

NFC Procedures



National Finance Center
Office of the Chief Financial Officer
U.S. Department of Agriculture

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Front-End System Interface (FESI)

TITLE I
Payroll/Personnel Manual

CHAPTER 22
Front-End System Interface (FESI)

User Documentation
For Systems
And Processes

Latest Update Information

The Front-End System Interface (FESI) procedure has been updated as of August 27, 2004.

Listed below is a summary of the changes to the FESI procedure:

Description of Change	Page
Incorporates page changes to the Table of Contents.	iii-iv
Deletes references to the 80-character record	3-4, 11, 19-20, 24, 34-35
Revises NFC online entry systems screens.	6-8
Revises Job Control Language formats.	19 - 20; 35-36
Adds the following new payroll documents record layouts (089, 123, 124, 126, 128, 174, 185, and 770). Additions are as follows: 089 Commercial Garnishments Document 123 Education Document 124 Professional Certification Document 126 Thrift Savings Plan Catch-Up Election Form 128 Severance Pay Document 174 Savings Bond Change Bond Owner/Coowner Document 185 Flexfund Flexible Spending Account 770 SES Performance Appraisal Document	41-42 49 52 64 71 70 69 56 69
Updates the following payroll documents record layouts (056, 173, and 171). Changes are as follows: 056 Compensatory Time Payment Document 171 Savings Bond Change Allotment and/or Denomination Document 173 Savings Bond Cancellation Document	41-42 51 68 68
Modifies the following data elements on the T&A File: Production JCL Test JCL T&A Data Record	87 87 88-99
Incorporates organizational changes.	105-106
Incorporates page changes to the Appendix.	i1-i4

Deletions in the text are identified by ★★. Changes are identified by ▶◀.

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About This Procedure

This procedure provides general instructions for National Finance Center (NFC) organizational units that are involved in the Front-End System Interface (FESI) processing. The following information will help you use the procedure more effectively and locate further assistance if needed.

How The Procedure Is Organized

The major sections of this procedure are described below:

Introduction provides background information about FESI.

Position File contains the information in the position data file.

Payroll/Personnel Documents File contains personnel action data and remarks code data.

Payroll Document Processing contains payroll documents data for all payroll documents that can be entered using FESI.

Conversion Data contains three special files that are loaded in the Payroll/Personnel System to establish records in the database for new customers.

Download Files From NFC includes the Table Management System (TMGT) tables layout for tables that can be downloaded from NFC using TMGT Table 103. This section also includes the Personnel Processing System (PEPL) Daily Download file that is transmitted after each Personnel Edit Subsystem (PINE) process.

T&A File contains the data in the time and attendance file and provides Job Control Language (JCL) field descriptions and formats for the T & A file.

To keep you informed about new or changed information related to this system, NFC issues short publications called bulletins. The NFC Pubs Catalog located on the NFC home page (www.nfc.usda.gov) provides a list of all procedures and bulletins by title and publication date. Users can choose to view and/or print bulletins from this list.

What Conventions Are Used

This procedure uses the following visual aids to identify certain kinds of information:

Convention	Example
Important extra information is identified by a note, warning, caution, or reminder icon in the left margin.	 Note Do not enter a period (.) in this field.
References to headings in the procedure are printed in the same font as figure references.	See Conversion Data .
References to command buttons or keyboard keys are printed in bold and enclosed in brackets.	Type your user identification number (user-ID) and password and press [Enter] to display a menu of available systems.
Field names are printed in the margin. Field specifications are printed in <i>italics</i> . Note: Field entries are identified as <i>required</i> ¹ , <i>conditional</i> ² , <i>optional</i> ³ , <i>optional default</i> ⁴ , or <i>no entry</i> ⁵ .	Document Type <i>Required, numeric, 3 positions (1-3)</i> A code that identifies the type of transaction being processed. The document type for a personnel action is <i>063</i> .
¹ Required	You must enter data in the field. (Note: All mandatory fields on FESI screens are highlighted to distinguish required entries from optional entries. The highlighted fields must be completed to avoid rejection.)
² Conditional	You may be required to enter data, based on criteria indicated in the field instructions.
³ Optional	You may elect to enter data in the field. If the field is left blank, no data is system generated.
⁴ Optional default	You may elect to enter data. If the field is left blank, the system generates a default entry.
⁵ No entry	You do not enter data in the field. The field instruction states the reason for no entry.

How Tables Are Organized

FESI includes several tables that contain record layouts of payroll and personnel documents. Below is an explanation of each column of the table.

Column	Information
Field Description	Field Description/Name
Picture (PIC)	Picture 9 = Numeric; Picture X = Alphanumeric; Picture V = Decimal; Picture S = Sign (credit); (XX) = Number of positions.
Begin	First position of field
End	Last position of field
Length	Number of positions in field

Who To Contact For Help

For questions about the system (including help with unusual conditions), contact NFC's Customer Support staff at **504-255-5230**.

Introduction

This section presents the following topics:

- [Types of Entry Systems](#)
- [Agency Front-End Entry Systems](#)
- [About Other Types Of Entry Systems](#)

Types of Entry Systems

There are four types of entry systems used to input position, personnel, payroll, and time and attendance (T&A) transactions:

- [Agency-specific, front-end entry systems](#)
- [NFC online entry systems](#)
- [NFC Windows Applications](#)
- [Employee Express \(EEX\)](#)

Agency Front-End Entry Systems

Front-end entry systems are used by agency personnel and payroll offices to batch transmit data to NFC for processing in NFC's Payroll/Personnel System (PPS). The front-end system interface (FESI) is not a system itself but is an interface between the front-end entry system used by the agency and PPS.

The front-end system's data consists of files that must be in conformance with PPS processing requirements to successfully interface with other NFC external and internal payroll/personnel processing systems. Each file consists of a record layout. The various record layouts include the data elements that are needed to process position, personnel, payroll, and time and attendance transactions. These record layouts are included in this document. The record layout and field specifications for each data element are also shown on NFC's home page at www.nfc.usda.gov under NFC Pubs and Forms, FESI Codes.

For more information, see:

- [Security Request](#)
- [Agencies Currently Using The PPS](#)
- [Agencies Converting To The PPS](#)
- [Transmission Files](#)
- [Job Control Language \(JCL\)](#)

- [Header/Control Data And Data Records](#)
- [Transmission Methods](#)
- [Sending Data To NFC](#)
- [Receiving Data From NFC](#)
- [Time and Attendance FESI \(STAR and PC-TARE\)](#)
- [Interfacing With NFC Systems](#)
- [FESI Development And Production](#)
- [Reports](#)

Security Request

Access to certain NFC applications is required for FESI testing and production. To obtain access to these applications, contact your security officer. The following applications must be listed on the request:

- FESI
- Personnel Edit System (PINE) upload
- Position Management System (PMSO) upload
- TMGT (Table Management System) 102 download
- Daily download
- Payroll/Personnel Remote Entry System (PRES)
- Suspense Inquiry And Correction System (SINQ)
- Information/Research Inquiry System (IRIS)
- PMSO
- Payroll/Personnel Inquiry System (PINQ)
- Report Generator System (CULPRPT)

Please specify that the unique identifier for your datasets will be a combination of your department and agency.

Agencies Currently Using The PPS

The payroll and personnel data for agencies serviced by NFC was initially uploaded in PPS (or entered for some agencies) to establish a database record for each employee at the time of conversion to PPS. Each employee has a database record that includes current and history data resulting from the processing of transactions in PPS. The data in the transmission files update existing employee records (changes), delete employee records (separations), or add new employee records (accessions) to the database.

Agencies Converting To PPS

A Conversion to USDA (nature of action code (NOAC) 900) is the first personnel action processed for each employee. This action establishes the employee's record in the PPS database. After the employee has been paid, the 900 NOAC is overlaid with the employee's last official action.

As part of the conversion process, three special files (a.k.a. conversion data or conversion files) containing employee payroll and personnel data (year-to-date, current, and bond) must be uploaded from the agency's system to PPS. These files are separate from the FESI files. In addition to the special conversion files, the FESI position, personnel, and payroll data must also be uploaded. For more information on conversion files, see [Conversion Data](#).

Transmission Files

There are four types of data included in the transmission files sent to NFC:

- [Position](#)
- [Payroll/Personnel Documents](#)
- [T&A](#)
- [Conversion Data](#)

A FESI transmission file consists of **job control language (JCL)**, a **data record**, and in the case of position, personnel, and payroll files, a **header record**. These files consist of a 240-character position management system file, an★★800-character personnel action file, and an★★800- character payroll document file. The file for T&A processing includes the JCL and a 960-character record consisting of 12 transmission cards for each employee's time and attendance report.

A conversion data file consists of 80-character current and bond data records and a 244-character year-to-date record. For more information, see [Conversion Data](#).

Job Control Language (JCL)

JCL identifies the origin and destination of the transmission.

Below is a sample JCL for a PMSO file. JCL detailed information is provided in the applicable sections of this procedure.

```
//NFCPC7TRJOB(2105005405,TSO),'RoutingInfo*****',CLASS=P,  
//MSGCLASS=A,TIME=30,MSGLEVEL=(0,0),REGION=OM,NOTIFY=userid  
/*OUTPUT ST COPIES=1,DEST=local  
/*JOBPARMPCLIB=PROC01  
//PROC0010 EXEC NFCPCTR,DEPT=ddaapppp
```

Header/Control Data And Data Records

The header record or control data is the first record of each FESI transmission. It consists of data that relates to the source of the transmission and other identifiers. Each position and personnel transmission must be preceded by a header record. Each payroll document transmission must be preceded by the control data.

 The T&A file does not include a header record.

Note

When files are transmitted, they must be in the correct format and include valid values for the required fields to achieve successful transmission and processing. The data elements of the position, personnel, and payroll header records and control data are explained under **Position File**, and **Payroll/Personnel Documents File** respectively. For T&A transmissions, see **T&A File**.

 Since a data file cannot be processed without JCL, each data file transmission **must** include JCL; however, JCL may be transmitted together with or separate from the data file.

Transmission Methods



Transmitting 240- or 800-Character Records. For software that can transmit 240- or 800-character records, send two separate transmissions; one for the data file and one for JCL. Transmit the data file **before** JCL. If the software can support full-length records, transmit the JCL and data file simultaneously.

Agencies must access the Interactive System Productivity Facility (ISPF) to obtain the status of a transmission. See Title VI, Chapter 2, Section 2, for instructions on using ISPF.

Sending Data To NFC

The types of files that can be sent to NFC from FESI include position data, personnel and payroll data, and time and attendance data. These files are discussed under [Position File](#), [Payroll/Personnel Documents File](#), and [T&A File](#).

Receiving Data From NFC

Agencies have the capability to download files from TMGT and PEPL (Personnel Processing Update).

TMGT Downloads. Several TMGT tables can be downloaded using TMGT Table 103, TMGT Download Table. For more information, see [Downloading TMGT Tables](#) under [Download Files From NFC](#).

PEPL Applied Daily Download. After each PINE process, the daily download file containing all personnel actions and payroll documents that released to PEPL can be downloaded from the mainframe. The record layout of this file is shown under [PEPL Applied Daily Download File](#).

Time and Attendance FESI (STAR and PC-TARE)

NFC's FESI for time and attendance (T&A) processing are the System For Time and Attendance Reporting (STAR), and the Personal Computer Time And Attendance Reporting System (PC-TARE). These applications were designed, developed, and maintained by NFC for entering and transmitting T&A data. Agencies that do not have an agency-specific front-end system use STAR or PC-TARE for T&A entry and transmission.

An agency designee installs or downloads the software at the agency location. The designee creates and controls the timekeeper's password, updates JCL, and maintains system edit tables. After installation, the timekeeper enters the T&A data, and a file is transmitted through a communication connection that the agency establishes with NFC. A confirmation report provides the number of transmissions received at NFC. For more information, see Title I, Chapter 7, Section 2, PC-TARE, or Chapter 7, Section 3, STAR.

Interfacing With NFC Systems

To interface with other payroll/personnel systems, FESI files must conform to PPS processing requirements. Data files are batch transmitted in a format established by NFC and are uploaded into PINE and TIME for editing before applying to the PPS database. Those files that fail system edits are suspended until corrected or deleted after one PINE pass. Once all edits are satisfied, the PPS database is updated and payment is processed.

If an agency uses FESI to enter position data, personnel actions, and payroll documents, it can also use NFC's systems interchangeably. If an agency uses FESI to enter time and attendance transactions, it cannot use STAR or PC-TARE and FESI interchangeably due to STAR and PC-TARE configuration.



Note

A correction or cancellation to the last action in the database can be processed using FESI. History updates should be entered in HCUP, EPIC, or PACT. Processing these transactions in FESI could result in erroneous payment if a history action with a prior salary rate is the last action applied when PAYE processes.

FESI Development And Production

When an agency decides to use FESI, it must contact NFC's Customer Support staff. An implementation pay period is agreed upon by the agency and NFC. Testing must be performed prior to implementation to ensure that FESI and PPS are compatible.

Testing is done in the development environment. The test period is determined by NFC and the agency. Testing is performed only on the transmission process for time and attendance files. Testing for position, personnel, and payroll is more extensive and parallels the production environment.



Note

For Year 2000 compliance (i.e., a century field is included) in applicable files, NFC is using a windowing technique based on the value of the 2-digit year field until PPS is reengineered. Expanding date fields in PPS requires changes to all programs, interfaces, databases, and data, including history data. The windowing technique involves the continued use of the 2-digit year field. The century is determined based on the value of the 2-digit year field. For most dates, if the year is less than 50, the century is assumed to be 20; if the year is greater than 50, it is assumed to be 19. There are exceptions to this rule.

NFC's Customer Support staff are available to provide guidelines and assist agencies with interface processes, including transmitting JCL, security access, etc.

Reports

There are several types of reporting associated with FESI.

Transmission reports. NFC sends electronic reports to the agency to:

- Confirm that all records transmitted are received.
- Identify transmission discrepancies.

The transmission reports list discrepancies, record counts, and other data related to transmissions. Samples of the reports are provided in the applicable sections.

Reporting through FOCUS and CULPRPT. Agencies can produce ad hoc and preformatted electronic reports through NFC's report generator systems to obtain data for transactions processed in PPS.

Other pre-formatted reports. NFC produces periodic hardcopy reports that are mailed to agency locations. These reports provide information about processed and suspended transactions as well as statistical data. See Chapter 20, Section 5, Payroll/Personnel Output.

About Other Types Of Entry Systems

Below is a brief description of NFC's entry systems and Employee Express.

For more information, see:

- [NFC Online Entry Systems](#)
- [NFC Window Applications](#)
- [Employee Express](#)

NFC Online Entry Systems

►NFC's online entry systems are used to enter position, personnel, and payroll transactions by accessing several subsystems through the mainframe computer. These systems are transmitted in 3270 file transfer protocols via the NFC banner screen (**Figure 1**) or batch transmission. System access must be granted through the agency security officer. **Note:** When accessing the NFC banner screen, a warning banner (**Figure 2**) will be displayed informing the user that they are connected to a U.S. Government Computer. If they are not authorized to access the system, they must disconnect at this point.◀

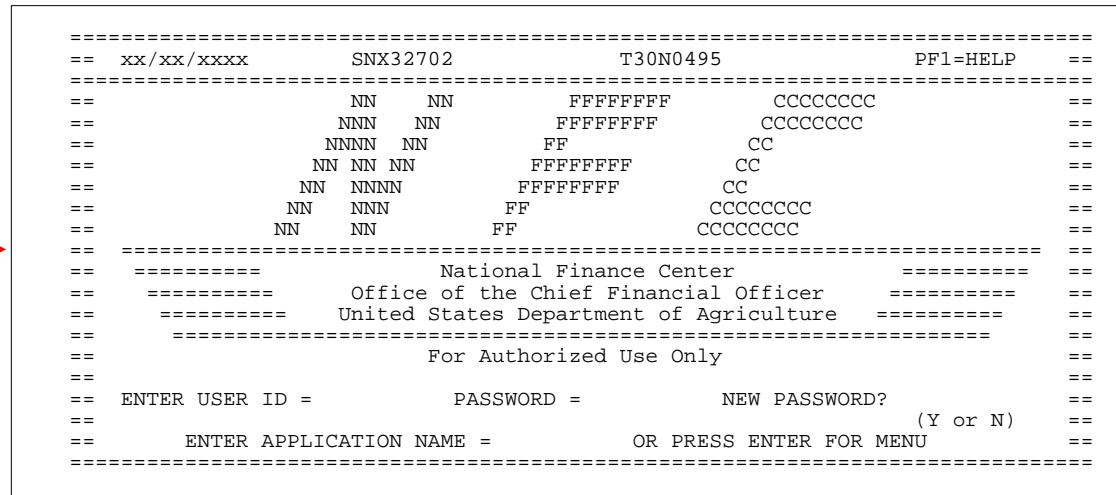


Figure 1. NFC banner screen (mainframe)

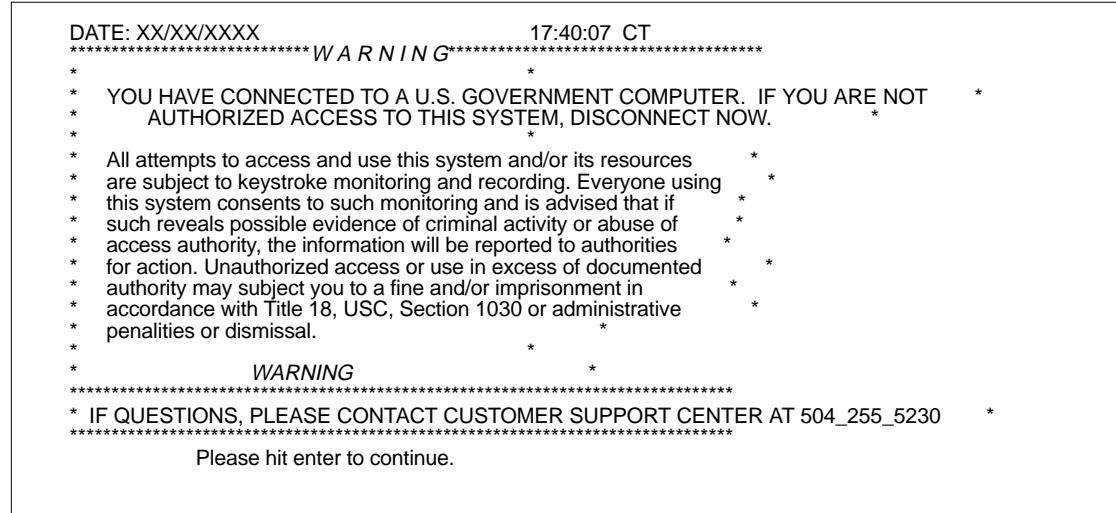


Figure 2. Warning banner screen

Included in the list of sessions listed below are entry systems for processing position, personnel, and payroll transactions. For a complete list of other payroll/personnel related systems, see Title I, Chapter 1, Overview, or see the online Payroll/Personnel Systems Menu. To display the Payroll/Personnel Systems Menu, access the NFC banner. Type your user identification number (user-ID) and password and press [Enter] to display the CL/Supersession Main Menu, a menu of available systems (**Figure 3**).◀

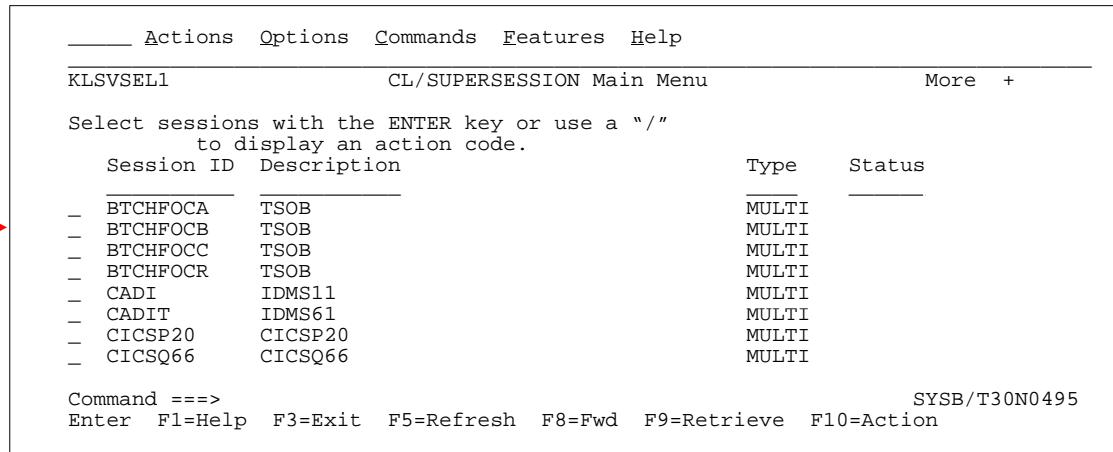


Figure 3. CL/Supersession Main Menu

Scroll to select the desired system (session). Place the cursor on the line next to your selection and press [Enter].

Position Management System (PMSO)

PMSO is an online real-time position management and tracking system. PMSO interfaces with personnel transactions during the PINE process. This editing ensures that the position data in the personnel record in the PPS database agrees with the position data in PMSO.

PMSO consists of a master record (parent) and an individual position record(s) (descendant) that is linked to the master record. It also includes pre-formatted, position-related reports that are accessible through PMSO.

The Personnel Action Processing System (PACT)

PACT is an online personnel action entry system for current and future personnel actions. Each personnel action screen is designed for each specific nature of action code (NOAC) and includes the required Central Personnel Data File (CPDF) and optional (non-CPDF) data elements for NOAC. PACT performs front-end editing. After all front-end edits are satisfied, further editing is performed in PINE.

The TMGT Table 100, PACT Data Element Description, lists each CPDF and non-CPDF data element.

Table 101, PACT Screen Elements, lists each NOAC in the database and the associated required, system-generated, and optional element numbers for the data elements. TMGT tables are discussed in the TMGT procedure, Title I, Chapter 2.

History Correction Update Processing System (HCUP)

HCUP is an online personnel history correction system for history records that reside on the personnel history database. The personnel history database stores historical personnel and payroll data. HCUP allows (1) the correction and cancellation of history actions that have applied to the database and (2) the insertion of newly required and replacement history actions. See Title I, Chapter 10, Section 4, History Correction Update Processing for more information.

Payroll/Personnel Remote Entry System (PRES)

PRES is an online entry system for current and future payroll transactions. PRES includes screens for all payroll transactions except for time and attendance reporting. Each screen includes the required data elements needed to process the transaction. See Title I, Chapter 5, Payroll/Personnel Remote Entry System, for more information.

NFC Windows Applications

The Entry, Processing, Inquiry, And Correction System (EPIC) is an entry system deployed in a Windows environment that allows agencies to enter, correct, retrieve, and inquire key position data, current and historical personnel data, and payroll data; and execute payroll/personnel status and suspense reports. EPIC is listed on the applications logon window (**Figure 4**). Other systems are also listed.

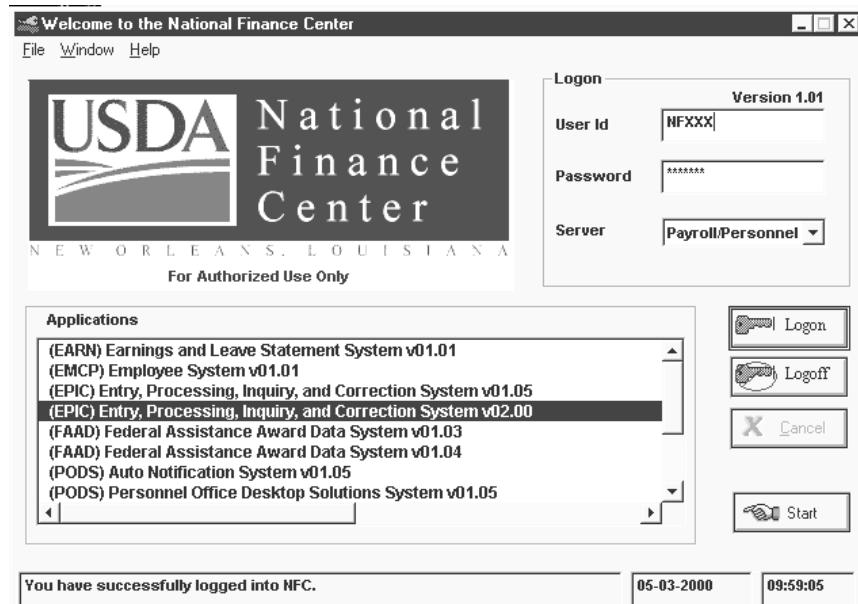


Figure 4. Applications logon window

Employee Express (EEX)

Employee Express (EEX) is an Office of Personnel Management system that allows current employees to enter selected payroll transactions and update their payroll record via telephone, Internet, or kiosk. This eliminates the need for the employee to complete and submit a payroll form to the personnel office for processing in an entry system. Employees using EEX are assigned personal identification numbers (PIN) for access authorization. The data is batch transmitted to NFC through an interface established for use with EEX. After successful transmission, the transactions proceed to the routine processes in PPS. Employees can verify the transaction was processed by reviewing their Statement of Earnings and Leave.

Position File

This section presents the following topics:

- [About Position Data](#)
- [Preparing The PMSO Interface](#)
- [Position Header Record](#)
- [Position Data Record](#)
- [Position JCL](#)
- [Position Transmission Reports](#)

About Position Data

Employee position data is collected in the Position Management System (PMSO). To become familiar with position management processing in the Payroll/Personnel System, agencies can review the PMSO procedure, Title I, Chapter 3. PMSO provides instructions for each field of the master record and individual record.

The position file consists of a [header record](#) and any combination of [master data](#) and/or [individual position data](#). The master data and individual data combined are the entire position data record. The master is the parent of the individual position(s).

Position files may be transmitted daily, and multiple transmissions may be sent on any given day. A position file cannot be transmitted with a personnel action file. Be sure to transmit for the PINE pass intended. If a transmission is received after PINE processes, it will be processed in the next PINE job.

Preparing The PMSO Interface

Below are guidelines for preparing a position file interface.

1. Transmit in★★240-character records.
2. ★★
3. Request security access to the *PMSO Front-End System Interface* profile with the appropriate transmission file name extension.
4. Include a single header record followed by any combination of a **Master record (2055)** and an **Individual record (2056)** in the transmission file. The **In-Cd-Record-Id (Indicator-Code-Record-Identifier)** has been assigned by NFC to distinguish the master record (2055) from the individual record (2056).
5. Include all data fields needed when adding and changing records. If a field is left blank, the blank will overlay the data previously shown (i.e., the previous data will be deleted).

6. When deleting or abolishing a record, transmit the key data and the date deleted or abolished, only. If the date is blank, the system defaults to the date of transmission.
7. When activating or reactivating a record, transmit the key data and the date activated or reactivated only. If the date is blank, the system defaults to the date of transmission.
8. All numeric fields in a record must contain valid data or zeroes; a blank field is not valid (except for 5, 6, and 7 above).
9. Request access to the Report Generator System (CULPRPT) to obtain error suspense reports for PMSO errors. You may have these reports generated automatically and sent to selected locations by requesting access to TMGT Table 22, Payroll/Personnel Document Report.

All PMSO errors are identified on the suspense listings by batch number **6799** and document code **998**. PMSO error messages are automatically deleted and must be corrected in the front-end system and re-transmitted, or by using PMSO.
10. Ensure that one transmission has been processed successfully prior to transmitting other transmissions on the same day, otherwise, depending on the transmission method used your first transmission may be lost.

Position Header Record

A single position header record is a 240-character record that precedes the position data. If both a master record and an individual record are being transmitted, or one of the two is being transmitted, only one header record is required.

The position header record includes the following data elements, listed in the order they must be presented on the file. The PMSO master key is located in positions 5 through 20 of the position record. All fields are optional except for Trans-Ind and Tot-Rec-Count. Optional fields are not edited. Optional fields are printed on the transmission report that NFC sends to the agency after the FESI file is processed.

Agency Code	<i>Required, alphanumeric, 2 positions</i> The agency code for the transmission.
Personnel Office Identifier (POI)	<i>Optional, numeric, 4 positions</i> The Office of Personnel Management (OPM) assigned number that identifies the personnel office.
Trans-Ind (Transmission Indicator)	<i>Required, alphanumeric, 5 positions</i> The type of transmission. PMSOT is used for a position file.
Signon-Ident	<i>Optional, alphanumeric, 7 positions</i> The user-identification number (user-ID) of the person transmitting the file.
Pay Period No (number)	<i>Optional, numeric, 2 positions</i> The current processing pay period number that the file is to be uploaded into for processing.

Tot-Rec-Count (Total Record Count)	<i>Required, numeric, 8 positions max</i> The total full length records transmitted to NFC excluding the header record. This value must be greater than 0 and must equal the number of records being transmitted; if not, the transmission will terminate and an error will appear on the transmission report. This count should be generated by the front-end system.
Century (Cn); Month (Mo); Day; Year (Yr)	<i>Optional, numeric, 2 positions each</i> The date the transmission was sent to NFC.
Filler	<i>No entry, blanks, 204 positions</i> Filler fields are blank.

The table below is the record layout for the position header record.

Position Header Record

Field Description	Picture (PIC)	Begin	End	Length
FESI PMSO Header Record	X(28)	1	28	28
Agency Code	X(02)	1	2	2
POI	X(04)	3	6	4
Transmission Identification (PMSOT)	X(05)	7	11	5
Signon Identification	X(07)	12	18	7
Pay Period Number	X(02)	19	20	2
Total Record Count	9(08)	21	28	8
Transmission Date	X(08)	29	36	8
Month	X(02)	29	30	2
Day	X(02)	31	32	2
Century	X(02)	33	34	2
Year	X(02)	35	36	2
Filler	X(204)	37	240	204

Position Data Record

The position data record consists of the PMSO **master data** and/or the PMSO **individual data**. Both include the **Indicator Code Record Identifier** (In-Cd-Record-Id) field to distinguish between master and individual data. For a list of data elements in the position data record, see the **Position Data Record - Master Data Elements** table and the **Position Data Record - Individual Data Elements** table.

The Indicator Code Record Identifier is in positions 1 through 4 of both the master data and position data. The In-Cd-Record-Id is **2055** for the master data and **2056** for the individual data. The PMSO procedure (Title I, Chapter 3) provides field specifications for the data elements in the data record.

Master Data

The master data identifies the master position that is connected to an individual position(s). It consists of the **PMSO key** and the **PMSO master data**. The master data elements are listed on the Position Data Record table.

PMSO Master Key. The PMSO master key includes the data elements, listed in the order that they appear on the position data record. The PMSO master key is located in positions 5 through 20 of the position data record.

PMSO Master Data. The PMSO master data includes the data elements that identify the master position in detail. The PMSO master data is located in positions 21 through 240 of the position data record. It includes the data elements, listed in the order that they appear on the position data record.

Individual Data

The individual data links an individual position(s) to a master record. It consists of the PMSO individual key and the individual data. The individual data elements are listed on the Position Data Record table.

PMSO Individual Key. The PMSO individual key includes the data elements, listed in the order that they appear on the position data record. The PMSO individual key is located in positions 5 through 28 of the position data record.

PMSO Individual Data. The individual data is located in positions 29 through 240. It includes the data elements below, listed in the order that they appear on the position data record.

The following data elements constitute the position data record layout, listed in the order that they appear on the position file. The complete layout, including data element definitions and specifications, is available on NFC's home page at www.nfc.usda.gov.

Position Data Record

Field Description	Picture (PIC)	Begin	End	Length
Master Data Elements				
Indicator Code Record Identifier (2055)	9(04)	1	4	4
Department Code	X(02)	5	6	2
Agency Code	X(02)	7	8	2
Personnel Office Identifier (POI)	9(04)	9	12	4
Master Record Number	X(06)	13	18	6
Grade	9(02)	19	20	2
Pay Plan	X(02)	21	22	2
Occupational Series Code	9(04)	23	26	4
Occupational Function Code	9(02)	27	28	2
Official Title Suffix	X(01)	29	29	1
Official Title Prefix	X(01)	30	30	1
Official Title Code	X(04)	31	34	4
Position Official Title	X(38)	35	72	38
Headquarters Field Code	X(01)	73	73	1

Position Data Record

Field Description	Picture (PIC)	Begin	End	Length
Position Supervisory Code	9(01)	74	74	1
Date Position Classified	9(08)	75	82	8
Century	9(02)	75	76	2
Year	9(02)	77	78	2
Month	9(02)	79	80	2
Day	9(02)	81	82	2
Classification Standard Code	X(01)	83	83	1
PATCO Code	X(01)	84	84	1
Early Retirement Indicator	9(01)	85	85	1
Master Active-Inactive	X(01)	86	86	1
Date Abolished	9(08)	87	94	8
Century	9(02)	87	88	2
Year	9(02)	89	90	2
Month	9(02)	91	92	2
Day	9(02)	93	94	2
Date Inactivated-Reactivated	9(08)	95	102	8
Century	9(02)	95	96	2
Year	9(02)	97	98	2
Month	9(02)	99	100	2
Day	9(02)	101	102	2
Interdisciplinary Code	X(01)	103	103	1
Agency Use	X(10)	104	113	10
Function Code	X(01)	114	114	1
User-Identification	X(07)	115	121	7
Interdisciplinary Series Code 01	9(04)	122	125	4
Interdisciplinary Title Code 01	X(04)	126	129	4
Interdisciplinary Title Suffix 01	X(01)	130	130	1
Interdisciplinary Title Prefix 01	X(01)	131	131	1
Interdisciplinary Series Code 02	9(04)	132	135	4
Interdisciplinary Title Code 02	9(04)	136	139	4
Interdisciplinary Title Suffix 02	X(01)	140	140	1
Interdisciplinary Title Prefix 02	X(01)	141	141	1
Interdisciplinary Series Code 03	9(04)	142	145	4
Interdisciplinary Title Code 03	X(04)	146	149	4
Interdisciplinary Title Suffix 03	X(01)	150	150	1
Interdisciplinary Title Prefix 03	X(01)	151	151	1
Interdisciplinary Series Code 04	9(04)	152	155	4
Interdisciplinary Title Code 04	X(04)	156	159	4
Interdisciplinary Title Suffix 04	X(01)	160	160	1
Interdisciplinary Title Prefix 04	X(01)	161	161	1
Interdisciplinary Series Code 05	9(04)	162	165	4
Interdisciplinary Title Code 05	X(04)	166	169	4
Interdisciplinary Title Suffix 05	X(01)	170	170	1
Interdisciplinary Title Prefix 05	X(01)	171	171	1
Interdisciplinary Series Code 06	9(04)	172	175	4

Position Data Record

Field Description	Picture (PIC)	Begin	End	Length
Interdisciplinary Title Code 06	X(04)	176	179	4
Interdisciplinary Title Suffix 06	X(01)	180	180	1
Interdisciplinary Title Prefix 06	X(01)	181	181	1
Interdisciplinary Series Code 07	9(04)	182	185	4
Interdisciplinary Title Code 07	X(04)	186	189	4
Interdisciplinary Title Suffix 07	X(01)	190	190	1
Interdisciplinary Title Prefix 07	X(01)	191	191	1
Interdisciplinary Series Code 08	9(04)	192	195	4
Interdisciplinary Title Code 08	X(04)	196	199	4
Interdisciplinary Title Suffix 08	X(01)	200	200	1
Interdisciplinary Title Prefix 08	X(01)	201	201	1
Interdisciplinary Series Code 09	9(04)	202	205	4
Interdisciplinary Title Code 09	X(04)	206	209	4
Interdisciplinary Title Suffix 09	X(01)	210	210	1
Interdisciplinary Title Prefix 09	X(01)	211	211	1
Interdisciplinary Series Code 10	X(04)	212	215	4
Interdisciplinary Title Code 10	X(04)	216	219	4
Interdisciplinary Title Suffix 10	X(01)	220	220	1
Interdisciplinary Title Prefix 10	X(01)	221	221	1
Professional Category	X(01)	222	222	1
Filler	X(18)	223	240	18
<i>Individual Data Elements</i>				
Indicator Code Record Identifier (2056)	9(04)	1	4	4
Department Code	X(02)	5	6	2
Agency Code	X(02)	7	8	2
Personnel Office Identifier (POI)	9(04)	9	12	4
Master Record Number	X(06)	13	18	6
Grade	9(02)	19	20	2
Position Number	X(08)	21	28	8
Fair Labor Standards Code	X(01)	29	29	1
Financial Disclosure Required Code	9(01)	30	30	1
Position Schedule	X(01)	31	31	1
Position Sensitivity Code	X(02)	32	33	2
Procurement Integrity Act Flag	X(01)	34	34	1
LEO (Law Enforcement Officer) Indicator	X(01)	35	35	1
Pay Table Code	X(06)	36	41	6
Competitive Level Code	X(04)	42	45	4
Working Title Code	9(04)	46	49	4
Position Working Title	X(38)	50	87	38

Position Data Record

Field Description	Picture (PIC)	Begin	End	Length
Organizational Structure Code	X(18)	88	105	18
Agency	X(02)	88	89	2
2nd Level	9(02)	90	91	2
3rd Level	9(02)	92	93	2
4th Level	9(04)	94	97	4
5th Level	9(02)	98	99	2
6th Level	9(02)	100	101	2
7th Level	9(02)	102	103	2
8th Level	9(02)	104	105	2
Vacancy Review Code	X(01)	106	106	1
Position Target Grade	9(02)	107	108	2
Duty Station State Code	X(02)	109	110	2
Duty Station City Code	9(04)	111	114	4
Duty Station County Code	9(03)	115	117	3
Date Position Last Audited/Reviewed	9(08)	118	125	8
Century	9(02)	118	119	2
Year	9(02)	120	121	2
Month	9(02)	122	123	2
Day	9(02)	124	125	2
Bargaining Unit Status	9(04)	126	129	4
Position Status Budget	X(01)	130	130	1
Grade Basis Indicator	X(01)	131	131	1
Language Required	X(02)	132	133	2
Date Position NTE	9(08)	134	141	8
Century	9(02)	134	135	2
Year	9(02)	136	137	2
Month	9(02)	138	139	2
Day	9(02)	140	141	2
Presidential Appointment Indicator	9(01)	142	142	1
Projected Duties Indicator	X(01)	143	143	1
Date Request Received	9(08)	144	151	8
Century	9(02)	144	145	2
Year	9(02)	146	147	2
Month	9(02)	148	149	2
Day	9(02)	150	151	2
Position Active/Inactive	X(01)	152	152	1
Date Position Established	9(08)	153	160	8
Century	9(02)	153	154	2
Year	9(02)	155	156	2
Month	9(02)	157	158	2
Day	9(02)	159	160	2
Maintenance Review Class Code	X(02)	161	162	2

Position Data Record

Field Description	Picture (PIC)	Begin	End	Length
Date Position Inactivated/ Reactivated	9(08)	163	170	8
Century	9(02)	163	164	2
Year	9(02)	165	166	2
Month	9(02)	167	168	2
Day	9(02)	169	170	2
Date Abolished	9(08)	171	178	8
Century	9(02)	171	172	2
Year	9(02)	173	174	2
Month	9(02)	175	176	2
Day	9(02)	177	178	2
Accounting Station Code	9(04)	179	182	4
Interdisciplinary Occupational Series Code	9(04)	183	186	4
Agency Use	X(12)	187	198	12
Drug Testing	X(01)	199	199	1
Function Code	X(01)	200	200	1
User Id	X(07)	201	207	7
COPR (Customs Officer Pay Reform) Status	X(01)	208	208	1
Filler	X(01)	209	209	1
Incumbent SSN	9(09)	210	218	9
Obligated SSN	9(09)	219	227	9
Filler	X(13)	228	240	13

Position JCL

This section presents the following topics:

- [JCL Field Descriptions](#)
- [JCL Format](#)

JCL Field Descriptions (position JCL)

The following fields are required for the first JCL transmission:

Routing Info	<i>Required, alphanumeric, 20 positions max.</i> Your name and/or office telephone number, etc.
MSGCLASS	<i>Required, alpha, 1 position</i> A indicates automatically print the job; X indicates only view the job at your terminal.
Userid	<i>Required, alphanumeric, 7 positions max.</i> Your user-ID or the user-ID of the person who receives the transmission reports.
Local	<i>Required, alphanumeric, 16 positions max.</i> The printer number of the printer where the reports are to be routed for printing.

ddaapppp

dd department code (*required, alpha, 2 positions*)
aa agency code (*optional, alphanumeric, 2 positions*)
pppp personnel office identifier (*optional, numeric, 4 positions*)



The data in the **aapppp** field can be used for an agency unique identifier.

This JCL uses a special job name and may not appear automatically in ISPF/JESMASTER. If not, it must be selected by typing *NFCPC7** (for development) or *NvvPC** (for product90j) in the JOBNAM field on Screen J or by typing *S NFCPC7** or *NvvPC** on the Command Line on screen J.1.

vv

Conditional, numeric, 2 positions

Type **05, 06, 07**, or **►08◀** depending on the database. Be sure to change on both the first line and the last line. This field is required for production only.

JCL Format (position JCL)

Below are JCL format and naming conventions for transmitting★★240-character PMSO records to NFC. JCL format is shown for both development and production stages★★.



The letter **v** means *version*. The letter **d** after the version number indicates *development*.

★★

240-Character Record (Development Stage)

Front-end Systems Interface-v11d (*development stage-data transmitted in a separate file*)

```
►//NFCPC7TL JOB(2105015405,TSO),'Routing Info*****', CLASS=P,  
// MSGCLASS=A,TIME=30,MSGLEVEL=(0,0),REGION=0M,NOTIFY=userid◀  
/*OUTPUT ST COPIES=1,DEST=local  
/*JOBPARMPROCLIB=PROC01  
//PROC0010 EXEC NFCPC7TL,DEPT=ddaapppp  
Transmission File-NFCPPARA.PMSO.TL01.ddaapppp
```

Front-end Systems Interface-v10d (*development stage-data included with JCL*)

```
►//NFCPC7TC JOB(2105005405,TSO),'Routing Info*****', CLASS=P,  
// MSGCLASS=A,TIME=30,MSGLEVEL=(0,0),REGION=0M,NOTIFY=userid◀  
/*OUTPUT ST COPIES=1,DEST=local  
//PROC0010 EXEC NFCPC7TC,DEPT=ddaapppp  
//STEP0020.PMSOTC01 DD*  
data header record.....  
line one of data.....  
line two of data.....  
etc.....
```

240-Character Record (Production Stage)

Front-end Systems Interface-v11 (*production stage-data transmitted in a separate file*)

```
►//NvvPC7TL JOB(2105015405,TSO),'Routing Info*****', CLASS=P,  
// MSGCLASS=A,TIME=30,MSGLEVEL=(0,0),REGION=0M,NOTIFY=userid◀  
/*OUTPUT ST COPIES=1,DEST=local  
//PROC0010 EXEC NFCPC7TL,CV=vv,DEPT=ddaapppp  
Transmission File-NFCPPMSO.TL01.ddaapppp
```

Position Transmission Reports

The transmission reports listed below are used to confirm transmissions and to identify transmission discrepancies. These transmission reports can be browsed online using ISPF (Option = 3.4) and supplying the file name.

- Successful Transmission (**Figure 5**)
- Unsuccessful Transmission (Out of balance) (**Figure 6**)
- Unsuccessful Transmission (Spaces or zeroes in transmission count) (**Figure 7**)
- Unsuccessful Transmission (Invalid header) (**Figure 8**)

DATE AND TIME PREPARED:		XX/XX/XXXX XX:XX		FRONT END SYSTEM INTERFACE		PAGE	1
***** PMSO TRANSMISSION REPORT							
AGENCY CODE	SUBMITTING OFFICE NO.	SIGNON ID	PAY PERIOD NUMBER		DATE TRANSMITTED		
XX	XXXX	XXXXX	XX		XX/XX/XX		
 TOTAL RECORDS TRANSMITTED 4 TOTAL RECORDS RECEIVED 4 TOTAL RECORDS DROPPED 0							
***** RECEIVED THIS TRANSMISSION BY RECORD ID CODE: 2055 2 2056 2 DROP 0							

Figure 5. Successful Transmission

DATE AND TIME PREPARED:	XX/XX/XXXX	XX:XX	FRONT END SYSTEM INTERFACE	PAGE 1
PMSO TRANSMISSION REPORT				

THIS TRANSMISSION IS OUT OF BALANCE. RECORDS TRANSMITTED DO NOT EQUAL RECORDS RECEIVED..				
RECORDS TRANSMITTED =		5	RECORDS RECEIVED	4
RECORDS TRANSMITTED HAVE NOT BEEN PROCESSED. PLEASE CORRECT AND RETRANSMIT.				

Figure 6. Unsuccessful Transmission (out of balance)

DATE AND TIME PREPARED:	XX/XX/XXXX	XX:XX	FRONT END SYSTEM INTERFACE	PAGE 1
PMSO TRANSMISSION REPORT				

THIS TRANSMISSION HAS SPACES OR ZEROS IN THE TRANSMISSION COUNT.				
905317PMSOTNF811 230000000122799				

Figure 7. Unsuccessful Transmission (spaces or zeroes in transmission count)

DATE AND TIME PREPARED:	XX/XX/XXXX	XX:XX	FRONT END SYSTEM INTERFACE	PAGE 1
PMSO TRANSMISSION REPORT				

INVALID TRANSMISSION HEADER ENCOUNTERED. ONLY PMSOT DATA ALLOWED. NO RECORDS WERE PROCESSED. PLEASE CORRECT AND RETRANSMIT.				
905317PMSO NF811 2300000004122799				

Figure 8. Unsuccessful Transmission (invalid header)

Payroll/Personnel Documents File - Personnel Action Processing

The Payroll/Personnel Documents File includes the data for processing payroll and personnel documents in the Payroll/Personnel System (PPS). This data is transmitted from agencies to NFC using a formatted file that is uploaded into PPS.

This section presents the following topics that relate to personnel action processing. For information on processing payroll documents, see [Payroll/Personnel Documents File - Payroll Document Processing](#).

- [About Personnel Action Processing](#)
- [Preparing The Personnel Action Interface](#)
- [Personnel Action Header Record](#)
- [Personnel Action Data Record](#)
- [Personnel Action Remarks Record](#)
- [Personnel Action JCL](#)
- [Personnel Transmission Reports](#)

About Personnel Action Processing

Personnel action processing in PPS includes the Central Personnel Data File (CPDF) elements as well as non-CPDF elements for processing personnel actions in PPS. All types of personnel actions can be included in the FESI file except for the following:

Actions that include severance pay remarks code (N22) for entitlement to severance pay. The severance pay document is not part of the FESI file at this time.

History corrections/cancellations (i.e., actions shown on IRIS Program 525); HCUP or EPIC must be used. **If the last action on the database is being corrected or canceled, the action can be included in the FESI file.** To become familiar with personnel action processing in PPS, agencies can refer to EPIC, PACT, and HCUP documentation. Instructions for each data element can be found in the these procedures.

The personnel action record consists of a header record, the personnel action data record, and the remarks record. Remarks codes are included in the personnel action file; however, the *fill-in the blank* remarks literal that is entered to complete the remarks description is a separate record. Each remarks code that requires a fill-in literal must be included in both the remarks file and the personnel action file. See [Personnel Action Remarks Record](#) for more information.

Preparing The Personnel Action Interface

Below are guidelines for preparing the personnel action file interface.

1. Transmit in ★★800-character records.
2. ★★
3. Request security access to the *PINE Front-End System Interface* profile with the appropriate transmission file name extension.
4. Include a single header record followed by 063 personnel action records, followed by *Rmk* remark records (if applicable) in the transmission file. Send all remarks.
5. Use the Table Management System (TMGT) Table 101, PACT Screen Elements, to obtain the required (and optional) elements for each personnel action nature of action code (NOAC).
6. Fields (including numeric fields) that do not apply to the personnel action may be left blank.
7. Request access to the Report Generator System (CULPRPT) to obtain error suspense reports. You may have these reports generated automatically and sent to selected locations by requesting access to TMGT Table 22, Payroll/Personnel Document Report. ►For users with access to the Entry, Processing, Inquiry, and Corrections System (EPIC), you may also obtain error suspense reports through EPIC.◀
8. Actions that fail the PINE edits are either systematically deleted, corrected in NFC's correction system, or corrected in the agency's front-end system and re-transmitted. The first two positions of the batch number flag the system to either hold a suspended document for one PINE pass then delete, or retain the document until action is taken (by the agency).
9. Ensure that one transmission has been processed successfully prior to sending additional transmissions on the same day, otherwise, depending on the transmission method used your first transmission may be lost.

Personnel Action Header Record

A single personnel header record is an 80-character or 800-character record that precedes the personnel data/remarks record in the FESI file.

Agency Code	<i>Required, alphanumeric, 2 positions</i> The agency code for the transmission.
Personnel Office Identifier (POI)	<i>Optional, numeric, 4 positions</i> The Office of Personnel Management (OPM) assigned number that identifies the personnel office.
Trans-Ind (Transmission Indicator)	<i>Required, alphanumeric, 5 positions</i> The type of transmission. PINET is used for a personnel file.
Signon-Ident	<i>Optional, alphanumeric, 7 positions</i> The user-identification number (user-ID) of the person transmitting the file.

