Guidelines for sending monthly Reports of Usage to The MLC using DDEX DSRF v1.4

Version 1.1.2

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Introduction

This document will outline how to send monthly Reports of Usage to The MLC when using DDEX DSRF v1.4.

When using DSRF v1.4, monthly Reports of Usage to the MLC will consist of two parts:
- One coversheet, containing static or slow changing information as well as long form text information.
- One or more usage files, containing the track by track detail of the usage that happened during the relevant month, provided as DDEX DSRF v1.4 files.

This document will set the guidelines for each of these elements.

Method of Delivery

All files that form part of the monthly Reports of Usage should be uploaded to The MLC's SFTP. Please get in touch with The MLC to get an SFTP account set up.

Within the SFTP there will be two folders:
- Incoming: for delivery of the monthly Report of Usage.
- Outgoing: for making available Response Files.

Each file that conforms the month Report of Usage should be uploaded as an individual file to the "incoming" folder within the SFTP. Optionally, each file can be individually zipped. No additional folders should be created within the "incoming" folder and multiple files should not be zipped together. Creating additional folders or zipping multiple files together will mean the files won't be automatically processed, which will cause delays in the processing of the files and the generation of the invoices.

Coversheet

Introduction

The Coversheet will contain information required by the appropriate laws and regulations but that do not belong to the detailed line by line report that is DDEX DSRF. This would be any long form text information, like instructions or certifications.

Content

The Coversheet will contain the following information:
- DSP full legal name
    - *210.27(c)(2) The full legal name of the blanket licensee […]*
- DSP full legal address
    - *210.27(c)(3) The full address [...]*
- For DSPs with voluntary licenses, when was the information last provided
    - *210.27(c)(5) […] the report states that the information has been provided separately and includes the date on which such information was last provided to the mechanical licensing collective.*
- The period the coversheet applies to
- List of usage file(s) provided in the monthly report of usage.
- For DSPs that will not receive an invoice, total royalties payable
    - *210.27(c)(6)(i) The total royalty payable by the blanket licensee [...]*
- For DSPs that will not receive an invoice, late fees if applicable
    - *210.27(c)(6)(ii) The amount of late fees, if applicable [...]*
- Which inputs have been estimated, explanation of why and basis for the estimation
    - *210.27(d)(2) A report of usage containing an estimate [...] should identify each input that has been estimated, and provide the reason(s) why such input(s) needed to be estimated and an explanation as to the basis for the estimate(s).*
- Instructions on how to use recording identifiers to listen to audio
    - *210.27(e)(1)(i)(C) Unique identifier(s) [...] that can be used to locate and listen to the sound recording, accompanied by clear instructions describing how to do so [...]*
- Instructions on how to request access to records and documents
    - *210.27(m)(2) [...] Each report of usage must include clear instructions on how to request access to records and documents [...]*
- Any other information the DSP wishes to provide as part of their monthly reports of usage

Specification

There is not a set specification required for delivering the monthly Coversheet, however the MLC recommends making use of the template available here: <Link to Coversheet template> (provided by email until available on website)

The name of the file should follow the below pattern:

<DSP Name> - <Year>-<Month> - Monthly Report of Usage Under Compulsory Blanket License for Making and Distributing Phonorecords

Example: AwesomeSongs - 2021-01 - Monthly Report of Usage Under Compulsory Blanket License for Making and Distributing Phonorecords.xlsx

DDEX DSRF v1.4

Introduction

DSPs can report to The MLC making use of the Multi-Record Block Variant of the Basic Audio Profile for The Mechanical Licensing Collective of DDEX DSRF v1.4.

Specification

The DDEX DSRF specification is broken down in several parts, these are:
- Part 1: Architecture. This defines how the files are structured. This is available on DDEX website as it has not changed from the previous version.
  - Link to DDEX knowledge base
- Part 2: Allowed Value Sets. This defines the allowed values for fields with only restricted values allowed. This is available on DDEX website as it has not changed from the previous version.
  - Link to DDEX knowledge base
- Part 11: Basic Audio Profile for The Mechanical Licensing Collective. This defines the Basic Audio Profile and how the different record types are put together.
  - Link to DDEX knowledge base
- Part 8: Record Type Definitions. This defines the fields of all the record types in DSRF, please note only a small subset is relevant for reporting to The MLC.
  - Link to DDEX knowledge base
- It is recommended that you familiarise yourself with the standard before continuing.

Versions

DDEX DSRF v1.4 means the latest version of each Part at the time version 1.4 of the Record Type Definitions was published and any subsequent minor version. Specifically, this means:
- Part 1: Architecture version 1.3
- Part 2: Allow Value Sets version 1.4.1
- Part 11: Basic Audio Profile for The Mechanical Licensing Collective version 1.0
- Part 8: Record Type Definitions version 1.4

In summary, the MessageVersion field in the Header record should be "dsrf/1.3/1.4.1/1.4" and the ProfileVersion field in the Header record should be "1.0".

Architecture, structure and filenames

The usage report will follow the standard architecture of DDEX DSRF as defined in Part 1, including the file naming conventions, with one exception, reports should not be broken down as defined in paragraph 6.3 of Part 1 of the standard. If you are facing technical issues because of the size of the reports, please let us know and we will be able to assist.

Available record types

The records available to use in Basic Audio Profile for The Mechanical Licensing Collective are:
- HEAD: Header record, containing information at report level
- SY01: Summary record for download service configurations
- SY12: Summary record for streaming service configurations
- RE04: Release record containing product related information
- AS05: Resource record containing recording related information
- MW02: Work record containing work related information
- AS06: Resource record containing both recording and work related information
- SU01: Usage record containing transaction information for download service configurations
- SU02: Usage record containing transaction information for streaming service configurations
- FOOT: Footer record, containing validation information

Record Type guidance

The following section will include guidance for each of the record types mentioned above.

