

## Appendix I – Data Transfer Package Example

The following XML documents provide a simple example of the contents of a data transfer package. In this example, we assume the data transfer package is the file “R20090914000.zip”, which contains two files:

**manifest.xml:** The data transfer package manifest. The manifest contains a description of the data transfer package and references a single data transfer file.

**R20090914001:** A data transfer file containing the records themselves. This example contains two records (excluding record details) and one instruction.

### Data Transfer Package Manifest Example

```
<?xml version="1.0"?>
<Manifest xmlns="http://www.opm.gov/feddata/grdr/DataTransferPackage-4.0"
  <PackageInfo>
    <Id>f81d4fae-7dec-11d0-a765-00a0c91e6bf6</Id>
    <Created>2009-09-10T12:00:00-05:00</Created>
    <CreatedBy>GSA</CreatedBy>
    <Description>Biweekly retirement record extract for separations for the period ending 2009-09-14,
    including prior period corrections.</Description>
    <ExtractProcessVersion>1.1</ExtractProcessVersion>
    <ExtractSchemaVersion>2.0</ExtractSchemaVersion>
  </PackageInfo>
  <Files>
    <File>
      <Location>R20090914001.xml</Location>
    </File>
  </Files>
</Manifest>
```

## Data Transfer Package Data File Example

```

<?xml version="1.0"?>
<ntp:DataTransferPackage xmlns:ntp="http://www.opm.gov/feddata/grdr/DataTransferPackage-4.0"
  xmlns="http://www.opm.gov/feddata/grdr/ElectronicRetirementRecord-4.0"
  xmlns:xsi="http://www.w3.org/2001/XMLSchema-instance"
  xmlns:meta="http://www.opm.gov/feddata/grdr/ManagedRecordMetadata-4.0"
  xsi:schemaLocation="http://www.opm.gov/feddata/grdr/DataTransferPackage-4.0
    ./DataTransferPackage-4.0.xsd">
  <ntp:Items>
    <ntp:Item>
      <meta:Metadata>
        <meta:AuditInfo>
          <meta:Created>2009-10-10T12:00:00-05:00</meta:Created>
          <meta:CreatedBy>GSA</meta:CreatedBy>
          <meta:Modified>2002-12-10T12:00:00-05:00</meta:Modified>
        </meta:AuditInfo>
      </meta:Metadata>
      <rr:ElectronicRetirementRecord
        RecordId="12345678"
        RecordTypeCode="06"
        SubmittingAgencySubelementCode="GS00">
        <rr:Employee>...</rr:Employee>
        <rr:IndividualRetirementRecord>...</rr:IndividualRetirementRecord>
      </rr:ElectronicRetirementRecord>
    </ntp:Item>
    <ntp:Item>
      <meta:Metadata>
        <meta:AuditInfo>
          <Created>2009-10-10T12:00:00-05:00</Created>
          <meta:CreatedBy>GS00</meta:CreatedBy>
        </meta:AuditInfo>
      </meta:Metadata>
      <rr:ElectronicRetirementRecord
        RecordId="98765432"
        RecordTypeCode="06"

```

```
        SubmittingAgencySubelementCode="GS00">
    <rr:Employee>...</rr:Employee>
    <rr:IndividualRetirementRecord>...</rr:IndividualRetirementRecord>
</rr:ElectronicRetirementRecord>
</dtp:Item>
</dtp:Items>
<dtp:Instructions>
  <dtp:Instruction>
    <meta:Metadata>
      <meta:AuditInfo>
        <meta:Created>2009-10-10T12:00:00-05:00</meta:Created>
        <meta:CreatedBy>GS00</meta:CreatedBy>
      </meta:AuditInfo>
    </meta:Metadata>
    <inst:RetirementRepositoryInstruction
      InstructionType="cancel"
      RecordId="000123123"
      SubmittingAgencySubelementCode="GS00"/>
  </dtp:Instruction>
</dtp:Instructions>
```