Pay Period No [number]	<i>Optional, numeric, 2 positions</i> The current processing pay period number that the file is to be uploaded into for processing.
Tot-Rec-Count (Total Record Count)	<i>Required, numeric, 8 positions max</i> The total full length records transmitted to NFC excluding the header record. This value must be greater than 0 and must equal the number of records being transmitted; if not, the transmission will terminate and an error will appear on the transmission report. This count should be generated by the front-end system.
Month (Mo); Day; Century (Cn); Year (Yr)	<i>Optional, numeric, 2 positions each</i> The date the transmission was sent to NFC.
Filler	<i>No entry, blanks, 764 positions</i> Filler fields are blank.

The table below is the record layout for the personnel action header record.

Personnel Header Record

Field Description	Picture (PIC)	Begin	End	Length
FESI PINE Header Record	X(28)	1	28	28
Agency Code	X(02)	1	2	2
POI	X(04)	3	6	4
Transmission Identification (PINET)	X(05)	7	11	5
Signon Identification	X(07)	12	18	7
Pay Period Number	X(02)	19	20	2
Total Record Count	9(08)	21	28	8
Transmission Date	X(08)	29	36	8
Month	X(02)	29	30	2
Day	X(02)	31	32	2
Century	X(02)	33	34	2
Year	X(02)	35	36	2
Filler	X(764)	37	800	764

Personnel Action Data Record

The personnel action data record is an 800-character record that consists of CPDF and non-CPDF data elements included in EPIC and PACT. The following data elements constitute the personnel action record layout, listed in the order that they appear on the personnel action record in the Payroll/Personnel Documents File that is transmitted to NFC. Each personnel action is a separate record. The complete record layout, including data element definitions and specifications, is available on NFC's home page at www.nfc.usda.gov.



[Award data](#) is listed under **Payroll Documents Records**.

Note

Personnel Action Data Record Table

Field Description	Picture (PIC)	Begin	End	Length
Document Type	X(03)	1	3	3
Agency Code	X(02)	4	5	2
Personnel Office Identifier	X(04)	6	9	4
Batch No Personnel	X(04)	10	13	4
SSNO	X(09)	14	22	9
Pay Period Number	X(02)	23	24	02
User Id	X(07)	25	31	7
Department Code	X(02)	32	33	2
Action Code	X(01)	34	34	1
Record 01 Data 060	X(41)	35	75	41
Name Employee Last	X(17)	35	51	17
Name Employee First	X(12)	52	63	12
Name Employee Middle	X(12)	64	75	12
Record 02 Data 060	X(48)	76	121	48
Gender Code	X(01)	76	76	1
Date of Birth	X(08)	77	84	8
Date of Birth Month	X(02)	77	78	2
Date of Birth Day	X(02)	79	80	2
Date of Birth Century	X(02)	81	82	2
Date of Birth Year	X(02)	83	84	2
Education Level	X(02)	85	86	2
Veteran Preference Code	X(01)	87	87	1
Previous Agency Code	X(02)	88	89	2
Date Last Pay Status Retired	X(08)	90	97	8
Date Last Pay Status Retired Month	X(02)	90	91	2
Date Last Pay Status Retired Day	X(02)	92	93	2
Date Last Pay Status Retired Century	X(02)	94	95	2
Date Last Pay Status Retired Year	X(02)	96	97	2
Date Sick Leave Expired Retired	X(08)	98	105	8
Date Sick Leave Expired Retired Month	X(02)	98	99	2
Date Sick Leave Expired Retired Day	X(02)	100	101	2
Date Sick Leave Expired Retired Century	X(02)	102	103	2
Date Sick Leave Expired Retired Year	X(02)	104	105	2
Tenure Group	X(01)	106	106	1
Date SCD Leave	X(08)	107	114	8
Date SCD Leave Month	X(02)	107	108	2
Date SCD Leave Day	X(02)	109	110	2
Date SCD Leave Century	X(02)	111	112	2
Date SCD Leave Year	X(02)	113	114	2
Physical Handicap Code	X(02)	115	116	2

¹ System generated; leave blank.

² Not required on a personnel action; leave blank.

³ Maximum of 10 remarks codes.

⁴ Only one of these fields can contain data.

Personnel Action Data Record Table

Field Description	Picture (PIC)	Begin	End	Length
Filler (Old FEGLI Coverage Code)	X(01)	117	117	1
Life Insurance Coverage Amount	X(04)	118	121	4
Record 03 Data 060	X(19)	122	140	19
FEHB Coverage Code	X(01)	122	122	1
Retirement Coverage Code	X(01)	123	123	1
Nature of Action Previous 3 Positions	X(03)	124	126	3
Nature of Action 1st 3 Positions	X(03)	127	129	3
Nature of Action 2nd 3 Positions	X(03)	130	132	3
Date Correction Nature of Action	X(08)	133	140	8
Date Correction Nature of Action Month	X(02)	133	134	2
Date Correction Nature of Action Day	X(02)	135	136	2
Date Correction Nature of Action Century	X(02)	137	138	2
Date Correction Nature of Action Year	X(02)	139	140	2
Record 04 Data 060	X(35)	141	175	35
Date NTE SF50	X(08)	141	148	8
Date NTE SF50 Month	X(02)	141	142	2
Date NTE SF50 Day	X(02)	143	144	2
Date NTE SF50 Century	X(02)	145	146	2
Date NTE SF50 Year	X(02)	147	148	2
Type of Employment ¹	X(01)	149	149	1
Date Personnel Action Effective	X(08)	150	157	8
Date Personnel Action Effective Month	X(02)	150	151	2
Date Personnel Action Effective Day	X(02)	152	153	2
Date Personnel Action Effective Century	X(02)	154	155	2
Date Personnel Action Effective Year	X(02)	156	157	2
Gain Lose Department Non-USDA	X(02)	158	159	2
Pay Raise Verify Salary	X(08)	160	167	8
PMSO Department	X(02)	168	169	2
PMSO Agency	X(02)	170	171	2
PMSO POI	X(04)	172	175	4
Record 05 Data 060	X(40)	176	215	40
CSC Other Legal Authority	X(20)	176	195	20
CSC Other Legal Authority 2nd	X(20)	196	215	20
Record 06 Data 060	X(72)	216	256	72
Appointment Limitation Code ¹	X(01)	216	216	1
Appointment Limitation Dollar Total	X(07)	217	223	7
Appointment Limitation Hours Total	X(06)	224	229	6
Appointment Limitation Days Total	X(03)	230	232	3
Appointment Limitation Dollar Balance	X(07)	233	239	7

¹ System generated; leave blank.

² Not required on a personnel action; leave blank.

³ Maximum of 10 remarks codes.

⁴ Only one of these fields can contain data.

Personnel Action Data Record Table

Field Description	Picture (PIC)	Begin	End	Length
Appointment Limitation Hours Balance	X(06)	240	245	6
Appointment Limitation Days Balance	X(03)	246	248	3
Date Service Year Start	X(08)	249	256	8
Date Service Year Start Month	X(02)	249	250	2
Date Service Year Start Day	X(02)	251	252	2
Date Service Year Start Century	X(02)	253	254	2
Date Service Year Start Year	X(02)	255	256	2
Record 08 Data 060	X(35)	257	291	35
Position Number	X(08)	257	264	8
Master Record Number	X(06)	265	270	6
Position Classification Code	X(01)	271	271	1
Race National Origin (RNO) Code	X(01)	272	272	1
CSC Authority Code 1st NOA	X(03)	273	275	3
CSC Authority 2nd Code 1st NOA	X(03)	276	278	3
CSC Authority Code 2nd NOA	X(03)	279	281	3
CSC Authority 2nd Code 2nd NOA	X(03)	282	284	3
CSC Authority Code Previous NOA	X(03)	285	287	3
CSC Authority 2nd Code Previous NOA	X(03)	288	290	3
Work Schedule	X(01)	291	291	1
Record 10 Data 060	X(18)	292	309	18
Retention Percent	X(02)	292	293	2
Retention Allowance ²	X(07)	294	300	7
Foreign Language Percent ²	X(02)	301	302	2
Foreign Language Allowance ²	X(07)	303	309	7
Record 11 Data 060	X(23)	310	332	23
Grade	X(02)	310	311	2
Step	X(02)	312	313	2
Scheduled Salary	X(08)	314	321	8
Salary Rate Code	X(02)	322	323	2
Pay Rate Determinant Code	X(01)	324	324	1
Date Retain Rate Expires	X(08)	325	332	8
Date Retain Rate Expires Month	X(02)	325	326	2
Date Retain Rate Expires Day	X(02)	327	328	2
Date Retain Rate Expires Century	X(02)	329	330	2
Date Retain Rate Expires Year	X(02)	331	332	2
Record 12 Data 060	X(36)	333	368	36

¹ System generated; leave blank.

² Not required on a personnel action; leave blank.

³ Maximum of 10 remarks codes.

⁴ Only one of these fields can contain data.

Personnel Action Data Record Table

Field Description	Picture (PIC)	Begin	End	Length
Date SCD CSR	X(08)	333	340	8
Date SCD CSR Month	X(02)	333	334	2
Date SCD CSR Day	X(02)	335	336	2
Date SCD CSR Century	X(02)	337	338	2
Date SCD CSR Year	X(02)	339	340	2
Date SCD RIF	X(08)	341	348	8
Date SCD RIF Month	X(02)	341	342	2
Date SCD RIF Day	X(02)	343	344	2
Date SCD RIF Century	X(02)	345	346	2
Date SCD RIF Year	X(02)	347	348	2
Date SCD WGI	X(08)	349	356	8
Date SCD WGI Month	X(02)	349	350	2
Date SCD WGI Day	X(02)	351	352	2
Date SCD WGI Century	X(02)	353	354	2
Date SCD WGI Year	X(02)	355	356	2
Date Supervisory Managerial Probation	X(08)	357	364	8
Date Supervisory Managerial Probation Month	X(02)	357	358	2
Date Supervisory Managerial Probation Day	X(02)	359	360	2
Date Supervisory Managerial Probation Century	X(02)	361	362	2
Date Supervisory Managerial Probation Year	X(02)	363	364	2
Position Status CSC	X(01)	365	365	1
Annuitant Indicator	X(01)	366	366	1
Special Employment Programs Code	X(02)	367	368	2
Record 13 Data 060	X(46)	369	414	46
Remarks Codes 01 ³	X(03)	369	371	3
Remarks Codes 02 ³	X(03)	372	374	3
Remarks Codes 03 ³	X(03)	375	377	3
Remarks Codes 04 ³	X(03)	378	380	3
Remarks Codes 05 ³	X(03)	381	383	3
Remarks Codes 06 ³	X(03)	384	386	3
Remarks Codes 07 ³	X(03)	387	389	3
Remarks Codes 08 ³	X(03)	390	392	3
Remarks Codes 09 ³	X(03)	393	395	3
Remarks Codes 10 ³	X(03)	396	398	3
Date Probationary Period Start	X(08)	399	406	8
Date Probationary Period Start Month	X(02)	399	400	2
Date Probationary Period Start Day	X(02)	401	402	2
Date Probationary Period Start Century	X(02)	403	404	2
Date Probationary Period Start Year	X(02)	405	406	2

¹ System generated; leave blank.

² Not required on a personnel action; leave blank.

³ Maximum of 10 remarks codes.

⁴ Only one of these fields can contain data.

Personnel Action Data Record Table

Field Description	Picture (PIC)	Begin	End	Length
Date Career Permanent Tenure	X(08)	407	414	8
Date Career Permanent Tenure Start Month	X(02)	407	408	2
Date Career Permanent Tenure Start Day	X(02)	409	410	2
Date Career Permanent Tenure Start Century	X(02)	411	412	2
Date Career Permanent Tenure Start Year	X(02)	413	414	2
Record 14 Data 060	X(40)	415	454	40
Annual Leave Category	X(01)	415	415	1
Annual Leave 45 Day Code	X(01)	416	416	1
Leave Earning Status Pay Period	X(01)	417	417	1
Date Retention Rights End	X(08)	418	425	8
Date Retention Rights End Month	X(02)	418	419	2
Date Retention Rights End Day	X(02)	420	421	2
Date Retention Rights End Century	X(02)	422	423	2
Date Retention Rights End Year	X(02)	424	425	2
Date Entered Present Grade	X(08)	426	433	8
Date Entered Present Grade Month	X(02)	426	427	2
Date Entered Present Grade Day	X(02)	428	429	2
Date Entered Present Grade Century	X(02)	430	431	2
Date Entered Present Grade Year	X(02)	432	433	2
TSP Eligibility Code	X(01)	434	434	1
Veterans Status	X(01)	435	435	1
Name Correction Code ¹	X(01)	436	436	1
SSNO Old	X(09)	437	445	9
Tour of Duty Hours	X(04)	446	449	4
Type Appointment Code	X(02)	450	451	2
Special Employee Code	X(02)	452	453	2
Citizenship Code	X(01)	454	454	1
Record 15 Data 060	X(35)	455	489	35
COLA/Post Differential Code	X(01)	455	455	1
Wage Grade Shift Rate Varied	X(04)	456	459	4
Cooperative Employee Control Code	X(01)	460	460	1
Cooperative Annuitant Share Code	X(01)	461	461	1
Cooperative State Share Salary	X(07)	462	468	7
Civil Service Annuitant Share	X(07)	469	475	7
Cooperative Employee Overtime Rate Furnish	X(07)	476	482	7
Cooperative Employee Holiday Rate Furnish	X(07)	483	489	7
Record 16 Data 060	X(41)	490	526	41
Quarters Deduction Rate	X(05)	490	494	5
Quarters Deduction Code	X(01)	495	495	1
Environmental Differential Rate ⁴	X(04)	496	499	4

¹ System generated; leave blank.

² Not required on a personnel action; leave blank.

³ Maximum of 10 remarks codes.

⁴ Only one of these fields can contain data.

Personnel Action Data Record Table

Field Description	Picture (PIC)	Begin	End	Length
FmHA Travel Allowance ⁴	X(04)	496	499	4
Fair Labor Standards Act Code ²	X(01)	500	500	1
Filler (Old Date Degree Certificate Received Year)	X(02)	501	502	2
Instructional Program	X(06)	503	508	6
Date Personnel Action Valid	X(08)	509	516	8
Date Personnel Action Valid Month	X(02)	509	510	2
Date Personnel Action Valid Day	X(02)	511	512	2
Date Personnel Action Valid Century	X(02)	513	514	2
Date Personnel Action Valid Year	X(02)	515	516	2
Staffing Percent ²	X(02)	517	518	2
Staffing Differential Rate ²	X(08)	519	526	8
Record 17 Data 060	X(42)	527	568	(42)
Agency Use	X(12)	527	538	12
Recruitment Percent	X(02)	539	540	2
Recruitment Bonus	X(08)	541	548	8
Relocation Percent	X(02)	549	550	2
Relocation Bonus	X(08)	551	558	8
Supervisory Percent	X(02)	559	560	2
Supervisory Differential Rate	X(08)	561	568	8
Record 25 Data 060	X(232)	569	800	232
Veterans Preference RIF	X(01)	569	569	1
Uniform Service Status	X(01)	570	570	1
Creditable Military Service	X(04)	571	574	4
Frozen CSRS Service	X(04)	575	578	4
CSRS Coverage at Appointment	X(01)	579	579	1
Date Retired Military	X(08)	580	587	8
Date Retired Military Month	X(02)	580	581	2
Date Retired Military Day	X(02)	582	583	2
Date Retired Military Century	X(02)	584	585	2
Date Retired Military Year	X(02)	586	587	2
Date TSP Vested	X(08)	588	595	8
Date TSP Vested Month	X(02)	588	589	2
Date TSP Vested Day	X(02)	590	591	2
Date TSP Vested Century	X(02)	592	593	2
Date TSP Vested Year	X(02)	594	595	2
Date SCD Senior Executive Service (SES) ²	X(08)	596	603	8
Date SCD SES Month	X(02)	596	597	2
Date SCD SES Day	X(02)	598	599	2
Date SCD SES Century	X(02)	600	601	2
Date SCD SES Year	X(02)	602	603	2

¹ System generated; leave blank.

² Not required on a personnel action; leave blank.

³ Maximum of 10 remarks codes.

⁴ Only one of these fields can contain data.

Personnel Action Data Record Table

Field Description	Picture (PIC)	Begin	End	Length
Date SES Recertified ²	X(08)	604	611	8
Date SES Recertified Month	X(02)	604	605	2
Date SES Recertified Day	X(02)	606	607	2
Date SES Recertified Century	X(02)	608	609	2
Date SES Recertified Year	X(02)	610	611	2
Supervisory Managerial Probationary Period Required	X(01)	612	612	1
SES Recertified ¹	X(01)	613	613	1
Saved Grade Pay Plan	X(02)	614	615	2
Saved Grade Occupational Series	X(04)	616	619	4
Saved Grade Grade	X(02)	620	621	2
Saved Grade Occupational Series Fund Code	X(02)	622	623	2
Date Degree Certificate Received	X(04)	624	627	4
Century	X(02)	624	625	2
Year	X(02)	626	627	2
FEGLI Coverage Code	X(02)	628	629	2
Pay Raise Stale Action Salary	X(08)	630	637	8
Filler	X(163)	638	800	163

¹ System generated; leave blank.

² Not required on a personnel action; leave blank.

³ Maximum of 10 remarks codes.

⁴ Only one of these fields can contain data.

Personnel Action Remarks Record

The remarks record contains personnel action remarks codes. Each remarks code is a separate record.

TMGT Table 052, Remarks Code and Description, can be downloaded into your front-end system to edit remarks codes and to generate descriptions. Those remarks codes that require a fill-in literal description to complete the remark must include the fill-in literal so the complete remarks description will appear on the SF-50-B output.

The remarks usually generated by PACT, EPIC, and BEAR (Bi-weekly Examination Analysis and Reporting) are not generated by NFC for agencies using front-end systems; therefore, these remarks must be included in the agency's front-end system. See TMGT Table 101 for the required remarks codes for each nature of action code.

The fields below are contained in the remarks record and are listed in the order that they appear on the personnel file. A personnel action must exist in the personnel action file for the social security number, nature of action code, etc., to successfully transmit the personnel action and remarks record. Below is the format for which the data is to be transmitted and the specifications for each field.

Personnel Action Remarks Record

Field Description	Picture (PIC)	Begin	End	Length
Remark Document Type	X(03)	1	3	3
Remark Agency Code	X(02)	4	5	2
Remark POI	X(04)	6	9	4
Remark SSNO	X(09)	10	18	9
Remark Pay Period Number	X(02)	19	20	2
Remark Nature of Action 1st 3 Positions	X(03)	21	23	3
Remark Nature of Action 2nd 3 Positions	X(03)	24	26	3
Remark Date Personnel Action Valid	X(08)	27	34	8
Month	X(02)	27	28	2
Day	X(02)	29	30	2
Century	X(02)	31	32	2
Year	X(02)	33	34	2
Remark Remarks Number	X(03)	35	37	3
Remark Line Occurs	9(02)	38	39	2
Remark Data 01	X(74)	40	113	74
Remark Data 02	X(74)	114	187	74
Remark Data 03	X(74)	188	261	74
Remark Data 04	X(74)	262	335	74
Remark Data 05	X(74)	336	409	74
Remark Data 06	X(74)	410	483	74
Remark Data 07	X(74)	484	557	74
Remark Data 08	X(74)	558	631	74
Remark Data 09	X(74)	632	705	74
Remark Department Code	X(02)	706	707	2
Remark Batch Number Personnel	X(04)	708	711	4
Filler	X(89)	712	800	89

Personnel Action JCL

This section provides JCL field descriptions and format for the personnel action file.

For more information, see:

- [JCL Field Descriptions](#)
- [JCL Format](#)

JCL Field Descriptions (personnel action JCL)

The following fields are required for the first JCL transmission.

Routing Info

Required, alphanumeric, 20 positions max.

Your name and/or office telephone number, etc.

MSGCLASS

Required, alpha, 1 position

- A** Automatically print the job
- X** Only view the job at your terminal

Userid

Required, alphanumeric, 7 positions max.

Your user-ID or the user-ID of the person who receives the transmission reports.

Local

Required, alphanumeric, 16 positions max.

The printer number of the printer where the reports are to be routed for printing.

ddaapppp

dd	department code (<i>required, alpha, 2 positions</i>)
aa	agency code (<i>optional, alphanumeric, 2 positions</i>)
pppp	personnel office identifier (<i>optional, numeric, 4 positions</i>)



Note

The data in the **aapppp** field can be used for an agency unique identifier.

This JCL uses a special job name and may not appear automatically in ISPF/JESMASTER. If not, it must be selected by typing *NFCDF54** (for development) or *NvvP54* (for production) in the JOBNAME field on Screen J or by typing *SNFCDF54** or *S NvvP54** on the Command Line on screen J.1.

vv

Required, numeric, 2 positions

Type **05**, **06**, **07**, or **08** depending on the database. Be sure to change on both the first line and the last line. This field is required for production only.

JCL Format (personnel action JCL)

Below are JCL format and naming conventions for transmitting★★800-character PINE records to NFC. JCL format is shown for both development and production stages★★.

The letter **v** means *version*. The letter **d** after the version number indicates *development*.

★★

800-Character Record (Development Stage)

Data Transmitted In A Separate File (v5d)

```
►//NFCDF54X6 JOB(2105005405,TSO),'Routing Info*****',CLASS=P,  
//MSGCLASS=A,TIME=30,MSGLEVEL=(0,0),REGION=0M,NOTIFY=userid  
/*OUTPUT ST COPIES=1,DEST=local  
/*JOBPARMPCLIB=PROC01  
//PROC0010 EXEC NFCDF54X6,DEPT=ddaapppp  
Transmission File-NFCPPARA.PINE.DX301.ddaapppp
```

800-Character Record (Production Stage)

Data Transmitted In A Separate File (v5)

```
►//NvvP54X3 JOB(2105015405,TSO),‘Routing Info*****’, CLASS=P,  
// MSGCLASS=A,TIME=30,MSGLEVEL=(0,0),REGION=0M,NOTIFY=userid◀  
/*OUTPUT ST COPIES=1,DEST=local  
//PROC0010 EXEC NFCP54X3,CV=vv,DEPT=ddaapppp  
Transmission File-NFCPPINE.FX301.Cvv.ddaapppp
```

Personnel Transmission Reports

The following transmission reports are used to confirm transmissions and to identify transmission discrepancies. These transmission reports can be browsed online using ISPF (Option = 3.4) and supplying the file name.

- Successful Transmission (**Figure 9**)
- Unsuccessful Transmission (Dropped record) (**Figure 10**)
- Dropped Record Listing (**Figure 11**)
- Unsuccessful Transmission (Invalid Header) (**Figure 12**)
- Unsuccessful Transmission (Spaces or zeroes in transmission count) (**Figure 13**)
- Unsuccessful Transmission (Out of balance) (**Figure 14**)

DATE AND TIME PREPARED: XX/XX/XXXX XX:XX			FRONT END SYSTEM INTERFACE		PAGE 1
<hr/>					
AGENCY CODE	SUBMITTING OFFICE NO.	SIGNON ID	PAY PERIOD NUMBER	DATE TRANSMITTED	
XX	XXXX	XXXXX	XX	XX/XX/XX	
TOTAL RECORDS TRANSMITTED	44				
TOTAL RECORDS RECEIVED	44				
TOTAL RECORDS DROPPED	0				
<hr/>					
RECEIVED THIS TRANSMISSION BY DOCUMENT CODE: 063 11 RMK 33660					
<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>					

Figure 9. Successful Transmission

DATE AND TIME PREPARED: XX/XX/YYYY XX:XX	FRONT END SYSTEM INTERFACE	PAGE 1		
PAYROLL/PERSONNEL TRANSMISSION REPORT				

AGENCY CODE XX	SUBMITTING OFFICE NO. XXXX	SIGNON ID XXXX	PAY PERIOD NUMBER XX	DATE TRANSMITTED XX/XX/XX
TOTAL RECORDS TRANSMITTED 44				
TOTAL RECORDS RECEIVED 42				
TOTAL RECORDS DROPPED 2				
***** RECEIVED THIS TRANSMISSION BY DOCUMENT CODE: 063 10 RMK 33066				
***** ***** ***** ***** ***** ***** ***** *****				

Figure 10. Unsuccessful Transmission (dropped record)

DATE AND TIME PREPARED: XX/XX/YYYY XX:XX	FRONT END SYSTEM INTERFACE	PAGE 1
PAYROLL/PERSONNEL DROPPED RECORD LISTING		

INVALID DOCUMENT CODE	*****	

INVALID AGENCY OR SUBMITTING OFFICE	*****	
063999999	*****	
***** ***** ***** ***** ***** ***** ***** *****		

Figure 11. Dropped Record Listing

DATE AND TIME PREPARED: XX/XX/YYYY XX:XX	FRONT END SYSTEM INTERFACE	PAGE 1
PAYROLL/PERSONNEL TRANSMISSION REPORT		

INVALID TRANSMISSION HEADER ENCOUNTERED. ONLY PINET DATA ALLOWED. NO RECORDS WERE		
PROCESSED. PLEASE CORRECT AND RETRANSMIT.		
999999PINE TEST12399000000449999999		

Figure 12. Unsuccessful Transmission (invalid header)

DATE AND TIME PREPARED: XX/XX/YYYY XX:XX	FRONT END SYSTEM INTERFACE	PAGE 1
PAYROLL/PERSONNEL TRANSMISSION REPORT		

THIS TRANSMISSION HAS SPACES OR ZEROS IN THE TRANSMISSION COUNT. RECORDS HAVE NOT PROCESSED. PLEASE CORRECT AND RETRANSMIT.		
999999PINETTEST1239900000009999999		

Figure 13. Unsuccessful Transmission (spaces or zeroes in transmission count)

DATE AND TIME PREPARED: XX/XX/XXXX XX:XX	FRONT END SYSTEM INTERFACE	PAGE 1
PAYROLL/PERSONNEL TRANSMISSION REPORT		

THIS TRANSMISSION IS OUT OF BALANCE. RECORDS TRANSMITTED DO NOT EQUAL RECORDS RECEIVED.		
RECORDS TRANSMITTED = 43 RECORDS RECEIVED 44		
RECORDS TRANSMITTED HAVE NOT BEEN PROCESSED. PLEASE CORRECT AND RETRANSMIT.		

Figure 14. Unsuccessful Transmission (out of balance)

Payroll/Personnel Documents File - Payroll Document Processing

The Payroll/Personnel Documents File includes the data for processing payroll and personnel documents in the Payroll/Personnel System (PPS). This data is transmitted from agencies to NFC using a formatted file that is uploaded into PPS.

This section presents the following topics that relate to payroll document processing. For information on processing personnel actions, see [**Payroll/Personnel Documents File - Personnel Action Processing**](#).

- [About Payroll Document Processing](#)
- [Preparing The Payroll Document Interface](#)
- [Payroll Document Control Data](#)
- [Payroll Document JCL](#)
- [Payroll Document Transmission Reports](#)
- [Payroll Documents Records](#)

About Payroll Document Processing

The payroll document file includes payroll documents that are entered in FESI and transmitted for processing in the Payroll/Personnel System (PPS). Payroll documents are processed in PPS to make deductions, disburse payments, transfer leave data, evaluate employees' performance, disburse payments through DD/EFT, and update miscellaneous data elements in the PPS database.

Payroll documents that are effective in a future pay period are edited in PINE and applied to the future file, if no errors are encountered. Payroll documents that are effective in the past or in the current processing pay period are edited and applied to the database if no errors are encountered. If any document fails the PINE edits, it may remain in suspense for one PINE pass, then automatically be deleted based on the batch number used.

The payroll document record of the Payroll/Personnel Documents File consists of the control data and the specific payroll document data record. Each payroll document is a separate record. All data elements are described on NFC's home page at www.nfc.usda.gov under Pubs and Forms, FESI Codes.

Preparing The Payroll Document Interface

For guidelines for preparing the payroll document interface, see the [**Payroll/Personnel Documents File, Preparing The Personnel Action Interface**](#).

This section presents the following topics that relate to payroll document processing. For information on processing personnel actions, see [About Personnel Action Processing](#).

- [Payroll Document Control Data](#)
- [Payroll Document JCL](#)
- [Payroll Document Transmission Reports](#)
- [Payroll Documents Records](#)

Payroll Document Control Data

The payroll document control data occupies the first 34 positions of each payroll document in the FESI file. The payroll document control data includes the following data elements, listed in the order they must be presented on the file:

Document Type	<i>Required, numeric, 3 positions (1-3)</i> A code that identifies the various payroll documents in PPS.
Agency Code	<i>Required, alphanumeric, 2 positions (4-5)</i> The agency code for the transmission.
Personnel Office Identifier (POI)	<i>Optional, numeric, 4 positions (6-9)</i> The Office of Personnel Management (OPM) assigned number to identify the personnel office.
Batch No Personnel	<i>Required, alphanumeric, 4 positions (10-13)</i> A number assigned by the agency to track transmissions to NFC. The first 2 positions flag the system to either hold a suspended document for one PINE pass then delete it, or retain the document until some type action is taken (by the agency).
SSNO	<i>Required, alphanumeric, 9 positions (14-22)</i> The social security for the payroll document being transmitted.
Pay Period Number	<i>Optional, numeric, 2 positions (23-24)</i> The current processing pay period number that the file is to be uploaded into for processing.
User-ID	<i>Optional, alphanumeric, 7 positions (25-31)</i> The user-identification number (user-ID) of the person transmitting the file.
Department Code	<i>Required, alphanumeric, 2 positions</i> The department code for the transmission.
Filler	<i>Optional, alphanumeric, 1 position</i> Agency information, as needed.

Payroll Document JCL

The payroll document JCL field descriptions and format are identical to the personnel action JCL. For this information, see [Personnel Action JCL](#).

Payroll Document Transmission Reports

The transmission reports for payroll documents are identical to the personnel action transmission reports. For report information, see [Personnel Transmission Reports](#).

Payroll Documents Records

The table below includes an alphabetic list of the payroll documents record layout. The complete layout, including data element definitions and specifications, is included on NFC's home page at www.nfc.usda.gov under NFC Resource Center, Front-End System Interface Codes.

The following payroll documents are included in the payroll documents record:

- [Address Document AD-349](#)
- [Allotment \(Discretionary\) Document 100](#)
- [Allotment \(Voluntary\) Document 095](#)
- [Allowance Document 127](#)
- [Award Document 110](#)
- [Charitable Contributions Document 088](#)
- [Child Care Or Alimony Deductions Document 195](#)
- [City Income Tax Document 150](#)
- ►[Commercial Garnishments Document 089](#)◀
- ►[Compensatory Time Payment Document 056](#)◀
- [County Income Tax Certificate Document 151](#)
- [Earned Income Credit Document 131](#)
- ►[Education Document 123](#)◀
- [Federal Employees Health Benefits \(FEHB\) Change Document 181](#)
- [Federal Employees Health Benefits \(FEHB\) Enrollment Document 180](#)
- [Federal Tax Document 130](#)
- ►[Flexfund Flexible Spending Account 185](#)◀
- [Leave Data Transfer Document 160](#)
- [Lump Sum Leave Payment Document 054](#)
- [Master File Change Document 030](#)
- [Multi Element Update Document 120](#)
- [Net Pay Document 096](#)
- [Non-Federal Health Insurance Document 101](#)

- [Non-Federal Life Insurance 102 Document](#)
- [Non-Federal Retirement 103 Document](#)
- [Non-Federal Thrift Savings Plan 104 Document](#)
- [Performance Appraisal Document 075](#)
- ►[Professional Certification Document 124](#)◀
- [Restored Annual Leave Document 165](#)
- [Savings Bond Authorization/Change Inscription, Deduction, or Denomination Documents 170 and 172](#)
- ►[Savings Bond Cancellation Document 173](#)◀
- ►[Savings Bond Change Allotment and/or Denomination Document 171](#)◀
- ►[Savings Bond Change Bond Owner/Coowner Document 174](#)◀
- ►[SES Performance Appraisal 770](#)◀
- ►[Severance Pay Document 128](#)◀
- [State Tax Document 140](#)
- ►[Thrift Savings Plan Catch-Up Election Form 126](#)◀
- [Thrift Savings Plan Document 125](#)
- [Thrift Saving Plan Loan Document 097](#)
- [Union Dues Authorization Document 086](#)
- [Union Dues Cancellation/Revocation Document 085](#)
- [Union Dues Change Between Locals Document 084](#)
- [Union Dues Mass Change Document 083](#)

Address Document AD-349 Data

Field Description	Picture (PIC)	Begin	End	Length
Document Type	X(03)	1	3	3
Agency Code	X(02)	4	5	2
Personnel Office Identifier	X(04)	6	9	4
Batch No	X(04)	10	13	4
Positions 1-2	X(02)	10	11	2
Positions 3-4	X(02)	12	13	2
SSNO	X(09)	14	22	9
Pay Period Number	X(02)	23	24	2
User Id	X(07)	25	31	7
Department Code	X(02)	32	33	2
Filler	X(01)	34	34	1

Address Document AD-349 Data

Field Description	Picture (PIC)	Begin	End	Length
Date Personnel Action Effective	X(08)	35	42	8
Date Personnel Action Effective Month	X(02)	35	36	2
Date Personnel Action Effective Day	X(02)	37	38	2
Date Personnel Action Effective Century	X(02)	39	40	2
Date Personnel Action Effective Year	X(02)	41	42	2
Residence Address Line 1	X(25)	43	67	25
Residence Address Line 2	X(25)	68	92	25
Residence Address Line 3	X(25)	93	117	25
Residence Address City Code	X(04)	118	121	4
Residence Address State Code	X(02)	122	123	2
Residence Address County Code	X(03)	124	126	3
Residence Address Zip Code	X(09)	127	135	9
Residence Address ZIP 5	X(05)	127	131	5
Residence Address ZIP 4	X(04)	132	135	4
Filler	X(02)	136	137	2
Check Mail Address Line 1	X(35)	138	172	35
Check Mail Address Line 2	X(35)	173	207	35
Check Mail Address City Code	X(04)	208	211	4
Check Mail Address State Code	X(02)	212	213	2
Check Mail Address Zip Code	X(09)	214	222	9
Check Mail Address ZIP 5	X(05)	214	218	5
Check Mail Address ZIP 4	X(04)	219	222	4
Filler	X(02)	223	224	2
Check Mail Designated Agent	X(04)	225	228	4
Filler	X(572)	229	800	572

Allotment (Discretionary) Document 100 Data

Field Description	Picture (PIC)	Begin	End	Length
Document Type	X(03)	1	3	3
Agency Code	X(02)	4	5	2
Personnel Office Identifier	X(04)	6	9	4
Batch No	X(04)	10	13	4
Positions 1-2	X(02)	10	11	2
Positions 3-4	X(02)	12	13	2
SSNO	X(09)	14	22	9
Pay Period Number	X(02)	23	24	2
User Id	X(07)	25	31	7
Department Code	X(02)	32	33	2
Filler	X(01)	34	34	1
FESI Document Effective Century	X(02)	35	36	2
FESI Document Effective Year	X(02)	37	38	2
Allotment Transmission Type	X(01)	39	39	1
Allotment Number	X(02)	40	41	2
Allotment Amount	9(06)	42	47	6

Allotment (Discretionary) Document 100 Data

Field Description	Picture (PIC)	Begin	End	Length
Allotment Payee Name	X(35)	48	82	35
Allotment Payee Address Line	X(35)	83	117	35
Allotment Type	X(02)	118	119	2
City Name	X(16)	120	135	16
State Abbreviation	X(02)	136	137	2
Zip Code	X(11)	138	148	11
Zip Code 5	X(05)	138	142	5
Zip Code 4	X(04)	143	146	4
Zip Code 2	X(02)	147	148	2
Account Number	X(17)	149	165	17
Allotter Id	X(25)	166	190	25
Allotment Type Account	X(01)	191	191	1
Allotment Routing Number	9(09)	192	200	9
Filler	X(600)	201	800	600

Allotment (Voluntary) Document 095 Data

Field Description	Picture (PIC)	Begin	End	Length
Document Type	X(03)	1	3	3
Agency Code	X(02)	4	5	2
Personnel Office Identifier	X(04)	6	9	4
Batch No	X(04)	10	13	4
Positions 1-2	X(02)	10	11	2
Positions 3-4	X(02)	12	13	2
SSNO	X(09)	14	22	9
Pay Period Number	X(02)	23	24	2
User Id	X(07)	25	31	7
Department Code	X(02)	32	33	2
Filler	X(01)	34	34	1
FESI Document Effective Century	X(02)	35	36	2
FESI Document Effective Year	X(02)	37	38	2
Financial Organization Allotment	X(33)	39	71	33
Financial Organization Allotment Type Account	X(01)	39	39	1
Financial Organization Allotment Routing Number	9(09)	40	48	9
Financial Organization Allotment Account EFT	X(17)	49	65	17
Financial Organization Allotment Amount	9(06)	66	71	6
Financial Organization Allotment Transaction Code	X(02)	72	73	2
Filler	X(729)	74	800	729

Allowance Document 127 Data

Field Description	Picture (PIC)	Begin	End	Length
Document Type	X(03)	1	3	3
Agency Code	X(02)	4	5	2
Personnel Office Identifier	X(04)	6	9	4
Batch No	X(04)	10	13	4
Positions 1-2	X(02)	10	11	2
Positions 3-4	X(02)	12	13	2
SSNO	X(09)	14	22	9
Pay Period Number	X(02)	23	24	2
User Id	X(07)	25	31	7
Department Code	X(02)	32	33	2
Filler	X(01)	34	34	1
FESI Document Effective Century	X(02)	35	36	2
FESI Document Effective Year	X(02)	37	38	2
Transaction Code	X(01)	39	39	1
Allowance Type	X(03)	40	42	3
Allowance Taxable	X(01)	43	43	1
Allowance Code	X(01)	44	44	1
Allowance Total	X(07)	45	51	7
Allowance Rate	X(07)	52	58	7
Filler	X(742)	59	800	742

Award Document 110 Data

Field Description	Picture (PIC)	Begin	End	Length
Document Type	X(03)	1	3	3
Agency Code	X(02)	4	5	2
Personnel Office Identifier	X(04)	6	9	4
Batch No	X(04)	10	13	4
Positions 1-2	X(02)	10	11	2
Positions 3-4	X(02)	12	13	2
SSNO	X(09)	14	22	9
Pay Period Number	X(02)	23	24	2
User Id	X(07)	25	31	7
Department Code	X(02)	32	33	2
Action Code	X(01)	34	34	1
Award Case Number	X(08)	35	42	8
Stored Accounting Indicator	X(01)	43	43	1
Cash Award Type Code	X(01)	44	44	1
Date Cash Award From	X(08)	45	52	8
Date Cash Award From Month	X(02)	45	46	2
Date Cash Award From Day	X(02)	47	48	2
Date Cash Award From Century	X(02)	49	50	2
Date Cash Award From Year	X(02)	51	52	2

Award Document 110 Data

Field Description	Picture (PIC)	Begin	End	Length
Date Cash Award To	X(08)	53	60	8
Date Cash Award To Month	X(02)	53	54	2
Date Cash Award To Day	X(02)	55	56	2
Date Cash Award To Century	X(02)	57	58	2
Date Cash Award To Year	X(02)	59	60	2
Tangible Benefits	X(01)	61	61	1
First Year Savings	X(10)	62	71	10
Intangible Benefits	X(01)	72	72	1
Cash Award Pay Code	X(01)	73	73	1
Current Cash Award	X(07)	74	80	7
No Persons Cash Award	X(03)	81	83	3
Accounting Distribution	X(27)	84	110	27
Accounting Fiscal Year Code	X(01)	84	84	1
Accounting Distribution Appropriation Code	X(02)	85	86	2
Accounting Distribution Sub-level Codes	X(24)	87	110	24
Cash Award Agency Charged	X(02)	111	112	2
Cash Award Accounting Station Charged	X(04)	113	116	4
Nature-Of-Action (NOA) 2nd 3 Positions	X(03)	117	119	3
CSC Authority Code 2nd NOA	X(03)	120	122	3
CSC Authority 2nd Code 2nd NOA	X(03)	123	125	3
Date Personnel Action Effective	X(08)	126	133	8
Date Personnel Action Effective Month	X(02)	126	127	2
Date Personnel Action Effective Day	X(02)	128	129	2
Date Personnel Action Effective Century	X(02)	130	131	2
Date Personnel Action Effective Year	X(02)	132	133	2
Cash Award Code	X(04)	134	137	4
Check Mailing Address Indicator	X(01)	138	138	1
Check Mailing Address Line 1	X(35)	139	173	35
Check Mailing Designated Agent	X(04)	174	177	4
Check Mailing Address Line 2	X(35)	178	212	35
NOA 1st 3 Positions	X(03)	213	215	3
CSC Authority Code 1st NOA	X(03)	216	218	3
CSC Authority 2nd Code 1st NOA	X(03)	219	221	3
Check Mailing Address City Name	X(20)	222	241	20
Check Mailing Address State Name	X(2)	242	243	2
CSC Other Legal Authority	X(20)	244	263	20
CSC Legal Authority 2nd	X(20)	264	283	20
Check Mail Address ZIP	X(11)	284	294	11
Check Mail Address ZIP 5	X(05)	284	288	5
Check Mail Address ZIP 4	X(04)	289	292	4
Check Mail Address ZIP 2	X(02)	293	294	2

Award Document 110 Data

Field Description	Picture (PIC)	Begin	End	Length
Date Personnel Action Valid	X(08)	295	302	8
Date Personnel Action Valid Month	X(02)	295	296	2
Date Personnel Action Valid Day	X(02)	297	298	2
Date Personnel Action Valid Century	X(02)	299	300	2
Date Personnel Action Valid Year	X(02)	301	302	2
Filler	X(498)	303	800	498

Charitable Contributions Document 088 Data

Field Description	Picture (PIC)	Begin	End	Length
Document Type	X(03)	1	3	3
Agency Code	X(02)	4	5	2
Personnel Office Identifier	X(04)	6	9	4
Batch No	X(04)	10	13	4
Positions 1-2	X(02)	10	11	2
Positions 3-4	X(02)	12	13	2
SSNO	X(09)	14	22	9
Pay Period Number	X(02)	23	24	2
User Id	X(07)	25	31	7
Department Code	X(02)	32	33	2
Filler	X(01)	34	34	1
FESI Document Effective Century	X(02)	35	36	2
FESI Document Effective Year	X(02)	37	38	2
Receipt Account Type Code	X(02)	39	40	2
Receipt Account Transaction Code	X(01)	41	41	1
Charitable Campaign Area State Code	X(02)	42	43	2
Charitable Campaign Area City Code	X(04)	44	47	4
Charitable Campaign Area Amount Pay Period	X(05)	48	52	5
Dollars	X(03)	48	50	3
Decimal	V			
Cents	X(02)	51	52	2
Filler	X(748)	53	800	748

Child Care Or Alimony Deductions Document 195 Data

Field Description	Picture (PIC)	Begin	End	Length
Document Type	X(03)	1	3	3
Agency Code	X(02)	4	5	2
Personnel Office Identifier	X(04)	6	9	4
Batch No	X(04)	10	13	4
Positions 1-2	X(02)	10	11	2
Positions 3-4	X(02)	12	13	2
SSNO	X(09)	14	22	9

Child Care Or Alimony Deductions Document 195 Data

Field Description	Picture (PIC)	Begin	End	Length
Pay Period Number	X(02)	23	24	2
User Id	X(07)	25	31	7
Department Code	X(02)	32	33	2
Filler	X(01)	34	34	1
FESI Document Effective Century	X(02)	35	36	2
FESI Document Effective Year	X(02)	37	38	2
Child Care/Alimony Transaction Code	X(01)	39	39	1
Child Care/Alimony Amount Pay Period	X(06)	40	45	6
Dollars	X(04)	40	43	4
Decimal	V			
Cents	X(02)	44	45	2
Child Care/Alimony Percent Pay Period	X(02)	46	47	2
Child Care/Alimony Deduct NTE Amt Pay Period	X(06)	48	53	6
Dollars	X(04)	48	51	4
Decimal	V			
Cents	X(02)	52	53	2
Child Care/Alimony Court Cost Amount Pay Period	X(05)	54	58	5
Dollars	X(03)	54	56	3
Decimal	V			
Cents	X(02)	57	58	2
Child Care/Alimony Court Cost Total Amount	X(06)	59	64	6
Dollars	X(04)	59	62	4
Decimal	V			
Cents	X(02)	63	64	2
Child Care/Alimony Arrears Deduct Amt PP	X(06)	65	70	6
Dollars	X(04)	65	68	4
Decimal	V			
Cents	X(02)	69	70	2
Child Care/Alimony Arrears Deduct Pct PP	X(02)	71	72	2
Child Care/Alimony Arrears Total Amount	X(07)	73	79	7
Dollars	X(05)	73	77	5
Decimal	V			
Cents	X(02)	78	79	2
Child Care/Alimony Case Number	X(04)	80	83	4
Child Care/Alimony Arrears Deduct NTE PP	X(06)	84	89	6
Dollars	X(04)	84	87	4
Decimal	V			
Cents	X(02)	88	89	2
Child Care/Alimony Recipient Name	X(35)	90	124	35
Pay Period Year	X(02)	125	126	2
Record Number 3	X(02)	127	128	2
Child Care/Alimony Recipient Address Line 1	X(35)	129	163	35
Child Care/Alimony Maximum Percent	X(02)	164	165	2
Child Care/Alimony Recipient Address Line 2	X(35)	166	200	35

Child Care Or Alimony Deductions Document 195 Data

Field Description	Picture (PIC)	Begin	End	Length
Child Care/Alimony Recipient City	X(20)	201	220	20
Child Care/Alimony Recipient State	X(02)	221	222	2
Child Care/Alimony Zip Code	X(11)	223	233	11
Child Care/Alimony Zip Code-5	X(05)	223	227	5
Child Care/Alimony Zip Code-4	X(04)	228	231	4
Child Care/Alimony Zip Code-2	X(02)	232	233	2
Child Care/Alimony Court Assigned Case No	X(35)	234	268	35
Child Care/Alimony Type Account	X(01)	269	269	1
Child Care/Alimony Routing Number	X(09)	270	278	9
Child Care/Alimony Account Number	X(17)	279	295	17
Filler	X(505)	296	800	505

City Income Tax Certificate Document 150 Data

Field Description	Picture (PIC)	Begin	End	Length
Document Type	X(03)	1	3	3
Agency Code	X(02)	4	5	2
Personnel Office Identifier	X(04)	6	9	4
Batch No	X(04)	10	13	4
Positions 1-2	X(02)	10	11	2
Positions 3-4	X(02)	12	13	2
SSNO	X(09)	14	22	9
Pay Period Number	X(02)	23	24	2
User Id	X(07)	25	31	7
Department Code	X(02)	32	33	2
Filler	X(01)	34	34	1
FESI Document Effective Century	X(02)	35	36	2
FESI Document Effective Year	X(02)	37	38	2
City Tax Extra Deductions	X(05)	39	43	5
Dollars	X(03)	39	41	3
Decimal	V			
Cents	X(02)	42	43	2
City Tax State Code	X(02)	44	45	2
City Tax City Code	X(04)	46	49	4
City Tax Indicator	X(01)	50	50	1
City Tax Number Exemptions	X(03)	51	53	3
City Tax Percent	X(02)	54	55	2
Filler	X(745)	56	800	745

►Commercial Garnishments Document 089 Data

Field Description	Picture (PIC)	Begin	End	Length
Document Type	X(03)	1	3	3
Agency Code	X(02)	4	5	2

►Commercial Garnishments Document 089 Data

Field Description	Picture (PIC)	Begin	End	Length
Submitting Office Number	X(04)	6	9	4
Batch No Personnel	X(04)	10	13	4
Positions 1-2	X(02)	10	11	2
Positions 3-4	X(02)	12	13	2
SSNO	X(09)	14	22	9
Pay Period Number	X(02)	23	24	2
User Id	X(07)	25	31	7
Department Code	X(02)	32	33	2
Filler	X(01)	34	34	1
FESI Document Effective Century	X(02)	35	36	2
FESI Document Effective Year	X(02)	37	38	2
Receipt Account Type Code	X(02)	39	40	2
Receipt Account Account Number	X(12)	41	52	12
Receipt Account Transaction Code	X(01)	53	53	1
Receipt Account Balance	X(08)	54	61	8
Receipt Account Amount Per Pay Period	X(06)	62	67	6
Receipt Account Identification	X(25)	68	92	6
Receipt Account Percent Pay Period	X(02)	93	94	2
Receipt Account Personal Exemption	X(06)	95	100	6
Receipt Account Voluntary Deduction	X(01)	101	101	1
Receipt Account Type Disbursement	X(01)	102	102	1
Receipt Account Type Account	X(01)	103	103	1
Receipt Account Routing Number	X(09)	104	112	9
Receipt Account Account Number	X(17)	113	129	17
Receipt Account Payee Name	X(35)	130	164	35
Receipt Account Payee Address	X(35)	165	199	35
Receipt Account City Name	X(16)	200	215	16
Receipt Account State Name	X(02)	216	217	2
Receipt Account ZIP Code (5)	X(05)	218	222	5
Receipt Account ZIP Code (4)	X(04)	223	226	4
Receipt Account Zip Code (2)	X(02)	227	228	2
Filler	X(572)	229	800	572◀

