

**IVR/Web Extract File Record Layout (PPIIVR - Employee File)
As of Payroll Release 1866 – 06/25/09**

Employee Record

Position	Length/ Format	Field Description	Data Element #	Comments
01	01	Add/Change/Delete Record	n/a	
02 – 11	10 mm/dd/yyyy	IVR/Web Employee Record Update Date	n/a	Update date is set to the current date when PPS program PPIIVR detects that a change has been made to any field in the IVR employee record.
12 – 13	02	Location Code	n/a	A unique code assigned to each campus, lab, Hastings and ASUCLA
14 – 22	09	Employee SSN	EDB0111	
23 – 31	09	Employee ID	n/a	EDB record key
32 – 57	26	Employee Name	EDB0105	
58 – 67	10 mm/dd/yyyy	Employee Birth Date	EDB0107	
68	01	Employee Sex Code	EDB0108	
69 – 78	10 mm/dd/yyyy	Employee Hire Date	EDB0113	
79 – 84	06	Home Department Code	EDB0114	
85 – 94	10 mm/dd/yyyy	Leave Begin Date	EDB0137	
95 – 104	10 mm/dd/yyyy	Leave Return Date	EDB0138	
105 – 106	02	Leave Type Code	EDB0139	
107 – 116	10 mm/dd/yyyy	Separation Date	EDB0140	
117	01	Employment Status Code	EDB0144	
118 – 121	04	Primary Title Code	EDB0460	
122	01	Personnel Program Code for Primary Title	n/a	The Personnel Program Code for the Primary Title Code is looked up on the PPS TCT (Title Code Table).
123	01	FICA Eligibility Code	EDB0120	
124	10 9(07).99	Prior Year FWT Gross	EDB0481	
134 – 163	30	Address-Line 1	EDB0204	
164 – 193	30	Address-Line 2	EDB0205	
194 – 223	30	Address-City	EDB0206	
224 – 225	02	Address-State	EDB0207	
226 - 230	05	Address-Zip	EDB0208	
231	01	Retirement System Code	EDB0122	
232	01	UC Paid Disability Code	EDB0123	
233	01	DCP Plan Code	EDB0129	
234 – 235	02	Age on Jan 1	EDB0254	
236 – 245	10 mm/dd/yyyy	403b Change Date	EDB0279	
246	01	TIP Code (Insurance Reduction Code)	EDB0299	
247 – 249	03	Supplemental Disability Waiting Period	EDB0231	
250 – 257	08	Supplemental Disability	EDB0233	

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	9(05).99	Salary Base		
258 – 267	10 mm/dd/yyyy	Supplemental Disability CED	EDB0233	
268	1	Electronic W-2 Indicator	EDB1166	
269	1	Block W-2 Data to 3rd Party Indicator	EDB1167	
270 – 271	2	Employee Benefit Eligibility Unit Code	EDB0445	
272	1	Employee Benefit Eligibility Representation Code	EDB0446	
273	1	Employee Benefit Eligibility Derivation Indicator	EDB0447	
274 – 275	02	Dental Plan Code	EDB0272	
276 – 278	03	Dental Plan Coverage Code	EDB0273	
279 – 288	10 mm/dd/yyyy	Dental Plan PCED	EDB0274	
289 – 293	5	Health FSA Annual Amount	EDB6226U	
294 – 303	10 mm/dd/yyyy	Health FSA Termination Date	EDB0314	
304	1	Department Location indicator		From Home Department Table
305 – 310	06	Supplemental Life Ins Salary Base	EDB0275	
311	01	Supplemental Life Ins Plan Code	EDB0276	
312 – 321	10 mm/dd/yyyy	Supplemental Life Ins CED	EDB0277	
322 – 328	07	Supplemental Life Ins Amount	n/a	The amount of Life Insurance is calculated, or looked up on the Benefits Rates Table.
329 – 336	08	Filler		Previous value: Supplemental Life Insurance Premium
337	01	Dep Life Ins Plan Code	EDB0278	
338 – 347	10 mm/dd/yyyy	Dep Life CED	EDB0188	
348 – 355	08	Filler		Previous value: Dependent Life Insurance Premium
356 – 361	06	Accidental Death and Dismemberment Principal Sum	EDB0280	
362	01	Accidental Death and Dismemberment Coverage Code	EDB0281	
363 – 372	10 mm/dd/yyyy	Accidental Death and Dismemberment CED	EDB0282	
373 – 380	08	Filler		Previous value: Accidental Death and Dismemberment Premium
381 – 382	02	Medical Plan Code	EDB0292	
383 – 385	03	Medical Plan Coverage Code	EDB0293	
386 – 395	10	Medical Plan PCED	EDB0294	

