

# **Appendices**

## A. DATA DICTIONARY

This appendix includes data definitions and descriptions for the data fields contained in the Data Block Record Layout (Appendix C). The Data Dictionary is intended to be used by States as a tool to assist in programming CSENet 2000 functionality on the State CSE system.

**Note: The issuance of this document does not require any new development efforts by State CSE resources.**

The data fields contained within this appendix are listed in alphabetic order. The following information is provided for each data field:

<b>Name</b>	Provides the name of the field as it appears in the Data Block Record Layout.
<b>Location</b>	Identifies the byte position of the field within the data block.
<b>Condition</b>	Conveys the requirements of each field.
<b>Length</b>	Shows the size of the field in bytes.
<b>Format</b>	Describes the field as alphabetic, numeric, or alphanumeric.
<b>Value(s)</b>	Provides the acceptable values for the data field.
<b>Description</b>	Provides the following information: <ul style="list-style-type: none"><li>– A narrative explanation of the data field;</li><li>– CSENet 2000 data block name; and</li><li>– The rules that govern the format of the data element.</li></ul>

A number of CSENet 2000 data field names are used multiple times within the Data Block Record Layout e.g., Name appears in the Non-custodial Parent Identification (NCP-ID) and Participant data blocks. If a data field name/description is used in more than one data block, the data blocks in which the field is used are specified in the Description portion of the data field definition *and* an asterisk precedes the word Definition.

Beginning on page A-104, there is an alphabetic listing of the data definitions and descriptions for data fields contained in the Transaction Error Report sent to States by CSENet. These descriptions may be used to clarify the contents of the report. (See Section 7 of the IGD, “Management Information Reports” for a sample report. Also refer to Appendix M for information on the transaction error record layout.)

The acceptable alphanumeric values for address-related State fields are presented in Charts A-1 and A-2 at the end of this document. The charts contain CSENet valid values based on standardized postal code abbreviations for administrative entities (district, States, Territories, and provinces) in the United States and territories, Canada, and Mexico that are validated by CSENet. These charts are referred to in the Value(s) section of all State fields in this document.

**Field Name: Action-Code**

Location: 34

Condition: Required

Length: 1  
 Format: Alphanumeric  
 Value(s): R – Request  
 A – Acknowledgment  
 P – Provision  
 M – Reminder  
 U – Update  
 C – Cancel

\*Description: Located in the Sent FROM the CSENet 2000 server Header and Sent TO CSENet 2000 server Header records and describe the action of a transaction.

Rules that apply to this data element:  
 All data must be in ASCII format.  
 All data must be in upper case.  
 All data must be left justified.

**Field Name: Action-Reason**

Location: 76-80  
 Condition: Conditionally required. See the Data Block Record Layout for conditionally required criteria.

Length: 5  
 Format: Alphanumeric  
 Value(s):

AADIN	FRNNF	GSC4C	PIPUD
ANOAD	FSINF	GSCAS	PSESO
BLANK	FUINF	GSCOE	PSEST
CITAX	GIHER	GSDEL	PSSTO
EILMV	GRAFI	GSFIL	PUDEN
EILPP	GRAGT	GSFIP	PUEST
EILRE	GRBTR	GSFWD	REJCT
EIWAR	GRFIN	GSMAD	SCDIS
ERALL	GRGAP	GSMDE	SDCOS
ERARR	GRPOC	GSPAD	SDPAR
EREXO	GRPOU	GSPAY	SDPAY
ERFSM	GRTHD	GSPUD	SIANS
ERFSO	GRUPD	GSSTA	SICHS
ERFSS	GSADD	GSTYP	SICPS
ERMEE	GSARR	GSUPD	SRADJ
ERMEM	GSWKR	SRMOD	ERMEO
GSC02	LICAD	SROMC	ERREG
GSC03	LICEM	SROOC	ERREO
LSADR	SROPP	ERRES	GSC05
LSALL	SRORD		

**Note: The Action Reason GSC01 and GSC04 are obsolete according to criteria outlined in 45 CFR 303.11(b) (1) and have been deleted from the CSENet Valid Transactions Table.**

**Action-Reason (Continued)**

Value(s):	ERSTA	GSC06	LSEMP	SROSS
	ERTXR	GSC07	LSOTH	SSADJ
	ERWAG	GSC08	LSOUT	SSCON
	ESORD	GSC09	LUALL	SSEST
	ESREG	GSC10	LUAPD	SSMOD
	ESTXR	GSC11	PIBTS	SUADJ
	ESWAG	GSC12	PICHS	SUDEN
	EUTXR	GSC4A	PIHNS	SUEST
	FRINF	GSC4B	PIPNS	SUMOD
		GSC4D		
		GSC5B		
		GSC13		
		GSC14		

\*Description: Located in the Sent FROM the CSENet 2000 server Header and Sent TO CSENet 2000 server Header records and provide the business definition of a transaction.

Rules that apply to this data element:  
All data must be in ASCII format.  
All data must be in upper case.  
All data must be left justified.  
If not used, must be blank filled.

**Field Name: Action-Resolution-Date**

Location: 81-88  
Condition: Optional  
Length: 8  
Format: Numeric  
Value(s): N/A

\*Description: Located in the Sent FROM the CSENet 2000 server Header and Sent TO CSENet 2000 server Header records. Used in conjunction with certain Reason codes to indicate the date on which an event occurs.

Rules that apply to this data element:  
All data must be in ASCII format.  
If not used, must be blank filled.  
The date must be in CCYYMMDD format. Acceptable century-year ranges are 1900-2099.

**Field Name: Address-Confirmed**

Location: 286

Condition: Optional

Length: 1

Format: Alphanumeric

Value(s): Y – Confirmed  
N or blank filled – Not confirmed

Description: Located in the Participant data block. Used when the participant's employer is valid.

Rules that apply to this data element:

All data must be in ASCII format.

All data must be in upper case.

If not used, must be blank filled.

**Field Name: Alias-1-First**

Location: 235-250

Condition: Optional

Length: 16

Format: Alphanumeric

Value(s): N/A

Description: Located in the NCP Locate data block. The 1<sup>st</sup> instance of the use of a pseudo first name by the non-custodial parent.

Rules that apply to this data element:

All data must be in ASCII format.

All data must be in upper case.

All data must be left justified.

If not used, must be blank filled.

**Field Name: Alias-1-Last**

Location: 267-287

Condition: Optional

Length: 21

Format: Alphanumeric

Value(s): N/A

Description: Located in NCP Locate data block. The 1<sup>st</sup> instance of the use of a pseudo last name by the non-custodial parent.

Rules that apply to this data element:

All data must be in ASCII format.

All data must be in upper case.

All data must be left justified.

If not used, must be blank filled.

**Field Name: Alias-1-Middle**

Location: 251-266

Condition: Optional

Length: 16

Format: Alphanumeric

Value(s): N/A

Description: Located in the NCP Locate data block. The 1<sup>st</sup> instance of the use of a pseudo middle name by the non-custodial parent.

Rules that apply to this data element:

All data must be in ASCII format.

All data must be in upper case.

All data must be left justified.

If not used, must be blank filled.

**Field Name: Alias-1-Suffix**

Location: 288-290

Condition: Optional

Length: 3

Format: Alphanumeric

Value(s): N/A

Description: Located in the NCP Locate data block. The 1<sup>st</sup> instance of the use of a pseudo name suffix, e.g., Jr., by the non-custodial parent.

Rules that apply to this data element:

All data must be in ASCII format.

All data must be in upper case.

All data must be left justified.

If not used, must be blank filled.

**Field Name: Alias-2-First**

Location: 291-306

Condition: Optional

Length: 16

Format: Alphanumeric

Value(s): N/A

Description: Located in the NCP Locate data block. The 2<sup>nd</sup> instance of the use of a pseudo first name by the non-custodial parent.

Rules that apply to this data element:

All data must be in ASCII format.

All data must be in upper case.

All data must be left justified.

If not used, must be blank filled.

**Field Name: Alias-2-Last**

Location: 323-343

Condition: Optional

Length: 21

Format: Alphanumeric

Value(s): N/A

Description: Located in the NCP Locate data block. The 2<sup>nd</sup> instance of the use of a pseudo last name by the non-custodial parent.

Rules that apply to this data element:

All data must be in ASCII format.

All data must be in upper case.

All data must be left justified.

If not used, must be blank filled.

**Field Name: Alias-2-Middle**

Location: 307-322

Condition: Optional

Length: 16

Format: Alphanumeric

Value(s): N/A

Description: Located in the NCP Locate data block. The 2<sup>nd</sup> instance of the use of a pseudo middle name by the non-custodial parent.

Rules that apply to this data element:

All data must be in ASCII format.

All data must be in upper case.

All data must be left justified.

If not used, fields must be blank filled.

**Field Name: Alias-2-Suffix**

Location: 344-346

Condition: Optional

Length: 3

Format: Alphanumeric

Value(s): N/A

Description: Located in the NCP Locate data block. The 2<sup>nd</sup> instance of the use of a pseudo name suffix, e.g., Jr., by the non-custodial parent.

Rules that apply to this data element:

All data must be in ASCII format.

All data must be in upper case.

All data must be left justified.

If not used, must be blank filled.

**Field Name: Alias-3-First**

Location: 347-362

Condition: Optional

Length: 16

Format: Alphanumeric

Value(s): N/A

Description: Located in the NCP Locate data block. The 3<sup>rd</sup> instance of the use of a pseudo first name by the non-custodial parent.

Rules that apply to this data element:

All data must be in ASCII format.

All data must be in upper case.

All data must be left justified.

If not used, must be blank filled.

**Field Name: Alias-3-Last**

Location: 379-399

Condition: Optional

Length: 21

Format: Alphanumeric

Value(s): N/A

Description: Located in the NCP Locate data block. The 3<sup>rd</sup> instance of the use of a pseudo last name by the non-custodial parent.

Rules that apply to this data element:

All data must be in ASCII format.

All data must be in upper case.

All data must be left justified.

If not used, must be blank filled.

**Field Name: Alias-3-Middle**

Location: 363-378

Condition: Optional

Length: 16

Format: Alphanumeric

Value(s): N/A

Description: Located in the NCP Locate data block. The 3<sup>rd</sup> instance of the use of a pseudo middle name by the non-custodial parent.

Rules that apply to this data element:

All data must be in ASCII format.

All data must be in upper case.

All data must be left justified.

If not used, must be blank filled.

**Field Name: Alias-3-Suffix**

Location: 400-402

Condition: Optional

Length: 3

Format: Alphanumeric

Value(s): N/A

Description: Located in the NCP Locate data block. The 3<sup>rd</sup> instance of the use of a pseudo name suffix, e.g., Jr., by the non-custodial parent.

Rules that apply to this data element:

All data must be in ASCII format.

All data must be in upper case.

All data must be left justified.

If not used, must be blank filled.

**Field Name: Alias-SSN-1**

Location: 121-129

Condition: Optional

Length: 9

Format: Numeric

Value(s): N/A

Description: Located in the NCP ID data block and indicates the 1<sup>st</sup> instance of another social security number possibly used by the non-custodial parent.

Rules that apply to this data element:

All data must be in ASCII format.

If not used, must be blank filled.

If used, must be filled with valid numbers between 0 – 9 inclusive.

**Field Name: Alias-SSN-2**

Location: 130-138

Condition: Optional

Length: 9

Format: Numeric

Value(s): N/A

Description: Located in the NCP ID data block and indicates the 2<sup>nd</sup> instance of another social security number possibly used by the non-custodial parent.

Rules that apply to this data element:

All data must be in ASCII format.

If not used, must be blank filled.

If used, must be filled with valid numbers between 0 – 9 inclusive.

**Field Name: Arrears-Non-TANF-Amount**

Location: 142-153

Condition: Optional

Length: 12

Format: Numeric

Value(s): This field can equal zero dollars.

Description: Located in the Order data block and indicates the total dollar amount of the Non-TANF arrears balance.

Rules that apply to this data element:

All data must be in ASCII format.

If not used, must be blank filled.

The format is +99999999.99. If used, the amount must be right justified and zero filled to the left. If not used, the field must be blank filled. If negative, the minus (-) character must appear in the 1<sup>st</sup> position of the field. If positive, the plus (+) character (or blank fill) must be in the 1<sup>st</sup> position of the field. (If blank filled in the 1<sup>st</sup> position of the field, the State CSE system should read as positive.) Zero is an acceptable amount, where noted in the comment section of the Data Block Record Layout.

**Field Name: Arrears-Non-TANF-From-Date**

Location: 126-133

Condition: Conditionally required. See the Data Block Record Layout for conditionally required criteria.

Length: 8

Format: Numeric

Value(s): N/A

Description: Located in the Order data block and indicates the start date of the period to which the Non-TANF arrears apply.

Rules that apply to this data element:

All data must be in ASCII format.

If not used, must be blank filled.

The date must be in CCYYMMDD format. Acceptable century-year ranges are 1900-2099.

**Field Name: Arrears-Non-TANF-Thru-Date**

Location: 134-141

Condition: Conditionally required. See the Data Block Record Layout for conditionally required criteria.

Length: 8

Format: Numeric

Value(s): N/A

Description: Located in the Order data block and indicates the end date of the period to which the Non-TANF-arrears apply.

Rules that apply to this data element:

All data must be in ASCII format

If not used, must be blank filled.

The date must be in CCYYMMDD format. Acceptable century-year ranges are 1900-2099.

**Field Name: Arrears-TANF-Amount**

Location: 114-125

Condition: Optional

Length: 12

Format: Numeric

Value(s): This field can equal zero dollars.

Description: Located in the Order data block and indicates the total dollar amount of the TANF arrears balance.

Rules that apply to this data element:

All data must be in ASCII format.

All unused fields must be blank filled.

The format is +99999999.99. If used, the amount must be right justified and zero filled to the left. If not used, the field must be blank filled. If negative, the minus (-) character must appear in the 1<sup>st</sup> position of the field. If positive, the plus (+) character (or blank fill) must be in the 1<sup>st</sup> position of the field. (If blank filled in the 1<sup>st</sup> position of the field, the State CSE system should read as positive.) Zero is an acceptable amount, where noted in the comment section of the Data Block Record Layout.

**Field Name: Arrears-TANF-From-Date**

Location: 98-105

Condition: Conditionally required. See the Data Block Record Layout for conditionally required criteria.

Length: 8

Format: Numeric

Value(s): N/A

Description: Located in the Order data block and indicates the start date of the period to which the TANF arrears apply.

Rules that apply to this data element:

All data must be in ASCII format.

If not used, must be blank filled.

The date must be in CCYYMMDD format. Acceptable century-year ranges are 1900-2099.

**Field Name: Arrears-TANF-Thru-Date**

Location: 106-113

Condition: Conditionally required. See the Data Block Record Layout for conditionally required criteria.

Length: 8

Format: Numeric

Value(s): N/A

Description: Located in the Order data block and indicates the end date of the period to which the TANF arrears apply.