Compensatory Time Payment Document 056 Data

Field Description	Picture (PIC)	Begin	End	Length
Document Type	X(03)	1	3	3
Agency Code	X(02)	4	5	2
Personnel Office Identifier	X(04)	6	9	4
Batch No	X(04)	10	13	4
Positions 1-2	X(02)	10	11	2
Positions 3-4	X(02)	12	13	2
SSNO	X(09)	14	22	9
Pay Period Number	X(02)	23	24	2

Compensatory Time Payment Document 056 Data

Field Description	Picture (PIC)	Begin	End	Length
User Id	X(07)	25	31	7
Department Code	X(02)	32	33	2
Filler	X(01)	34	34	1
FESI Document Effective Century	X(02)	35	36	2
FESI Document Effective Year	X(02)	37	38	2
Final Compensatory Payment	X(01)	39	39	1
Total Compensatory Time Hours	X(05)	40	44	5
Accounting Data Use Code	X(01)	45	45	1
Total Number Accounting Distribution	X(02)	46	47	2
► Accounting Distribution Record (occurs 5 times)	X(160)	48	207	160
Accounting Distribution Codes				
Accounting Distribution Fiscal Year Code	X(01)	48	48	48
Accounting Distribution Appropriation Code	X(02)	49	50	2
Accounting Distribution Sub Level Code	X(24)	51	74	24
Hours To Be Charged	X(05)	75	79	5
Filler	X(593)	208	800	593

County Income Tax Certificate Document 151 Data

Field Description	Picture (PIC)	Begin	End	Length
Document Type	X(03)	1	3	3
Agency Code	X(02)	4	5	2
Personnel Office Identifier	X(04)	6	9	4
Batch No	X(04)	10	13	4
Positions 1-2	X(02)	10	11	2
Positions 3-4	X(02)	12	13	2
SSNO	X(09)	14	22	9
Pay Period Number	X(02)	23	24	2
User Id	X(07)	25	31	7
Department Code	X(02)	32	33	2
Filler	X(01)	34	34	1
FESI Document Effective Century	X(02)	35	36	2
FESI Document Effective Year	X(02)	37	38	2
County Tax Extra Deductions	X(05)	39	43	5
Dollars	X(03)	39	41	3
Decimal	V			
Cents	X(02)	42	43	2
County Tax State Code	X(02)	44	45	2
County Tax County Code	X(03)	46	48	3
County Tax Indicator	X(01)	49	49	1
County Tax Number Exemptions	X(03)	50	52	3
County Tax Percent	X(02)	53	54	2
Filler	X(746)	55	800	746

Earned Income Credit (EIC) Document 131 Data

Field Description	Picture (PIC)	Begin	End	Length
Document Type	X(03)	1	3	3
Agency Code	X(02)	4	5	2
Personnel Office Identifier	X(04)	6	9	4
Batch No	X(04)	10	13	4
Positions 1-2	X(02)	10	11	2
Positions 3-4	X(02)	12	13	2
SSNO	X(09)	14	22	9
Pay Period Number	X(02)	23	24	2
User Id	X(07)	25	31	7
Department Code	X(02)	32	33	2
Filler	X(01)	34	34	1
FESI Document Effective Century	X(02)	35	36	2
FESI Document Effective Year	X(02)	37	38	2
Eligible EIC Code	X(01)	39	39	1
EIC Code	X(01)	40	40	1
Filler	X(760)	41	800	760

►Education Document 123 Data

Field Description	Picture (PIC)	Begin	End	Length
Document Type	X(03)	1	3	3
Agency Code	X(02)	4	5	2
Submitting Office Number	X(04)	6	9	4
Batch No Personnel	X(04)	10	13	4
Positions 1-2	X(02)	10	11	2
Positions 3-4	X(02)	12	13	2
SSNO	X(09)	14	22	9
Pay Period Number	X(02)	23	24	2
User Id	X(07)	25	31	7
Department Code	X(02)	32	33	2
Filler	X(01)	34	34	1
FESI Document Effective Century	X(02)	35	36	2
FESI Document Effective Year	X(02)	37	38	2
FESI Trans Code	X(01)	39	39	1
FESI Education Level	X(01)	40	41	2
FESI School Code	X(760)	42	46	5
FESI Instructional Program	X	47	52	6
FESI Year of Degree	X	53	54	2
Filler		55	800	746

Federal Employees Health Benefits (FEHB) Change Document 181 Data

Field Description	Picture (PIC)	Begin	End	Length
Document Type	X(03)	1	3	3
Agency Code	X(02)	4	5	2
Personnel Office Identifier	X(04)	6	9	4
Batch No	X(04)	10	13	4
Positions 1-2	X(02)	10	11	2
Positions 3-4	X(02)	12	13	2
SSNO	X(09)	14	22	9
Pay Period Number	X(02)	23	24	2
User Id	X(07)	25	31	7
Department Code	X(02)	32	33	2
Filler	X(01)	34	34	1
FESI Document Effective Century	X(02)	35	36	2
FESI Document Effective Year	X(02)	37	38	2
FEHB Transaction Code	X(01)	39	39	1
Filler	X(02)	40	41	2
Health Benefits (HB) Enrollment Code	X(03)	42	44	3
HB Plan Code	X(02)	42	43	2
HB Option Code	X(01)	44	44	1
FEHB Event Code	X(01)	45	45	1
FEHB Adjustment Flag	X(01)	46	46	1
Date HB Election Effective	X(08)	47	54	8
Date HB Election Effective Month	X(02)	47	48	2
Date HB Election Effective Day	X(02)	49	50	2
Date HB Election Effective Century	X(02)	51	52	2
Date HB Election Effective Year	X(02)	53	54	2
HB Pay Full Premium Indicator	X(01)	55	55	1
HB Remark 1	X(39)	56	94	39
HB Remark 2	X(39)	95	133	39
HB Remark 3	X(39)	134	172	39
HB Remark 4	X(39)	173	211	39
HB Remark 5	X(39)	212	250	39
HB Remark 6	X(39)	251	289	39
HB New Payroll Office	X(35)	290	324	35
HB Tax Deferred Code	X(01)	325	325	1
Filler	X(475)	326	800	475

Federal Employees Health Benefits (FEHB) Enrollment Document 180 Data

Field Description	Picture (PIC)	Begin	End	Length
Document Type	X(03)	1	3	3
Agency Code	X(02)	4	5	2
Personnel Office Identifier	X(04)	6	9	4

Federal Employees Health Benefits (FEHB) Enrollment Document 180 Data

Field Description	Picture (PIC)	Begin	End	Length
Batch No	X(04)	10	13	4
Positions 1-2	X(02)	10	11	2
Positions 3-4	X(02)	12	13	2
SSNO	X(09)	14	22	9
Pay Period Number	X(02)	23	24	2
User Id	X(07)	25	31	7
Department Code	X(02)	32	33	2
Filler	X(01)	34	34	1
FESI Document Effective Century	X(02)	35	36	2
FESI Document Effective Year	X(02)	37	38	2
FEHB Transaction Code	X(01)	39	39	1
Filler	X(02)	40	41	2
Health Benefits (HB) Enrollment Code	X(03)	42	44	3
Health Benefits (HB) Plan Code	X(02)	42	43	2
HB Option Code	X(01)	44	44	1
HB Enrollee Code	X(01)	45	45	1
HB Enrollee Marital Status	X(01)	46	46	1
HB Event Code	X(01)	47	47	1
HB Event Change	X(02)	48	49	2
HB Tax Deferred Code	X(01)	50	50	1
FEHB Adjustment Flag	X(01)	51	51	1
HB Pay Full Premium Indicator	X(01)	52	52	1
Date HB Event Change	X(08)	53	60	8
Date HB Event Change Month	X(02)	53	54	2
Date HB Event Change Day	X(02)	55	56	2
Date HB Event Change Century	X(02)	57	58	2
Date HB Event Change Year	X(02)	59	60	2
Date HB Employee Sign	X(08)	61	68	8
Date HB Employee Sign Month	X(02)	61	62	2
Date HB Employee Sign Day	X(02)	63	64	2
Date HB Employee Sign Century	X(02)	65	66	2
Date HB Employee Sign Year	X(02)	67	68	2
Date HB Received In Employing Office	X(08)	69	76	8
Date HB Received In Employing Office Month	X(02)	69	70	2
Date HB Received In Employing Office Day	X(02)	71	72	2
Date HB Received In Employing Office Century	X(02)	73	74	2
Date HB Received In Employing Office Year	X(02)	75	76	2
Date HB Election Effective	X(08)	77	84	8
Date HB Election Effective Month	X(02)	77	78	2
Date HB Election Effective Day	X(02)	79	80	2
Date HB Election Effective Century	X(02)	81	82	2
Date HB Election Effective Year	X(02)	83	84	2
HB Remark 1	X(39)	85	123	39
HB Remark 2	X(39)	124	162	39

Federal Employees Health Benefits (FEHB) Enrollment Document 180 Data

Field Description	Picture (PIC)	Begin	End	Length
HB Remark 3	X(39)	163	201	39
HB Remark 4	X(39)	202	240	39
HB Remark 5	X(39)	241	279	39
HB Remark 6	X(39)	280	318	39
HB Other Insurance Name	X(35)	319	353	35
HB Other Private Insurance Indicator	X(01)	354	354	1
HB Medicare A Indicator	X(01)	355	355	1
HB Medicare B Indicator	X(01)	356	356	1
HB CHAMPUS Indicator	X(01)	357	357	1
HB Personnel Contact Name Last	X(20)	358	377	20
HB Personnel Contact Name First	X(15)	378	392	15
HB New Payroll Office	X(35)	393	427	35
Phone Area Code Home	X(03)	428	430	3
Phone Number Exchange Home	X(03)	431	433	3
Phone Number Home	X(04)	434	437	4
Phone Area Code Work	X(03)	438	440	3
Phone Number Exchange Work	X(03)	441	443	3
Phone Number Work	X(04)	444	447	4
Phone Area Code POI	X(03)	448	450	3
Phone Number Exchange POI	X(03)	451	453	3
Phone Number POI	X(04)	454	457	4
Phone Area Code Accounting Office (AO)	X(03)	458	460	3
Phone Number Exchange AO	X(03)	461	463	3
Phone Number AO	X(04)	464	467	4
HB Dependents (Occurs 5 Times)	X(65)	468	532	65
HB Family Member	X(35)	468	502	35
HB Family Zip 5	X(05)	503	507	5
HB Family Zip 4	X(04)	508	511	4
HB Family Zip 2	X(02)	512	513	2
Date Family Member Date Of Birth (DOB) Month	X(02)	514	515	2
Date Family Member DOB Day	X(02)	516	517	2
Date Family Member DOB Century	X(02)	518	519	2
Date Family Member DOB Year	X(02)	520	521	2
HB Family Gender Code	X(01)	522	522	1
HB Family Religion Code	X(01)	523	523	1
HB Family SSNO	X(09)	524	532	9
Filler	X(268)	533	800	268

Federal Tax Document 130 Data

Field Description	Picture (PIC)	Begin	End	Length
Document Type	X(03)	1	3	3
Agency Code	X(02)	4	5	2
Personnel Office Identifier	X(04)	6	9	4

Federal Tax Document 130 Data

Field Description	Picture (PIC)	Begin	End	Length
Batch No	X(04)	10	13	4
Positions 1-2	X(02)	10	11	2
Positions 3-4	X(02)	12	13	2
SSNO	X(09)	14	22	9
Pay Period Number	X(02)	23	24	2
User Id	X(07)	25	31	7
Department Code	X(02)	32	33	2
Filler	X(01)	34	34	1
FESI Document Effective Century	X(02)	35	36	2
FESI Document Effective Year	X(02)	37	38	2
Federal Tax Number Of Exemptions	X(03)	39	41	3
Federal Tax Extra Exemptions	X(06)	42	47	6
Filler	X(753)	48	800	753

►FlexFund Flexible Spending Account 185 Data

Field Description	Picture (PIC)	Begin	End	Length
Document Type	X(03)	1	3	3
Agency Code	X(02)	4	5	2
Submitting Office Identifier	X(04)	6	9	4
Batch No	X(04)	10	13	4
Positions 1-2	X(02)	10	11	2
Positions 3-4	X(02)	12	13	2
SSNO	X(09)	14	22	9
Pay Period Number	X(02)	23	24	2
User Id	X(07)	25	31	7
Department Code	X(02)	32	33	2
Filler	X(01)	34	34	1
FESI Document Effective Century	X(02)	35	36	2
FESI Document Effective Year	X(02)	37	38	2
Flexfund Transaction Code	X(01)	39	39	1
Flexfund Plan Code	X(02)	40	41	2
Flexfund Option Code	X(01)	42	42	1
Flexfund Total Amount	X(06)	43	48	6
Flexfund Date Effective Month	X(02)	49	50	2
Flexfund Date Effective Day	X(02)	51	52	2
Flexfund Date Effective Year	X(02)	53	54	2
Flexfund Tax Defer Code	X(1)	55	55	1
Filler	X(745)	56	800	745

Leave Data Transfer Document 160 Data

Field Description	Picture (PIC)	Begin	End	Length
Document Type	X(03)	1	3	3
Agency Code	X(02)	4	5	2
Personnel Office Identifier	X(04)	6	9	4
Batch No	X(04)	10	13	4
Positions 1-2	X(02)	10	11	2
Positions 3-4	X(02)	12	13	2
SSNO	X(09)	14	22	9
Pay Period Number	X(02)	23	24	2
User Id	X(07)	25	31	7
Department Code	X(02)	32	33	2
Filler	X(01)	34	34	1
FESI Document Effective Century	X(02)	35	36	2
FESI Document Effective Year	X(02)	37	38	2
Annual Leave Carryover Balance	X(06)	39	44	6
Annual Leave Accrual Year To Date (YTD)	X(03)	45	47	3
Annual Leave Accrual Reduction	X(03)	48	50	3
Annual Leave Used YTD	X(06)	51	56	6
Annual Leave Transferred	X(06)	57	62	6
Sick Leave Carryover Balance	X(06)	63	68	6
Sick Leave Accrual YTD	X(03)	69	71	3
Sick Leave Accrual Reduction	X(03)	72	74	3
Sick Leave Used YTD	X(06)	75	80	6
Sick Leave Transferred	X(06)	81	86	6
LWOP Leave Retirement RIF	X(06)	87	92	6
LWOP Since Last WGI	X(06)	93	98	6
AWOL Leave Retirement RIF	X(06)	99	104	6
AWOL Since Last WGI	X(06)	105	110	6
Date Service Computation Date WGI	X(08)	111	118	8
Date Service Computation Date WGI Month	X(02)	111	112	2
Date Service Computation Date WGI Day	X(02)	113	114	2
Date Service Computation Date WGI Century	X(02)	115	116	2
Date Service Computation Date WGI Year	X(02)	117	118	2
Date Lump Sum Leave Paid	X(08)	119	126	8
Date Lump Sum Leave Paid Month	X(02)	119	120	2
Date Lump Sum Leave Paid Day	X(02)	121	122	2
Date Lump Sum Leave Paid Century	X(02)	123	124	2
Date Lump Sum Leave Paid Year	X(02)	125	126	2
Military Leave Days YTD Regular	X(02)	127	128	2
Sick Leave Accruals YTD	X(03)	129	131	3
Filler	X(669)	132	800	669

Lump Sum Leave Payment Document 054 Data

Field Description	Picture (PIC)	Begin	End	Length
Document Type	X(03)	1	3	3
Agency Code	X(02)	4	5	2
Personnel Office Identifier	X(04)	6	9	4
Batch No	X(04)	10	13	4
Positions 1-2	X(02)	10	11	2
Positions 3-4	X(02)	12	13	2
SSNO	X(09)	14	22	9
Pay Period Number	X(02)	23	24	2
User Id	X(07)	25	31	7
Department Code	X(02)	32	33	2
Filler	X(01)	34	34	1
FESI Document Effective Century	X(02)	35	36	2
FESI Document Effective Year	X(02)	37	38	2
Type Lump Sum Leave Payment	X(01)	39	39	1
Federal Tax Lump Sum Payment (LSP)	X(01)	40	40	1
Minus Sick Leave Code	X(01)	41	41	1
Lump Sum COLA Code	X(01)	42	42	1
Accounting Data Use Code	X(01)	43	43	1
AUO Change Code	X(01)	44	44	1
Wage Grade (WG) Shift Rate Hours	X(21)	45	64	21
WG 1st Shift Hours LSP	X(05)	45	49	5
WG 2nd Shift Hours LSP	X(05)	50	54	5
WG 3rd Shift Hours LSP	X(05)	55	59	5
WG Varied Shift Hours LSP	X(05)	60	64	5
Total Lump Sum Hours	X(06)	65	70	6
End Date Lump Sum Hours	X(04)	71	74	4
Date Separated	X(08)	75	82	8
Date Separated Month	X(02)	75	76	2
Date Separated Date	X(02)	77	78	2
Date Separated Century	X(02)	79	80	2
Date Separated Year	X(02)	81	82	2
Date LSP Carry Restored Leave	X(08)	83	90	8
Date LSP Carry Restored Leave Month	X(02)	83	84	2
Date LSP Carry Restored Leave Date	X(02)	85	86	2
Date LSP Carry Restored Leave Century	X(02)	87	88	2
Date LSP Carry Restored Leave Year	X(02)	89	90	2
Date LSP Carry In Ceiling	X(08)	91	98	8
Date LSP Carry In Ceiling Month	X(02)	91	92	2
Date LSP Carry In Ceiling Date	X(02)	93	94	2
Date LSP Carry In Ceiling Century	X(02)	95	96	2
Date LSP Carry In Ceiling Year	X(02)	97	98	2

Lump Sum Leave Payment Document 054 Data

Field Description	Picture (PIC)	Begin	End	Length
Date LSP Carry Over Ceiling	X(08)	99	106	8
Date LSP Carry Over Ceiling Month	X(02)	99	100	2
Date LSP Carry Over Ceiling Date	X(02)	101	102	2
Date LSP Carry Over Ceiling Century	X(02)	103	104	2
Date LSP Carry Over Ceiling Year	X(02)	105	106	2
Total Number Accounting Distribution	X(02)	107	108	2
Accounting Distribution Record (<i>occurs 5 times</i>)	X(230)	109	438	230
Accounting Distribution Codes				
Accounting Distribution Fiscal Year Code	X(01)	109	109	1
Accounting Distribution Appropriation Code	X(02)	110	111	2
Accounting Distribution Sub Level Code	X(24)	112	135	24
Hours To Be Charged	X(06)	136	141	6
Filler	X(659)	142	800	659

Master File Change Document 030 Data

Field Description	Picture (PIC)	Begin	End	Length
Document Type	X(03)	1	3	3
Agency Code	X(02)	4	5	2
Personnel Office Identifier	X(04)	6	9	4
Batch No	X(04)	10	13	4
Positions 1-2	X(02)	10	11	2
Positions 3-4	X(02)	12	13	2
SSNO	X(09)	14	22	9
Pay Period Number	X(02)	23	24	2
User Id	X(07)	25	31	7
Department Code	X(02)	32	33	2
Filler	X(01)	34	34	1
FESI Document Effective Century	X(02)	35	36	2
FESI Document Effective Year	X(02)	37	38	2
Field Number	X(06)	39	44	6
Compute Code	X(01)	45	45	1
New Data	X(35)	46	80	35
Filler	X(720)	81	800	720

Multi Element Update Document 120 Data

Field Description	Picture (PIC)	Begin	End	Length
Document Type	X(03)	1	3	3
Agency Code	X(02)	4	5	2
Personnel Office Identifier	X(04)	6	9	4

Multi Element Update Document 120 Data

Field Description	Picture (PIC)	Begin	End	Length
Batch No	X(04)	10	13	4
Positions 1-2	X(02)	10	11	2
Positions 3-4	X(02)	12	13	2
SSNO	X(09)	14	22	9
Pay Period Number	X(02)	23	24	2
User Id	X(07)	25	31	7
Department Code	X(02)	32	33	2
Filler	X(01)	34	34	1
FESI Document Effective Century	X(02)	35	36	2
FESI Document Effective Year	X(02)	37	38	2
Field Number	X(06)	39	44	6
New Data	X(35)	45	79	35
Filler	X(721)	80	800	721

Net Pay 096 Document

Field Description	Picture (PIC)	Begin	End	Length
Document Type	X(03)	1	3	3
Agency Code	X(02)	4	5	2
Personnel Office Identifier	X(04)	6	9	4
Batch No	X(04)	10	13	4
Positions 1-2	X(02)	10	11	2
Positions 3-4	X(02)	12	13	2
SSNO	X(09)	14	22	9
Pay Period Number	X(02)	23	24	2
User Id	X(07)	25	31	7
Department Code	X(02)	32	33	2
Filler	X(01)	34	34	1
FESI Document Effective Century	X(02)	35	36	2
FESI Document Effective Year	X(02)	37	38	2
Check Bank Type Account	X(01)	39	39	1
Check Bank Routing Number	9(09)	40	48	9
Check Bank Account EFT	X(17)	49	65	17
Filler	X(735)	66	800	735

Non-Federal Health Insurance 101 Document

Field Description	Picture (PIC)	Begin	End	Length
Document Type	X(03)	1	3	3
Agency Code	X(02)	4	5	2
Personnel Office Identifier	X(04)	6	9	4

Non-Federal Health Insurance 101 Document

Field Description	Picture (PIC)	Begin	End	Length
Batch No	X(04)	10	13	4
Positions 1-2	X(02)	10	11	2
Positions 3-4	X(02)	12	13	2
SSNO	X(09)	14	22	9
Pay Period Number	X(02)	23	24	2
User Id	X(07)	25	31	7
Department Code	X(02)	32	33	2
Filler	X(01)	34	34	1
FESI Document Effective Century	X(02)	35	36	2
FESI Document Effective Year	X(02)	37	38	2
FEHB Transaction Code	X(01)	39	39	1
Health Benefit (HB) Enrollment Code	X(03)	38	40	3
HB Plan Code	X(02)	38	39	2
HB Option Code	X(01)	40	40	1
HB Adjust Flag	X(01)	41	41	1
HB Date Effective	X(06)	42	47	6
HB Date Effective Month	X(02)	42	43	2
HB Date Effective Day	X(02)	44	45	2
HB Date Effective Year	X(02)	46	47	2
HB Tax Deferred Code	X(01)	48	48	1
Filler	(X752)	49	800	752

Non-Federal Life Insurance 102 Document

Field Description	Picture (PIC)	Begin	End	Length
Document Type	X(03)	1	3	3
Agency Code	X(02)	4	5	2
Personnel Office Identifier	X(04)	6	9	4
Batch No	X(04)	10	13	4
Positions 1-2	X(02)	10	11	2
Positions 3-4	X(02)	12	13	2
SSNO	X(09)	14	22	9
Pay Period Number	X(02)	23	24	2
User Id	X(07)	25	31	7
Department Code	X(02)	32	33	2
Filler	X(01)	34	34	1
FESI Document Effective Century	X(02)	35	36	2
FESI Document Effective Year	X(02)	37	38	2
Transaction Code	X(01)	39	39	1
Life Insurance (LI) Plan Code	X(02)	40	41	2
LI Coverage Code	X(02)	42	43	2
LI Option 1 Factor	X(04)	44	47	4
LI Option 2 Factor	X(04)	48	51	4
LI Option 3 Factor	X(04)	52	55	4

Non-Federal Life Insurance 102 Document

Field Description	Picture (PIC)	Begin	End	Length
LI Date Effective	X(06)	56	61	6
LI Date Effective Month	X(02)	56	57	2
LI Date Effective Day	X(02)	58	59	2
LI Date Effective Year	X(02)	60	61	2
LI Coverage Amount	X(04)	62	65	4
LI Adjust Flag	X(01)	66	66	1
LI Biweekly Deduction	X(05)	67	71	5
Filler	X(729)	72	800	729

Non-Federal Retirement 103 Document

Field Description	Picture (PIC)	Begin	End	Length
Document Type	X(03)	1	3	3
Agency Code	X(02)	4	5	2
Personnel Office Identifier	X(04)	6	9	4
Batch No	X(04)	10	13	4
Positions 1-2	X(02)	10	11	2
Positions 3-4	X(02)	12	13	2
SSNO	X(09)	14	22	9
Pay Period Number	X(02)	23	24	2
User Id	X(07)	25	31	7
Department Code	X(02)	32	33	2
Filler	X(01)	34	34	1
FESI Document Effective Century	X(02)	35	36	2
FESI Document Effective Year	X(02)	37	38	2
Transaction Code	X(01)	39	39	1
Retirement Plan Code	X(02)	40	41	2
Retirement Coverage Code	X(01)	42	42	1
Retirement Deduction Factor Non-Deferred	X(07)	43	49	7
Retirement Taxable Amount	X(03)	43	45	3
Retirement Taxable Percent	X(04)	46	49	4
Retirement Date Effective	X(06)	50	55	6
Retirement Date Effective Month	X(02)	50	51	2
Retirement Date Effective Date	X(02)	52	53	2
Retirement Date Effective Year	X(02)	54	55	2
Retirement Deduction Factor Deferred	X(07)	56	62	7
Retirement Deferred Amount	X(03)	56	58	3
Retirement Deferred Percent	X(04)	59	62	4
Filler	X(738)	63	800	738

Non-Federal Thrift Savings Plan 104 Document

Field Description	Picture (PIC)	Begin	End	Length
Document Type	X(03)	1	3	3
Agency Code	X(02)	4	5	2
Personnel Office Identifier	X(04)	6	9	4
Batch No	X(04)	10	13	4
Positions 1-2	X(02)	10	11	2
Positions 3-4	X(02)	12	13	2
SSNO	X(09)	14	22	9
Pay Period Number	X(02)	23	24	2
User Id	X(07)	25	31	7
Department Code	X(02)	32	33	2
Filler	X(01)	34	34	1
FESI Document Effective Century	X(02)	35	36	2
FESI Document Effective Year	X(02)	37	38	2
Transaction Code	X(01)	39	39	1
Thrift Savings (TS) Plan Code	X(02)	40	41	2
TS Coverage Code	X(01)	42	42	1
TS Deduction Factor Non-Deferred	X(07)	43	49	7
TS Taxable Amount	X(03)	43	45	3
TS Taxable Percent	X(04)	46	49	4
TS Date Effective	X(06)	50	55	6
TS Date Effective Month	X(02)	50	51	2
TS Date Effective Date	X(02)	52	53	2
TS Date Effective Year	X(02)	54	55	2
TS Deduction Factor Deferred	X(07)	56	62	7
TS Deferred Amount	X(03)	56	58	3
TS Deferred Percent	X(04)	59	62	4
Filler	X(738)	63	800	738

Performance Appraisal Document 075 Data

Field Description	Picture (PIC)	Begin	End	Length
Document Type	X(03)	1	3	3
Agency Code	X(02)	4	5	2
Personnel Office Identifier	X(04)	6	9	4
Batch No	X(04)	10	13	4
Positions 1-2	X(02)	10	11	2
Positions 3-4	X(02)	12	13	2
SSNO	X(09)	14	22	9
Pay Period Number	X(02)	23	24	2
User Id	X(07)	25	31	7
Department Code	X(02)	32	33	2
Filler	X(01)	34	34	1
FESI Document Effective Century	X(02)	35	36	2

Performance Appraisal Document 075 Data

Field Description	Picture (PIC)	Begin	End	Length
FESI Document Effective Year	X(02)	37	38	2
Performance Evaluation Indicator	X(01)	39	39	1
Pay Plan	X(02)	40	41	2
Date Appraisal From	X(08)	42	49	8
Date Appraisal From Month	X(02)	42	43	2
Date Appraisal From Day	X(02)	44	45	2
Date Appraisal From Century	X(02)	46	47	2
Date Appraisal From Year	X(02)	48	49	2
Date Appraisal To	X(08)	50	57	8
Date Appraisal To Month	X(02)	50	51	2
Date Appraisal To Day	X(02)	52	53	2
Date Appraisal To Century	X(02)	54	55	2
Date Appraisal To Year	X(02)	56	57	2
Filler	X(01)	58	58	1
Pattern	X(01)	59	59	1
Level	X(01)	60	60	1
Summary Rating Score	X(03)	61	63	3
Filler	X(737)	64	800	737

►Professional Certification Document 124 Data

Field Description	Picture (PIC)	Begin	End	Length
Document Type	X(03)	1	3	3
Agency Code	X(02)	4	5	2
Submitting Office Number	X(04)	6	9	4
Batch No	X(04)	10	13	4
Positions 1-2	X(02)	10	11	2
Positions 3-4	X(02)	12	13	2
SSNO	X(09)	14	22	9
Pay Period Number	X(02)	23	24	2
User Id	X(07)	25	31	7
Department Code	X(02)	32	33	2
Filler	X(01)	34	34	1
FESI Document Effective Century	X(02)	35	36	2
FESI Document Effective Year	X(02)	37	38	2
FESI Transaction Code	X(01)	39	39	1
FESI Professional Certification Code	X(02)	40	41	2
FESI Professional Certification State	X(02)	42	43	2
FESI Professional Certification Year	X(02)	44	45	2
Filler	X(755)	46	800	755◀

Restored Annual Leave Document 165 Data

Field Description	Picture (PIC)	Begin	End	Length
Document Type	X(03)	1	3	3
Agency Code	X(02)	4	5	2
Personnel Office Identifier	X(04)	6	9	4
Batch No	X(04)	10	13	4
Positions 1-2	X(02)	10	11	2
Positions 3-4	X(02)	12	13	2
SSNO	X(09)	14	22	9
Pay Period Number	X(02)	23	24	2
User Id	X(07)	25	31	7
Department Code	X(02)	32	33	2
Filler	X(01)	34	34	1
FESI Document Effective Century	X(02)	35	36	2
FESI Document Effective Year	X(02)	37	38	2
Annual Leave Restored	X(05)	39	43	5
Action Code Restored Leave	X(01)	44	44	1
Year Start Use Restored Leave	X(02)	45	46	2
Filler	X(754)	47	800	754

Savings Bond Authorization/Change Inscription, Deduction, or Denomination Documents 170 and 172 Data

Field Description	Picture (PIC)	Begin	End	Length
Document Type	X(03)	1	3	3
Agency Code	X(02)	4	5	2
Personnel Office Identifier	X(04)	6	9	4
Batch No	X(04)	10	13	4
Positions 1-2	X(02)	10	11	2
Positions 3-4	X(02)	12	13	2
SSNO	X(09)	14	22	9
Pay Period Number	X(02)	23	24	2
User Id	X(07)	25	31	7
Department Code	X(02)	32	33	2
Filler	X(01)	34	34	1
FESI Document Effective Century	X(02)	35	36	2
FESI Document Effective Year	X(02)	37	38	2
Bond Transaction Code	X(01)	39	39	1
Bond Authorization Number	X(01)	40	40	1
Date Bond Effective Month	X(02)	41	42	1
Date Bond Effective Year	X(02)	43	44	1
Bond Deduction Amount	X(05)	45	49	5
Dollars	X(03)	45	47	3
Decimal	V			
Cents	X(02)	48	49	2

**Savings Bond Authorization/Change Inscription, Deduction, or Denomination
Documents 170 and 172 Data**

Field Description	Picture (PIC)	Begin	End	Length
Bond Denomination	X(06)	50	55	6
Dollars	X(04)	50	53	4
Decimal	V			
Cents	X(02)	54	55	2
Bond Series Indicator	X(02)	56	57	2
Bond Number of Owners	X(02)	58	59	2
Bond Number of Coowner or Beneficiary	X(02)	60	61	2
Bond Owner Information-1st (5 owners maximum)	X(109)	62	170	109
Bond Owner Name-1st	X(31)	62	92	31
Bond Owner SSNO-1st	X(09)	93	101	9
Bond Owner Address Line 1-1st	X(21)	102	122	21
Bond Owner Address Line 2-1st	X(21)	123	143	21
Bond Owner City-1st	X(16)	144	159	16
Bond Owner State-1st	X(02)	160	161	2
Bond Owner Zip-5-1st	X(05)	162	166	5
Bond Owner Zip-4-1st	X(04)	167	170	4
Bond Owner Information-2nd	X(109)	171	279	109
Bond Owner Name-2nd	X(31)	171	201	31
Bond Owner SSNO-2nd	X(09)	202	210	9
Bond Owner Address Line 1-2nd	X(21)	211	231	21
Bond Owner Address Line 2-2nd	X(21)	232	252	21
Bond Owner City-2nd	X(16)	253	268	16
Bond Owner State-2nd	X(02)	269	270	2
Bond Owner Zip-5-2nd	X(05)	271	275	5
Bond Owner Zip-4-2nd	X(04)	276	279	4
Bond Owner Information-3rd	X(109)	280	388	109
Bond Owner Name-3rd	X(31)	280	310	31
Bond Owner SSNO-3rd	X(09)	311	319	9
Bond Owner Address Line 1-3rd	X(21)	320	340	21
Bond Owner Address Line 2-3rd	X(21)	341	361	21
Bond Owner City-3rd	X(16)	362	377	16
Bond Owner State-3rd	X(02)	378	379	2
Bond Owner Zip-5-3rd	X(05)	380	384	5
Bond Owner Zip-4-3rd	X(04)	385	388	4
Bond Owner Information-4th	X(109)	389	497	109
Bond Owner Name-4th	X(31)	389	419	31
Bond Owner SSNO-4th	X(09)	420	428	9
Bond Owner Address Line 1-4th	X(21)	429	449	21
Bond Owner Address Line 2-4th	X(21)	450	470	21
Bond Owner City-4th	X(16)	471	486	16
Bond Owner State-4th	X(02)	487	488	2
Bond Owner Zip-5-4th	X(05)	489	493	5
Bond Owner Zip-4-4th	X(04)	494	497	4

Savings Bond Authorization/Change Inscription, Deduction, or Denomination Documents 170 and 172 Data

Field Description	Picture (PIC)	Begin	End	Length
Bond Owner Information-5th	X(109)	498	606	109
Bond Owner Name-5th	X(31)	498	528	31
Bond Owner SSNO-5th	X(09)	529	537	9
Bond Owner Address Line 1-5th	X(21)	538	558	21
Bond Owner Address Line 2-5th	X(21)	559	579	21
Bond Owner City-5th	X(16)	580	595	16
Bond Owner State-5th	X(02)	596	597	2
Bond Owner Zip-5-5th	X(05)	598	602	5
Bond Owner Zip-4-5th	X(04)	603	606	4
Bond Coowner/Beneficiary (Benef) Information-1st (5 coowners maximum)	X(38)	607	644	38
Bond Coowner/Benef Code	X(01)	607	607	1
Bond Coowner/Benef Name-1st	X(28)	608	635	28
Bond Coowner/Benef SSNO-1st	X(09)	636	644	9
Bond Coowner/Benef Information-2nd	X(38)	645	682	38
Bond Coowner/Benef Code-2nd	X(01)	645	645	1
Bond Coowner/Benef Name-2nd	X(28)	646	673	28
Bond Coowner/Benef SSNO-2nd	X(09)	674	682	9
Bond Coowner/Benef Information-3rd	X(38)	683	720	38
Bond Coowner/Benef Code-3rd	X(01)	683	683	1
Bond Coowner/Benef Name-3rd	X(28)	684	711	28
Bond Coowner SSNO-3rd	X(09)	712	720	9
Bond Coowner/Benef Information-4th	X(38)	721	758	38
Bond Coowner/Benef Code-4th	X(01)	721	721	1
Bond Coowner/Benef Name-4th	X(28)	722	749	28
Bond Coowner/Benef SSNO-4th	X(09)	750	758	9
Bond Coowner/Benef Information-5th	X(38)	759	796	38
Bond Coowner/Benef Code-5th	X(01)	759	759	1
Bond Coowner/Benef Name-5th	X(28)	760	787	28
Bond Coowner/Benef SSNO-5th	X(09)	788	796	9
Filler	X(04)	797	800	4

Savings Bond Cancellation Document 173 Data

Field Description	Picture (PIC)	Begin	End	Length
Document Type	X(03)	1	3	3
Agency Code	X(02)	4	5	2
Personnel Office Identifier	X(04)	6	9	4
Batch No	X(04)	10	13	4
Positions 1-2	X(02)	10	11	2
Positions 3-4	X(02)	12	13	2
SSNO	X(09)	14	22	9
Pay Period Number	X(02)	23	24	2

Savings Bond Cancellation Document 173 Data

Field Description	Picture (PIC)	Begin	End	Length
User Id	X(07)	25	31	7
Department Code	X(02)	32	33	2
Filler	X(01)	34	34	1
FESI Document Effective Century	X(02)	35	36	2
FESI Document Effective Year	X(02)	37	38	2
Bond Transaction Code	X(01)	39	39	1
Bond Authorization Number	X(01)	40	40	1
Date Bond Effective Month	X(02)	41	42	►2
Date Bond Effective Year	X(02)	43	44	2◀
Filler	X(756)	45	800	756

Savings Bond Change Allotment and/or Denomination Document 171 Data

Field Description	Picture (PIC)	Begin	End	Length
Document Type	X(03)	1	3	3
Agency Code	X(02)	4	5	2
Personnel Office Identifier	X(04)	6	9	4
Batch No	X(04)	10	13	4
Positions 1-2	X(02)	10	11	2
Positions 3-4	X(02)	12	13	2
SSNO	X(09)	14	22	9
Pay Period Number	X(02)	23	24	2
User Id	X(07)	25	31	7
Department Code	X(02)	32	33	2
Filler	X(01)	34	34	1
FESI Document Effective Century	X(02)	35	36	2
FESI Document Effective Year	X(02)	37	38	2
Bond Transaction Code	X(01)	39	39	1
Bond Authorization Number	X(01)	40	40	1
Date Bond Effective Month	X(02)	41	42	►2
Date Bond Effective Year	X(02)	43	44	2◀
Bond Deduction Amount	X(05)	45	49	5
Dollars	X(03)	45	47	3
Decimal	V			
Cents	X(02)	48	49	2
Bond Denomination	X(06)	50	55	6
Dollars	X(04)	50	53	4
Decimal	V			
Cents	X(02)	54	55	2
Bond Series Indicator	X(02)	56	57	2
Filler	X(743)	58	800	743

►Savings Bond Change Bond Owner/Coowner Document 174 Data

Field Description	Picture (PIC)	Begin	End	Length
Document Type	X(03)	1	3	3
Agency Code	X(02)	4	5	2
Submitting Office Number	X(04)	6	9	4
Batch No Personnel	X(04)	10	13	4
Positions 1-2	X(02)	10	11	2
Positions 3-4	X(02)	12	13	2
SSNO	X(09)	14	22	9
Pay Period Number	X(02)	23	24	2
User Id	X(07)	25	31	7
Department Code	X(02)	32	33	2
Filler	X(01)	34	34	1
FESI Document Effective Century	X(02)	35	36	2
FESI Document Effective Year	X(02)	37	38	2
Bond Transaction Code	X(01)	39	39	1
Bond Authorization Number	X(01)	40	40	1
Date Bond Effective Month	X(02)	41	42	2
Date Bond Effective Year	X(02)	43	44	2
Bond Owner Number	X(02)	45	46	2
Bond Coowner or Beneficiary Number	X(02)	47	48	2
Filler	X(720)	49	800	752◄

►SES Performance Appraisal Document 770 Data

Field Description	Picture (PIC)	Begin	End	Length
Document Type	X(03)	1	3	3
Agency Code	X(02)	4	5	2
Personnel Office Identifier	X(04)	6	9	4
Batch No	X(04)	10	13	4
Positions 1-2	X(02)	10	11	2
Positions 3-4	X(02)	12	13	2
SSNO	X(09)	14	22	9
Pay Period Number	X(02)	23	24	2
User Id	X(07)	25	31	7
Department Code	X(02)	32	33	2
Filler	X(01)	34	34	1
FESI Document Effective Century	X(02)	35	36	2
FESI Document Effective Year	X(02)	37	38	2
Performance Evaluation Indicator	X(01)	39	39	1
SES Performance Scale	X(02)	40	41	2
SES Performance Present Rating	X(01)	42	42	1
SES Performance Retain	X(01)	43	43	1
SES Performance Type Rank	X(01)	44	44	1◄
SES Performance Bonus	X(07)	45	51	7

►SES Performance Appraisal Document 770 Data

Field Description	Picture (PIC)	Begin	End	Length
SES Performance Bonus Percent	X(02)	52	53	2
Date Appraisal From	X(08)	42	49	8
Date Appraisal From Month	X(02)	42	43	2
Date Appraisal From Day	X(02)	44	45	2
Date Appraisal From Century	X(02)	46	47	2
Date Appraisal From Year	X(02)	48	49	2
Date Appraisal To	X(08)	50	57	8
Date Appraisal To Month	X(02)	50	51	2
Date Appraisal To Day	X(02)	52	53	2
Date Appraisal To Century	X(02)	54	55	2
Date Appraisal To Year	X(02)	56	57	2
Filler	X(731)	70	800	731◀

►Severance Pay Document 128 Data

Field Description	Picture (PIC)	Begin	End	Length
Document Type	X(03)	1	3	3
Agency Code	X(02)	4	5	2
Submitting Office Number	X(04)	6	9	4
Batch No Personnel	X(04)	10	13	4
Positions 1-2	X(02)	10	11	2
Positions 3-4	X(02)	12	13	2
SSNO	X(09)	14	22	9
Pay Period Number	X(02)	23	24	2
User Id	X(07)	25	31	7
Department Code	X(02)	32	33	2
Filler	X(01)	34	34	1
FESI Document Effective Century	X(02)	35	36	2
FESI Document Effective Year	X(02)	37	38	2
Transaction Code	X(01)	39	39	1
Total Severance Fund	X(08)	40	47	8
Biweekly Severance Amount	X(08)	48	55	8
Initial Severance Payment Amount	X(08)	56	63	8
Date Severance Payment Beginning Month	X(02)	64	65	2
Date Severance Payment Beginning Day	X(02)	66	67	2
Date Severance Payment Beginning Century	X(02)	68	69	2
Date Severance Payment Beginning Year	X(02)	70	71	2
Account Distribution Fiscal Year Code	X(01)	72	72	1
Account Distribution Appropriation Code	X(02)	73	74	2
Account Distribution Sub Level Codes	X(24)	75	98	24
Filler	X(756)	99	800	702◀

State Tax Document 140 Data

Field Description	Picture (PIC)	Begin	End	Length
Document Type	X(03)	1	3	3
Agency Code	X(02)	4	5	2
Personnel Office Identifier	X(04)	6	9	4
Batch No	X(04)	10	13	4
Positions 1-2	X(02)	10	11	2
Positions 3-4	X(02)	12	13	2
SSNO	X(09)	14	22	9
Pay Period Number	X(02)	23	24	2
User Id	X(07)	25	31	7
Department Code	X(02)	32	33	2
Filler	X(01)	34	34	1
FESI Document Effective Century	X(02)	35	36	2
FESI Document Effective Year	X(02)	37	38	2
State Tax Number Of Exemptions	X(03)	39	41	3
State Tax Extra Deductions	X(05)	42	46	5
State Tax Withholding State Code	X(02)	47	48	2
State Tax Extra Exemptions	X(02)	49	50	2
State Tax Personal Exemptions	X(01)	51	51	1
State Tax Private Code	X(01)	52	52	1
Filler	X(754)	53	800	754

►Thrift Savings Plan Catch-Up Election Form 126 Data

Field Description	Picture (PIC)	Begin	End	Length
Document Type	X(03)	1	3	3
Agency Code	X(02)	4	5	2
Personnel Office Identifier	X(04)	6	9	4
Batch No	X(04)	10	13	4
Positions 1-2	X(02)	10	11	2
Positions 3-4	X(02)	12	13	2
SSNO	X(09)	14	22	9
Pay Period Number	X(02)	23	24	2
User Id	X(07)	25	31	7
Department Code	X(02)	32	33	2
Filler	X(01)	34	34	1
FESI Document Effective Century	X(02)	35	36	2
FESI Document Effective Year	X(02)	37	38	2
Thrift Savings Date Effective	X(08)	39	46	8
Thrift Savings Date Effective Month	X(02)	39	40	2
Thrift Savings Date Effective Day	X(02)	41	42	2
Thrift Savings Date Effective Century	X(02)	43	44	2
Thrift Savings Date Effective Year	X(02)	45	46	2
Thrift Savings Transaction Code	X(01)	47	47	1

►Thrift Savings Plan Catch-Up Election Form 126 Data

Field Description	Picture (PIC)	Begin	End	Length
Thrift Savings Plan Code	X(02)	48	49	2
Thrift Savings Change Indicator	X(01)	50	50	1
Thrift Savings Deduction Factor	X(04)	51	54	4
Filler	X(8)	55	62	8
Filler	X(5)	63	67	5
Filler	X(5)	68	72	5
Non-Contributing -FERS-IND	X(1)	73	73	1
Filler	X(727)	74	800	727◀

Thrift Savings Plan Document 125 Data

Field Description	Picture (PIC)	Begin	End	Length
Document Type	X(03)	1	3	3
Agency Code	X(02)	4	5	2
Personnel Office Identifier	X(04)	6	9	4
Batch No	X(04)	10	13	4
Positions 1-2	X(02)	10	11	2
Positions 3-4	X(02)	12	13	2
SSNO	X(09)	14	22	9
Pay Period Number	X(02)	23	24	2
User Id	X(07)	25	31	7
Department Code	X(02)	32	33	2
Filler	X(01)	34	34	1
FESI Document Effective Century	X(02)	35	36	2
FESI Document Effective Year	X(02)	37	38	2
Thrift Savings Date Effective	X(08)	39	46	8
Thrift Savings Date Effective Month	X(02)	39	40	2
Thrift Savings Date Effective Day	X(02)	41	42	2
Thrift Savings Date Effective Century	X(02)	43	44	2
Thrift Savings Date Effective Year	X(02)	45	46	2
Thrift Savings Transaction Code	X(01)	47	47	1
Thrift Savings Plan Code	X(02)	48	49	2
Thrift Savings Change Indicator	X(01)	50	50	1
Thrift Savings Deduction Factor	X(07)	51	57	7
Filler	X(15)	58	62	5
Filler	X(15)	63	67	5
Filler	X(15)	68	72	5
Non-Contributing -FERS-IND	X(15)	73	73	1
Filler	X(727)	74	800	727

**Thrift Savings Plan Loan Document 097 Data
For New Client Implementations Only**

Field Description	Picture (PIC)	Begin	End	Length
Document Type	X(03)	1	3	3
Agency Code	X(02)	4	5	2
Personnel Office Identifier	X(04)	6	9	4
Batch No	X(04)	10	13	4
Positions 1-2	X(02)	10	11	2
Positions 3-4	X(02)	12	13	2
SSNO	X(09)	14	22	9
Pay Period Number	X(02)	23	24	2
User Id	X(07)	25	31	7
Department Code	X(02)	32	33	2
Filler	X(01)	34	34	1
FESI Document Effective Century	X(02)	35	36	2
FESI Document Effective Year	X(02)	37	38	2
Financial Organization Allotment Transaction Code	X(02)	39	40	2
Financial Organization Allotment Account EFT	X(17)	41	57	17
Financial Organization Allotment Amount	X(06)	58	63	4
Dollars	X(04)	58	61	4
Decimal	V			
Cents	X(02)	62	63	2
TSP Loan Number of Payments	X(03)	64	66	3
Filler	X(734)	67	800	734

Union Dues Authorization Document 086 Data

Field Description	Picture (PIC)	Begin	End	Length
Document Type	X(03)	1	3	3
Agency Code	X(02)	4	5	2
Personnel Office Identifier	X(04)	6	9	4
Batch No	X(04)	10	13	4
Positions 1-2	X(02)	10	11	2
Positions 3-4	X(02)	12	13	2
SSNO	X(09)	14	22	9
Pay Period Number	X(02)	23	24	2
User Id	X(07)	25	31	7
Department Code	X(02)	32	33	2
Filler	X(01)	34	34	1
FESI Document Effective Century	X(02)	35	36	2
FESI Document Effective Year	X(02)	37	38	2
Union Transaction Code	9(02)	39	40	2
Union Code	9(02)	41	42	2
Union Local Code	9(04)	43	46	4

Union Dues Authorization Document 086 Data

Field Description	Picture (PIC)	Begin	End	Length
Union Amount Per Pay Period	9(04)	47	50	4
Date Of Union Authorization	9(08)	51	58	8
Date Of Union Authorization Month	9(02)	51	52	2
Date Of Union Authorization Day	9(02)	53	54	2
Date Of Union Authorization Century	9(02)	55	56	2
Date Of Union Authorization Year	9(02)	57	58	2
Union Percent Deduction	9(05)	59	63	5
Union Deduction Indicator	9(01)	64	64	1
Filler	X(736)	65	800	736

Union Dues Cancellation/Revocation Document 085 Data

Field Description	Picture (PIC)	Begin	End	Length
Document Type	X(03)	1	3	3
Agency Code	X(02)	4	5	2
Personnel Office Identifier	X(04)	6	9	4
Batch No	X(04)	10	13	4
Positions 1-2	X(02)	10	11	2
Positions 3-4	X(02)	12	13	2
SSNO	X(09)	14	22	9
Pay Period Number	X(02)	23	24	2
User Id	X(07)	25	31	7
Department Code	X(02)	32	33	2
Filler	X(01)	34	34	1
FESI Document Effective Century	X(02)	35	36	2
FESI Document Effective Year	X(02)	37	38	2
Union Transaction Code	9(02)	39	40	2
Union Code	9(02)	41	42	2
Union Local Code	9(04)	43	46	4
Union Prior Pay Period Adjustment Code	9(01)	47	47	1
Filler	X(753)	48	800	753

Union Dues Change Between Locals Document 084 Data

Field Description	Picture (PIC)	Begin	End	Length
Document Type	X(03)	1	3	3
Agency Code	X(02)	4	5	2
Personnel Office Identifier	X(04)	6	9	4
Batch No	X(04)	10	13	4
Positions 1-2	X(02)	10	11	2
Positions 3-4	X(02)	12	13	2
SSNO	X(09)	14	22	9
Pay Period Number	X(02)	23	24	2

Union Dues Change Between Locals Document 084 Data

Field Description	Picture (PIC)	Begin	End	Length
User Id	X(07)	25	31	7
Department Code	X(02)	32	33	2
Filler	X(01)	34	34	1
FESI Document Effective Century	X(02)	35	36	2
FESI Document Effective Year	X(02)	37	38	2
Union Code	9(02)	39	40	2
Union Local Code	9(04)	41	44	4
Union Amount Per Pay Period	9(04)	45	48	4
Union Local Transfer To	9(04)	49	52	4
Union Percent Deduction	9(05)	53	57	5
Union Deduction Indicator	9(01)	58	58	1
Filler	X(742)	59	800	742

Union Dues Mass Change Document 083 Data

Field Description	Picture (PIC)	Begin	End	Length
Document Type	X(03)	1	3	3
Agency Code	X(02)	4	5	2
Personnel Office Identifier	X(04)	6	9	4
Batch No	X(04)	10	13	4
Positions 1-2	X(02)	10	11	2
Positions 3-4	X(02)	12	13	2
SSNO	X(09)	14	22	9
Pay Period Number	X(02)	23	24	2
User Id	X(07)	25	31	7
Department Code	X(02)	32	33	2
Filler	X(01)	34	34	1
FESI Document Effective Century	X(02)	35	36	2
FESI Document Effective Year	X(02)	37	38	2
Union Code	9(02)	39	40	2
Union Local Code	9(04)	41	44	4
Union Amount Per Pay Period	9(04)	45	48	4
Union Percent Deduction	9(05)	49	53	5
Union Deduction Indicator	9(01)	54	54	1
Filler	X(746)	55	800	746

Conversion Data

This section presents the following topics:

- [About Conversion Data](#)
- [About Conversion Files](#)

About Conversion Data

A new customer must provide NFC with the initial data to establish a database record for each of their employees. The database includes position, personnel, and payroll data that must be uploaded in the PPS database to process transactions. This conversion data is uploaded via diskette, CD-ROM, Internet (e-mail), mainframe to mainframe, or in a few cases, entered through NFC's entry system.

