

DATE: February 23, 2018

TO: Agency Addressed (No. 23, 2017-18)

FROM: Paul Whitfield, Director
Division of Accounting and Auditing
Department of Financial Services

SUBJECT: EMPLOYEE ID CONVERSION PROJECT FILE 13 LAYOUT

The Department of Financial Services (DFS) has approved the updated File 13 layout for the Employee ID Conversion project.

The updated File 13 layout is now available on the CFO website:

<http://www.myfloridacfo.com/division/AA/EmployeeIDConversionProj.htm>

Please email AcctAgencyProjects@myfloridacfo.com if you have any additional questions.

F0013.1 - BEGINNING CONTROL RECORD

FIELD LABEL	LOCATION		FIELD		RANGE OF VALUES / COMMENTS
	FIRST	LAST	SIZE	TYPE	
RECORD-TYPE-CODE	1	4	4	AN	000
FILLER	5	62	58	AN	SET TO ZEROES
OLO-LEVEL-1	63	64	2	N	DEPARTMENT INDICATOR
OLO-LEVEL-2	65	66	2	N	
PAY-PERIOD-BEGINNING-DATE	67	72	6	AN	MMDDYY
PAY-PERIOD-ENDING-DATE	73	78	6	AN	MMDDYY
PAYROLL-TYPE	79	79	1	N	
FILLER	80	548	470	AN	SPACES
MISCELLANEOUS-DEDUCTION-COUNT	549	550	2	N	SET TO '00'

F0013.2 - WAGE DETAIL

FIELD LABEL	LOCATION		FIELD		RANGE OF VALUES / COMMENTS
	FIRST	LAST	SIZE	TYPE	
PAY-TYPE	1	1	1	AN	X
REC-INFO	2	4	3	N	9(3)
OBJECT CODE	5	10	6	N	9(6)
SAMAS ACT CODE	11	39	29	AN	X(29)
SAMAS ORG CODE	40	50	11	N	9(11)
SUS-AG-UNIQ	51	52	2	N	99
INTRADEPT-NO	53	62	10	AN	X(10)
PAY-CYCLE	63	63	1	N	9
PAY-SOURCE	64	64	1	N	9
ORG-LVL-1	65	66	2	N	99
ORG-LVL-2	67	68	2	N	99
BUD-POSN-NO	69	74	6	N	9(6)
PAY-PLAN	75	76	2	N	99
CLASS-CODE	77	80	4	N	9(4)
PAY-GRADE	81	83	3	N	999
PAY-GRADE-STEP	84	85	2	N	99
EMP-STATUS	86	87	2	AN	XX
SLRY-OPS-IND	88	88	1	N	9
TRANS-TYPE	89	90	2	N	99
TRANS-DATE	91	96	6	N	9(6) **This field is currently being populated with the Pay Period Beginning Date
ANN-DATE	97	102	6	N	9(6) **This field is currently being populated with the Pay Period Ending Date
LAST-NAME	103	118	16	AN	X(16)
FIRST-NAME	119	134	16	AN	X(16)
MIDDLE-INT	135	135	1	AN	X
SOC-SEC-NUM	136	144	9	N	9(9)
LENGTH-OF-SERV	145	145	1	N	9
LAST-EVAL	146	146	1	AN	X
COUNTY	147	148	2	N	99
RET-CODE	149	150	2	AN	XX
NO-OF-EXEMP	151	152	2	N	99
MARITAL-STATUS	153	153	1	N	9
W4-TYPE	154	154	1	AN	X

F0013.2 - WAGE DETAIL

FIELD LABEL	LOCATION		FIELD		RANGE OF VALUES / COMMENTS
	FIRST	LAST	SIZE	TYPE	
W5-TYPE	155	155	1	N	9
WEEKS-WORKED	156	157	2	N	99
CONTRACT-CAT	158	158	1	AN	X
TYPE-RATE-OF-PAY	159	159	1	N	9
NUM-OF-PERIODS	160	160	1	N	9
F-T-E	161	163	3	N	999
TOT-EMP-FTE	164	166	3	N	9(3)
WARRANT-TYPE	167	167	1	N	9
CONTRACT-HRS	168	172	5	N	9999.9
BEG-RATE-OF-PAY	173	179	7	N	S9(5)V99
END-RATE-OF-PAY	180	186	7	N	S9(7)
HRS-BEG-ROP	187	190	4	N	9(4)
FILLER	191	191	1	AN	X
HRS-END-ROP	192	195	4	N	9(4)
FILLER	196	196	1	AN	X
TYPE-NS-GROSS	197	197	1	N	9
NON-STD-GROSS	198	204	7	N	S9(7)
FILLER	205	219	15	X	X(15)
HRS-ANN-LEAVE	220	223	4	N	9(4)
FILLER	224	224	1	AN	X
TERM-CODE	225	226	2	N	99
TERM-DATE	227	232	6	N	9(6)
CANX-DATE	233	238	6	N	9(6)
FILLER	239	246	8	AN	X(8)
STATE-INS-CODE	247	251	5	N	9(5)
LIFE-INS-CODE	252	253	2	N	99
DISB-INS-CODE	254	255	2	N	99
INS-INDICATOR	256	256	1	N	9
ADD-COMP-CODE	257	257	1	N	9
ADDTL-COMP	258	262	5	N	S9(5)
FILLER	263	356	94	AN	X(94)
NON-CASH-GROSS	357	363	7	N	S9(7)
CASH-GROSS	364	372	9	N	S9(9)
GROSS-PAY	373	381	9	N	S9(9)
W2-GROSS	382	388	7	N	S9(7)
W2-GRS-SUB-2-TAX	389	395	7	N	S9(7)
FICA-GROSS	396	402	7	N	S9(7)
RET-GROSS	403	409	7	N	S9(7)
CAL-WTAX	410	416	7	N	S9(7)
FIX-ADD-WTAX	417	423	7	N	S9(7)
EIC	424	430	7	N	S9(7)
REG-RET	431	437	7	N	S9(7)
CAL-FICA	438	444	7	N	S9(7)
NET-PAY	445	453	9	N	S9(9)
MISC-DED-TOT	454	460	7	N	S9(7)
ST-CASH-EXP-					
TOT-AMT	461	467	7	N	S9(7)
MEDI-FICA-GROSS	468	474	7	N	S9(7)
VOUCHER-NO	475	481	7	N	9(7)
VOUCHER-DATE	482	487	6	N	9(6)