Rules that apply to this data element:

All data must be in ASCII format.

If not used, must be blank filled.

The date must be in CCYYMMDD format. Acceptable century-year ranges are 1900-2099.

**Field Name: Attachments-Due-Date**

Location: 112-119

Condition: Optional

Length: 8

Format: Numeric

Value(s): N/A

\*Description: Located in the Transaction Header record Sent FROM the CSENet 2000 server. This field is blank filled. (Field reserved for future use by CSENet 2000.)

Rules that apply to this data element:

All data must be in ASCII format.

If not used, must be blank filled.

The date must be in CCYYMMDD format. Acceptable century-year ranges are 1900-2099.

**Field Name: Attachments-Ind.**

Location: 89  
Condition: Required  
Length: 1  
Format: Alphanumeric  
Value(s): Y = Yes  
N = No

\*Description: Located in the Sent FROM the CSENet 2000 server Header and Sent TO CSENet 2000 server Header records and indicates whether attachments accompany a CSENet 2000 transaction.

Rules that apply to this data element:  
All data must be in ASCII format.  
All data must be in upper case.

**Field Name: Case-Data-Ind.**

Location: 90  
Condition: Required  
Length: 1  
Format: Numeric  
Value(s): 0 – Case data block is not included in this transaction  
1 – Case data block is included in this transaction

\*Description: Located in the Sent FROM the CSENet 2000 server Header and Sent TO CSENet 2000 server Header records and indicates whether a Case data block is included in a CSENet 2000 transaction.

Rules that apply to this data element:  
All data must be in ASCII format.

**Field Name: Case-ID**

Location: 46-60  
Condition: Conditionally required. See the Data Block Record Layout for conditionally required criteria.  
Length: 15  
Format: Alphanumeric  
Value(s): N/A

\*Description: Located in the Sent FROM the CSENet 2000 server Header and Sent TO CSENet 2000 server Header records and specifies the case ID used by your jurisdiction. The following criteria apply to this field:

- First position must not be a space.
- Must not contain all zeros.
- Must not contain an asterisk (\*) or backslash (\) in any position.
- Must not contain a combination of spaces and zeros.

Rules that apply to this data element:  
All data must be in ASCII format.  
All data must be in upper case.

All data must be left justified.  
If not used, must be blank filled.

**Field Name: Case-Status**

Location: 2

Condition: Required

Length: 1

Format: Alphanumeric

Value(s): O – Open  
C – Closed

Description: Located in the Case data block and indicates whether a child support case is open in your State.

Rules that apply to this data element:  
All data must be in ASCII format.  
All data must be in upper case.

**Field Name: Case-Type**

Location: 1

Condition: Required

Length: 1

Format: Alphanumeric

Value(s): A – TANF  
N – Non TANF\*  
F – Foster Care  
R – TANF Arrears Only\*  
C – Foster Care Arrears Only\*  
V – Non IV-D  
M – Medical Care  
S – Former Assistance  
T – Never Assistance

Description: Located in the Case data block and indicates the type of child support case.

\*These case types are considered obsolete pursuant to modifications identified in the FPLS Release 01-01 Manifest Minor in support of changes in the Uniform Interstate Family Support Act (UIFSA) forms and implemented in November 2001.

[To be considered for deletion during a Major Release.] States are encouraged to discontinue using these case types.

Rules that apply to this data element:  
All data must be in ASCII format.  
All data must be in upper case.

**Field Name: Collection-Data-Ind.**

Location: 95

Condition: Required

Length: 1

Format: Numeric

Value(s): 0 – Collection data block is not included in this transaction  
1 – One Collection data block is included in this transaction.  
2 – Two Collection data blocks are included in this transaction  
3 – Three Collection data blocks are included in this transaction  
4 – Four Collection data blocks are included in this transaction  
5 – Five Collection data blocks are included in this transaction  
6 – Six Collection data blocks are included in this transaction  
7 – Seven Collection data blocks are included in this transaction  
8 – Eight Collection data blocks are included in this transaction  
9 – Nine Collection data blocks are included in this transaction

\*Description: Located in the Sent FROM the CSENet 2000 server Header and CSENet 2000 Sent TO CSENet 2000 server Header records and indicates whether a Collection data block is included in a CSENet 2000 transaction.

Rules that apply to this data element:

All data must be in ASCII format.

**Field Name: Contact-Address-Line 1**

Location: 138-162

Condition: Optional

Length: 25

Format: Alphanumeric

Value(s): N/A

Description: Located in the Case data block. Line 1 of the street address for the contact person.

Rules that apply to this data element:

All data must be in ASCII format.

All data must be in upper case.

All data must be left justified.

If not used, must be blank filled.

**Field Name: Contact-Address-Line 2**

Location: 163-187  
Condition: Optional  
Length: 25  
Format: Alphanumeric  
Value(s): N/A  
Description: Located in the Case data block. Line 2 of the street address for the contact person.  
Rules that apply to this data element:  
All data must be in ASCII format.  
All data must be in upper case.  
All data must be left justified.  
If not used, must be blank filled.

**Field Name: Contact-City**

Location: 188-205  
Condition: Optional  
Length: 18  
Format: Alphanumeric  
Value(s): N/A  
Description: Located in the Case data block and indicates the contact person's city.  
Rules that apply to this data element:  
All data must be in ASCII format.  
All data must be in upper case.  
All data must be left justified.  
If not used, must be blank filled.

**Field Name: Contact-Name-First**

Location: 103-118  
Condition: Optional  
Length: 16  
Format: Alphanumeric  
Value(s): N/A  
Description: Located in the Case data block and indicates the first name of the contact person.  
Rules that apply to this data element:  
All data must be in ASCII format.  
All data must be in upper case.  
All data must be left justified.  
If not used, must be blank filled.

**Field Name: Contact-Name-Last**

Location: 82-102  
Condition: Optional  
Length: 21  
Format: Alphanumeric  
Value(s): N/A  
Description: Located in the Case data block and indicates the last name of the contact person.

Rules that apply to this data element:  
All data must be in ASCII format.  
All data must be in upper case.  
All data must be left justified.  
If not used, must be blank filled.

**Field Name: Contact-Name-Middle**

Location: 119-134  
Condition: Optional  
Length: 16  
Format: Alphanumeric  
Value(s): N/A  
Description: Located in the Case data block and indicates the middle name of the contact person.

Rules that apply to this data element:  
All data must be in ASCII format.  
All data must be in upper case.  
All data must be left justified.  
If not used, must be blank filled.

**Field Name: Contact-Name-Suffix**

Location: 135-137  
Condition: Optional  
Length: 3  
Format: Alphanumeric  
Value(s): N/A  
Description: Located in the Case data block and indicates the name suffix, e.g., Jr., of the contact person.

Rules that apply to this data element:  
All data must be in ASCII format.  
All data must be in upper case.  
All data must be left justified.  
If not used, must be blank filled.

**Field Name: Contact-Phone-Num.**

Location: 217-226

Condition: Optional

Length: 10

Format: Numeric

Value(s): N/A

Description: Located in the Case data block and indicates the contact person's phone number.

Rules that apply to this data element:

All data must be in ASCII format.

If not used, must be blank filled.

If used, must be filled with valid numbers between 0 – 9 inclusive.

**Field Name: Contact-State**

Location: 206-207

Condition: Optional

Length: 2

Format: Alphanumeric

Value(s): See Charts A-1 and A-2 at the end of this document for a complete listing of valid values.

Description: Located in the Case data block and indicates the contact person's State.

Rules that apply to this data element:

All data must be in ASCII format.

All data must be in upper case.

If not used, must be blank filled.

**Field Name: Contact-Zip-1**

Location: 208-212

Condition: Optional

Length: 5

Format: Numeric

Value(s): N/A

Description: Located in the Case data block and specifies the 1<sup>st</sup> five digits of the ZIP Code for the contact person.

Rules that apply to this data element:

All data must be in ASCII format.

If not used, must be blank filled.

If used, must be filled with valid numbers between 0 – 9 inclusive, and the value of the field must not be repetitive unless it is 22222, 44444 or 55555.

**Field Name: Contact-Zip-2**

Location: 213-216

Condition: Optional

Length: 4

Format: Numeric

Value(s): N/A

Description: Located in the Case data block and specifies the last four digits of the ZIP Code for the contact person.

Rules that apply to this data element:

All data must be in ASCII format.

If not used, must be blank filled.

If used, must be filled with valid numbers between 0 – 9 inclusive.

**Field Name: Controlling-Order-Flag**

Location: 236

Condition: Optional

Length: 1

Format: Alphanumeric

Value(s): P – Presumed to be the controlling order

D – Determined to be the controlling order

Description: Located in the Order data block and indicates the status of the controlling order.

Rules that apply to this data element:

All data must be in ASCII format.

All data must be in upper case.

If not used, must be blank filled.

**Field Name: CSENet 2000-Version-Number**

Location: 15-17

Condition: Required

Length: 3

Format: Numeric

Value(s): 003

\*Description: Located in the Sent FROM the CSENet 2000 server Header and CSENet 2000 Sent TO CSENet 2000 server Header records. The current CSENet 2000 version number.

Rules that apply to this data element:

All data must be in ASCII format.

**Field Name: Date-Address-Confirmed**

Location: 287-294

Condition: Optional

Length: 8

Format: Numeric

Value(s): N/A

Description: Located in the Participant data block and indicates the date that the participant's employer's address was confirmed.

Rules that apply to this data element:

All data must be in ASCII format.

If not used, must be blank filled.

The date must be in CCYYMMDD format. Acceptable century-year ranges are 1900-2099.

**Field Name: Date-Employer-Confirmed**

Location: 296-303

Condition: Optional

Length: 8

Format: Numeric

Value(s): N/A

Description: Located in the Participant data block and indicates the date the participant's employer was confirmed.

Rules that apply to this data element:

All data must be in ASCII format.

If not used, must be blank filled.

The date must be in CCYYMMDD format. Acceptable century-year ranges are 1900-2099.

**Field Name: Date-Of-Birth**

Location: 66-73 – NCP ID data block  
57-64 – Participant data block

Condition: Optional – NCP ID data block  
Conditionally required – Participant data block. See the Data Block Record Layout for conditionally required criteria

Length: 8

Format: Numeric

Value(s): N/A

\*Description: Located in the NCP ID data block and indicates the non-custodial parent's date of birth. Also located in the Participant data block and indicates the participant's date of birth.

Rules that apply to this data element:

All data must be in ASCII format.

If not used, must be blank filled.

The date must be in CCYYMMDD format. Acceptable century-year ranges are 1900-2099.

**Field Name: Date-Of-Collection**

Location: 1-8  
Condition: Conditionally required. See the Data Block Record Layout for conditionally required criteria  
Length: 8  
Format: Numeric  
Value(s): N/A  
Description: Located in the Collection data block and indicates the date the payment was received.

Rules that apply to this data element:  
All data must be in ASCII format.  
If not used, fields must be blank filled.  
The date must be in CCYYMMDD format. Acceptable century-year ranges are 1900-2099.

**Field Name: Date-Of-Last-Payment**

Location: 228-235  
Condition: Optional  
Length: 8  
Format: Numeric  
Value(s): N/A  
Description: Located in the Order data block and indicates the date the last payment was received in this case.

Rules that apply to this data element:  
All data must be in ASCII format.  
If not used, must be blank filled.  
The date must be in CCYYMMDD format. Acceptable century-year ranges are 1900-2099.

**Field Name: Date-Of-Posting**

Location: 9-16  
Condition: Conditionally required. See the Data Block Record Layout for Conditionally Required criteria  
Length: 8  
Format: Numeric  
Value(s): N/A  
Description: Located in the Collection data block and indicates the date the payment was posted to the case.

Rules that apply to this data element:  
All data must be in ASCII format.  
If not used, must be blank filled.  
The date must be in CCYYMMDD format. Acceptable century-year ranges are 1900-2099.

**Field Name: Date-Received**

Location: 97-104

Condition: Optional

Length: 8

Format: Numeric

Value(s): N/A

Description: Located in the Transaction Header sent FROM the CSENet 2000 server. The State CSE system may fill this field with the date the transaction was received.

Rules that apply to this data element:

All data must be in ASCII format.

If not used, must be blank filled.

The date must be in CCYYMMDD format. Acceptable century-year ranges are 1900-2099.

**Field Name: Debt-Type**

Location: 34-35

Condition: Required

Length: 2

Format: Alphanumeric

Value(s): CS – Child Support

SS – Spousal Support

MS – Medical Support

Description: Located in the Order data block and indicates the obligation type.

Rules that apply to this data element:

All data must be in ASCII format.

All data must be in upper case.

All data must be left justified.

**Field Name: Dependent-Child-State-Of-Residence**

Location: 339-340

Condition: Optional

Length: 2

Format: Alphanumeric

Value(s): See Charts A-1 and A-2 at the end of this document for a complete listing of valid values.

Description: Located in the Participant data block and indicates the State in which the dependent child resides.

Rules that apply to this data element:

All data must be in ASCII format.

All data must be in upper case.

All data must be left justified.

If not used, must be blank filled.

**Field Name: Dependent-Paternity-Status**

Location: 341  
Condition: Optional  
Length: 1  
Format: Alphanumeric  
Value(s): Y – Paternity status determined  
N or blank – Paternity status not determined  
Description: Located in the Participant data block and indicates the status of paternity proceedings.  
Rules that apply to this data element:  
All data must be in ASCII format.  
All data must be in upper case.  
If not used, must be blank filled.

**Field Name: Dependent-Relation-CP**

Location: 78  
Condition: Conditionally required. See the Data Block Record Layout for Conditionally Required criteria.  
Length: 1  
Format: Alphanumeric  
Value(s): A – Adopted Child  
C – Natural Child  
F – Foster Child  
G – Grandchild  
E – Niece/Nephew  
N – No relation  
O – Other Relationship  
S – Sibling  
U – Cousin  
W – Ward  
Description: Located in the Participant data block and indicates the relationship of the dependent to the custodial party in this case.  
Rules that apply to this data element:  
All data must be in ASCII format.  
All data must be in upper case.  
If not used, must be blank filled.

**Field Name: Distinguishing-Marks**

Location: 101-120

Condition: Optional

Length: 20

Format: Alphanumeric

Value(s): N/A

Description: Located in the NCP ID data block and indicates any mark e.g., a scar, on the non-custodial parent that is easily identifiable.

Rules that apply to this data element:

All data must be in ASCII format.

All data must be in upper case.

All data must be left justified.

If not used, must be blank filled.

**Field Name: Docket-Num.**

Location: 238-254

Condition: Optional

Length: 17

Format: Alphanumeric

Value(s): N/A

Description: Located in the Order data block and indicates the number assigned by the court.

Rules that apply to this data element:

All data must be in ASCII format.

All data must be in upper case.

All data must be left justified.

If not used, must be blank filled.