How to

The cardinality of the field in regard to reporting to the MLC, this can differ from the cardinality of the field in DSRF. Values:
- **M**andatory: always needs to be provided
- **C**onditional: depending on a condition, sometimes need to be provided
- **O**ptional: to be provided at the DSP's discretion.
- **E**mpty: The MLC will ignore any value provided in this field.

A note detailing whether the field is required by the DSRF standard, by the statute or by the appropriate regulations

Clarifying notes further explaining how to provide the information or what information needs to be provided

Field Name	M/C O/E	To be provided	Required by	Regulatory language	Notes	Example
RepresentedRepertoire	C	When applicable

For services operating fully or partially under a Voluntary License | Statute | 210.27(c)(5)[...] the report states that the information has been provided separately and includes the date on which such information was last provided [...] | A string containing the last date that the Notice of License was last amended with voluntary license information: "As provided in Notice of License submission on YYYY/MM/DD".

This doesn't need to be provided in the usage files if it has been | As provided in Notice of License submission on 2020/11/25 |

Name of each field

A quote from the regulatory language relevant to the field

the

An example of the values that could be provided

A note detailing when the information needs to be provided. Values:
- **Always**: this information needs to be provided in all cases. If a DSP genuinely does not have this information, please let The MLC know as soon as possible and The MLC will work with the DSP to find a solution.
- **Always if known**: this information needs to be provided whenever known by the DSP.
- **When applicable**: this information needs to be provided only when is relevant, depending on the circumstances. A note is included to explain when it is applicable.
- **At DSP's discretion**: this information is to be provided at the DSP discretion.

Please note Always and Always if known are dictated by the relevant laws and regulations, failure to submit the information when is known to the DSP would mean being in breach of the relevant laws and regulations.

Header Record (HEAD)

- Record Types: HEAD
- HEAD Definition on DDEX's knowledge base: https://dsr8.ddex.net/digital-sales-report-message-suite%253A-part-8-record-type-definitions/5-record-type-definitions/5.1-header-and-footer-record-types/5.1.1-head-%E2%80%93-header-record

One header record should be provided per usage file.

Field Name	M/C O/E	To be provided	Required by	Regulatory language	Notes	Example
RecordType	M	Always	DSRF		As per DDEX definition.	HEAD
MessageVersion	M	Always	DSRF		As per DDEX definition.	dsrf/1.3/1.4.1/1.4
Profile	M	Always	DSRF		In v1.4, the only profile available for reporting to the MLC is Basic Audio Profile for The Mechanical Licensing Collective. Fixed Value " BasicAudioProfileMLC ".	BasicAudioProfileMLC
ProfileVersion	M	Always	DSRF		As per DDEX definition.	1.0
MessageId	M	Always	DSRF		As per DDEX definition.	1234567890
MessageCreatedDateTime	M	Always	DSRF		As per DDEX definition.	2021-02-06T15:15:36Z
FileNumber	M	Always	DSRF		The MLC would only accept DSRF reports provided as a single file, without making use of the clause 6.3 of the Architecture in order to split files. The MLC will accept multiple DSRF reports so long they are separate reports and not separate files of the same report.	1

NumberOfFiles	M	Always	DSRF		As above.	1
UsageStartDate	M	Always	Regulations	210.27(c)(1) The period (month and year) covered by the monthly report of usage.	The first calendar day of the month of the reporting period.	01/01/2021
UsageEndDate	M	Always	Regulations	210.27(c)(1) The period (month and year) covered by the monthly report of usage.	The last calendar day of the month of the reporting period.	31/01/2021
SenderPartyId	M	Always	Regulations	210.27(c)(2) […] If the blanket licensee has a unique DDEX identifier number, it must also be provided.	As per DDEX definition.	PADPIDA2020120704W
SenderName	M	Always	Regulations	210.27(c)(2) The full legal name of the blanket licensee […]	The legal name of the DSP. This can be the known brand name of the DSP if the legal name has been provided as part of the coversheet.	AwesomeSongs Inc.
ServiceDescription	E	Never	DSRF			
RecipientPartyId	M	Always	DSRF		The MLC's DPID: "PADPIDA2020062405C".	PADPIDA2020062405C
RecipientName	M	Always	DSRF		Fixed value "The MLC".	The MLC

| RepresentedRepertoire | C | When applicable

For DSPs operating fully or partially under a Voluntary License | Statute | 210.27(c)(5) […] the report states that the information has been provided separately and includes the date on which such information was last provided […] | A string containing the last date that the Notice of License was last amended with voluntary license information: "As provided in Notice of License submission on YYYY/MM/DD".

This doesn't need to be provided in the usage files if it has been provided in the coversheet. | As provided in Notice of License submission on 2020/11/25 |

Summary Records (SY01 and SY02)

- Record Types: SY01 and SY12
- SY01 Definition on DDEX's knowledge base: https://dsr8.ddex.net/digital-sales-report-message-suite%253A-part-8-record-type-definitions/5-record-type-definitions/5.2-summary-record-types/5.2.1-sy01.02-%E2%80%93-basic-summary-record
- SY12 Definition on DDEX's knowledge base: https://dsr8.ddex.net/digital-sales-report-message-suite%253A-part-8-record-type-definitions/5-record-type-definitions/5.2-summary-record-types/5.2.12-sy12-%E2%80%93-basic-summary-record-for-communication-with-the-us-mechanical-licensing-collective

You will need to provide one summary record for each service configuration as reported in the service configurations form (that can be filled together with the Notice of License or Notice of Nonblanket Activity). Multiple summary records can be provided in the same Usage File or each summary record (and associated usage records) can be provided on its own Usage File or combined as a subset of the total. You will receive one Invoice and one Response File (if applicable) for each Usage File that you send to The MLC.

You will need to use SY01 to report download and ringtone service configurations and SY12 to report streaming service configurations.

