

## 4 Payroll Data Feed

### 4.1 Revision Sheet

Chapter Release No.	Date	Payroll Revision Description
1.0	01/23/2004	Initial version released to OPM EHRI Program Office
1.0-a	04/30/2004	Initial version released for delivery team review
1.1	06/14/2004	Added table D-2 (old Table 2-2), Operational Contact List. Added section 3.3 (old 3.1), Reporting Requirement. Added list of providers to section 3.4 (old 3.2). Added text to section 3.6.2 (old 4.2) to indicate that values must be provided for all mandatory fields. Added section 6.3 to describe edits performed on individual records. Redefined data format types in section 3.7.1 (old A.). Added explanation of mandatory and optional in section 3.7.2 (old A.2). Reformatted Record Specification in section 3.7.2 (old A.2). Added section 3.9 (old Appendix B), containing individual field and relational edit rules.
1.2	06/18/2004	Updated record specification in Section 3.7.2 (old A.2). Added Sections 3.8 (old A.3) and (?) (old A.4) for state and country codes.
1.3	06/23/2004	Added data element for Retirement Voluntary Contribution Amount.
1.4	06/29/2004	Deleted Adjusted Basic Pay Amount data element. Renamed Basic Pay Amount as Basic Pay Pay Period Amount. Renamed Locality Pay Amount as Locality Pay Pay Period Amount. Changed definitions for as Basic Pay Pay Period Amount, Adjusted Basic Pay Pay Period Amount, Locality Pay Pay Period Amount, and Locality Pay Year to Date YTD Amount.
2.0	10/11/2004	<p>Updated Appendix D (old 2.0) to include OPM Connect:Direct point of contact information that was once found in this chapter.</p> <p>Updated Section 5.1 to provide more detail on the file transfer process.</p> <p>Updated old Section A.1 to correctly specify the DATE format to not include zero in the day range.</p> <p>Modified old Appendix A to reflect the latest Record Specification. Please refer to Appendix C (old Appendix E) for the specification release notes detailing the difference in the file format for this release.</p> <p>Added Section 3.7.2 (old A.2) to explain the new Reporting Criteria column in the file format specification table. This column replaces the previous "Mandatory/Optional" column and includes the third criteria of "Critical."</p> <p>Updated Appendix A (old Appendix C) with the new valid values for all the training reference values that were once found in this chapter.</p> <p>Added Appendix C (old Appendix E) to detail all the changes to the file format specification. This revision sheet and Appendix C should be updated in tandem.</p>

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2.1	02/18/2005	<p>Updated with the new Payroll file format.</p> <p>Updated document to be more specific about what ASCII character set should be used to create the file.</p> <p>Updated document to explain and define the Policy and Record Identifying Requirements.</p> <p>Updated document to rename the section headings differentiating between the record identifying fields and the non-record identifying fields.</p>
3.0	8/31/2005	<p>Several changes to the Record Specification in Section 3.8:</p> <ul style="list-style-type: none"> <li>- <i>Updated the following elements:</i> <p>Renamed Alternate Work Schedule Indicator to Alternate Work Schedule Code (ICD Seq #17) and changed the indicators to coded values; Renamed Pay Period Earnings to Total Earnings in Pay Period (ICD Seq #23) and alter definition; Altered definition of Total Hours Worked (ICD Seq #41), Regular Hours Worked (ICD Seq #42), Intermittent Service Days (ICD Seq #43), and Part-Time Hours per Bi-Weekly Pay Period (ICD Seq #46); Changed name and definitions for Holiday and Sunday “Pay” to “Premium” (ICD Seq #49-52); Combined Regular and Irregular Overtime into one Overtime group (ICD Seq #47,48); Removed “Differential” term from name and definition of Hazardous Duty elements (ICD Seq #63,64); Altered definition of Night Differential (ICD Seq #67,68) to specify only FWS employees; Change Post Cost of Living Allowance Amount to Cost of Living Allowance – Foreign Area (ICD Seq #79); Retention Allowance renamed Retention Incentive (ICD Seq #81); Danger Allowance renamed Danger Pay (ICD Seq #83); Changed Annual Leave YTD Current Balance Hours to Annual Leave Accrued Current Balance Hours (ICD Seq #91); Modified Restored Annual Leave fields to track hours expiring in Year 1 (ICD Seq #99-101) and added new fields for additional years (ICD Seq #102-110); Renamed pay elements (ICD Seq #28,30,32,33); Changed definitions of premium and pay elements (ICD Seq #49-60); Renamed Credit Leave to Credit Hours and added to the definition of these elements (ICD Seq #133-137); Modified existing Military Leave buckets to track 5 U.S.C. 6323 breakouts (ICD Seq #142-144) and added new elements (ICD Seq #145-153); Renamed Bone Marrow, Organ Donor, and Jury Duty from Administrative to Leave (ICD Seq #157,159,160) and renamed Jury Duty to Court (ICD Seq #160); Leave fields renamed to Annual (ICD Seq #169-171); Fixed misspelling of Lump Sum (ICD Seq #178-188); AWOL/LWOP name and definition changes (ICD Seq #197,198, 201-206); Combined FICA and OASDI (ICD Seq #218-221) ; Renamed Check Mailing Address to Correspondence address and changed attribute names accordingly (ICD Seq #6-15)</p> </li> <li>- <i>Added the following elements:</i> <p>Overtime (ICD Seq #47,48); Other Allowance (ICD Seq #86); Cost of Living Allowance – Non Foreign Area (ICD Seq #80); Three new categories of Restored Annual Leave (ICD Seq #102-110); Special Rate Supplement Amount by Pay Period and YTD (ICD Seq</p> </li> </ul>

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		<p>#34,35); Total Earnings YTD Amount (ICD Seq #36); Night Pay Amount and Hours (ICD Seq #61,62); Post Differential Foreign and Non-Foreign Areas Amounts and Hours (ICD Seq #71-74); Cost of Living Allowance – Non Foreign Area (ICD Seq #80); Relocation and Recruiting Incentives (ICD Seq #82,83); Post Allowance (ICD Seq #85); Military Leave buckets for 5 U.S.C. 6323 breakouts (ICD Seq #145-153); Administrative and Bone Marrow Leave Hours Used YTD (ICD Seq #156,158); Renamed Annual Leave Donation fields and clarified meanings (ICD Seq #161-168); Annual Leave Accrual Rate valid values (ICD Seq #169); Leave Ceiling Hours and Reason Code definition and values changed (ICD Seq #174,175); Part Time Annual and Sick Leave Hours Earned (ICD Seq #176,177); Sick Leave Abeyance and Carryover (ICD Seq #172,173); Lump Sum fields (ICD Seq #185-188); AWOL/LWOP fields (ICD Seq #199,200,207-210); New award elements (ICD Seq #38-40);</p> <p>- Deleted the following elements:</p> <p>Removed Home Address fields (Release 2.1 ICD Seq #6-15) and will only track Check Mailing Address fields going forward; Removed State Tax Filing Status Type Code, Exemption Claimed, and Additional Withholding Amount (Release 2.1 ICD Seq#33-35); Removed Irregular and Regular Overtime fields and replaced with one Overtime group (Release 2.1 ICD Seq #54-57); Removed Staffing Differential amounts and hours (Release 2.1 ICD Seq #78,79); Removed Horse, Foreign Transfer, Living Quarters, Reassignment, Education, Foreign Language, Educators Extracurricular, Dorm Supervisor Extra Duty, and Temporary Quarters Subsistence Allowances (Release 2.1 ICD Seq #81-84, 89,90,93-95), which will be tracked in the new Other Allowance element (ICD Seq #86); Removed Restored Annual Leave Hours Earned (Release 2.1 ICD Seq #110); Removed Voting, Personal, Family Care, Birth, Adoption, and Religious Administrative Leave elements (Release 2.1 ICD Seq #141-143, 145-147) which will be tracked as Administrative Leave (ICD Seq #155) going forward; Leave for Civil Disturbance Used Days to Date (Release 2.1 ICD Seq #158); Removed OASDI breakout (Release 2.1 ICD Seq #197-200) and combined into FICA; Thrift Savings Plan Loan fields removed (Release 2.1 ICD #205-207); Office of Workers Compensation Program fields removed (Release 2.1 ICD #212-215)</p> <p><i>NOTE:</i> As a result of these changes, the ICD Sequence numbers have been recoded. The order of most existing elements has remained the same; new elements have been inserted into the record where they make sense logically.</p> <p>Changed the System Reporting Requirement column to Record Identifying Requirement in the Record Specification table to be consistent with other Record Specifications in the Guide. Values now include “Y” and blank. This is also reflected in Section 3.7.2.2.</p>
3.1	10/20/2005	<p>Clarified formatting of negative numbers in Section 3.7.1.</p> <p>Added new section (3.7.2.3) to describe in more detail the different action types that are allowed on the interface, and how to send the various types. The section includes details about how to handle back payments/adjustments.</p>

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		<p>Changes to the Record Specification in Section 3.8. <i>NOTE:</i> As a result of these following changes the ICD Sequence numbers have been recoded. The order of existing elements has remained the same.</p> <p>Added Pay Period End Date (ICD Seq #25) to the list of key fields required in the transmission. This will allow records to be identified when changes or deletion records are provided. Also added this field to Section 3.9.1 describing edits on key fields.</p> <p>Clarified the intent of the Record Action (ICD Seq #1) to better describe what correction and deletion record actions are used for.</p> <p>Expanded codes/definition of SSN and Birth Date fields (ICD Seq #2, 3).</p> <p>Clarified Total Earnings definition (ICD Seq #23, 36).</p> <p>Provided detail regarding the components of total salary (ICD Seq #26, 27).</p> <p>Deleted Total Hours Worked (Release 3.0 ICD Seq #41) as the components that make up the total hours are available elsewhere in the record.</p> <p>Deleted Standby Duty Hours Worked, AUO Hours Worked, Availability Hours Worked, Supervisory Differential Hours, and Post Differential Hours - Foreign/Non-Foreign Area fields (Release 3.0 ICD Seq #54, 56, 58, 70, 72, 74), as these hours are not broken out.</p> <p>Clarified definition of Night Pay and Night Differential data elements (ICD Seq #57, 58, 63, 64).</p> <p>Deleted Cost of Living Allowance – Foreign Area Amount (Release 3.0 ICD Seq #79) since this is part of Post Allowance (ICD Seq #77).</p> <p>Renamed Other Allowances to Miscellaneous Payments (ICD Seq #78) and updated definition.</p> <p>Deleted Settlement Amount (Release 3.0 ICD Seq #87), as settlements are manual.</p> <p>Renamed Annual Leave Accrued YTD Current Balance Hours to Annual Leave Balance Hours (ICD Seq #82) since the current balance is all that is needed. Also clarified definition. Made the same change for Sick Leave Balance Hours (ICD Seq #86).</p> <p>Modified Annual Leave Accrual Rate (ICD Seq #160) to be a numeric field instead of a code (the datatype is now DECIMAL(9,2) instead of VARCHAR(4)). The field will store the actual number of hours that the employee is accruing leave instead of a code value.</p> <p>Changed datatype of Part-Time Sick Leave Hours Earned (ICD Seq #168) to DECIMAL(9,2) from VARCHAR2(20). Added definition to this field and the corresponding Annual Leave field (ICD Seq #167).</p> <p>Changed “advanced” to “authorized” in Leave YTD Advance Balance Hours (ICD Seq #180).</p> <p>FMLA Indicator field changed to FMLA Hours Used in Pay Period (ICD Seq #187). The old field would not work if some hours were taken as FMLA and others were not. The new field will track the total FMLA hours in the period.</p> <p>Several modifications to LWOP/AWOL fields to make the data elements more clear and accurate. Deleted Absence Without Leave Start and End Dates (Release 3.0 ICD Seq #197, 198) as they could not support non-consecutive leave within the same pay period. Also deleted the</p>

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		<p>corresponding Leave Without Pay Start and End Date fields (Release 3.0 ICD Seq #206, 207) for the same reason. Deleted Leave Without Pay 12 Month Period (Release 3.0 ICD Seq #210) since it was used for OWCP calculations and the remaining OWCP fields were removed in the last revision. The OWCP data will be analyzed for a future release. The Absence Without Pay Excess Days and Months fields (ICD Seq #190, 191) were changed to store Credit Reduction Hours in the Pay Period and YTD as this was the intent of the original fields. Changed the ICD Seq #192 to store AWOP in Pay Period instead of Calendar Year, which was already tracked in ICD Seq #194. Also clarified definitions of the remaining LWOP/AWOL fields.</p> <p>Clarified that Medicare is to be included in the FICA and OASDI fields (ICD Seq #204-207).</p> <p>Clarified definition of TSP Employee Pay Period Contribution Amount (ICD Seq # 210).</p> <p>Added a new field, Retroactive Adjustment Indicator (ICD Seq #254), to the record specification.</p> <p>Added note on treatment of null values in numeric fields to section 3.7.1.</p>
3.2	8/11/2006	<p>Minor wording edits in sections 3.2 and 3.5 to improve clarity.</p> <p>Added details about covered population in section 3.3.</p> <p>Removed listing of providers from section 3.4.</p> <p>Added a new placeholder with a default value of zero (“0”) in the payroll file name, section 3.6.1. Added the description of this new element in the table in that section. This change makes payroll files more consistent with other files and allows providers to submit multiple files for a pay period as needed.</p> <p>Added a suffix to the payroll file name to support versioning of the interface. This version of the Guide is 3.4 therefore the version suffix should be “_3.4”.</p> <p>Removed the ASCII character set file format requirement in section 3.6.2 and replaced it with a description of the Connect:Direct functionality that will manage any necessary character set translation.</p> <p>Added text in 3.6.2 regarding delimiters not being required before the first field in the record.</p> <p>Added trailer record requirement in section 3.6.3.</p> <p>Added requirements for an email notification of file transmissions in section 3.6.4.</p> <p>Described proper treatment of negative values in section 3.7.1.</p> <p>Added “Dup” to valid values for the Record Identifying Requirement described in section 3.7.2.2.</p> <p>Added additional description in section 3.7.2.3 about record actions related to correcting nulls or key fields.</p> <p>Changed column headers in section 3.7.3 from “Codes” to “Notes” as the column contains more than code values.</p> <p>Added “Dup” to the Record ID Requirements for Record Action (ICD Seq #1), Social Security Number (ICD Seq #2), Birth Date (ICD Seq #3), Agency Subelement Code (ICD Seq #5), and Pay Period End Date (ICD Seq #25).</p> <p>Updated the notes for Record Action (ICD Seq #1) and Birth Date (ICD Seq</p>