**Field Name: Drivers-License-Num.**

Location: 215-234

Condition: Optional

Length: 20

Format: Alphanumeric

Value(s): N/A

Description: Located in the NCP Locate data block and indicates the driver's license number issued to the non-custodial parent.

Rules that apply to this data element:

All data must be in ASCII format.

All data must be in upper case.

All data must be left justified.

If not used, must be blank filled.

**Field Name: Drivers-License-State**

Location: 213-214

Condition: Optional

Length: 2

Format: Alphanumeric

Value(s): See Charts A-1 and A-2 at the end of this document for a complete listing of valid values.

Description: Located in the NCP Locate data block and indicates the State in which the non-custodial parent has a driver's license.

Rules that apply to this data element:

All data must be in ASCII format.

All data must be in upper case.

All data must be left justified.

If not used, must be blank filled.

**Field Name: Due-Date**

Location: 111-118

Condition: Optional

Length: 8

Format: Numeric

Value(s): Blank

Description: Located in the Transaction Header sent TO the CSENet 2000 server. This field must be blank filled by the State CSE System. (Field reserved for future use.)

Rules that apply to this data element:

All data must be in ASCII format.

If not used, must be blank filled.

**Field Name: Emp-EIN**

Location: 277-285

Condition: Optional

Length: 9

Format: Numeric

Value(s): N/A

Description: Located in the Participant data block and indicates the participant's employer's Federal Employer Identification Number (FEIN.)

Rules that apply to this data element:

All data must be in ASCII format.

If not used, must be blank filled.

If used, must be filled with valid numbers between 0 – 9 inclusive.

**Field Name: Employer2-Address-Line-1**

Location: 1077-1101

Condition: Conditionally required. See the Data Block Record Layout for Conditionally Required criteria.

Length: 25

Format: Alphanumeric

Value(s): N/A

Description: Located in the NCP Locate data block. Line 1 of the non-custodial parent's 2<sup>nd</sup> employer's address.

Rules that apply to this data element:

All data must be in ASCII format.

All data must be in upper case.

All data must be left justified.

If not used, must be blank filled.

**Field Name: Employer2-Address-Line-2**

Location: 1102-1126

Condition: Optional

Length: 25

Format: Alphanumeric

Value(s): N/A

Description: Located in the NCP Locate data block. Line 2 of the non-custodial parent's 2<sup>nd</sup> employer's address.

Rules that apply to this data element:

All data must be in ASCII format.

All data must be in upper case.

All data must be left justified.

If not used, must be blank filled.

**Field Name: Employer2-City**

Location: 1127-1144

Condition: Optional

Length: 18

Format: Alphanumeric

Value(s): N/A

Description: Located in the NCP Locate data block and indicates the non-custodial parent's 2<sup>nd</sup> employer's city.

Rules that apply to this data element:

All data must be in ASCII format.

All data must be in upper case.

All data must be left justified.

If not used, must be blank filled.

**Field Name: Employer2-Confirmed-Ind.**

Location: 1182  
Condition: Conditionally required. See the Data Block Record Layout for conditionally required criteria.  
Length: 1  
Format: Alphanumeric  
Value(s): Y – Employer verified  
N – Employer not verified  
Description: Located in the NCP Locate data block and indicates if the non-custodial parent's 2<sup>nd</sup> employer has been confirmed.  
Rules that apply to this data element:  
All data must be in ASCII format.  
All data must be in upper case.  
If not used, must be blank filled.

**Field Name: Employer2-Effective-Date**

Location: 1166-1173  
Condition: Conditionally required. Required if the non-custodial parent's 2<sup>nd</sup> employer's address is present.  
Length: 8  
Format: Numeric  
Value(s): N/A  
Description: Located in the NCP Locate data block and indicates when the non-custodial parent's 2<sup>nd</sup> employer was discovered.  
Rules that apply to this data element:  
All data must be in ASCII format  
If not used, must be blank filled.  
If used, the date must be in CCYYMMDD format. Acceptable century-year ranges are 1900-2099.

**Field Name: Employer2-EIN**

Location: 1028-1036  
Condition: Optional  
Length: 9  
Format: Numeric  
Value(s): N/A  
Description: Located in the NCP Locate data block and indicates the non-custodial parent's 2<sup>nd</sup> employer's Federal Employer Identification Number.  
Rules that apply to this data element:  
All data must be in ASCII format.  
If not used, must be blank filled.  
If used, must be filled with valid numbers between 0 – 9 inclusive.

**Field Name: Employer2-End-Date**

Location: 1174-1181

Condition: Optional

Length: 8

Format: Numeric

Value(s): N/A

Description: Located in the NCP Locate data block and indicates when the non-custodial parent's 2<sup>nd</sup> employer became invalid.

Rules that apply to this data element:

All data must be in ASCII format.

If not used, must be blank filled.

If used, the date must be in CCYYMMDD format. Acceptable century-year ranges are 1900-2099.

**Field Name: Employer2-Name**

Location: 1037-1076

Condition: Optional

Length: 40

Format: Alphanumeric

Value(s): N/A

Description: Located in the NCP Locate data block and indicates the non-custodial parent's 2<sup>nd</sup> current employer.

Rules that apply to this data element:

All data must be in ASCII format.

All data must be in upper case.

All data must be left justified.

If not used, must be blank filled.

**Field Name: Employer2-Phone-Num.**

Location: 1156-1165

Condition: Optional

Length: 10

Format: Numeric

Value(s): N/A

Description: Located in the NCP Locate data block and indicates the non-custodial parent's 2<sup>nd</sup> employer's phone number.

Rules that apply to this data element:

All data must be in ASCII format.

If not used, must be blank filled.

If used, must be filled with valid numbers between 0 – 9 inclusive.

**Field Name: Employer2-State**

Location: 1145-1146

Condition: Optional

Length: 2

Format: Alphanumeric

Value(s): See Charts A-1 and A-2 at the end of this document for a complete listing of valid values.

Description: Located in the NCP Locate data block and indicates the non-custodial parent's 2<sup>nd</sup> employer's State.

Rules that apply to this data element:

All data must be in ASCII format.

All data must be in upper case.

All data must be left justified.

If not used, must be blank filled.

**Field Name: Employer2-Zip-1**

Location: 1147-1151

Condition: Optional

Length: 5

Format: Numeric

Value(s): N/A

Description: Located in the NCP Locate data block and specifies the 1<sup>st</sup> five digits of the non-custodial parent's 2<sup>nd</sup> employer's ZIP Code.

Rules that apply to this data element:

All data must be in ASCII format.

If not used, must be blank filled.

If used, must be filled with valid numbers between 0 – 9 inclusive, and the value of the field must not be repetitive unless it is 22222, 44444 or 55555.

**Field Name: Employer2-Zip-2**

Location: 1152-1155

Condition: Optional

Length: 4

Format: Numeric

Value(s): N/A

Description: Located in the NCP Locate data block and indicates the last four digits of the non-custodial parent's 2<sup>nd</sup> employer's ZIP Code.

Rules that apply to this data element:

All data must be in ASCII format.

If not used, must be blank filled.

If used, must be filled with valid numbers between 0 – 9 inclusive.

**Field Name: Employer3-Address-Line-1**

Location: 1249-1273

Condition: Conditionally required. See the Data Block Record Layout for conditionally required criteria.

Length: 25

Format: Alphanumeric

Value(s): N/A

Description: Located in the NCP Locate data block. Line 1 of the non-custodial parent's 3<sup>rd</sup> employer's address.

Rules that apply to this data element:

All data must be in ASCII format.

All data must be in upper case.

All data must be left justified.

If not used, must be blank filled.

**Field Name: Employer3-Address-Line-2**

Location: 1274-1298

Condition: Optional

Length: 25

Format: Alphanumeric

Value(s): N/A

Description: Located in the NCP Locate data block. Line 2 of the non-custodial parent's 3<sup>rd</sup> employer's address.

Rules that apply to this data element:

All data must be in ASCII format.

All data must be in upper case.

All data must be left justified.

If not used, must be blank filled.

**Field Name: Employer3-City**

Location: 1299-1316

Condition: Optional

Length: 18

Format: Alphanumeric

Value(s): N/A

Description: Located in the NCP Locate data block and indicates the non-custodial parent's 3<sup>rd</sup> employer's city.

Rules that apply to this data element:

All data must be in ASCII format.

All data must be in upper case.

All data must be left justified.

If not used, must be blank filled.

**Field Name: Employer3-Confirmed-Ind.**

Location: 1354  
Condition: Conditionally required. See the Data Block Record Layout for conditionally required criteria.  
Length: 1  
Format: Alphanumeric  
Value(s): Y – Employer verified  
N – Employer not verified  
Description: Located in the NCP Locate data block and indicates if the non-custodial parent's 3<sup>rd</sup> employer has been confirmed.  
Rules that apply to this data element:  
All data must be in ASCII format.  
All data must be in upper case.  
If not used, must be blank filled.

**Field Name: Employer3-Effective-Date**

Location: 1338-1345  
Condition: Conditionally required. See the Data Block Record Layout for conditionally required criteria.  
Length: 8  
Format: Numeric  
Value(s): N/A  
Description: Located in the NCP Locate data block and indicates when the non-custodial parent's 3<sup>rd</sup> employer was discovered.  
Rules that apply to this data element:  
All data must be in ASCII format.  
If not used, must be blank filled.  
If used, the date must be in CCYYMMDD format. Acceptable century-year ranges are 1900-2099.

**Field Name: Employer3-EIN**

Location: 1200-1208  
Condition: Optional  
Length: 9  
Format: Numeric  
Value(s): N/A  
Description: Located in the NCP Locate data block and indicates the non-custodial parent's 3<sup>rd</sup> employer's Federal Employer Identification Number.  
Rules that apply to this data element:  
All data must be in ASCII format.  
If not used, must be blank filled.  
If used, must be filled with valid numbers between 0 – 9 inclusive.

**Field Name: Employer3-End-Date**

Location: 1346-1353

Condition: Optional

Length: 8

Format: Numeric

Value(s): N/A

Description: Located in the NCP Locate data block and indicates when the non-custodial parent's 3<sup>rd</sup> employer became invalid.

Rules that apply to this data element:

All data must be in ASCII format.

If not used, must be blank filled.

The date must be in CCYYMMDD format. Acceptable century-year ranges are 1900-2099.

**Field Name: Employer3-Name**

Location: 1209-1248

Condition: Optional

Length: 40

Format: Alphanumeric

Value(s): N/A

Description: Located in the NCP Locate data block and indicates the non-custodial parent's 3<sup>rd</sup> current employer.

Rules that apply to this data element:

All data must be in ASCII format.

All data must be in upper case.

All data must be left justified.

If not used, must be blank filled.

**Field Name: Employer3-Phone-Num.**

Location: 1328-1337

Condition: Optional

Length: 10

Format: Numeric

Value(s): N/A

Description: Located in the NCP Locate data block and indicates the non-custodial parent's 3<sup>rd</sup> employer's phone number.

Rules that apply to this data element:

All data must be in ASCII format.

If not used, must be blank filled.

If used, must be filled with valid numbers between 0 – 9 inclusive.

**Field Name: Employer3-State**

Location: 1317-1318

Condition: Optional

Length: 2

Format: Alphanumeric

Value(s): See Charts A-1 and A-2 at the end of this document for a complete listing of valid values.

Description: Located in the NCP Locate data block and indicates the non-custodial parent's 3<sup>rd</sup> employer's State.

Rules that apply to this data element:

All data must be in ASCII format.

All data must be in upper case.

All data must be left justified.

If not used, must be blank filled.

**Field Name: Employer3-Zip-1**

Location: 1319-1323

Condition: Optional

Length: 5

Format: Numeric

Value(s): N/A

Description: Located in the NCP Locate data block and indicates the 1<sup>st</sup> five digits of the non-custodial parent's 3<sup>rd</sup> employer's ZIP Code.

Rules that apply to this data element:

All data must be in ASCII format.

If not used, must be blank filled.

If used, must be filled with valid numbers between 0 – 9 inclusive, and the value of the field must not be repetitive unless it is 22222, 44444 or 55555.

**Field Name: Employer3-Zip-2**

Location: 1324-1327

Condition: Optional

Length: 4

Format: Numeric

Value(s): N/A

Description: Located in the NCP Locate data block and indicates the last four digits of the non-custodial parent's 3<sup>rd</sup> employer's ZIP Code.

Rules that apply to this data element:

All data must be in ASCII format.

If not used, must be blank filled.

If used, must be filled with valid numbers between 0 – 9 inclusive.

**Field Name: Employer-Address-Line-1**

Location: 540-564

Condition: Conditionally required. See the Data Block Record Layout for conditionally required criteria.

Length: 25

Format: Alphanumeric

Value(s): N/A

Description: Located in the NCP Locate data block. Line 1 of the non-custodial parent's employers address.

Rules that apply to this data element:

All data must be in ASCII format.

All data must be in upper case.

All data must be left justified.

if not used, must be blank filled.

**Field Name: Employer-Address-Line-2**

Location: 565-589

Condition: Optional

Length: 25

Format: Alphanumeric

Value(s): N/A

Description: Located in the NCP Locate data block. Line 2 of the non-custodial parent's employers address.

Rules that apply to this data element:

All data must be in ASCII format.

All data must be in upper case.

All data must be left justified.

If not used, must be blank filled.

**Field Name: Employer-City**

Location: 590-607

Condition: Optional

Length: 18

Format: Alphanumeric

Value(s): N/A

Description: Located in the NCP Locate data block and indicates the city of the non-custodial parent's employer.

Rules that apply to this data element:

All data must be in ASCII format.

All data must be in upper case.

All data must be left justified.

If not used, must be blank filled.

**Field Name: Employer-Confirmed**

Location: 295

Condition: Optional

Length: 1

Format: Alphanumeric

Value(s): Y – Confirmed  
N or blank – Not confirmed

Description: Located in the Participant data block and indicates if the participant's employer has been confirmed.

Rules that apply to this data element:

All data must be in ASCII format.

All data must be in upper case.

If not used, must be blank filled.

**Field Name: Employer-Confirmed-Ind.**

Location: 645

Condition: Conditionally required. See the Data Block Record Layout for conditionally required criteria.

Length: 1

Format: Alphanumeric

Value(s): Y – Employer verified  
N – Employer not verified

Description: Located in the NCP Locate data block and indicates if the current non-custodial parent's employer has been confirmed.

Rules that apply to this data element:

All data must be in ASCII format.

All data must be in upper case.

If not used, must be blank filled.

**Field Name: Employer-Effective-Date**

Location: 629-636

Condition: Conditionally required. See the Data Block Record Layout for conditionally required criteria.

Length: 8

Format: Numeric

Value(s): N/A

Description: Located in the NCP Locate data block and indicates the date the non-custodial parent's employer was discovered.

Rules that apply to this data element:

All data must be in ASCII format.

If not used, must be blank filled.