About Conversion Files

The conversion data consists of three special files, a.k.a. conversion files, that are required for new customers only when they convert to PPS. These conversion files contain employee year-to-date, current, and bond data that must be uploaded from the agency's system to PPS. The complete file, including all data elements definitions and specifications, is available on NFC's home page at www.nfc.usda.gov under NFC Resource Center, Front-End System Interface Codes. Agencies may elect to also upload personnel history, unemployment, indebtedness, travel, and other data. In addition to the three conversion files, the position, personnel, and payroll data files included in this document under [Position File](#), [Payroll/Personnel Documents File - Personnel Action Processing](#), and [Payroll/Personnel Documents File - Payroll Document Processing](#) must also be uploaded. All fields are not required in these files. The FESI Data Element Information on the Web identifies those data elements that are required along with the conversion files. This section includes the record layouts for the year-to-date, current, and bond files.



The FESI file (position, personnel, and payroll) and the conversion file (year-to-date, current, and bond) are separate files and cannot be transmitted together.

For more information, see:

- [JCL](#)
- [Test Files](#)
- [Production Files](#)
- [Current Data](#)
- [Bond Data](#)
- [Year-To-Date Data](#)

JCL

There is no job control language for the conversion file.

Test Files

Test files are transmitted prior to implementation. Preliminary testing is an ongoing process until parallel testing is initiated. Several test versions of the conversion files are sent to NFC before the final version is uploaded for parallel testing. Once it is determined that sufficient testing has been done, parallel testing begins.

Parallel testing is usually done for one or two pay periods. The year-to-date and current data files are created as of the close of business the pay period prior to parallel testing. All pay period numbers and effective dates are equal to the parallel test pay period. Once the data is uploaded and processed, reports are executed to validate the data contained in the test database. Suspense reports are also executed to identify errors. Generally, during parallel testing, normal production conditions are simulated. The data is analyzed and corrected in FESI to avoid the occurrence of these problems at implementation.

Production Files

After successful parallel testing, a decision is made to implement in a specific pay period. The conversion file data should be as of the end of the pay period immediately prior to the scheduled implementation pay period (e.g., implementation pay period is 10; file data is as of Pay Period 9).

NFC receives the files from the new customer and processes them in PPS. The data is processed through PINE and if successful, applies to the database.

Current Data

The Current Data File consists of appointment-related data. The table below is the current data record layout, listed in the order that they appear on the conversion file. The complete layout, including data element definitions and specifications, is included on NFC's home page at www.nfc.usda.gov, under Pubs and Forms, FESI Codes.

Current Data

Field Description	Picture (PIC)	Begin	End	Length
SSNO	X(09)	1	9	9
Agency	X(02)	10	11	2
Date Accession	9(06)	12	17	6
Month	9(02)	12	13	2
Day	9(02)	14	15	2
Year	9(02)	16	17	2
Accession Nature of Action Code (NOAC)	9(03)	18	20	3
Accession Pay Period	9(02)	21	22	2
Accession Year	9(02)	23	24	2

Current Data

Field Description	Picture (PIC)	Begin	End	Length
Date Appointment Effective	9(06)	25	30	6
Month	9(02)	25	26	2
Day	9(02)	27	28	2
Year	9(02)	29	30	2
Appointment NOAC	9(03)	31	33	3
NOA 1st 3 Positions	9(03)	34	36	3
NOA 2nd 3 Positions	9(03)	37	39	3
OPM Authority 1st	X(03)	40	42	3
OPM Authority 2nd	X(03)	43	45	3
Date Personnel Effective	9(06)	46	51	6
Month	9(02)	46	47	2
Day	9(02)	48	49	2
Year	9(02)	50	51	2
Date Personnel Action Valid	9(06)	52	57	6
Month	9(02)	52	53	2
Day	9(02)	54	55	2
Year	9(02)	56	57	2
Date Last Record WGI	9(06)	58	63	6
Month	9(02)	58	59	2
Day	9(02)	60	61	2
Year	9(02)	62	63	2
Employee Ceiling Indicator	9(01)	64	64	1
Accession 1st Authority Code	X(03)	65	67	3
Accession 2nd Authority Code	X(03)	68	70	3
Appointment 1st Authority Code	X(03)	71	73	3
Appointment 2nd Authority Code	X(03)	74	76	3
Filler	X(04)	77	80	4

Bond Data

The Bond Data file consists of the current bond account. This data is uploaded to transfer the bond accounts to PPS.

Bond Data

Field Description	Picture (PIC)	Begin	End	Length
SSNO	X(09)	1	9	9
Agency	X(02)	10	11	2
Bond Authorization Number	9(01)	12	12	1
Bond Carryover Amount	9(06)	13	18	6
Dollars	9(04)	13	16	4
Decimal	V			
Cents	9(02)	17	18	2

Bond Data

Field Description	Picture (PIC)	Begin	End	Length
Date Bond Issue	9(04)	19	22	4
Year	9(02)	19	20	2
Month	9(02)	21	22	2
Bond Owner Issue Code	9(02)	23	24	2
Bond Coowner Beneficiary Code	9(02)	25	26	2
Filler	X(54)	27	80	54

Year-To-Date Data

The Year-To-Date file consists of salary, leave, position, and miscellaneous year-to-date data.

Year-To-Date Data

Field Description	Picture (PIC)	Begin	End	Length
SSNO	X(09)	1	9	9
Agency	X(02)	10	11	2
Filler	X(05)	12	16	5
Performance Evaluation Pattern/Level	X(02)	17	18	2
Date Performance Evaluation Anniversary	9(06)	19	24	6
Month	9(02)	19	20	2
Day	9(02)	21	22	2
Year	9(02)	23	24	2
Filler	X(05)	25	29	5
Date Nonpay NTE	9(06)	30	35	6
Month	9(02)	30	31	2
Day	9(02)	32	33	2
Year	9(02)	34	35	2
Merit Pay Computed Salary	9(08)	36	43	8
Dollars	9(06)	36	41	6
Decimal	V			
Cents	9(02)	42	43	2
SES Performance Scale	X(02)	44	45	2
Administrative Leave Used Year-To-Date (YTD)	9(05)	46	50	5
Sign	S			
Dollars	9(03)	46	48	3
Decimal	V			
Cents	9(02)	49	50	2
Compensatory Leave Total Current Balance	9(06)	51	56	6
Sign	S			
Hours	9(04)	51	54	4
Decimal	V			
Fraction	9(02)	55	56	2

Year-To-Date Data

Field Description	Picture (PIC)	Begin	End	Length
Compensatory Leave Earned YTD	9(06)	57	62	6
Sign	S			
Hours	9(04)	57	60	4
Decimal	V			
Fraction	9(02)	61	62	2
Compensatory Leave Used YTD	9(06)	63	68	6
Sign	S			
Hours	9(04)	63	66	4
Decimal	V			
Fraction	9(02)	67	68	2
Compensatory Leave Prior Year Balance	9(06)	69	74	6
Sign	S			
Hours	9(04)	69	72	4
Decimal	V			
Fraction	9(02)	73	74	2
AWOP Toward Leave Credits	9(05)	75	79	5
Sign	S			
Hours	9(03)	75	77	3
Decimal	V			
Fraction	9(02)	78	79	2
AWOP Consecutive Day Counter	9(02)	80	81	2
Sign	S			
Hours	9(02)	80	81	2
Saved Grade Pay Plan	X(02)	82	83	2
Date Retain Rate Expires	9(06)	84	89	6
Month	9(02)	84	85	2
Day	9(02)	86	87	2
Year	9(02)	88	89	2
Saved Grade Occupational Series	9(04)	90	93	4
Saved Grade Grade	9(02)	94	95	2
Saved Grade Occupational Series Function Code	9(02)	96	97	2
Annual Leave Accrued SES	9(03)	98	100	3
Sign	S			
Hours	9(03)	98	100	3
Annual Leave Part-time Carryover Hours	9(04)	101	104	4
Sign	S			
Hours	9(02)	101	102	2
Decimal	V			
Fraction	9(02)	103	104	2
Sick Leave Part-time Carryover Hours	9(04)	105	108	4
Sign	S			
Hours	9(02)	105	106	2
Decimal	V			
Fraction	9(02)	107	108	2

Year-To-Date Data

Field Description	Picture (PIC)	Begin	End	Length
Current Employment Status	9(01)	109	109	1
Shore Leave Carryover Balance	9(06)	110	115	6
Sign	S			
Hours	9(04)	110	113	4
Decimal	V			
Fraction	9(02)	114	115	2
Shore Leave Current Balance	9(06)	116	121	6
Sign	S			
Hours	9(04)	116	119	4
Decimal	V			
Fraction	9(02)	120	121	2
Shore Leave Used YTD	9(06)	122	127	6
Sign	S			
Hours	9(04)	122	125	4
Decimal	V			
Fraction	9(02)	126	127	2
Shore Leave Accruals YTD	9(03)	128	130	3
Sign	S			
Hours	9(03)	128	130	3
Home Leave Carryover Balance	9(06)	131	136	6
Sign	S			
Hours	9(04)	131	134	4
Decimal	V			
Fraction	9(02)	135	136	2
Home Leave Current Balance	9(06)	137	142	6
Sign	S			
Hours	9(04)	137	140	4
Decimal	V			
Fraction	9(02)	141	142	2
Home Leave Used YTD	9(06)	143	148	6
Sign	S			
Hours	9(04)	143	146	4
Decimal	V			
Fraction	9(02)	147	148	2
Home Leave Accruals YTD	9(03)	149	151	3
Sign	S			
Hours	9(03)	149	151	3
Credit Hours Current Balance	9(05)	152	156	5
Sign	S			
Hours	9(03)	152	154	3
Decimal	V			
Fraction	9(02)	155	156	2
Pay Rate Determinant Code	X(01)	157	157	1
Law Bar Membership Code	9(01)	158	158	1

Year-To-Date Data

Field Description	Picture (PIC)	Begin	End	Length
Bar Membership State Code	X(02)	159	160	2
Date Agency Entered On Duty (EOD)	9(06)	161	166	6
Month	9(02)	161	162	2
Day	9(02)	163	164	2
Year	9(02)	165	166	2
Date Detail Expiration	9(06)	167	172	6
Month	9(02)	167	168	2
Day	9(02)	169	170	2
Year	9(02)	171	172	2
Date Promotion NTE	9(06)	173	178	6
Month	9(02)	173	174	2
Day	9(02)	175	176	2
Year	9(02)	177	178	2
Position Management System (PMSO) Dept	X(02)	179	180	2
PMSO Agency	X(02)	181	182	2
PMSO POI	9(04)	183	186	4
Master Record Number	X(06)	187	192	6
Grade	9(02)	193	194	2
Position Number	X(08)	195	202	8
Performance Evaluation Pattern/Level	X(02)	203	204	2
Date Performance Evaluation Anniversary	9(06)	205	210	6
Month	9(02)	205	206	2
Day	9(02)	207	208	2
Year	9(02)	209	210	2
Performance Evaluation Pattern Level	9(02)	211	212	2
Date Performance Evaluation Anniversary	9(06)	213	218	6
Month	9(02)	213	214	2
Day	9(02)	215	216	2
Year	9(02)	217	218	2
Injury Leave-OFEC	9(06)	219	224	6
Sign	S			
Hours	9(04)	219	222	4
Decimal	V			
Fraction	9(02)	223	224	2
Base Pay YTD	9(08)	225	232	8
Sign	S			
Dollars	9(06)	225	230	6
Decimal	V			
Cents	9(02)	231	232	2
Gross Pay YTD	9(08)	233	240	8
Dollars	9(06)	233	238	6
Decimal	V			
Cents	9(02)	239	240	2

Year-To-Date Data

Field Description	Picture (PIC)	Begin	End	Length
Supervisory Percent	9(02)	241	242	2
Decimal	V			
Percent	9(02)	241	242	2
Retention Percent	9(02)	243	244	2
Decimal	V			
Percent	9(02)	243	244	2

T&A File

Time and attendance reporting is the recording of employees' time worked, leave used, and other compensation, during a 2-week cycle. All data is recorded in a front-end system by the last day of the pay period and transmitted to NFC for processing in PPS. The transactions are edited in the Time and Attendance Validation System (TIME). Those without errors are processed in the Payroll Processing System (PAYE); those that fail the edits are corrected by NFC, then processed in PAYE.

T&A data must be transmitted by the Tuesday following the close of the pay period unless otherwise instructed by NFC. All employees time and attendance reports can be sent in one transmission or multiple transmissions can be sent. Each transmission must include a JCL.

When files are transmitted, they must be in the correct format and include the valid values for the required fields to achieve successful transmission and processing. All instructions pertaining to time and attendance reporting and transmission can be found in Title I, Chapter 7, Time and Attendance Procedures.

A complete T&A file consists of the JCL and the T&A data record.



The T&A file **does not** contain a header record.

This section presents the following topics that relate to T&A processing:

- [Preparing The Interface](#)
- [T&A Tables](#)
- [T&A JCL](#)
- [T&A Data Record](#)
- [T&A Transmission Reports](#)

Preparing The Interface

Below are guidelines for preparing a T&A file interface.

1. The transmission must be a full length record that includes the JCL and the T&A data record.
2. The JCL must precede the time and attendance data, and both must be transmitted simultaneously.
3. Use the Table Management System (TMGT) Table 032, Transaction Codes, Table 034, TIME Edit Error Messages and Codes, and Table 035, TIME T&A Field Coordinates, to obtain transaction code data and TIME edit messages. These tables can be downloaded through FOCUS.
4. Fields not applicable to the employee's time and attendance record may be left blank.

5. Do not transmit the same file twice. If a file is transmitted twice on the same day, it will reject in TIME as duplicate.

T&A Tables

The tables listed below relate to time and attendance reporting. Agencies can use these tables as a guide when designing the time and attendance reporting system. These tables can be downloaded through FOCUS.

To interface with NFC's T&A processing, (1) a T&A contact point must be established and (2) the codes for recording T&A data in PPS must be used in the front-end system. This information is in Table 003, T&A Contact Point, and Table 032, Transaction Codes.

Table 003, T&A Contact Point Name And Address. Table 003, T&A (time and attendance) Contact Point Name and Address, is a point of contact for time and attendance, reports, and other payroll-related transactions. The contact point consists of the agency, state, and city codes. Table 003 includes the address for the various contact points. A contact point must be established in your time and attendance entry system to transmit time and attendance data to NFC.

Table 032, Transaction Codes. Table 032, Transaction Codes, lists all codes used for recording time and attendance and all codes displayed on the Statement of Earnings and Leave. Table 032 can be modified to include only those transaction codes used by your agency.

Management Account Structure Codes. Accounting data is validated against the Management Account Structure Codes (MASC) tables. MASC tables cannot be downloaded; however, a list of agency accounting codes can be requested by accessing MASC, provided that the user has MASC security access.

T&A JCL

This section provides JCL field descriptions and format for the T&A JCL file.

T&A JCL includes the JCL and naming conventions for transmitting T&A records to NFC in the test stage and the production stage and field specifications for the agency-entered data. NFC assists agencies in setting up JCL. JCL consists of seven 80-character lines. Most data is provided by NFC; other data is entered by the agency (e.g., remote printer number, user-ID). JCL must include the required data as instructed by NFC to successfully interface with time and attendance processing.

For more information, see:

- [Test JCL](#)
- [Production JCL](#)

Test JCL

Before implementing a new time and attendance front-end system, testing is done to ensure successful transmission in the production environment. The Remote field and User field are the only two fields completed by the agency; the other fields are constant and must be included in your JCL as shown below.

```
►Transmission File-FPTARET9
//FPTARET9 JOB (2105015396,RMTXXXX--), 'XXXXXXXXXXXX',
// CLASS=A,MSGCLASS=A,TIME=10,MSGLEVEL=(0,0),TYPRUN=HOLD
/*ROUTE PRINT Uxxxxx
/*OUTPUT ST COPIES=1,DEST=LOCAL
PROC0010 EXEC NFCPA8T9
//STEP0020.TIMEX902 DD *◀
```

Rmt

Required, alphanumeric, 16 positions max.

Type the printer number of the printer where the reports are to be routed for printing. The printer is entered in two different positions of the first line and at the end of the fourth line. Comments can be entered after the printer number in the last 11 positions of the first line.



User

Required, alphanumeric, 15 positions max.

Your user ID and password.

Production JCL

Below is a sample JCL for production. NFC will assign the job number and the execute procedure (Exec field on line 6) to be used in JCL for each front-end system user. The RMT (remote) field and User field are the only two fields completed by the agency; the other fields are constant and must be included in your JCL as described under [Test JCL](#) above.

```
►//XXXXXXXX JOB (2105015396,RMTXXXX--), 'XXXXXXXXXXXX',
// CLASS=A,MSGCLASS=A,TIME=10,MSGLEVEL=(0,0)
/*ROUTE PRINT Uxxxxx
/*OUTPUT ST COPIES=1,DEST=LOCAL
PROC0010 EXEC NFCPXXXX
//STEP0020.TIMEX902 DD *◀
```

T&A Data Record

The T&A data record is a 12-card, 960-character record, consisting of time and attendance data that is to be processed in PPS. It consists of time and attendance data elements included in NFC's PC-TARE. See the [T&A Data Record](#) table for a table of the data elements in the T&A data record. All data elements are described in the Time and Attendance procedure except for the following.

**Payroll Constant
Indicator (Xmit**

Card #1, Field 45 *Required, alphanumeric, 1 position*

\$ is the only valid value for this field.

**Transmit
Software
Identification
(Xmit Card #1,
Fields 48 - 55)**

Required, alphanumeric, 8 positions max

Identifies your agency's unique software used for transmitting time and attendance transactions to NFC. This field is free-form; however, NFC requests agencies enter the software name and version to facilitate statistical report generation at NFC.

Example:

(space)V (space)2 (space) 00 is used for PC-TARE Version 2.0.

**Data Entry
Version Constant
(Xmit Card #1,
Fields 64 and 65)**

Required, numeric, 2 positions

Identifies the initial format of the transmission file. Since the original file layout has not changed (i.e., data added, changed, or deleted), the value for this field is 01. Each time the file layout changes, the value will increase sequentially.

Filler

See field instruction for position

Only blanks are valid.

**[Leave Type]
Leave High
Hours Digit**

See field instruction for position

This field is for NFC-use only and should be blank on the file.

The following data elements make up the T&A record; they are listed in the order that they appear on the T&A file:

T&A Data Record
Xmit Card #1

Field Description	Picture (PIC)	Begin	End	Length
Name of Employee	X(19)	1	19	►19◀
Brought Forward Balance Annual Leave Hours (Whole)	9(04)	20	23	4
Brought Forward Balance Annual Leave (Fraction)	9(01)	24	24	1
Brought Forward Balance Sick Hours (Whole)	9(04)	25	28	4
Brought Forward Balance Sick (Fraction)	9(01)	29	29	1
Brought Forward Balance Compensatory (Comp) Hours (Whole)	9(04)	30	33	4
Brought Forward Balance Comp (Fraction)	9(01)	34	34	1

T&A Data Record

Xmit Card #1

Field Description	Picture (PIC)	Begin	End	Length
Brought Forward Balance LWOP Hours (Whole)	9(04)	35	38	4
Brought Forward Balance LWOP (Fraction)	9(01)	39	39	1
Brought Forward Balance AWOL Hours (Whole)	9(04)	40	43	4
Brought Forward Balance AWOL (Fraction)	9(01)	44	44	1
Payroll Constant Indicator	9(01)	45	45	1
NFC Only Field for IN, PT, FF, FC, etc.	9(02)	46	47	2
Transmit Software Identification	X(08)	48	55	8
►OT-T rans-LN-1-Desc	X(2)	56	57	2
OT-T rans-LN-2-Desc	(X2)	58	59	2
Filler	(X4)	60	63	4
Data Entry Version Constant	X(02)	64	65	2
Pay Period Number	9(02)	66	67	2
Agency Code	X(02)	68	69	2
T&A Contact Point	9(10)	70	79	10
T&A Contact Point State Code	9(02)	70	71	2
T&A Contact Point Town Code	9(04)	72	75	4
T&A Contact Point Unit Code	9(02)	76	77	2
T&A Contact Point Timekeeper Code	9(02)	78	79	2
Pay Plan Type (GS=1)	9(01)	80	80	1

T&A Data Record

Xmit Card #2

Field Description	Picture (PIC)	Begin	End	Length
►Pay Plan Type (WG=1)	9(01)	81	81	1
Pay Plan Type (Other=1)	9(01)	82	82	1
Type Employment				
Full-time=1	9(01)	83	83	1
Part-time=1	9(01)	84	84	1
Intermittent=1	9(01)	85	85	1
First 40 Hours=1	9(01)	86	86	1
T&A Status	9(04)	87	90	4
Start	9(02)	87	88	2
End	9(02)	89	90	2
Social Security Number	9(09)	91	99	9
►Filler	Blanks	100	101	2
FEGLI Shift	9(01)	102	102	1
Advanced Leave Code	9(01)	103	103	1
Oath of Office Code	9(01)	104	104	1
Final T&A Code	9(01)	105	105	1
Filler	Blanks	106	106	1
New Contact Point Code	9(01)	107	107	1

T&A Data Record

Xmit Card #2

Field Description	Picture (PIC)	Begin	End	Length
Accounting Data Usage Code	9(01)	108	108	1
Continuation T&A Code	9(01)	109	109	1
Standby AUO Hours				
Week 1	9(02)	110	111	2
Week 2	9(02)	112	113	2
Filler	Blank	114	114	1
Standby AUO Percent	X(02)	115	116	2
Filler	Blanks	117	120	4
Intermittent Days Worked Pay Period	9(02)	121	122	2
Filler	Blanks	123	124	2
Correction T&A Code	9(01)	125	125	1
Filler	Blanks	126	130	5
Annual Leave Accrued T&A	9(02)	131	132	2
Annual Leave Used T&A Hours (Whole)	9(02)	133	134	2
►Filler	Blank	135	135	1
Annual Leave Used T&A (Fraction)	9(01)	136	136	1
Annual Leave Current Balance Hours (Whole)	9(04)	137	140	4
Filler	Blank	141	141	1
Annual Leave Current Balance Fractional	9(01)	142	142	1
Sick Leave Accrued T&A	9(01)	143	143	1
Sick Leave Used T&A (Whole)	9(02)	144	145	2
►Filler	Blank	146	146	1
Sick Leave Used T&A (Fraction)	9(01)	147	147	1
Sick Leave Current Balance Hours (Whole)	9(04)	148	151	4
Filler	Blank	152	152	1
Sick Leave Current Balance (Fraction)	9(01)	153	153	1
Comp Leave Accrued Hours (Whole)	9(03)	154	156	3
Filler	Blank	157	157	1
Comp Leave Accrued (Fraction)	9(01)	158	158	1
Filler	Blank	159	159	1
Comp Leave Used Pay Period Hours (Whole)1st Position	9(01)	160	160	1

T&A Data Record

Xmit Card #3

Field Description	Picture (PIC)	Begin	End	Length
►Comp Leave Used Pay Period Hours (Whole) 2nd Position	9(01)	161	161	1
Filler	Blank	162	162	1
Comp Leave Used Pay Period (Fraction)	9(01)	163	163	1

T&A Data Record

Xmit Card #3

Field Description	Picture (PIC)	Begin	End	Length
Comp Leave Total Current Balance Hours (Whole)	9(04)	164	167	4
Filler	Blank	168	168	1
Comp Leave Total Current Balance (Fraction)	9(01)	169	169	1
LWOP Used T&A Hours (Whole)	9(02)	170	171	2
►Filler	Blank◄	172	172	1
LWOP Used T&A (Fraction)	9(01)	173	173	1
LWOP Leave Total Hours (Whole)	9(04)	174	177	4
Filler	Blank	178	178	1
LWOP Leave Total (Fraction)	9(01)	179	179	1
AWOL Used T&A Hours (Whole)	9(02)	180	181	2
Filler	Blank	182	182	1
AWOL Used T&A (Fraction)	9(01)	183	183	1
AWOL Leave Used Balance Hours (Whole)	9(04)	184	187	4
Filler	Blank	188	188	1
AWOL Leave Balance (Fraction)	9(01)	189	189	1
Suspension Used T&A Hours (Whole)	9(02)	190	191	2
►Filler	Blank◄	192	192	1
Suspension Used T&A (Fraction)	9(01)	193	193	1
Suspension Total Balance Hours (Whole)	9(04)	194	197	4
Filler	Blank	198	198	1
Suspension Total Balance (Fraction)	9(01)	199	199	1
Military Leave Days Regular Used	9(02)	200	201	2
Military Leave Days Regular Balance	9(02)	202	203	2
Military Leave Emergency Used Hours (Whole)	9(02)	204	205	2
►Filler	Blank◄	206	206	1
Military Leave Emergency Used (Fraction)	9(01)	207	207	1
Military Leave Emergency Balance Hours (Whole)	9(03)	208	210	3
Filler	Blank	211	211	1
Military Leave Emergency Balance (Fraction)	9(01)	212	212	1
Administrative Leave Used Hours (Whole)	9(02)	213	214	2
►Filler	Blank◄	215	215	1
Administrative Leave Used (Fraction)	9(01)	216	216	1
Transaction Code Total	9(04)	217	220	4
Total Time With Pay Hours (Whole)	9(03)	221	223	3
Filler	Blank	224	224	1
Total Time With Pay (Fraction)	9(01)	225	225	1
Other Transaction Code Line 1 Prefix	9(02)	226	227	2
Other Transaction Code Line 1 Code	9(02)	228	229	2
Other Time 1st Week Line 1 Hours (Whole)	9(03)	230	232	3
Filler	Blank	233	233	►1◄
Other Time 1st Week Line 1 (Fraction)	9(01)	234	234	1
Other Time 2nd Week Line 1 Hours (Whole)	9(03)	235	237	3
Filler	Blank	238	238	1

T&A Data Record
Xmit Card #3

Field Description	Picture (PIC)	Begin	End	Length
Other Time 2nd Week Line 1 (Fraction)	9(01)	239	239	1
Other Transaction Code Line 2 Prefix 1st Position	9(01)	240	240	1

T&A Data Record
Xmit Card #4

Field Description	Picture (PIC)	Begin	End	Length
►Other Transaction Code Line 2 Prefix 2nd Position	9(01)	241	241	1
Other Transaction Code Line 2 Code	9(02)	242	243	2
Other Time 1st Week Line 2 Hours (Whole)	9(03)	244	246	3
Filler	Blank	247	247	1
Other Time 1st Week Line 2 (Fraction)	9(01)	248	248	1
Other Time 2nd Week Line 2 Hours (Whole)	9(03)	249	251	3
Filler	Blank	252	252	1
Other Time 2nd Week Line 2 (Fraction)	9(01)	253	253	1
Other Time Transaction Total	9(04)	254	257	4
Other Time Total Hours (Whole)	9(03)	258	260	3
Filler	Blank	261	261	1
Other Time Total (Fraction)	9(01)	262	262	1
Compressed Work Schedule	9(01)	263	263	1
Brought Forward Balance Suspension Hours (Whole)	9(04)	264	267	4
Brought Forward Balance Suspension (Fraction)	9(01)	268	268	1
Brought Forward Balance Military Regular Days	9(02)	269	270	2
Brought Forward Balance Military Emergency Hours (Whole)	9(03)	271	273	3
Brought Forward Military Emergency (Fraction)	9(01)	274	274	1
Filler	Blanks	275	285	11
Remarks From Screen	X(23)	286	308	23
Filler	Blanks	309	310	2
►Line 3 Transaction Code Description	X(2)◀	311	312	2
Line 3 Transaction Prefix T&A	9(02)	313	314	2
Line 3 Pay Transaction Code	9(02)	315	316	2
Transaction Suffix Code Shift Work	9(01)	317	317	1
Transaction 1st Week Hours (Whole)	9(03)	318	320	3

T&A Data Record
Xmit Card #5

Field Description	Picture (PIC)	Begin	End	Length
►Filler	Blank	321	321	1

T&A Data Record

Xmit Card #5

Field Description	Picture (PIC)	Begin	End	Length
Transaction 1st Week (Fraction)	9(01)	322	322	1
Transaction 2nd Week Hours (Whole)	903)	323	325	3
Line 3 Filler	Blank	326	326	1
Transaction 2nd Week (Fraction)	9(01)	327	327	1
Line 3 Filler	9(04)	328	331	4
Line 3 Accounting Data	X(27)	332	358	27
Line 3 Appropriation Code	9(03)	332	334	2
Line 3 Accounting Distribution Sub-level A	9(04)	335	338	4
Line 3 Accounting Distribution Sub-level B	9(04)	339	342	4
Line 3 Accounting Distribution Sub-level C	9(04)	343	346	4
Line 3 Accounting Distribution Sub-level D	9(04)	347	350	4
Line 3 Accounting Distribution Sub-level E	9(04)	351	354	4
Line 3 Accounting Distribution Sub-level F	9(04)	355	358	4
Line 3 Filler	Blank	359	359	1
► Line 3 Filler	Blank◀	360	360	1
► Line 4 Transaction Code Description	X(2)◀	361	362	2
Line 4 Transaction Prefix T&A	9(02)	363	364	2
Line 4 Pay Transaction Code	9(02)	365	366	2
Line 4 Transaction Suffix Code Shift Work	9(01)	367	367	1
Line 4 Transaction 1st Week Hours (Whole)	9(03)	369	370	3
Line 4 Filler	Blank	371	371	1
Transaction 1st Week (Fraction)	9(01)	372	372	1
Transaction 2nd Week Hours (Whole)	9(03)	373	375	3
Line 4 Filler	Blank	376	376	1
Line 4 Transaction 2nd Week Fraction	9(01)	377	377	1
Line 4 Filler	Blanks	378	381	4
Line 4 Accounting Data	►9(27)	382	408	27◀
Line 4 Appropriation Code	9(03)	382	384	3
Line 4 Accounting Distribution Sub-level A	9(04)	385	388	4
Line 4 Accounting Distribution Sub-level B	9(04)	389	392	4
Line 4 Accounting Distribution Sub-level C	9(04)	393	396	4
Line 4 Accounting Distribution Sub-level D	9(04)	397	400	4

T&A Data Record

Xmit Card #6

Field Description	Picture (PIC)	Begin	End	Length
► Line 4 Accounting Distribution Sub-level E	9(04)	401	404	4◀
Line 4 Accounting Distribution Sub-level F	9(04)	405	408	4
Line 4 Filler	Blank	409	409	1
► Line 4 Filler	Blank◀	410	410	1
► Line 5 Transaction Code Description	X(2)◀	411	412	2

T&A Data Record
Xmit Card #6

Field Description	Picture (PIC)	Begin	End	Length
Line 5 Transaction Prefix T&A	9(02)	413	414	2
Line 5 Pay Transaction Code	9(02)	415	416	2
Line 5 Transaction Suffix Code Shift Work	9(01)	417	417	1
Line 5 Transaction 1st Week Hours (Whole)	9(03)	419	420	3
Filler	Blank	421	421	1
Line 5 Transaction 1st Week (Fraction)	9(01)	422	422	1
Line 5 Transaction 2nd Week Hours (Whole)	9(03)	423	425	3
Line 5 Filler	Blank	426	426	1
Line 5 Transaction 2nd Week (Fraction)	9(01)	427	427	1
Line 5 Filler	Blanks	428	431	4
Line 5 Accounting Data	X(27)	432	458	27
Appropriation Code	9(03)	432	434	3
Line 5 Accounting Distribution Sub-level A	9(04)	435	438	4
Line 5 Accounting Distribution Sub-level B	9(04)	439	442	4
Line 5 Accounting Distribution Sub-level C	9(04)	443	446	4
Line 5 Accounting Distribution Sub-level D	9(04)	447	450	4
Line 5 Accounting Distribution Sub-level E	9(04)	451	454	4
Line 5 Accounting Distribution Sub-level F	9(04)	455	458	4
Line 5 Filler	Blank	459	459	1
►Line 5 Filler	Blank	460	460	1
►Line 6 Transaction Code Description	(X2)	461	462	2
Line 6 Transaction Prefix T&A	9(02)	463	464	2
Line 6 Pay Transaction Code	9(02)	465	466	2
Line 6 Transaction Suffix Code Shift Work	9(01)	467	467	1
Line 6 Transaction 1st Week Hours (Whole)	9(03)	468	470	3
Line 6 Filler	Blank	471	471	1
Line 6 Transaction 1st Week (Fraction)	9(01)	472	472	1
Line 6 Transaction 2nd Week Hours (Whole)	9(03)	473	475	3
Line 6 Filler	Blank	476	476	1
Transaction 2nd Week (Fraction)	9(01)	477	477	1
Line 6 Filler	Blanks	478	►480	3

T&A Data Record
Xmit Card #7

Field Description	Picture (PIC)	Begin	End	Length
►Line 6 Filler	Blank	481	482	1

T&A Data Record

Xmit Card #7

Field Description	Picture (PIC)	Begin	End	Length
Line 6 Accounting Data	X(27)	482	508	27
Line 6 Appropriation Code	9(03)	482	484	3
Line 6 Accounting Distribution Sub-level A	9(04)	485	488	4
Line 6 Accounting Distribution Sub-level B	9(04)	489	492	4
Line 6 Accounting Distribution Sub-level C	9(04)	493	496	4
Line 6 Accounting Distribution Sub-level D	9(04)	497	500	4
Line 6 Accounting Distribution Sub-level E	9(04)	501	504	4
Line 6 Accounting Distribution Sub-level F	9(04)	505	508	4
Line 6 Filler	Blank	509	509	1
►Line 6 Filler	Blank◀	510	510	1
►Line 7 Transaction Code Description	X(2)◀	511	512	2
Line 7 Transaction Prefix T&A	9(02)	513	514	2
Line 7 Pay Transaction Code	9(02)	515	516	2
Line 7 Transaction Suffix Code Shift Work	9(01)	517	517	1
Line 7 Transaction 1st Week Hours (Whole)	9(03)	518	520	3
Line 7 Filler	Blank	521	521	1
Line 7 Transaction 1st Week (Fraction)	9(01)	522	522	1
Line 7 Transaction 2nd Week Hours (Whole)	9(03)	523	525	3
Line 7 Filler	Blank	526	526	1
Line 7 Transaction 2nd Week (Fraction)	9(01)	527	527	1
Line 7 Filler	Blanks	528	531	4
Line 7 Accounting Data	X(27)	532	558	27
Line 7 Appropriation Code	9(03)	532	534	3
Line 7 Accounting Distribution Sub-level A	9(04)	535	538	4
Line 7 Accounting Distribution Sub-level B	9(04)	539	542	4
Line 7 Accounting Distribution Sub-level C	9(04)	543	546	4
Line 7 Accounting Distribution Sub-level D	9(04)	547	550	4
Line 7 Accounting Distribution Sub-level E	9(04)	551	554	4
Line 7 Accounting Distribution Sub-level F	9(04)	555	558	4
Line 7 Filler	Blank	559	559	1
►Line 7 Filler	Blank◀	560	560	1

T&A Data Record

Xmit Card #8

Field Description	Picture (PIC)	Begin	End	Length
►Line 8 Transaction Code Description	X(2)◀	561	562	2
Line 8 Transaction Prefix T&A	9(02)	563	564	2
Line 8 Pay Transaction Code	9(02)	565	566	2
Line 8 Transaction Suffix Code Shift Work	9(01)	567	567	1
Line 8 Transaction 1st Week Hours (Whole)	9(03)	568	570	3
Line 8 Filler	Blank	571	571	1

T&A Data Record
Xmit Card #8

Field Description	Picture (PIC)	Begin	End	Length
Line 8 Transaction 1st Week (Fraction)	9(01)	572	572	1
Line 8 Transaction 2nd Week Hours (Whole)	9(03)	573	575	3
Line 8 Filler	Blank	576	576	1
Line 8 Transaction 2nd Week (Fraction)	9(01)	577	577	1
Line 8 Filler	Blanks	578	581	4
Line 8 Accounting Data	X(27)	582	608	27
Line 8 Appropriation Code	9(03)	582	584	3
Line 8 Accounting Distribution Sub-level A	9(04)	585	588	4
Line 8 Accounting Distribution Sub-level B	9(04)	589	592	4
Line 8 Accounting Distribution Sub-level C	9(04)	593	596	4
Line 8 Accounting Distribution Sub-level D	9(04)	597	600	4
Line 8 Accounting Distribution Sub-level E	9(04)	601	604	4
Line 8 Accounting Distribution Sub-level F	9(04)	605	608	4
Line 8 Filler	Blank	609	609	1
►Line 8 Filler	Blank	610	610	1
►Line 9 Transaction Code Description	X(2)	611	612	2
Line 9 Transaction Prefix T&A	9(02)	613	614	2
Line 9 Pay Transaction Code	9(02)	615	616	2
Line 9 Transaction Suffix Code Shift Work	9(01)	617	617	1
Line 9 Transaction 1st Week Hour (Whole)	9(03)	618	620	3
Line 9 Filler	Blank	621	621	1
Line 9 Transaction 1st Week (Fraction)	9(01)	622	622	1
Line 9 Transaction 2nd Week Hours (Whole)	9(03)	623	625	3
Line 9 Filler	Blank	626	626	1
Line 9 Transaction 2nd Week (Fraction)	9(01)	627	627	1
Line 9 Filler	Blanks	628	631	4
Line 9 Accounting Data	X(27)	632	658	27
Line 9 Appropriation Code	9(03)	632	634	3
Line 9 Accounting Distribution Sub-level A	9(04)	635	638	4
Line 9 Accounting Distribution Sub-level B (1st 2 positions)	9(02)	639	640	2

T&A Data Record
Xmit Card #9

Field Description	Picture (PIC)	Begin	End	Length
►Line 9 Accounting Distribution Sub-level B (last 2 positions)	9(02)	641	642	2

T&A Data Record

Xmit Card #9

Field Description	Picture (PIC)	Begin	End	Length
Line 9 Accounting Distribution Sub-level C	9(04)	643	646	4
Line 9 Accounting Distribution Sub-level D	9(04)	647	650	4
Line 9 Accounting Distribution Sub-level E	9(04)	651	654	4
Line 9 Accounting Distribution Sub-level F	9(04)	655	658	4
Line 9 Filler	Blank	659	659	1
►Line 9 Filler	Blank◄	660	660	1
►Line 10 Transaction Code Description	X(2)◄	661	662	2
Line 10 Transaction Prefix T&A	9(02)	663	664	2
Line 10 Pay Transaction Code	9(02)	665	666	2
Line 10 Transaction Suffix Code Shift Work	9(01)	667	667	1
Line 10 Transaction 1st Week Hours (Whole)	9(03)	668	670	3
Line 10 Filler	9(01)	671	671	1
Line 10 Transaction 1st Week (Fraction)	9(01)	672	672	1
Line 10 Transaction 2nd Week Hours (Whole)	9(03)	673	675	3
Line 10 Filler	Blank	676	676	1
Line 10 Transaction 2nd Week (Fraction)	9(01)	677	677	1
Line 10 Filler	Blanks	678	681	4
Line 10 Accounting Data	X(27)	682	708	27
Line 10 Appropriation Code	9(03)	682	684	3
Line 10 Accounting Distribution Sub-level A	9(04)	685	688	4
Line 10 Accounting Distribution Sub-level B	9(04)	689	692	4
Line 10 Accounting Distribution Sub-level C	9(04)	693	696	4
Line 10 Accounting Distribution Sub-level D	9(04)	697	700	4
Line 10 Accounting Distribution Sub-level E	9(04)	701	704	4
Line 10 Accounting Distribution Sub-level F	9(04)	705	708	4
Line 10 Filler	Blank	709	709	1
►Line 10 Filler	Blank◄	710	710	1
►Line 11 Transaction Code Description	X(2)◄	711	712	2
Line 11 Transaction Prefix T&A	9(02)	713	714	2
Line 11 Pay Transaction Code	9(02)	715	716	2
Line 11 Transaction Suffix Code Shift Work	9(01)	717	717	1
Line 11 Transaction 1st Week Hours (Whole)	9(03)	718	720	3

T&A Data Record

Xmit Card #10

Field Description	Picture (PIC)	Begin	End	Length
►Line 11 Filler	Blank	721	721	1◄
Line 11 Transaction 1st Week (Fraction)	9(01)	722	722	1
Line 11 Transaction 2nd Week Hours (Whole)	9(03)	723	725	3
Line 11 Filler	Blank	726	726	1

T&A Data Record

Xmit Card #10

Field Description	Picture (PIC)	Begin	End	Length
Line 11 Transaction 2nd Week (Fraction)	9(01)	727	727	1
Line 11 Filler	Blank	728	731	4
Line 11 Accounting Data	X(27)	732	758	27
Line 11 Appropriation Code	9(03)	732	734	3
Line 11 Accounting Distribution Sub-level A	9(04)	735	738	4
Line 11 Accounting Distribution Sub-level B	9(04)	739	742	4
Line 11 Accounting Distribution Sub-level C	9(04)	743	746	4
Line 11 Accounting Distribution Sub-level D	9(04)	747	750	4
Line 11 Accounting Distribution Sub-level E	9(04)	751	754	4
Line 11 Accounting Distribution Sub-level F	9(04)	755	758	4
Line 11 Filler	Blank	759	759	1
►Line 11 Filler	Blank	760	760	1
►Line 12 Transaction Code Description	X(2)	761	762	2
Line 12 Transaction Prefix T&A	9(02)	763	764	2
Line 12 Pay Transaction Code	9(02)	765	766	2
Transaction Suffix Code Shift Work	9(01)	767	767	1
Transaction 1st Week Hours (Whole)	9(03)	768	770	3
Filler	Blank	771	771	1
Transaction 1st Week Fraction	9(01)	772	772	1
Transaction 2nd Week Hours (Whole)	9(03)	773	775	3
Line 12 Filler	Blank	776	776	1
Transaction 2nd Week Fraction	9(01)	777	777	1
Line 12 Filler	9(04)	778	781	4
Line 12 Accounting Data	X(27)	782	804	27
Appropriation Code	9(03)	782	784	3
Line 12 Accounting Distribution Sub-level A	9(04)	785	788	4
Line 12 Accounting Distribution Sub-level B	9(04)	789	792	4
Line 12 Accounting Distribution Sub-level C	9(04)	793	796	4
Line 12 Accounting Distribution Sub-level D	9(04)	797	800	4

T&A Data Record

Xmit Card #11

Field Description	Picture (PIC)	Begin	End	Length
►Line 12 Accounting Distribution Sub-level E	9(04)	801	804	4
Line 12 Accounting Distribution Sub-level F	9(04)	805	808	4
Line 12 Filler	Blank	809	809	1
►Line 12 Filler	Blank	810	810	1
►Line 13 Transaction Code Description	X(2)	811	812	2
Line 13 Transaction Prefix T&A	9(02)	813	814	2
Line 13 Pay Transaction Code	9(02)	815	816	2
Line 13 Transaction Suffix Code Shift Work	9(01)	817	817	1

T&A Data Record

Xmit Card #11

Field Description	Picture (PIC)	Begin	End	Length
Line 13 Transaction 1st Week Hours (Whole)	9(03)	818	820	3
Line 13 Filler	Blank	821	821	1
Line 13 Transaction 1st Week (Fraction)	9(01)	822	822	1
Line 13 Transaction 2nd Week Hours (Whole)	9(03)	823	825	3
Line 13 Filler	Blank	826	826	1
Line 13 Transaction 2nd Week (Fraction)	9(01)	827	827	1
Line 13 Filler	Blanks	828	831	4
Line 13 Accounting Data	X(27)	832	858	27
Line 13 Appropriation Code	9(03)	832	834	3
Line 13 Accounting Distribution Sub-level A	9(04)	835	838	4
Line 13 Accounting Distribution Sub-level B	9(04)	839	842	4
Line 13 Accounting Distribution Sub-level C	9(04)	843	846	4
Line 13 Accounting Distribution Sub-level D	9(04)	847	850	4
Line 13 Accounting Distribution Sub-level E	9(04)	851	854	4
Line 13 Accounting Distribution Sub-level F	9(04)	855	858	4
Filler	Blank	859	859	1
►Line 13 Filler	Blank◀	860	860	1
►Filler	Blanks	861	880	20◀

T&A Data Record

Xmit Card #12

Field Description	Picture (PIC)	Begin	End	Length
►Filler	Blanks	881	960	80◀

T&A Transmission Reports

The following transmission reports are used to confirm transmissions and identify transmission discrepancies:

- Confirmation Report (Page 1) (**Figure 15**)
- Confirmation Report (Page 2) (**Figure 16**)
- Job Performance Report (**Figure 17**)
- End Job Page (**Figure 18**)



A JCL printout precedes the confirmation report. It includes information relating to the transmitted file. NFC transmits confirmation reports to agencies to confirm receipt of the transmission. If a confirmation report is not received, check the status of the transmission by accessing the mainframe connection. See the T&A procedure for these instructions and exhibits of all transmission reports.