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		<p>#3).</p> <p>Renamed several pay related fields, and added note with the previous field names:</p> <ul style="list-style-type: none"> <li>- Salary Total Amount is now Total Salary (ICD Seq #26,27)</li> <li>- Locality Pay Amount is now Standard Basic Pay Supplement (ICD Seq #32,33)</li> <li>- Special Rate Supplement is now Special Basic Pay Supplement (ICD Seq #34,35)</li> </ul> <p>Updated definitions and made minor name changes for several pay related fields including Total Earnings – Pay Period (ICD Seq #23), Total Salary – Pay Period (ICD Seq #26), Total Salary – YTD (ICD Seq #27), Basic Pay – Pay Period (ICD Seq #28), Basic Pay – YTD (ICD Seq #29), Adjusted Basic Pay – Pay Period (ICD Seq #30), Adjusted Basic Pay – YTD (ICD Seq #30), Adjusted Basic Pay – YTD (ICD Seq #31), Standard Basic Pay Supplement – Pay Period (ICD Seq #32), Standard Basic Pay Supplement – YTD (ICD Seq #33), Special Basic Pay Supplement – Pay Period (ICD Seq #34), Special Basic Pay Supplement – YTD (ICD Seq #35), and Total Earnings – YTD (ICD Seq #36).</p> <p>Added note for Title 38 Pay Amount (ICD Seq #55).</p> <p>Corrected datatype for Absence Without Pay Credit Reduction Hours YTD (ICD Seq #191). This was incorrectly listed as NUMBER(4) in previous versions of the chapter.</p> <p>Added nine new elements to the end of the data record:</p> <ul style="list-style-type: none"> <li>- Pay Period Number (ICD Seq # 255).</li> <li>- Eight new Union Official Time fields (ICD Seq #256-263).</li> </ul> <p>Changed edit on all numeric checks to store “zero” vs. “null” if a value is not numeric.</p>
4.0	06/08/2007	<p>Corrected file naming convention to use an underscore (“_”) instead of a period (“.”) between the Version (V) number and Release (R) number in Section 3.6.1.</p> <p>Added requirement for a ‘negative report’ email in section 3.6.4.</p> <p>Changed the contents of 3.7.2 to describe the new interface requirements table layout which contains new record identifier, priority, and retirement columns.</p> <p>Added details about correction record usage related to RSM in Section 3.7.3.</p> <p>Updated the data requirements in Sections 3.8.1 based on the GHRR ICD Version 4.0 requirements approved on 6/5/2007:</p> <ul style="list-style-type: none"> <li>- Changed priority ratings to 1-4 scale.</li> <li>- Added “Retirement” column and flags.</li> <li>- Updated notes and record identifier flags for several existing fields.</li> <li>- Updated the existing Retention, Relocation, and Recruitment Incentive fields (ICD Seq #73-75) to include on Title 5 employees, and added three new non-Title 5 fields (ICD Seq #278-280).</li> <li>- Added Student Load Repayment fields (ICD Seq #281,282).</li> <li>- Added fields for the Retirement Systems Modernization program.</li> </ul>

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4.1	03/01/2012	<p>Document layout changed from previous versions to match the new organization of the HR section of this guide.</p> <p>Added new data element to capture reservist differential amount (ICD Seq #284).</p> <p>Added new data element to capture retention incentives for employees likely to leave for another Federal position (ICD Seq #285).</p> <p>Add four new data elements to capture telework usage (ICD Seq #286-289).</p> <p>Changed “definition” to “description” in record specification.</p> <p>Modified name and descriptions of several fields to match the Guide to Data Standards.</p> <p>Removed retirement and CPDF columns in record specification tables.</p>

## 4.2 Overview of Payroll Data Feed

The goal for Payroll Data Feed is to securely acquire pay data for all Federal Civilian employees by leveraging existing data extraction processes to the extent possible.

Depending on the source of pay related data, one provider may submit payroll data for many agencies. Payroll data submissions from providers to EHRI represent actual payroll records in a given pay period. When a payroll data provider makes major system changes, it is responsible for ensuring that data accuracy and completeness are maintained. The Office of Personnel Management should be notified when any major system changes are planned. Then, the Office of Personnel Management will decide whether the payroll data provider should submit test data or continue to submit production data.

The Office of Personnel Management uses an electronic mailing list to notify agencies of EHRI reporting requirements. To join the EHRI mailing list follow the instructions at <http://listserv.opm.gov/archives/cpdf.html>

## 4.3 Employee Coverage

Providers should submit data for all employees serviced during the pay period. This includes employees in pay and non-pay status. Covered groups are consistent with agency HR data submissions, which includes all Federal civilian employees of the Executive Branch excluding employees in the following agencies:

- Central Intelligence Agency
- Defense Intelligence Agency
- Federal Reserve System - Board of Governors
- National Geospatial-Intelligence Agency
- National Security Agency
- Office of the Director of National Intelligence

- Office of the Vice President
- Postal Rate Commission
- Tennessee Valley Authority
- U.S. Postal Service
- White House Office

Submissions should also exclude: (1) non-U. S. citizens in foreign countries, (2) non-appropriated fund personnel, (3) commissioned officers in the Department of Commerce, Department of Health and Human Services, Department of Homeland Security, and the Environmental Protection Agency, (4) employees of the Judicial Branch, and (5) as of March 2006, foreign service personnel in the Department of State. Branch coverage is limited to the Government Printing Office, the U.S. Tax Court, and several small commissions.

#### **4.4 Payroll Data Submission Requirements**

##### **4.4.1 File Content**

The providers are responsible for creating the payroll files. Each file must comply with the following rules:

- Each line of the file must contain one record.
- Each record will contain all of the fields listed in Payroll Record Specification, ordered by data element number, with each field separated by the vertical bar character (‘|’).
- Even if there is no value supplied for a field, the delimiter must still appear in the file.
- Values must be supplied for all mandatory elements.
- No delimiter is required before the first field or after the last field in the record.

##### **4.4.2 Email Notification of File Transmission**

Providers shall notify OPM of data submissions by sending an email to [ehri\\_files@opm.gov](mailto:ehri_files@opm.gov). The email notification is required for a file to be processed, and must contain the name of the file and the record count of the file being transmitted. The email should indicate if the transmission is a resubmission, which is also denoted by the file name. The email should also include a “signature” consisting of the submitter’s name, agency, and telephone number. A “negative” report email should be transmitted to the above email address in the event there are no records to be reported for the period.



**4.4.3 File Naming Convention**

The file name will conform to the following naming convention.

PCYYYYMMDD0AAAAN\_V\_R

Each portion of the file name is explained in the following table.

Name Segment	Description
PC	Constant value of “PC” indicating the Payroll Consolidated data file type.
YYYY	For file as of date, indicates century (19 to 20) and year (01 to 99)
MM	For file as of date, indicates month (01 to 12)
DD	For file as of date, indicates day (01 to 31)
0	0 is a numeric zero, unless your submission contains only a portion of the total records. If that is the case, OPM will tell you what number to use.
AAAA	Indicates the agency code or agency/subelement code for the submitting agency.
N	Resubmission Indicator. On the first submission for each as of date, N is a numeric zero. If the data is resubmitted for the same as of date, the value of N is increased by 1.
V_R	Version (V) and Release (R) numbers for this Guide. This will allow the data warehouse load program to identify the correct file layout during transmission and loading of the file. <b>NOTE: Please refer to the Version and Release number in file Payroll Record Specification section of this document.</b>

**4.4.4 Transmission Frequency**

Payroll files should be transmitted on a bi-weekly basis. Files should be transmitted to EHRI no later than five (5) working days after the end of the required reporting period. If the data is not delivered by the expected date of transmission, the provider point of contact will be notified by EHRI. Providers are responsible for scheduling data transmissions to EHRI.

**4.4.5 Quality Requirements**

The Office of Personnel Management will accept a payroll submission if it meets the following criteria:

- The number of records submitted is reasonable in comparison with the previous quarter's submission. Overall, OPM will consider a variance within plus or minus 5 percent as reasonable.
- Errors on fields are within tolerances. EHRI edits submissions for compliance with data standards and internal consistency. Data that fail the edits are errors. Error rates are computed for each agency and for major subelements within selected agencies. Tolerances are error rates of 3%.

#### 4.4.6 Explanation of Record Actions

There are three types of record actions in the specification: Add, Correct, and Delete. The majority of records will be sent as Add type (Record Action = "A"). This will satisfy the normal reporting requirements for each pay period. The record will include any and all pay amounts made in the pay period for each employee on the payroll. This includes the current pay (for most employees) plus any additional "back pay" amounts being paid out in the current pay period. Back pay dollars and hours are added to the current pay period fields, not sent as separate records. The "year to date" fields are sent as they are at the end of the pay period, including any adjusted amounts as necessary (unless the adjustment was for a period earlier than the year to date being tracked.)

For example, if an employee should have been paid \$100.00 each pay period, but was underpaid by \$5.00 for 10 pay periods, the current pay period would include the normal pay amounts (\$100.00) plus the adjustment amount of \$50.00 (\$5.00 x 10 periods) for a total current payment of \$150.00. The next payroll cycle record for this employee will show the corrected pay period amount only (\$100.00). THERE ARE NO RECORDS THAT ARE SENT TO "CORRECT" THE PREVIOUSLY TRANSMITTED DATA; the previous payroll records reflect what was actually paid to the employee during the pay period.

The Correct and Delete record actions are only to be used to fix an error in the data transmission process. For example, if a record was sent in the interface and it was determined at a later point that the payment never occurred, a Delete record would be sent containing only the key fields of the record. A correction record would be sent to fix a field value that was sent in error. Only the corrected field and the key fields need to be sent in this case. To replace a field that was submitted with a null (empty) value, OR to correct one of the key fields in the file (for example, an SSN), a Delete record should be submitted for the original record and a new, complete Add record should be submitted in its place.

The Correct record actions also may be used frequently to retroactively correct data for specific pay periods.

## 4.5 Quality Control

The EHRI data load process loads submitted payroll data files into the EHRI data warehouse staging tables. As data is moved to the staging tables, no edits or audits are performed. The Extract, Transform and Load (ETL) process then moves the data from the staging tables to the EHRI data warehouse. During the ETL process, EHRI performs the required edits and audits and applies business rules as needed. The load process captures relevant metadata for reporting and debugging purposes.

Payroll data providers are responsible for assuring that the data submitted to EHRI is accurate and complete. For this purpose, agencies must do quality control tests of the data they provide to EHRI from their internal personnel data systems. To help agencies, an edit guide available on the OPM website describes the edits used to check the validity of individual data elements and the proper relationship of values among associated data elements. Agencies should incorporate the edits into their internal personnel data systems at a location in the system that will maximize the effectiveness of their quality control efforts. These edits constitute the minimum level of quality control. Agencies are encouraged to supplement them based on the specifics of their internal programs and operations.

Submissions not meeting acceptance standards are returned to the agency for correction and resubmission. Agencies regularly receive summary reports of error patterns and detailed reports of specific edit failures for follow-up correction processing in later submissions.

Additionally, the Office of Personnel Management gives agencies a quality control report for each submission that shows the number and type of errors in their submissions, the number of records received and processed, and other quality control information. Agencies should correct the incorrect data and verify that the number of records recorded represents the complete submission.

## 4.6 Quality Control Reports

OPM makes information resulting from processing EHRI submissions available to data providers in the form of quality control reports and error files for each Payroll data submission. The EHRI data quality control reports and error files are available on the EHRI portal. These reports are particularly useful to submitters in monitoring their submission process. Deviations from previous norms should be carefully analyzed because they typically indicate that issues have arisen in the system that gathers and sends EHRI data from the agency to OPM. Quality Control Summary Reports are automatically emailed to Provider POCs at the end of each processing cycle. Error Records and Formatted Error Records Reports can be accessed / downloaded securely on the EHRI Portal. Provider POCs are given access credentials once access forms are submitted to EHRI.

Two types of quality reports are generated:

**Quality Control Summary Report**

- Provides information of the submission at a summary level (records processed, records rejected, error counts, edit codes and descriptions, etc.).

**Error Records Reports**

- Contains actual error records of the submission (PII data) in a text file.
- Pipe delimited format with error codes appended to each error record.