SY12 shares all fields with SY01 and adds two extra fields at the end, to simplify, each field in the table below is only described once.

Field Name	M/C O/E	To be provided	Required by	Regulatory language	Notes	Example
RecordType	M	Always	DSRF		As per DDEX definition.	SY01 / SY12
SummaryRecordId	M	Always	DSRF		As per DDEX definition.	1
DistributionChannel	C	When applicable For DSPs operating under multiple brand names	Regulations	210.27(c)(2) […] the trade or consumer-facing brand name(s) of the service(s) […]	The Storefront, commercial name or brand, through which the service is provided, if different to the DSP Name. This should be the same string as provided in the service configurations form.	YourAwesomeSongs
DistributionChannelDPID	O	At DSP's discretion	DSRF		As per DDEX definition.	

CommercialModel	M	Always	DSRF		Must always be one of the following: - SubscriptionModel - AdvertisementSupportedModel - PayAsYouGoModel	SubscriptionModel
UseType	M	Always	DSRF		Must always be one of the following: - OnDemandStream - PermanentDownload - UseAsRingtone Plays of Eligible Limited Downloads (cached downloads for listening offline) need to be reported together with online streams labelled as OnDemandStreams.	OnDemandStream
Territory	M	Always	DSRF		Fixed value "US".	US
ServiceDescription	M	Always	Regulations	210.27(c)(2) […] any specific offering(s), through which the blanket licensee engages in covered activities. […]	The name of the service configuration. This should be the same as provided in the service configuration form.	Family Plan
TotalUsages	M	Always	Regulations	210.27(d)(1)(i)/(ii) […] all information necessary for the mechanical licensing collective to compute, in accordance with the requirements of this section and part 385 of this title, the royalties payable by the blanket licensee under the blanket license […]	As per DDEX definition.	9854225

Subscribers	C	When applicable For streaming service configurations	Regulations	210.27(d)(1)(i)/(ii) […] all information necessary for the mechanical licensing collective to compute, in accordance with the requirements of this section and part 385 of this title, the royalties payable by the blanket licensee under the blanket license […]	The number of end users, paying accounts or active subscribers, depending on the type of offering. For family plan offerings, this should be the number of paying accounts, without being adjusted to account for the treatment of family plans under 37 CFR 385.21(e). For student plan offerings, this should be the number of End Users as defined in 37 CFR 385.2, without being adjusted to account for the treatment of student plans under 37 CFR 385.21(e). For bundled plan offerings, this should be the number of active subscribers as defined in 37 CFR 385.2. For every other type of offering, this should be the number of End Users as defined in 37 CFR 385.2. This number should always be prorated to account for partial months and subpart D of Part 385, as described in 37 CFR 385.21(e).	40000
CurrencyOfReporting	M	Always	DSRF		Fixed value "USD".	USD

NetRevenue	M	When applicable For streaming service configurations	Regulations	210.27(d)(1)(i)/(ii) [...] all information necessary for the mechanical licensing collective to compute, in accordance with the requirements of this section and part 385 of this title, the royalties payable by the blanket licensee under the blanket license [...]	The Service Provider Revenue applicable to the service configuration as defined in 37 CFR 385.2. For Download or Ringtone service configurations, the revenue can be provided at the DSP's discretion or be provided as 0.	72360.15
IndirectValue	E	Never	DSRF			
CurrencyOfTransaction	E	Never	DSRF			
ExchangeRate	E	Never	DSRF			
Only on SY12 for Streaming service configurations						
TotalCostOfContent InCurrencyOfReporting	M	When applicable For streaming service configurations	Regulations	210.27(d)(1)(i)/(ii) [...] all information necessary for the mechanical licensing collective to compute, in accordance with the requirements of this section and part 385 of this title, the royalties payable by the blanket licensee under the blanket license [...]	The Total Cost of Content applicable to the service configurations as defined in 37 CFR 385.2.	14563.23

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PerformanceRoyalties InCurrencyOfReporting	M	When applicable For streaming service configurations	Regulations	210.27(d)(1)(i)/(ii) [...] all information necessary for the mechanical licensing collective to compute, in accordance with the requirements of this section and part 385 of this title, the royalties payable by the blanket licensee under the blanket license [...]	The total Performance Royalties applicable to the service configurations as defined in 37 CFR 385.2 and further expanded on 37 CFR 385.21(b)(2)	5065.21

Release Record (RE04)

- Record Types: RE04
- RE04 Definition on DDEX's knowledge base: https://dsr8.ddex.net/digital-sales-report-message-suite%253A-part-8-record-type-definitions/5-record-type-definitions/5.3-release-record-types/5.3.4-re04-%E2%80%93-audio-release-record-for-communicating-with-the-mechanical-licensing-collective

Release records are optional in the DSRF standard and as all the information provided in the release records is to be provided to the extent known to the DSPs, if you do not know of any of the release information, you should not provide the release record.

Field Name	M/C O/E	To be provided	Required by	Regulatory language	Notes	Example
RecordType	M	Always	DSRF		As per DDEX definition.	RE04
BlockId	M	Always	DSRF		As per DDEX definition.	1
ReleaseReference	M	Always	DSRF		As per DDEX definition.	5411345
DspReleaseId	M	Always	DSRF		As per DDEX definition. If the DSP knows of other release information but has not assigned its own identifier to the release, the DSP release identifier can be populated with an alternative identifier of the release, like ICPN; the identifier of the resource if there is only one; or an ad-hoc identifier created just for this file.	5411345
ProprietaryReleaseId	C	Always if known	Regulations	210.27(e)(1)(i)(E)(4)(iii) Unique identifier(s) assigned by any distributor;	The distributor's release identifiers to be provided to the extent known to the DSP. Other identifiers at the DSP discretion.	Awesome Distributions::312d231
ReleaseCatalogNumber	C	Always if known	Regulations	210.27(e)(1)(i)(E)(4)(i) Catalog number(s);	As per DDEX definition.	dww1R3