DATE PREPARED: XX/XX/XX	USDA NATIONAL FINANCE CENTER CONFIRMATION	PAGE 666661
00000000000000000000000000000000	TRANSMISSION REPORT 0000	
DATE ENTRY TIME X9 P/P XX	BATCH LISTING T&AS TRANSMITTED TRANSM. NO. XXX	

BLK/BATCH T&A'S	80 CHAR RCDS	TRANSMITTED FROM AG ST TOWN UN TMPK
066 55 23 0653	37	90 22 1690 10
444		
TOTALS	37	444
*****RECEIVED 37 REGULAR T&AS WITH PAY PERIOD XX ON T&A*****		

00		

Figure 15. Confirmation Report (Page 1)

DATE PREPARED: XX/XX/XX	USDA NATIONAL FINANCE CENTER CONFIRMATION	PAGE 666662
00000000000000000000000000000000	TRANSMISSION REPORT	
DATE ENTRY TIME X9 P/P XX	BATCH LISTING T&AS TRANSMITTED TRANSM. NO. XXX	

BEFORE TRANSMISSION X X X		
TOTAL BATCHES 160 T&AS 5029 80 CHAR 60348		
THIS TRANSMISSION X X X		
TOTAL BATCHES 1 T&AS 37 80 CHAR 444		
AFTER TRANSMISSION. FILE NFCPTIMEX991 CONTAINS X X X		
TOTAL BATCHES 161 T&AS 5066 80CHARA 60792		

VX.XX TOTAL HOURS **** 2,790.00	TOTAL T/C **** 4,879	TOTAL T&AS 37
00		

Figure 16. Confirmation Report (Page 2)

JOB PERFORMANCE REPORT FOR TIME 35X9	
XX XX XX	
JOB TIME 35X9 BEGAN ON XX/XX/XX AT 103502	
STEP NUMBER	STATUS
STEP0010	HAS RUN TO SUCCESSFUL COMPLETION
STEP0020	HAS RUN TO SUCCESSFUL COMPLETION
STEP0030	HAS RUN TO SUCCESSFUL COMPLETION
STEP0040	HAS RUN TO SUCCESSFUL COMPLETION
STEP0050	HAS RUN TO SUCCESSFUL COMPLETION
JOB TIME 35X9 ENDED ON XX/XX/XX AT 103526	
JOB HAS COMPLETED SUCCESSFULLY	

00	

Figure 17. Job Performance Report: Steps in the transmission process

```
*A END JOB 5950 FPRTIMEX9 1 001 R0033 RMT033 25505616DCG ROOM 10.55.33 AM 20 MAR XX R33.PR1 SYSBEND A*
*A END JOB 5950 FPRTIMEX9 1 001 R0033 RMT033 25505616DCG ROOM 10.55.33 AM 20 MAR XX R33.PR1 SYSB END A*
*A END JOB 5950 FPRTIMEX9 1 001 R0033 RMT033 25505616DCG ROOM 10.55.33 AM 20 MAR XX R33.PR1 SYSB END A*
*A END JOB 5950 FPRTIMEX9 1 001 R0033 RMT033 25505616DCG ROOM 10.55.33 AM 20 MAR XX R33.PR1 SYSB END A*
*A END JOB 5950 FPRTIMEX9 1 001 R0033 RMT033 25505616DCG ROOM 10.55.33 AM 20 MAR XX R33.PR1 SYSB END A*
*A END JOB 5950 FPRTIMEX9 1 001 R0033 RMT033 25505616DCG ROOM 10.55.33 AM 20 MAR XX R33.PR1 SYSB END A*
*A END JOB 5950 FPRTIMEX9 1 001 R0033 RMT033 25505616DCG ROOM 10.55.33 AM 20 MAR XX R33.PR1 SYSB END A*
*A END JOB 5950 FPRTIMEX9 1 001 R0033 RMT033 25505616DCG ROOM 10.55.33 AM 20 MAR XX R33.PR1 SYSB END A*
*A END JOB 5950 FPRTIMEX9 1 001 R0033 RMT033 25505616DCG ROOM 10.55.33 AM 20 MAR XX R33.PR1 SYSB END A*
```

Figure 18. End Job Page: End of the transmission information from NFC

Download Files From NFC

Agencies can download files from NFC to their locations. Several TMGT tables can be downloaded using TMGT Table 103. PEPL applied personnel actions and payroll documents can be downloaded from the mainframe.

For more information, see:

- [Downloading TMGT Tables](#)
- [PEPL Applied Daily Download File](#)

Downloading TMGT Tables

To facilitate FESI development and processing, agencies can download tables from the Table Management System (TMGT). Tables that include values for editing data can be downloaded instead of agencies having to enter this data in FESI. Other tables include data elements needed for processing payroll and personnel transactions. Agencies can download several tables using Table 103 (see [TMGT Download Tables, TMGT Table 103, TMGT Download Table](#)). You must have security access to the file you are requesting (e.g., DoJ cannot request DoC's data).

Any TMGT table can be downloaded (except Table 099, BEP Acting Pay) through FOCUS. See the FOCUS procedure, Title VI, Chapter 5, for more information.

TMGT Download Tables

TMGT Tables 100 through 103 were created specifically to accommodate agencies using front-end systems. A brief description of each table is provided below. A detailed description can be found in the TMGT procedure.

TMGT Table 103, TMGT Download Table

Table 103, TMGT Download Table, allows agencies to select a variety of TMGT tables to download into the front-end systems to edit and validate transactions. The following tables are available for downloading through Table 103 instead of downloading each table individually through FOCUS.

- [Table 001, Personnel Office Identifier Name And Address](#)
- [Table 002, Accounting Station Name and Address](#)
- [Table 005, Agency Organizational Structure](#)
- [Table 010, Union and Association Code Address](#)
- [Table 016, Geographical Location Codes With Names](#)
- [Table 018, Occupational Series Alpha Description](#)

- [Table 019, Functional Classification Description](#)
- [Table 025, AD-350 \(Personnel Block and Description\)](#)
- [Table 029, Pay Table Rates](#)
- [Table 036, School Identification](#)
- [Table 052, Remarks Code and Description](#)
- [Table 055, Minimum and Maximum Salaries](#)
- [Table 061, Nature of Action Conversion](#)
- [Table 062, 3 Digit Nature Of Action](#)
- [Table 074, Official Position Title](#)
- [Table 076, Working Position Title](#)
- [Table 087, Travel Per Diem Rates](#)
- [Table 091, OPM NOA Legal Authorities](#)
- [Table 100, PACT Data Element Description](#)
- [Table 101, PACT Screen Elements](#)
- [Table 102, PAY/PERS Download Table](#)
- [Table 103, TMGT Download Table](#)

To download a table from TMGT Table 103, request update authority through your agency security officer. After a table is downloaded, it can be modified based on the agency's processing needs. See Title I, Chapter 2, Table Management System, for more information about TMGT.

TMGT Table 100, PACT Data Element Description

Table 100 can be used as a guide when designing a front-end system. Table 100 includes the CPDF and non-CPDF data elements and specifications. Front-end systems should include all personnel data elements that are included in PACT (or EPIC) and must include all CPDF data elements. Agency front-end systems must be in conformance with the specifications outlined in Table 100 for successful interface and successful processing.

TMGT Table 101, PACT Screen Elements

Table 101, PACT Screen Elements, includes the required, system-generated, and optional fields and associated remarks codes for each nature of action code (NOAC). This table includes the Office of Personnel Management's (OPM) remarks codes only; it does not include agency-specific remarks codes.

TMGT Table 102, PAY/PERS Download Table

Periodically, agencies can request a profile of the database to compare the front-end system database to the PPS database to ensure the two are synchronized. Table 102 download

contains selected payroll and personnel data elements from the PPS database. Agencies may initiate a download file that contains all of the selected database elements or only those that have changed since the last download. Changed records are identified by updates to specific elements in the PPS database.



If more than one personnel action is transmitted for an employee, only the last one processed appears on the download file. If the last action is a payroll document or a cash award, the data is shown in the Last Action field.

Security Access

To receive transmitted personnel data using TMGT Table 102, you must obtain security access to the table. When requesting access, ask for the FESI Table 102 security profile. Be sure to include **update** access.

You must also have access to PMSO and payroll/personnel data that will be transmitted to you. Request **read and update** access to the PMSO data. You must request read-only access to PMSO even if you currently have update access.

Special Downloading Instructions For TMGT Tables 102 And 103

Agencies can specify whether the tables are to be downloaded daily, weekly, by pay period, or monthly. If an agency elects to receive daily or weekly downloads, the same records could be received more than once in a pay period. Therefore, daily and weekly downloads should be used for one-time, immediate downloads.

The FESI job that reads table records requesting downloads runs on the nights that PINE and/or the Bi-Weekly Analysis and Reporting (BEAR) process. The FESI job processes after PINE and/or BEAR is complete. If you change the frequency of a table record it may impact the data received. Below are guidelines for download schedules.

- **Daily.** A download will be submitted after each pass of PINE if a request for this file was sent to ►NFC's Government Employees Services Division◀. See the [TMGT Table 102 Download File table](#) for the information included in the download file. The download files for personnel actions and payroll documents are provided in the applicable sections of this procedure.

Agencies can automatically receive daily files of all applied payroll and personnel transactions that can be used to download current payroll/personnel data into their front-end system.

- **Weekly.** A download will be submitted after the first and sixth pass of PINE. Normally this will be on Monday night. In special situations the first and/or sixth pass may occur on a day other than Monday (e.g., when a holiday occurs on Monday, Federal pay increase processing, etc.). In spite of the day PINE processes, a download will be submitted each week.
- **Pay Period.** A download will be submitted each pay period after BEAR executes (usually on Sunday). This should occur before the first pass of PINE for the subsequent pay period.

- **Monthly.** A download will be submitted to the agency each month. This download will occur very early in each month, but not always on the first day of the month. To obtain the date of a download, access TMGT Table 102. The download date is displayed in the Transmit Date field. The transmit time and pay period are also provided. The download may or may not coincide with the first pass of PINE for a particular pay period.

The required entries for Tables 102 and 103 are department, agency, personnel office identifier (POI), identifier, and profile. The identifier is an agency assigned alphanumeric, 6-position field that prevents users in the same agency and personnel office from modifying each other's entries. The profile is an agency assigned alphanumeric, 6-position field that identifies multiple entries within a selected identifier in Table 102. Downloading is canceled on the date presented in the Last-Eff-Date or Expiration Date field of Table 102, whichever is earlier.

To download data to your location, send your JCL to NFC, ►Government Employees Services Division, Payroll/Personnel Services Branch◀. Table 102 Download File follows.

TMGT Table 102 Download File

Field Description	Picture (PIC)	Begin	End	Length
05 ANNUAL-LEAVE-CATEGORY	9(01)	1	1	1
05 BARGAINING-UNIT-STATUS	9(04)	2	5	4
05 BASE-CONTRACT-SALARY	9(06)V9(02)	6	13	8
05 CITIZENSHIP-CODE	9(01)	14	14	1
05 CLASSIFICATION-STANDARD-CODE	X(01)	15	15	1
05 CSC-AUTHORITY (AUTH)-CODE-1ST-NOA	X(03)	16	18	3
05 CSC-AUTH-2ND-1ST-NOA	X(03)	19	21	3
05 CSC-AUTH-CODE-2ND-NOA	X(03)	22	24	3
05 CSC-AUTH-2ND-2ND-NOA	X(03)	25	27	3
05 DATE-DEGREE-CER T-RCVD-CENTURY	9(02)	28	29	2
05 DATE-DEGREE-CER T-RCVD-YEAR	9(02)	30	31	2
05 DATE-EMP-ASSIGNED-MONTH	9(02)	32	33	2
05 DATE-EMP-ASSIGNED-DA	Y	34	35	2
05 DATE-EMP-ASSIGNED-CENTURY	9(02)	36	37	2
05 DATE-EMP-ASSIGNED-YEAR	9(02)	38	39	2
05 DATE-ENTERED-PRES-GRADE-MONTH	9(02)	40	41	2
05 DATE-ENTERED-PRES-GRADE-DA	Y	42	43	2
05 DATE-ENTERED-PRES-GRADE-CENTURY	9(02)	44	45	2
05 DATE-ENTERED-PRES-GRADE-YEAR	9(02)	46	47	2
05 DATE-OF-BIRTH-MONTH	9(02)	48	49	2
05 DATE-OF-BIRTH-DAY	9(02)	50	51	2
05 DATE-OF-BIRTH-CENTURY	9(02)	52	53	2
05 DATE-OF-BIRTH-YEAR	9(02)	54	55	2
05 DATE-PER-EVENT-AL-ANNIV-MONTH	9(02)	56	57	2
05 DATE-PER-EVENT-AL-ANNIV-DA	Y	58	59	2
05 DATE-PER-EVENT-AL-ANNIV-CENTURY	9(02)	60	61	2
05 DATE-PER-EVENT-AL-ANNIV-YEAR	9(02)	62	63	2

TMGT Table 102 Download File

Field Description	Picture (PIC)	Begin	End	Length
05 DATE-SCD-CSR-MONTH	9(02)	64	65	2
05 DATE-SCD-CSR-DA Y	9(02)	66	67	2
05 DATE-SCD-CSR-CENTUR Y	9(02)	68	69	2
05 DATE-SCD-CSR-YEAR	9(02)	70	71	2
05 DATE-SCD-LEA VE-MONTH	9(02)	72	73	2
05 DATE-SCD-LEA VE-DAY	9(02)	74	75	2
05 DATE-SCD-LEA VE-CENTUR Y	9(02)	76	77	2
05 DATE-SCD-LEA VE-YEAR	9(02)	78	79	2
05 DATE-SCD-RIF-MONTH	9(02)	80	81	2
05 DATE-SCD-RIF-DA Y	9(02)	82	83	2
05 DATE-SCD-RIF-CENTUR Y	9(02)	84	85	2
05 DATE-SCD-RIF-YEAR	9(02)	86	87	2
05 DATE-SCD-WGI-MONTH	9(02)	88	89	2
05 DATE-SCD-WGI-DA Y	9(02)	90	91	2
05 DATE-SCD-WGI-CENTUR Y	9(02)	92	93	2
05 DATE-SCD-WGI-YEAR	9(02)	94	95	2
05 DUTY-STATION-CITY-CODE	9(04)	96	99	4
05 DUTY-STATION-CNTY-CODE	9(03)	100	102	3
05 DUTY-STATION-STATE-CODE	X(02)	103	104	2
05 EDUCATION-LEVEL	9(02)	105	106	2
05 FAIR-LABOR-ST ANDARDS-CODE	X(01)	107	107	1
05 FEGLI-INDICATOR-1	X(01)	108	108	1
05 FEHB-COVERAGE-CODE	9(01)	109	109	1
05 FINANCIAL-DISCLOSURE-REQUIRED	9(01)	110	110	1
05 GRADE	9(02)	111	112	2
05 HB-PLAN-CODE	X(02)	113	114	2
05 INSTRUCTIONAL-PROGRAM	9(06)	115	120	6
05 MASTER-RECORD-NUMBER	X(06)	121	126	6
05 NAME-EMPLOYEE-FIRST	X(12)	127	138	12
05 NAME-EMPLOYEE-LAST	X(17)	139	155	17
05 NAME-EMPLOYEE-MIDDLE	X(12)	156	167	12
05 NATURE-ACTION-1ST-3-POS	9(03)	168	170	3
05 NATURE-ACTION-2ND-3-POS	9(03)	171	173	3
05 OCCUPATIONAL-SERIES-CODE	9(04)	174	177	4
05 OFFICIAL-TITLE-CODE	X(04)	178	181	4
05 ORG-STRUCTURE-CODE-2ND-LEVEL	9(02)	182	183	2
05 ORG-STRUCTURE-CODE-3RD-LEVEL	9(02)	184	185	2
05 ORG-STRUCTURE-CODE-4TH-LEVEL	9(04)	186	189	4
05 ORG-STRUCTURE-CODE-5TH-LEVEL	9(02)	190	191	2
05 ORG-STRUCTURE-CODE-6TH-LEVEL	9(02)	192	193	2
05 ORG-STRUCTURE-CODE-7TH-LEVEL	9(02)	194	195	2
05 ORG-STRUCTURE-CODE-8TH-LEVEL	9(02)	196	197	2
05 ORG-STRUCTURE-CODE-AGCY	X(02)	198	199	2
05 PAY-PLAN	X(02)	200	201	2

TMGT Table 102 Download File

Field Description	Picture (PIC)	Begin	End	Length
05 PERFORMANCE-EVALUATION-RATING	X(02)	202	203	2
05 PHYSICAL-HANDICAP-CODE	9(02)	204	205	2
05 POSITION-NUMBER	X(08)	206	213	8
05 POSITION-OFFICIAL-TITLE	X(38)	214	251	38
05 POSITION-SENSITIVITY-CODE	X(02)	252	253	2
05 POSITION-SUPERVISORY-CODE	X(01)	254	254	1
05 RETIREMENT-COVERAGE-CODE	X(01)	255	255	1
05 RNO-CODE	X(01)	256	256	1
05 SALARY-RATE-CODE	X(02)	257	258	2
05 SEX-CODE	X(01)	259	259	1
05 SPECIAL-EMPLOYMENT-PGMS-CODE	X(02)	260	261	2
05 SPECIAL-EMPLOYEE-CODE	9(02)	262	263	2
05 SSNO	9(09)	264	272	9
05 STEP	9(02)	273	274	2
05 TENURE-GROUP	9(01)	275	275	1
05 TYPE-APPOINTMENT-CODE	9(02)	276	277	2
05 VETERAN-PREFERENCE-CODE	9(01)	278	278	1
05 VETERANS-STATUS	X(01)	279	279	1
05 WORK-SCHEDULE	X(01)	280	280	1
05 WORKING-TITLE-CODE	9(04)	281	284	4
05 ACCESSION-1ST-AUTH-CODE	X(03)	285	287	3
05 ACCESSION-2ND-AUTH-CODE	X(03)	288	290	3
05 ACCESSION-NAT-OF-ACTION-CODE	9(03)	291	293	3
05 ACCOUNTING-STATION-CODE	9(04)	294	297	4
05 ACCTG-DIST-SUB-LEVEL-CODES	X(24)	298	321	24
05 AGENCY-USE-PMSO	X(12)	322	333	12
05 AGENCY-USE-PAYPERS	X(12)	334	345	12
05 AGCY-USE-1	X(01)	346	346	1
05 AGCY-USE-2	X(02)	347	348	2
05 AGCY-USE-3	X(04)	349	352	4
05 AGCY-USE-4	9(05)	353	357	5
05 AGCY-USE-5	9(06)	358	363	6
05 ANNUITANT-INDICATOR	X(01)	364	364	1
05 APPNT-1ST-AUTH-CODE	X(03)	365	367	3
05 APPNT-2ND-AUTH-CODE	X(03)	368	370	3
05 BASE-PAY-YTD	S9(06)V9(02)	371	378	8
05 CIVIL-SER-ANNUITANT-SHARE	9(05)V9(02)	379	385	7
05 COMPETITIVE-LV-CODE	X(04)	386	389	4
05 CREDITABLE-MLTRY-SR VC	9(04)	390	393	4
05 CSC-OTHER-LEGAL-AUTH (OCCURS 5 TIMES)				
05 CSC-OTHER-LEGAL-AUTH-1	X(20)	394	413	20
05 CSC-OTHER-LEGAL-AUTH-2	X(20)	414	433	20
05 CSC-OTHER-LEGAL-AUTH-3	X(20)	434	453	20

TMGT Table 102 Download File

Field Description	Picture (PIC)	Begin	End	Length
05 CSC-OTHER-LEGAL-AUTH-4	X(20)	454	473	20
05 CSC-OTHER-LEGAL-AUTH-5	X(20)	474	493	20
05 CSRS-COVERAGE-AT-APPNT	X(01)	494	494	1
05 CURRENT-EMPLOYMENT-STATUS	9(01)	495	495	1
05 DATE-AGENCY-EOD-MONTH	9(02)	496	497	2
05 DATE-AGENCY-EOD-DA Y	9(02)	498	499	2
05 DATE-AGENCY-EOD-CENTUR Y	9(02)	500	501	2
05 DATE-AGENCY-EOD-YEAR	9(02)	502	503	2
05 DATE-APPOINTMENT-NTE-MONTH	9(02)	504	505	2
05 DATE-APPOINTMENT-NTE-DA Y	9(02)	506	507	2
05 DATE-APPOINTMENT-NTE-CENTUR Y	9(02)	508	509	2
05 DATE-APPOINTMENT-NTE-YEAR	9(02)	510	511	2
05 DATE-CAR-PERM-TEN-ST ART-MONTH	9(02)	512	513	2
05 DATE-CAR-PERM-TEN-ST ART-DA Y	9(02)	514	515	2
05 DATE-CAR-PERM-TEN-ST ART-CENTUR Y	9(02)	516	517	2
05 DATE-CAR-PERM-TEN-ST ART-YEAR	9(02)	518	519	2
05 DATE-CONV-CAREER-TENURE-MONTH	9(02)	520	521	2
05 DATE-CONV-CAREER-TENURE-DA Y	9(02)	522	523	2
05 DATE-CONV-CAREER-TENURE-CENTUR Y	9(02)	524	525	2
05 DATE-CONV-CAREER-TENURE-YEAR	9(02)	526	527	2
05 DATE-DEGREE-RCVD (OCCURS 3 TIMES)				
05 DATE-DEGREE-RCVD-CENTUR Y-1	9(02)	528	529	2
05 DATE-DEGREE-RCVD-YEAR-1	9(02)	530	531	2
05 DATE-DEGREE-RCVD-CENTUR Y-2	9(02)	532	533	2
05 DATE-DEGREE-RCVD-YEAR-2	9(02)	534	535	2
05 DATE-DEGREE-RCVD-CENTUR Y-3	9(02)	536	537	2
05 DATE-DEGREE-RCVD-YEAR-3	9(02)	538	539	2
05 DATE-DETAIL-EXPIR-MONTH	9(02)	540	541	2
05 DATE-DETAIL-EXPIR-DA Y	9(02)	542	543	2
05 DATE-DETAIL-EXPIR-CENTUR Y	9(02)	544	545	2
05 DATE-DETAIL-EXPIR-YEAR	9(02)	546	547	2
05 DATE-ENTERED-POI-MONTH	9(02)	548	549	2
05 DATE-ENTERED-POI-DA Y	9(02)	550	551	2
05 DATE-ENTERED-POI-CENTUR Y	9(02)	552	553	2
05 DATE-ENTERED-POI-YEAR	9(02)	554	555	2
05 DATE-NON-P AY-NTE-MONTH	9(02)	556	557	2
05 DATE-NON-P AY-NTE-DA Y	9(02)	558	559	2
05 DATE-NON-P AY-NTE-CENTUR Y	9(02)	560	561	2
05 DATE-NON-P AY-NTE-YEAR	9(02)	562	563	2
05 DATE-PERS-ACTION-EFF-SAL-MONTH	9(02)	564	565	2
05 DATE-PERS-ACTION-EFF-SAL-DA Y	9(02)	566	567	2
05 DATE-PERS-ACTION-EFF-SAL-CENTUR Y	9(02)	568	569	2
05 DATE-PERS-ACTION-EFF-SAL-YEAR	9(02)	570	571	2
05 DATE-POS-ESTABLISHED-MONTH	9(02)	572	573	2

TMGT Table 102 Download File

Field Description	Picture (PIC)	Begin	End	Length
05 DATE-POS-EST ABPLIED-DAY	9(02)	574	575	2
05 DATE-POS-EST ABPLIED-CENTURY	9(02)	576	577	2
05 DATE-POS-EST ABPLIED-YEAR	9(02)	578	579	2
05 DATE-POS-LAST-AUD-REV-MONTH	9(02)	580	581	2
05 DATE-POS-LAST-AUD-REV-DA Y	9(02)	582	583	2
05 DATE-POS-LAST-AUD-REV-CENTUR Y	9(02)	584	585	2
05 DATE-POS-LAST-AUD-REV-YEAR	9(02)	586	587	2
05 DATE-POSITION-CLASSIF-MONTH	9(02)	588	589	2
05 DATE-POSITION-CLASSIF-DA Y	9(02)	590	591	2
05 DATE-POSITION-CLASSIF-CENTUR Y	9(02)	592	593	2
05 DATE-POSITION-CLASSIF-YEAR	9(02)	594	595	2
05 DATE-POSITION-NTE-MONTH	9(02)	596	597	2
05 DATE-POSITION-NTE-DA Y	9(02)	598	599	2
05 DATE-POSITION-NTE-CENTUR Y	9(02)	600	601	2
05 DATE-POSITION-NTE-YEAR	9(02)	602	603	2
05 DATE-PROB-PERIOD-ST ART-MONTH	9(02)	604	605	2
05 DATE-PROB-PERIOD-ST ART-DAY	9(02)	606	607	2
05 DATE-PROB-PERIOD-ST ART-CENTUR Y	9(02)	608	609	2
05 DATE-PROB-PERIOD-ST ART-YEAR	9(02)	610	611	2
05 DATE-PROMOTION-NTE-MONTH	9(02)	612	613	2
05 DATE-PROMOTION-NTE-DA Y	9(02)	614	615	2
05 DATE-PROMOTION-NTE-CENTUR Y	9(02)	616	617	2
05 DATE-PROMOTION-NTE-YEAR	9(02)	618	619	2
05 DATE-RETAIN-RATE-EXPIR-MONTH	9(02)	620	621	2
05 DATE-RETAIN-RATE-EXPIR-DA Y	9(02)	622	623	2
05 DATE-RETAIN-RATE-EXPIR-CENTUR Y	9(02)	624	625	2
05 DATE-RETAIN-RATE-EXPIR-YEAR	9(02)	626	627	2
05 DATE-RETEN-RIGHTS-END-MONTH	9(02)	628	629	2
05 DATE-RETEN-RIGHTS-END-DA Y	9(02)	630	631	2
05 DATE-RETEN-RIGHTS-END-CENTUR Y	9(02)	632	633	2
05 DATE-RETEN-RIGHTS-END-YEAR	9(02)	634	635	2
05 DATE-RETIRED-MILITARY-MONTH	9(02)	636	637	2
05 DATE-RETIRED-MILITARY-DAY	9(02)	638	639	2
05 DATE-RETIRED-MILITARY-CENTUR Y	9(02)	640	641	2
05 DATE-RETIRED-MILITARY-YEAR	9(02)	642	643	2
05 DATE-SCD-TSP-MONTH	9(02)	644	645	2
05 DATE-SCD-TSP-DA Y	9(02)	646	647	2
05 DATE-SCD-TSP-CENTUR Y	9(02)	648	649	2
05 DATE-SCD-TSP-YEAR	9(02)	650	651	2
05 DATE-SUPV-MGR-PROB-MONTH	9(02)	652	653	2
05 DATE-SUPV-MGR-PROB-DA Y	9(02)	654	655	2
05 DATE-SUPV-MGR-PROB-CENTUR Y	9(02)	656	657	2
05 DATE-SUPV-MGR-PROB-YEAR	9(02)	658	659	2
05 DATE-TSP-ELIG-MONTH	9(02)	600	601	2

TMGT Table 102 Download File

Field Description	Picture (PIC)	Begin	End	Length
05 DATE-TSP-ELIG-DA Y	9(02)	662	663	2
05 DATE-TSP-ELIG-CENTUR Y	9(02)	664	665	2
05 DATE-TSP-ELIG-YEAR	9(02)	666	667	2
05 DATE-WGI-PROJ-EFFECTIVE-MONTH	9(02)	668	669	2
05 DATE-WGI-PROJ-EFFECTIVE-DA Y	9(02)	670	671	2
05 DATE-WGI-PROJ-EFFECTIVE-CENTUR Y	9(02)	672	673	2
05 DATE-WGI-PROJ-EFFECTIVE-YEAR	9(02)	674	675	2
05 DEPARTMENT-CODE	9(02)	676	677	2
05 DETAIL-AGENCY	9(02)	678	679	2
05 DETAIL-DEPT-CODE	9(02)	680	681	2
05 DETAIL-GRADE	9(02)	682	683	2
05 DETAIL-MASTER-RECORD-NUMBER	X(06)	684	689	6
05 DETAIL-POSITION-NUMBER	X(08)	690	697	8
05 DETAIL-PERSONNEL OFFICE IDENTIFIER	9(04)	698	701	4
05 DRUG-TEST	X(01)	702	702	1
05 EARLY-RETIREMENT-INDICA TOR	9(01)	703	703	1
05 FERS-COVERAGE-CODE	X(01)	704	704	1
05 FROZEN-CSRS-SERVICE	9(04)	705	708	4
05 GEOGRAPHIC-ADJ-RATE	9(06)V9(02)	709	716	8
05 GRADE-BASIS-INDICATOR	X(01)	717	717	1
05 HB-DATE-EFF-MONTH	9(02)	718	719	2
05 HB-DATE-EFF-DA Y	9(02)	720	721	2
05 HB-DATE-EFF-CENTUR Y	9(02)	722	723	2
05 HB-DATE-EFF-YEAR	9(02)	724	725	2
05 HEADQUARTERS-FIELD-CODE	X(01)	726	726	1
05 LANGUAGE-REQUIRED	X(02)	727	728	2
05 LEO-INDICATOR	X(01)	729	729	1
05 LOCALITY-TABLE-CODE	X(06)	730	735	6
05 OCCUPATIONAL-FUNCTION-CODE	9(02)	736	737	2
05 OFFICIAL-TITLE-PREFIX	X(01)	738	738	1
05 OFFICIAL-TITLE-SUFFIX	X(01)	739	739	1
05 PATCO-CODE	X(01)	740	740	1
05 PAY-RATE-DETERMINANT-CODE	X(01)	741	741	1
05 PAY-TABLE-CODE	X(06)	742	747	6
05 POSITION-SCHEDULE	X(01)	748	748	1
05 POSITION-STATUS-BUDGET	X(01)	749	749	1
05 POSITION-STATUS-CSC	9(01)	750	750	1
05 POSITION-TARGET-GRADE	9(02)	751	752	2
05 POSITION-WORKING-TITLE	X(38)	753	790	38
05 PROC-INTEGRITY-ACTION-FLAG	X(01)	791	791	1
05 PROFESSIONAL-CATEGORY	X(01)	792	792	1
05 PROJECTED-DUTIES-INDICATOR	X(01)	793	793	1
05 REMARK-CODES	X(30)	794	823	30
05 RESIDENCE-ADR-1ST-LINE-ST	X(25)	824	848	25

TMGT Table 102 Download File

Field Description	Picture (PIC)	Begin	End	Length
05 RESIDENCE-ADR-CITY-NAME	X(20)	849	868	20
05 RESIDENCE-ADR-ST-CNTRY-CODE	X(02)	869	870	2
05 RESIDENCE-ADR-ZIP-5	X(05)	871	875	5
05 RETENTION-ALLOWANCE	9(05)V9(02)	876	882	7
05 SEPARATION-ACCESSION-TYPE	9(01)	883	883	1
05 PERSONNEL-OFFICE-IDENTIFIER	9(04)	884	887	4
05 TOUR-OF-DUTY-HOURS	9(02)V9(02)	888	891	4
05 TSP-ELIGIBILITY-CODE	X(01)	892	892	1
05 UNIFORM-SERVICE-STATUS	9(01)	893	893	1
05 VETERAN-PREFERENCE-RIF	X(01)	894	894	1
05 ANNUAL-LEAVE-CURRENT-BALANCE	S9(04)V9(02)	895	900	6
05 DATE-ACCESSION-MONTH	9(02)	901	902	2
05 DATE-ACCESSION-DA Y	9(02)	903	904	2
05 DATE-ACCESSION-CENTUR Y	9(02)	905	906	2
05 DATE-ACCESSION-YEAR	9(02)	907	908	2
05 ACTION-CODE	9(01)	909	909	1
05 AGENCY-USE	X(10)	910	919	10
05 AGENCY-INFO-1	X(20)	920	939	20
05 AGENCY-INFO-2	X(20)	940	959	20
05 AGENCY-INFO-3	X(20)	960	979	20
05 AGENCY-INFO-4	X(20)	980	999	20
05 AGENCY-INFO-5	X(20)	1000	1019	20
05 ALTERNATE-WORK-SCHEDULE	9(01)	1020	1020	1
05 ANNUAL-LEAVE-45-DA Y-CODE	X(01)	1021	1021	1
05 APPNT-LIMIT-DAYS-BALANCE	S9(03)	1022	1024	3
05 APPNT-LIMIT-DAYS-TOTAL	9(03)	1025	1027	3
05 APPNT-LIMIT-DOLR-BALANCE	S9(05)V9(02)	1028	1034	7
05 APPNT-LIMIT-DOLR-TOTAL	S9(05)V9(02)	1035	1041	7
05 APPNT-LIMIT-HOURS-BALANCE	S9(04)V9(02)	1042	1047	6
05 APPNT-LIMIT-HOURS-TOTAL	S9(04)V9(02)	1048	1053	6
05 AUO-PROJECTED-ANNUAL-AMOUNT	9(05)V9(02)	1054	1060	7
05 CASH-AWARD-AMOUNT	9(05)V9(02)	1061	1067	7
05 CASH-AWARD-EFF-PAY-PERIOD	9(02)	1068	1069	2
05 CASH-AWARD-EFF-CENTUR Y	9(02)	1070	1071	2
05 CASH-AWARD-EFF-YEAR	9(02)	1072	1073	2
05 DATE-CHG-TENURE-MONTH	9(02)	1074	1075	2
05 DATE-CHG-TENURE-DA Y	9(02)	1076	1077	2
05 DATE-CHG-TENURE-CENTUR Y	9(02)	1078	1079	2
05 DATE-CHG-TENURE-YEAR	9(02)	1080	1081	2
05 DATE-LAST-PAY-BEGINS-MONTH	9(02)	1082	1083	2
05 DATE-LAST-PAY-BEGINS-DA Y	9(02)	1084	1085	2
05 DATE-LAST-PAY-BEGINS-CENTUR Y	9(02)	1086	1087	2
05 DATE-LAST-PAY-BEGINS-YEAR	9(02)	1088	1089	2
05 DATE-LAST-PAY-STAT-RET-MONTH	9(02)	1090	1091	2

TMGT Table 102 Download File

Field Description	Picture (PIC)	Begin	End	Length
05 DATE-LAST-P AY-STAT-RET-DA Y	9(02)	1092	1093	2
05 DATE-LAST-P AY-STAT-RET-CENTUR Y	9(02)	1094	1095	2
05 DATE-LAST-P AY-STAT-RET-YEAR	9(02)	1096	1097	2
05 DATE-PERS-ACTION-V ALID-MONTH	9(02)	1098	1099	2
05 DATE-PERS-ACTION-V ALID-DAY	9(02)	1100	1101	2
05 DATE-PERS-ACTION-V ALID-CENTUR Y	9(02)	1102	1103	2
05 DATE-PERS-ACTION-V ALID-YEAR	9(02)	1104	1105	2
05 DATE-PROJECTED-SICK-MONTH	9(02)	1106	1107	2
05 DATE-PROJECTED-SICK-DA Y	9(02)	1108	1109	2
05 DATE-PROJECTED-SICK-CENTUR Y	9(02)	1110	1111	2
05 DATE-PROJECTED-SICK-YEAR	9(02)	1112	1113	2
05 DATE-SER VICE-YEAR-ST ART-MONTH	9(02)	1114	1115	2
05 DATE-SER VICE-YEAR-ST ART-DAY	9(02)	1116	1117	2
05 DATE-SER VICE-YEAR-ST ART-CENTUR Y	9(02)	1118	1119	2
05 DATE-SER VICE-YEAR-ST ART-YEAR	9(02)	1120	1121	2
05 DUTY-STATION-CITY-NAME	X(20)	1122	1141	20
05 DUTY-STATION-COUNTY-NAME	X(20)	1142	1161	20
05 DUTY-STATION-STATE-NAME	X(02)	1162	1163	2
05 FED-TAX-NUMBER-EXEMPTIONS	X(03)	1164	1166	3
05 GAIN-LOSE-DEPT-NON-USDA	X(02)	1167	1168	2
05 GEOGRAPHIC-ADJ-PERCENT	V9(04)	1169	1172	4
05 GROSS-PAY-YTD	S9(06)V9(02)	1173	1180	8
05 HB-COVERAGE-CODE	X(01)	1181	1181	1
05 INTER-OCC-SERIES-CODE	9(04)	1182	1185	4
05 INTERDISC-SERIES-CODE (OCCURS 10 TIMES)				
05 INTERDISC-SERIES-CODE-1	9(04)	1186	1189	4
05 INTERDISC-SERIES-CODE-2	9(04)	1190	1193	4
05 INTERDISC-SERIES-CODE-3	9(04)	1194	1197	4
05 INTERDISC-SERIES-CODE-4	9(04)	1198	1201	4
05 INTERDISC-SERIES-CODE-5	9(04)	1202	1205	4
05 INTERDISC-SERIES-CODE-6	9(04)	1206	1209	4
05 INTERDISC-SERIES-CODE-7	9(04)	1210	1213	4
05 INTERDISC-SERIES-CODE-8	9(04)	1214	1217	4
05 INTERDISC-SERIES-CODE-9	9(04)	1218	1221	4
05 INTERDISC-SERIES-CODE-10	9(04)	1222	1225	4
05 INTERDISC-TITLE (OCCURS 10 TIMES)				
05 INTERDISC-TITLE-PREFIX-CODE-1	X(01)	1226	1226	1
05 INTERDISC-TITLE-CODE-1	9(04)	1227	1230	4
05 INTERDISC-TITLE-SUFFIX-1	X(01)	1231	1231	1
05 INTERDISC-TITLE-PREFIX-2	X(01)	1232	1232	1
05 INTERDISC-TITLE-CODE-2	9(04)	1233	1236	4
05 INTERDISC-TITLE-SUFFIX-2	X(01)	1237	1237	1
05 INTERDISC-TITLE-PREFIX-3	X(01)	1238	1238	1

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Field Description	Picture (PIC)	Begin	End	Length
05 INTERDISC-TITLE-CODE-3	9(04)	1239	1242	4
05 INTERDISC-TITLE-SUFFIX-3	X(01)	1243	1243	1
05 INTERDISC-TITLE-PREFIX-4	X(01)	1244	1244	1
05 INTERDISC-TITLE-CODE-4	9(04)	1245	1248	4
05 INTERDISC-TITLE-SUFFIX-4	X(01)	1249	1249	1
05 INTERDISC-TITLE-PREFIX-5	X(01)	1250	1250	1
05 INTERDISC-TITLE-CODE-5	9(04)	1251	1254	4
05 INTERDISC-TITLE-SUFFIX-5	X(01)	1255	1255	1
05 INTERDISC-TITLE-PREFIX-6	X(01)	1256	1256	1
05 INTERDISC-TITLE-CODE-6	9(04)	1257	1260	4
05 INTERDISC-TITLE-SUFFIX-6	X(01)	1261	1261	1
05 INTERDISC-TITLE-PREFIX-7	X(01)	1262	1262	1
05 INTERDISC-TITLE-CODE-7	9(04)	1263	1266	4
05 INTERDISC-TITLE-SUFFIX-7	X(01)	1267	1267	1
05 INTERDISC-TITLE-PREFIX-8	X(01)	1268	1268	1
05 INTERDISC-TITLE-CODE-8	9(04)	1269	1272	4
05 INTERDISC-TITLE-SUFFIX-8	X(01)	1273	1273	1
05 INTERDISC-TITLE-PREFIX-9	X(01)	1274	1274	1
05 INTERDISC-TITLE-CODE-9	9(04)	1275	1278	4
05 INTERDISC-TITLE-SUFFIX-9	X(01)	1279	1279	1
05 INTERDISC-TITLE-PREFIX-10	X(01)	1280	1280	1
05 INTERDISC-TITLE-CODE-10	9(04)	1281	1284	4
05 INTERDISC-TITLE-SUFFIX-10	9X01)	1285	1285	1
05 INTERDISCIPLINARY-CODE	9(01)	1286	1286	1
05 LEAVE-EARNING-ST ATUS-PAY PERIOD	X(01)	1287	1287	1
05 LI-COVERAGE-CODE-SALARY	X(02)	1288	1289	2
05 LI-COVERAGE-AMOUNT-SALARY	9(04)	1290	1293	4
05 LI-PLAN-CODE-SALARY	X(02)	1294	1295	2
05 PAID-STATUS-CODE	9(01)	1296	1296	1
05 LAST-063-PAY PERIOD	9(02)	1297	1298	2
05 LAST-063-CENTURY	9(02)	1299	1300	2
05 LAST-063-YEAR	9(02)	1301	1302	2
05 PERFORMANCE-EVALUATION-CENTUR Y	9(02)	1303	1304	2
05 PERFORMANCE-EVALUATION-YEAR	9(02)	1305	1306	2
05 QUARTERS-DEDUCTION-CODE	9(01)	1307	1307	1
05 QUARTERS-DEDUCTION-RA TE	9(03)V9(02)	1308	1312	5
05 RECRUITMENT-BONUS	9(06)V9(02)	1313	1320	8
05 RELOCATION-BONUS	9(06)V9(02)	1321	1328	8
05 RESIDENCE-ADDITIONAL-ADR-1	X(25)	1329	1353	25
05 RESIDENCE-ADDITIONAL-ADR-2	X(25)	1354	1378	25
05 RESIDENCE-ADR-CITY-CODE	9(04)	1379	1382	4
05 RESIDENCE-ADR-COUNTRY-CODE	9(03)	1383	1385	3
05 RESIDENCE-ADR-ST-COUNTRY-NAME	X(02)	1386	1387	2
05 RESIDENCE-ADR-ZIP-4	X(04)	1388	1391	4

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Field Description	Picture (PIC)	Begin	End	Length
05 SICK-LV-CURRENT-BALANCE	S9(04)V9(02)	1392	1397	6
05 COOP-ANNUIT-SHARE-CODE	9(01)	1398	1398	1
05 SCHEDULED-SALARY	9(06)V9(02)	1399	1406	8
05 SCHOOL-CODE (OCCURS 5 TIMES)				
05 SCHOOL-CODE-1	X(05)	1407	1411	5
05 SCHOOL-CODE-2	X(05)	1412	1416	5
05 SCHOOL-CODE-3	X(05)	1417	1421	5
05 SCHOOL-CODE-4	X(05)	1422	1426	5
05 SCHOOL-CODE-5	X(05)	1427	1431	5
05 SCHOOL-STATE (OCCURS 5 TIMES)				
05 SCHOOL-STATE-1	X(02)	1432	1433	2
05 SCHOOL-STATE-2	X(02)	1434	1435	2
05 SCHOOL-STATE-3	X(02)	1436	1437	2
05 SCHOOL-STATE-4	X(02)	1438	1439	2
05 SCHOOL-STATE-5	X(02)	1440	1441	2
05 SEPARATION-RECORD-ST ATUS-CODE	9(01)	1442	1442	1
05 DATE-PERS-ACTION-EFF-SEP-MONTH	9(02)	1443	1444	2
05 DATE-PERS-ACTION-EFF-SEP-DA Y	9(02)	1445	1446	2
05 DATE-PERS-ACTION-EFF-SEP-CENTUR Y	9(02)	1447	1448	2
05 DATE-PERS-ACTION-EFF-SEP-YEAR	9(02)	1449	1450	2
05 SSNO-OLD	9(09)	1451	1459	9
05 STAFFING-DIFF-RA TE	9(06)V9(02)	1460	1467	8
05 SUPERVISORY-DIFFERENTIAL-RA TE	9(06)V9(02)	1468	1475	8
05 TA-CONTACT-PT-TIMEKPR-CODE	9(02)	1476	1477	2
05 TS-DATE-EFF-MONTH	9(02)	1478	1479	2
05 TS-DATE-EFF-DA Y	9(02)	1480	1481	2
05 TS-DATE-EFF-CENTUR Y	9(02)	1482	1483	2
05 TS-DATE-EFF-YEAR	9(02)	1484	1485	2
05 TSP-EMPLOYEE-DEDUCTION-AMOUNT	9(04)	1486	1489	4
05 TSP-EMPLOYEE-DEDUCTION-RATE	9(02)	1490	1491	2
05 TSP-STATUS-CODE	X(01)	1492	1492	1
05 TSP-STATUS-DATE-MONTH	9(02)	1493	1494	2
05 TSP-STATUS-DATE-DAY	9(02)	1495	1496	2
05 TSP-STATUS-DATE-CENTUR Y	9(02)	1497	1498	2
05 TSP-STATUS-DATE-YEAR	9(02)	1499	1500	2
10 UNION-CODE-1	9(02)	1501	1502	2
10 UNION-CODE-2	9(02)	1503	1504	2
10 UNION-LOCAL-CODE-1	9(04)	1505	1508	4
10 UNION-LOCAL-CODE-2	9(04)	1509	1512	4
05 USER-ID	X(07)	1513	1519	7
05 WGI-DUE-CODE	9(01)	1520	1520	1
05 ACCESSION-BREAK-SERVICE-INDICATOR	9(01)	1521	1521	1
05 ACCESSION-AUTHORITY	X(20)	1522	1541	20
05 ALLOWANCE-COLA-CODE	X(01)	1542	1542	1

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Field Description	Picture (PIC)	Begin	End	Length
05 ANN-LEAVE-USED-YTD-40-MX	S9(03)V9(02)	1543	1547	5
05 APPNT-AUTHORITY	X(20)	1548	1567	20
05 COMP-LV-EARNED-P AY-PERIOD	9(02)	1568	1569	2
05 COMP-LV-EARNED-YTD	S9(04)V9(02)	1570	1575	6
05 COMP-LV-PRIOR-YEAR-BALANCE	S9(04)V9(02)	1576	1581	6
05 COMP-LV-T OTAL-CURRENT-BALANCE	S9(04)V9(02)	1582	1587	6
05 COMP-LV-USED-YTD	S9(04)V9(02)	1588	1593	6
05 CASH-AWARD-INDICATOR	X(01)	1594	1594	1
05 CMSA-CODE	X(02)	1595	1596	2
05 COLA-POST-DIFF-CODE	9(01)	1597	1597	1
05 CONFLICT-OF-INTEREST	X(01)	1598	1598	1
05 CONV-TO-TAPER-NOTIF-GIVEN	IX(01)	1599	1599	1
05 CUM-RETIREMENT-DEDUCTS-CONV	S9(05)V9(02)	1600	1606	7
05 CUM-RETIREMENT-DEDUCTIONS	S9(05)V9(02)	1607	1613	7
05 DATE-6C-RETIREMENT-MONTH	9(02)	1614	1615	2
05 DATE-6C-RETIREMENT-DA Y	9(02)	1616	1617	2
05 DATE-6C-RETIREMENT-CENTUR Y	9(02)	1618	1619	2
05 DATE-6C-RETIREMENT-YEAR	9(02)	1620	1621	2
05 DATE-APPNT-EFF-MONTH	9(02)	1622	1623	2
05 DATE-APPNT-EFF-DA Y	9(02)	1624	1625	2
05 DATE-APPNT-EFF-CENTUR Y	9(02)	1626	1627	2
05 DATE-APPNT-EFF-YEAR	9(02)	1628	1629	2
05 DATE-CORR-NA TURE-ACTION-MONTH	9(02)	1630	1631	2
05 DATE-CORR-NA TURE-ACTION-DA Y	9(02)	1632	1633	2
05 DATE-CORR-NA TURE-ACTION-CENTUR Y	9(02)	1634	1635	2
05 DATE-CORR-NA TURE-ACTION-YEAR	9(02)	1636	1637	2
05 DATE-LAST-ADJ-SCD-L V-MONTH	9(02)	1638	1639	2
05 DATE-LAST-ADJ-SCD-L V-DAY	9(02)	1640	1641	2
05 DATE-LAST-ADJ-SCD-L V-CENTUR Y	9(02)	1642	1643	2
05 DATE-LAST-ADJ-SCD-L V-YEAR	9(02)	1644	1645	2
05 DATE-LAST-ADJ-SCD-RET-MONTH	9(02)	1646	1647	2
05 DATE-LAST-ADJ-SCD-RET-DA Y	9(02)	1648	1649	2
05 DATE-LAST-ADJ-SCD-RET-CENTUR Y	9(02)	1650	1651	2
05 DATE-LAST-ADJ-SCD-RET-YEAR	9(02)	1652	1653	2
05 DATE-LAST-ADJ-SCD-RIF-MONTH	9(02)	1654	1655	2
05 DATE-LAST-ADJ-SCD-RIF-DA Y	9(02)	1656	1657	2
05 DATE-LAST-ADJ-SCD-RIF-CENTUR Y	9(02)	1658	1659	2
05 DATE-LAST-ADJ-SCD-RIF-YEAR	9(02)	1660	1661	2
05 DATE-PLACE-FOL-UP-REQ-MONTH	9(02)	1662	1663	2
05 DATE-PLACE-FOL-UP-REQ-DA Y	9(02)	1664	1665	2
05 DATE-PLACE-FOL-UP-REQ-CENTUR Y	9(02)	1666	1667	2
05 DATE-PLACE-FOL-UP-REQ-YEAR	9(02)	1668	1669	2
05 DATE-REINVESTIGATE-REQ-MONTH	9(02)	1670	1671	2
05 DATE-REINVESTIGATE-REQ-DA Y	9(02)	1672	1673	2

