

**National Finance Center
Front-End System Interface (FESI)
Professional Certification Doc Type (124)**

Data Element Name	Data Element Format	Start Position	End Position	Element Description	Optional Mandated O/M	Values	Customer Data Element Name
DOCUMENT-TYPE	A3	1	3	Indicates the type of document being processed.	M	Three position numeric field. The valid value is 124.	
AGCY-CODE	A2	4	5	The first level of the organization's structure codes used to identify the Agency as defined by the National Finance Center (NFC).	M	Two position alphanumeric field. For a list of valid values, see TMGT Table 023, Agency/Bureau.	
SUBMITTING-OFFICE-NUMBER	A4	6	9	An identifying code assigned by the Office of Personnel Management (OPM) to a Federal civilian personnel office authorized to appoint and separate employees and maintain personnel data.	M	Four position alphanumeric field. For a list of valid values, see TMGT, Table 001, Personnel Office Identifier Name and Address.	
BATCH-NO-PERSONNEL	A4	10	13	Number assigned by a personnel office to identify different batches of documents transmitted to the National Finance Center.	M	66XX – The document remains in suspense until corrective action is taken. 67XX – The document remains in suspense for one pass and coded for deletion unless some type of positive action is taken.	
SSNO	A9	14	22	A unique nine-digit number assigned by the Social Security Administration.	M	Employee Social Security Number	
FILLER	A1	23	23	Unused field	M	SPACES	
PAY-PERIOD-NUMBER	A2	24	25	The number corresponding to the pay period for which this document is being processed.	M	Valid values are 01 through 27.	
FILLER	A30	26	55	Unused field	M	SPACES	
USER-ID	A7	56	62	The user identification of the person entering the data.	M	Seven-position alphanumeric field.	
DEPARTMENT-CODE	A2	63	64	Identifies the Department of the U.S. Government.	M	Two-position alphanumeric field. For a list of valid values, see the OPM Guide to Personnel Data Standards.	

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FILLER	A42	65	106	Unused field.	M	SPACES	
FESI-IDENTIFIER-NUMBER	A15	107	121	Identifies transactions in user's system.	O		
UEID	A20	122	141	A unique employee ID (for future OPM use).			
FESI-DOC-EFF-CN	A2	142	143	The effective century of the document.	M	Two-position numeric field. CCYY	
FESI-DOC-EFF-YR	A2	144	145	The effective year of the document	M	Two-position numeric field. CCYY	
FILLER	A5	146	150	Unused field.	M	SPACES	
TRANS-CODE	A1	151	151	Indicates the type of action taken on the document.	M	One-position alphanumeric field Valid values: A-Add C-Change D-Delete	
PROF-CERT-NO	A2	152	153	A code identifying the professional certification.	M	Two-position alphanumeric field. Valid values: 01-Lawyer-Bar 02-Certified Public Accountant (CPA) 03-Certified Professional Manager (CPM) 04-Certified Internal Auditor (CIA) 05-Certified Information System Auditor (CISA) 06-Commercial Driver's License (CDL)	
PROF-CERT-STATE	A2	154	155	A code identifying the State where the employee received the professional certification.	M	Two-position alphanumeric field. For a list of the State codes, see the Geographical Location	

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						Code Table at www.gsa.gov .	
PROF-CERT-YR	A2	156	157	Indicates the year the employee received a professional certification.	M	Two-position numeric field. YY	
FILLER	A3293	158	3450	Unused Field	M	SPACES	