**4.7 Edit Rules**

**4.7.1 Record Identifying Fields**

Field Name	Edit Rule	Action taken if edit rule fails
Record Action	Check if code value is valid	Reject record
Social Security Number	None	N/A
Birth Date	Check if valid date	Reject record
Agency/Subelement Code	Check if code value is valid	Reject record
Pay Period End Date	Check if valid date	Reject record

**4.7.2 Non-Record Identifying Fields**

Data Type	Edit Rule	Action taken if edit rule fails
VARCHAR(n) – Codes Only	Check if code value is valid	Report error; If code is null, store “No Data Reported”; If code is invalid, store “Invalid Data”
NUMBER(n)	Check if value is numeric	Report error; If value is null or not a number, store zero
DECIMAL(n, m)	Check if value is numeric	Report error; If value is null or not a number, store zero

Data Type	Edit Rule	Action taken if edit rule fails
DATE	Check if valid date	Report error; If date is null, store “No Data Reported”; If date is invalid, store “Invalid Data”

### 4.7.3 Relational Edits

Field Names	Edit Rule	Action taken if edit rule fails
Record Action, EHRI Employee ID, Social Security Number, Birth Date, Pay Period End Date	If record action is “Add”, the employee must not have an existing record with the same pay period end date	Reject record
Record Action, EHRI Employee ID, Social Security Number, Birth Date, Pay Period End Date	If record action is “Correct”, the employee must have an existing record with the supplied pay period end date	Reject record
Record Action, EHRI Employee ID, Social Security Number, Birth Date, Pay Period End Date	If record action is “Delete”, the employee must have an existing record with the supplied pay period end date	Reject record

Additional edit rules will be added on to this section at a future date after more analysis has been completed on the Payroll data elements.

## 4.8 Overall Record Specification

### 4.8.1 Overview

The payroll file elements are described in tabular format, with the following column headers: ICD Seq #, EHRI Ref#, Data Element Name, Data Element Description, Data Concept, Datatype, Record Identifier, Priority, and Notes. The table below describes columns appearing in the record specification sections.

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Column	Description	Valid Values
<b>ICD Seq #</b>	Sequential number to identify fields in this version of the record specification. Number assigned to a data element may change between versions.	
<b>EHRI Ref #</b>	Internal EHRI reference number assigned to data elements. Used to tie elements back to EHRI metadata repository.	
<b>Data Element Name</b>	Name of the data element.	
<b>Data Element Description</b>	Description of the data element.	
<b>Data Concept</b>	Name of grouping for specific data elements in the record specification.	
<b>Data Type</b>	The data element data format and length.	
<b>Record Identifier</b>	Indicates how EHRI will handle incoming records during the data load process.	<p>Y Field must be present on the record or it will be rejected.</p> <p>Dup Field will be used to determine if this record is a duplicate.</p> <p>&lt;blank&gt; Will not reject or be used in duplicate check.</p>
<b>Priority</b>	Indicates the criticality of fields being submitted to EHRI. All data elements are requested (with the exception of priority “4” fields) if they are available and applicable to the employee record.	<p>1 Mandatory for Compliance</p> <p>2 High Priority</p> <p>3 Low Priority</p>

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Column	Description	Valid Values
	Note the priority scheme changed in version 4.0 of the GHRR to provide more clarity on what EHRI is expecting from providers.	4      Priority TBD (Not required for submission at this time.)
<b>Notes</b>	Additional details or guidance about the data element.	

### 4.8.2 Data Element Format Types

This table describes data types appearing in the record specification table found in the record specification sections.

Format	Meaning	Examples
VARCHAR(n)	A series of up to n alphanumeric and special characters, not including the vertical bar character ( ).	123-45-6789  125 Main St., S.W.  Y  OM00
NUMBER(n)	A series of n numeric characters.  Negative values can be sent in this field, and are submitted using a negative symbol (“-“) immediately preceding the number being sent, with no leading or trailing spaces. For example, a negative days total is sent as -10.  <b>NOTE: any null (empty) values passed into a number field will be translated by the interface into a “0” (zero).</b>	0  180  -10
DECIMAL(n, m)	A series of n numeric characters with up to m characters to the right of the decimal point. The decimal point should appear in the element value if required. A decimal point is neither required nor implied, i.e., 400 represents 400, not 4.00.  Negative values can be sent in this field, and are submitted using a negative symbol (“-“) immediately preceding the number being sent, with no leading or trailing spaces. For example,	For a format of Decimal(9,2):  0  1500  1234567.89

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Format	Meaning	Examples
	a negative one hundred dollar amount is sent as -100 or -100.00.  <b>NOTE: any null (empty) values passed into a number field will be translated by the interface into a “0” (zero).</b>	1234.0  0.75  -100  -5.00
DATE	A date consisting of a 4 character year, a 2 character numeric month (01-12), and a 2 character numeric day (01-31), separated by dashes.	1960-01-01 (= January 1, 1960)  2004-12-31 (= December 31, 2004)



### 4.9 Payroll Record Specification

This version of this payroll record specification is 4\_1.

ICD Seq #	EHRI Ref #	Name	Definition	Data Concept	Data Type	Record Identifier	Priority	Notes
1	997	Record Action	Indicates action to take with this data record.	Data Record	VARCHAR(1)	Y / Dup	1	A=add, D=delete, C=correct; see description of record actions in the "Explanation of Record Actions" section of the GHRR.
2	652	Social Security Number	The number assigned to an employee's social security account.	Employee ID	NUMBER(9)	Y / Dup	1	See Social Security Number in the Guide to Data Standards.
3	74	Date of Birth	An employee's date of birth.	Employee ID	DATE	Y / Dup	1	Used in combination with SSN to uniquely identify an employee.
4	999	EHRI Employee ID	The unique number that EHRI will assign to an employee to identify employee records within the EHRI.	Employee ID	NUMBER(20)		4	This field is currently assigned and stored within EHRI and should be left blank by providers.

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ICD Seq #	EHRI Ref #	Name	Definition	Data Concept	Data Type	Record Identifier	Priority	Notes
5	17	Agency/Sub-element	Code for the agency and, where applicable, the administrative sub-division (i.e. subelement) in which a person is employed.	Employee ID	VARCHAR(4)	Y / Dup	1	For valid values, reference Agency/Subelement in the Guide to Data Standards.
6	532	Correspondence Address Line 1	The first line of an organization or person address.	Correspondence Address	VARCHAR(35)		1	
7	533	Correspondence Address Line 2	The second line of an organization or person address.	Correspondence Address	VARCHAR(35)		1	
8	534	Correspondence Address Line 3	The third line of an organization or person address.	Correspondence Address	VARCHAR(35)		1	
9	535	Correspondence Address Line 4	The fourth line of an organization or person address.	Correspondence Address	VARCHAR(35)		1	
10	415	Correspondence City	The city of an organization or person address.	Correspondence Address	VARCHAR(35)		1	
11	414	Correspondence Geographic Locator Code	Geographic Locator Code for an address.	Correspondence Address	VARCHAR(9)		3	Correspondence Geographic Locator Code in the Guide to Data Standards.

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ICD Seq #	EHRI Ref #	Name	Definition	Data Concept	Data Type	Record Identifier	Priority	Notes
12	668	Correspondence State Code	State Codes for the States, the District of Columbia, Outlying Areas of the United States, the Freely Associated States, Trust Territory and Military States as defined by the United States Postal Service.	Correspondence Address	VARCHAR(2)		1	For addresses in the United States, the District of Columbia, Outlying Areas of the United States, the Freely Associated States, Trust Territory and Military States, specify only the State Code and leave the Country Code blank. For international addresses, you must use the Country Code and designate the Region, province, or other first administrative district or division of that country in the Region Text. Leave the State Code blank.
13	575	Correspondence Region	Region, province, or other first administrative district or division of a country other than the U.S. for the organization or person address.	Correspondence Address	VARCHAR(35)		1	
14	538	Correspondence Postal Code	Postal code for the organization or person address to include foreign addresses.	Correspondence Address	VARCHAR(35)		1	Correspondence Postal Code in the Guide to Data Standards.
15	1004	Correspondence Country Code	International Country Codes as defined by the United States Postal Service.	Correspondence Address	VARCHAR(4)		1	For valid values, reference Citizenship Country Code in the Guide to Data Standards.

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ICD Seq #	EHRI Ref #	Name	Definition	Data Concept	Data Type	Record Identifier	Priority	Notes
16	508	Payroll Office Number	Number assigned to the payroll office. For provider use only.	Payroll Office	VARCHAR(35)		1	
17	26	Alternate Work Schedule Code	Indicates if an employee is currently on an alternative work schedule (AWS).	Employee Hours	NUMBER(3)		2	For valid values, reference Alternate Work Schedule Code in the Guide to Data Standards.
18	155	Federal Debt Delinquency Indicator	Indicates if an employee has any outstanding Federal debt.	Employee General Payroll Information	VARCHAR(2)		3	Y=Yes, N=No, NA=Non Applicable
19	949	Federal Tax Filing Status Type Code	Code describing the federal tax filing status.	Employee Tax Information	VARCHAR(4)		2	01=Married, 02=Single, 03=Married but withhold at the higher single rate
20	948	Federal Tax Exemptions Claimed	Number of deductions claimed for federal taxes.	Employee Tax Information	NUMBER(4)		3	
21	946	Federal Tax Additional Withholding Amount	Amount the employee has requested be withheld from pay for each pay period for taxes.	Employee Tax Information	DECIMAL(9,2)		3	
22	980	Tax State Code	State for which taxes are deducted.	Employee Tax Information	VARCHAR(2)		2	

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ICD Seq #	EHRI Ref #	Name	Definition	Data Concept	Data Type	Record Identifier	Priority	Notes
23	499	Total Earnings - Pay Period	The pay period total gross earnings for an employee. Includes the sum of all pay data items including any and all awards, incentives, allowances, differentials, etc.	Pay Period	DECIMAL(9,2)		1	
24	501	Pay Period Start Date	Start date of the pay period.	Pay Period	DATE		1	
25	500	Pay Period End Date	End date of the pay period.	Pay Period	DATE	Y / Dup	1	

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ICD Seq #	EHRI Ref #	Name	Definition	Data Concept	Data Type	Record Identifier	Priority	Notes
26	598	Total Salary - Pay Period	The pay period total of all fixed pay amounts paid on a regular and recurring basis, subject to applicable pay caps. This includes adjusted basic pay (sum of basic pay + any applicable basic pay supplement) and any fixed-amount allowances and differentials that are paid on a regular and recurring basis (e.g., post differentials and cost-of-living allowances). Also includes standby duty premium pay, administratively uncontrollable overtime pay, law enforcement availability pay, and regular overtime pay for firefighters paid under 5 U.S.C. 5545b. NOTE: Total Salary is not limited to retirement-creditable basic pay.	Employee Pay	DECIMAL(9,2)		1	

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ICD Seq #	EHRI Ref #	Name	Definition	Data Concept	Data Type	Record Identifier	Priority	Notes
27	992	Total Salary - YTD	The year to date total of all fixed pay amounts paid on a regular and recurring basis, subject to applicable pay caps. This includes adjusted basic pay (sum of basic pay + any applicable basic pay supplement) and any fixed-amount allowances and differentials that are paid on a regular and recurring basis (e.g., post differentials and cost-of-living allowances). Also includes standby duty premium pay, administratively uncontrollable overtime pay, law enforcement availability pay, and regular overtime pay for firefighters paid under 5 U.S.C. 5545b. NOTE: Total Salary is not limited to retirement-creditable basic pay.	Employee Pay	DECIMAL(9,2)		2	
28	1006	Basic Pay - Pay Period	The pay period basic or base pay based upon an employee's pay plan, grade/level, step/rate, and occupational series, before adding any additional supplement. For GS employees, enter GS base pay amount, law enforcement officer special base pay amount, or retained pay amount; do not include locality pay or special rate supplement.	Employee Pay	DECIMAL(9,2)		1	

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ICD Seq #	EHRI Ref #	Name	Definition	Data Concept	Data Type	Record Identifier	Priority	Notes
29	54	Basic Pay - YTD	The year to date basic or base pay based upon an employee's pay plan, grade/level, step/rate, and occupational series, before adding any additional supplement. For GS employees, enter GS base pay amount, law enforcement officer special base pay amount, or retained pay amount; do not include locality pay or special rate supplement.	Employee Pay	DECIMAL(9,2)		2	
30	8	Adjusted Basic Pay - Pay Period	The pay period sum of an employee's rate of basic pay and any basic pay supplement (standard OR special), after applying any applicable pay cap. A basic pay supplement is defined as a regular, fixed supplemental payment (paid in conjunction with base pay) for nonovertime hours of work that is creditable as basic pay for retirement purposes, excluding any type of premium payment or differential that is triggered for working certain hours of the day or week or for being subjected to certain working conditions.	Employee Pay	DECIMAL(9,2)		1	



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ICD Seq #	EHRI Ref #	Name	Definition	Data Concept	Data Type	Record Identifier	Priority	Notes
31	7	Adjusted Basic Pay - YTD	The year to date sum of an employee's rate of basic pay and any basic pay supplement (standard OR special), after applying any applicable pay cap. A basic pay supplement is defined as a regular, fixed supplemental payment (paid in conjunction with base pay) for nonovertime hours of work that is creditable as basic pay for retirement purposes, excluding any type of premium payment or differential that is triggered for working certain hours of the day or week or for being subjected to certain working conditions.	Employee Pay	DECIMAL(9,2)		2	