TMGT Table 102 Download File

Field Description	Picture (PIC)	Begin	End	Length
05 DATE-REINVESTIGATE-REQ-CENTUR Y	9(02)	1674	1675	2
05 DATE-REINVESTIGATE-REQ-YEAR	9(02)	1676	1677	2
05 DATE-SCD-FEHB-TEMP-MONTH	9(02)	1678	1679	2
05 DATE-SCD-FEHB-TEMP-DA Y	9(02)	1680	1681	2
05 DATE-SCD-FEHB-TEMP-CENTUR Y	9(02)	1682	1683	2
05 DATE-SCD-FEHB-TEMP-YEAR	9(02)	1684	1685	2
05 DATE-SER V-AGREE-EXPIR-MONTH	9(02)	1686	1687	2
05 DATE-SER V-AGREE-EXPIR-DA Y	9(02)	1688	1689	2
05 DATE-SER V-AGREE-EXPIR-CENTUR Y	9(02)	1690	1691	2
05 DATE-SER V-AGREE-EXPIR-YEAR	9(02)	1692	1693	2
05 EARNINGS-LIMITATION-CODE	X(01)	1694	1694	1
05 EMPLOYEE-CEILING-INDICATOR	9(01)	1695	1695	1
05 EMPLOYMENT-TYPE	X(01)	1696	1696	1
05 EXP-APPNT-LMT-PAY-PERIOD	9(02)	1697	1698	2
05 EXP-APPNT-LMT-REPORT-CODE	X(01)	1699	1699	1
05 EXP-APPNT-LMT-CENTURY	9(02)	1700	1701	2
05 EXP-APPNT-LMT-YEAR	9(02)	1702	1703	2
05 FED-TAX-DOC-PROC-P AY-PERIOD	9(02)	1704	1705	2
05 FED-TAX-DOC-PROC-CENTUR Y	9(02)	1706	1707	2
05 FED-TAX-DOC-PROC-YEAR	9(02)	1708	1709	2
05 FICA-DEDUCTIONS-YTD	S9(04)V9(02)	1710	1715	6
05 FICA-WAGES-YTD	S9(06)V9(02)	1716	1723	8
05 FOREIGN-LANG-ALLOWANCE	9(05)V9(02)	1724	1730	7
05 FOREIGN-POST-PAY-DIFF-CODE	X(01)	1731	1731	1
05 FREQUENCY-PAID-CODE	9(01)	1732	1732	1
05 FROM-TO-CODE	9(01)	1733	1733	1
05 HB-CHANGE-INDICATOR	X(01)	1734	1734	1
05 HB-CONTRIBUTION-AMOUNT	S9(03)V9(02)	1735	1739	5
05 HB-DEDUCTS-YTD-DEFERRED	S9(05)V9(02)	1740	1746	7
05 HB-OPTION-CODE	9(01)	1747	1747	1
05 HOME-LV-CURRENT-BAL	S9(04)V9(02)	1748	1753	6
05 HOSP-INS-TAX-DEDUCT-YTD	S9(04)V9(02)	1754	1759	6
05 HOSP-INS-TAX-W AGES-YTD	S9(06)V9(02)	1760	1767	8
05 LAST-ACTION-PP-NUMBER	9(02)	1768	1769	2
05 LAW-BAR-MEMBERSHIP-CODE	9(01)	1770	1770	1
05 LOCATION-CODE	9(01)	1771	1771	1
05 LWOP-SINCE-LAST-WGI	S9(04)V9(02)	1772	1777	6
05 PAY-PERIOD-LAST-TIME-P AID	9(02)	1778	1779	2
05 PERF-EVAL-AGENCY (OCCURS 5 TIMES)				
05 PERF-EVAL-AGENCY-USE-1	X(12)	1780	1791	12
05 PERF-EVAL-AGENCY-USE-2	X(12)	1792	1803	12
05 PERF-EVAL-AGENCY-USE-3	X(12)	1804	1815	12
05 PERF-EVAL-AGENCY-USE-4	X(12)	1816	1827	12
05 PERF-EVAL-AGENCY-USE-5	X(12)	1828	1839	12

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Field Description	Picture (PIC)	Begin	End	Length
05 PERF-EVAL-CHG-INDICA TOR	X(01)	1840	1840	1
05 PERF-EVAL-ELIGIBILITY-CODE	X(01)	1841	1841	1
05 PERF-EVAL-GENERATED-PP	9(02)	1842	1843	2
05 PERF-EVAL-GENERATED-CENTUR Y	9(02)	1844	1845	2
05 PERF-EVAL-GENERATED-YEAR	9(02)	1846	1847	2
05 PERF-EVAL-PAY-PERIOD	9(02)	1848	1849	2
05 PHYSICAL-LOCATION	X(06)	1850	1855	6
05 PLACEMENT-FOLLOW-UP-INDICATOR	X(01)	1856	1856	1
05 PMSA-CODE	X(04)	1857	1860	4
05 PREMIUM-PAY-YTD	S9(06)V9(02)	1861	1868	8
05 PROB-PERIOD-EXPIR-INDICATOR	9(01)	1869	1869	1
05 RECRUITMENT-PERCENT	V9(02)	1870	1871	2
05 RELOCATION-PERCENT	V9(02)	1872	1873	2
05 RETENTION-PERCENT	V9(02)	1874	1875	2
05 SAVED-GRADE-GRADE	9(02)	1876	1877	2
05 SEVERANCE-PAY-CODE	9(01)	1878	1878	1
05 SICK-LEAVE-USED-YTD	S9(04)V9(02)	1879	1884	6
05 SUP-MGR-PROB-PER-REQ	9(01)	1885	1885	1
05 SUPV-MGR-PROB-PD-EXP-NOTIF	X(01)	1886	1886	1
05 TA-CONTACT-PT-CITY-CODE	9(04)	1887	1890	4
05 TA-CONTACT-PT-ST ATE-CODE	9(02)	1891	1892	2
05 TA-CONTACT-PT-UNIT-CODE	9(02)	1893	1894	2
05 TS-DATE-DEDUCTS-BEGAN-MONTH	9(02)	1895	1896	2
05 TS-DATE-DEDUCTS-BEGAN-DA Y	9(02)	1897	1898	2
05 TS-DATE-DEDUCTS-BEGAN-CENTUR Y	9(02)	1899	1900	2
05 TS-DATE-DEDUCTS-BEGAN-YEAR	9(02)	1901	1902	2
05 TSP-EMPLOYEE-DIST-RATE-1	9(03)V9(02)	1903	1907	5
05 TSP-EMPLOYEE-DIST-AMT-1	9(04)V9(02)	1908	1913	6
05 TSP-EMPLOYEE-DIST-RATE-2	9(03)V9(02)	1914	1918	5
05 TSP-EMPLOYEE-DIST-AMT-2	9(04)V9(02)	1919	1924	6
05 TSP-EMPLOYEE-DIST-RATE-3	9(03)V9(02)	1925	1929	5
05 TSP-EMPLOYEE-DIST-AMT-3	9(04)V9(02)	1930	1935	6
05 WGI-DUE-CODED-PP	9(02)	1936	1937	2
05 WGI-DUE-CODED-CENTURY	9(02)	1938	1939	2
05 WGI-DUE-CODED-YEAR	9(02)	1940	1941	2
05 WGI-NOTIFICATION-GIVEN-CODE	9(01)	1942	1942	1
05 WGI-PP-NOTIFICATION-GIVEN	9(02)	1943	1944	2
05 WGI-WITHHELD-NOT-RETURNED	9(01)	1945	1945	1
05 STATE-TAX-WH-ST ATE-CODE	X(02)	1946	1947	2
05 WORK-PHONE-AREA-CODE	X(03)	1948	1950	3
05 WORK-PHONE-EXCH	9(03)	1951	1953	3
05 WORK-PHONE-NUMBER	9(04)	1954	1957	4
05 FEGLI-COVERAGE-CODE	X(2)	1958	1959	2
05 FEGLI-GROUP-ADDED (OCCURS 3 TIMES)				

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Field Description	Picture (PIC)	Begin	End	Length
05 LI-COVERAGE-CODE-ADDED-1	X(2)	1960	1961	2
05 LI-COVERAGE-AMOUNT-ADDED-1	9(04)	1962	1965	4
05 LI-PLAN-CODE-ADDED-1	X(2)	1966	1967	2
05 LI-COVERAGE-CODE-ADDED-2	X(2)	1968	1969	2
05 LI-COVERAGE-AMOUNT-ADDED-2	9(04)	1970	1973	4
05 LI-PLAN-CODE-ADDED-2	X(2)	1974	1975	2
05 LI-COVERAGE-CODE-ADDED-3	X(2)	1976	1977	2
05 LI-COVERAGE-AMOUNT-ADDED-3	9(04)	1978	1981	4
05 LI-PLAN-CODE-ADDED-3	X(2)	1982	1983	2
05 LAST ACTION	X(12)	1984	1985	12
05 DOCUMENT JULIAN YEAR	X(2)	1996	1997	2
05 DOCUMENT JULIAN DATE	X(3)	1998	2000	3

TMGT Download Tables Record Layout

The tables below include the record layout for tables that agencies can download from TMGT.

- [TMGT Table 001, Employing Office Name And Address](#)
- [TMGT Table 002, Accounting Station Name And Address](#)
- [TMGT Table 005, Agency Organizational Structure](#)
- [TMGT Table 010, Union Dues](#)
- [TMGT Table 016, Geographical Location Codes](#)
- [TMGT Table 018, Occupational Series Alpha Description](#)
- [TMGT Table 019, Functional Classification Description](#)
- [TMGT Table 025, AD-350 Block Number And Description](#)
- [TMGT Table 029, Pay Table Rates](#)
- [TMGT Table 036, School Identification](#)
- [TMGT Table 052, Remarks Codes And Descriptions](#)
- [TMGT Table 055, Minimum/Maximum Salaries](#)
- [TMGT Table 061, 3-Digit Nature Of Action Code Description](#)
- [TMGT Table 062, Nature Of Action](#)
- [TMGT Table 074, Official Position Title](#)
- [TMGT Table 076, Working Position Title](#)
- [TMGT Table 087, Travel Per Diem Rates](#)
- [TMGT Table 091, OPM NOA Legal Authority](#)

- [TMGT Table 100, PACT Data Element Description](#)
- [TMGT Table 101, PACT Screen Elements](#)
- [TMGT Table 102, Payroll/Personnel Download](#)
- [TMGT Table 103, TMGT Download](#)

TMGT Table 001, Employing Office Name And Address, Record Layout

Field Description	Picture (PIC)	Begin	End	Length
Table Key	X(30)	1	30	30
Table Code	9(03)	1	3	3
Agency Code	X(02)	4	5	2
Personnel Office Identifier (POI)	9(04)	6	9	4
Filler (spaces)	X(20)	10	29	20
Record Type	X(01)	30	30	1
Table Record Status	X(01)	31	31	1
Table Entry Effective Date	X(05)	32	36	5
Table Entry Last Effective Date	X(05)	37	41	5
Table Entry Date Changed	X(05)	42	46	5
Table Entry Time Changed (Hours/Minutes[HHMM])	X(04)	47	50	4
City Name	X(20)	51	70	20
State Abbreviation	X(02)	71	72	2
Zip Code	X(09)	73	81	9
Zip Code 5	X(05)	73	77	5
Zip Code 4	X(04)	78	81	4
POI	9(04)	82	85	4
Servicing Agency	X(02)	86	87	2
Central Personnel Office (CPO) Flag	X(01)	88	88	1
Name Address Line 1	X(35)	89	123	35
Name Address Line 2	X(35)	124	158	35
Name Address Line 3	X(35)	159	193	35
Name Address Line 4	X(35)	194	228	35
Name Address Line 5	X(35)	229	263	35
Department Code	X(02)	264	267	2
Payroll Office Number	X(04)	268	271	4
Originating Phone Number	X(10)	272	281	10
Demonstration Project Indicator	X(01)	282	282	1
Filler	X(18)	283	300	18

TMGT Table 002, Accounting Station Name And Address, Record Layout

Field Description	Picture (PIC)	Begin	End	Length
Table Key	X(30)	1	30	30
Table Code	9(03)	1	3	3
Agency Code	X(02)	4	5	2
Accounting Station Code	9(04)	6	9	4
Filler (spaces)	X(20)	10	29	20
Record Type	X(01)	30	30	1
Record Status	X(01)	31	31	1
Table Entry Effective Date	X(05)	32	36	5
Table Entry Last Effective Date	X(05)	37	41	5
Table Entry Date Changed	X(05)	42	46	5
Table Entry Time Changed (HHMM)	X(04)	47	50	4
City Name	X(20)	51	70	20
State Abbreviation	X(02)	71	72	2
Zip Code	X(09)	73	81	9
Zip Code 5	X(05)	73	77	5
Zip Code 4	X(04)	78	81	4
Name Address Line 1	X(35)	82	116	35
Name Address Line 2	X(35)	117	151	35
Name Address Line 3	X(35)	152	186	35
Name Address Line 4	X(35)	187	221	35
Name Address Line 5	X(35)	222	256	35
Department Code	X(02)	257	258	2
Filler	X(42)	259	300	42

TMGT Table 005, Agency Organizational Structure, Record Layout

Field Description	Picture (PIC)	Begin	End	Length
Table Key	X(21)	1	21	21
Table Code	9(03)	1	3	3
Organizational Structure Code	9(18)	4	21	18
Organizational Structure Code Agency	X(02)	4	5	2
Organizational Structure Code 2nd Level	9(02)	6	7	2
Organizational Structure Code 3rd Level	9(02)	8	9	2
Organizational Structure Code 4th Level	9(04)	10	13	4
Organizational Structure Code 5th Level	9(02)	14	15	2
Organizational Structure Code 6th Level	9(02)	16	17	2
Organizational Structure Code 7th Level	9(02)	18	19	2
Organizational Structure Code 8th Level	9(02)	20	21	2
Data 2 Indicator	X(01)	22	22	1
Filler (spaces)	X(07)	23	29	7
Record Type	X(01)	30	30	1
Record Status	X(01)	31	31	1
Table Entry Effective Date	X(05)	32	36	5
Table Entry Last Effective Date	X(05)	37	41	5

TMGT Table 005, Agency Organizational Structure, Record Layout

Field Description	Picture (PIC)	Begin	End	Length
Table Entry Date Changed	X(05)	42	46	5
Table Entry Time Changed (HHMM)	X(04)	47	50	4
Agency Abbreviation	X(06)	51	56	6
Organizational Structure Short Name	X(30)	57	86	30
Organizational Structure Name 1	X(75)	87	161	75
Organizational Structure Name 2	X(75)	162	236	75
Department Code	X(02)	237	238	2
Employee Express Indicator	X(01)	239	239	1
Filler	X(61)	240	300	61

TMGT Table 010, Union Dues, Record Layout

Field Description	Picture (PIC)	Begin	End	Length
Table Key	X(31)	1	31	31
Table Code	9(03)	1	3	3
Union Dues Identification Number	X(06)	4	9	6
Filler (spaces)	X(20)	10	29	20
Record Type	X(01)	30	30	1
Record Status	X(01)	31	31	1
Table Entry Effective Date	X(05)	32	36	5
Table Entry Last Effective Date	X(05)	37	41	5
Table Entry Date Changed	X(05)	42	46	5
Table Entry Time Changed (HHMM)	X(04)	47	50	4
City Name	X(20)	51	70	20
Union Dues User Control Number	X(12)	71	82	12
Zip Code	X(09)	83	91	9
Zip Code 5	X(05)	83	87	5
Zip Code 4	X(04)	88	91	4
State Abbreviation	X(02)	92	93	2
Name Address Line 1	X(35)	94	128	35
Name Address Line 2	X(35)	129	163	35
Name Address Line 3	X(35)	164	198	35
Revocation Effective Code	9(01)	199	199	1
Union Deduction Indicator	9(01)	200	200	1
EFT Indicator	X(01)	201	201	1
Bank Routing Number	X(09)	202	210	9
Bank EFT Account Number	X(17)	211	227	17
Union Association Code	X(01)	228	228	1
Union Amount Per Pay Period	9(04)	229	232	4
Dollars	9(02)	229	230	2
Decimal	V			
Cents	9(02)	231	232	2

TMGT Table 010, Union Dues, Record Layout

Field Description	Picture (PIC)	Begin	End	Length
Union Local Amount 2	9(04)	233	236	4
Dollars	9(02)	233	234	2
Decimal				
Cents	9(02)	235	236	2
Union Dues Percent	9(04)	237	240	4
Check Bank Type Account	X(01)	241	241	1
Taxpayer Identification Number 11	X(11)	242	252	11
Filler	X(48)	253	300	48

TMGT Table 016, Geographical Location Codes, Record Layout

Field Description	Picture (PIC)	Begin	End	Length
Table Key	X(30)	1	30	30
Table Code	9(03)	1	3	3
State Country Code	X(02)	4	5	2
City Code	X(04)	6	9	4
County Code	9(3)	10	12	3
Filler (spaces)	X(17)	13	29	17
Record Type	X(01)	30	30	1
Record Status	(01)	31	31	1
Table Entry Effective Date	9(05)	32	36	5
Table Entry Last Effective Date	9(05)	37	41	5
Table Entry Date Changed	9(05)	42	46	5
Table Entry Time Changed (HHMM)	9(04)	47	50	4
State Name	X(20)	51	70	20
City Name	X(20)	71	90	20
County Name	X(20)	91	110	20
State Abbreviation	X(02)	111	112	2
Sea Region	X(01)	113	113	1
Geographical Adjustment Rate	V9(05)	114	118	5
PMSA Code	X(04)	119	122	4
CMSA Code	X(02)	123	124	2
IGA Table Code	X(04)	125	128	4
LEO Geographical Adjustment Rate	V9(05)	129	133	5
Filler	X(06)	134	139	6
LEO Locality Code	X(04)	140	143	4
Locality Rate	V9(05)	144	148	5
Locality Table Code	X(04)	149	152	4
FDIC Locality Rate	V9(05)	153	157	5
FDIC Table Code	X(04)	158	161	4
OCC Locality Rate	V9(05)	162	166	5
OCC Table Code	X(04)	167	170	4
FCA Locality Rate	9(05)	171	175	5
FHFB Locality Rate	V9(05)	176	180	5

TMGT Table 016, Geographical Location Codes, Record Layout

Field Description	Picture (PIC)	Begin	End	Length
Agency Locality Rate	V9(05)	181	185	5
Agency Table Code	X(04)	186	189	4
Filler	X(111)	190	300	111

TMGT Table 018, Occupational Series Alpha Description, Record Layout

Field Description	Picture (PIC)	Begin	End	Length
Table Key	X(30)	1	30	30
Table Code	9(03)	1	3	3
Occupational Series Code	9(04)	4	7	4
Occupation Grade Range Indicator	X(01)	8	8	1
Filler (spaces)	X(21)	9	29	21
Record Type	X(01)	30	30	1
Record Status	X(01)	31	31	1
Table Entry Effective Date	X(05)	32	36	5
Table Entry Last Effective Date	X(05)	37	41	5
Table Entry Date Changed	X(05)	42	46	5
Table Entry Time Changed (HHMM)	X(04)	47	50	4
Occupational Special Pay Code	X(01)	51	51	1
Function Class Indicator	X(01)	52	52	1
Occupational Grade Span	X(04)	53	56	4
Occupational Grade Span Low	X(02)	53	54	2
Occupational Grade Span High	X(02)	55	56	2
Occupational Group Number	X(03)	57	59	3
Occupational Series Alpha	X(38)	60	97	38
Pay Plan Indicator	9(01)	98	98	1
Filler	X(202)	99	300	202

TMGT Table 019, Functional Classification Description, Record Layout

Field Description	Picture (PIC)	Begin	End	Length
Table Key	X(30)	1	30	30
Table Code	9(03)	1	3	3
Occupational Function Code	9(02)	4	5	2
Filler (spaces)	X(25)	6	29	25
Record Type	X(01)	30	30	1
Record Status	X(01)	31	31	1
Table Entry Effective Date	X(05)	32	36	5
Table Entry Last Effective Date	X(05)	37	41	5
Table Entry Date Changed	X(05)	42	46	5
Table Entry Time Changed (HHMM)	X(04)	47	50	4
Functional Classification Alpha	X(35)	51	85	35
Filler	X(215)	86	300	215

TMGT Table 025, AD-350 Block Number And Description, Record Layout

Field Description	Picture (PIC)	Begin	End	Length
Table Key	X(30)	1	30	30
Table Code	9(03)	1	3	3
AD-350 Block Number	X(03)	4	6	3
AD-350 Access Code 1	X(06)	7	12	6
Filler (spaces)	X(17)	13	29	17
Record Type	X(01)	30	30	1
Record Status	X(01)	31	31	1
Table Entry Effective Date	9(05)	32	36	5
Table Entry Last Effective Date	9(05)	37	41	5
Table Entry Date Changed	9(05)	42	46	5
Table Entry Time Changed (HHMM)	9(04)	47	50	4
AD-350 Block Alpha	X(65)	51	115	65
Filler	X(185)	116	300	185

TMGT Table 029, Pay Tables Rates, Record Layout

Field Description	Picture (PIC)	Begin	End	Length
Table Key	X(30)	1	30	30
Table Code	9(03)	1	3	3
Occupation Special Pay Area	X(04)	4	7	4
Pay Plan	X(02)	8	9	2
Grade	9(02)	10	11	2
Filler (spaces)	X(18)	12	29	18
Record Type	X(01)	30	30	1
Record Status (Zero)	X(01)	31	31	1
Table Entry Effective Date	9(05)	32	36	5
Table Entry Last Effective Date	9(05)	37	41	5
Table Entry Date Changed	9(05)	42	46	5
Table Entry Time Changed (HHMM)	9(04)	47	50	4
Pay Rates (occurs 20 times)	9(240)	51	290	240
Annual Pay	9(08)	51	58	8
Dollars	9(06)	51	56	6
Decimal	V			
Cents	9(02)	57	58	2
Hourly Pay	9(08)	59	66	8
Dollars	9(06)	59	64	6
Decimal	V			
Cents	9(02)	65	66	2
Filler	X(10)	291	300	10

TMGT Table 036, School Identification, Record Layout

Field Description	Picture (PIC)	Begin	End	Length
Table Key	X(08)	1	8	8
Table Code	9(03)	1	3	3
School Code	X(05)	4	8	5
Filler (spaces)	X(21)	9	29	21
Record Type	X(01)	30	30	1
Record Status	X(01)	31	31	1
Table Entry Effective Date	X(05)	32	36	5
Table Entry Last Effective Date	X(05)	37	41	5
Table Entry Date Changed	X(05)	42	46	5
Table Entry Time Changed (HHMM)	X(04)	47	50	4
School Name	X(32)	51	82	32
School State	X(02)	83	84	2
Filler	X(216)	85	300	216
Table Key	X(08)	1	8	8
Table Code	9(03)	1	3	3
School Code	X(05)	4	8	5
Filler (spaces)	X(21)	9	29	21
Record Type	X(01)	30	30	1
Record Status	X(01)	31	31	1
Table Entry Effective Date	X(05)	32	36	5
Table Entry Last Effective Date	X(05)	37	41	5
Table Entry Date Changed	X(05)	42	46	5
Table Entry Time Changed (HHMM)	X(04)	47	50	4
School Name	X(32)	51	82	32
School State	X(02)	83	84	2
Filler	X(216)	85	300	216

TMGT Table 052, Remarks Codes And Descriptions, Record Layout

Field Description	Picture (PIC)	Begin	End	Length
Table Key	X(31)	1	31	31
Table Code	X(03)	1	3	3
Remarks Number	X(03)	4	6	3
Remarks Suffix	X(01)	7	7	1
Filler (spaces)	X(23)	8	30	23
Record Type	X(01)	31	31	1
Record Status	X(01)	32	32	1
Table Entry Effective Date	X(05)	33	37	5
Table Entry Last Effective Date	X(05)	38	42	5
Table Entry Date Changed	X(05)	43	47	5
Table Entry Time Changed (HHMM)	X(04)	48	51	4
Additional Data Indicator	X(01)	52	52	1
Remarks Alpha 1	X(75)	53	127	75
Remarks Alpha 2	X(75)	128	202	75

TMGT Table 052, Remarks Codes And Descriptions, Record Layout

Field Description	Picture (PIC)	Begin	End	Length
Remarks Alpha 3	X(75)	203	277	75
Remarks Alpha Count	X(01)	278	278	1
Filler	X(23)	279	300	23

TMGT Table 055, Minimum/Maximum Salaries, Record Layout

Field Description	Picture (PIC)	Begin	End	Length
Table Key	X(30)	1	30	30
Table Code	9(03)	1	3	3
Filler (spaces)	X(26)	4	29	26
Record Type	X(01)	30	30	1
Record Status	X(01)	31	31	1
Table Entry Effective Date	X(05)	32	36	5
Table Entry Last Effective Date	X(05)	37	41	5
Table Entry Date Changed	X(05)	42	46	5
Table Entry Time Changed (HHMM)	X(04)	47	50	4
Maximum Annual Pay	9(08)	51	58	8
Dollars	9(06)	51	56	6
Decimal	V			
Cents	9(02)	57	58	2
FEGLI Maximum Coverage	9(03)	59	61	3
FEGLI Minimum Coverage	9(02)	62	63	2
FmHA County Committee Salary	9(08)	64	71	8
Dollars	9(06)	64	69	6
Decimal	V			
Cents	9(02)	70	71	2
FmHA Travel Allowance 1st	9(04)	72	75	4
Dollars	9(02)	72	73	2
Decimal	V			
Cents	9(02)	74	75	2
FmHA Travel Allowance 2nd	9(04)	76	79	4
Dollars	9(02)	76	77	2
Decimal	V			
Cents	9(02)	78	79	2
FmHA Travel Allowance 3rd	9(04)	80	83	4
Dollars	9(02)	80	81	2
Decimal	V			
Cents	9(02)	82	83	2
Older American Salary High	9(08)	84	91	8
Dollars	9(06)	84	89	6
Decimal	V			
Cents	9(02)	90	91	2

TMGT Table 055, Minimum/Maximum Salaries, Record Layout

Field Description	Picture (PIC)	Begin	End	Length
Older American Salary Low	9(07)	92	98	7
Dollars	9(05)	92	96	5
Decimal	V			
Cents	9(02)	97	98	2
ASCS State Committeemen 1st	9(07)	99	105	7
Dollars	9(05)	99	103	5
Decimal	V			
Cents	9(02)	104	105	2
ASCS State Committeemen 2nd	9(07)	106	112	7
Dollars	9(05)	106	110	5
Decimal	V			
Cents	9(02)	111	112	2
ASCS State Committeemen 3rd	9(07)	113	119	7
Dollars	9(05)	113	117	5
Decimal	V			
Cents	9(02)	118	119	2
Salary Range Per Annum High	9(08)	120	127	8
Dollars	9(06)	120	125	6
Decimal	V			
Cents	9(02)	126	127	2
Salary Range Per Annum Low	9(07)	128	134	7
Dollars	9(05)	128	132	5
Decimal	V			
Cents	9(02)	133	134	2
Salary Range Per Hour High	9(07)	135	141	7
Dollars	9(05)	135	139	5
Decimal	V			
Cents	9(02)	140	141	2
Salary Range Per Hour Low	9(07)	142	148	7
Dollars	9(05)	142	146	5
Decimal	V			
Cents	9(02)	147	148	2
Salary Range Per Day High	9(07)	149	155	7
Dollars	9(05)	149	153	5
Decimal	V			
Cents	9(02)	154	155	2
Salary Range Per Day Low	9(07)	156	162	7
Dollars	9(05)	156	160	5
Decimal	V			
Cents	9(02)	161	162	2
YCC Enrollee Minimum	9(07)	163	169	7
Dollars	9(05)	163	167	5
Decimal	V			
Cents	9(02)	168	169	2

TMGT Table 055, Minimum/Maximum Salaries, Record Layout

Field Description	Picture (PIC)	Begin	End	Length
YCC Enrollee Maximum	9(07)	170	176	7
Dollars	9(05)	170	174	5
Decimal	V			
Cents	9(02)	175	176	2
SSNO Secretary	9(09)	177	185	9
Grade 13 Merit Pay Maximum	9(08)	186	193	8
Dollars	9(06)	186	191	6
Decimal	V			
Cents	9(02)	192	193	2
Grade 14 Merit Pay Maximum	9(08)	194	201	8
Dollars	9(06)	194	199	6
Decimal	V			
Cents	9(02)	200	201	2
Grade 15 Merit Pay Maximum	9(08)	202	209	8
Dollars	9(06)	202	207	6
Decimal	V			
Cents	9(02)	208	209	2
Maximum Trustee Salary	9(08)	210	217	8
Dollars	9(06)	210	215	6
Decimal	V			
Cents	9(02)	216	217	2
Maximum Assistant Trustee Salary	9(08)	218	225	8
Dollars	9(06)	218	223	6
Decimal	V			
Cents	9(02)	224	225	2
U. S. Attorney Maximum Adjusted Salary	9(08)	226	233	8
Dollars	9(06)	226	231	6
Decimal	V			
Cents	9(02)	232	233	2
Horse Allowance	9(07)	234	240	7
Dollars	9(05)	234	238	5
Decimal	V			
Cents	9(02)	239	240	2
Professional Liability Insurance Maximum	9(07)	241	247	7
Dollars	9(05)	241	245	5
Decimal	V			
Cents	9(02)	246	247	2
Park Fringe Maximum	9(07)	248	254	7
Dollars	9(05)	248	252	5
Decimal	V			
Cents	9(02)	253	254	2
Park Fringe Minimum	9(07)	255	261	7
Dollars	9(05)	255	259	5
Decimal	V			
Cents	9(02)	260	261	2

TMGT Table 055, Minimum/Maximum Salaries, Record Layout

Field Description	Picture (PIC)	Begin	End	Length
Transit Biweekly Maximum	9(07)	262	268	7
Dollars	9(05)	262	266	5
Decimal	V			
Cents	9(02)	267	268	2
Park Biweekly Maximum	9(07)	269	275	7
Dollars	9(05)	269	273	5
Decimal	V			
Cents	9(02)	274	275	2
Filler	X(25)	276	300	25

TMGT Table 061, Nature Of Action Conversion, Record Layout

Field Description	Picture (PIC)	Begin	End	Length
Table Key	X(30)	1	30	30
Table Code	9(03)	1	3	3
Nature of Action (NOA)1st 3 Positions	9(03)	4	6	3
OPM Authority 1st	X(03)	7	9	3
OPM Authority 2nd	X(03)	10	12	3
Additional Key	X(17)	13	29	17
Record Type	X(01)	30	30	1
Record Status	X(01)	31	31	1
Table Entry Effective Date	X(05)	32	36	5
Table Entry Last Effective Date	X(05)	37	41	5
Table Entry Date Changed	X(05)	42	46	5
Table Entry Time Changed (HHMM)	X(04)	47	50	4
NOA 1st 5 Positions	9(05)	51	55	5
Agency Authority Indicator	X(01)	56	56	1
Number CSC Authorizations	9(01)	57	57	1
Nature of Action Alpha	X(35)	58	92	35
CSC Other Legal Authority	X(20)	93	112	20
CSC Other Legal Authority 2nd	X(20)	113	132	20
Filler	X(168)	133	300	168

TMGT Table 062, 3-Digit Nature Of Action, Record Layout

Field Description	Picture (PIC)	Begin	End	Length
Table Key	X(30)	1	30	30
Table Code	9(03)	1	3	3
Nature of Action (NOA)1st 3 Positions	9(03)	4	6	3
Filler	X(23)	7	29	23
Record Type	X(01)	30	30	1
Record Status	X(01)	31	31	1
Table Entry Effective Date	X(05)	32	36	5
Table Entry Last Effective Date	X(05)	37	41	5

TMGT Table 062, 3-Digit Nature Of Action, Record Layout

Field Description	Picture (PIC)	Begin	End	Length
Table Entry Date Changed	X(05)	42	46	5
Table Entry Time Changed (HHMM)	X(04)	47	50	4
NOA Alpha	X(35)	51	85	35
SF-50 Indicator	X(01)	86	86	1
Filler	X(214)	87	300	214

TMGT Table 074, Official Position Title, Record Layout

Field Description	Picture (PIC)	Begin	End	Length
Table Key	X(30)	1	30	30
Table Code	9(03)	1	3	3
Occupational Series Code	9(04)	4	7	4
Official Title Code	X(04)	8	11	4
Filler (spaces)	X(18)	12	29	18
Record Type	X(01)	30	30	1
Record Status	X(01)	31	31	1
Table Entry Effective Date	X(05)	32	36	5
Table Entry Last Effective Date	X(05)	37	41	5
Table Entry Date Changed	X(05)	42	46	5
Table Entry Time Changed (HHMM)	X(04)	47	50	4
Position Official Title	X(38)	51	88	38
Filler	X(212)	89	300	212

TMGT Table 076, Working Position Title, Record Layout

Field Description	Picture (PIC)	Begin	End	Length
Table Key	X(30)	1	30	30
Table Code	9(03)	1	3	3
Working Title Code	9(04)	4	7	4
Filler (spaces)	X(22)	8	29	22
Record Type	X(01)	30	30	1
Record Status	X(01)	31	31	1
Table Entry Effective Date	X(05)	32	36	5
Table Entry Last Effective Date	X(05)	37	41	5
Table Entry Date Changed	X(05)	42	46	5
Table Entry Time Changed (HHMM)	X(04)	47	50	4
Position Working Title	X(38)	51	88	38
Filler	X(212)	89	300	212

TMGT Table 087, Travel Per Diem Rates, Record Layout

Field Description	Picture (PIC)	Begin	End	Length
Table Key	X(30)	1	30	30
Table Code	9(03)	1	3	3
City - Town	X(20)	4	23	20
State Abbreviation	X(02)	24	25	2
Agency Code	X(02)	26	27	2
Filler (spaces)	X(02)	28	29	2
Record Type	X(01)	30	30	1
Record Status	X(01)	31	31	1
Table Entry Effective Date	X(05)	32	36	5
Table Entry Last Effective Date	X(05)	37	41	5
Table Entry Date Changed	X(05)	42	46	5
Table Entry Time Changed (HHMM)	X(04)	47	50	4
Lodging Expenses	9(07)	51	57	7
Dollars	9(05)	51	55	5
Decimal	V			
Cents	9(02)	56	57	2
Meals/Miscellaneous Expenses	9(07)	58	64	7
Dollars	9(05)	58	62	5
Decimal	V			
Cents	9(02)	63	64	2
Daily Rate	9(07)	65	71	7
Dollars	9(05)	65	69	5
Decimal	V			
Cents	9(02)	70	71	2
Date From	9(04)	72	75	4
Month	9(02)	72	73	2
Year	9(02)	74	75	2
Date Through	9(04)	76	79	4
Month	9(02)	76	77	2
Year	9(02)	78	79	2
Seasonal Lodging	9(07)	80	86	7
Dollars	9(05)	80	84	5
Decimal	V			
Cents	9(02)	85	86	2
Seasonal Miscellaneous & Incidentals Expenses (MIE)	9(07)	87	93	7
Dollars	9(05)	87	91	5
Decimal	V			
Cents	9(02)	92	93	2
Seasonal Rate	9(07)	94	100	7
Dollars	9(05)	94	98	5
Decimal	V			
Cents	9(02)	99	100	2

TMGT Table 087, Travel Per Diem Rates, Record Layout

Field Description	Picture (PIC)	Begin	End	Length
Seasonal Date From	9(04)	101	104	4
Month	9(02)	101	102	2
Year	9(02)	103	104	2
Seasonal Date Through	9(04)	105	108	4
Month	9(02)	105	106	2
Year	9(02)	107	108	2
Lodging Expenses 2	9(07)	109	115	7
Dollars	9(05)	109	113	5
Decimal	V			
Cents	9(02)	114	115	2
Rate Maximum MIE	9(07)	116	122	7
Dollars	9(05)	116	120	5
Decimal	V			
Cents	9(02)	121	122	2
Seasonal Rate 2	9(07)	123	129	7
Dollars	9(05)	123	127	5
Decimal	V			
Cents	9(02)	128	129	2
Date Travel Advance Batch	9(04)	130	133	4
Month	9(02)	130	131	2
Year	9(02)	132	133	2
Date Travel Voucher Batch	9(04)	134	137	4
Month	9(02)	134	135	2
Year	9(02)	136	137	2
Lodging Expenses 3	9(07)	138	144	7
Dollars	9(05)	138	142	5
Decimal	V			
Cents	9(02)	143	144	2
Seasonal MIE 3	9(07)	145	151	7
Dollars	9(05)	145	149	5
Decimal	V			
Cents	9(02)	150	151	2
Seasonal Rate 3	9(07)	152	158	7
Dollars	9(05)	152	156	5
Decimal	V			
Cents	9(02)	157	158	2
Seasonal Date From 3	9(04)	159	162	4
Month	9(02)	159	160	2
Year	9(02)	161	162	2
Seasonal Date Through 3	9(04)	163	166	4
Month	9(02)	163	164	2
Year	9(02)	165	166	2
Filler	X(134)	167	300	134

TMGT Table 091, OPM NOA Legal Authority, Record Layout

Field Description	Picture (PIC)	Begin	End	Length
Table Key	X(30)	1	30	30
Table Code	X(03)	1	3	3
OPM NOA Legal Authority	X(03)	4	6	3
Filler (spaces)	X(23)	7	29	23
Record Type	X(01)	30	30	1
Record Status	X(01)	31	31	1
Table Entry Effective Date	X(05)	32	36	5
Table Entry Last Effective Date	X(05)	37	41	5
Table Entry Date Changed	X(05)	42	46	5
Table Entry Time Changed (HHMM)	X(04)	47	50	4
CSC Other Legal Authority	X(20)	51	70	20
Authority Action Code	X(01)	71	71	1
Position Status CSC	X(01)	72	72	1
Filler	X(228)	73	300	228

TMGT Table 100, PACT Data Element Description, Record Layout

Field Description	Picture (PIC)	Begin	End	Length
Table Key	X(30)	1	30	30
Table Code	X(03)	1	3	3
Element Number	9(03)	4	6	4
Filler (spaces)	X(24)	7	30	24
Record Status	X(01)	31	31	1
Table Entry Effective Date	X(05)	32	36	5
Table Entry Last Effective Date	X(05)	37	41	5
Table Entry Date Changed	X(05)	42	46	5
Table Entry Time Changed (HHMM)	X(04)	47	50	4
Element Long Name	X(80)	51	130	80
Element Short Name	X(40)	131	170	40
Element Attribute	X(01)	171	171	1
Element Length	9(03)	172	174	3
Element Decimal	9(01)	175	175	1
Filler	X(125)	176	300	125

TMGT Table 101, PACT Screen Elements, Record Layout

Field Description	Picture (PIC)	Begin	End	Length
Table Key	X(30)	1	30	30
Table Code	X(03)	1	3	3
NOA Code	X(03)	4	6	3
Filler (spaces)	X(24)	7	30	24
Record Status	X(01)	31	31	1
Table Entry Effective Date	X(05)	32	36	5

TMGT Table 101, PACT Screen Elements, Record Layout

Field Description	Picture (PIC)	Begin	End	Length
Table Entry Last Effective Date	X(05)	37	41	5
Table Entry Date Changed	X(05)	42	46	5
Table Entry Time Changed (HHMM)	X(04)	47	50	4
Element Flag (<i>Occurs 210 Times</i>)	X(01)	51	51	1
Remarks Code (<i>occurs 10 times</i>)	X(03)	52	54	3
Filler	X(161)	140	300	161

TMGT Table 102, Payroll/Personnel Download, Record Layout

Field Description	Picture (PIC)	Begin	End	Length
Table Key	X(30)	1	30	30
Table Code	X(03)	1	3	3
Agency Code	X(02)	4	5	2
POI	9(04)	6	9	4
Identifier Code	X(06)	10	15	6
Profile Number	X(06)	16	21	6
Filler (spaces)	X(08)	22	29	8
Record Indicator	9(01)	30	30	1
Record Status	X(01)	31	31	1
Table Entry Effective Date	X(05)	32	36	5
Table Entry Last Effective Date	X(05)	37	41	5
Table Entry Date Changed	X(05)	42	46	5
Table Entry Time Changed (HHMM)	X(04)	47	50	4
Record Number 01	X(54)	51	104	54
Department Code	X(02)	51	52	2
Organizational Structure Codes (<i>occurs 5 times</i>)	X(18)	53	142	18
Organizational Structure Code Agency	X(02)	53	54	2
Organizational Structure Code 2nd Level	X(02)	55	56	2
Organizational Structure Code 3rd Level	X(02)	57	58	2
Organizational Structure Code 4th Level	X(04)	59	62	4
Organizational Structure Code 5th Level	X(02)	63	64	2
Organizational Structure Code 6th Level	X(02)	65	66	2
Organizational Structure Code 7th Level	X(02)	67	68	2
Organizational Structure Code 8th Level	X(02)	69	70	2
POI (<i>occurs 5 times</i>)	X(04)	143	146	4
Include Flag	X(01)	147	147	1
Frequency	X(01)	148	148	1
Remote Identification	X(16)	149	164	16
Job Control Language (JCL) Output Name	X(15)	165	179	15
Expiration Date	9(06)	180	185	6
Month	9(02)	180	181	2
Date	9(02)	182	183	2
Year	9(02)	184	185	2
Record Size	9(04)	186	189	4

TMGT Table 102, Payroll/Personnel Download, Record Layout

Field Description	Picture (PIC)	Begin	End	Length
Transmission Date	9(06)	190	195	6
Month	9(02)	190	191	2
Date	9(02)	192	193	2
Year	9(02)	194	195	2
Transmission Time	9(06)	196	201	6
Transmission Pay Period	9(02)	202	203	2
Data Fields (<i>occurs 131 times</i>)	X(01)	204	204	1
Record Number 2	X(381)	205	504	381
Data (<i>occurs 299 times</i>)	X(01)	205	504	1

TMGT Table 103, TMGT Download, Record Layout

Field Description	Picture (PIC)	Begin	End	Length
Table Key	X(30)	1	30	30
Table Code	X(03)	1	3	3
Agency Code	X(02)	4	5	2
POI	9(04)	6	9	4
Identifier Code	X(06)	10	15	6
Profile Number	X(06)	16	21	6
Filler (spaces)	((09)	22	30	9
Record Status	X(01)	31	31	1
Table Entry Effective Date	X(05)	32	36	5
Table Entry Last Effective Date	X(05)	37	41	5
Table Entry Date Changed	X(05)	42	46	5
Table Entry Time Changed (HHMM)	X(04)	47	50	4
Include Flag	X(01)	51	51	1
Frequency	X(01)	52	52	1
Remote Id	X(16)	53	68	16
JCL Output Name	X(15)	69	83	15
Expiration Date	9(06)	84	89	6
Month	9(02)	84	85	2
Date	9(02)	86	87	2
Year	9(02)	88	89	2
Record Size	9(04)	90	93	4
Transmission Date	9(06)	94	99	6
Month	9(02)	94	95	2
Date	9(02)	96	97	2
Year	9(02)	98	99	2
Transmission Time	9(06)	100	105	6
Data Fields (<i>occurs 25 times</i>)	X(04)	106	205	4
Table Number	9(03)	106	108	3
Table Indicator	X(01)	109	109	1

TMGT Table 103, TMGT Download, Record Layout

Field Description	Picture (PIC)	Begin	End	Length
TB002 Scope	X(04)	206	209	4
Agency	X(02)	206	207	2
Department	X(02)	208	209	2
TB005 Scope (<i>occurs 5 times</i>)	X(10)	210	259	10
Organizational Level 4	X(10)	210	219	10
TB010 Scope (<i>occurs 20 times</i>)	X(02)	260	299	2
Local	X(02)	260	261	2
TB016 Scope (<i>occurs 10 times</i>)	X(02)	300	319	2
State	X(02)	300	301	2
TB029 Scope (<i>occurs 2 times</i>)	X(04)	320	327	4
Table	X(04)	320	323	4
TB001 Scope	X(04)	328	331	4
Agency	X(02)	328	329	2
Department	X(02)	330	331	2
Date Covered From	9(06)	332	337	6
Year	9(02)	332	333	2
Month	9(02)	334	335	2
Date	9(02)	336	337	2
Date Covered To	9(06)	338	343	6
Year	9(02)	338	339	2
Month	9(02)	340	341	2
Date	9(02)	342	343	2
Pay Plan	X(02)	344	345	2

PEPL Applied Daily Download File

The daily download file for personnel actions and payroll documents that releases to PEPL after each PINE process is shown below. It contains all applied documents (FESI, PACT, EPIC, system-generated, etc.) from the previous day's business. The [personnel action record layout](#) is listed first, followed by the [payroll documents record layout](#).