If used, the date must be in CCYYMMDD format. Acceptable century-year ranges are 1900-2099.

**Field Name: Employer-EIN**

Location: 491-499

Condition: Optional

Length: 9

Format: Numeric

Value(s): N/A

Description: Located in the NCP Locate data block and indicates the Employer Identification Number for the employer listed in the Employer Name field.

Rules that apply to this data element:

All data must be in ASCII format.

If not used, must be blank filled.

If used, must be filled with valid numbers between 0 – 9 inclusive.

**Field Name: Employer-End-Date**

Location: 637-644

Condition: Optional

Length: 8

Format: Numeric

Value(s): N/A

Description: Located in the NCP Locate data block and indicates the date the non-custodial parent's current employer became invalid.

Rules that apply to this data element:

All data must be in ASCII format.

If not used, must be blank filled.

If used, the date must be in CCYYMMDD format. Acceptable century-year ranges are 1900-2099.

**Field Name: Employer-Name**

Location: 500-539

Condition: Conditionally required. See the Data Block Record Layout for conditionally required criteria.

Length: 40

Format: Alphanumeric

Value(s): N/A

Description: Located in the NCP Locate data block and indicates the name of the non-custodial parent's current employer.

Rules that apply to this data element:

All data must be in ASCII format.

All data must be in upper case.

All data must be left justified.

If not used, must be blank filled.

**Field Name: Employer-Phone-Num.**

Location: 619-628

Condition: Optional

Length: 10

Format: Numeric

Value(s): N/A

Description: Located in the NCP Locate data block and indicates the non-custodial parent's employers phone number.

Rules that apply to this data element:

All data must be in ASCII format.

If not used, must be blank filled.

If used, must be filled with valid numbers between 0 – 9 inclusive.

**Field Name: Employer-State**

Location: 608-609

Condition: Optional

Length: 2

Format: Alphanumeric

Value(s): See Charts A-1 and A-2 at the end of this document for a complete listing of valid values.

Description: Located in the NCP Locate data block and indicates the State for the non-custodial parent's employer.

Rules that apply to this data element:

All data must be in ASCII format.

All data must be in upper case.

All data must be left justified.

If used, must be blank filled.

**Field Name: Employer-Zip-1**

Location: 610-614

Condition: Optional

Length: 5

Format: Numeric

Value(s): N/A

Description: Located in the NCP Locate data block and specifies the 1<sup>st</sup> five digits of the non-custodial parent's employer's ZIP Code.

Rules that apply to this data element:

All data must be in ASCII format.

If not used, must be blank filled.

If used, must be filled with valid numbers between 0 – 9 inclusive, and the value of the field must not be repetitive unless it is 22222, 44444 or 55555.

**Field Name: Employer-Zip-2**

Location: 615-618

Condition: Optional

Length: 4

Format: Numeric

Value(s): N/A

Description: Located in the NCP Locate data block and specifies the last four digits of the non-custodial parent's employer's ZIP Code.

Rules that apply to this data element:

All data must be in ASCII format.

If not used, must be blank filled.

If used, must be filled with valid numbers between 0 – 9 inclusive.

**Field Name: Error-Reason-Code**

Location: 30-31

Condition: Optional

Length: 2

Format: Alphanumeric

Value(s): N/A

\*Description: Located in the Sent FROM the CSENet 2000 server Header and Sent TO CSENet 2000 server Header records. This field must be blank filled by the State CSE System. (Field reserved for future use.)

Rules that apply to this data element:

All data must be in ASCII format.

If not used, must be blank filled.

**Field Name: Eye-Color**

Location: 99-100

Condition: Optional

Length: 2

Format: Alphanumeric

Value(s): BU – Blue

BN – Brown

DK – Dark

GN – Green

GY – Gray

HZ – Hazel

OT – Other

Description: Located in the NCP ID data block and indicates the non-custodial parent's eye color.

Rules that apply to this data element:

All data must be in ASCII format.

All data must be in upper case.

All data must be left justified.

If not used, must be blank filled.

**Field Name: Fax**

Location: 250-259

Condition: Optional

Length: 10

Format: Numeric

Value(s): N/A

Description: Located in the Case data block and specifies the contact person's fax number.

Rules that apply to this data element:

All data must be in ASCII format.

If not used, must be blank filled.

If used, must be filled with valid numbers between 0 – 9 inclusive.

**Field Name: Foster-Care-Amount**

Location: 170-181

Condition: Optional

Length: 12

Format: Numeric

Value(s): This field can equal zero dollars.

Description: Located in the Order data block and indicates the total dollar amount of the foster care arrears balance.

Rules that apply to this data element:

All data must be in ASCII format.

If not used, must be blank filled.

The data is in the format +99999999.99. If used, the amount must be right justified and zero filled to the left. If not used, the field must be blank filled. If negative, the minus (-) character must appear in the 1<sup>st</sup> position of the field. If positive, the plus (+) character (or blank fill) must be in the 1<sup>st</sup> position of the field. (If blank filled in the 1<sup>st</sup> position of the field, the State CSE system should read as positive.) Zero is an acceptable amount where noted in the comments section of the Data Block Record Layout.

**Field Name: Foster-Care-From-Date**

Location: 154-161

Condition: Conditionally required. See the Data Block Record Layout for conditionally required criteria

Length: 8

Format: Numeric

Value(s): N/A

Description: Located in the Order data block and indicates the start date of the period to which foster care arrears apply.

Rules that apply to this data element:

All data must be in ASCII format.

If not used, must be blank filled.

The date must be in CCYYMMDD format. Acceptable century-year ranges are 1900-2099.

**Field Name: Foster-Care-Thru-Date**

Location: 162-169

Condition: Conditionally required. See the Data Block Record Layout for conditionally required criteria.

Length: 8

Format: Numeric

Value(s): N/A

Description: Located in the Order data block and indicates the end date of the period to which the Foster Care arrears apply.

Rules that apply to this data element:

All data must be in ASCII format.

If not used, must be blank filled.

The date must be in CCYYMMDD format. Acceptable century-year ranges are 1900-2099.

**Field Name: Functional-Type-Code**

Location: 35-37

Condition: Required

Length: 3

Format: Alphanumeric

Value(s): LO1 – Quick Locate  
PAT – Paternity  
EST – Establishment  
ENF – Enforcement  
COL – Collection  
MSC – Managing State Cases  
CSI – Case Information

Description: Located in the Sent FROM the CSENet 2000 server Header, and Sent TO CSENet 2000 server Header records and indicates the child support business function of a transaction.

Rules that apply to this data element:

All data must be in ASCII format.

All data must be upper case.

**Field Name: Gender**

Location: 75 – NCP ID data block  
74 – Participant data block

Condition: Optional

Length: 1

Format: Alphanumeric

Value(s): M – Male  
F – Female  
O – Other (i.e., unborn, unknown)

Description: Located in the NCP ID data block and indicates the sex of the non-custodial parent. Also located in the Participant data block and indicates the sex of the participant.

Rules that apply to this data element:

All data must be in ASCII format.

All data must be in upper case.

If not used, must be blank filled.

**Field Name: Hair-Color**

Location: 97-98  
Condition: Optional  
Length: 2  
Format: Alphanumeric  
Value(s): BD – Bald  
BL – Blonde  
BK – Black  
BN – Brown  
RD – Red  
GY – Gray  
OT – Other

Description: Located in the NCP ID data block and indicates the non-custodial parent's hair color.

Rules that apply to this data element:

- All data must be in ASCII format.
- All data must be in upper case.
- All data must be left justified.
- If not used, must be blank filled.

**Field Name: Height-Ft**

Location: 91  
Condition: Conditionally required. See the Data Block Record Layout for conditionally required criteria.  
Length: 1  
Format: Numeric  
Value(s): N/A

Description: Located in the NCP ID data block and indicates the height (in feet) of the non-custodial parent.

Rules that apply to this data element:

- All data must be in ASCII format.
- If not used, must be blank filled.
- If used, must be filled with valid numbers between 0 – 9 inclusive.

**Field Name: Height-In**

Location: 92-93

Condition: Conditionally required. See the Data Block Record Layout for conditionally required criteria.

Length: 2

Format: Numeric

Value(s): 00 – zero inches  
01 – one inch  
02 – two inches  
03 – three inches  
04 – four inches  
05 – five inches  
06 – six inches  
07 – seven inches  
08 – eight inches  
09 – nine inches  
10 – ten inches  
11 – eleven inches

Description: Located in the NCP ID data block and indicates the height (in inches) of the non-custodial parent.

Rules that apply to this data element:

All data must be in ASCII format.

If not used, must be blank filled.

**Field Name: Home-Phone-Num.**

Location: 193-202

Condition: Optional

Length: 10

Format: Numeric

Value(s): N/A

Description: Located in the NCP Locate data block and indicates the non-custodial parent's home phone number.

Rules that apply to this data element:

All data must be in ASCII format.

If not used, must be blank filled.

If used, must be filled with valid numbers between 0 – 9 inclusive.

**Field Name: Information-Ind.**

Location: 96

Condition: Required

Length: 1

Format: Numeric

Value(s): 0 – Information data block is not included in this transaction  
1 – Information data block is included in this transaction

\*Description: Located in the Sent FROM the CSENet 2000 server Header and Sent TO CSENet 2000 server Header records and indicates whether an Information data block is included in a CSENet 2000 transaction.

Rules that apply to this data element:

All data must be in ASCII format.

**Field Name: Information-Text-Line-1**

Location: 17-96

Condition: Conditionally required. See the Data Block Record Layout for conditionally required criteria.

Length: 80

Format: Alphanumeric

Value(s): N/A

Description: Located in the Information data block and contains free form text.

Rules that apply to this data element:

All data must be in ASCII format.

All data must be in upper case.

All data must be left justified.

If not used, must be blank filled.

**Field Name: Information-Text-Line-2**

Location: 97-176

Condition: Conditionally required. See the Data Block Record Layout for conditionally required criteria.

Length: 80

Format: Alphanumeric

Value(s): N/A

Description: Located in the Information data block and contains free form text.

Rules that apply to this data element:

All data must be in ASCII format.

All data must be in upper case.

All data must be left justified.

If not used, must be blank filled.

**Field Name: Information-Text-Line-3**

Location: 177-256  
Condition: Conditionally required. See the Data Block Record Layout for conditionally required criteria.  
Length: 80  
Format: Alphanumeric  
Value(s): N/A  
Description: Located in the Information data block and contains free form text.  
Rules that apply to this data element:  
    All data must be in ASCII format.  
    All data must be in upper case.  
    All data must be left justified.  
    If not used, must be blank filled.

**Field Name: Information-Text-Line-4**

Location: 257-336  
Condition: Optional  
Length: 80  
Format: Alphanumeric  
Value(s): N/A  
Description: Located in the Information data block and contains free form text.  
Rules that apply to this data element:  
    All data must be in ASCII format.  
    All data must be in upper case.  
    All data must be left justified.  
    If not used, must be blank filled.

**Field Name: Information-Text-Line-5**

Location: 337-416  
Condition: Optional  
Length: 80  
Format: Alphanumeric  
Value(s): N/A  
Description: Located in the Information data block and contains free form text.  
Rules that apply to this data element:  
    All data must be in ASCII format.  
    All data must be in upper case.  
    All data must be left justified.  
    If not used, must be blank filled.

**Field Name: Initiating-Docket-Num.**

Location: 295-311  
Condition: Optional  
Length: 17  
Format: Alphanumeric  
Value(s): N/A  
Description: Located in the Case data block. The initiating State's docket number.  
Rules that apply to this data element:  
All data must be in ASCII format.  
All data must be in upper case.  
All data must be left justified.  
If not used, must be blank filled.

**Field Name: Insurance-Carrier-Name**

Location: 663-698  
Condition: Optional  
Length: 36  
Format: Alphanumeric  
Value(s): N/A  
Description: Located in the NCP Locate data block and indicates the name of the non-custodial parent's insurance carrier.  
Rules that apply to this data element:  
All data must be in ASCII format.  
All data must be in upper case.  
All data must be left justified.  
If not used, must be blank filled.

**Field Name: Insurance-Policy-Num.**

Location: 699-718  
Condition: Optional  
Length: 20  
Format: Alphanumeric  
Value(s): N/A  
Description: Located in the NCP Locate data block and indicates the number assigned to the insurance policy by the non-custodial parent's insurance carrier.  
Rules that apply to this data element:  
All data must be in ASCII format.  
All data must be in upper case.  
All data must be left justified.  
If not used, must be blank filled.

**Field Name: Internet-Address**

Location: 260-294  
Condition: Optional  
Length: 35  
Format: Alphanumeric  
Value(s): N/A  
Description: Located in the Case data block and indicates the contact person's Internet address.

Rules that apply to this data element:  
All data must be in ASCII format.  
All data must be in upper case.  
All data must be left justified.  
If not used, must be blank filled.

**Field Name: Interstate-Forms-Printed**

Location: 121  
Condition: Required  
Length: 1  
Format: Alphanumeric  
Value(s): Blank  
\*Description: Located in the Transaction Header Sent FROM the CSENet 2000 server. This field must be blank filled. (Field reserved for future use.)

Rules that apply to this data element:  
All data must be in ASCII format.

**Field Name: Interstate-Payment-Method**

Location: 30  
Condition: Conditionally required. See the Data Block Record Layout for conditionally required criteria.  
Length: 1  
Format: Alphanumeric  
Value(s): E – Electronic Funds Transfer  
M – Manual  
O – Other

Description: Located in the Collection data block and indicates the means by which the State receives the payment.

Rules that apply to this data element:  
All data must be in ASCII format.  
All data must be in upper case.  
If not used, must be blank filled.

**Field Name: Last-Employer**

Location: 893-932

Condition: Optional

Length: 40

Format: Alphanumeric

Value(s): N/A

Description: Located in the NCP Locate data block and indicates the non-custodial parent's last known employer.

Rules that apply to this data element:

All data must be in ASCII format.

All data must be in upper case.

All data must be left justified.

If not used, must be blank filled.

**Field Name: Last-Employer-Address-Line-1**

Location: 941-965

Condition: Optional

Length: 25

Format: Alphanumeric

Value(s): N/A

Description: Located in the NCP Locate data block. Line 1 of the non-custodial parent's last known employer's address.

Rules that apply to this data element:

All data must be in ASCII format.

All data must be in upper case.

All data must be left justified.

If not used, must be blank filled.

**Field Name: Last-Employer-Address-Line-2**

Location: 966-990

Condition: Optional

Length: 25

Format: Alphanumeric

Value(s): N/A

Description: Located in the NCP Locate data block. Line 2 of the non-custodial parent's last known employer's address.

Rules that apply to this data element:

All data must be in ASCII format.

All data must be in upper case.

All data must be left justified.

If not used, must be blank filled.

**Field Name: Last-Employer-City**

Location: 991-1008

Condition: Optional

Length: 18

Format: Alphanumeric

Value(s): N/A

Description: Located in the NCP Locate data block and indicates the non-custodial parent's last known employer's city.