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ICD Seq #	EHRI Ref #	Name	Definition	Data Concept	Data Type	Record Identifier	Priority	Notes
32	393	Standard Basic Pay Supplement - Pay Period	The pay period standard basic pay supplement that is designed to be the sole or primary basic pay supplement for employees within a pay system or subsystem. The supplement is a regular, fixed payment for nonovertime hours that is creditable as basic pay for retirement purposes, excluding any type of premium payment or differential that is triggered for working certain hours of the day or week or for performing certain types of work. Includes GS locality pay, title 38 market pay, or similar supplements. Excludes GS special rate supplement and similar secondary supplements.	Employee Pay	DECIMAL(9,2)		1	

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ICD Seq #	EHRI Ref #	Name	Definition	Data Concept	Data Type	Record Identifier	Priority	Notes
33	993	Standard Basic Pay Supplement - YTD	The year to date standard basic pay supplement that is designed to be the sole or primary basic pay supplement for employees within a pay system or subsystem. The supplement is a regular, fixed payment for nonovertime hours that is creditable as basic pay for retirement purposes, excluding any type of premium payment or differential that is triggered for working certain hours of the day or week or for performing certain types of work. Includes GS locality pay, title 38 market pay, or similar supplements. Excludes GS special rate supplement and similar secondary supplements.	Employee Pay	DECIMAL(9,2)		2	

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ICD Seq #	EHRI Ref #	Name	Definition	Data Concept	Data Type	Record Identifier	Priority	Notes
34	1045	Special Basic Pay Supplement - Pay Period	The pay period special basic pay supplement established for a defined subcategory of employees in a pay system or subsystem as a secondary supplement. The special basic pay supplement applies in lieu of any applicable standard basic pay supplement that is a lower amount. The supplement is a regular, fixed payment for nonovertime hours of work that is creditable as basic pay for retirement purposes, excluding any type of premium payment or differential that is triggered for working certain hours of the day or week or for performing certain types of work. Includes GS special rate supplement or equivalent supplement.	Employee Pay	DECIMAL(9,2)		1	

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ICD Seq #	EHRI Ref #	Name	Definition	Data Concept	Data Type	Record Identifier	Priority	Notes
35	1054	Special Basic Pay Supplement - YTD	The year to date special basic pay supplement established for a defined subcategory of employees in a pay system or subsystem as a secondary supplement. The special basic pay supplement applies in lieu of any applicable standard basic pay supplement that is a lower amount. The supplement is a regular, fixed payment for nonovertime hours of work that is creditable as basic pay for retirement purposes, excluding any type of premium payment or differential that is triggered for working certain hours of the day or week or for performing certain types of work. Includes GS special rate supplement or equivalent supplement.	Employee Pay	DECIMAL(9,2)		2	
36	1068	Total Earnings - YTD	The year to date total gross earnings for an employee. Includes the sum of all pay data items including any and all awards, incentives, allowances, differentials, etc.	Employee Pay	DECIMAL(9,2)		2	
37	40	Award Amount	Gross dollar amount of an award or bonus given as cash.	Award	DECIMAL(9,2)		2	

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ICD Seq #	EHRI Ref #	Name	Definition	Data Concept	Data Type	Record Identifier	Priority	Notes
38	1064	Award Hours Earned	The number of hours earned as a time-off award.	Award	DECIMAL(9,2)		2	
39	1065	Award Hours Used	The number of award hours associated with time-off award used.	Award	DECIMAL(9,2)		2	
40	1066	Award Hours YTD Balance	The number of award hours year to date associated with a time off award.	Award	DECIMAL(9,2)		2	
41	576	Regular Hours Worked	The total number of regular (nonovertime) hours that were actually worked during the biweekly pay period. Applies to full-time, part-time, and intermittent employees. Exclude paid leave hours and all other hours within the regular tour during which the employee was excused from duty. Exclude hours paid at an overtime rate. For part-time employees, count all nonovertime hours of actual work, including nonovertime hours outside the regular part-time tour of duty.	Employee Hours	DECIMAL(9,2)		1	

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ICD Seq #	EHRI Ref #	Name	Definition	Data Concept	Data Type	Record Identifier	Priority	Notes
42	314	Intermittent Service Days	Number of days an employee actually worked during a specified pay period.	Employee Hours	NUMBER(4)		1	Retroactive adjustments affecting this field must be linked to the appropriate pay period via a "Correction" record for that pay period.
43	341	Last Day in Pay Status Date	Date on which the employee was last in a pay status.	Employee Pay Check	DATE		1	Field should be populated with the pay period end date for employees in pay status at the end of the pay period, or the last date of pay status for employees not in pay status at the end of the pay period.
44	342	Last Equivalent Increase Date	Date on which the employee received their last equivalent increase (e.g. within grade increase or promotion).	Employee Pay Check	DATE		2	
45	496	Part-time Hours per Biweekly Pay Period	Number of hours a part-time employee is scheduled to work during a biweekly pay period. This is used to compare the actual hours that the employee actually worked in the period.	Employee Hours	DECIMAL(9,2)		1	

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ICD Seq #	EHRI Ref #	Name	Definition	Data Concept	Data Type	Record Identifier	Priority	Notes
46	483	Overtime Pay Amount	Amount of overtime earned in a pay period.	Overtime Pay	DECIMAL(9,2)		2	
47	485	Overtime Hours Worked	Number of regular and irregular overtime hours an employee works in a pay period that are in addition to their regular tour of duty.	Overtime Pay	DECIMAL(9,2)		1	
48	483	Sunday Premium Pay Amount	Amount of Sunday Premium Pay earned in a pay period. Note: Title 5 only; do not include any Title 38 amounts here.	Sunday Premium Pay	DECIMAL(9,2)		2	
49	485	Sunday Hours Worked	Number of Sunday hours an employee works in a pay period that are in addition to their regular tour of duty.	Sunday Premium Pay	DECIMAL(9,2)		2	
50	483	Holiday Premium Pay Amount	Amount of Holiday Premium Pay earned in a pay period. Note: Title 5 only; do not include any Title 38 amounts here.	Holiday Premium Pay	DECIMAL(9,2)		2	
51	485	Holiday Hours Worked	Number of holiday hours an employee works in a pay period that are in addition to their regular tour of duty.	Holiday Premium Pay	DECIMAL(9,2)		2	



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ICD Seq #	EHRI Ref #	Name	Definition	Data Concept	Data Type	Record Identifier	Priority	Notes
52	483	Standby Duty Pay Amount	Amount of Standby Duty Pay earned in a pay period.	Standby Duty Pay	DECIMAL(9,2)		1	
53	483	Administratively Uncontrollable Overtime Pay Amount	Amount of Administratively Uncontrollable Overtime Pay earned in a pay period.	Administratively Uncontrollable Overtime Pay	DECIMAL(9,2)		1	
54	483	Availability Pay Amount	Amount of Availability Pay earned in a pay period.	Availability Pay	DECIMAL(9,2)		1	
55	483	Title 38 Pay Amount	Difference between salary total amount and adjusted basic pay due to Title 38 hours worked.	Title 38 Pay	DECIMAL(9,2)		2	
56	485	Title 38 Hours Worked	Number of Title 38 hours an employee works in a pay period that are in addition to their regular tour of duty.	Title 38 Pay	DECIMAL(9,2)		2	
57	483	Night Pay Amount	Amount of night pay received by a GS employee during a pay period. Note this does not track FWS employees' night differential amount; use "Night Differential Amount" for this amount.	Night Pay	DECIMAL(9,2)		2	

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ICD Seq #	EHRI Ref #	Name	Definition	Data Concept	Data Type	Record Identifier	Priority	Notes
58	485	Night Pay Hours Worked	Amount of night pay hours worked by a GS employee during a pay period. Note that this does not track FWS employees' night differential amount; use "Night Differential Hours" for this amount.	Night Pay	DECIMAL(9,2)		2	
59	103	Hazardous Duty Amount	Total amount of hazardous duty pay that an employee receives during the pay period.	Hazardous Duty	DECIMAL(9,2)		2	
60	984	Hazardous Duty Hours	Total amount of hazardous duty hours that an employee works during the pay period.	Hazardous Duty	DECIMAL(9,2)		2	
61	103	Environmental Differential Amount	Total amount of Environmental differential that an employee receives during the pay period.	Environmental Differential	DECIMAL(9,2)		1	
62	984	Environmental Differential Hours	Total amount of Environmental differential that an employee receives during the pay period.	Environmental Differential	DECIMAL(9,2)		2	

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ICD Seq #	EHRI Ref #	Name	Definition	Data Concept	Data Type	Record Identifier	Priority	Notes
63	103	Night Differential Amount	Amount of night differential that a Federal Wage System (FWS) employee receives during the pay period. Specifically, this tracks workers on second and third shifts. Note this does not track GS employees' night pay amounts; use "Night Pay Amount" for this amount.	Night Differential	DECIMAL(9,2)		1	
64	984	Night Differential Hours	Amount of night differential that a Federal Wage System (FWS) employee receives during the pay period. Specifically, this tracks workers on second and third shifts. Note this does not track GS employees' night pay hours; use "Night Pay Hours Worked" for this amount.	Night Differential	DECIMAL(9,2)		2	
65	103	Supervisory Differential Amount	Amount of supervisory differential that an employee receives during the pay period.	Supervisory Differential	DECIMAL(9,2)		2	
66	103	Post Differential Amount - Foreign Area	Amount of foreign area post differential that an employee receives during the pay period.	Post Differential - Foreign Area	DECIMAL(9,2)		2	

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ICD Seq #	EHRI Ref #	Name	Definition	Data Concept	Data Type	Record Identifier	Priority	Notes
67	103	Post Differential Amount - Non Foreign Area	Amount of non-foreign area post differential that an employee receives during the pay period.	Post Differential - Non Foreign Area	DECIMAL(9,2)		2	
68	23	Remote Worksite Allowance Amount	Amount of remote worksite allowance an employee received during a pay period.	Remote Worksite Allowance	DECIMAL(9,2)		2	
69	23	Physicians Comparability Allowance Amount	Amount of physicians comparability allowance an employee received during a pay period.	Physicians Comparability Allowance	DECIMAL(9,2)		2	
70	23	Uniform Allowance Amount	Amount of uniform allowance an employee received during a pay period.	Uniform Allowance	DECIMAL(9,2)		2	
71	23	Separate Maintenance Allowance Amount	Amount of separate maintenance allowance an employee received during a pay period.	Separate Maintenance Allowance	DECIMAL(9,2)		2	
72	23	Cost of Living Allowance Amount - Non Foreign Area	Amount of non-foreign area allowance an employee received during a pay period.	Cost of Living Allowance - Non Foreign Area	DECIMAL(9,2)		2	

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ICD Seq #	EHRI Ref #	Name	Definition	Data Concept	Data Type	Record Identifier	Priority	Notes
73	23	Retention Incentive Amount - Title 5 USC 5754	Dollar amount of a retention incentive under 5 U.S.C. 5754 that is paid to an employee during a pay period when the employee is likely to leave the Federal Government. (The retention incentive was authorized under legal authority codes VPN, VPR, or VPS). This does not include retention incentives authorized under authorities other than 5 U.S.C 5754.	Retention Incentive	DECIMAL(9,2)		1	
74	23	Relocation Incentive Amount - Title 5 USC 5753	Dollar amount of a relocation incentive under 5 U.S.C. 5753 that is paid to an employee during a pay period. (The relocation incentive was authorized under legal authority codes VPF or VPO). This does not include relocation expenses authorized under the Federal Travel Regulations (41 CFR chapters 300-304) or relocation incentives authorized under authorities other than 5 U.S.C 5753.	Relocation Incentive	DECIMAL(9,2)		1	

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ICD Seq #	EHRI Ref #	Name	Definition	Data Concept	Data Type	Record Identifier	Priority	Notes
75	23	Recruitment Incentive Amount - Title 5 USC 5753	Dollar amount of a recruitment incentive under 5 U.S.C. 5753 that is paid to an employee during a pay period. (The recruitment incentive was authorized under legal authority codes VPF or VPO). This does not include recruitment incentives authorized under authorities other than 5 U.S.C. 5753.	Recruitment Incentive	DECIMAL(9,2)		1	
76	23	Danger Pay Amount	Amount of danger pay an employee received during a pay period.	Danger Pay	DECIMAL(9,2)		2	
77	23	Post Allowance Amount	Amount of allowance an employee received during a pay period.	Post Allowance	DECIMAL(9,2)		2	
78	23	Miscellaneous Payment Amount	All other allowances, incentives or pay that an employee received during the pay period that are not captured in other fields.	Miscellaneous Payments	DECIMAL(9,2)		2	
79	595	Annuity Offset Withholding Amount	The amount of annuity attributable to the amount of hours during the pay period.	Other Payroll Amount	DECIMAL(9,2)		1	Retroactive adjustments affecting this field must be linked to the appropriate pay period via a "Correction" record for that pay period.

