

**National Finance Center
Front-End System Interface (FESI)
Non-Federal Life Insurance-(102)**

Data Element Name	Data Element Format	Start Position	End Position	Element Description	Optional Mandated Conditional O/M/C	Values	Customer Data Element Name
DOCUMENT-TYPE	A3	1	3	Indicates the type of document being processed.	M	Three position numeric field. For this document the value is "102".	
AGCY-CODE	A2	4	5	The first level of the organizational structure codes used to identify the agency as defined by the National Finance Center	M	For a list of valid values, see TMGT Table 023, Agency/Bureau	
SUBMITTING-OFFICE-NUMBER	A4	6	9	An identifying code assigned by the Office of Personnel Management to a Federal civilian personnel office authorized to appoint and separate employees and maintain personnel data	M	For a list of valid values, see TMGT, Table 001, Personnel Office Identifier Name and Address	
BATCH NO-PERSONNEL	A4	10	13	Number assigned b a personnel officer to identify batches of documents by transmitted to the National Finance Center	M	66XX-the document remains in suspense until corrective action is taken 67XX-the document remains in suspense for one pass and is coded for deletion unless some type of positive action is taken	
SSNO	A9	14	22	A unique nine digit assigned by the Social Security Administration	M	Employee SSNO	
FILLER	A1	23	23	Unused field	M	SPACES	
PAY-PERIOD-NUMBER	A2	24	25	The number corresponding to the pay period for which this document is being processed.	M	01 through 27	
FILLER	A30	26	55	Unused field	M	SPACES	
USER-ID	A7	56	62	The user identification of the person entering the data	M	Seven position alpha field	
DEPARTMENT-CODE	A2	63	64	Identifies the department of the U.S. government	M	For a list of valid values, see the OPM Guide to Personnel Data Standards	
FILLER	A42	65	106	Unused field	M	SPACES	

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FESI-IDENTIFIER-NUMBER	A15	107	121	Identifies transactions in user's system.	O		
UEID	A20	122	141	A unique employee ID (for future OPM use).			
FESI-DOC-EFF-CN	A2	142	143	The effective century of the document	M	Two position numeric field	
FESI-DOC-EFF-YR	A2	144	145	The effective year of the document	M	Two position numeric field	
FILLER	A42	146	150	Unused field	M	SPACES	
TRANS-CODE	A1	151	151	Indicates the type of action taken on the document	M	One position alpha-numeric field. Valid values are: 1=New Enrollment 2= Cancellation 4= Change	
LI-PLAN-CODE	A2	152	153	A code used by various agencies to identify their non federal life insurance plans	M	Two position alpha-numeric field NFC assigns the code as new plans are implemented. Validated against TMGT080/081	
LI-COVERAGE-CODE	A2	154	155	A code used by various agencies to identify their non-federal life insurance coverage	M	Valid values are agency specific and is used in combination with the LI-PLAN-CODE Validated against TMGT081	
LI-OPTION-1-FACTOR	A4	156	159	Indicates the amount of coverage for Option-1	O	Whole dollars Comments: Edits may be agency/plan specific, some examples are: 1. Cannot exceed 5 times the adjusted salary 2. Must be in multiples of \$25,000 and cannot exceed \$300,000 3. If the coverage amount is between \$25,000 and \$50,000- then this field cannot exceed \$250,000.	
LI-OPTION-2-FACTOR	A4	160	163	Indicates the amount of coverage for Option-2	O	Whole dollars	

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LI-OPTION-3-FACTOR	A4	164	167	Indicates the amount of coverage for Option-3	O	Whole dollars	
LI-DATE-EFF-MO	A2	168	169	The effective month of life insurance coverage	M	The effective date corresponds to the first day of the pay period.	
LI-DATE-EFF-DA	A2	170	171	The effective day of life insurance coverage	M		
LI-DATE-EFF-YR	A2	172	173	The effective year of life insurance coverage	M		
LI-COVERAGE-AMOUNT	A4	174	177	The amount of life insurance coverage	M	Edits may be agency/plan \$500,000 = 0500	
LI-ADJUST-FLAG	A1	178	178	Indicates if the system should deduct a retroactive collection	C	Y= if the effective date is prior to the current processing pay period and the employee is not presently enrolled in a non-Federal life plan. Full collection will be made in one pay period N= a retroactive adjustment is not necessary Leave blank if the effective date is the same as the processing pay period.	
LI-BIWEEKLY-DEDUCTION	A5	179	183	Indicates the amount to be deducted each pay period	O	Dollars and cents. Format 999v99 Only required for specific agencies. Biweekly deductions are calculated from TMGT specifications.	
FILLER	A3267	184	3450	Unused field	M	Spaces	