F0013.2 - WAGE DETAIL					
FIELD LABEL	LOCATION		FIELD		RANGE OF VALUES / COMMENTS
	FIRST	LAST	SIZE	TYPE	
WRNT-INTERCEPT					
CODE	488	488	1	N	9
WARRANT-NO	489	495	7	N	9(7)
WT-CNTL-IND	496	497	2	N	99
WARRANT-DATE	498	503	6	N	9(6)
EFT-MESS-SW	504	504	1	AN	X
EMPLOYEE-ID	505	513	9	AN	X(9)
FILLER	514	548	35	AN	X(35)
MISC-DED-CNT	549	550	2	N	S99
MISC-DEDUCTS OCCURS 00 TO 25 TIMES					
DEPENDING ON MISC-DED-CNT					
DED-CODE	551	554	4	N	S9(4)
DED-AMT	555	561	7	N	S9(7)

F0013.6 - ENDING CONTROL RECORD					
FIELD LABEL	LOCATION		FIELD		RANGE OF VALUES / COMMENTS
	FIRST	LAST	SIZE	TYPE	
RECORD-TYPE-CODE	1	4	4	AN	9999
FILLER	5	39	35	AN	SET TO 9'S
SAMAS-ORG-CODE	40	50	11	N	SET TO 9'S
FILLER	51	52	2	N	SET TO 9'S
INTRADEPARTMENT-NUMBER	53	62	10	AN	SET TO 9'S
FILLER	63	135	73	AN	
SOCIAL-SECURITY-NUMBER	136	144	9	N	SET TO 9'S
FILLER	145	243	99		
MEDICARE-GROSS-TOTAL	244	254	11	N	S9(9)V99
NON-CASH-GROSS-TOTAL	255	265	11	N	S9(9)V99
CASH-GROSS-TOTAL	266	276	11	N	S9(9)V99
TOTAL-GROSS	277	287	11	N	S9(9)V99
W-2-GROSS-TOTAL	288	298	11	N	S9(9)V99
W-2-GROSS-SUBJ-WTAX-TOTAL	299	309	11	N	S9(9)V99
FICA-GROSS-TOTAL	310	320	11	N	S9(9)V99
RETIREMENT-GROSS-TOTAL	321	331	11	N	S9(9)V99
CALCULATED-WTAX-TOTAL	332	342	11	N	S9(9)V99
FIXED-ADDL-WTAX-TOTAL	343	353	11	N	S9(9)V99
EARNED-INCOME-CREDIT-TOTAL	354	364	11	N	S9(9)V99
EMPLOYEE-CALCULATED-FICA-TOT	365	375	11	N	S9(9)V99
EMPLOYEE-STATE-RETIREMENT-TOT	376	386	11	N	S9(9)V99
EMPLOYEE-NONSTATE-RET-TOTAL	387	397	11	N	S9(9)V99
EMPLOYEE-MISC-DED-TOTAL	398	408	11	N	S9(9)V99
EMPLOYEE-NET-PAY-TOTAL	409	419	11	N	S9(9)V99
EMPLOYER-CALC-FICA-TOTAL	420	430	11	N	S9(9)V99
EMPLOYER-STATE-RET-TOTAL	431	441	11	N	S9(9)V99
EMPLOYER-NONSTATE-RET-TOTAL	442	452	11	N	S9(9)V99
EMPLOYER-CONTR-CASH-TOTAL	453	463	11	N	S9(9)V99
EMPLOYER-GROSS-CHARGE-TOTAL	464	474	11	N	S9(9)V99
VOUCHER-NUMBER	475	481	7	N	
VOUCHER-DATE	482	487	6	N	MMDDYY
FILLER	488	488	1	AN	

F0013.6 - ENDING CONTROL RECORD

FIELD LABEL	LOCATION		FIELD		RANGE OF VALUES / COMMENTS
	FIRST	LAST	SIZE	TYPE	
FILLER	489	495	7	N	SET TO 9'S
FILLER	496	497	2	N	
WARRANT-DATE	498	503	6	N	MMDDYY
FIRST-WARRANT-NUMBER	504	510	7	N	
LAST-WARRANT-NUMBER	511	517	7	N	
WARRANT-COUNT	518	524	7	N	
RECORD-COUNT	525	531	7	N	
PAY-PERIOD-BEGINNING-DATE	532	537	6	N	MMDDYY
PAY-PERIOD-ENDING-DATE	538	543	6	N	MMDDYY
FILLER	544	548	5	AN	
MISC-DEDUCTION-COUNT	549	550	2	N	SET TO 00