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ICD Seq #	EHRI Ref #	Name	Definition	Data Concept	Data Type	Record Identifier	Priority	Notes
80	650	Severance Pay Weeks	Number of weeks of severance payments received as a result of involuntary separation.	Other Payroll Amount	NUMBER(4)		2	
81	378	Annual Leave Hours Used YTD	Amount of annual leave used in the current leave year.	Annual Leave	DECIMAL(9,2)		2	
82	380	Annual Leave Balance Hours	The employee's current annual leave balance in hours at the end of the pay period.	Annual Leave	DECIMAL(9,2)		2	
83	360	Annual Leave Hours Earned	Number of annual leave hours earned during the pay period.	Annual Leave	DECIMAL(9,2)		2	
84	361	Annual Leave Hours Used	Number of annual leave hours used during the pay period.	Annual Leave	DECIMAL(9,2)		2	
85	378	Sick Leave Hours Used YTD	Amount of sick leave used in the current leave year.	Sick Leave	DECIMAL(9,2)		2	
86	380	Sick Leave Balance Hours	The employee's current sick leave balance in hours at the end of the pay period.	Sick Leave	DECIMAL(9,2)		1	
87	360	Sick Leave Hours Earned	Number of sick leave hours earned during the pay period.	Sick Leave	DECIMAL(9,2)		2	

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ICD Seq #	EHRI Ref #	Name	Definition	Data Concept	Data Type	Record Identifier	Priority	Notes
88	361	Sick Leave Hours Used	Number of sick leave hours used during the pay period.	Sick Leave	DECIMAL(9,2)		2	
89	294	Frozen Sick Leave Balance Hours	Total number of hours of Sick Leave (SL) at time of conversion to Federal Employees Retirement System (FERS).	Sick Leave	DECIMAL(9,2)		1	Retroactive adjustments affecting this field must be linked to the appropriate pay period via a "Correction" record for that pay period.
90	378	Restored Annual Leave Hours Used YTD - Year 1	Amount of restored annual leave used in the current leave year for hours expiring in Year 1.	Restored Annual Leave - Year 1	DECIMAL(9,2)		2	
91	380	Restored Annual Leave Current Balance Hours - Year 1	Total number of restored annual leave hours for hours expiring in Year 1.	Restored Annual Leave - Year 1	DECIMAL(9,2)		2	
92	361	Restored Annual Leave Hours Used - Year 1	Number of restored annual leave hours used during the pay period for hours expiring in Year 1.	Restored Annual Leave - Year 1	DECIMAL(9,2)		2	
93	378	Restored Annual Leave Hours Used YTD - Year 2	Amount of restored annual leave used in the current leave year for hours expiring in Year 2.	Restored Annual Leave - Year 2	DECIMAL(9,2)		2	



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ICD Seq #	EHRI Ref #	Name	Definition	Data Concept	Data Type	Record Identifier	Priority	Notes
94	380	Restored Annual Leave Current Balance Hours - Year 2	Total number of restored annual leave hours for hours expiring in Year 2.	Restored Annual Leave - Year 2	DECIMAL(9,2)		2	
95	361	Restored Annual Leave Hours Used - Year 2	Number of restored annual leave hours used during the pay period for hours expiring in Year 2.	Restored Annual Leave - Year 2	DECIMAL(9,2)		2	
96	378	Restored Annual Leave Hours Used YTD - Year 3	Amount of restored annual leave used in the current leave year for hours expiring in Year 3.	Restored Annual Leave - Year 3	DECIMAL(9,2)		2	
97	380	Restored Annual Leave Current Balance Hours - Year 3	Total number of restored annual leave hours for hours expiring in Year 3.	Restored Annual Leave - Year 3	DECIMAL(9,2)		2	
98	361	Restored Annual Leave Hours Used - Year 3	Number of restored annual leave hours used during the pay period for hours expiring in Year 3.	Restored Annual Leave - Year 3	DECIMAL(9,2)		2	
99	378	Restored Annual Leave Hours Used YTD - Non Expiring	Amount of restored annual leave used in the current leave year for hours without expiration date.	Restored Annual Leave - Non-Expiring	DECIMAL(9,2)		2	

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ICD Seq #	EHRI Ref #	Name	Definition	Data Concept	Data Type	Record Identifier	Priority	Notes
100	380	Restored Annual Leave Current Balance Hours - Non Expiring	Total number of restored annual leave hours for hours without expiration date.	Restored Annual Leave - Non-Expiring	DECIMAL(9,2)		2	
101	361	Restored Annual Leave Hours Used - Non Expiring	Number of restored annual leave hours used during the pay period for hours without expiration date.	Restored Annual Leave - Non-Expiring	DECIMAL(9,2)		2	
102	378	Compensatory Time Used YTD	Amount of compensatory time in lieu of overtime hours used in the current calendar year.	Compensatory Time - Standard	DECIMAL(9,2)		2	
103	380	Compensatory Time YTD Current Balance Hours	Total amount of compensatory time in lieu of overtime hours earned year to date (YTD) in the current calendar year.	Compensatory Time - Standard	DECIMAL(9,2)		2	
104	360	Compensatory Time Earned	Number of compensatory time in lieu of overtime hours earned during the pay period.	Compensatory Time - Standard	DECIMAL(9,2)		2	
105	361	Compensatory Time Used	Number of compensatory time in lieu of overtime hours used during the pay period.	Compensatory Time - Standard	DECIMAL(9,2)		2	

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ICD Seq #	EHRI Ref #	Name	Definition	Data Concept	Data Type	Record Identifier	Priority	Notes
106	1067	Compensatory Time Accrued YTD	Amount of compensatory time in lieu of overtime hours accrued in the current calendar year.	Compensatory Time - Standard	DECIMAL(9,2)		2	
107	378	Compensatory Time for Religious Purposes Used YTD	Amount of compensatory time for religious purposes in lieu of overtime hours used in the current calendar year.	Compensatory Time - Religious Purposes	DECIMAL(9,2)		2	
108	380	Compensatory Time for Religious Purposes YTD Current Balance Hours	Total amount of compensatory time for religious purposes in lieu of overtime hours earned year to date (YTD) in the current calendar year.	Compensatory Time - Religious Purposes	DECIMAL(9,2)		2	
109	360	Compensatory Time for Religious Purposes Earned	Number of compensatory time for religious purposes hours earned during the pay period.	Compensatory Time - Religious Purposes	DECIMAL(9,2)		2	
110	361	Compensatory Time for Religious Purposes Used	Number of compensatory time for religious purposes hours used during the pay period.	Compensatory Time - Religious Purposes	DECIMAL(9,2)		2	

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ICD Seq #	EHRI Ref #	Name	Definition	Data Concept	Data Type	Record Identifier	Priority	Notes
111	1067	Compensatory Time for Religious Purposes Accrued YTD	Amount of compensatory time for religious purposes in lieu of overtime hours accrued in the current calendar year.	Compensatory Time - Religious Purposes	DECIMAL(9,2)		2	
112	378	Compensatory Time for Travel Purposes Used YTD	Amount of compensatory time for travel purposes in lieu of overtime hours used in the current calendar year.	Compensatory Time - Travel Purposes	DECIMAL(9,2)		2	
113	380	Compensatory Time for Travel Purposes YTD Current Balance Hours	Total amount of compensatory time for travel purposes in lieu of overtime hours earned year to date (YTD) in the current calendar year.	Compensatory Time - Travel Purposes	DECIMAL(9,2)		2	
114	360	Compensatory Time for Travel Purposes Earned	Number of compensatory time for travel purposes hours earned during the pay period.	Compensatory Time - Travel Purposes	DECIMAL(9,2)		2	
115	361	Compensatory Time for Travel Purposes Used	Number of compensatory time for travel purposes hours used during the pay period.	Compensatory Time - Travel Purposes	DECIMAL(9,2)		2	

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ICD Seq #	EHRI Ref #	Name	Definition	Data Concept	Data Type	Record Identifier	Priority	Notes
116	1067	Compensatory Time for Travel Purposes Accrued YTD	Amount of compensatory time for travel purposes in lieu of overtime hours accrued in the current calendar year.	Compensatory Time - Travel Purposes	DECIMAL(9,2)		2	
117	378	Home Leave Hours Used YTD	Amount of home leave used in the current leave year.	Home Leave	DECIMAL(9,2)		2	
118	380	Home Leave YTD Current Balance Hours	Total number of home leave hours accrued year to date (YTD) in the current leave year.	Home Leave	DECIMAL(9,2)		2	
119	360	Home Leave Hours Accrued	Number of home leave hours accrued during the pay period.	Home Leave	DECIMAL(9,2)		2	
120	361	Home Leave Hours Used	Number of home leave hours used during the pay period.	Home Leave	DECIMAL(9,2)		2	
121	344	Home Leave 12 Month Beginning Date	Start date of current 12-month accrual period.	Home Leave Status	DATE		2	
122	345	Home Leave 24 Month Beginning Date	Start date of the basic 24-month continuous period of service.	Home Leave Status	DATE		2	

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ICD Seq #	EHRI Ref #	Name	Definition	Data Concept	Data Type	Record Identifier	Priority	Notes
123	346	Home Leave 24 Month Ending Date	End date of the basic 24 month continuous service.	Home Leave Status	DATE		2	
124	378	Credit Hours Used YTD	Amount of credit hours used in the current leave year under a flexible work schedule.	Credit Hours	DECIMAL(9,2)		2	
125	380	Credit Hours YTD Current Balance Hours	Total number of credit hours accrued year to date (YTD) in the current leave year under a flexible work schedule.	Credit Hours	DECIMAL(9,2)		2	
126	360	Credit Hours Earned	Number of credit hours earned during the pay period under a flexible work schedule.	Credit Hours	DECIMAL(9,2)		2	
127	361	Credit Hours Used	Number of credit hours used during the pay period under a flexible work schedule.	Credit Hours	DECIMAL(9,2)		2	
128	49	Balance Credit Hours	Remaining balance of any credit hours the employee has earned during the pay period under a flexible work schedule.	Credit Hours	DECIMAL(9,2)		2	
129	378	Shore Leave Hours Used YTD	Amount of shore leave used in the current leave year.	Shore Leave	DECIMAL(9,2)		2	

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ICD Seq #	EHRI Ref #	Name	Definition	Data Concept	Data Type	Record Identifier	Priority	Notes
130	380	Shore Leave YTD Current Balance Hours	Total number of shore leave hours accrued year to date (YTD) in the current leave year.	Shore Leave	DECIMAL(9,2)		2	
131	360	Shore Leave Hours Earned	Number of shore leave hours earned during the pay period.	Shore Leave	DECIMAL(9,2)		2	
132	361	Shore Leave Hours Used	Number of shore leave hours used during the pay period.	Shore Leave	DECIMAL(9,2)		2	
133	378	Military Leave 5 USC 6323a Hours Used YTD	Amount of 5 U.S.C. 6323(a) 15-day entitlement military leave used in the current leave year.	Military Leave 5 U.S.C. 6323(a)	DECIMAL(9,2)		2	
134	380	Military Leave 5 USC 6323a YTD Current Balance Hours	Total number of 5 U.S.C. 6323(a) 15-day entitlement military leave hours accrued year to date (YTD) in the current leave year.	Military Leave 5 U.S.C. 6323(a)	DECIMAL(9,2)		2	
135	361	Military Leave 5 USC 6323a Hours Used	Number of 5 U.S.C. 6323(a) 15-day entitlement military leave hours used during the pay period.	Military Leave 5 U.S.C. 6323(a)	DECIMAL(9,2)		2	
136	378	Military Leave 5 USC 6323b Hours Used YTD	Amount of 5 U.S.C. 6323(b) 22-day entitlement military leave used in the current leave year.	Military Leave 5 U.S.C. 6323(b)	DECIMAL(9,2)		2	

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ICD Seq #	EHRI Ref #	Name	Definition	Data Concept	Data Type	Record Identifier	Priority	Notes
137	380	Military Leave 5 USC 6323b YTD Current Balance Hours	Total number of 5 U.S.C. 6323(b) 22-day entitlement military leave hours accrued year to date (YTD) in the current leave year.	Military Leave 5 U.S.C. 6323(b)	DECIMAL(9,2)		2	
138	361	Military Leave 5 USC 6323b Hours Used	Number of 5 U.S.C. 6323(b) 22-day entitlement military leave hours used during the pay period.	Military Leave 5 U.S.C. 6323(b)	DECIMAL(9,2)		2	
139	378	Military Leave 5 USC 6323c Hours Used YTD	Amount of 5 U.S.C. 6323(c) DOD unlimited military leave used in the current leave year.	Military Leave 5 U.S.C. 6323(c)	DECIMAL(9,2)		2	
140	380	Military Leave 5 USC 6323c YTD Current Balance Hours	Total number of 5 U.S.C. 6323(c) DOD unlimited military leave hours accrued year to date (YTD) in the current leave year.	Military Leave 5 U.S.C. 6323(c)	DECIMAL(9,2)		2	
141	361	Military Leave 5 USC 6323c Hours Used	Number of 5 U.S.C. 6323(c) DOD unlimited military leave hours used during the pay period.	Military Leave 5 U.S.C. 6323(c)	DECIMAL(9,2)		2	
142	378	Military Leave 5 USC 6323d Hours Used YTD	Amount of 5 U.S.C. 6323(d) 44-day entitlement military leave used in the current leave year.	Military Leave 5 U.S.C. 6323(d)	DECIMAL(9,2)		2	