Rules that apply to this data element:

All data must be in ASCII format.

All data must be in upper case.

All data must be left justified.

If not used, must be blank filled.

**Field Name: Last-Employer-Date**

Location: 933-940

Condition: Optional

Length: 8

Format: Numeric

Value(s): N/A

Description: Located in the NCP Locate data block and indicates the date when the non-custodial parent was most recently employed at this employer.

Rules that apply to this data element:

All data must be in ASCII format

If not used, must be blank filled.

The date must be in CCYYMMDD format. Acceptable century-year ranges are 1900-2099.

**Field Name: Last-Employer-Eff.-Date**

Location: 1020-1027

Condition: Optional

Length: 8

Format: Numeric

Value(s): N/A

Description: Located in the NCP Locate data block and indicates the date the non-custodial parent's last employer was discovered to be invalid.

Rules that apply to this data element:

All data must be in ASCII format.

If not used, must be blank filled.

The date must be in CCYYMMDD format. Acceptable century-year ranges are 1900-2099.

**Field Name: Last-Employer-State**

Location: 1009-1010

Condition: Optional

Length: 2

Format: Alphanumeric

Value(s): See Charts A-1 and A-2 at the end of this document for a complete listing of valid values.

Description: Located in the NCP Locate data block and indicates the non-custodial parent's last known employer's State.

Rules that apply to this data element:

All data must be in ASCII format.

All data must be in upper case.

All data must be left justified.

If not used, must be blank filled.

**Field Name: Last-Employer-Zip-1**

Location: 1011-1015

Condition: Optional

Length: 5

Format: Numeric

Value(s): N/A

Description: Located in the NCP Locate data block and specifies the 1<sup>st</sup> five digits of the non-custodial parent's last known employer's ZIP Code.

Rules that apply to this data element:

All data must be in ASCII format.

If not used, must be blank filled.

If used, must be filled with valid numbers between 0 – 9 inclusive, and the value of the field must not be repetitive unless it is 22222, 44444 or 55555.

**Field Name: Last-Employer-Zip-2**

Location: 1016-1019

Condition: Optional

Length: 4

Format: Numeric

Value(s): N/A

Description: Located in the NCP Locate data block and specifies the last four digits of the non-custodial parent's last known employer's ZIP Code.

Rules that apply to this data element:

All data must be in ASCII format.

If not used, must be blank filled.

If used, must be filled with valid numbers between 0 – 9 inclusive.

**Field Name: Last-Mail-Address-Date**

Location: 885-892

Condition: Optional

Length: 8

Format: Numeric

Value(s): N/A

Description: Located in the NCP Locate data block and indicates the date the non-custodial parent's last mailing address was discovered to be invalid.

Rules that apply to this data element:

All data must be in ASCII format.

If not used, must be blank filled.

The date must be in CCYYMMDD format. Acceptable century-year ranges are 1900-2099.

**Field Name: Last-Mail-Address-Line-1**

Location: 806-830

Condition: Optional

Length: 25

Format: Alphanumeric

Value(s): N/A

Description: Located in the NCP Locate data block. Line 1 of the non-custodial parent's last known mailing address.

Rules that apply to this data element:

All data must be in ASCII format.

All data must be in upper case.

All data must be left justified.

If not used, must be blank filled.

**Field Name: Last-Mail-Address-Line-2**

Location: 831-855

Condition: Optional

Length: 25

Format: Alphanumeric

Value(s): N/A

Description: Located in the NCP Locate data block. Line 2 of the non-custodial parent's last known mailing address.

Rules that apply to this data element:

All data must be in ASCII format.

All data must be in upper case.

All data must be left justified.

If not used, must be blank filled.

**Field Name: Last-Mail-City**

Location: 856-873

Condition: Optional

Length: 18

Format: Alphanumeric

Value(s): N/A

Description: Located in the NCP Locate data block and indicates the city of the non-custodial parent's last known mailing.

Rules that apply to this data element:

All data must be in ASCII format.

All data must be in upper case.

All data must be left justified.

If not used, must be blank filled.

**Field Name: Last-Mail-State**

Location: 874-875

Condition: Optional

Length: 2

Format: Alphanumeric

Value(s): See Charts A-1 and A-2 at the end of this document for a complete listing of valid values.

Description: Located in the NCP Locate data block and indicates the State of the non-custodial parent's last known mailing address.

Rules that apply to this data element:

All data must be in ASCII format.

All data must be in upper case.

All data must be left justified.

If not used, must be blank filled.

**Field Name: Last-Mail-Zip-1**

Location: 876-880

Condition: Optional

Length: 5

Format: Numeric

Value(s): N/A

Description: Located in the NCP Locate data block and specifies the 1<sup>st</sup> five digits of the ZIP Code of the non-custodial parent's last known mailing address.

Rules that apply to this data element:

All data must be in ASCII format.

If not used, must be blank filled.

If used, must be filled with valid numbers between 0 – 9 inclusive, and the value of the field must not be repetitive unless it is 22222, 44444 or 55555.

**Field Name: Last-Mail-Zip-2**

Location: 881-884

Condition: Optional

Length: 4

Format: Numeric

Value(s): N/A

Description: Located in the NCP Locate data block and specifies the last four digits of the ZIP Code of the non-custodial parent's last known mailing address.

Rules that apply to this data element:

All data must be in ASCII format.

If not used, must be blank filled.

If used, must be filled with valid numbers between 0 – 9 inclusive.

**Field Name: Last-Res.-Address-Date**

Location: 798-805

Condition: Optional

Length: 8

Format: Numeric

Value(s): N/A

Description: Located in the NCP Locate data block and indicates the date the non-custodial parent's last residential address was discovered to be invalid.

Rules that apply to this data element:

All data must be in ASCII format.

If not used, must be blank filled.

The date must be in CYYMMDD format. Acceptable century-year ranges are 1900-2099.

**Field Name: Last-Res.-Address-Line-1**

Location: 719-743

Condition: Optional

Length: 25

Format: Alphanumeric

Value(s): N/A

Description: Located in the NCP Locate data block and indicates the non-custodial parent's last known residential address. May be used to store a residential address that recently became invalid.

Rules that apply to this data element:

All data must be in ASCII format.

All data must be in upper case.

All data must be left justified.

If not used, must be blank filled.

**Field Name: Last-Res.-Address-Line-2**

Location: 744-768

Condition: Optional

Length: 25

Format: Alphanumeric

Value(s): N/A

Description: Located in the NCP Locate data block. Line 2 of the Non-custodial parent's last known residential address. May be used to store a residential address that recently became invalid.

Rules that apply to this data element:

All data must be in ASCII format.

All data must be in upper case.

All data must be left justified.

If not used, must be blank filled.

**Field Name: Last-Res.-City**

Location: 769-786

Condition: Optional

Length: 18

Format: Alphanumeric

Value(s): N/A

Description: Located in the NCP Locate data block and indicates the non-custodial parent's last known city of residence.

Rules that apply to this data element:

All data must be in ASCII format.

All data must be in upper case.

All data must be left justified.

If not used, must be blank filled.

**Field Name: Last-Res.-State**

Location: 787-788

Condition: Optional

Length: 2

Format: Alphanumeric

Value(s): See Charts A-1 and A-2 at the end of this document for a complete listing of valid values.

Description: Located in the NCP Locate data block and indicates the non-custodial parent's last known State of residence.

Rules that apply to this data element:

All data must be in ASCII format.

All data must be in upper case.

All data must be left justified.

If not used, must be blank filled.

**Field Name: Last-Res.-Zip-1**

Location: 789-793

Condition: Optional

Length: 5

Format: Numeric

Value(s): N/A

Description: Located in the NCP Locate data block and specifies the 1<sup>st</sup> five digits of the ZIP Code of the non-custodial parent's last known residence .

Rules that apply to this data element:

All data must be in ASCII format.

If not used, must be blank filled.

If used, must be filled with valid numbers between 0 – 9 inclusive, and the value of the field must not be repetitive unless it is 22222, 44444 or 55555.

**Field Name: Last-Res.-Zip-2**

Location: 794-797

Condition: Optional

Length: 4

Format: Numeric

Value(s): N/A

Description: Located in the NCP Locate data block and specifies the last four digits of the ZIP Code of the non-custodial parent's last known residence .

Rules that apply to this data element:

All data must be in ASCII format.

If not used, must be blank filled.

If used, must be filled with valid numbers between 0 – 9 inclusive.

**Field Name: Local-FIPS-County**

Location: 3-5

Condition: Required

Length: 3

Format: Numeric

Value(s): N/A

\*Description: Located in the Transaction Header Sent FROM the CSENet 2000 server and specifies the 3<sup>rd</sup>, 4<sup>th</sup>, and 5<sup>th</sup> digits of the FIPS code of the State sending a transaction to your State. Also located in the Transaction Header Sent TO the CSENet 2000 server and specifies the 3<sup>rd</sup>, 4<sup>th</sup>, and 5<sup>th</sup> digits of your FIPS code.

Rules that apply to these data elements:

All data must be in ASCII format.

**Field Name: Local-FIPS-State**

Location: 1-2  
Condition: Required  
Length: 2  
Format: Numeric  
Value(s): N/A

\*Description: Located in the Transaction Header Sent FROM the CSENet 2000 server and specifies the 1<sup>st</sup> and 2<sup>nd</sup> digits of the FIPS code of the State sending a transaction to your State. Also, located in the Transaction Header Sent TO the CSENet 2000 server and specifies the 1<sup>st</sup> and 2<sup>nd</sup> digits of your FIPS code.

Rules that apply to these data elements:  
All data must be in ASCII format.

**Field Name: Local-FIPS-Sub**

Location: 6-7  
Condition: Optional  
Length: 2  
Format: Alphanumeric  
Value(s): N/A

\*Description: Located in the Transaction Header Sent FROM the CSENet 2000 server and specifies the 6<sup>th</sup> and 7<sup>th</sup> digits of the FIPS code of the State sending a transaction to your State. Also located in the Transaction Header Sent TO the CSENet 2000 server and specifies the 6<sup>th</sup> and 7<sup>th</sup> digits of your FIPS code.

Rules that apply to these data elements:  
All data must be in ASCII format.  
All data must be in upper case.  
All data must be left justified.  
If not used, must be blank filled.

**Field Name: Maiden-Name**

Location: 140-160  
Condition: Optional  
Length: 21  
Format: Alphanumeric  
Value(s): N/A

Description: Located in the NCP ID data block and indicates the non-custodial parent's maiden name.

Rules that apply to this data element:  
All data must be in ASCII format.  
All data must be in upper case.  
All data must be left justified.  
If not used, must be blank filled.

**Field Name: Mailing-Address-Confirmed-Ind.**

Location: 192  
Condition: Conditionally required. See the Data Block Record Layout for conditionally required criteria.  
Length: 1  
Format: Alphanumeric  
Value(s): Y – Address verified  
N – Address not verified  
P – Partial address only  
Description: Located in the NCP Locate data block and indicates if the mailing address has been verified.  
Rules that apply to this data element:  
All data must be in ASCII format.  
All data must be in upper case.  
If not used, must be blank filled.

**Field Name: Mailing-Address-Effective-Date**

Location: 176-183  
Condition: Conditionally required. See the Data Block Record Layout for conditionally required criteria.  
Length: 8  
Format: Numeric  
Value(s): N/A  
Description: Located in the NCP Locate data block and indicates the date when the mailing address was discovered.  
Rules that apply to this data element:  
All data must be in ASCII format.  
If not used, must be blank filled.  
The date must be in CCYYMMDD format. Acceptable century-year ranges are 1900-2099.

**Field Name: Mailing-Address-End-Date**

Location: 184-191  
Condition: Conditionally required. See the Data Block Record Layout for conditionally required criteria.  
Length: 8  
Format: Numeric  
Value(s): N/A  
Description: Located in the NCP Locate data block and indicates the date when the non-custodial parent's mailing address was determined to be invalid.  
Rules that apply to this data element:  
All data must be in ASCII format.  
If not used, must be blank filled.  
The date must be in CCYYMMDD format. Acceptable century-year ranges are 1900-2099.

**Field Name: Mailing-Address-Line-1**

Location: 80-104  
Condition: Conditionally required. See the Data Block Record Layout for conditionally required criteria.  
Length: 25  
Format: Alphanumeric  
Value(s): N/A  
Description: Located in the NCP Locate data block. Line 1 of the non-custodial parent's mailing address.  
Rules that apply to this data element:  
All data must be in ASCII format.  
All data must be in upper case.  
All data must be left justified.  
If not used, must be blank filled.

**Field Name: Mailing-Address-Line-2**

Location: 105-129  
Condition: Optional  
Length: 25  
Format: Alphanumeric  
Value(s): N/A  
Description: Located in the NCP Located data block. Line 2 of the non-custodial parent's mailing address.  
Rules that apply to this data element:  
All data must be in ASCII format.  
All data must be in upper case.  
All data must be left justified.  
If not used, must be blank filled.

**Field Name: Mailing-City**

Location: 130-147  
Condition: Optional  
Length: 18  
Format: Alphanumeric  
Value(s): N/A  
Description: Located in the NCP Locate data block and indicates the non-custodial parent's mailing address city.  
Rules that apply to this data element:  
All data must be in ASCII format.  
All data must be in upper case.  
All data must be left justified.  
If not used, must be blank filled.

**Field Name: Mailing-State**

Location: 148-149

Condition: Optional

Length: 2

Format: Alphanumeric

Value(s): See Charts A-1 and A-2 at the end of this document for a complete listing of valid values.

Description: Located in the NCP Locate data block and indicates the non-custodial parent's mailing address State.

Rules that apply to this data element:

All data must be in ASCII format.

All data must be in upper case.

All data must be left justified.

If not used, must be blank filled.

**Field Name: Mailing-Zip-1**

Location: 150-154

Condition: Optional

Length: 5

Format: Numeric

Value(s): N/A

Description: Located in the NCP Locate data block and specifies the 1<sup>st</sup> five digits of the non-custodial parent's mailing address ZIP Code.

Rules that apply to this data element:

All data must be in ASCII format.

If not used, must be blank filled.

If used, must be filled with valid numbers between 0 – 9 inclusive, and the value of the field must not be repetitive unless it is 22222, 44444 or 55555.

**Field Name: Mailing-Zip-2**

Location: 155-158

Condition: Optional

Length: 4

Format: Numeric

Value(s): N/A

Description: Located in the NCP Locate data block and specifies the last four digits of the non-custodial parent's mailing address ZIP Code.

Rules that apply to this data element:

All data must be in ASCII format.

If not used, must be blank filled.

If used, must be filled with valid numbers between 0 – 9 inclusive.

**Field Name: Medical-Amount**

Location: 198-209

Condition: Optional

Length: 12

Format: Numeric

Value(s): N/A

Description: Located in the Order data block and indicates the total dollar amount of medical arrears.

