National Finance Center
Front-End System Interface (FESI)
Non-Federal Retirement Doc Type (103)

Data Element Name	Data Element Format	Start Position	End Position	Element Description	Optional Mandated O/M	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 "103".	
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 TGMT, Table 001, Personnel Office Identifier Name and Address.	
BATCH-N0-PERSONNEL	A4	10	13	Number assigned by a personnel office to identify different 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 number 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	
FESI-IDENTIFIER-	A15	107	121	Identifies transactions in user's system.	O		

Revised Date: 05/14

NUMBER						
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	A5	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 3 = Change
RT-PLAN-CODE	A2	152	153	A code used by various agencies to identify their non-federal retirement plans.	M	Two position alpha-numeric field. NFC will assign the code as new plans are implemented.
RT-COVERAGE-CODE	A1	154	154	The coverage code of the retirement plan.	M	0 = no voluntary allotment 1 = additional retirement account – taxable or tax deferred 2 = supplemental retirement annuity – tax deferred only
RT-TAXABLE-AMOUNT	A4	155	158	Taxable amount to be deducted		The value in the field may represent a dollar amount. **RT-TAXABLE-AMOUNT-Format 9999** Example: RT-TAXABLE-AMOUNT, $1 = 0001, and $100 = 0100.
RT-TAXABLE-PERCENT	A4	159	162	Taxable percent to be deducted		The value in the field may represent a percent. **RT-TAXABLE-PERCENT Format 9999** Example: RT-TAXABLE-PERCENT, then 10%=1000.
RT-EFFECTIVE-DATE	A6	163	168	The effective date of the retirement coverage.	M	Format MMDDYY
RT-DEFERRED-	A4	169	172	Tax deferred amount to be deducted.	M	The value in the field may

AMOUNT						represent a dollar amount. **RT-DEFERRED-AMOUNT** **Format: 9999** Example: RT-TAXABLE-AMOUNT, $25 = 0025, and $500 = 0500.	
RT-DEFERRED-PERCENT	A4	173	176	Tax deferred percent to be deducted.	M	The value in the field may represent a percent. **DEFERRED-PERCENT** **Format: 9999** Example: RT-TAXABLE-PERCENT, then 10%=1000.	
FILLER	A3274	177	3450	Unused field.	M	Spaces	

Revised Date: 05/14