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ReleaseICPN	C	Always if known	Regulations	210.27(e)(1)(i)(E)(4)(ii) UPC(s);	As per DDEX definition.	8742620672
ReleaseDisplayArtistName	C	At DSP's discretion	DSRF		As per DDEX definition.	John Smith feat. Jane
ReleaseDisplayArtistPartyId	O	At DSP's discretion	DSRF		As per DDEX definition.	IPI::73519527851
ReleaseTitle	M	Always if known	Regulations	210.27(e)(1)(i)(E)(7) Album title(s);	As per DDEX definition. If the DSP knows other release information but does not know the release title, the release title can be populated with '#unknown#" to satisfy the format requirement that this field is mandatory. Should the DSP have more than one recording title on record, the one presented on the DSP's services should be provided in this field, with additional titles provided in other fields below.	Early Songs
ReleaseSubTitle	O	At DSP's discretion	DSRF		As per DDEX definition.	[Really Early]
ReleaseType	O	At DSP's discretion	DSRF		As per DDEX definition.	Studio Version

ReleaseLabelName	C	Always if known	Statute	210.27(e)(1)(i)(E)(8) Label name(s); 210.27(e)(4) LabelName	As per DDEX definition. Should the DSP have more than one label name on record, the most recently received should be provided. If multiple label names were received simultaneously, the one used to report to sound recording copyright owners should be used.	Awesome Records
ReleasePLine	C	Always if known	Statute	210.27(e)(4) PLine	As per DDEX definition.	2020 Awesome Records
DataProviderName	C	Always if known	Regulations	210.27(e)(1)(i)(E)(9) Distributor(s);	As per DDEX definition The name of the Distributor that provided the recording information and audio to the DSP.	Awesome Distributions
ReleaseDate	C	Always if known	Regulations	210.27(e)(1)(i)(E)(6) Release date(s);	As per DDEX definition. Should the DSP have more than one release date on record, the US release date for the product being reported in the configuration being reported should be used. Should more than one release date be on record for the specific configuration being reported, the most recently received should be provided. If multiple release dates were received simultaneously, the earliest release date should be provided.	2020-06-28

ReleaseDisplayArtistNameAsReceived	C	When applicable	Regulations	210.27(e)(2)(i) […] it additionally shall not be sufficient for the blanket licensee to report a modified version of any […] featured artist […]	As per DDEX definition. This information only needs to be provided when it differs from ReleaseDisplayArtistName.	John Smith featuring Jane
ReleaseDisplayArtistAsReceived	O	At DSP's discretion	DSRF		As per DDEX definition.	John Smith|Jane Smith
ReleaseTitleAsReceived	C	When applicable	Regulations	210.27(e)(2)(i) […] it additionally shall not be sufficient for the blanket licensee to report a modified version of any […] album title.	As per DDEX definition. This information only needs to be provided when it differs from ReleaseTitle	The Early Songs
ReleaseSubTitleAsReceived	C	When applicable	Regulations	210.27(e)(2)(i) […] it additionally shall not be sufficient for the blanket licensee to report a modified version of any […] version […]	As per DDEX definition. This information only needs to be provided when it differs from ReleaseSubTitle	(Really Early)
AlternativeReleaseTitle	C	At DSP's discretion	DSRF		As per DDEX definition.	Early songs for a refreshed awaking
AlternativeReleaseTitleAsReceived	C	At DSP's discretion	DSRF		As per DDEX definition.	The early songs for a refreshed awaking

Resource and Work Records (AS06, AS05 and MW02)

- Record Types: AS06, AS05 and MW02
- AS06 Definition on DDEX's knowledge base: https://dsr8.ddex.net/digital-sales-report-message-suite%253A-part-8-record-type-definitions/5-record-type-definitions/5.4-resource-record-types/5.4.6-as06-%E2%80%93-basic-sound-recording-record-with-musical-work-details-for-communicating-with-the-mechanical-licensing-collective
- AS05 Definition on DDEX's knowledge base: https://dsr8.ddex.net/digital-sales-report-message-suite%253A-part-8-record-type-definitions/5-record-type-definitions/5.4-resource-record-types/5.4.5-as05-%E2%80%93-basic-sound-recording-record-for-communicating-with-the-mechanical-licensing-collective
- MW02 Definition on DDEX's knowledge base: https://dsr8.ddex.net/digital-sales-report-message-suite%253A-part-8-record-type-definitions/5-record-type-definitions/5.5-work-and-cue-record-types/5.5.2-mw02-%E2%80%93-basic-musical-work-record-for-communicating-with-the-mechanical-licensing-collective

Each block must contain at least one resource record, you should use AS06 for any sound recording that embodies only one work. In the situation where the sound recording embodies multiple works, you need to use AS05 for the sound recording and MW02 to describe each of the works.

Given AS06 is a combination of AS05 and MW02 minus some fields, to simplify, each field in the guidance below is only described once. For the avoidance of doubt, the records need to be provided in the manner described in the DDEX specification and following the order in the DDEX specification, which differs from the order shown below.

PLEASE NOTE: The below list is NOT in the order in which the fields should be provided in the file. Each record type should follow the order provided in DDEX's specification linked above.