Rules that apply to this data element:

All data must be in ASCII format.

If not used, must be blank filled.

The format is +99999999.99. If used, the amount must be right justified and zero filled to the left. If not used, the field must be blank filled. If negative, the minus (-) character must appear in the 1<sup>st</sup> position of the field. If positive, the plus (+) character (or blank fill) must be in the 1<sup>st</sup> position of the field. (If blank filled in the 1<sup>st</sup> position of the field, the State CSE system should read as positive.) Zero is an acceptable amount where noted in the comments section of the Data Block Record Layout.

**Field Name: Medical-From-Date**

Location: 182-189

Condition: Conditionally required. See the Data Block Record Layout for conditionally required criteria.

Length: 8

Format: Numeric

Value(s): N/A

Description: Located in the Order data block and indicates the start date of the period to which medical arrears apply.

Rules that apply to this data element:

All data must be in ASCII format.

If not used, must be blank filled.

The date must be in CCYYMMDD format. Acceptable century-year ranges are 1900-2099.

**Field Name: Medical-Ordered**

Location: 210  
Condition: Conditionally required. See the Data Block Record Layout for conditionally required criteria.  
Length: 1  
Format: Alphanumeric  
Value(s): Y – Medical Coverage Ordered  
N – Medical Coverage Not Ordered  
Description: Located in the Order data block and indicates if medical coverage was ordered.  
Rules that apply to this data element:  
All data must be in ASCII format.  
All data must be in upper case.  
If not used, must be blank filled.

**Field Name: Medical-Thru-Date**

Location: 190-197  
Condition: Conditionally required. See the Data Block Record Layout for conditionally required criteria.  
Length: 8  
Format: Numeric  
Value(s): N/A  
Description: Located in the Order data block and indicates the end date of the period to which the medical arrears apply.  
Rules that apply to this data element:  
All data must be in ASCII format.  
If not used, must be blank filled.  
The date must be in CCYYMMDD format. Acceptable century-year ranges are 1900-2099.

**Field Name: Mother's-Maiden-Or-Father's-Name**

Location: 161-181  
Condition: Optional  
Length: 21  
Format: Alphanumeric  
Value(s): N/A  
Description: Located in the NCP ID data block and indicates the name of the non-custodial parent's mother or father.  
Rules that apply to this data element:  
All data must be in ASCII format.  
All data must be in upper case.  
All data must be left justified.  
If not used, must be blank filled.

**Field Name: Name-First**

Location: 22-37

Condition: Conditionally Required. See the Data Block Record Layout for conditionally required criteria

Length: 16

Format: Alphanumeric

Value(s): N/A

\*Description: Located in the NCP ID data block and indicates the first name of the non-custodial parent. Also located in the Participant data block and indicates the first name of the participant.

Rules that apply to these data elements:

All data must be in ASCII format.

All data must be in upper case.

All data must be left justified.

If not used, must be blank filled.

**Field Name: Name-Last**

Location: 1-21

Condition: Conditionally Required – See the Data Block Record Layout for conditionally required criteria

Length: 21

Format: Alphanumeric

Value(s): N/A

\*Description: Located in the NCP ID data block and indicates the last name of the non-custodial parent. Also located in the Participant data block and indicates the last name of the participant.

Rules that apply to these data elements:

All data must be in ASCII format.

All data must be in upper case.

All data must be left justified.

If not used, must be blank filled.

**Field Name: Name-Middle**

Location: 38-53

Condition: Optional

Length: 16

Format: Alphanumeric

Value(s): N/A

\*Description: Located in the NCP ID data block and indicates the middle name of the non-custodial parent. Also located in the Participant data block and indicates the middle name of the participant.

Rules that apply to these data elements:

All data must be in ASCII format.

All data must be in upper case.

All data must be left justified.

If not used, must be blank filled.

**Field Name: Name-Suffix**

Location: 54-56

Condition: Optional

Length: 3

Format: Alphanumeric

Value(s): N/A

\*Description: Located in the NCP ID data block and indicates the name suffix e.g., Jr., of the non-custodial parent. Also located in the Participant data block and indicates the name suffix of the participant.

Rules that apply to these data elements:

All data must be in ASCII format.

All data must be in upper case.

All data must be left justified.

If not used, must be blank filled.

**Field Name: NCP-Identification-Ind.**

Location: 91

Condition: Required

Length: 1

Format: Numeric

Value(s): 0 – NCP Identification data block is not included in this transaction

1 – NCP Identification data block is included in this transaction

\*Description: Located in the Sent FROM the CSENet 2000 server Header and Sent TO CSENet 2000 server Header records. Indicates whether a NCP Identification data block is included in a CSENet 2000 transaction.

Rules that apply to these data elements:

All data must be in ASCII format.

**Field Name: NCP-Locate-Data-Ind.**

Location: 92

Condition: Required

Length: 1

Format: Numeric

Value(s): 0 – NCP Locate data block is not included in this transaction  
1 – NCP Locate data block is included in this transaction

\*Description: Located in the Sent FROM the CSENet 2000 server Header and Sent TO CSENet 2000 server Header records and indicates whether a NCP Locate data block is included in a CSENet 2000 transaction.

Rules that apply to these data elements: All data must be in ASCII format.

**Field Name: New-Case-ID**

Location: 2-16

Condition: Optional

Length: 15

Format: Alphanumeric

Value(s): N/A

Description: Conditionally required. See the Data Block Record Layout for conditionally required criteria. Located in the Information data block and communicates the new, changed, or corrected case ID to another State. The following criteria apply to this field:

- First position must not be a space.
- Must not contain all zeros.
- Must not contain an asterisk (\*) or backslash (\) in any position.
- Must not contain a combination of spaces and zeros.

Rules that apply to this data element:

All data must be in ASCII format.

All data must be in upper case.

All data must be left justified.

If not used, must be blank filled.

**Field Name: New-Order-Flag**

Location: 237

Condition: Optional

Length: 1

Format: Alphanumeric

Value(s): Y – A new order

N or blank – Not a new order

Description: Located in the Order data block and indicates if the order is new.

Rules that apply to this data element:

All data must be in ASCII format.

All data must be in upper case.

If not used, must be blank filled.

**Field Name: Nondisclosure-Finding**

Location: 351

Condition: Optional

Length: 1

Format: Alphanumeric

Value(s): Y – Nondisclosure attachment on its way, treat case as confidential  
N or blank filled – No nondisclosure attachment

Description: Located in the Case data block and indicates that information should not be disclosed to the non-custodial parent, custodial party or other participants in the case.

Rules that apply to this data element:

All data must be in ASCII format.

All data must be in upper case.

All data must be left justified.

If not used, must be blank filled.

**Field Name: Occupation**

Location: 459-490

Condition: Optional

Length: 32

Format: Alphanumeric

Value(s): N/A

Description: Located in the NCP Locate data block and indicates the non-custodial parent's profession.

Rules that apply to this data element:

All data must be in ASCII format.

All data must be in upper case.

All data must be left justified.

If not used, must be blank filled.

**Field Name: Order-Arrears-Freq.**

Location: 73

Condition: Conditionally required. See the Data Block Record Layout for conditionally required criteria.

Length: 1

Format: Alphanumeric

Value(s): W – Weekly  
B – Bi-weekly  
S – Semi-monthly  
M – Monthly  
Q – Quarterly  
E – Semi-annually  
A – Annually

Description: Located in the Order data block and indicates the frequency of arrears payment.

Rules that apply to this data element:

All data must be in ASCII format.

All data must be in upper case.

If not used, must be blank filled.

**Field Name: Order-Arrears-Freq.-Amount**

Location: 74-85

Condition: Conditionally required. See the Data Block Record Layout for conditionally required criteria.

Length: 12

Format: Numeric

Value(s): N/A

Description: Located in the Order data block and indicates the dollar amount paid to arrears at the frequency ordered.

Rules that apply to this data element:

All data must be in ASCII format.

If not used, must be blank filled.

The format is +99999999.99. If used, the amount must be right justified and zero filled to the left. If not used, the field must be blank filled. If negative, the minus (-) character must appear in the 1<sup>st</sup> position of the field. If positive, the plus (+) character (or blank fill) must be in the 1<sup>st</sup> position of the field. (If blank filled in the 1<sup>st</sup> position of the field, the State CSE system should read as positive.) Zero is an acceptable amount where noted in the comments section of the Data Block Record Layout.

**Field Name: Order-Arrears-Total-Amount**

Location: 86-97

Condition: Conditionally required. See the Data Block Record Layout for conditionally required criteria.

Length: 12

Format: Numeric

Value(s): N/A

Description: Located in the Order data block and indicates the total dollar amount of arrears owed.

Rules that apply to this data element:

All data must be in ASCII format.

If not used, must be blank filled.

The format is +99999999.99. If used, the amount must be right justified and zero filled to the left. If not used, the field must be blank filled. If negative, the minus (-) character must appear in the 1<sup>st</sup> position of the field. If positive, the plus (+) character (or blank fill) must be in the 1<sup>st</sup> position of the field. (If blank filled in the 1<sup>st</sup> position of the field, the State CSE system should read as positive.) Zero is an acceptable amount where noted in the comments section of the Data Block Record Layout.

**Field Name: Order-Cancel-Date**

Location: 65-72

Condition: Optional

Length: 8

Format: Numeric

Value(s): Optional

Description: Located in the Order data block and indicates the date that the order was canceled. If entered, must be greater than the Order-Effective-Date field.

Rules that apply to this data element:

All data must be in ASCII format.

If not used, must be blank filled.

The date must be in CCYYMMDD format. Acceptable century-year ranges are 1900-2099.

**Field Name: Order-Data-Ind.**

Location: 94

Condition: Required

Length: 1

Format: Numeric

Value(s): 0 – Order data block is not included in this transaction  
1 – One Order data block is included in this transaction  
2 – Two Order data blocks are included in this transaction  
3 – Three Order data blocks are included in this transaction  
4 – Four Order data blocks are included in this transaction  
5 – Five Order data blocks are included in this transaction  
6 – Six Order data blocks are included in this transaction  
7 – Seven Order data blocks are included in this transaction  
8 – Eight Order data blocks are included in this transaction  
9 – Nine Order data blocks are included in this transaction

Description: Located in the Sent FROM the CSENet 2000 server Header and Sent TO CSENet 2000 server Header records. Indicates whether an Order data block is included in a CSENet 2000 transaction.

Rules that apply to these data elements:  
All data must be in ASCII format.

**Field Name: Order-Effective-Date**

Location: 49-56

Condition: Conditionally required. See the Data Block Record Layout for conditionally required criteria.

Length: 8

Format: Numeric

Value(s): N/A

Description: Located in the Order data block and indicates the date that obligations start to accrue.

Rules that apply to this data element:  
All data must be in ASCII format.  
If not used, must be blank filled.  
The date must be in CCYYMMDD format. Acceptable century-year ranges are 1900-2099.

**Field Name: Order-End-Date**

Location: 57-64  
Condition: Optional  
Length: 8  
Format: Numeric  
Value(s): N/A  
Description: Located in the Order data block and indicates the date that the obligation terminates. If entered, must be greater than the Order-Effective-Date field.  
Rules that apply to this data element:  
All data must be in ASCII format.  
If not used, must be blank filled.  
The date must be in CCYYMMDD format. Acceptable century-year ranges are 1900-2099.

**Field Name: Order-Filing-Date**

Location: 25-32  
Condition: Conditionally required. See the Data Block Record Layout for conditionally required criteria.  
Length: 8  
Format: Numeric  
Value(s): N/A  
Description: Located in the Order data block and indicates the date in which the order was established.  
Rules that apply to this data element:  
All data must be in ASCII format.  
If not used, must be blank filled.  
The date must be in CCYYMMDD format. Acceptable century-year ranges are 1900-2099.

**Field Name: Order-FIPS-County**

Location: 3-5  
Condition: Conditionally required. See the Data Block Record Layout for conditionally required criteria.  
Length: 3  
Format: Numeric  
Value(s): N/A  
Description: Located in the Order data block and indicates the county FIPS code in which the order was established.  
Rules that apply to this data element:  
All data must be in ASCII format.  
If not used, must be blank filled.

**Field Name: Order-FIPS-State**

Location: 1-2  
Condition: Conditionally required. See the Data Block Record Layout for conditionally required criteria.  
Length: 2  
Format: Numeric  
Value(s): N/A  
Description: Located in the Order data block and indicates the State FIPS code in which the order was established.  
Rules that apply to this data element:  
All data must be in ASCII format.  
If not used, must be blank filled.

**Field Name: Order-FIPS-Sub**

Location: 6-7  
Condition: Optional  
Length: 2  
Format: Alphanumeric  
Value(s): N/A  
Description: Located in the Order data block and specifies the 6<sup>th</sup> and 7<sup>th</sup> digits of the FIPS code in the State in which the order was established.  
Rules that apply to this data element:  
All data must be in ASCII format.  
All data must be in upper case.  
All data must be left justified.  
If not used, must be blank filled.

**Field Name: Order-Freq.**

Location: 36  
Condition: Conditionally required. See the Data Block Record Layout for conditionally required criteria.  
Length: 1  
Format: Alphanumeric  
Value(s): W – Weekly  
B – Bi-weekly  
S – Semi-monthly  
M – Monthly  
Q – Quarterly  
E – Semi-annually  
A – Annually  
Description: Located in the Order data block and indicates the frequency of payment.  
Rules that apply to this data element:  
All data must be in ASCII format.  
All data must be in upper case.  
If not used, must be blank filled.

**Field Name: Order-Freq.-Amount**

Location: 37-48  
Condition: Conditionally required. See the Data Block Record Layout for conditionally required criteria.  
Length: 12  
Format: Numeric  
Value(s): N/A  
Description: Located in the Order data block and indicates the dollar amount owed per each Order-Freq.

Rules that apply to this data element:

All data must be in ASCII format.

If not used, must be blank filled.

The format is +99999999.99. If used, the amount must be right justified and zero filled to the left. If not used, the field must be blank filled. If negative, the minus (-) character must appear in the 1<sup>st</sup> position of the field. If positive, the plus (+) character (or blank fill) must be in the 1<sup>st</sup> position of the field. (If blank filled in the 1<sup>st</sup> position of the field, the State CSE system should read as positive.) Zero is an acceptable amount where noted in the comments section of the Data Block Record Layout.

**Field Name: Order-ID**

Location: 8-24  
Condition: Required  
Length: 17  
Format: Alphanumeric  
Value(s): N/A  
Description: Located in the Order data block and indicates the identification number assigned to the order.

Rules that apply to this data element:

All data must be in ASCII format.

All data must be in upper case.

All data must be left justified.

If not used, must be blank filled.

**Field Name: Order-Type**

Location: 33

Condition: Conditionally required. See the Data Block Record Layout for conditionally required criteria.

Length: 1

Format: Alphanumeric

Value(s): A – Administrative  
J – Judicial  
P – Paternity

Description: Located in the Order data block and indicates the type of order.