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ICD Seq #	EHRI Ref #	Name	Definition	Data Concept	Data Type	Record Identifier	Priority	Notes
143	380	Military Leave 5 USC 6323d YTD Current Balance Hours	Total number of 5 U.S.C. 6323(d) 44-day entitlement military leave hours accrued year to date (YTD) in the current leave year.	Military Leave 5 U.S.C. 6323(d)	DECIMAL(9,2)		2	
144	361	Military Leave 5 USC 6323d Hours Used	Number of 5 U.S.C. 6323(d) 44-day entitlement military leave hours used during the pay period.	Military Leave 5 U.S.C. 6323(d)	DECIMAL(9,2)		2	
145	358	Leave Fiscal YTD Military Leave Balance Hours	Ending balance of military leave as of date of action as specified in 5 USC 6323(a).	Employee Leave Information	DECIMAL(9,2)		2	
146	361	Administrative Leave Hours Used	Number of administrative leave hours used during the pay period.	Administrative Leave	DECIMAL(9,2)		2	
147	1046	Administrative Leave Hours Used YTD	Number of administrative leave hours used year to date.	Administrative Leave	DECIMAL(9,2)		2	
148	361	Bone Marrow Leave Hours Used	Number of bone marrow leave hours used during the pay period.	Bone Marrow Leave	DECIMAL(9,2)		2	
149	1047	Bone Marrow Leave Hours Used YTD	Number of bone marrow leave hours used year to date.	Bone Marrow Leave	DECIMAL(9,2)		2	

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ICD Seq #	EHRI Ref #	Name	Definition	Data Concept	Data Type	Record Identifier	Priority	Notes
150	361	Organ Donor Leave Hours Used	Number of organ donor leave hours used during the pay period.	Organ Donor Leave	DECIMAL(9,2)		2	
151	361	Court Leave Hours Used	Number of court eave hours used during the pay period.	Court Leave	DECIMAL(9,2)		2	
152	353	Annual Leave Donation Amount	Amount of Annual Leave (AL) donated by employee.	Annual Leave Donation	DECIMAL(9,2)		2	
153	355	Annual Leave Donation Date	Date on which a sum of Annual Leave (AL) was donated by employee.	Annual Leave Donation	DATE		2	
154	354	Donated Annual Leave Balance	Amount of annual leave donated to the employee.	Donated Annual Leave Recipient	DECIMAL(9,2)		2	
155	357	Donated Annual Leave Used	Amount of donated annual leave used.	Donated Annual Leave Recipient	DECIMAL(9,2)		2	
156	356	Donated Annual Leave Unused Balance	Amount of unused donated annual leave as of the date of separation or transfer.	Donated Annual Leave Recipient	DECIMAL(9,2)		2	
157	372	Donated Annual Leave Recipient Approval Date	Date the employee was approved to become a leave recipient.	Donated Annual Leave Recipient	DATE		2	

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ICD Seq #	EHRI Ref #	Name	Definition	Data Concept	Data Type	Record Identifier	Priority	Notes
158	376	Annual Leave Set Aside Amount	Amount of annual leave accrued and held while employee uses donated annual leave.	Donated Annual Leave Recipient	DECIMAL(9,2)		2	
159	1050	Sick Leave Set Aside Amount	Amount of sick leave accrued and held while employee uses donated annual leave.	Donated Annual Leave Recipient	DECIMAL(9,2)		2	
160	28	Annual Leave Accrual Rate	Number of hours per pay period at which an employee is normally accruing leave. This typically will be 0, 4, 6, or 8, but may be other amounts in the case of fire fighters and other special exceptions.	Employee Leave Information	DECIMAL(9,2)		2	
161	347	Annual Leave Abeyance Balance	Amount of annual leave maintained in abeyance while the employee is in a specific appointment or status.	Employee Leave Information	DECIMAL(9,2)		2	
162	349	Annual Leave Carryover Hours	Amount of hours worked that can be carried over to the next pay period for employees who work a part-time work schedule and only accrue annual leave based on number of hours worked.	Employee Leave Information	DECIMAL(9,2)		2	

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ICD Seq #	EHRI Ref #	Name	Definition	Data Concept	Data Type	Record Identifier	Priority	Notes
163	1048	Sick Leave Abeyance Balance	Amount of sick leave maintained in abeyance while the employee is in a specific appointment or status.	Employee Leave Information	DECIMAL(9,2)		2	
164	1049	Sick Leave Carryover Hours	Amount of hours worked that can be carried over to the next pay period for employees who work a part-time work schedule and only accrue sick leave based on number of hours worked.	Employee Leave Information	DECIMAL(9,2)		2	
165	350	Leave Ceiling Hours	Ceiling an employee is allowed to maintain. This will be 240, 360, or 720 for most employees unless there is a personal ceiling in effect for the individual. Reason for the personal ceiling is described in EHRI #351.	Employee Leave Information	DECIMAL(9,2)		2	
166	351	Leave Ceiling Personal Hours Reason	Reason the employee is allowed to carry over a higher amount of leave in a non-standard personal leave ceiling.	Employee Leave Information	VARCHAR(255)		2	
167	1055	Part-Time Annual Leave Hours Earned	Number of annual leave hours earned by an employee in the current pay period based on the number of hours in a pay status.	Employee Leave Information	DECIMAL(9,2)		2	

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ICD Seq #	EHRI Ref #	Name	Definition	Data Concept	Data Type	Record Identifier	Priority	Notes
168	1056	Part-Time Sick Leave Hours Earned	Number of sick leave hours earned by an employee in the current pay period based on the number of hours in a pay status.	Employee Leave Information	DECIMAL(9,2)		2	
169	362	Lump Sum Leave Hourly Rate Amount	Rate of pay used to pay the lump sum leave amount. There may be multiple rates for a lump-sum payment if the employee's pay is subject to pay adjustment during the lump-sum period (e.g., statutory increases, within grades).	Lump Sum Leave Pay	DECIMAL(9,2)		2	
170	363	Lump Sum Leave Hourly Rate Start Date	Start date for the hourly rate used to determine lump sum leave payment. There may be multiple rates for a lump-sum payment if the employee's pay is subject to pay adjustment during the lump-sum period (e.g., statutory increases, within grades).	Lump Sum Leave Pay	DATE		2	
171	364	Lump Sum Leave Leave Period End Date	End date excluding any restored annual leave used for projecting any refund that the employee could potentially owe.	Lump Sum Leave Pay	DATE		2	
172	365	Lump Sum Leave Leave Period Start Date	Start date for a period of lump sum leave payment.	Lump Sum Leave Pay	DATE		2	

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ICD Seq #	EHRI Ref #	Name	Definition	Data Concept	Data Type	Record Identifier	Priority	Notes
173	366	Lump Sum Leave Paid Hours	Number of hours of leave paid in lump sum to employee upon separation.	Lump Sum Leave Pay	DECIMAL(9,2)		2	
174	367	Lump Sum Leave Payment Refund Amount	Amount the employee must pay to the employing agency for every hour of unexpired leave (excluding any restored hours).	Lump Sum Leave Pay	DECIMAL(9,2)		2	
175	368	Lump Sum Leave Recredited Hours	Number of hours of leave recredited to the employee's leave account as a result of a refund of unexpired leave.	Lump Sum Leave Pay	DECIMAL(9,2)		2	
176	1057	Lump Sum Total Leave Period End Date	The projected end date for a period of lump sum leave payment, including any restored annual leave, used toward projecting the total lump sum payment amount.	Lump Sum Leave Pay	DATE		2	
177	1058	Lump Sum Restored Annual Leave Hours Paid	Number of hours of restored annual leave paid in a lump sum payment to an employee upon separation.	Lump Sum Leave Pay	DECIMAL(9,2)		2	

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ICD Seq #	EHRI Ref #	Name	Definition	Data Concept	Data Type	Record Identifier	Priority	Notes
178	1059	Lump Sum Unexpired Annual Leave Hourly Rate Amount	Hourly rate associated with the unexpired portion of leave. There may be multiple rates for a lump sum payment if the employee's pay is subject to pay adjustments during the lump sum period (e.g., statutory increases, within grade increases)	Lump Sum Leave Pay	DECIMAL(9,2)		2	
179	1060	Lump Sum Unexpired Annual Leave Hours	Number of hours of annual leave in an employee's lump sum payment for annual leave that is subject to refund to the employing agency. Such leave will be recredited to employee's annual leave account. This does not include any annual leave restored leave hours.	Lump Sum Leave Pay	DECIMAL(9,2)		2	
180	379	Leave Year to Date YTD Advance Balance Hours	Number of hours of leave authorized to the employee in the current leave year.	Employee Leave Information	DECIMAL(9,2)		2	
181	396	Medical Emergency End Date	End date for a period of medical emergency for a leave transfer recipient.	Medical Emergency	DATE		2	

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ICD Seq #	EHRI Ref #	Name	Definition	Data Concept	Data Type	Record Identifier	Priority	Notes
182	397	Medical Emergency Start Date	Start date for a period of medical emergency for a leave transfer recipient.	Medical Emergency	DATE		2	
183	408	Military Lost Days	Number of days the military has determined are not creditable in a service period.	Retirement Eligible Earnings	NUMBER(4)		2	
184	288	Family and Medical Leave Act FMLA Beginning Date	Date on which the employee first uses Family and Medical Leave Act (FMLA) leave.	Family and Medical Leave Act FMLA Usage	DATE		2	
185	289	Family and Medical Leave Act FMLA End Date	Date 12 months after the Family and Medical Leave Act (FMLA) start date.	Family and Medical Leave Act FMLA Usage	DATE		2	
186	290	Family and Medical Leave Act FMLA Hours Used	Number of Family and Medical Leave Act (FMLA) hours used in the current Family and Medical Leave Act (FMLA) 12 month period.	Family and Medical Leave Act FMLA Usage	DECIMAL(9,2)		2	



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ICD Seq #	EHRI Ref #	Name	Definition	Data Concept	Data Type	Record Identifier	Priority	Notes
187	291	Family and Medical Leave Act FMLA Hours Used in Pay Period	The amount of FMLA in hours used during the current pay period.	Family and Medical Leave Act FMLA Usage	DECIMAL(9,2)		2	
188	1052	Absence Without Leave (AWOL) Hours in Pay Period	Number of AWOL hours in a pay period.	Nonpay Status	DECIMAL(9,2)		2	
189	1053	Absence Without Leave Hours in Leave Year	Number of AWOL hours accumulated in a leave year.	Nonpay Status	DECIMAL(9,2)		2	
190	42	Absence Without Pay Credit Reduction Hours in Pay Period	Number of credit reduction hours in effect during the pay period as a result of absence without pay.	Nonpay Status	DECIMAL(9,2)		2	
191	43	Absence Without Pay Credit Reduction Hours YTD	Year to date credit reduction hours as a result of absence without pay.	Nonpay Status	DECIMAL(9,2)		2	

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ICD Seq #	EHRI Ref #	Name	Definition	Data Concept	Data Type	Record Identifier	Priority	Notes
192	44	Absence Without Pay Hours in Pay Period	Number of hours of absence without pay (AWOP) during the pay period. This includes the total hours for all LWOP and AWOL, and other nonpay status.	Nonpay Status	DECIMAL(9,2)		1	
193	46	Absence Without Pay Since Last Equivalent Increase	Number of hours of absence without pay (AWOP) since last equivalent increase. This includes the total hours for all LWOP and AWOL, and other nonpay status.	Nonpay Status	DECIMAL(9,2)		2	
194	45	Absence Without Pay in Leave Year	Number of hours of absence without pay (AWOP) during the leave year. This includes the total hours for all LWOP and AWOL, and other nonpay status.	Nonpay Status	DECIMAL(9,2)		2	
195	1051	Other Nonpay Status in Pay Period	Number of other nonpay status hours in a pay period. Includes leave without pay (LWOP) excluding LWOP while in workers' compensation status (LWOP-WC) or while serving in the Uniformed Services (LWOP-US). Also includes suspension, furloughs, military furloughs, etc.	Nonpay Status	DECIMAL(9,2)		2	

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ICD Seq #	EHRI Ref #	Name	Definition	Data Concept	Data Type	Record Identifier	Priority	Notes
196	1063	Other Nonpay Status in Leave Year	Number of other nonpay status hours accumulated in a leave year. Includes leave without pay (LWOP) excluding LWOP while in workers' compensation status (LWOP-WC) or while serving in the Uniformed Services (LWOP-US). Also includes suspension, furloughs, military furloughs, etc.	Nonpay Status	DECIMAL(9,2)		2	
197	173	Federal Employees' Group Life Insurance FEGLI Agency Basic Contribution Amount	Amount of the Federal Employees Group Life Insurance (FEGLI) basic premium that an agency pays on behalf of an employee.	FEGLI Contribution	DECIMAL(9,2)		2	
198	130	Federal Employees' Group Life Insurance FEGLI Employee Basic Amount	Amount the employee pays for Basic Federal Employees' Group Life Insurance (FEGLI) coverage.	FEGLI Contribution	DECIMAL(9,2)		2	
199	136	Federal Employees' Group Life Insurance FEGLI Employee Optional Amount	Amount the employee pays for Optional Federal Employees' Group Life Insurance (FEGLI) coverage.	FEGLI Contribution	DECIMAL(9,2)		2	