Field Name	M/C O/E	To be provided	Required by	Regulatory language	Notes	Example
RecordType	M	Always	DSRF		As per DDEX definition.	AS06/AS05/MW02
BlockId	M	Always	DSRF		As per DDEX definition.	1
ResourceReference	M	Always	DSRF		As per DDEX definition.	gufw893hIUHIF34Djr38
Only on AS06 and AS05 records						

DspResourceId	M	Always	Regulations	210.27(e)(1)(i)(C) Unique identifier(s) assigned by the blanket licensee	As per DDEX definition.	gufw893hIUHIF34Djr38
ResourceISRC	C	Always if known	Statute	210.27(e)(1)(i)(E)(3) ISRC(s)	As per DDEX definition. Should the DSP have more than one ISRC on record, the most recently received should be provided. If multiple ISRCs were received simultaneously, the one used to report to sound recording copyright owners should be used.	USSM19804756
ResourceTitle	M	Always	Statute	210.27(e)(1)(i)(A) Sound recording name(s) […]	As per DDEX definition. Should the DSP have more than one recording title on record, the one presented on the DSP's services should be provided in this field, with additional titles provided in other fields below.	It is a beautiful day
ResourceSubTitle	C	Always if known	Regulations	210.27(e)(1)(i)(E)(5) Version(s);	As per DDEX definition. Should the DSP have more than one recording version title on record, the one presented on the DSP's services should be provided in this field, with additional titles provided in other fields below.	Radio Edit Explicit

ResourceDisplayArtistName	M	Always	Statute	210.27(e)(1)(i)(B) Featured artist(s);	As per DDEX definition. Should the DSP have more than one artist on record, the one presented on the DSP's services should be provided in this field, with additional titles provided in other fields below.	John Smith feat. Jane
ResourceDisplayArtistPartyId	O	At DSP's discretion	DSRF		As per DDEX definition.	IPI::73519527851
ResourceDuration	M	Always	Regulations	210.27(e)(1)(i)(D) Actual playing time measured from the sound recording audio file;	As per DDEX definition.	PT0H5M33S
ResourceType	M	Always	DSRF		Fixed value "SoundRecording".	SoundRecording
IsMasterRecording	E	Never	DSRF			
IsSubjectTo OwnershipConflict	E	Never	DSRF			
LastConflictCheck	E	Never	DSRF			
ResourceStudioProducerName	C	Always if known	Statute	210.27(e)(1)(i)(E)(2) Producer(s);	As per DDEX definition.	Jane Smith
ResourceStudioProducerPartyId	O	At DSP's discretion	DSRF		As per DDEX definition.	IPI::31823461941
AlternativeResourceTitle	C	Always if known	Regulations	210.27(e)(1)(i)(A) […] all known alternative and parenthetical titles […]	As per DDEX definition.	Beautiful day|What a beautiful day

ResourceTitleAsReceived	C	When applicable	Regulations	210.27(e)(2)(i) [...] it additionally shall not be sufficient for the blanket licensee to report a modified version of any sound recording name [...]	As per DDEX definition. This information only needs to be provided when it differs from ResourceTitle.	Is a beautiful day
ResourceSubTitleAsReceived	C	When applicable	Regulations	210.27(e)(2)(i) [...] it additionally shall not be sufficient for the blanket licensee to report a modified version of any [...] featured artist [...]	As per DDEX definition. This information only needs to be provided when it differs from ResourceSubTitle.	Radio Edit|Explicit
AlternativeResourceTitleAsReceived	O	At DSP's discretion	DSRF		As per DDEX definition.	Beautiful Day|What a beautiful Day
ResourceDisplayArtistNameAsReceived	C	When applicable	Regulations	210.27(e)(2)(i) [...] it additionally shall not be sufficient for the blanket licensee to report a modified version of any [...] version [...]	As per DDEX definition. This information only needs to be provided when it differs from ResourceSubTitle.	Jane Smith featuring John
ResourceDisplayArtistAsReceived	O	At DSP's discretion	DSRF		As per DDEX definition.	John Smith|Jane Smith

ResourceIngestionDate	O	At DSP's discretion	DSRF	210.27(m)(3)(i)(A)(1) The date on which the sound recording was first reproduced by the blanket licensee on its server ("server fixation date").	As per DDEX definition. This information is not required to be provided in the monthly Reports of Usage, however reporting this information in the monthly Reports of Usage would mean the DSP has fulfilled its requirements of sending this information annually as per 210.27(m)(4)(i)	2020-06-28
EstimatedResourceIngestionDate	O	At DSP's discretion	DSRF	210.27(m)(3)(i)(B) If neither of the dates […] is […] available […] a reasonable estimate […]	As per DDEX definition. This information is not required to be provided in the monthly Reports of Usage, however reporting this information in the monthly Reports of Usage would mean the DSP has fulfilled its requirements of sending this information annually as per 210.27(m)(4)(i)	2020-06-28

ResourceAvailabilityDate	O	At DSP's discretion	DSRF	210.27(m)(3)(i)(A)(2) The date on which the sound recording was first released on the blanket licensee's service ("street date").	As per DDEX definition. This information is not required to be provided in the monthly Reports of Usage, however reporting this information in the monthly Reports of Usage would mean the DSP has fulfilled its requirements of sending this information annually as per 210.27(m)(4)(i)	2020-06-28
EstimatedResourceAvailabilityDate	O	At DSP's discretion	DSRF	210.27(m)(3)(i)(B) If neither of the dates […] is […] available […] a reasonable estimate […]	As per DDEX definition. This information is not required to be provided in the monthly Reports of Usage, however reporting this information in the monthly Reports of Usage would mean the DSP has fulfilled its requirements of sending this information annually as per 210.27(m)(4)(i)	2020-06-28
Only on AS06 and MW02 records						