Rules that apply to this data element:

All data must be in ASCII format.

All data must be in upper case.

If not used, must be blank filled.

**Field Name: Other-Case-ID**

Location 61-75

Condition: Conditionally required. See the Data Block Record Layout for conditionally required criteria.

Length: 15

Format: Alphanumeric

Value(s): N/A

\*Description: Located in the Sent FROM the CSENet 2000 server Header and Sent TO CSENet 2000 server Header records and identifies the Case ID used by the jurisdiction with which you are communicating. The following criteria apply to this field:

- First position must not be a space.
- Must not contain all zeros.
- Must not contain an asterisk (\*) or backslash (\) in any position.
- Must not contain a combination of spaces and zeros.

Rules that apply to these data elements:

All data must be in ASCII format.

All data must be in upper case.

All data must be left justified.

If not used, must be blank filled.

**Field Name: Other-FIPS-County**

Location: 10-12  
Condition: Required  
Length: 3  
Format: Numeric  
Value(s): N/A

\*Description: Located in the Transaction Header Sent FROM the CSENet 2000 server and specifies the 3<sup>rd</sup>, 4<sup>th</sup>, and 5<sup>th</sup> digits of the State's FIPS code sending a transaction. Also located in the Transaction Header Sent TO the CSENet 2000 server and specifies the 3<sup>rd</sup>, 4<sup>th</sup>, and 5<sup>th</sup> digits of the FIPS code of the State for which the transaction is intended.

Rules that apply to these data elements:  
All data must be in ASCII format.

**Field Name: Other-FIPS-State**

Location: 8-9  
Condition: Required  
Length: 2  
Format: Numeric  
Value(s): N/A

\*Description: Located in the Transaction Header Sent FROM the CSENet 2000 server and specifies the 1<sup>st</sup> and 2<sup>nd</sup> digits of the State's FIPS code sending a transaction. Also, located in the Transaction Header Sent TO the CSENet 2000 server and specifies the 1<sup>st</sup> and 2<sup>nd</sup> digits of the FIPS code of the State to which the transaction is intended.

Rules that apply to these data elements:  
All data must be in ASCII format.

**Field Name: Other-FIPS-Sub**

Location: 13-14  
Condition: Optional  
Length: 2  
Format: Alphanumeric  
Value(s): N/A

\*Description: Located in the Transaction Header Sent FROM the CSENet 2000 server and specifies the 6<sup>th</sup> and 7<sup>th</sup> digits of the State's FIPS code sending a transaction. Also located in the Transaction Header Sent TO the CSENet 2000 server and specifies the 6<sup>th</sup> and 7<sup>th</sup> digits of the FIPS code of the State for which a transaction is intended.

Rules that apply to these data elements:  
All data must be in ASCII format.  
All data must be in upper case.  
All data must be left justified.  
If not used, must be blank filled.

**Field Name: Overdue-Ind.**

Location: 127

Condition: Required

Length: 1

Format: Numeric

Value(s): 0

\*Description: Located in the Transaction Header Sent TO the CSENet 200 server. This field must be filled with 0 by the State CSE System. (Field reserved for future use.)  
Rules that apply to this data element:

All data must be in ASCII format. Field Name: Participant-Address-

**Line-1**

Location: 79-103

Condition: Conditionally required. See the Data Block Record Layout for conditionally required criteria.

Length: 25

Format: Alphanumeric

Value(s): N/A

Description: Located in the Participant data block. Line 1 of the participant's address.

Rules that apply to this data element:

All data must be in ASCII format.

All data must be in upper case.

All data must be left justified.

If not used, must be blank filled.

**Field Name: Participant-Address-Line-2**

Location: 104-128

Condition: Optional

Length: 25

Format: Alphanumeric

Value(s): N/A

Description: Located in the Participant data block. Line 2 of the participant's address.

Rules that apply to this data element:

All data must be in ASCII format.

All data must be in upper case.

All data must be left justified.

If not used, must be blank filled.

**Field Name: Participant-City**

Location: 129-146

Condition: Optional

Length: 18

Format: Alphanumeric

Value(s): N/A

Description: Located in the Participant data block and indicates the participant's city of residence.

Rules that apply to this data element:

All data must be in ASCII format.

All data must be in upper case.

All data must be left justified.

If not used, must be blank filled.

**Field Name: Participant-Data-Ind.**

Location: 93

Condition: Required

Length: 1

Format: Numeric

Value(s): 0 – Participant data block is not included in this transaction  
1 – One Participant data block is included in this transaction  
2 – Two Participant data blocks are included in this transaction  
3 – Three Participant data blocks are included in this transaction  
4 – Four Participant data blocks are included in this transaction  
5 – Five Participant data blocks are included in this transaction  
6 – Six Participant data blocks are included in this transaction  
7 – Seven Participant data blocks are included in this transaction  
8 – Eight Participant data blocks are included in this transaction  
9 – Nine Participant data blocks are included in this transaction

\*Description: Located in the Sent FROM the CSENet 2000 server Header, and Sent TO CSENet 2000 server Header records and indicate whether a Participant data block is included in a CSENet 2000 transaction.

Rules that apply to these data elements:

All data must be in ASCII format.

**Field Name: Participant-Employer-Info-Emp-City**

Location: 248-265

Condition: Optional

Length: 18

Format: Alphanumeric

Value(s): N/A

Description: Located in the Participant data block and indicates the city of the participant's employer.

Rules that apply to this data element:

All data must be in ASCII format.

All data must be in upper case.

All data must be left justified.

If not used, must be blank filled.

**Field Name: Participant-Employer-Info-Emp-Name**

Location: 158-197

Condition: Optional

Length: 40

Format: Alphanumeric

Value(s): N/A

Description: Located in the Participant data block and indicates the participant's employer name.

Rules that apply to this data element:

All data must be in ASCII format.

All data must be in upper case.

All data must be left justified.

If not used, must be blank filled.

**Field Name: Participant-Employer-Info-Emp-State**

Location: 266-267

Condition: Optional

Length: 2

Format: Alphanumeric

Value(s): See Charts A-1 and A-2 at the end of this document for a complete listing of valid values.

Description: Located in the Participant data block and indicates the participant's employer's State.

Rules that apply to this data element:

All data must be in ASCII format.

All data must be in upper case.

All data must be left justified.

If not used, must be blank filled.

**Field Name: Participant-Employer-Info-Emp-Street-Line-1**

Location: 198-222  
Condition: Optional  
Length: 25  
Format: Alphanumeric  
Value(s): N/A  
Description: Located in the Participant data block. Line 1 of the participant's employer's address.

Rules that apply to this data element:  
All data must be in ASCII format.  
All data must be in upper case.  
All data must be left justified.  
If not used, must be blank filled.

**Field Name: Participant-Employer-Info-Emp-Street-Line-2**

Location: 223-247  
Condition: Optional  
Length: 25  
Format: Alphanumeric  
Value(s): N/A  
Description: Located in the Participant data block. Line 2 of the participant's employer's address.

Rules that apply to this data element:  
All data must be in ASCII format.  
All data must be in upper case.  
All data must be left justified.  
If not used, must be blank filled.

**Field Name: Participant-Employer-Info-Emp-Zip-1**

Location: 268-272  
Condition: Optional  
Length: 5  
Format: Numeric  
Value(s): N/A  
Description: Located in the Participant data block and specifies the 1<sup>st</sup> five digits of the participant's employer's ZIP Code.

Rules that apply to this data element:  
All data must be in ASCII format.  
If not used, must be blank filled.  
If used, must be filled with valid numbers between 0 – 9 inclusive, and the value of the field must not be repetitive unless it is 22222, 44444 or 55555.

**Field Name: Participant-Employer-Info-Emp-Zip-2**

Location: 273-276

Condition: Optional

Length: 4

Format: Numeric

Value(s): N/A

Description: Located in the Participant data block and specifies the last four digits of the participant's employer's ZIP Code.

Rules that apply to this data element:

All data must be in ASCII format

If not used, must be blank filled.

If used, must be filled with valid numbers between 0 – 9 inclusive

**Field Name: Participant-State**

Location: 147-148

Condition: Optional

Length: 2

Format: Alphanumeric

Value(s): See Charts A-1 and A-2 at the end of this document for a complete listing of valid values.

Description: Located in the Participant data block and indicates the participant's State of residence.

Rules that apply to this data element:

All data must be in ASCII format.

All data must be in upper case.

All data must be left justified.

If not used, must be blank filled.

**Field Name: Participant-Status**

Location: 77

Condition: Conditionally required. See the Data Block Record Layout for conditionally required criteria.

Length: 1

Format: Alphanumeric

Value(s): O – Open (Active)

C – Closed (Inactive)

Description: Located in the Participant data block and indicates whether the participant is an active member in this case.

Rules that apply to this data element:

All data must be in ASCII format.

All data must be in upper case.

If not used, must be blank filled.

**Field Name: Participant-Zip-1**

Location: 149-153

Condition: Optional

Length: 5

Format: Numeric

Value(s): N/A

Description: Located in the Participant data block and specifies the 1<sup>st</sup> five digits of the participant's ZIP Code.

Rules that apply to this data element:

All data must be in ASCII format.

If not used, must be blank filled.

If used, must be filled with valid numbers between 0 – 9 inclusive, and the value of the field must not be repetitive unless it is 22222, 44444 or 55555.

**Field Name: Participant-Zip-2**

Location: 154-157

Condition: Optional

Length: 4

Format: Numeric

Value(s): N/A

Description: Located in the Participant data block and specifies the last four digits of the participant's ZIP Code.

Rules that apply to this data element:

All data must be in ASCII format.

If not used, must be blank filled.

If used, must be filled with valid numbers between 0 – 9 inclusive.

**Field Name: Payment-Amount**

Location: 17-28

Condition: Conditionally required. See the Data Block Record Layout for conditionally required criteria.

Length: 12

Format: Numeric

Value(s): N/A

Description: Located in the Collection data block and indicates the total payment received.

Rules that apply to this data element:

All data must be in ASCII format.

If not used, must be blank filled.

The format is +99999999.99. If used, the amount must be right justified and zero filled to the left. If not used, the field must be blank filled. If negative, the minus (-) character must appear in the 1<sup>st</sup> position of the field. If positive, the plus (+) character (or blank fill) must be in the 1<sup>st</sup> position of the field. (If blank filled in the 1<sup>st</sup> position of the field, the State CSE system should read as positive.) Zero is an acceptable amount where noted in the comments section of the Data Block Record Layout.

**Field Name: Payment-City**

Location: 53-70

Condition: Optional

Length: 18

Format: Alphanumeric

Value(s): N/A

Description: Located in the Case data block and indicates the city to which payments are mailed.

Rules that apply to this data element:

All data must be in ASCII format.

All data must be in upper case.

All data must be left justified.

If not used, must be blank filled.

**Field Name: Payment-FIPS-County**

Location: 346-348

Condition: Optional

Length: 3

Format: Numeric

Value(s): N/A

Description: Located in the Case data block and specifies the 3<sup>rd</sup>, 4<sup>th</sup> and 5<sup>th</sup> digits of the FIPS code used, for the payment mailing address.

Rules that apply to this data element:

All data must be in ASCII format.

If not used, must be blank filled.

**Field Name: Payment-FIPS-State**

Location: 344-345

Condition: Optional

Length: 2

Format: Numeric

Value(s): N/A

Description: Located in the Case data block and specifies the 1<sup>st</sup> and 2<sup>nd</sup> digits of the FIPS code for the payment mailing address.

Rules that apply to this data element:

All data must be in ASCII format.

If not used, must be blank filled.

**Field Name: Payment-FIPS-Sub**

Location: 349-350

Condition: Optional

Length: 2

Format: Alphanumeric

Value(s): N/A

Description: Located in the Case data block and specifies the 6<sup>th</sup> and 7<sup>th</sup> digits of the payment FIPS code.

Rules that apply to this data element:

All data must be in ASCII format.

All data must be in upper case.

All data must be left justified.

If not used, must be blank filled.

**Field Name: Payment-Mail-Address-Line-1**

Location: 3-27

Condition: Conditionally required. See the Data Block Record Layout for conditionally required criteria.

Length: 25

Format: Alphanumeric

Value(s): N/A

Description: Located in the Case data block. Line 1 of the address to which payments are mailed.

Rules that apply to this data element:

All data must be in ASCII format.

All data must be in upper case.

All data must be left justified.

If not used, must be blank filled.

**Field Name: Payment-Mail-Address-Line 2**

Location: 28-52

Condition: Optional

Length: 25

Format: Alphanumeric

Value(s): N/A

Description: Located in the Case data block. Line 2 of the address to which payments are mailed.

Rules that apply to this data element:

All data must be in ASCII format.

All data must be in upper case.

All data must be left justified.

If not used, must be blank filled.

**Field Name: Payment-Source**

Location: 29

Condition: Conditionally required. See the Data Block Record Layout for conditionally required criteria.

Length: 1

Format: Alphanumeric

Value(s): A – Wage Assignment

G – Garnishment

I – IRS Tax Intercept

S – State Tax Intercept

U – UIB Intercept

N – Normal

O – Other

W – Worker’s Compensation Offset

Description: Located in the Collection data block and indicates the source of payment received.

Rules that apply to this data element:

All data must be in ASCII format.

All data must be in upper case.

If not used, must be blank filled.

**Field Name: Payment-State**

Location: 71-72

Condition: Optional

Length: 2

Format: Alphanumeric

Value(s): See Charts A-1 and A-2 at the end of this document for a complete listing of valid values.

Description: Located in the Case data block and indicates the State to which payments are mailed.

Rules that apply to this data element:

All data must be in ASCII format.

All data must be in upper case.

All data must be left justified.

If not used, must be blank filled.

**Field Name: Payment-Zip-1**

Location: 73-77

Condition: Optional

Length: 5

Format: Numeric

Value(s): N/A

Description: Located in the Case data block and indicates the 1<sup>st</sup> five digits of the ZIP Code to which payments are mailed.

Rules that apply to this data element:

All data must be in ASCII format.

If not used, must be blank filled.

If used, must be filled with valid numbers between 0 – 9 inclusive, and the value of the field must not be repetitive unless it is 22222, 44444 or 55555.

**Field Name: Payment-Zip-2**

Location: 78-81

Condition: Optional

Length: 4

Format: Numeric

Value(s): N/A

Description: Located in the Case data block and indicates the last four digits of the ZIP Code to which payments are mailed.

Rules that apply to this data element:

All data must be in ASCII format.

If not used, must be blank filled.

If used, must be filled with valid numbers between 0 – 9 inclusive.

**Field Name: Phone-Extension**

Location: 227-232  
Condition: Optional  
Length: 6  
Format: Alphanumeric  
Value(s): N/A  
Description: Located in the Case data block and indicates the contact person's phone extension.

Rules that apply to this data element:

All data must be in ASCII format.

All data must be in upper case.