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ICD Seq #	EHRI Ref #	Name	Definition	Data Concept	Data Type	Record Identifier	Priority	Notes
200	981	Federal Employees Health Benefits FEHB Pre Tax Indicator	Indicates if an employee has their share of health benefit premiums deducted from their taxable income.	FEHB Contribution	VARCHAR(2)		2	For valid values, reference Federal Employees Health Benefits FEHB Pre Tax Indicator in the Guide to Data Standards.
201	230	Federal Employee Health Benefits FEHB Agency Contribution Amount	Amount of the Federal Employee's Health Benefits (FEHB) premium that an agency pays on behalf of an employee in a pay period.	FEHB Contribution	DECIMAL(9,2)		2	
202	233	Federal Employees Health Benefits FEHB Deduction Amount	Amount of the deduction from the employee's pay for Federal Employees Health Benefits (FEHB) coverage in a pay period.	FEHB Contribution	DECIMAL(9,2)		1	
203	231	Federal Employees Health Benefits FEHB Agency Temporary Continuation of Coverage TCC Contribution Amount	Amount of the Federal Employees Health Benefits (FEHB) Temporary Continuation of Coverage (TCC) premium that an agency pays on behalf of an employee in a pay period.	FEHB Contribution	DECIMAL(9,2)		2	

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ICD Seq #	EHRI Ref #	Name	Definition	Data Concept	Data Type	Record Identifier	Priority	Notes
204	651	FICA and OASDI Agency Contribution Amount	Amount of the Federal Insurance Contribution (FICA) and Old Age Survivors and Disability Insurance (OASDI) that an agency pays on behalf of an employee in a pay period. Medicare is included in this amount.	General Deduction	DECIMAL(9,2)		2	
205	1000	FICA and OASDI YTD Agency Contribution Amount	Cumulative amount of the Federal Insurance Contribution (FICA) and Old Age Survivors and Disability Insurance (OASDI) that an agency pays on behalf of an employee for the year. Medicare is included in this amount.	General Deduction	DECIMAL(9,2)		2	
206	994	FICA and OASDI Deduction Amount	Amount of the deduction from the employee's pay for Federal Insurance Contribution (FICA) and Old Age Survivors and Disability Insurance (OASDI) in a pay period. Medicare is included in this amount.	General Deduction	DECIMAL(9,2)		2	
207	1001	FICA and OASDI YTD Deduction Amount	Cumulative amount of the deduction from the employee's pay for Federal Insurance Contribution (FICA) and Old Age Survivors and Disability Insurance (OASDI) for the year. Medicare is included in this amount.	General Deduction	DECIMAL(9,2)		2	

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ICD Seq #	EHRI Ref #	Name	Definition	Data Concept	Data Type	Record Identifier	Priority	Notes
208	686	Thrift Savings Plan TSP Agency Pay Period Contribution Amount	Amount the agency contributes to the Thrift Savings Plan (TSP) in the current pay period.	Thrift Savings Plan Contribution	DECIMAL(9,2)		2	
209	985	Thrift Savings Plan TSP Agency Contribution Year to Date YTD Amount	Amount contributed by the agency to Thrift Savings Plan (TSP) in the year to date.	Thrift Savings Plan Contribution	DECIMAL(9,2)		2	
210	690	Thrift Savings Plan TSP Employee Pay Period Contribution Amount	Actual employee election amount deducted for the Thrift Savings Plan (TSP) in a pay period. Convert a percentage election into the actual dollar amount that was deducted.	Thrift Savings Plan Contribution	DECIMAL(9,2)		2	
211	684	Thrift Savings Plan TSP Employee Contribution Year to Date YTD Amount	Amount contributed by employee to Thrift Savings Plan (TSP) in the year to date.	Thrift Savings Plan Contribution	DECIMAL(9,2)		2	

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ICD Seq #	EHRI Ref #	Name	Definition	Data Concept	Data Type	Record Identifier	Priority	Notes
212	315	Intergovernmental Personnel Act IPA Basic Pay Rate Amount	Rate of basic pay during Intergovernmental Personnel Act (IPA) assignment.	Intergovernmental Personnel Act	DECIMAL(9,2)		2	
213	323	Intergovernmental Personnel Act IPA Other Annual Salary Amount	Amount of annual salary paid for the state or local government position from which the Intergovernmental Personnel Act employee was assigned to the Federal government.	Intergovernmental Personnel Act	DECIMAL(9,2)		2	
214	326	Intergovernmental Personnel Act IPA Other Employment End Date	Date on which the employee was last employed with the state or local government from which an employee was assigned to the Federal government under the Intergovernmental Personnel Act (IPA) agreement.	Intergovernmental Personnel Act	DATE		2	
215	327	Intergovernmental Personnel Act IPA Other Employment Start Date	Date on which the employee was first employed by the state or local government from which assigned for employees assigned to the Federal government under the Intergovernmental Personnel Act (IPA) agreement.	Intergovernmental Personnel Act	DATE		2	

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ICD Seq #	EHRI Ref #	Name	Definition	Data Concept	Data Type	Record Identifier	Priority	Notes
216	16	CSRS Agency Contribution Amount	The amount the agency contributes towards the employee's retirement on a pay period basis.	CSRS Contribution	DECIMAL(9,2)		2	
217	587	CSRS Contribution Current Pay Period Amount	Amount the employee contributes to his/her retirement plan, current pay period.	CSRS Contribution	DECIMAL(9,2)		1	Retroactive adjustments affecting this field must be linked to the appropriate pay period via a "Correction" record for that pay period.
218	16	Basic FERS Agency Contribution Amount	The amount the agency contributes towards the employee's retirement on a pay period basis.	Basic FERS Contribution	DECIMAL(9,2)		2	
219	587	Basic FERS Contribution Current Pay Period Amount	Amount the employee contributes to his/her retirement plan, current pay period.	Basic FERS Contribution	DECIMAL(9,2)		1	
220	587	State Employee Contribution Current Pay Period Amount	Amount the employee contributes to his/her retirement plan, current pay period.	State Employee Contribution	DECIMAL(9,2)		2	
221	587	NAF Contribution Current Pay Period Amount	Amount the employee contributes to his/her retirement plan, current pay period.	NAF Contribution	DECIMAL(9,2)		2	



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ICD Seq #	EHRI Ref #	Name	Definition	Data Concept	Data Type	Record Identifier	Priority	Notes
222	594	Retirement Voluntary Contribution Amount	Amount (actual dollar) of the voluntary contribution transaction.	Retirement Contribution	DECIMAL(9,2)		4	
223	113	Disability Retirement Pay Stop Date	Date on which the employee's pay stopped or will stop because of disability retirement.	Retirement Eligible Earnings	DATE		2	
224	116	Total Retirement Creditable Pay - Pay Period	Amount of retirement creditable pay (i.e., subject to retirement deductions) paid during the pay period. Required to compute the FERS annuity supplement; not used in the 'high three' retirement calculation.	Retirement Eligible Earnings	DECIMAL(9,2)		1	
225	998	Total Retirement Creditable Pay - YTD	Amount of retirement creditable pay (i.e., subject to retirement deductions) paid year to date. Required to compute the FERS annuity supplement; not used in the 'high three' retirement calculation.	Retirement Eligible Earnings	DECIMAL(9,2)		2	
226	166	Retirement System Refunded Service End Date	End date of Retirement System service for which an employee received a refund.	Retirement System Refunded	DATE		4	

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ICD Seq #	EHRI Ref #	Name	Definition	Data Concept	Data Type	Record Identifier	Priority	Notes
227	167	Retirement System Refunded Service Start Date	Start date of Retirement System service for which an employee received a refund.	Retirement System Refunded	DATE		4	
228	168	Retirement System Refunded Service Days	Number of days of Retirement System service for which an employee received a refund.	Retirement System Refunded	NUMBER(4)		4	
229	608	Service Deposit/Credit Balance Due Amount	Total outstanding due including interest on a given date for service deposit taking into consideration all payments received.	Service Deposit/Credit Election	DECIMAL(9,2)		4	
230	609	Service Deposit/Credit Effective Date	Date on which the service deposit/credit was computed.	Service Deposit/Credit Election	DATE		4	
231	610	Service Deposit/Credit Election Date	Date on which the employee signed their election of payment or nonpayment of service deposit/credit.	Service Deposit/Credit Election	DATE		4	
232	612	Service Deposit/Credit Election Indicator	Indicates that an employee has elected or declined to pay or complete payment of service deposit/credit.	Service Deposit/Credit Election	VARCHAR(2)		4	Y=Yes, N=No, NA=Non Applicable

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ICD Seq #	EHRI Ref #	Name	Definition	Data Concept	Data Type	Record Identifier	Priority	Notes
233	613	Service Deposit/Credit Employee Annuity Eligibility Indicator	Indicates if an employee is eligible for annuity based on minimum basic annuity.	Service Deposit/Credit Election	VARCHAR(2)		4	Y=Yes, N=No, NA=Non Applicable
234	614	Service Deposit/Credit Employee Annuity Increase Indicator	Indicates that a service deposit would increase annuity.	Service Deposit/Credit Election	VARCHAR(2)		4	Y=Yes, N=No, NA=Non Applicable
235	637	Service Deposit/Credit Earnings	Estimated or actual earnings documented for each period of service.	Service Deposit/Credit Election	DECIMAL(9,2)		4	
236	615	Service Deposit/Credit End Date	End date of service for which the service deposit/credit is being computed.	Service Deposit/Credit Election	DATE		4	
237	631	Service Deposit/Credit Start Date	Start date of service for which the service deposit/credit is computed.	Service Deposit/Credit Election	DATE		4	

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ICD Seq #	EHRI Ref #	Name	Definition	Data Concept	Data Type	Record Identifier	Priority	Notes
238	616	Service Deposit/Credit Interest Accrual Date	Date from which the interest accrues on military service deposit for employee. This date is usually the three year anniversary of appointment or October 1, 1985 for individuals hired before 1982.	Service Deposit/Credit Election	DATE		4	
239	617	Service Deposit/Credit Interest Computation Date	Date on which the interest was computed.	Service Deposit/Credit Election	DATE		4	
240	618	Service Deposit/Credit Interest Due Amount	Interest amount due on a service deposit/credit.	Service Deposit/Credit Payment	DECIMAL(9,2)		4	
241	619	Service Deposit/Credit Interest Period Start Date	Start date for an interest rate associated with an employee's service deposit repayment.	Service Deposit/Credit Payment	DATE		4	
242	620	Service Deposit/Credit Interest Rate	Interest rate for a military service deposit for a specific period.	Service Deposit/Credit Payment	DECIMAL(6,2)		4	

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ICD Seq #	EHRI Ref #	Name	Definition	Data Concept	Data Type	Record Identifier	Priority	Notes
243	621	Service Deposit/Credit Lost Days	Number of days employee was absent without leave (AWOL) or otherwise lost during dates of service for which service deposit/credit is being computed.	Service Deposit/Credit Payment	NUMBER(4)		4	
244	622	Service Deposit/Credit Payment Amount	Amount of employee's payment for a service deposit/credit.	Service Deposit/Credit Payment	DECIMAL(9,2)		4	
245	623	Service Deposit/Credit Payment Date	Date on which a payment was made for service deposit/credit.	Service Deposit/Credit Payment	DATE		4	
246	627	Service Deposit/Credit Payment Number	Number of service deposits/credits the employee elects to make.	Service Deposit/Credit Payment	NUMBER(4)		4	
247	628	Service Deposit/Credit Payment Type Code	Method by which the employee is paying the service deposit/credit.	Service Deposit/Credit Payment	VARCHAR(4)		4	01=Biweekly, 02=Monthly
248	629	Service Deposit/Credit Principal Amount	Total amount of deposit/credit due, computed from earnings multiplied by the appropriate retirement withholding.	Service Deposit/Credit Payment	DECIMAL(9,2)		4	

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ICD Seq #	EHRI Ref #	Name	Definition	Data Concept	Data Type	Record Identifier	Priority	Notes
249	632	Service Deposit/Credit Total Due Amount	Amount of principal and interest due on the service deposit/credit as of the last anniversary of the interest accrual.	Service Deposit/Credit Payment	DECIMAL(9,2)		4	
250	633	Service Deposit/Credit Total Service Days	Number of days active service in period less lost days (absent without leave (AWOL), etc.).	Service Deposit/Credit Status	NUMBER(4)		4	
251	634	Service Deposit/Credit Total Service Months	Number of months active service in period less lost days (absent without leave (AWOL), etc.).	Service Deposit/Credit Status	NUMBER(4)		4	
252	635	Service Deposit/Credit Total Service Years	Number of years active service in period less lost days (absent without leave (AWOL), etc.).	Service Deposit/Credit Status	NUMBER(4)		4	
253	636	Service Deposit/Credit Withholding Percent	Retirement withholding percentage appropriate for deposit. May be the same as Civil Service Retirement System (CSRS) or Federal Employees' Retirement System (FERS) withholding percentage.	Service Deposit/Credit Status	DECIMAL(6,2)		4	

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ICD Seq #	EHRI Ref #	Name	Definition	Data Concept	Data Type	Record Identifier	Priority	Notes
254	1069	Retroactive Adjustment Indicator	A flag to indicate that the payroll record contains one or more retroactive adjustments. Note that the specific elements containing adjustments are not identified; this field only indicates if a retro adjustment was included. The actual retroactive adjustments are added to the 'normal' pay period amounts.	Data Record	VARCHAR(2)		1	Y=Yes, N=No
255	1076	Pay Period Number	Payroll-provider specific payroll run number.	Pay Period	NUMBER(6)		1	YYYYPP where PP represents the pay period number from 01 to 26/27. The first pay period of 2006 would be sent as 200601.
256	1074	Term Negotiation Hours - Pay Period	Amount of Term Negotiation Hours used in the pay period. Term Negotiation Hours make up a component of Union Official Time, and specifically report on the official time used by union representatives to prepare and negotiate a basic collective bargaining agreement or its successor.	Union Official Time - Term Negotiation	DECIMAL(9,2)		2	