MusicalWorkISWC	C	Always if known	Statute	210.27(e)(1)(ii)(B) ISWC(s)	As per DDEX definition. Should the DSP have more than one ISWC on record, the most recently received should be provided. If multiple ISWCs were received simultaneously, the one used to report to sound recording copyright owners should be used.	T8572057154
MusicalWorkComposerAuthorName	C	Always if known	Statute	210.27(e)(1)(ii)(A)(1) Songwriter(s);	As per DDEX definition.	Jane Smith|John Smith
MusicalWorkComposerAuthorPartyId	C	Always if known	Regulations	210.27(e)(1)(ii)(A)(4) ISNI(s) and IPI(s) for each such songwriter	As per DDEX definition. See the section *Reporting of multiple party identifiers when there are multiple parties* to understand how to report this information.	IPI::31823461941 \\\|ISNI::9876876576546543 |IPI::73519527851 \\\|ISNI::1234234534564567
MusicalWorkArrangerName	E	Never	DSRF		This field should not be used to provide songwriter information.	
MusicalWorkArrangerPartyId	E	Never	DSRF		This field should not be used to provide songwriter information.	
MusicPublisherName	C	Always if known	Statute	210.27(e)(1)(ii)(A)(2) Publisher(s) with applicable U.S. rights;	As per DDEX definition.	Awesome Publishing

MusicPublisherPartyId	C	Always if known	Regulations	210.27(e)(1)(ii)(A)(4) ISNI(s) and IPI(s) for each such […] publisher	As per DDEX definition. See the section *Reporting of multiple party identifiers when there are multiple parties* to understand how to report this information.	IPI::123456789 \\|ISNI::12345678901
MusicalWorkContributorName	E	Never	DSRF		This field should not be used to provide songwriter information.	
MusicalWorkContributorPartyId	E	Never	DSRF		This field should not be used to provide songwriter information.	
ProprietaryMusicalWorkId	O	At DSP's discretion	DSRF		As per DDEX definition. This field can be used to report the MLC Song Code.	D00001
MusicalWorkTitle	M	Always if known	Regulations	210.27(e)(1)(ii)(C) Musical work name(s)	As per DDEX definition. Should the DSP receive more than one musical work name from the distributor, the one presented on the DSP's service should be provided in this field, with additional titles provided in other fields below.	Today is a beautiful day
MusicalWorkSubTitle	O	At DSP's discretion	DSRF		As per DDEX definition.	Radio Edit
AlternativeMusicalWorkTitle	C	Always if known	Regulations	210.27(e)(1)(ii)(C) […] any alternative and parenthetical titles […]	As per DDEX definition.	Beautiful day|What a beautiful day

Only on MW02 records							
DspWorkId	M	Always	DSRF			As per DDEX definition. If the DSP knows the work title to be different to the recording title and would like to report that information using DSRF but has not assigned its own identifier to the work, the DSP work identifier can be populated with an alternative identifier of the work, like ISWC; the identifier of the resource; or an ad-hoc identifier created just for this file.	T8572057154
DataProviderName	O	At DSP's discretion	DSRF			As per DDEX definition.	Awesome Distributions
ParentLicensor DataRecordId	E	Never	DSRF				
ParentMasterlistId	E	Never	DSRF				
MusicalWorkReference	O	At DSP's discretion	DSRF			As per DDEX definition.	645374352

Rights Controller Record (RC01)

- Record Types: RC01
- RC01 Definition on DDEX's knowledge base: https://dsr8.ddex.net/digital-sales-report-message-suite%253A-part-8-record-type-definitions/5-record-type-definitions/5.5-work-and-cue-record-types/5.5.5-rc01-%E2%80%93-rights-controller-record

Rights Controller records are to be provided when the DSP knows information about the rights controllers for mechanicals rights of the musical work embodied in the sound recording or when the DSP or an affiliate company is one of the rights controllers. If neither the DSP nor an affiliate company is one of the rights controllers and the DSP do not have information about the rights controllers, the Rights Controller record should not be used.

Field Name	M/C O/E	To be provided	Required by	Regulatory language	Notes	Example
RecordType	M	Always	DSRF		As per DDEX definition.	SU01/SU02
BlockId	M	Always	DSRF		As per DDEX definition.	1
ResourceReference	M	Always	DSRF		As per DDEX definition.	gufw893hIUHIF34Djr38
MusicalWorkReference	M	Always	DSRF		As per DDEX definition.	645374352
RightsControllerName	M	Always	Statute	210.27(e)(1)(ii)(A)(3) Musical work copyright owner(s);	As per DDEX definition.	Awesome Publishing
RightsControllerPartyId	O	At DSP's discretion	DSRF	210.27(e)(1)(ii)(A)(4) ISNI(s) and IPI(s) for each such […] musical work copyright owner;	As per DDEX definition.	IPI::123456789

RightsType	C	Always if known	DSRF		Must always be one of the following: - MechanicalRight - UserDefined Unknown Should a DSP have a Rights Share Percentage on record but not know whether the Rights Share Percentage is for mechanical rights, the DSP can at its discretion provide the Rights Share Percentage with a Rights Type of Unknown.	MechanicalRight
RightsShare%	C	Always if known	Statute	210.27(e)(1)(ii)(A)(3) Respective ownership shares of each such musical work copyright owner;	As per DDEX definition. This should always by the Rights Share Percentage for mechanical rights, except when the DSP do not know for what type of rights the Rights Share Percentage applies and wants to provide it.	33.33
IsAffiliatedWithLicensee	M	Always	Regulations	210.27(e)(1)(iii)(A)(3) Whether the blanket licensee, or any corporate parent, subsidiary, or affiliate of the blanket licensee, is a copyright owner of the musical work embodied in the sound recording.	As per DDEX definition.	true

Usage Records (SU01 and SU02)

- Record Types: SU01, SU02
- SU01 Definition on DDEX's knowledge base: https://dsr8.ddex.net/digital-sales-report-message-suite%253A-part-8-record-type-definitions/5-record-type-definitions/5.6-record-types-to-provide-sales-and%252For-usage-data/5.6.1-su01.02-%E2%80%93-usage%252C-revenue-or-sales-record-for-download-services
- SU02 Definition on DDEX's knowledge base: https://dsr8.ddex.net/digital-sales-report-message-suite%253A-part-8-record-type-definitions/5-record-type-definitions/5.6-record-types-to-provide-sales-and%252For-usage-data/5.6.2-su02.02-%E2%80%93-usage%252C-revenue-or-sales-record-for-streaming-services-and-webcasts

Each block must contain at least one usage record. You should use SU01 to provide download and ringtone sales information and use SU02 to provide streaming and limited downloads information.