Personnel Action Daily Download

Field Description	Picture (PIC)	Begin	End	Length
Control Data				
SSNO	X(100)	1	100	100
Filler	9(09)	1	9	9
Filler	X(01)	10	10	1
Filler	X(01)	10	10	1
Agency Code	X(02)	11	12	2
Date Personnel Action Effective	9(06)	13	18	6
Date Personnel Action Effective Year	9(02)	13	14	2
Date Personnel Action Effective Month	9(02)	15	16	2
Date Personnel Action Effective Day	9(02)	17	18	2
Document Type	X(03)	19	21	3
Pay Period Number	9(02)	22	23	2
Pass Or Sequence Number	9(02)	24	25	2
User ID	X(07)	26	32	7
Department Code	9(02)	33	34	2
Document ID	X(06)	35	40	6
Suffix Code	9(01)	41	41	1
Suspense History	X(01)	42	43	2
Date Document Entered	9(06)	44	49	6
Date Document Entered Year	9(02)	44	45	2
Date Document Entered Month	9(02)	46	47	2
Date Document Entered Day	9(02)	48	49	2
Remote Printing Flag	X(01)	50	50	1
Kiosk Number	9(04)	51	54	4
EPIC Identifier Number	X(15)	55	69	15
Filler	X(31)	70	100	31
PEPL Receiving Data 060	X(1799)	101	1899	1799
PEPL 060 Data	X(51)	101	151	51
Action Code	9(01)	101	101	1
Date Personnel Action Valid	X(08)	102	109	8
Date Personnel Action Valid Century	9(02)	102	103	2
Date Personnel Action Valid Year	9(02)	104	105	2
Date Personnel Action Valid Month	9(02)	106	107	2
Date Personnel Action Valid Day	9(02)	108	109	2
Nature Of Action (NOA) 1st 3 Positions	9(03)	110	112	3
NOA 2nd 3 Positions	9(03)	113	115	3
Transmittal Number	9(08)	116	123	8
Personnel Office Identifier (POI)	9(04)	116	119	4
Batch Number Personnel	9(04)	120	123	4

Personnel Action Daily Download

Field Description	Picture (PIC)	Begin	End	Length
Date Processing Pay Period Begins	9(08)	124	131	8
Date Processing Pay Period Begins Century	9(02)	124	125	2
Date Processing Pay Period Begins Year	9(02)	126	127	2
Date Processing Pay Period Begins Month	9(02)	128	129	2
Date Processing Pay Period Begins Day	9(02)	130	131	2
Filler	X(02)	132	133	2
Entry Operator Code	X(03)	135	136	3
Correction Operator Code	X(04)	137	139	4
Database Identifier	X(04)	140	143	4
Filler	X(08)	144	151	8
Record Number 1 060 Data	X(45)	152	196	45
Record Number 01	9(02)	152	153	2
Life Insurance (LI) Coverage Code	X(02)	154	155	2
Name Employee Last	X(17)	156	172	17
Name Employee First	X(12)	173	184	12
Name Employee Middle	X(12)	185	196	12
Record Number 2 060 Data	X(48)	197	244	48
Record Number 02	9(02)	197	198	2
Gender Code	X(01)	199	199	1
Date Of Birth	9(08)	200	207	8
Date Of Birth Century	9(02)	200	201	2
Date Of Birth Year	9(02)	202	203	2
Date Of Birth Month	9(02)	204	205	2
Date Of Birth Day	9(02)	206	207	2
Education Level	9(02)	208	209	2
Veterans Preference Code	9(01)	210	210	1
Previous Agency Code	X(02)	211	212	2
Date Last Pay Status Retirement	9(08)	213	220	8
Date Last Pay Status Retirement Century	9(02)	213	214	2
Date Last Pay Status Retirement Year	9(02)	215	216	2
Date Last Pay Status Retirement Month	9(02)	217	218	2
Date Last Pay Status Retirement Day	9(02)	219	220	2
Date Sick Leave Expires Retirement	9(08)	221	228	8
Date Sick Leave Expires Retirement Century	9(02)	221	222	2
Date Sick Leave Expires Retirement Year	9(02)	223	224	2
Date Sick Leave Expires Retirement Month	9(02)	225	226	2
Date Sick Leave Expires Retirement Day	9(02)	227	228	2
Tenure Group	9(01)	229	229	1
Date Service Computation Date (SCD)	9(08)	230	237	8
Date SCD Century	9(02)	230	231	2
Date SCD Year	9(02)	232	233	2
Date SCD Month	9(02)	234	235	2
Date SCD Day	9(02)	236	237	2

Personnel Action Daily Download

Field Description	Picture (PIC)	Begin	End	Length
Physical Handicap Code	9(02)	238	239	2
FEGLI Coverage Code	X(01)	240	240	1
Life Insurance Coverage Amount	9(04)	241	244	4
Record Number 3 060 Data	X(44)	245	288	44
Record Number 03	9(02)	245	246	2
FEHB Coverage Code	9(01)	247	247	1
Retirement Coverage Code	X(01)	248	248	1
NOA Previous 3 Positions	9(03)	249	251	3
NOA 1st 3 Positions	9(03)	252	254	3
NOA 2nd 3 Positions	9(03)	255	257	3
NOA Previous 5 Positions	9(05)	258	262	5
Date Correction NOA	9(08)	263	270	8
Date Correction NOA Century	9(02)	263	264	2
Date Correction NOA Year	9(02)	265	266	2
Date Correction NOA Month	9(02)	267	268	2
Date Correction NOA Day	9(02)	269	270	2
NOA 1st 5 Positions	9(05)	271	275	5
NOA 2nd 5 Positions	9(05)	276	280	5
Date SCD SES	9(08)	281	288	8
Date SCD SES Century	9(02)	281	282	2
Date SCD SES Year	9(02)	283	284	2
Date SCD SES Month	9(02)	285	286	2
Date SCD SES Day	9(02)	287	288	2
Record Number 4 060 Data	X(46)	289	334	46
Record Number 04	9(02)	289	290	2
Date Not To Exceed (NTE) SF 50	9(08)	291	298	8
Date NTE SF 50 Century	9(02)	291	292	2
Date NTE SF 50 Year	9(02)	293	294	2
Date NTE SF 50 Month	9(02)	295	296	2
Date NTE SF 50 Day	9(02)	297	298	2
Date Personnel Action Effective	9(08)	299	306	8
Date Personnel Action Effective Century	9(02)	299	300	2
Date Personnel Action Effective Year	9(02)	301	302	2
Date Personnel Action Effective Month	9(02)	303	304	2
Date Personnel Action Effective Day	9(02)	305	306	2
From To Code	9(01)	307	307	1
Organizational Structure Code Agency	X(02)	308	309	2
Pay Raise Stale Action Salary	9(08)	310	317	8
Dollars	9(06)	310	315	6
Decimal	V			
Cents	9(02)	316	317	2

Personnel Action Daily Download

Field Description	Picture (PIC)	Begin	End	Length
Pay Raise Verify Salary	9(08)	318	325	8
Dollars	9(06)	318	323	6
Decimal	V			
Cents	9(02)	324	325	2
Separation Forest Service T&A	X(01)	326	326	1
Position Management System (PMSO) Department	X(02)	327	328	2
PMSO Agency	X(02)	329	330	2
PMSO POI	X(04)	331	334	4
Record Number 5 060 Data	X(45)	335	379	45
Record Number 05	9(02)	335	336	2
CSC Other Legal Authority	X(20)	337	356	20
CSC Other Legal Authority 2nd	X(20)	357	376	20
Type Of Employment	9(01)	377	377	1
Gain Lose Department Non-USDA	X(02)	378	379	2
Record Number 6 060 Data	X(47)	380	426	47
Record Number 06	9(02)	380	381	2
Appointment Limitation Code	9(01)	382	382	1
Appointment Limitation Dollar Total	X(07)	383	389	7
Dollars	9(05)	383	387	5
Decimal	V			
Cents	9(02)	388	389	2
Appointment Limitation Hour Total	X(06)	390	395	6
Hours	9(04)	390	393	4
Decimal	V			
Fraction	9(02)	394	395	2
Appointment Limitation Day Total	9(03)	396	398	3
Appointment Limitation Dollar Balance	X(07)	399	405	7
Dollars	9(05)	399	403	5
Decimal	V			
Cents	9(02)	404	405	2
Appointment Limitation Hour Balance	X(06)	406	411	6
Hours	9(04)	406	409	4
Decimal	V			
Fraction	9(02)	410	411	2
Appointment Limitation Day Balance	9(03)	412	414	3
Date Service Year Starts	9(08)	415	422	8
Date Service Year Starts Century	9(02)	415	416	2
Date Service Year Starts Year	9(02)	417	418	2
Date Service Year Starts Month	9(02)	419	420	2
Date Service Year Starts Day	9(02)	421	422	2
Bargaining Unit Status (BUS)	9(04)	423	426	4
Record Number 7 060 Data	X(46)	427	472	46

Personnel Action Daily Download

Field Description	Picture (PIC)	Begin	End	Length
Record Number 07	9(02)	427	428	2
Position Official Title	X(38)	429	466	38
Official Title Prefix	X(01)	467	467	1
Official Title Code	X(04)	468	471	4
Official Title Suffix	X(01)	472	472	1
Record Number 8 060 Data	X(48)	473	520	48
Record Number 08	9(02)	473	474	2
Position Number	X(08)	475	482	8
Work Schedule	X(01)	483	483	1
Position Supervisory Code	X(01)	484	484	1
Master Record Number	X(06)	485	490	6
Position Classification Code	X(01)	491	491	1
Race And National Origin (RNO) Code	X(01)	492	492	1
CSC Authority Code 1st NOA	X(03)	493	495	3
CSC Authority 2nd Code 1st NOA	X(03)	496	498	3
CSC Authority Code 2nd NOA	X(03)	499	501	3
CSC Authority 2nd Code 2nd NOA	X(03)	502	504	3
CSC Authority Code Previous NOA	X(03)	505	507	3
CSC Authority 2nd Code Previous NOA	X(03)	508	510	3
Supervisory Managerial Probationary Period Required	9(01)	511	511	1
SES Recertification	9(01)	512	512	1
Date SES Recertification	9(08)	513	520	8
Date SES Recertification Century	9(02)	513	514	2
Date SES Recertification Year	9(02)	515	516	2
Date SES Recertification Month	9(02)	517	518	2
Date SES Recertification Day	9(02)	519	520	2
Record Number 9 060 Data	X(48)	521	568	48
Record Number 09	9(02)	521	522	2
Position Working Title	X(38)	523	560	38
Date Nonpay Not-to-Exceed (NTE)	9(08)	561	568	8
Date Nonpay NTE Century	9(02)	561	562	2
Date Nonpay NTE Year	9(02)	563	564	2
Date Nonpay NTE Month	9(02)	565	566	2
Date Nonpay NTE Day	9(02)	567	568	2
Record Number 10 060 Data	X(38)	569	606	38
Record Number 10	9(02)	569	570	2

Personnel Action Daily Download

Field Description	Picture (PIC)	Begin	End	Length
Organizational Structure Code	X(18)	571	588	18
Organizational Structure Code Agency	X(02)	571	572	2
Organizational Structure Code 2nd Level	9(02)	573	574	2
Organizational Structure Code 3rd Level	9(02)	575	576	2
Organizational Structure Code 4th Level	9(04)	577	580	4
Organizational Structure Code 5th Level	9(02)	581	582	2
Organizational Structure Code 6th Level	9(02)	583	584	2
Organizational Structure Code 7th Level	9(02)	585	586	2
Organizational Structure Code 8th Level	9(02)	587	588	2
Retention Percent	X(02)	589	590	2
Decimal	V			
Percent	9(02)	589	590	2
Retention Allowance	X(07)	591	597	7
Dollars	9(05)	591	595	5
Decimal	V			
Cents	9(02)	596	597	2
Foreign Language Percent	X(02)	598	599	2
Decimal	V			
Percent	9(02)	598	599	2
Foreign Language Allowance	X(07)	600	606	7
Dollars	9(05)	600	604	5
Decimal	V			
Cents	9(02)	605	606	2
Record Number 11 060 Data	X(47)	607	653	47
Record Number 11	9(02)	607	608	2
Pay Plan	X(02)	609	610	2
Occupational Series Code	9(04)	611	614	4
Occupational Function Code	9(02)	615	616	2
Grade	9(02)	617	618	2
Step	9(02)	619	620	2
Base Contract Salary	X(08)	621	628	8
Dollars	9(06)	621	626	6
Decimal	V			
Cents	9(02)	627	628	2
Salary Rate Code	X(02)	629	630	2
Pay Rate Determinant Code	X(01)	631	631	1
Date Retained Rate Expired	9(08)	632	639	8
Date Retained Rate Expired Century	9(02)	632	633	2
Date Retained Rate Expired Year	9(02)	634	635	2
Date Retained Rate Expired Month	9(02)	636	637	2
Date Retained Rate Expired Day	9(02)	638	639	2
PATCO Code	X(01)	640	640	1
Pay Table Code	X(06)	641	646	6

Personnel Action Daily Download

Field Description	Picture (PIC)	Begin	End	Length
Current Cash Award	X(07)	647	653	7
Dollars	9(05)	647	651	5
Decimal	V			
Cents	9(02)	652	653	2
Record Number 12 060 Data	X(48)	654	701	48
Record Number 12	9(02)	654	655	2
Duty Station State Code	X(02)	656	657	2
Duty Station City Code	9(04)	658	661	4
Duty Station County Code	9(03)	662	664	3
Date SCD CSR	9(08)	665	672	8
Date SCD CSR Century	9(02)	665	666	2
Date SCD CSR Year	9(02)	667	668	2
Date SCD CSR Month	9(02)	669	670	2
Date SCD CSR Day	9(02)	671	672	2
Date SCD RIF	9(08)	673	680	8
Date SCD RIF Century	9(02)	673	674	2
Date SCD RIF Year	9(02)	675	676	2
Date SCD RIF Month	9(02)	677	678	2
Date SCD RIF Day	9(02)	679	680	2
Date SCD WGI	9(08)	681	688	8
Date SCD WGI Century	9(02)	681	682	2
Date SCD WGI Year	9(02)	683	684	2
Date SCD WGI Month	9(02)	685	686	2
Date SCD WGI Day	9(02)	687	688	2
Position Status CSC	9(01)	689	689	1
Annuitant Indicator	X(01)	690	690	1
Special Employment Programs Code	X(02)	691	692	2
Position Status Budget	X(01)	693	693	1
Date Appointment NTE	9(08)	694	701	8
Date Appointment NTE Century	9(02)	694	695	2
Date Appointment NTE Year	9(02)	696	697	2
Date Appointment NTE Month	9(02)	698	699	2
Date Appointment NTE Day	9(02)	700	701	2
Record Number 13 060 Data	X(48)	702	749	48
Record Number 13	9(02)	702	703	2
Remark Codes	X(30)	704	733	30
Date Probationary Period Start	9(08)	734	741	8
Date Probationary Period Start Century	9(02)	734	735	2
Date Probationary Period Start Year	9(02)	736	737	2
Date Probationary Period Start Month	9(02)	738	739	2
Date Probationary Period Start Day	9(02)	740	741	2

Personnel Action Daily Download

Field Description	Picture (PIC)	Begin	End	Length
Date Career Permanent Tenure Start	9(08)	742	749	8
Date Career Permanent Tenure Start Century	9(02)	742	743	2
Date Career Permanent Tenure Start Year	9(02)	744	745	2
Date Career Permanent Tenure Start Month	9(02)	746	747	2
Date Career Permanent Tenure Start Day	9(02)	748	749	2
Record Number 14 060 Data	X(48)	750	797	48
Record Number 14	9(02)	750	751	2
Annual Leave Category	9(01)	752	752	1
Annual Leave 45 Day Code	X(01)	753	753	1
Leave Earning Status During Pay Period	X(01)	754	754	1
Date Retention Rights End	9(08)	755	762	8
Date Retention Rights End Century	9(02)	755	756	2
Date Retention Rights End Year	9(02)	757	758	2
Date Retention Rights End Month	9(02)	759	760	2
Date Retention Rights End Day	9(02)	761	762	2
Date Entered Present Grade	9(08)	763	770	8
Date Entered Present Grade Century	9(02)	763	764	2
Date Entered Present Grade Year	9(02)	765	766	2
Date Entered Present Grade Month	9(02)	767	768	2
Date Entered Present Grade Day	9(02)	769	770	2
Frequency Paid Code	9(01)	771	771	1
TSP Eligibility Code	X(01)	772	772	1
Veterans Status	X(01)	773	773	1
Earnings Limitation Code	X(01)	774	774	1
Name Correction Code	X(01)	775	775	1
SSNO Old	9(09)	776	784	9
Tour Of Duty Hours	9(04)	785	788	4
Hours	9(02)	785	786	2
Decimal	V			
Fraction	9(02)	787	788	2
Position Sensitivity Code	X(02)	789	790	2
Promotion Plan Code	9(01)	791	791	1
Seasonal Status Quo Code	9(01)	792	792	1
Type Appointment Code	9(02)	793	794	2
Special Employee Code	9(02)	795	796	2
Citizenship Code	9(01)	797	797	1
Record Number 15 060 Data	X(47)	798	844	47
Record Number 15	9(02)	798	799	2
COLA Post Differential Code	9(01)	800	800	1
Wage Grade Shift Rate 2nd	9(04)	801	804	4
Dollars	9(02)	801	802	2
Decimal	V			
Cents	9(02)	803	804	2

Personnel Action Daily Download

Field Description	Picture (PIC)	Begin	End	Length
Wage Grade Shift Rate 3rd Dollars Decimal Cents	9(04) 9(02) V 9(02)	805 805 807 808	808 806 810 812	4 2 2 2
Wage Grade Shift Rate Varied Dollars Decimal Cents	9(04) 9(02) V 9(02)	809 809 811 812	812 810 812 812	4 2 2 2
Cooperative Employee Control Code	9(01)	813	813	1
Cooperative Annuitant Share Code	9(01)	814	814	1
Cooperative State Share Salary Dollars Decimal Cents	9(07) 9(05) V 9(02)	815 815 820 821	821 819 821 821	7 5 2
Civil Service Annuitant Share Dollars Decimal Cents	9(07) 9(05) V 9(02)	822 822 827 828	828 826 828 828	7 5 2
Cooperative Employee Overtime Rate Furnished Dollars Decimal Cents	9(04) 9(02) V 9(02)	829 829 831 832	832 830 832 832	4 2 2
Cooperative Employee Holiday Rate Furnished Dollars Decimal Cents	9(04) 9(02) V 9(02)	833 833 835 836	836 834 836 836	4 2 2
Date Supervisory Managerial Probationary Begins Date Supervisory Managerial Probationary Begins Century Date Supervisory Managerial Probationary Begins Year Date Supervisory Managerial Probationary Begins Month Date Supervisory Managerial Probationary Begins Day	9(08) 9(02) 9(02) 9(02) 9(02)	837 837 839 841 843	844 838 840 842 844	8 2 2 2 2
Record Number 16 060 Data	X(47)	845	891	47
Record Number 16	9(02)	845	846	2
Quarters Deduction Rate Dollars Decimal Cents	9(05) 9(03) V (02)	847 847 850 851	851 849 851 851	5 3 2
Quarters Deduction Code	9(01)	852	852	1
Environmental Differential Rate Dollars Decimal Cents	9(04) 9(02) V (02)	853 853 855 856	856 854 856 856	4 2 2

Personnel Action Daily Download

Field Description	Picture (PIC)	Begin	End	Length
FmHA Committee Travel Allowance	9(04)	853	856	4
Dollars	9(02)	853	854	2
Decimal	V			
Cents	9(02)	855	856	2
Fair Labor Standards Act (FLSA) Code	X(01)	857	857	1
Accounting Station Code	9(04)	858	861	4
Personnel Office Identifier (POI)	9(04)	862	865	4
Date Degree Certificate Received Year	9(02)	866	867	2
Instructional Program	9(06)	868	873	6
Date Personnel Action Valid	9(08)	874	881	8
Date Personnel Action Valid Century	9(02)	874	875	2
Date Personnel Action Valid Year	9(02)	876	877	2
Date Personnel Action Valid Month	9(02)	878	879	2
Date Personnel Action Valid Day	9(02)	880	881	2
Staffing Percent	X(02)	882	883	2
Decimal	V			
Percent	9(02)	882	883	2
Staffing Differential Rate	X(08)	884	891	8
Dollars	9(06)	884	889	6
Decimal	V			
Cents	9(02)	890	891	2
Record Number 17 060 Data	X(47)	892	938	47
Record Number 17	9(02)	892	893	2
Accounting Distribution	X(27)	894	920	27
Accounting Distribution Fiscal Year Code	X(01)	894	894	1
Accounting Distribution Appropriation Code	X(02)	895	896	2
Accounting Distribution Sub-level Codes	X(24)	897	920	24
<i>Other Agency Use Redefines</i>	X(27)	894	920	27
Accounting Distribution				
Agency Use	X(12)	894	905	12
Recruitment Percent	X(02)	906	907	2
Decimal	V			
Percent	9(02)	906	907	2
Recruitment Bonus	X(08)	908	915	8
Dollars	9(06)	908	913	6
Decimal	V			
Cents	9(02)	914	915	2
Relocation Percent	X(02)	916	917	2
Decimal	V			
Percent	9(02)	916	917	2
Filler	X(03)	918	920	3

Personnel Action Daily Download

Field Description	Picture (PIC)	Begin	End	Length
Relocation Bonus	X(08)	921	928	8
Dollars	9(06)	921	926	6
Decimal	V			
Cents	9(02)	927	928	2
Supervisory Percent	X(02)	929	930	2
Decimal	V			
Percent	9(02)	929	930	2
Supervisory Differential Rate	X(08)	931	938	8
Dollars	9(06)	931	936	6
Decimal	V			
Cents	9(02)	937	938	2
Record Number 18 060 Data	X(37)	939	975	37
Record Number 18	9(02)	939	940	2
Organizational Structure Code Agency	X(02)	941	942	2
Date Personnel Action Effective	9(08)	943	950	8
Date Personnel Action Effective Century	9(02)	943	944	2
Date Personnel Action Effective Year	9(02)	945	946	2
Date Personnel Action Effective Month	9(02)	947	948	2
Date Personnel Action Effective Day	9(02)	949	950	2
Residence Address 1st Line Street	X(25)	951	975	25
Record Number 19 060 Data	X(27)	976	1002	27
Record Number 19	9(02)	976	977	2
Residence Additional Address	X(25)	978	1002	25
Record Number 20 060 Data	X(27)	1003	1029	27
Record Number 20	9(02)	1003	1004	2
Residence Additional Address 2	X(25)	1005	1029	25
Record Number 21 060 Data	X(44)	1030	1073	44
Record Number 21	9(02)	1030	1031	2
Residence Address City Name	X(20)	1032	1051	20
Residence Address City Code	9(04)	1052	1055	4
Residence Address State Country Name	X(02)	1056	1057	2
Residence Address State Country Code	X(02)	1058	1059	2
Residence Address County Code	9(03)	1060	1062	3
Residence Address Zip	X(11)	1063	1073	11
Residence Address Zip Code 5	X(05)	1063	1067	5
Residence Address Zip Code 4	X(04)	1068	1071	4
Residence Address Zip Code 2	X(02)	1072	1073	2
Record Number 22 060 Data	X(37)	1074	1110	37
Record Number 22	9(02)	1074	1075	2
Check Mail Address Line 1	X(35)	1076	1110	35
Record Number 23 060 Data	X(37)	1111	1147	37
Record Number 23	9(02)	1111	1112	2

Personnel Action Daily Download

Field Description	Picture (PIC)	Begin	End	Length
Check Mail Address Line 2	X(35)	1113	1147	35
Record Number 24 060 Data	X(41)	1148	1188	41
Record Number 24	9(02)	1148	1149	2
Check Mail Address City Name	X(20)	1150	1169	20
Check Mail Address City Code	9(04)	1170	1173	4
Check Mail Address State Name	X(02)	1174	1175	2
Check Mail Address State Code	X(02)	1176	1177	2
Check Mail Address Zip	X(11)	1178	1188	11
Check Mail Address Zip Code 5	X(05)	1178	1182	5
Check Mail Address Zip Code 4	X(04)	1183	1186	4
Check Mail Address Zip Code 2	X(02)	1187	1188	2
Record Number 25 060 Data	X(48)	1189	1236	48
Record Number 25	9(02)	1189	1190	2
Check Mail Designated Agent	9(04)	1191	1194	4
Uniform Service Status	9(01)	1195	1195	1
Creditable Military Service	9(04)	1196	1199	4
Frozen CSRS Service	9(04)	1200	1203	4
CSRS Coverage At Appointment	X(01)	1204	1204	1
Date Retired Military	9(08)	1205	1212	8
Date Retired Military Century	9(02)	1205	1206	2
Date Retired Military Year	9(02)	1207	1208	2
Date Retired Military Month	9(02)	1209	1210	2
Date Retired Military Day	9(02)	1211	1212	2
Date TSP Vested	9(08)	1213	1220	8
Date TSP Vested Century	9(02)	1213	1214	2
Date TSP Vested Year	9(02)	1215	1216	2
Date TSP Vested Month	9(02)	1217	1218	2
Date TSP Vested Day	9(02)	1219	1220	2
Law Enforcement Officer (LEO) Indicator	X(01)	1221	1221	1
Competitive Level Code	X(04)	1222	1225	4
Professional Category	X(01)	1226	1226	1
History Correction Update Processing System (HCUP) Indicator	X(01)	1227	1227	1
HCUP Last Document Indicator	X(01)	1228	1228	1
Date Promotion NTE	9(08)	1229	1236	8
Date Promotion NTE Century	9(02)	1229	1230	2
Date Promotion NTE Year	9(02)	1231	1232	2
Date Promotion NTE Month	9(02)	1233	1234	2
Date Promotion NTE Day	9(02)	1235	1236	2
Record Number 25A 060 Data	X(48)	1237	1284	48
Record Number 25A	X(03)	1237	1239	3

Personnel Action Daily Download

Field Description	Picture (PIC)	Begin	End	Length
Saved Grade Data	X(20)	1240	1259	20
Saved Rate Expiration Notification	X(01)	1240	1240	1
Saved Grade Pay Plan	X(02)	1241	1242	2
Saved Grade Occupational Series	9(04)	1243	1246	4
Saved Grade Grade	9(02)	1247	1248	2
Saved Grade Occupational Series Function Code	9(02)	1249	1250	2
Saved Grade Duty Station State Code	X(02)	1251	1252	2
Saved Grade Duty Station City Code	9(04)	1253	1256	4
Saved Grade Duty Station County Code	9(03)	1255	1259	3
Detail Assignment Data	X(20)	1260	1283	20
Detail Master Record (MR) Number	X(06)	1260	1265	6
Detail Department Code	X(02)	1266	1267	2
Detail Agency	X(02)	1268	1269	2
Detail POI	9(04)	1270	1273	4
Detail Position Number	X(08)	1274	1281	8
Detail Grade	9(02)	1282	1283	2
Veteran Preference RIF	X(01)	1284	1284	1
Record Number 25B 060 Data	X(30)	1285	1314	30
Record Number 25B	X(03)	1285	1287	3
Position Management System (PMSO) Individual Position (IP) Agency Use	X(12)	1288	1299	12
PMSO MR Agency Use	X(10)	1300	1309	10
Customs Officers Pay Reform (COPR) Status	X(01)	1310	1310	1
Working Title Code	9(04)	1311	1314	4
Record Number 26 060 Data	X(497)	1315	1811	497
Record Number 26	9(02)	1315	1316	2
Database Areas To Update	X(10)	1317	1326	10
Indicator For Update	X(225)	1327	1551	225
State Tax Extra Deductions	X(05)	1552	1556	5
Dollars	S9(03)	1552	1554	3
Decimal	V			
Cents	9(02)	1555	1556	2
State Tax Withholding State Code	X(02)	1557	1558	2
State Tax Number Exemptions	X(03)	1559	1561	3
Federal Tax Number Exemptions	X(03)	1562	1564	3
Federal Tax Extra Deductions	X(06)	1565	1570	6
Dollars	S9(04)	1565	1568	4
Decimal	V			
Cents	9(02)	1569	1570	2
Check Mailing Disbursing Office Code	9(01)	1571	1571	1
Duty Station Location Names	X(42)	1572	1613	42
Duty Station City Name	X(20)	1572	1591	20
Duty Station County Name	X(20)	1592	1611	20
Duty Station State Name	X(02)	1612	1613	2

Personnel Action Daily Download

Field Description	Picture (PIC)	Begin	End	Length
Cost Of Living Allowance (COLA) Percent	9(04)	1614	1617	4
Residence Address County Name	X(20)	1618	1637	20
Form Type	9(01)	1638	1638	1
Retention Restoration Code	X(01)	1639	1639	1
Retention Restoration PEPL Action	9(01)	1640	1640	1
Message Override Codes	X(60)	1641	1700	60
Accounting Distribution Flag	9(01)	1701	1701	1
Fatal Non-fatal Error Indicator	9(01)	1702	1702	1
Accession Separation Salary Record	9(01)	1703	1703	1
Uncapped Salary For TSP	X(08)	1704	1711	8
Dollars	9(06)	1704	1709	6
Decimal	V			
Cents	9(02)	1710	1711	2
Wage Grade Area Code	X(04)	1712	1715	4
Nature Of Action 1st Alpha	X(35)	1716	1750	35
Nature Of Action 2nd Alpha	X(35)	1751	1785	35
Geographic Adjustment Rate	X(08)	1786	1793	8
Dollars	9(06)	1786	1791	6
Decimal	V			
Cents	9(02)	1792	1793	2
Scheduled Salary	X(08)	1794	1801	8
Dollars	9(06)	1794	1799	6
Decimal	V			
Cents	9(02)	1800	1801	2
Locality Table Code	X(06)	1802	1807	6
Geographic Adjustment Percent	X(04)	1808	1811	4
Decimal	V			
Percent	9(04)	1808	1811	4
Record Number 26 112 Data Redefines	X(497)	1315	1811	497
Record Number 26	9(02)	1315	1316	2
Cash Award Type Code	9(01)	1317	1317	1
Accounting Distribution Flag	9(01)	1318	1318	1
Cash Award Pay Code	9(01)	1319	1319	1
Schedule Number	X(06)	1320	1325	6
Cash Award Federal Tax	X(06)	1326	1331	6
Dollars	9(04)	1326	1329	4
Decimal	V			
Cents	9(02)	1330	1331	2
Cash Award FICA Amount	X(06)	1332	1337	6
Dollars	9(04)	1332	1335	4
Decimal	V			
Cents	9(02)	1336	1337	2
State Tax Withholding State Code	X(02)	1338	1339	2

Personnel Action Daily Download

Field Description	Picture (PIC)	Begin	End	Length
Cash Award State Tax	X(06)	1340	1345	6
Dollars	9(04)	1340	1343	4
Decimal	V			
Cents	9(02)	1344	1345	2
City Tax State Code	9(02)	1346	1347	2
City Tax City Code	9(04)	1348	1351	4
Cash Award City Tax Amount	X(06)	1352	1357	6
Dollars	9(04)	1352	1355	4
Decimal	V			
Cents	9(02)	1356	1357	2
County Tax State Code	9(02)	1358	1359	2
County Tax County Code	9(03)	1360	1362	3
Cash Award County Tax Amount	X(06)	1363	1368	6
Dollars	9(04)	1363	1366	4
Decimal	V			
Cents	9(02)	1367	1368	2
Cash Award Net Amount	X(07)	1369	1375	7
Dollars	9(05)	1369	1373	5
Decimal	V			
Cents	9(02)	1374	1375	2
Cash Award Agency Charged	X(02)	1376	1377	2
Cash Award Accounting Station Charged	9(04)	1378	1381	4
Hospital Insurance Tax Deduction	X(06)	1382	1387	6
Dollars	9(04)	1382	1385	4
Decimal	V			
Cents	9(02)	1386	1387	2
Number Of Persons Cash Award	9(03)	1388	1390	3
Check Mailing Address Indicator	9(01)	1391	1391	1
Nature Of Action 1st Alpha	X(35)	1392	1426	35
Nature Of Action 2nd Alpha	X(35)	1427	1461	35
Filler	X(350)	1462	1811	350
Filler	X(88)	1812	1899	88

Below is the record layout for the payroll documents daily download.

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- [Savings Bond PEPL 170 Document](#)
- [Performance Appraisal \(Non-SES\) PEPL 075 Document](#)
- [Performance Appraisal \(SES\) PEPL 770 Document](#)
- [Lump Sum Leave PEPL 054 Document](#)
- [Award PEPL 110 Document](#)
- [Compensatory Time Payment PEPL 056 Document](#)
- [Leave Transfer PEPL 160 Document](#)

- [Master File Change PEPL 030 Document](#)
- [Financial Allotment PEPL 095 Document](#)
- [City Tax PEPL 150 Document](#)
- [FEHB Enrollment PEPL 180 Document](#)
- [Receipt Account PEPL 089 Document](#)
- [Charitable Contribution PEPL 088 Document](#)
- [Union Dues Authorization PEPL 086 Document](#)
- [Restored Annual Leave PEPL 165 Document](#)
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- [Allowance PEPL 127 Document](#)
- [Severance Pay PEPL 128 Document](#)
- [TSP Collection PEPL 129 Document](#)
- [Flexfund PEPL 185 Document](#)
- [Flexfund Redefines PEPL 185 Document](#)

**Payroll Documents Daily Download
Control Data**

Field Description	Picture (PIC)	Begin	End	Length
SSNO	9(09)	1	9	9
Filler	X(1)	10	10	1
Filler	X(1)	10	10	1
Agency Code	X(02)	11	12	2
Date Personnel Action Effective	9(06)	13	18	6
Date Personnel Action Effective Year	9(02)	13	14	2
Date Personnel Action Effective Month	9(02)	15	16	2
Date Personnel Action Effective Day	9(02)	17	18	2

**Payroll Documents Daily Download
Control Data**

Field Description	Picture (PIC)	Begin	End	Length
Document Type	9(03)	19	21	3
Pay Period Number	9(02)	22	23	2
Pass Or Sequence Number	9(02)	24	25	2
User ID	X(07)	26	32	7
Department Code	X(02)	33	34	2
Document ID	X(06)	35	40	6
Suffix Code	X(01)	41	41	1
Suspense History	9(02)	42	43	2
Date Document Entered	9(06)	44	49	6
Date Document Entered Year	9(02)	44	45	2
Date Document Entered Month	9(02)	46	47	2
Date Document Entered Day	9(02)	48	49	2
Remote Printing Flag	X(01)	50	50	1
Kiosk Number	X(04)	51	54	4
EPIC Identifier Number	X(15)	55	69	15
Filler	X(31)	70	100	31

Savings Bond PEPL 170 Document

Field Description	Picture (PIC)	Begin	End	Length
PEPL Receiving Data 170	X(1799)	101	1899	1799
Bond Authorization Number	9(01)	101	101	1
POI	9(04)	102	105	4
Batch Number Personnel	9(04)	106	109	4
Entry Operator Code	X(03)	110	112	3
Correction Operator Code	X(03)	113	115	3
Database Identifier	X(04)	116	119	4
Filler	X(21)	120	140	21
Record Number 1 170 Data	X(31)	141	171	31
Record Number 01	9(02)	141	142	2
Bond Transaction Code Code	9(01)	143	143	1
Bond Change Indicator	9(01)	144	144	1
Filler	X(04)	145	148	4
Bond Deduction Amount	X(05)	149	153	5
Dollars	9(03)	149	151	3
Decimal	V			
Cents	9(02)	152	153	2
Bond Denomination	X(06)	154	159	6
Dollars	9(04)	154	157	4
Decimal	V			
Cents	9(02)	158	159	2
Bond Number Of Owners	9(02)	160	161	2

Savings Bond PEPL 170 Document

Field Description	Picture (PIC)	Begin	End	Length
Bond Number Of Coowners Or Beneficiaries	9(02)	162	163	2
Bond Number Of Changes	9(02)	164	165	2
Date Bond Effective	9(04)	166	169	4
Date Bond Effective Year	9(02)	166	167	2
Date Bond Effective Month	9(02)	168	169	2
Filler	X(02)	170	171	2
Bond Owner Information (<i>Occurs 9</i>)				
Record Number 2 170 Data	X(48)	172	219	48
Record Number 02	9(02)	172	173	2
Bond Change Indicator	9(01)	174	174	1
Bond Owner Name	X(31)	175	205	31
Bond Owner SSNO	X(09)	206	214	9
Filler	X(05)	215	219	5
Record Number 3 170 Data	X(48)	220	267	48
Record Number 03	9(02)	220	221	2
Bond Change Indicator	9(01)	222	222	1
Bond Owner Address Line 1	X(24)	223	246	24
Bond Owner Address Zip	X(11)	247	257	11
Bond Owner Address Zip 5	X(05)	247	251	5
Bond Owner Address Zip 4	X(04)	252	255	4
Bond Owner Address Zip 2	X(02)	256	257	2
Filler	X(10)	258	267	10
Record Number 4 170 Data	9(48)	268	315	48
Record Number 04	9(02)	268	269	2
Bond Change Indicator	9(01)	270	270	1
Bond Owner Address Line 2	X(21)	271	291	21
Bond Owner Address City	X(16)	292	307	16
Bond Owner State	X(02)	308	309	2
Filler	X(06)	310	315	6
Bond Coowner Information (<i>Occurs 9</i>)	X(48)	1468	1899	48
Record Number 29	X(48)	1468	1515	48
Record Number 29	9(02)	1468	1469	2
Bond Change Indicator	9(01)	1470	1470	1
Bond Coowner Beneficiary Code	9(01)	1471	1471	1
Bond Coowner Beneficiary Name	X(28)	1472	1499	28
Bond Coowner Beneficiary SSNO	X(09)	1500	1508	9
Filler	X(07)	1509	1515	7

Performance Appraisal (Non-SES) PEPL 075 Document

Field Description	Picture (PIC)	Begin	End	Length
PEPL Receiving Data 075	X(1799)	101	1899	1799
POI	9(04)	101	104	4
Batch Number Personnel	9(04)	105	108	4
Entry Operator Code	X(03)	109	111	3
Correction Operator Code	X(03)	112	114	3
Database Identifier	X(04)	115	118	4
Filler	X(22)	119	140	22
Record Number 01	X(510)	141	650	510
Record Number 01	9(02)	141	142	2
Performance Evaluation Indicator	X(01)	143	143	1
Senior Executive Service (SES) Performance Scale	X(02)	144	145	2
SES Performance Presumptive Rating	X(01)	146	146	1
SES Performance Retain	X(01)	147	147	1
SES Performance Type Rank	X(01)	148	148	1
SES Performance Bonus	9(07)	149	155	7
Dollars	9(05)	149	153	5
Decimal	V			
Cents	9(02)	154	155	2
SES Performance Bonus Percent	9(02)	156	157	2
Decimal	V			
Percent	9(02)	156	157	2
Date Appraisal From	9(08)	158	165	8
Date Appraisal From Century	9(02)	158	159	2
Date Appraisal From Year	9(02)	160	161	2
Date Appraisal From Month	9(02)	162	163	2
Date Appraisal From Day	9(02)	164	165	2
Date Appraisal To	9(08)	166	173	8
Date Appraisal To Century	9(02)	166	167	2
Date Appraisal To Year	9(02)	168	169	2
Date Appraisal To Month	9(02)	170	171	2
Date Appraisal To Day	9(02)	172	173	2
Filler	X(477)	174	650	477
Filler	X(1249)	651	1899	1249

Performance Appraisal (SES) PEPL 770 Document

Field Description	Picture (PIC)	Begin	End	Length
Record Number 1 Data 075 - 770 (SES)	X(510)	141	650	510
Record Number 01	9(02)	141	142	2
Performance Evaluation Indicator	X(01)	143	143	1
SES Performance Scale	X(02)	144	145	2

Performance Appraisal (SES) PEPL 770 Document

Field Description	Picture (PIC)	Begin	End	Length
SES Performance Present Rating	X(01)	146	146	1
SES Performance Retain	X(01)	147	147	1
SES Performance Type Rank	X(01)	148	148	1
SES Performance Bonus	X(07)	149	155	7
Dollars	9(05)	149	153	5
Decimal	V			
Cents	9(02)	154	155	2
SES Performance Bonus Percent	X(02)	156	157	2
Decimal	V			
Percent	9(02)	156	157	2
Date Appraisal From	9(08)	158	165	8
Date Appraisal From Century	9(02)	158	159	2
Date Appraisal From Year	9(02)	160	161	2
Date Appraisal From Month	9(02)	162	163	2
Date Appraisal From Day	9(02)	164	165	2
Date Appraisal To	9(08)	166	173	8
Date Appraisal To Century	9(02)	166	167	2
Date Appraisal To Year	9(02)	168	169	2
Date Appraisal To Month	9(02)	170	171	2
Date Appraisal To Day	9(02)	172	173	2
Filler	X(477)	174	650	477
Filler	X(1249)	651	1899	1249

Lump Sum Leave PEPL 054 Document

Field Description	Picture (PIC)	Begin	End	Length
PEPL 054 Document (Lump Sum Payment)	X(1799)	101	1899	1799
POI	9(04)	101	104	4
Batch Number Personnel	9(04)	105	108	4
Entry Operator Code	X(03)	109	111	3
Correction Operator Code	X(03)	112	114	3
Database Identifier	X(04)	115	118	4
Filler	X(08)	119	126	8
Total Number Of Accounting Distribution	9(02)	127	128	2
Filler	X(12)	129	140	12
Record Number 1 054 Data	X(46)	141	186	46
Record Number 01	9(02)	141	142	2
Organizational Structure Code Agency	X(02)	143	144	2
Date Of Separation	9(06)	145	150	6
Date Separated Year	9(02)	145	146	2
Date Separated Month	9(02)	147	148	2
Date Separated Day	9(02)	149	150	2
Type Lump Sum Payment	9(01)	151	151	1

Lump Sum Leave PEPL 054 Document

Field Description	Picture (PIC)	Begin	End	Length
Federal Tax Lump Sum Payment	9(01)	152	152	1
Minus Sick Leave Code	9(01)	153	153	1
Lump Sum COLA Code	9(01)	154	154	1
AUO Change Code	9(01)	155	155	1
Wage Grade Shift Rate Hours	X(20)	156	175	20
Wage Grade 1st Shift Hours Lump Sum Payment	9(05)	156	160	5
Hours	9(03)	156	158	3
Decimal	V			
Fraction	9(02)	159	160	2
Wage Grade 2nd Shift Hours Lump Sum Payment	9(05)	161	165	5
Hours	9(03)	161	163	3
Decimal	V			
Fraction	9(02)	164	165	2
Wage Grade 3rd Shift Hours Lump Sum Payment	9(05)	166	170	5
Hours	9(03)	166	168	3
Decimal	V			
Fraction	9(02)	169	170	2
Wage Grade Varied Shift Hours Lump Sum Payment	9(05)	171	175	5
Hours	9(03)	171	173	3
Decimal	V			
Fraction	9(02)	174	175	2
Total Lump Sum Hours	9(06)	176	181	6
Hours	9(04)	176	179	4
Decimal	V			
Fraction	9(02)	180	181	2
Filler	X(05)	182	186	5
Record Number 2 054 Data	X(41)	187	227	41
Record Number 02	9(02)	187	188	2
Filler	X(06)	189	194	6
Lump Sum Ending Date Hours	X(04)	195	198	4
Hours	9(02)	195	196	2
Decimal	V			
Fraction	9(02)	197	198	2
Lump Sum Pay Code	9(01)	199	199	1
State Tax Withholding State Code	X(02)	200	201	2
Lump Sum State Tax Amount	X(06)	202	207	6
Dollars	9(04)	202	205	4
Decimal	V			
Cents	9(02)	206	207	2
Lump Sum Net Pay	X(07)	208	214	7
Dollars	9(05)	208	212	5
Decimal	V			
Cents	9(02)	213	214	2

Lump Sum Leave PEPL 054 Document

Field Description	Picture (PIC)	Begin	End	Length
Schedule Number	X(06)	215	220	6
Current Gross Pay	X(07)	221	227	7
Dollars	9(05)	221	225	5
Decimal	V			
Cents	9(02)	226	227	2
Record Number 3 054 Data	X(44)	228	271	44
Record Number 03	9(02)	228	229	2
City Tax State Code	9(02)	230	231	2
City Tax City Code	9(04)	232	235	4
Lump Sum City Tax Amount	X(06)	236	241	6
Dollars	9(04)	236	239	4
Decimal	V			
Cents	9(02)	240	241	2
County Tax State Code	9(02)	242	243	2
County Tax County Code	9(03)	244	246	3
Lump Sum County Tax Amount	X(06)	247	252	6
Dollars	9(04)	247	250	4
Decimal	V			
Cents	9(02)	251	252	2
Lump Sum Federal Tax Amount	X(06)	253	258	6
Dollars	9(04)	253	256	4
Decimal	V			
Cents	9(02)	257	258	2
Lump Sum FICA Amount	X(06)	259	264	6
Dollars	9(04)	259	262	4
Decimal	V			
Cents	9(02)	263	264	2
Hospital Insurance Tax Deduction	X(06)	265	270	6
Dollars	9(04)	265	268	4
Decimal	V			
Cents	9(02)	269	270	2
Accounting Data Use Code	9(01)	271	271	1
Record Number 4 054 Data	X(58)	272	329	58
Record Number 04	9(02)	272	273	2
Date Lump Sum Carry Restored Leave	9(06)	274	279	6
Date Lump Sum Carry Restored Leave Year	9(02)	274	275	2
Date Lump Sum Carry Restored Leave Month	9(02)	276	277	2
Date Lump Sum Carry Restored Leave Day	9(02)	278	279	2
Date Lump Sum Carry In Ceiling	9(06)	280	285	6
Date Lump Sum Carry In Ceiling Year	9(02)	280	281	2
Date Lump Sum Carry In Ceiling Month	9(02)	282	283	2
Date Lump Sum Carry In Ceiling Day	9(02)	284	285	2

Lump Sum Leave PEPL 054 Document

Field Description	Picture (PIC)	Begin	End	Length
Date Lump Sum Carry Over Ceiling	9(06)	286	291	6
Date Lump Sum Carry Over Ceiling Year	9(02)	286	287	2
Date Lump Sum Carry Over Ceiling Month	9(02)	288	289	2
Date Lump Sum Carry Over Ceiling Day	9(02)	290	291	2
Receipt Account Type Code	9(02)	292	293	2
Receipt Account Account Number	X(12)	294	305	12
Receipt Account Amount Per Pay Period	X(06)	306	311	6
Dollars	9(04)	306	309	4
Decimal	V			
Cents	9(02)	310	311	2
Filler	X(18)	312	329	18
Accounting Data 054 (10 Occurs)	X(360)	330	689	360
Record Number	9(02)	330	331	2
Accounting Distribution	X(27)	332	358	27
Accounting Distribution Fiscal Year Code	X(01)	332	332	1
Accounting Distribution Appropriation Code	X(02)	333	334	2
Accounting Distribution Sub-level Codes	X(24)	335	358	24
Accounting Distribution Flag	9(01)	359	359	1
Hours To Be Charged	X(06)	360	365	6
Hours	9(04)	360	363	4
Decimal	V			
Fraction	9(02)	364	365	2
Filler	X(900)	690	1589	900
Filler	X(310)	1590	1899	310

Award PEPL 110 Document

Field Description	Picture (PIC)	Begin	End	Length
PEPL 110 Document (Award)	X(1799)	101	1899	1799
POI	9(04)	101	104	4
Batch Number Personnel	9(04)	105	108	4
Entry Operator Code	X(03)	109	111	3
Correction Operator Code	X(03)	112	114	3
Database Identifier	X(04)	115	118	4
Filler	X(18)	119	136	18
Check Mailing Designated Agent	9(04)	137	140	4
Record Number 1 110 Data	X(45)	141	185	45
Record Number 01	9(02)	141	142	2
Award Case Number	X(08)	143	150	8
Cash Award Federal Tax	X(06)	151	156	6
Dollars	9(04)	151	154	4
Decimal	V			
Cents	9(02)	155	156	2

Award PEPL 110 Document

Field Description	Picture (PIC)	Begin	End	Length
Cash Award FICA Amount	X(06)	157	162	6
Dollars	9(04)	157	160	4
Decimal	V			
Cents	9(02)	161	162	2
City Tax State Code	9(02)	163	164	2
City Tax City Code	9(04)	165	168	4
Cash Award City Tax Amount	X(06)	169	174	6
Dollars	9(04)	169	172	4
Decimal	V			
Cents	9(02)	173	174	2
County Tax State Code	9(02)	175	176	2
County Tax County Code	9(03)	177	179	3
Cash Award County Tax Amount	X(06)	180	185	6
Dollars	9(04)	180	183	4
Decimal	V			
Cents	9(02)	184	185	2
Record Number 2 110 Data	X(43)	186	228	43
Record Number 02	9(02)	186	187	2
Cash Award Type Code	9(01)	188	188	1
Date Cash Award From	9(06)	189	194	6
Date Cash Award From Year	9(02)	189	190	2
Date Cash Award From Month	9(02)	191	192	2
Date Cash Award From Day	9(02)	193	194	2
Date Cash Award To	9(06)	195	200	6
Date Cash Award To Year	9(02)	195	196	2
Date Cash Award To Month	9(02)	197	198	2
Date Cash Award To Day	9(02)	199	200	2
Tangible Benefits	X(01)	201	201	1
First Year Savings	X(10)	202	211	10
Dollars	9(08)	202	209	8
Decimal	V			
Cents	9(02)	210	211	2
Intangible Benefits	X(01)	212	212	1
Cash Award Pay Code	9(01)	213	213	1
State Tax Withholding State Code	X(02)	214	215	2
Cash Award State Tax	X(06)	216	221	6
Dollars	9(04)	216	219	4
Decimal	V			
Cents	9(02)	220	221	2
Cash Award Net Amount	X(07)	222	228	7
Dollars	9(05)	222	226	5
Decimal	V			
Cents	9(02)	227	228	2

Award PEPL 110 Document

Field Description	Picture (PIC)	Begin	End	Length
Record Number 3 110 Data	X(46)	229	274	46
Record Number 03	9(02)	229	230	2
Current Cash Award	X(07)	231	237	7
Dollars	9(05)	231	235	5
Decimal	V			
Cents	9(02)	236	237	2
Number Of Persons Cash Award	9(03)	238	240	3
Accounting Distribution	X(27)	241	267	27
Accounting Distribution Fiscal Year Code	X(01)	241	241	1
Accounting Distribution Appropriation Code	X(02)	242	243	2
Accounting Distribution Sub-level Codes	X(24)	244	267	24
Accounting Station 1	X(02)	2	2	2
Accounting Station 2	X(02)	2	2	2
FS Management Code	X(07)	245	251	7
Positions 1 - 2	X(02)	245	246	2
Positions 3 - 6	X(04)	247	250	4
FS Fiscal Year Code	X(01)	251	251	1
Filler	X(16)	252	267	16
Accounting Distribution Flag	9(01)	268	268	1
Schedule Number	X(06)	269	274	6
Record Number 4 110 Data	X(40)	275	314	40
Record Number 04	9(02)	275	276	2
Cash Award Agency Charged	X(02)	277	278	2
Cash Award Accounting Station Charged	9(04)	279	282	4
Hospital Insurance Tax Deduction	X(06)	283	288	6
Dollars	9(04)	283	286	4
Decimal	V			
Cents	9(02)	287	288	2
Nature Of Action 2nd 3 Positions	9(03)	289	291	3
CSC Authority Code 2nd NOA	X(03)	292	294	3
CSC Authority 2nd Code 2nd NOA	X(03)	295	297	3
Date Personnel Action Effective	9(06)	298	303	6
Date Personnel Action Effective Year	9(02)	298	299	2
Date Personnel Action Effective Month	9(02)	300	301	2
Date Personnel Action Effective Day	9(02)	302	303	2
Cash Award Code	X(04)	304	307	4
Amount Paid External Source	X(07)	308	314	7
Dollars	9(04)	308	312	5
Decimal	V			
Cents	9(02)	313	314	2
Record Number 5 110 Data	X(38)	315	352	38
Record Number 05	9(02)	315	316	2
Check Mailing Address Indicator	9(01)	317	317	1

Award PEPL 110 Document

Field Description	Picture (PIC)	Begin	End	Length
Check Mailing Address Line 1	X(35)	318	352	35
Record Number 6 110 Data	X(46)	353	398	46
Record Number 06	9(02)	353	354	2
Check Mailing Address Line 2	X(35)	355	389	35
Nature Of Action 1st 3 Positions	9(03)	390	392	3
CSC Authority Code 1st NOA	X(03)	393	395	3
CSC Authority 2nd Code 1st NOA	X(03)	396	398	3
Record Number 7 110 Data	X(39)	399	437	39
Record Number 07	9(02)	399	400	2
Check Mailing Address City Name	X(20)	401	420	20
Check Mailing Address State Name	X(02)	421	422	2
Nature Of Action Previous 3 Positions	9(03)	423	425	3
CSC Authority Code Previous NOA	X(03)	426	428	3
CSC Authority 2nd Code Previous NOA	X(03)	429	431	3
Date Correction Nature Of Action	9(06)	432	437	6
Date Correction Nature Of Action Year	9(02)	432	433	2
Date Correction Nature Of Action Month	9(02)	434	435	2
Date Correction Nature Of Action Day	9(02)	436	437	2
Record Number 8 110 Data	X(42)	438	479	42
Record Number 08	9(02)	438	439	2
CSC Other Legal Authority	X(20)	440	459	20
CSC Other Legal Authority 2nd	X(20)	460	479	20
Record Number 9 110 Data	X(48)	480	527	48
Record Number 09	9(02)	480	481	2
Nature Of Action 1st Alpha	X(35)	482	516	35
Check Mailing Address Zip	X(11)	517	527	11
Check Mailing Address Zip 5	X(05)	517	521	5
Check Mailing Address Zip 4	X(04)	522	525	4
Check Mailing Address Zip 2	X(02)	526	527	2
Record Number 10 110 Data	X(37)	528	564	37
Record Number 10	9(02)	528	529	2
Nature Of Action 2nd Alpha	X(35)	530	564	35
Record Number 11 110 Data	X(31)	565	595	31
Record Number 11	9(02)	565	566	2
Nature Of Action 1st 5 Positions	9(05)	567	571	5
Nature Of Action 2nd 5 Positions	9(05)	572	576	5
Nature Of Action Previous 5 Positions	9(05)	577	581	5
Pay Raise Verify Salary	X(08)	582	589	8
Dollars	9(06)	582	587	6
Decimal	V			
Cents	9(02)	588	589	2