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	mm/dd/yyyy			
396 – 400	5	DepCare FSA Annual Amount	EDB6227U	
401 – 410	10 mm/dd/yyyy	DepCare FSA Termination Date	EDB0315	
411	1	Employee Without Salary Indicator	EDB0778	
412 – 417	06	UC Paid Life Insurance	EDB0330	
418 – 427	10 mm/dd/yyyy	UC Paid Life Insurance CED	EDB0451	
428 – 429	02	Vision Plan Code	EDB0347	
430 – 432	03	Vision Plan Coverage Code	EDB0348	
433 – 442	10 mm/dd/yyyy	Vision CED	EDB0349	
443 – 451	09 -9(05).99	457(b) Maximum Annual Contribution (MAC)	EDB6398U	
452	01	Safety Indicator		Query TCT for the employee's Primary Title (EDB0460). If the Retirement Code II value is equal to '2' ('Eligible for Safety Title contributions'), the program should set the "Safety Indicator" to 'Y'. Otherwise, the "Safety Indicator" should be set to 'N'.
453 – 455	03	General Purpose Loan ID		GTN 6243U
456 – 458	03	Primary Residence Loan ID		GTN 6253U
459 – 460	02	Legal Plan Code	EDB0353	
461 – 463	03	Legal Plan Coverage Code	EDB0354	
464 – 473	10 mm/dd/yyyy	Legal Plan PCED	EDB0355	
474-483	10 mm/dd/yyyy	Distribution Eligibility Date	EDB0777	
484 – 489	06	Filler		
490	01	Executive Life Indicator	EDB0356	
491 – 496	06	Executive Life Sal Base	EDB0357	
497 – 506	10 mm/dd/yyyy	Executive Life CED	EDB0452	
507	01	Medical Opt Out Code	EDB0377	
508	01	Dental Opt Out Code	EDB0378	
509	01	Vision Opt Out Code	EDB0379	
510 - 511	02	Deduction Pay Schedule Code	EDB0152	
512	01	BELI Code-Assigned	EDB0360	
513	01	BELI-Code-Derived	EDB0375	
514 – 523	10 mm/dd/yyyy	BELI Effective Date	EDB0341	
524 – 527	04	Filler		Previous value: US Savings Bond 1 Denomination Code (EDB1103)
528 – 531	04	Filler		Previous value: US Savings Bond 2 Denomination Code (EDB1203)