Given SU01 and SU02 share the majority of the fields, to simplify, each field in the guidance below is only described once. For the avoidance of doubt, the records need to be provided in the manner described in the DDEX specification and following the order in the DDEX specification, which differs from the order shown below.

Field Name	M/C O/E	To be provided	Required by	Regulatory language	Notes	Example
RecordType	M	Always	DSRF		As per DDEX definition.	SU01/SU02
BlockId	M	Always	DSRF		As per DDEX definition.	1
SummaryRecordId	M	Always	DSRF		As per DDEX definition.	1
SalesTransactionId	M	Always	DSRF		As per DDEX definition.	3461
TransactedRelease	C	When applicable For album downloads	DSRF		As per DDEX definition.	5411345

TransactedResource	C	When applicable For streaming, single track downloads or ringtones	DSRF		As per DDEX definition.	gufw893hIUHIF34Djr38
IsRoyaltyBearing	M	Always	DSRF		Fixed value "true"	true
NumberOfStreams (SU02) Usages (SU01)	M	Always	Statute	210.27(d)(1)(i)/(ii) […] the number of payable units […]	For download and ringtones service configurations, the number of downloads. For streaming service configurations, the number of plays as defined in 37 CFR 385.2. In either case this number should not include any overtime adjustments as defined in 37 CFR 385.21(c) to account for durations over 5 minutes.	3721
PriceConsumerPaid ExcSalesTax	E	Never	DSRF			
PromotionalActivity	E	Never	DSRF			
UseType	E	Never	DSRF			
Only on SU01 for Download or Ringtone service configurations						
SalesUpgrade	M	Always	DSRF		Fixed value "false"	false
Returns	M	For downloads and ringtones service configurations	Statute	210.27(d)(1)(i)/(ii) […] the number of payable units […]	As per DDEX definition.	0

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Foot Record (FOOT)

- Record Types: FOOT
- FOOT Definition on DDEX's knowledge base: https://dsr8.ddex.net/digital-sales-report-message-suite%253A-part-8-record-type-definitions/5-record-type-definitions/5.1-header-and-footer-record-types/5.1.2-foot-%E2%80%93-footer-record

One header footer should be provided per usage file.

Field Name	M/C/O/E	To be provided	Required by	Regulatory language	Notes	Example
RecordType	M	Always	DSRF		As per DDEX definition.	FOOT
NumberOfLinesInFile	M	Always	DSRF		As per DDEX definition.	1
NumberOfLinesInReport	M	Always	DSRF		As per DDEX definition.	1
NumberOfSummaryRecords	M	Always	DSRF		As per DDEX definition.	1
NumberOfBlocksInFile	M	Always	DSRF		As per DDEX definition.	1
NumberOfBlocksInReport	M	Always	DSRF		As per DDEX definition.	1

Reporting multiple party identifiers when there are multiple parties in DDEX DSRF

On some records on DSRF there is the need to report multiple parties, this happens for instance in MW01 records with the need to send multiple writers, this fields would generally be broken down into two fields, one for the name of the parties and another one for the identifiers, for instance ComposerAuthorName and ComposerAuthorPartyId, whenever such combination of fields happen and there is the need to report multiple parties, the fields would be linked, that means that the order in which the names and the ids are provided needs to be the same, so that the recipient of the message can know which names belongs with which identifier.

For instance, if a Message Sender had the follow information:

	Name	Identifiers
Writer 1	Jane Smith	IPI::31823461941
Writer 2	John Smith	IPI::73519527851

The fields ComposerAuthorName and ComposerAuthorPartyId would be provided in either of these ways:

ComposerAuthorName	ComposerAuthorPartyId
Jane Smith|John Smith	IPI::31823461941|IPI::73519527851
John Smith|Jane Smith	IPI::73519527851|IPI::31823461941

So, the first name belongs with the first identifier, the second name belongs with the second identifier and so on. Changing the order of one of the fields without changing the order in the linked field would lead the wrong attribution of names and identifiers, equally, if there are only identifiers for a subset of the parties, then an empty space in the right place would need to be left to indicate that there are no identifiers for that particular party.

However, what happens when the Message Sender wants to report multiple identifiers for any given party? With the above guidelines that wouldn't be possible. Let's say, for instance, the following information needs to be transmitted:

	Name	Identifiers
Writer 1	Jane Smith	IPI::31823461941 ISNI::9876876576546543 PainfulId::H2\G|Fd2
Writer 2	John Smith	IPI::73519527851 ISNI::1234234534564567 PainfulId::4\G32sG|e7

In this situation, the information can be transmitted by concatenating the identifiers using the pipe (|) character and making use of the correct escaping mechanism.

Writing multiple party identifiers for multiple parties

1. The content of each identifier needs to be escaped, this is done by adding a single backslash (\) character in front of any backslash (\), pipe (|) or tab character, we will mark these with \:

	Identifier (before escaping)	Identifier (escaped)
Writer 1	IPI::31823461941	IPI::31823461941
Writer 1	ISNI::9876876576546543	ISNI::9876876576546543
Writer 1	PainfulId::H2\G|Fd2	PainfulId::H2\\G\\|Fd2
Writer 2	IPI::73519527851	IPI::73519527851
Writer 2	ISNI::1234234534564567	ISNI::1234234534564567
Writer 2	PainfulId::4\G32sG|e7	PainfulId::4\\G32sG\\|e7

2. Each party identifier string needs to be created, by concatenating each of the escaped identifiers using the pipe (|) character, we will mark these with |