Award PEPL 110 Document

Field Description	Picture (PIC)	Begin	End	Length
Date Personnel Action Valid	9(06)	590	595	6
Date Personnel Action Valid Year	9(02)	590	591	2
Date Personnel Action Valid Month	9(02)	592	593	2
Date Personnel Action Valid Day	9(02)	594	595	2
Filler	X(1304)	596	1899	1304

Compensatory Time Payment PEPL 056 Document

Field Description	Picture (PIC)	Begin	End	Length
PEPL 056 Document (Compensatory Time Payment)	X(1799)	101	1899	1799
POI	9(04)	101	104	4
Batch Number Personnel	9(04)	105	108	4
Entry Operator Code	X(03)	109	111	3
Correction Operator Code	X(03)	112	114	3
Database Identifier	X(04)	115	118	4
Filler	X(08)	119	126	8
Total Number Accounting Distribution	9(02)	127	128	2
Record Number 01	X(38)	129	166	38
Record Number 01	9(02)	129	130	2
Organizational Structure Code Agency	X(02)	131	132	2
Final Compensatory Payment	9(01)	133	133	1
Total Compensatory Time Hours	X(05)	134	138	5
Hours	9(03)	134	136	3
Decimal	V			
Fraction	9(02)	137	138	2
Schedule Number	X(06)	139	144	6
Compensatory Time Pay Code	9(01)	145	145	1
State Tax Withholding State Code	X(02)	146	147	2
Compensatory Time State Tax Amount	X(06)	148	153	6
Dollars	9(04)	148	151	4
Decimal	V			
Cents	9(02)	152	153	2
Compensatory Time Net Pay	X(07)	154	160	7
Dollars	9(05)	154	158	5
Decimal	V			
Cents	9(02)	159	160	2
Hospital Insurance Tax Deduction	X(06)	161	166	6
Dollars	9(04)	161	164	4
Decimal	V			
Cents	9(02)	165	166	2
Record Number 2 056 Data	X(45)	167	211	45
Record Number 02	9(02)	167	168	2

Compensatory Time Payment PEPL 056 Document

Field Description	Picture (PIC)	Begin	End	Length
City Tax State Code	9(02)	169	170	2
City Tax City Code	9(04)	171	174	4
Compensatory Time City Tax Amount	X(06)	175	180	6
Dollars	9(04)	175	178	4
Decimal	V			
Cents	9(02)	179	180	2
County Tax State Code	9(02)	181	182	2
County Tax County Code	9(03)	183	185	3
Compensatory Time County Tax Amount	X(06)	186	191	6
Dollars	9(04)	186	189	4
Decimal	V			
Cents	9(02)	190	191	2
Compensatory Time Federal Tax Amount	X(06)	192	197	6
Dollars	9(04)	192	195	4
Decimal	V			
Cents	9(02)	196	197	2
Compensatory Time FICA Amount	X(06)	198	203	6
Dollars	9(04)	198	201	4
Decimal	V			
Cents	9(02)	202	203	2
Accounting Data Use Code	9(01)	204	204	1
Current Gross Pay	X(07)	205	211	7
Dollars	9(05)	205	209	5
Decimal	V			
Cents	9(02)	210	211	2
Record Number 3 056 Data	X(40)	212	251	40
Record Number 03	9(02)	212	213	2
Receipt Account Type Code	9(02)	214	215	2
Receipt Account Account Number	X(12)	216	227	12
Receipt Account Amount Per Pay Period	9(06)	228	233	6
Dollars	9(04)	228	231	4
Decimal	V			
Cents	9(02)	232	233	2
Filler	X(18)	234	251	18
Accounting Data 056 (Occurs 10)				
Record Number	9(02)	252	253	2
Accounting Distribution	X(27)	254	280	27
Accounting Distribution Fiscal Year Code	X(01)	254	254	1
Accounting Distribution Appropriation Code	X(02)	255	256	2
Accounting Distribution Sub-level Codes	X(24)	257	280	24
Accounting Distribution Flag	9(01)	281	281	1

Compensatory Time Payment PEPL 056 Document

Field Description	Picture (PIC)	Begin	End	Length
Hours To Be Charged				
Hours	9(05)	282	286	5
Decimal	9(03)	282	284	3
Fraction	V			
	9(02)	285	286	2
Filler	X(900)	602	1501	900
Filler	X(398)	1502	1899	398

Leave Transfer PEPL 160 Document

Field Description	Picture (PIC)	Begin	End	Length
PEPL 160 Document (Leave Transfer)	X(1799)	101	1899	1799
POI	9(04)	101	104	4
Batch Number Personnel	9(04)	105	108	4
Entry Operator Code	X(03)	109	111	3
Correction Operator Code	X(03)	112	114	3
Database Identifier	X(04)	115	118	4
Filler	X(22)	119	140	22
Record Number 01	X(47)	141	187	47
Record Number 01	9(02)	141	142	2
Annual Leave Carryover Balance	X(06)	143	148	6
Minus Sign	S			
Hours	9(04)	143	146	4
Decimal	V			
Fraction	S(02)	147	148	2
Sick Leave Carryover Balance	X(06)	149	154	6
Minus Sign	S			
Hours	9(04)	149	152	4
Decimal	V			
Fraction	9(02)	153	154	2
Annual Leave Accruals Year To Date (YTD)	9(03)	155	157	3
Minus Sign	S			
Hours	9(03)	155	157	3
Annual Leave Accrual Reduction	9(03)	158	160	3
Sick Leave Accrual Reduction	9(03)	161	163	3
Annual Leave Used YTD	X(06)	164	169	6
Hours	9(04)	164	167	4
Decimal	V			
Fraction	9(02)	168	169	2
Sick Leave Used YTD	X(06)	170	175	6
Hours	9(04)	170	173	4
Decimal	V			
Fraction	9(02)	174	175	2

Leave Transfer PEPL 160 Document

Field Description	Picture (PIC)	Begin	End	Length
Annual Leave Transferred	X(06)	176	181	6
Minus Sign	S			
Hours	9(04)	176	179	4
Decimal	V			
Fraction	9(02)	180	181	2
Sick Leave Transferred	X(06)	182	187	6
Minus Sign	S			
Hours	9(04)	182	185	4
Decimal	V			
Fraction	9(02)	186	187	2
Record Number 02	X(46)	188	233	46
Record Number 02	9(02)	188	189	2
LWOP Leave Retirement RIF	X(06)	190	195	6
Hours	9(04)	190	193	4
Decimal	V			
Fraction	9(02)	194	195	2
LWOP Since Last WGI	X(06)	196	201	6
Hours	9(04)	196	199	4
Decimal	V			
Fraction	9(02)	200	201	2
AWOL Since Last WGI	9(06)	202	207	6
Hours	9(04)	202	205	4
Decimal	V			
Fraction	9(02)	206	207	2
Military Leave Days YTD (Regular)	9(02)	208	209	2
Date SCD WGI	9(06)	210	215	6
Date SCD WGI Year	9(04)	210	213	4
Date SCD WGI Month	V			
Date SCD WGI Day	9(02)	214	215	2
Intermittent Days Worked Last WGI	9(03)	216	218	3
AWOL Leave Retirement RIF	9(06)	219	224	6
Hours	9(04)	219	222	4
Decimal	V			
Fraction	9(02)	223	224	2
Date Lump Sum Leave Paid	9(06)	225	230	6
Date Lump Sum Leave Paid Year	9(04)	225	228	4
Date Lump Sum Leave Paid Month	V			
Date Lump Sum Leave Paid Day	9(02)	229	230	2
Sick Leave Accruals YTD	9(03)	231	233	3
Filler	X(900)	234	1133	900
Filler	X(766)	1134	1899	766

Master File Change PEPL 030 Document

Field Description	Picture (PIC)	Begin	End	Length
PEPL 030 Document (Master File Change)	X(1799)	101	1899	1799
POI	9(04)	101	104	4
Batch Number Personnel	9(04)	105	108	4
Entry Operator Code	X(03)	109	111	3
Correction Operator Code	X(03)	112	114	3
Database Identifier	X(04)	115	118	4
Filler	X(22)	119	140	22
Record Number 1 030 Data	X(47)	141	187	47
Record Number 01	9(02)	141	142	2
Field Number	X(06)	143	148	6
Compute Code	9(01)	149	149	1
Override Code Accounting	9(01)	150	150	1
Pay Period Number	9(02)	151	152	2
New Data	X(35)	153	187	35
Filler	X(900)	188	1087	900
Filler	X(812)	1088	1899	812

Financial Allotment PEPL 095 Document

Field Description	Picture (PIC)	Begin	End	Length
PEPL 095 Document (Financial Allotment)	X(1799)	101	1899	1799
POI	9(04)	101	104	4
Batch Number Personnel	9(04)	105	108	4
Entry Operator Code	X(03)	109	111	3
Correction Operator Code	X(03)	112	114	3
Database Identifier	X(04)	115	118	4
Filler	X(22)	119	140	22
Record Number 1 095 Data	X(54)	141	194	54
Record Number 01	9(02)	141	142	2
Financial Organization Allotment Transaction Code	9(02)	143	144	2
Financial Organization Allotment Type Account	X(01)	145	145	1
Financial Organization Allotment Routing Number	9(09)	146	154	9
Financial Organization Allotment Account EFT	X(17)	155	171	17
Financial Organization Allotment Amount	X(6)	172	177	6
Dollars	9(04)	172	175	4
Decimal	V			
Cents	9(02)	176	177	2
TSP Loan Number Of Payments	9(03)	178	180	3
Filler	X(14)	181	194	14
PEPL EFT Record Redefines	X(50)	145	194	50
Check Bank Type Account	X(01)	145	145	1

Financial Allotment PEPL 095 Document

Field Description	Picture (PIC)	Begin	End	Length
Check Bank Routing Number	9(09)	146	154	9
Check Bank Account EFT	X(17)	155	171	17
Filler	X(23)	172	194	23
Filler	X(900)	195	1094	900
Filler	X(805)	1095	1899	805

City Tax PEPL 150 Document

Field Description	Picture (PIC)	Begin	End	Length
PEPL 150 Document (City Tax)	X(1799)	101	1899	1799
POI	9(04)	101	104	4
Batch Number Personnel	9(04)	105	108	4
Entry Operator Code	X(03)	109	111	3
Correction Operator Code	X(03)	112	114	3
Database Identifier	X(04)	115	118	4
Filler	X(22)	119	140	22
Record Number 1 150 Data	X(31)	141	171	31
Record Number 01	9(02)	141	142	2
City Tax Action Code	9(01)	143	143	1
City Tax Extra Deductions	X(05)	144	148	5
Minus Sign	S			
Dollars	9(03)	144	146	3
Decimal	V			
Cents	9(02)	147	148	2
City Tax State Code	9(02)	149	150	2
City Tax County Code	9(03)	151	153	3
City Tax City Code	9(04)	154	157	4
Filler	X(06)	158	163	6
City Tax Indication	9(01)	164	164	1
Filler	X(01)	165	165	1
City Tax Number Of Exemptions	X(03)	166	168	3
City Tax Percent	X(02)	169	170	2
Decimal	V			
Percent	9(02)	169	170	2
City Tax Status	9(01)	171	171	1
Filler	X(828)	172	999	828
Filler	X(900)	1000	1899	900

FEHB Enrollment PEPL 180 Document

Field Description	Picture (PIC)	Begin	End	Length
PEPL 180 Document (FEHB Enrollment)	X(1799)	101	1899	1799
POI	9(04)	101	104	4
Batch Number Personnel	9(04)	105	108	4
Entry Operator Code	X(03)	109	111	3
Correction Operator Code	X(03)	112	114	3
Database Identifier	X(04)	115	118	4
Filler	X(22)	119	140	22
Record Number 1 180 Data	X(53)	141	193	53
Record Number 01	9(02)	141	142	2
FEHB Transaction Code	9(01)	143	143	1
Health Benefit (HB) Future Use	X(02)	144	145	2
HB Enrollment Code	X(03)	146	148	3
HB Plan Code	X(02)	146	147	2
HB Option Code	9(01)	148	148	1
HB Enrollee Code	9(01)	149	149	1
HB Event Code	9(01)	150	150	1
HB Enrollee Marital Status	X(01)	151	151	1
Date HB Event Change	9(06)	152	157	6
Date HB Event Change Year	(02)	152	153	2
Date HB Event Change Month	(02)	154	155	2
Date HB Event Change Day	(02)	156	157	2
HB Signature Present	X(01)	158	158	1
Date HB Employee Sign	9(06)	159	164	6
Date HB Employee Sign Year	(02)	159	160	2
Date HB Employee Sign Month	(02)	161	162	2
Date HB Employee Sign Day	(02)	163	164	2
FEHB Adjustment Flag	X(01)	165	165	1
Date HB Received In Employing Office	9(06)	166	171	6
Date HB Received In Employing Office Year	(02)	166	167	2
Date HB Received In Employing Office Month	(02)	168	169	2
Date HB Received In Employing Office Day	(02)	170	171	2
Date HB Election Effective	9(06)	172	177	6
Date HB Election Effective Year	(02)	172	173	2
Date HB Election Effective Month	(02)	174	175	2
Date HB Election Effective Day	(02)	176	177	2
HB Pay Full Premium Indicator	X(01)	178	178	1
HB Tax Deferred Code	X(01)	179	179	1
Filler	X(14)	180	193	14
Record Number 2 180 Data	X(41)	194	234	41
Record Number 02	9(02)	194	195	2
HB Remark 1	X(39)	196	234	39
Record Number 3 180 Data	X(41)	235	275	41

FEHB Enrollment PEPL 180 Document

Field Description	Picture (PIC)	Begin	End	Length
Record Number 03	9(02)	235	236	2
HB Remark 2	X(39)	237	275	39
Record Number 4 180 Data	X(39)	276	316	39
Record Number 04	9(02)	276	277	2
HB Remark 3	X(39)	278	316	39
Record Number 5 180 Data	X(39)	317	357	39
Record Number 05	9(02)	317	318	2
HB Remark 4	X(39)	319	357	39
Record Number 6 180 Data	X(38)	358	395	38
Record Number 06	9(02)	358	359	2
HB Other Insurance Name	X(35)	360	394	35
HB Other Private Insurance Indicator	X(01)	395	395	1
Record Number 7 180 Data	X(05)	396	400	5
Record Number 07	9(02)	396	397	2
HB Medicare A Indicator	X(01)	398	398	1
HB Medicare B Indicator	X(01)	399	399	1
HB CHAMPUS Indicator	X(01)	400	400	1
Record Number 8 180 Data	X(37)	401	437	37
Record Number 08	9(02)	401	402	2
HB Personnel Contact Name Last	X(20)	403	422	20
HB Personnel Contact Name First	X(15)	423	437	15
Record Number 9 180 Data	X(37)	438	474	37
Record Number 09	9(02)	438	439	2
HB Pay Contact Name Last	X(20)	440	459	20
HB Pay Contact Name First	X(15)	460	474	15
Record Number 10 180 Data	X(37)	475	511	37
Record Number 10	9(02)	475	476	2
HB New Payroll Office	X(35)	477	511	35
PEPL HB Dependents 180 (<i>Occurs 16</i>)	X(700)	512	1631	700
Record Number 11 180 Data	X(39)	512	550	39
Record Number 11	9(02)	512	513	2
HB Family Member	X(35)	514	548	35
Filler	X(02)	549	550	2
Record Number 12 180 Data	X(31)	551	581	31
Record Number 12	9(02)	551	552	2
HB Family Zip	X(11)	553	563	11
HB Family Zip 5	9(05)	553	557	5
HB Family Zip 4	9(04)	558	561	4
HB Family Zip 2	9(02)	562	563	2

FEHB Enrollment PEPL 180 Document

Field Description	Picture (PIC)	Begin	End	Length
Date HB Family Date Of Birth (DOB)	9(06)	564	569	6
Date HB Family DOB Year	9(02))	564	565	2
Date HB Family DOB Month	9(02))	566	567	2
Date HB Family DOB Day	9(02))	568	569	2
HB Family Gender Code	X(01)	570	570	1
HB Family Religion Code	X(01)	571	571	1
HB Family SSNO	9(09)	572	580	9
Filler	X(01)	581	581	1
Record Number 43 180 Data	X(42)	1632	1673	42
Record Number 43	9(02)	1632	1633	2
Home Phone Number	9(10)	1634	1643	10
Phone Number Area Code Home	9(03)	1634	1636	3
Phone Number Exchange Home	9(03)	1637	1639	3
Phone Number Home	9(04)	1640	1643	4
Work Phone Number	9(10)	1644	1653	10
Phone Number Area Code Work	9(03)	1644	1646	3
Phone Number Exchange Work	9(03)	1647	1649	3
Phone Number Work	9(04)	1650	1653	4
POI Phone Number	9(10)	1654	1663	10
Phone Number Area Code POI	9(03)	1654	1656	3
Phone Number Exchange POI	9(03)	1657	1659	3
Phone Number POI	9(04)	1660	1663	4
Accounting Office (AO) Phone Number	9(10)	1664	1673	10
Phone Number Area Code AO	9(03)	1664	1666	3
Phone Number Exchange AO	9(03)	1667	1669	3
Phone Number AO	9(04)	1670	1673	4
Record Number 44 180 Data	X(41)	1674	1714	41
Record Number 44	9(02)	1674	1675	2
HB Remark 5	X(39)	1676	1714	39
Record Number 45 180 Data	X(41)	1715	1755	41
Record Number 45	9(02)	1715	1716	2
HB Remark 6	X(39)	1717	1755	39
Filler	X(144)	1756	1899	144

Receipt Account PEPL 089 Document

Field Description	Picture (PIC)	Begin	End	Length
PEPL 088 Document (Receipt Account)	X(1799)	101	1899	1799
POI	9(04)	101	104	4
Batch Number Personnel	9(04)	105	108	4
Entry Operator Code	X(03)	109	111	3
Correction Operator Code	X(03)	112	114	3

Receipt Account PEPL 089 Document

Field Description	Picture (PIC)	Begin	End	Length
Database Identifier	X(04)	115	118	4
Filler	X(22)	119	140	22
Record Number 1 088 Data	X(31)	141	171	31
Record Number 01	9(02)	141	142	2
Receipt Account (RA) Type Code	9(02)	143	144	2
<i>Indebted Data</i>	X(27)	145	171	27
RA Account Account Number	X(12)	145	156	12
RA Transaction Code	9(01)	157	157	1
RA Account Balance	X(08)	158	165	8
Dollars	9(06)	158	163	6
Decimal	V			
Cents	9(02)	164	165	2
RA Amount Per Pay Period	X(06)	166	171	6
Dollars	9(04)	166	169	4
Decimal	V			
Cents	9(02)	170	171	2

Charitable Contribution PEPL 088 Document

Field Description	Picture (PIC)	Begin	End	Length
Charitable Data Redefines	X(17)	145	161	17
Charitable Campaign Area State Code	X(02)	145	146	2
Charitable Campaign Area City Code	X(04)	147	150	4
Charitable Campaign Area Amount Pay Period	9(05)	151	155	5
Dollars	9(03)	151	153	3
Decimal	V			
Cents	9(02)	154	155	2
Charitable Campaign Area Balance	9(06)	156	161	6
Dollars	9(04)	156	159	4
Decimal	V			
Cents	9(02)	160	161	2
Filler	X(10)	162	171	10
Filler	X(900)	172	1071	900
Filler	X(828)	1072	1899	828

Union Dues Authorization PEPL 086 Document

Field Description	Picture (PIC)	Begin	End	Length
PEPL 086 Document (Union Dues Authorization)	X(1799)	101	1899	1799

Union Dues Authorization PEPL 086 Document

Field Description	Picture (PIC)	Begin	End	Length
POI	9(04)	101	104	4
Batch Number Personnel	9(04)	105	108	4
Entry Operator Code	X(03)	109	111	3
Correction Operator Code	X(03)	112	114	3
Database Identifier	X(04)	115	118	4
Filler	X(22)	119	140	22
Record Number 1 086 Data	X(36)	141	176	36
Record Number 01	9(02)	141	142	2
Union Transaction Code	9(02)	143	144	2
Union Code	9(02)	145	146	2
Union Local Code	9(04)	147	150	4
Union Amount Per Pay Period	9(04)	151	154	4
Dollars	9(02)	151	152	2
Decimal	V			
Cents	9(02)	153	154	2
Union Local Transfer To	9(04)	155	158	4
Union Prior Pay Period Adjustment Code	9(01)	159	159	1
Date Of Union Authorization	9(06)	160	165	6
Date Of Union Authorization Year	9(02)	160	161	2
Date Of Union Authorization Month	9(02)	162	163	2
Date Of Union Authorization Day	9(02)	164	165	2
Union Percent Deduction	9(05)	166	170	5
Decimal	V			
Percent	9(05)	166	170	5
Union Deduction Indicator	9(01)	171	171	1
Union Minimum Deduction Amount	9(04)	172	175	4
Dollars	9(02)	172	173	2
Decimal	V			
Cents	9(02)	174	175	2
Dues Code	X(01)	176	176	1
Filler	X(893)	177	1069	893
Filler	X(830)	1070	1899	830

Restored Annual Leave PEPL 165 Document

Field Description	Picture (PIC)	Begin	End	Length
PEPL 165 Document (Restored Annual Leave)	X(1799)	101	1899	1799
PEPL 165 Data	X(40)	101	140	40
POI	9(04)	101	104	4
Batch Number Personnel	9(04)	105	108	4
Entry Operator Code	X(03)	109	111	3

Restored Annual Leave PEPL 165 Document

Field Description	Picture (PIC)	Begin	End	Length
Correction Operator Code	X(03)	112	114	3
Database Identifier	X(04)	115	118	4
Filler	X(22)	119	140	22
Record Number 1 165 Data	X(16)	141	156	16
Record Number 01	9(02)	141	142	2
Organizational Structure Code Agency	X(02)	143	144	2
POI	9(04)	145	148	4
Annual Leave Restored	9(05)	149	153	5
Hours	9(03)	149	151	3
Decimal	V			
Fraction	9(02)	152	153	2
Action Code Restored Leave	9(01)	154	154	1
Date Start Use Restored Leave	9(02)	155	156	2
Filler	X(900)	157	1056	900
Filler	X(843)	1057	1899	843

State Tax PEPL 140 Document

Field Description	Picture (PIC)	Begin	End	Length
PEPL 140 Document (State Tax)	X(1799)	101	1899	1799
POI	9(04)	101	104	4
Batch Number Personnel	9(04)	105	108	4
Entry Operator Code	X(03)	109	111	3
Correction Operator Code	X(03)	112	114	3
Database Identifier	X(04)	115	118	4
Filler	X(22)	119	140	22
Record Number 1 140 Data	X(19)	141	159	19
Record Number 01	9(02)	141	142	2
State Tax Number Of Exemptions	X(03)	143	145	3
State Tax Extra Deductions	9(05)	146	150	5
Sign	S			
Dollars	9(03)	146	148	3
Decimal	V			
Cents	9(02)	149	150	2
State Tax Withholding State Code	X(02)	151	152	2
State Tax Extra Exemption	9(02)	153	154	2
State Tax Alaska Tax Code	9(01)	155	155	1
State Tax Alaska Percent	9(02)	156	157	2
State Tax Personal Exemptions	9(01)	158	158	1
State Tax Private Code	9(01)	159	159	1

State Tax PEPL 140 Document

Field Description	Picture (PIC)	Begin	End	Length
Filler	X(898)	160	1057	898
Filler	X(842)	1058	1899	842

Federal Tax PEPL 130 Document

Field Description	Picture (PIC)	Begin	End	Length
PEPL 130 Document (Federal Tax)	X(1799)	101	1899	1799
POI	9(04)	101	104	4
Batch Number Personnel	9(04)	105	108	4
Entry Operator Code	X(03)	109	111	3
Correction Operator Code	X(03)	112	114	3
Database Identifier	X(04)	115	118	4
Filler	X(22)	119	140	22
Record Number 1 130 Data	X(13)	141	153	13
Record Number 01	9(02)	141	142	2
Federal Tax Number Of Exemptions	X(03)	143	145	3
Federal Tax Extra Deductions	9(06)	146	151	6
Sign	S			
Dollars	9(04)	146	149	4
Decimal	V			
Cents	9(02)	150	151	2
Eligible Earned Income Credit (EIC) Code	X(01)	152	152	1
EIC Code	X(01)	153	153	1
Filler	X(900)	154	1053	900
Filler	X(846)	1054	1899	846

Child Support/Alimony PEPL 195 Document

Field Description	Picture (PIC)	Begin	End	Length
PEPL 195 Document (Child Support/Alimony)	X(1799)	101	1899	1799
POI	9(04)	101	104	4
Batch Number Personnel	9(04)	105	108	4
Entry Operator Code	X(03)	109	111	3
Correction Operator Code	X(03)	112	114	3
Database Identifier	X(04)	115	118	4
Filler	X(22)	119	126	22
Record Number 1 195 Data	X(47)	127	173	47
Record Number 01	9(02)	127	128	2
Child Support/Alimony (CSA) Transaction Code	9(01)	129	129	1

Child Support/Alimony PEPL 195 Document

Field Description	Picture (PIC)	Begin	End	Length
CSA Pay Period Deduction Amount	9(06)	130	135	6
Dollars	9(04)	130	133	4
Decimal	V			
Cents	9(02)	134	135	2
CSA Pay Period Deduction Percent	9(02)	136	137	2
Decimal	V			
Percent	9(02)	136	137	2
CSA Pay Period Deduction NTE Amount	9(06)	138	143	6
Dollars	9(04)	138	141	4
Decimal	V			
Cents	9(02)	142	143	2
CSA Pay Period Court Cost Amount	9(05)	144	148	5
Dollars	9(03)	144	146	3
Decimal	V			
Cents	9(02)	147	148	2
CSA Court Cost Total Amount	9(06)	149	154	6
Dollars	9(04)	149	152	4
Decimal	V			
Cents	9(02)	153	154	2
CSA Pay Period Arrears Deduction Amount	9(06)	155	160	6
Dollars	9(04)	155	158	4
Decimal	V			
Cents	9(02)	159	160	2
CSA Pay Period Arrears Deduction Percent	9(02)	161	162	2
Decimal	V			
Percent	9(02)	161	162	2
CSA Arrears Total Amount	9(07)	163	169	7
Dollars	9(05)	163	167	5
Decimal	V			
Cents	9(02)	168	169	2
CSA Case Number	9(04)	170	173	4
Record Number 2 195 Data	X(47)	174	220	47
Record Number 02	9(02)	174	175	2
CSA Pay Period Arrears Deduction NTE Amount	9(06)	176	181	6
Dollars	9(04)	176	179	4
Decimal	V			
Cents	9(02)	180	181	2
CSA Recipient Name	X(35)	182	216	35
Pay Period Number	9(02)	217	218	2
Pay Period Year	9(02)	219	220	2
Record Number 3 195 Data	X(39)	221	259	39
Record Number 03	9(02)	221	222	2
CSA Recipient Address Line 1	X(35)	223	257	35

Child Support/Alimony PEPL 195 Document

Field Description	Picture (PIC)	Begin	End	Length
CSA Maximum Percent Decimal Percent	9(02) V 9(02)	258 258	259 259	2 2
Record Number 4 195 Data	X(37)	260	296	37
Record Number 04	9(02)	260	261	2
CSA Recipient Address Line 2	X(35)	262	296	35
Record Number 5 195 Data	X(35)	297	331	35
Record Number 05	9(02)	297	298	2
CSA Recipient City	X(20)	299	318	20
CSA Recipient State	X(02)	319	320	2
CSA Zip Code CSA Zip Code 5 CSA Zip Code 4 CSA Zip Code 2	X(11) X(05) X(04) X(02)	321 321 326 330	331 325 329 331	11 5 4 2
Record Number 6 195 Data	X(37)	332	368	37
Record Number 06	9(02)	332	333	2
CSA Court-Assigned Case Number	X(35)	334	368	35
Record Number 7 195 Data	X(30)	369	398	30
Record Number 07	9(02)	369	370	2
CSA Type Account	X(01)	371	371	1
CSA Routing Number	9(09)	372	380	9
CSA Account Number	X(17)	381	397	17
CSA Type Disbursement	9(01)	398	398	1
Filler	X(868)	399	1266	868
Filler	X(633)	1267	1899	633

Multi Element Update PEPL 120 Document

Field Description	Picture (PIC)	Begin	End	Length
PEPL 120 Document (Multi Element Update)	X(1799)	101	1899	1799
POI	9(04)	101	104	4
Batch Number Personnel	9(04)	105	108	4
Entry Operator Code	X(03)	109	111	3
Correction Operator Code	X(03)	112	114	3
Database Identifier	X(04)	115	118	4
Filler	X(22)	119	140	22
Record Number 1 120 Data	X(43)	141	183	43
Record Number 01	9(02)	141	142	2
Field Number	X(06)	143	148	6
New Data	X(35)	149	183	35
Filler	X(1716)	184	1899	1716

Education PEPL 123 Document

Field Description	Picture (PIC)	Begin	End	Length
PEPL 123 Document (Education)	X(1799)	101	1899	1799
POI	9(04)	101	104	4
Batch Number Personnel	9(04)	105	108	4
Entry Operator Code	X(03)	109	111	3
Correction Operator Code	X(03)	112	114	3
Database Identifier	X(04)	115	118	4
Filler	X(22)	119	140	22
Record Number 01 123 Data	X(48)	141	188	48
Record Number 01	9(02)	141	142	2
Transaction Code	X(01)	143	143	1
Education Level	9(02)	144	145	2
Instructional Program	9(06)	146	151	6
Date Degree Certificate Received Year	9(02)	152	153	2
School Code	X(05)	154	158	5
Filler	X(30)	159	188	30
Filler	X(1711)	189	1899	1711

Professional Certification PEPL 124 Document

Field Description	Picture (PIC)	Begin	End	Length
PEPL 124 Document (Professional Certification)	X(1799)	101	1899	1799
POI	9(04)	101	104	4
Batch Number Personnel	9(04)	105	108	4
Entry Operator Code	X(03)	109	111	3
Correction Operator Code	X(03)	112	114	3
Database Identifier	X(04)	115	118	4
Filler	X(22)	119	140	22
Record Number 1 124 Data	X(48)	141	188	48
Record Number 01	9(02)	141	142	2
Transaction Code	X(01)	143	143	1
Professional Certificate Number	9(02)	144	145	2
Professional Certificate Name	X(15)	146	160	15
Professional Certificate Year	9(02)	161	162	2
Professional Certificate State	X(02)	163	164	2
Filler	X(24)	165	188	24
Filler	X(1711)	189	1899	1711

Discretionary Allotment PEPL 100 Document

Field Description	Picture (PIC)	Begin	End	Length
PEPL 100 Document (Discretionary Allotment)	X(1799)	101	1899	1799
POI	9(04)	101	104	4
Batch Number Personnel	9(04)	105	108	4
Entry Operator Code	X(03)	109	111	3
Correction Operator Code	X(03)	112	114	3
Database Identifier	X(04)	115	118	4
Filler	X(22)	119	140	22
Record Number 1 100 Data	X(46)	141	186	46
Record Number 01	9(02)	141	142	2
Discretionary Allotment Type	X(01)	143	143	1
Discretionary Allotment Number	9(02)	144	145	2
Discretionary Allotment Amount	9(06)	146	151	6
Dollars	9(04)	146	149	4
Decimal	V			
Cents	9(02)	150	151	2
Discretionary Allotment Payee Name	X(35)	152	186	35
Record Number 2 100 Data	X(39)	187	225	39
Record Number 02	9(02)	187	188	2
Discretionary Allotment Payee Address Line	X(35)	189	223	35
Discretionary Allotment Type	9(02)	224	225	2
Record Number 3 100 Data	X(48)	226	273	48
Record Number 03	9(02)	226	227	2
Discretionary Allotment City Name	X(16)	228	243	16
Discretionary Allotment State Name	X(02)	244	245	2
Discretionary Allotment Zip Code	X(11)	246	256	11
Discretionary Allotment Zip Code 5	X(05)	246	250	5
Discretionary Allotment Zip Code 4	X(04)	251	254	4
Discretionary Allotment Zip Code 2	X(02)	255	256	2
Discretionary Allotment Account Number	X(17)	257	273	17
Record Number 4 100 Data	X(57)	274	330	57
Record Number 04	9(02)	274	275	2
Discretionary Allotter ID	X(25)	276	300	25
Discretionary Allotment Type Disbursement	9(01)	301	301	1
Discretionary Allotment Type Account	X(01)	302	302	1
Discretionary Allotment Routing Number	9(09)	303	311	9
Filler	X(19)	312	330	19
Filler	X(1569)	331	1899	1569

Non-Federal HB PEPL 101 Document

Field Description	Picture (PIC)	Begin	End	Length
PEPL 101 Document (Non-Federal HB)	X(1799)	101	1899	1799
POI	9(04)	101	104	4
Batch Number Personnel	9(04)	105	108	4
Entry Operator Code	X(03)	109	111	3
Correction Operator Code	X(03)	112	114	3
Database Identifier	X(04)	115	118	4
Filler	X(22)	119	140	22
Record Number 1 101 Data	X(14)	141	154	14
Record Number 01	9(02)	141	142	2
FEHB Transaction Code	9(01)	143	143	1
HB Enrollment Code	X(03)	144	146	3
HB Plan Code	X(02)	144	145	2
HB Option Code	9(01)	146	146	1
HB Adjustment Flag	X(01)	147	147	1
HB Date Effective	9(06)	148	153	6
HB Date Effective Year	9(02)	148	149	2
HB Date Effective Month	9(02)	150	151	2
HB Date Effective Day	9(02)	152	153	2
HB Tax Deferred Code	X(01)	154	154	1
Filler	X(21)	155	175	21
Filler	X(1724)	176	1899	1724

Non-Federal Life Insurance PEPL 102 Document

Field Description	Picture (PIC)	Begin	End	Length
PEPL 102 Document (Non-Federal Life Insurance)	X(1799)	101	1899	1799
POI	9(04)	101	104	4
Batch Number Personnel	9(04)	105	108	4
Entry Operator Code	X(03)	109	111	3
Correction Operator Code	X(03)	112	114	3
Database Identifier	X(04)	115	118	4
Filler	X(22)	119	140	22
Record Number 1 102 Data	X(36)	141	176	36
Record Number 01	9(02)	141	142	2
Transaction Code	X(01)	143	143	1
Life Insurance (LI) Plan Code	X(02)	144	145	2
LI Coverage Code	X(02)	146	147	2
LI Option 1 Factor	X(04)	148	151	4
LI Option 2 Factor	X(04)	152	155	4
LI Option 3 Factor	X(04)	156	159	4

Non-Federal Life Insurance PEPL 102 Document

Field Description	Picture (PIC)	Begin	End	Length
LI Date Effective	9(06)	160	165	6
LI Date Effective Year	9(02)	160	161	2
LI Date Effective Month	9(02)	162	163	2
LI Date Effective Day	9(02)	164	165	2
LI Coverage Amount	9(04)	166	169	4
LI Adjustment Flag	X(01)	170	170	1
LI Biweekly Deduction	9(05)	171	175	5
Dollars	9(03)	171	173	3
Decimal	V			
Cents	9(02)	174	175	2
Filler	X(01)	176	176	1
Filler	X(1723)	177	1899	1723

Non-Federal Retirement PEPL 103 Document

Field Description	Picture (PIC)	Begin	End	Length
PEPL 103 Document (Non-Federal Retirement)	X(1799)	101	1899	1799
POI	9(04)	101	104	4
Batch Number Personnel	9(04)	105	108	4
Entry Operator Code	X(03)	109	111	3
Correction Operator Code	X(03)	112	114	3
Database Identifier	X(04)	115	118	4
Filler	X(22)	119	140	22
Record Number 1 103 Data	X(36)	141	176	36
Record Number 01	X(02)	141	142	2
Transaction Code	X(01)	143	143	1
Retirement Plan Code	X(02)	144	145	2
Retirement Coverage Code	X(01)	146	146	1
Retirement Deduction Type	9(01)	147	147	1
Retirement Deduction Factor Non-deferred	9(07)	148	154	7
Amount	9(03)	148	150	3
Decimal	V			
Percent	9(04)	151	154	4
Filler	X(01)	155	155	1
Retirement Deductions FICA Limit	X(01)	156	156	1
Retirement Deductions After FICA	9(07)	157	163	7
Amount	9(03)	157	159	3
Decimal	V			
Percent	9(04)	160	163	4
Retirement Date Effective	9(06)	164	169	6
Retirement Date Effective Year	9(02)	164	165	2
Retirement Date Effective Month	9(02)	166	167	2
Retirement Date Effective Day	9(02)	168	169	2

Non-Federal Retirement PEPL 103 Document

Field Description	Picture (PIC)	Begin	End	Length
Retirement Deduction Factor Deferred	9(07)	170	176	7
Amount	9(03)	170	172	3
Decimal	V			
Percent	9(04)	173	176	4
Filler	X(1723)	177	1899	1723

Non-Federal Thrift Saving PEPL 104 Document

Field Description	Picture (PIC)	Begin	End	Length
PEPL 104 Document (Non-Federal Thrift Saving)	X(1799)	101	1899	1799
POI	9(04)	101	104	4
Batch Number Personnel	9(04)	105	108	4
Entry Operator Code	X(03)	109	111	3
Correction Operator Code	X(03)	112	114	3
Database Identifier	X(04)	115	118	4
Filler	X(22)	119	140	22
Record Number 1 104 Data	X(36)	141	176	36
Record Number 01	9(02)	141	142	2
Transaction Code	X(01)	143	143	1
Thrift Saving (TS) Plan Code	X(02)	144	145	2
TS Coverage Code	X(01)	146	146	1
TS Deduction Type	9(01)	147	147	1
TS Deduction Factor Non-deferred	9(07)	148	154	7
Amount	9(03)	148	150	3
Decimal	V			
Percent	9(04)	151	154	4
Filler	X(01)	155	155	1
TS Deductions FICA Limit	X(01)	156	156	1
TS Deduction After FICA	9(07)	157	163	7
Amount	9(03)	157	159	3
Decimal	V			
Percent	9(04)	160	163	4
TS Date Effective	9(06)	164	169	6
TS Date Effective Year	9(02)	164	165	2
TS Date Effective Month	9(02)	166	167	2
TS Date Effective Day	9(02)	168	169	2
TS Deduction Factor Deferred	9(07)	170	176	7
Amount	9(03)	170	172	3
Decimal	V			
Percent	9(04)	173	176	4
Filler	X(1723)	177	1899	1723

Thrift Savings Plan PEPL 125 Document

Field Description	Picture (PIC)	Begin	End	Length
PEPL 125 Document (Thrift Savings Plan)	X(1799)	101	1899	1799
POI	9(04)	101	104	4
Batch Number Personnel	9(04)	105	108	4
Entry Operator Code	X(03)	109	111	3
Correction Operator Code	X(03)	112	114	3
Database Identifier	X(04)	115	118	4
Filler	X(22)	119	140	22
Record Number 1 125 Data	X(45)	141	185	45
Record Number 01	9(02)	141	142	2
Transaction Code	X(01)	143	143	1
TS Plan Code	X(02)	144	145	2
TS Coverage Code	X(01)	146	146	1
TS Deduction Type	9(01)	147	147	1
TS Deduction Factor	9(07)	148	154	7
Amount	9(03)	148	150	3
Decimal	V			
Percent	9(04)	151	154	4
TS Deductions Tax Deferred	X(01)	155	155	1
TS Deductions FICA Limit	X(01)	156	156	1
TS Deductions After FICA	9(07)	157	163	7
Amount	9(03)	157	159	3
Decimal	V			
Percent	9(04)	160	163	4
TS Date Effective	9(06)	164	169	6
TS Date Effective Year	9(02)	164	165	2
TS Date Effective Month	9(02)	166	167	2
TS Date Effective Day	9(02)	168	169	2
Filler	9(15)	170	174	5
Filler	9(15)	175	179	5
Filler	9(15)	180	184	5
TSP Change Indicator	X(01)	185	185	1
Filler	X(1714)	186	1899	1714

Allowance PEPL 127 Document

Field Description	Picture (PIC)	Begin	End	Length
PEPL 127 Document (Allowance)	X(1799)	101	1899	1799
POI	9(04)	101	104	4
Batch Number Personnel	9(04)	105	108	4
Entry Operator Code	X(03)	109	111	3
Correction Operator Code	X(03)	112	114	3

Allowance PEPL 127 Document

Field Description	Picture (PIC)	Begin	End	Length
Database Identifier	X(04)	115	118	4
Filler	X(22)	119	140	22
Record Number 1 127 Data	X(48)	141	188	48
Record Number 01	9(02)	141	142	2
Transaction Code	X(01)	143	143	1
Allowance Type	9(03)	144	146	3
Allowance Taxable	X(01)	147	147	1
Allowance Code	9(01)	148	148	1
Allowance Total	9(07)	149	155	7
Sign	S			
Dollars	9(05)	149	153	5
Decimal	V			
Cents	9(02)	154	155	2
Allowance Rate	9(07)	156	162	7
Dollars	9(05)	156	160	5
Decimal	V			
Cents	9(02)	161	162	2
Allowance Balance	9(07)	163	169	7
Sign	S			
Dollars	9(05)	163	167	5
Decimal	V			
Cents	9(02)	168	169	2
Filler	X(19)	170	188	19
Filler	X(1711)	189	1899	1711

Severance Pay PEPL 128 Document

Field Description	Picture (PIC)	Begin	End	Length
PEPL 128 Document (Severance Pay)	X(1799)	101	1899	1799
POI	9(04)	101	104	4
Batch Number Personnel	9(04)	105	108	4
Entry Operator Code	X(03)	109	111	3
Correction Operator Code	X(03)	112	114	3
Database Identifier	X(04)	115	118	4
Filler	X(22)	119	140	22
Record Number 1 128 Data	X(48)	141	188	48
Record Number 01	9(02)	141	142	2
Transaction Code	X(01)	143	143	1

Severance Pay PEPL 128 Document

Field Description	Picture (PIC)	Begin	End	Length
Total Severance Fund	9(08)	144	151	8
Sign	S			
Dollars	9(06)	144	149	6
Decimal	V			
Cents	9(02)	150	151	2
Biweekly Severance Amount	9(08)	152	159	8
Sign	S			
Dollars	9(06)	152	157	6
Decimal	V			
Cents	9(02)	158	159	2
Initial Severance Payment Amount	9(08)	160	167	8
Sign	S			
Dollars	9(06)	160	165	6
Decimal	V			
Cents	9(02)	166	167	2
Date Severance Pay Begins	9(06)	168	173	6
Date Severance Pay Begins Year	9(02)	168	169	2
Date Severance Pay Begins Month	9(02)	170	171	2
Date Severance Pay Begins Day	9(02)	172	173	2
Filler	X(15)	174	188	15
Record Number 2 128 Data	X(29)	189	217	29
Record Number 02	9(02)	189	190	2
Accounting Distribution	X(27)	191	217	27
Accounting Distribution Fiscal Year Code	X(01)	191	191	1
Accounting Distribution Appropriation Code	X(02)	192	193	2
Accounting Distribution Sub-level Codes	X(24)	194	217	24
Filler	X(1682)	218	1899	1682

TSP Collection PEPL 129 Document

Field Description	Picture (PIC)	Begin	End	Length
PEPL 129 Document (TSP Collection)	X(1799)	101	1899	1799
POI	9(04)	101	104	4
Batch Number Personnel	9(04)	105	108	4
Entry Operator Code	X(03)	109	111	3
Correction Operator Code	X(03)	112	114	3
Database Identifier	X(04)	115	118	4
Filler	X(22)	119	140	22
Record Number 1 129 Data	X(45)	141	185	45
Record Number 01	9(02)	141	142	2
Transaction Code	X(01)	143	143	1
TS Plan Code	X(02)	144	145	2

TSP Collection PEPL 129 Document

Field Description	Picture (PIC)	Begin	End	Length
TS Deduction Flag	X(01)	146	146	1
TS Amount Pay Period Non-deferred	9(07)	147	153	7
Sign	S			
Dollars	9(05)	147	151	5
Decimal	V			
Cents	(02)	152	153	2
TS Amount Pay Period Deferred	9(07)	154	160	7
Sign	S			
Dollars	9(05)	154	158	5
Decimal	V			
Cents	(02)	159	160	2
TS Deductions Balance	9(07)	161	167	7
Sign	S			
Dollars	9(05)	161	165	5
Decimal	V			
Cents	(02)	166	167	2
TS Number Of Pay Periods	9(03)	168	170	3
TS Base Pay In	9(08)	171	178	8
Sign	S			
Dollars	9(06)	171	176	6
Decimal	V			
Cents	(02)	177	178	2
TS Deductions Non-deferred In	9(07)	179	185	7
Sign	S			
Dollars	9(05)	179	183	5
Decimal	V			
Cents	(02)	184	185	2
Record Number 2 129 Data	X(43)	186	228	43
Record Number 02	9(02)	186	187	2
TS Deductions Deferred In	9(07)	188	194	7
Sign	S			
Amount	9(05)	188	192	5
Decimal	V			
Percentage	(02)	193	194	2
TS Deduction Type In	9(01)	195	195	1
TS Factor Non-deferred In	9(07)	196	202	7
Amount	9(03)	196	198	3
Decimal	V			
Percentage	(04)	199	202	4
TS Factor Deferred In	9(07)	203	209	7
Amount	9(03)	203	205	3
Decimal	V			
Percentage	(04)	206	209	4
TS Pay Period Number Year In	9(02)	210	211	2

TSP Collection PEPL 129 Document

Field Description	Picture (PIC)	Begin	End	Length
TS Pay Period Number In	9(02)	212	213	2
TS Base Pay Out	9(08)	214	221	8
Sign	S			
Dollars	9(06)	214	219	6
Decimal	V			
Cents	(02)	220	221	2
TS Deductions Non-deferred Out	9(07)	222	228	7
Sign	S			
Dollars	9(05)	222	226	5
Decimal	V			
Cents	(02)	227	228	2
Record Number 3 129 Data	X(28)	229	256	28
Record Number 03	9(02)	229	230	2
TS Deductions Deferred Out	9(07)	231	237	7
Sign	S			
Amount	9(05)	231	235	5
Decimal	V			
Percentage	(02)	236	237	2
TS Deduction Type Out	9(01)	238	238	1
TS Factor Non-deferred Out	9(07)	239	245	7
Amount	9(03)	239	241	3
Decimal	V			
Percentage	(04)	242	245	4
TS Factor Deferred Out	9(07)	246	252	7
Amount	9(03)	246	248	3
Decimal	V			
Percentage	(04)	249	252	4
TS Pay Period Number Year Out	9(02)	253	254	2
TS Pay Period Number Out	9(02)	255	256	2
Filler	X(1643)	257	1899	1643

Flexfund PEPL 185 Document

Field Description	Picture (PIC)	Begin	End	Length
PEPL 185 Document (Flexfund)	X(1799)	101	1899	1799
POI	9(04)	101	104	4
Batch Number Personnel	9(04)	105	108	4
Entry Operator Code	X(03)	109	111	3
Correction Operator Code	X(03)	112	114	3
Database Identifier	X(04)	115	118	4
Filler	X(22)	119	140	22
Record Number 1 185 Data	X(19)	141	159	19

Flexfund PEPL 185 Document

Field Description	Picture (PIC)	Begin	End	Length
Record Number 01	9(02)	141	142	2
Flexfund Transaction Code	X(01)	143	143	1
Flexfund Plan Code	X(02)	144	145	2
Flexfund Option Code	X(01)	146	146	1
Flexfund Total Amount	9(06)	147	152	6
Sign	S			
Dollars	9(04)	147	150	4
Decimal	V			
Cents	(02)	151	152	2
Date Flexfund Effective	9(06)	153	158	6
Date Flexfund Effective Year	9(02)	153	154	2
Date Flexfund Effective Month	9(02)	155	156	2
Date Flexfund Effective Day	9(02)	157	158	2
Flexfund Tax Deferred Code	X(01)	159	159	1
Filler	X(1740)	160	1899	1740

Flexfund Redefines PEPL 185 Document

Field Description	Picture (PIC)	Begin	End	Length
PEPL 185 Document (Flexfund)	X(1799)	101	1899	1799
POI	9(04)	101	104	4
Batch Number Personnel	9(04)	105	108	4
Entry Operator Code	X(03)	109	111	3
Correction Operator Code	X(03)	112	114	3
Database Identifier	X(04)	115	118	4
Filler	X(22)	119	140	22
Record Number 1 185 Data	X(19)	141	159	19
Record Number 01	X(02)	141	142	2
Flexfund Transaction Code	X(01)	143	143	1
Flexfund Plan Code	X(02)	144	145	2
Flexfund Option Code	X(01)	146	146	1
Flexfund Total Amount	9(06)	147	152	6
Sign	S			
Dollars	9(04)	147	150	4
Decimal	V			
Cents	(02)	151	152	2
Date Flexfund Effective	9(06)	153	158	6
Date Flexfund Effective Year	9(02)	153	154	2
Date Flexfund Effective Month	9(02)	155	156	2
Date Flexfund Effective Day	9(02)	157	158	2
Flexfund Tax Deferred Code	X(01)	159	159	1
Filler	X(1740)	160	1899	1740

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