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ICD Seq #	EHRI Ref #	Name	Definition	Data Concept	Data Type	Record Identifier	Priority	Notes
257	1075	Term Negotiation Hours - YTD	Amount of Term Negotiation Hours used year to date Term Negotiation Hours make up a component of Union Official Time, and specifically report on the official time used by union representatives to prepare and negotiate a basic collective bargaining agreement or its successor.	Union Official Time - Term Negotiation	DECIMAL(9,2)		2	
258	1074	Mid-Term Negotiation Hours - Pay Period	Amount of Mid-Term Negotiation Hours used in the pay period. Mid-Term Negotiation Hours make up a component of Union Official Time, and specifically report on the official time used to bargain over issues raised during the life of a term agreement.	Union Official Time - Mid-Term Negotiation	DECIMAL(9,2)		2	
259	1075	Mid-Term Negotiation Hours - YTD	Amount of Mid-Term Negotiation Hours used year to date. Mid-Term Negotiation Hours make up a component of Union Official Time, and specifically report on the official time used to bargain over issues raised during the life of a term agreement.	Union Official Time - Mid-Term Negotiation	DECIMAL(9,2)		2	



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ICD Seq #	EHRI Ref #	Name	Definition	Data Concept	Data Type	Record Identifier	Priority	Notes
260	1074	Dispute Resolution Hours - Pay Period	Amount of Dispute Resolution Hours used in the pay period. Dispute Resolution Hours make up a component of Union Official Time, and specifically report on the official time used to process grievances up to and including arbitrations and to process appeals of bargaining unit employees to the various administrative agencies such as the MSPB, FLRA, and EEOC and, as necessary, to the courts.	Union Official Time - Dispute Resolution	DECIMAL(9,2)		2	
261	1075	Dispute Resolution Hours - YTD	Amount of Dispute Resolution Hours used year to date. Dispute Resolution Hours make up a component of Union Official Time, and specifically report on the official time used to process grievances up to and including arbitrations and to process appeals of bargaining unit employees to the various administrative agencies such as the MSPB, FLRA, and EEOC and, as necessary, to the courts.	Union Official Time - Dispute Resolution	DECIMAL(9,2)		2	

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ICD Seq #	EHRI Ref #	Name	Definition	Data Concept	Data Type	Record Identifier	Priority	Notes
262	1074	General Labor Relations Hours - Pay Period	Amount of General Labor Relations Hours used in the pay period. General Labor Relations Hours make up a component of Union Official Time, and specifically report on the official time used for: meetings between labor and management officials to discuss the general conditions of employment, labor-management committee meetings, labor relations training for union representatives, and union participation in formal meetings and investigative interviews.	Union Official Time - General Labor Relations	DECIMAL(9,2)		2	
263	1075	General Labor Relations Hours - YTD	Amount of General Labor Relations Hours used year to date. General Labor Relations Hours make up a component of Union Official Time, and specifically report on the official time used for: meetings between labor and management officials to discuss the general conditions of employment, labor-management committee meetings, labor relations training for union representatives, and union participation in formal meetings and investigative interviews.	Union Official Time - General Labor Relations	DECIMAL(9,2)		2	

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ICD Seq #	EHRI Ref #	Name	Definition	Data Concept	Data Type	Record Identifier	Priority	Notes
264		Retirement Creditable Social Security Pay - Pay Period	Retirement eligible earnings in the pay period that are subject to Social Security taxation (OASDI).	Employee Pay	DECIMAL(9,2)		1	
265		Retirement Creditable Social Security Pay - YTD	Retirement eligible earnings year to date that are subject to Social Security taxation (OASDI).	Employee Pay	DECIMAL(9,2)		2	
266		Retirement Creditable Customs Officer Overtime Earnings - Pay Period	Amount of customs officer retirement creditable overtime pay actually paid during the pay period.	Retirement Eligible Earnings	DECIMAL(9,2)		1	Retroactive adjustments affecting this field must be linked to the appropriate pay period via a "Correction" record for that pay period.

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ICD Seq #	EHRI Ref #	Name	Definition	Data Concept	Data Type	Record Identifier	Priority	Notes
267		Retirement Creditable Annualized Rate of Basic Pay	<p>Sum of adjusted basic pay and any retirement creditable additional pay paid during the pay period, annualized according to the appropriate annualization factor (2080, 2087, etc.) to derive an annual rate.</p> <p>Adjusted Basic Pay Rate is Basic Pay Rate (Base rate before any additions) plus Basic Pay Supplement (Includes locality pay, special rate supplement, VA title 38 market pay, and other equivalent payments)</p> <p>Retirement – Creditable Additional Pay includes administratively uncontrollable overtime (AUO); availability pay (also know as Law Enforcement Availability Pay (LEAP)) paid to criminal investigators; standby pay; night differential (for prevailing rate employees); environmental differential (for prevailing rate employees); physicians’ comparability allowance (PCA)/ physicians’ special pay (PSP); straight-time pay for overtime hours in regular tour of duty for firefighter compensated under 5 USC 5545b.</p>	Employee Pay Rate	DECIMAL(9,2)		1	Retroactive adjustments affecting this field must be linked to the appropriate pay period via a "Correction" record for that pay period.
<b>Update 4.1</b>		March 1 <sup>st</sup> , 2012						

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ICD Seq #	EHRI Ref #	Name	Definition	Data Concept	Data Type	Record Identifier	Priority	Notes
268		Annual Rate of Basic Pay for FEGLI	An insured employee's annual rate of basic pay as fixed by law or regulation. Inclusions per 5CFR 870.204.	Employee Pay Rate	DECIMAL(9,2)		1	
269		Physicians Comparability Allowance (PCA) Annualized Rate of Pay	Amount of PCA paid during the pay period, annualized according to the appropriate annualization factor to derive an annual rate. Although the PCA must be reported in Retirement Annualized Rate of Basic Pay, it also must be reported separately in this field and expressed as an annual rate.	Employee Pay Rate	DECIMAL(9,2)		1	Retroactive adjustments affecting this field must be linked to the appropriate pay period via a "Correction" record for that pay period.
270		Annualized Hours Factor	Factor used to annualize an hourly pay rate or used as a divisor in converting annual rate to an hourly rate (usually 2087 or 2080.)	Employee Pay Rate	DECIMAL(9,2)		1	Retroactive adjustments affecting this field must be linked to the appropriate pay period via a "Correction" record for that pay period.

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ICD Seq #	EHRI Ref #	Name	Definition	Data Concept	Data Type	Record Identifier	Priority	Notes
271		Paid Non-Overtime Hours for Part-time Employee	The number of non-overtime hours in the biweekly pay period for which a part-time employee received compensation. Exclude hours in excess of the 8-hour daily overtime threshold or the applicable weekly or biweekly overtime threshold (i.e., hours paid at overtime rate). May not exceed the hours in the employee's hypothetical full-time regular tour of duty. (See CSRS and FERS Handbook, section 81A2.2-1-C.2.)	Employee Hours	DECIMAL(9,2)		1	Retroactive adjustments affecting this field must be linked to the appropriate pay period via a "Correction" record for that pay period.
272		Federal Employees' Group Life Insurance (FEGLI) Code	Code indicating an employee's coverage or noncoverage under the Federal Employees' Group Life Insurance (FEGLI) program. This code is used by payroll to determine FEGLI biweekly premiums.	FEGLI Contribution	VARCHAR(4)		1	For valid values, reference Federal Employees' Group Life Insurance (FEGLI) Code in the Guide to Data Standards.
273	257	Health Plan	Enrollment code of the Federal Employees Health Benefit (FEHB) in which the employee is currently enrolled. The first two digits of the code indicate the health plan name. The last digit indicates the plan type, either individual or family plan.	FEHB Contribution	VARCHAR(10)		1	For valid values, reference Health Plan in the Guide to Data Standards.

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ICD Seq #	EHRI Ref #	Name	Definition	Data Concept	Data Type	Record Identifier	Priority	Notes
274		Leave Without Pay for Workers' Compensation in Pay Period	Number of LWOP-WC (Workers' Compensation) hours in a pay period.	Nonpay Status	DECIMAL(9,2)		1	Retroactive adjustments affecting this field must be linked to the appropriate pay period via a "Correction" record for that pay period.
275		Leave Without Pay for Workers' Compensation in Leave Year	Number of LWOP-WC (Workers' Compensation) hours accumulated in a leave year.	Nonpay Status	DECIMAL(9,2)		2	
276		Leave Without Pay for Uniformed Service in Pay Period	Number of LWOP-US (Uniformed Service) hours in a pay period.	Nonpay Status	DECIMAL(9,2)		2	
277		Leave Without Pay for Uniformed Service in Leave Year	Number of LWOP-US (Uniformed Service) hours accumulated in a leave year.	Nonpay Status	DECIMAL(9,2)		2	
278	23	Retention Incentive Amount - Non-Title 5 USC 5754	Amount of retention incentive a non-Title 5 employee received during a pay period.	Retention Incentive	DECIMAL(9,2)		4	This data element should no longer be submitted.

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ICD Seq #	EHRI Ref #	Name	Definition	Data Concept	Data Type	Record Identifier	Priority	Notes
279	23	Relocation Incentive Amount - Non-Title 5 USC 5753	Amount of relocation incentive a non-Title 5 employee received during a pay period.	Relocation Incentive	DECIMAL(9,2)		4	This data element should no longer be submitted.
280	23	Recruitment Incentive Amount - Non-Title 5 USC 5753	Amount of recruitment incentive a non-Title 5 employee received during a pay period.	Recruitment Incentive	DECIMAL(9,2)		4	This data element should no longer be submitted.
281		Student Loan Repayment Amount - Pay Period	Gross amount (i.e., before taxes are withheld) paid during the current pay period by an agency to a loan holder on behalf of an employee for the repayment of a student loan.	Student Loan Repayment	DECIMAL(9,2)		2	
282		Student Loan Repayment Amount - YTD	Gross amount (i.e., before taxes are withheld) paid year to day by an agency to a loan holder on behalf of an employee for the repayment of a student loan.	Student Loan Repayment	DECIMAL(9,2)		2	
283		Official Pay Date	Official date payment was made to the employee. Used to ensure earnings and deductions are associated with the correct calendar year.	Pay Period	DATE		1	



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ICD Seq #	EHRI Ref #	Name	Definition	Data Concept	Data Type	Record Identifier	Priority	Notes
284	1072	Reservist Differential Amount	The amount of reservist differential an employee received during a pay period, as authorized under 5 U.S.C. 5538 or similar authority.	Reservist Differential	DECIMAL(9,2)		1	
285	1073	Retention Incentive Amount (Likely to Leave for a Different Federal Position) – Title 5 USC 5754	Dollar amount of a retention incentive under 5 CFR 575.315 that is paid to an employee during a pay period when the employee is likely to leave for a different Federal position. (The retention incentive was authorized under legal authority codes VPA or VPB.) This does not include retention incentives authorized under authorities other than 5 U.S.C 5754.	Recruitment Incentive	DECIMAL(9,2)		1	
286	1074	Routine Telework Hours in Pay Period	Number of hours worked as part of a previously approved, ongoing, and regular telework schedule. Telework means working any part of regular, paid hours, at an approved alternative worksite, such as an employee’s home. When reporting telework hours do NOT include any part of <i>mobile</i> work, such as work completed during official travel, commuting, or from a customer site.	Telework	DECIMAL(9,2)		1	See Routine Telework Hours in Pay Period in the Guide to Data Standards.

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ICD Seq #	EHRI Ref #	Name	Definition	Data Concept	Data Type	Record Identifier	Priority	Notes
287	1075	Routine Telework Instances in Pay Period	Number of instances during the pay period that an employee teleworked, and where those instances were part of a previously approved, ongoing and regular telework schedule. For this purpose, an “instance” means when an employee teleworks a full work day OR any part of a work day within their regular scheduled tour of duty from an alternative location. For this data element, telework has the same meaning as in the definition given for ‘Routine Telework Hours’.	Telework	NUMBER(2)		1	See Routine Telework Instances in Pay Period in the Guide to Data Standards.

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ICD Seq #	EHRI Ref #	Name	Definition	Data Concept	Data Type	Record Identifier	Priority	Notes
288	1076	Situational Telework Hours in Pay Period	Number of hours during the pay period that an employee teleworked, and where those hours were NOT part of a previously approved, ongoing and regular telework schedule. Situational telework examples include telework as a result of inclement weather, doctor appointment, or special work assignments. Telework means working any part of regular, paid hours, at an approved alternative worksite, such as an employee's home. When reporting telework hours do NOT include any part of <i>mobile</i> work, such as work completed during official travel, commuting, or from a customer site.	Telework	DECIMAL(9,2)			See Situational Telework Hours in Pay Period in the Guide to Data Standards.

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ICD Seq #	EHRI Ref #	Name	Definition	Data Concept	Data Type	Record Identifier	Priority	Notes
289	1077	Situational Telework Instances in Pay Period	Number of instances during the pay period that an employee teleworked, and where those instances were NOT part of a previously approved, ongoing and regular telework schedule (e.g., telework as a result of inclement weather, doctor appointment, or special work assignments). For this purpose, an “instance” means when an employee teleworks a full work day OR any part of a work day within their regular scheduled tour of duty from an alternative location. For this data element, telework has the same meaning as in the definition given for ‘Situational Telework Hours’.	Telework	NUMBER(2)		1	See Situational Telework Instances in Pay Period in the Guide to Data Standards.