	Party identifier string (before escaping)
Writer 1	IPI::31823461941|ISNI::9876876576546543|PainfulId::H2\\G\\|Fd2
Writer 2	IPI::73519527851|ISNI::1234234534564567|PainfulId::4\\G32sG\\|e7

3. Each party identifier string needs to be escaped, this is done by adding a single backslash (\) character in front of any backslash (\), pipe (|) or tab character, we will mark these with \:

	Party identifier string (after escaping)
Writer 1	IPI::31823461941\\|ISNI::9876876576546543\\|PainfulId::H2\\\\G\\\\|Fd2
Writer 2	IPI::73519527851\\|ISNI::1234234534564567\\|PainfulId::4\\\\G32sG\\\\|e7

Please note how all backlash (\) and pipes (|) characters are escaped, including those that were escaped in the previous steps and those that are the escaped character from the previous step, this is necessary as the standard escaping mechanism will always consume the escaping character, except when it's preceded by another escaping character. The mechanism for reading the final string will explain this further.

4. The final identifier string needs to be created, by concatenating each of the escaped party identifier strings using the pipe (|) character (in the same order as the names!), we will mark these with |

Final identifier string (before escaping)
IPI::31823461941\\|ISNI::9876876576546543\\|PainfulId::H2\\\\G\\\\|Fd2|IPI::73519527851\\|ISNI::1234234534564567\\|PainfulId::4\\\\G32sG\\\\|e7

5. With the previous step, the final string is now created, the only step left is to scape for inclusion into a record, this is done by adding a single backslash (\) character in front of any backslash (\) or tab character, we will mark these with \

Final identifier string (after escaping)

`IPI::31823461941\\|ISNI::9876876576546543\\|PainfulId::H2\\\\\\\\G\\\\\\|Fd2|IPI::73519527851\\|ISNI::1234234534564567\\|PainfulId::4\\\\\\\G32sG\\\\\\|e7`

Please note that pipe (|) characters are no longer escaped, that is because pipes do not have any special meaning in differentiating fields in a record, whereas backslash (\) and tab characters do.

That is however the last step, so the string can be put now in the relevant record.

ComposerAuthorName
Jane Smith|John Smith

ComposerAuthorId

`IPI::31823461941\\|ISNI::9876876576546543\\|PainfulId::H2\\\\\\\\G\\\\\\|Fd2|IPI::73519527851\\|ISNI::1234234534564567\\|PainfulId::4\\\\\\\G32sG\\\\\\|e7`

In summary, this means that:
- Backslash (\) characters in the original identifier need to be escaped with 7 backslash (\) characters.
- Tab characters in the original identifier need to be escaped with 7 backslash characters (not shown in the example)
- Pipe (|) characters in the original identifier need to be escaped with 6 backslash (\) characters.
- The identifiers for the same party are separated by backslash-backlash-pipe (\\|), this is the same as transmitting a pipe in any field.
- The group of identifiers for each party are separated by the pipe (|) character.
- The order of the group still matters and would need to be the same as the order of the names.
- This, in effect, creates a hierarchy, where | is the first divider, \\| the second, \\\\| would be the third, \\\\\\\\| would by the fourth and so on.

Reading multiple party identifiers for multiple parties

In order to read the final identifier, the process in reverse would need to be followed:

Starting with the string:

ComposerAuthorId
IPI::31823461941|ISNI::9876876576546543|PainfulId::H2\\\\\G\\\\|Fd2|IPI::73519527851|ISNI::1234234534564567|PainfulId::4\\\\\G32sG\\\\|e7

5. The entire record needs to be parsed with the backslash (\) character used to scape backslash (\) and tab characters. This means that any tab not preceded by a backslash (\) would get used as a field separator and any backslash (\) character not preceded by another backslash (\) character would be consumed by the parsing mechanism, in effect, removing *every other* backslash (\) character. The result would be removing of all the \:

Final identifier string (before escaping)
IPI::31823461941|ISNI::9876876576546543|PainfulId::H2\\G\\|Fd2|IPI::73519527851|ISNI::1234234534564567|PainfulId::4\\G32sG\\|e7

After this step, the parser now knows that this specific text is one field and that there are no fields separators within it.

4 and 3. The content of the field needs to be parsed with the backslash (\) character used to scape backslash (\), tab and pipe (|) characters. This means pipe (|) characters that are not preceded by a backslash (\) would be used as a separator within the field and any backslash (\) character not preceded by another backslash (\) character would be consumed by the parsing mechanism, in effect, removing *every other* backslash (\) character. The result would be removing all the \ and | and the string being broken down into each of the party identifier strings:

	Party identifier string (before escaping)
Writer 1	IPI::31823461941|ISNI::9876876576546543|PainfulId::H2\\G\\|Fd2
Writer 2	IPI::73519527851|ISNI::1234234534564567|PainfulId::4\\G32sG\\|e7

2 and 1. The content of each of the party identifier strings gets further parsed as before, with the backslash (\) character used to scape backslash (\), tab and pipe (|) characters. This means pipe (|) that is not preceded by a backslash (\) would be used as a separator within the field and any backslash (\) character not preceded by another backslash (\) character would be consumed by the parsing mechanism, in effect, removing *every other* backslash (\) character. The result would be removing all the \ and | and the string being broken down into each of the party identifiers:

	Identifier (before escaping)
Writer 1	IPI::31823461941
Writer 1	ISNI::9876876576546543
Writer 1	PainfulId::H2\G|Fd2
Writer 2	IPI::73519527851
Writer 2	ISNI::1234234534564567

Writer 2	PainfulId::4\G32sG|e7	

Which together with the corresponding name field can be used to reconstruct the intended information:

	Name	Identifiers
Writer 1	Jane Smith	IPI::31823461941 ISNI::9876876576546543 PainfulId::H2\G|Fd2
Writer 2	John Smith	IPI::73519527851 ISNI::1234234534564567 PainfulId::4\G32sG|e7