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532 – 535	04	Filler		Previous value: US Savings Bond 3 Denomination Code (EDB1303)
536 – 539	04	Filler		Previous value: US Savings Bond 4 Denomination Code (EDB1404)
540 - 548	09 -9(05).99	403(b) Maximum Annual Contribution (MAC)	EDB6008U	
549 – 558	10 mm/dd/yyyy	Medical Plan ECED	EDB0454	
559 – 568	10 mm/dd/yyyy	Dental Plan ECED	EDB0455	
569 – 578	10 mm/dd/yyyy	Vision Plan ECED	EDB0456	
579 – 588	10 mm/dd/yyyy	Legal Plan ECED	EDB0457	
589 – 589	02	Employee Unit Code	EDB0255	
591	01	Employee Relations Code	EDB0160	
592	01	Employee Representation Code	EDB0295	
593	01	Employee Special Handling Code	EDB0256	
594	01	Employee Distribution Unit Code	EDB0257	
595 – 604	10 mm/dd/yyyy	PIN Authorization Signature Date	EDB0750	No longer used as of release 1529. 01/01/1900 value being passed
605 – 614	10 mm/dd/yyyy	Period of Initial Eligibility End Date	EDB0751	
615	01	Direct Deposit Indicator		Derived from EDB 0201. If the Pay Disposition Code (EDB 0201) is equal to '8', the Direct Deposit Indicator field will contain a value 'Y', otherwise it will be set to 'N'.
616 – 617	02	Separation Reason Code	EDB0141	
618	01	Federal Tax Marital Status Code	EDB0127	
619 – 621	03	Federal Tax Withholding Allowances	EDB0128	
622	01	State Tax Marital Status Code	EDB0130	
623 – 625	03	State Tax Personal Tax Withholding Allowances	EDB0131	
626 – 628	03	State Tax Itemized Deductions Withholding Allowances	EDB0132	
629 – 645	17	Surepay Bank Account Number	EDB225	See footnote ¹
646	1	Surepay Checking/Savings	EDB226	See footnote ²

¹ Account numbers are masked by default. If the employee has an Anticipated Retirement Date (EDB0765) and the employee is on Direct Deposit, then the account number is unmasked.

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647 – 681	35	Bank Name		See footnote ² Retrieved from Surepay Bank Table
682 – 690	9	Bank Transit Routing Number		See footnote ² Retrieved from Surepay Bank Table
691 – 700	10 mm/dd/yyyy	Anticipated Retirement Date	EDB0765	
701	1	Foreign Address Code	EDB0291	
702 – 716	15	Address Permanent Foreign Province	EDB1120	
717 – 718	2	Address Permanent Foreign Country Code	EDB1118	
719 – 728	10	Address Permanent Foreign Postal Code	EDB1119	
729 – 738	10	Employee Home Telephone	EDB0210	
739 – 763	25	Spouse Name	EDB0312	
764	1	Employee Organization Home Address Disclosure Code	EDB0247	
765	1	Employee Organization Home Phone Disclosure Code	EDB0248	
766	1	Home Address Release Code	EDB0244	
767	1	Home Phone Release Code	EDB0245	
768	1	Spouse Name Release Code	EDB0246	
769	4	Employee Name Suffix	EDB0106	
773 – 802	30	Employee First Name	EDB0250	
803 – 832	30	Employee Middle Name	EDB0251	
833 – 862	30	Employee Last Name	EDB0252	
863 – 872	10	Net ID	EDB0249	
873	1	Citizenship Status Code	EDB0109	
874 – 875	2	Visa Type Code	EDB0110	
876 – 878	3	Federal Tax-Maximum Withholding Allowances	EDB0320	
879 – 881	3	State Tax-Maximum Withholding Allowances	EDB0321	
882	1	State Declaration of Domestic Partnership	EDB0288	
883 – 885	3	Medical Contribution Base – Current Year	EDB0289	
886 – 888	3	Medical Contribution Base - Next Year	EDB0290	
889	1	Special Training Code	EDB0385	
890– 892	3	SLCG Grade Code	EDB0388	
893 – 902	10 mm/dd/yyyy	Medical Coverage End Date	EDB0300	
903 – 912	10 mm/dd/yyyy	Dental Coverage End Date	EDB0271	

² If the employee is on Direct Deposit, these fields are populated. Otherwise, they are left blank.

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913 – 922	10 mm/dd/yyyy	Vision Coverage End Date	EDB0346	
923	1	UC Student Status Code	EDB0119	
924	1	Surepay Prenote Status Indicator	EDB0227	
925	1	Online Earnings Statement Indicator-EDB	EDB1124	
926-992	67	Filler		
993-1002	10 mm/dd/yyyy	Employment Status Change Date	EDB0766	This data element must always be the last field on the employee record.