All data must be left justified.

If not used, must be blank filled.

**Field Name: Place-Of-Birth**

Location: 76-90 – NCP ID data block  
314-338 – Participant data block  
Condition: Optional  
Length: 15 – NCP ID data block  
25 – Participant data block  
Format: Alphanumeric  
Value(s): N/A  
Description: Located in the NCP ID data block and indicates the non-custodial parent's birthplace. Also located in the Participant data block and indicates the participant's place of birth.

Rules that apply to this data element:

All data must be in ASCII format.

All data must be in upper case.

All data must be left justified.

If not used, must be blank filled.

**Field Name: Possibly-Dangerous**

Location: 139

Condition: Optional

Length: 1

Format: Alphanumeric

Value(s): Y – Possibly Dangerous  
N or Blank – Not known to be dangerous

Description: Located in the NCP ID data block and indicates whether the non-custodial parent is known to be dangerous. This field is *not* the same as the Family Violence Indicator in the Federal Case Registry.

Rules that apply to this data element:

All data must be in ASCII format.

All data must be in upper case.

All data must be left justified.

If not used, must be blank filled.

**Field Name: Processing-Complete**

Location: 111

Condition: Optional

Length: 1

Format: Alphanumeric

Value(s): N/A

Description: Located in the Transaction Header Sent From the CSENet 2000 server. This field will be blank filled. (Field reserved for future use.)

Rules that apply to this data element:

All data must be in ASCII format.

All data must be in upper case.

All data must be left justified.

If not used, must be blank filled.

**Field Name: Professional-Licenses**

Location: 1372-1421

Condition: Optional

Length: 50

Format: Alphanumeric

Value(s): N/A

Description: Located in the NCP Locate data block and identifies any professional licenses issued to the non-custodial parent.

Rules that apply to this data element:

All data must be in ASCII format.

All data must be in upper case.

All data must be left justified.

If not used, must be blank filled.

**Field Name: Race**

Location: 74 – NCP ID data block  
75 – Participant data block

Condition: Optional

Length: 1

Format: Alphanumeric

Value(s): W – White  
B – Black  
I – American Indian, Eskimo or Aleutian  
A – Asian or Pacific Islander  
S – Hispanic  
X – Other

Description: Located in the NCP ID data block and indicates the non-custodial parent's ethnic group. Also located in the Participant data block and indicates the participant's ethnic group.

Rules that apply to this data element:

All data must be in ASCII format.

All data must be in upper case.

If not used, must be blank filled.

**Field Name: RDFI-Account-Num.**

Location: 51-70

Condition: Optional

Length: 20

Format: Alphanumeric

Value(s): N/A

Description: Located in the Collection data block and indicates the account number used for electronic funds transfer.

Rules that apply to this data element:

All data must be in ASCII format.

All data must be in upper case.

All data must be left justified.

If not used, must be blank filled.

**Field Name: RDFI-ID**

Location: 31-50

Condition: Optional

Length: 20

Format: Alphanumeric

Value(s): N/A

Description: Located in the Collection data block and indicates the identification number used for electronic funds transfer.

Rules that apply to this data element:

All data must be in ASCII format.

All data must be in upper case.

All data must be left justified.

If not used, must be blank filled.

**Field Name: Relationship**

Location: 76

Condition: Conditionally required. See the Data Block Record Layout for conditionally required criteria.

Length: 1

Format: Alphanumeric

Value(s): A – Non-custodial Parent

C – Custodial Party

D – Dependent

P – Putative

S – Second Adult (Caretaker if not parent)

Description: Located in the Participant data block and indicates the relationship of the participant in the case.

Rules that apply to this data element:

All data must be in ASCII format.

All data must be in upper case.

If not used, must be blank filled.

**Field Name: Residential-Address-Confirmed-Ind.**

Location: 175  
Condition: Conditionally required. See the Data Block Record Layout for conditionally required criteria.  
Length: 1  
Format: Alphanumeric  
Value(s): Y – Address verified  
N – Address not verified  
P – Partial address only  
Description: Located in the NCP Locate data block and indicates confirmation of the residential address.  
Rules that apply to this data element:  
All data must be in ASCII format.  
All data must be in upper case.  
If not used, must be blank filled.

**Field Name: Residential-Address-Effective-Date**

Location: 159-166  
Condition: Conditionally required. See the Data Block Record Layout for conditionally required criteria.  
Length: 8  
Format: Numeric  
Value(s): N/A  
Description: Located in the NCP Locate data block and indicates when the non-custodial parent was discovered to be residing at the address.  
Rules that apply to this data element:  
All data must be in ASCII format.  
If not used, must be blank filled.  
The date must be in CCYYMMDD format. Acceptable century-year ranges are 1900-2099.

**Field Name: Residential-Address-End-Date**

Location: 167-174  
Condition: Conditionally required. See the Data Block Record Layout for conditionally required criteria.  
Length: 8  
Format: Numeric  
Value(s): N/A  
Description: Located in the NCP Locate data block and indicates when the NCP was no longer at this address.  
Rules that apply to this data element:  
All data must be in ASCII format.  
If not used, must be blank filled.  
The date must be in CCYYMMDD format. Acceptable century-year ranges are 1900-2099.

**Field Name: Residential-Address-Line-1**

Location: 1-25  
Condition: Conditionally required.  
Length: 25  
Format: Alphanumeric  
Value(s): N/A  
Description: Located in the NCP Locate data block. Line 1 of the non-custodial parent's residential address.  
Rules that apply to this data element:  
All data must be in ASCII format.  
All data must be in upper case.  
All data must be left justified.  
If not used, must be blank filled.  
If used, must be filled with valid numbers between 0 – 9 inclusive.

**Field Name: Residential-Address-Line-2**

Location: 26-50  
Condition: Optional  
Length: 25  
Format: Alphanumeric  
Value(s): N/A  
Description: Located in the NCP Locate data block. Line 2 of the non-custodial parent's residential address.  
Rules that apply to this data element:  
All data must be in ASCII format.  
All data must be in upper case.  
All data must be left justified.  
If not used, must be blank filled.

**Field Name: Residential-City**

Location: 51-68  
Condition: Optional  
Length: 18  
Format: Alphanumeric  
Value(s): N/A  
Description: Located in the NCP Locate data block and indicates the non-custodial parent's city of residence.  
Rules that apply to this data element:  
All data must be in ASCII format.  
All data must be in upper case.  
All data must be left justified.  
If not used, must be blank filled.

**Field Name: Residential-State**

Location: 69-70

Condition: Optional

Length: 2

Format: Alphanumeric

Value(s): See Charts A-1 and A-2 at the end of this document for a complete listing of valid values.

Description: Located in the NCP Locate data block and indicates the non-custodial parent's State of residence.

Rules that apply to this data element:

All data must be in ASCII format.

All data must be in upper case.

All data must be left justified.

If not used, must be blank filled.

**Field Name: Residential-Zip-1**

Location: 71-75

Condition: Optional

Length: 5

Format: Numeric

Value(s): N/A

Description: Located in the NCP Locate data block and specifies the 1<sup>st</sup> five digits of the non-custodial parent's residential ZIP Code.

Rules that apply to this data element:

All data must be in ASCII format.

If not used, must be blank filled.

If used, must be filled with valid numbers between 0 – 9 inclusive, and the value of the field must not be repetitive unless it is 22222, 44444 or 55555.

**Field Name: Residential-Zip-2**

Location: 76-79

Condition: Optional

Length: 4

Format: Numeric

Value(s): N/A

Description: Located in the NCP Locate data block and specifies the last 4 digits of the non-custodial parent's residential ZIP Code.

Rules that apply to this data element:

All data must be in ASCII format.

If not used, must be blank filled.

If used, must be filled with valid numbers between 0 – 9 inclusive.

**Field Name: Responding-Docket-Num.**

Location: 233-249  
Condition: Optional  
Length: 17  
Format: Alphanumeric  
Value(s): N/A  
Description: Located in the Case data block and indicates the responding State's docket number.

Rules that apply to this data element:

All data must be in ASCII format.

All data must be in upper case.

All data must be left justified.

If not used, must be blank filled.

**Field Name: Response-Date**

Location: 119-126  
Condition: Optional  
Length: 8  
Format: Numeric  
Value(s): N/A  
Description: Located in the Transaction Header Sent TO the CSENet 2000 server. This field must be blank filled by the State CSE System. (Field reserved for future use.)

Rules that apply to this data element:

All data must be in ASCII format.

If not used, must be blank filled.

**Field Name: Send-Payments-Bank-Account**

Location: 312-331  
Condition: Optional  
Length: 20  
Format: Numeric  
Value(s): N/A  
Description: Located in the Case data block and indicates the bank account number for transfer of payments via Electronic Funds Transfer (EFT).

Rules that apply to this data element:

All data must be in ASCII format.

If not used, must be blank filled.

If used, must be filled with valid numbers between 0 – 9 inclusive.

**Field Name: Send-Payments-Routing-Code**

Location: 332-341

Condition: Optional

Length: 10

Format: Numeric

Value(s): N/A

Description: Located in the Case data block and indicates the bank routing code used for the transfer of payments via Electronic Funds Transfer (EFT).

Rules that apply to this data element:

All data must be in ASCII format.

If not used, must be blank filled.

If used, must be filled with valid numbers between 0 – 9 inclusive.

**Field Name: Sent-Date**

Location: 97-104

Condition: Optional

Length: 8

Format: Numeric

Value(s): N/A

Description: Located in the Transaction Header Sent TO the CSENet 2000 server and indicates the date the transaction was generated or sent.

Rules that apply to this data element:

All data must be in ASCII format.

If not used, must be blank filled.

The date must be in CCYYMMDD format. Acceptable century-year ranges are 1900-2099.

**Field Name: Sent-Time**

Location: 105-110

Condition: Optional

Length: 6

Format: Numeric

Value(s): N/A

Description: Located in the Transaction Header Sent TO the CSENet 2000 server and indicates the time the transaction was generated or sent.

Rules that apply to this data element:

All data must be in ASCII format.

If not used, must be blank filled.

Must be in HHMMSS format.

**Field Name: Sent-to-State-Host**

Location: 120

Condition: N/A

Length: 1

Format: Alphanumeric

Value(s): N/A

Description: Located in the Transaction Header sent FROM the CSENet 2000 server. This field is blank filled by the CSENet 2000 host. (Field reserved for future use by CSENet 2000.) This field is sent to the State receiving a CSENet 2000 transaction.

Rules that apply to this data element:

All data must be in ASCII format.

All data must be in upper case.

**Field Name: Spouse-Name-First**

Location: 424-439

Condition: Optional

Length: 16

Format: Alphanumeric

Value(s): N/A

Description: Located in the NCP Locate data block and specifies the first name of the non-custodial parent's spouse.

Rules that apply to this data element:

All data must be in ASCII format.

All data must be in upper case.

All data must be left justified.

If not used, must be blank filled.

**Field Name: Spouse-Name-Last**

Location: 403-423

Condition: Optional

Length: 21

Format: Alphanumeric

Value(s): N/A

Description: Located in the NCP Locate data block and specifies the last name of the non-custodial parent's spouse.

Rules that apply to this data element:

All data must be in ASCII format.

All data must be in upper case.

All data must be left justified.

If not used, must be blank filled.

**Field Name: Spouse-Name-Middle**

Location: 440-455

Condition: Optional

Length: 16

Format: Alphanumeric

Value(s): N/A

Description: Located in the NCP Locate data block and specifies the middle name of the non-custodial parent's spouse.

Rules that apply to this data element:

All data must be in ASCII format.

All data must be in upper case.

All data must be left justified.

If not used, must be blank filled.

**Field Name: Spouse-Name-Suffix**

Location: 456-458

Condition: Optional

Length: 3

Format: Alphanumeric

Value(s): N/A

Description: Located in the NCP Locate data block and specifies the name suffix, e.g., Jr., of the non-custodial parent's spouse.

Rules that apply to this data element:

All data must be in ASCII format.

All data must be in upper case.

All data must be left justified.

If not used, must be blank filled.

**Field Name: SSN**

Location: 57-65 – NCP ID data block  
65-73 – Participant data block

Condition: Conditionally required. See the Data Block Record Layout for conditionally required criteria.

Length: 9

Format: Numeric

Value(s): N/A

Description: Located in the NCP ID data block and indicates the non-custodial parent's Social Security Number. Also located in the Participant data block and indicates the participant's Social Security Number.

Rules that apply to these data elements:

All data must be in ASCII format.

If not used, must be blank filled.

If used, must be filled with valid numbers between 0 – 9 inclusive.

**Field Name: State-With-CEJ**

Location: 342-343

Condition: Optional

Length: 2

Format: Alphanumeric

Value(s): See Charts A-1 and A-2 at the end of this document for a complete listing of valid values.

Description: Located in the Case data block and indicates the State that has continuing exclusive jurisdiction (CEJ).

Rules that apply to this data element:

All data must be in ASCII format.

All data must be in upper case.

All data must be left justified.

If not used, must be blank filled.

**Field Name: Status-Change-Code**

Location: 1

Condition: Conditionally required. See the Data Block Record Layout for conditionally required criteria.

Length: 1

Format: Alphanumeric

Value(s): O – Open

C – Closed

Description: Located in the Information data block and indicates whether the case status has changed.

Rules that apply to this data element:

All data must be in ASCII format.

All data must be in upper case.

**Field Name: Time-Received**

Location: 105-110

Condition: Optional

Length: 6

Format: Numeric

Value(s): N/A

Description: Located in the Transaction Header sent FROM the CSENet 2000 server. The State CSE system may fill this field with the time the transaction was received.

Rules that apply to this data element:

All data will be in ASCII format.

Must be in HHMMSS format.

**Field Name: Transaction-Date**

Location: 38-45

Condition: Required

Length: 8

Format: Numeric

Value(s): N/A

\*Description: Located in the Sent FROM the CSENet 2000 server Header and Sent TO CSENet 2000 server Header records and indicates the date this transaction was generated.

Rules that apply to these data elements:

All data must be in ASCII format.

The date must be in CCYYMMDD format. Acceptable century-year ranges are 1900-2099.

**Field Name: Transaction-Serial-Number**

Location: 18-29

Condition: Required

Length: 12

Format: Numeric

Value(s): 000000000001 – 999999999999

\*Description: Located in the Sent FROM the CSENet 2000 server Header and Sent TO CSENet 2000 server Header records and specifies a unique sequential number for each transaction sent by the State.

Rules that apply to these data elements:

All data must be in ASCII format.

**Field Name: Transaction-Type**

Location: 32-33

Condition: Optional

Length: 2

Format: Alphanumeric

Value(s): Blank

\*Description: Located in the Sent FROM the CSENet 2000 server Header and Sent TO CSENet 2000 server Header records. This field is reserved for future use. Ignore on received transactions.

Rules that apply to these data elements:

All data must be in ASCII format.

If not used, must be blank filled.

**Field Name: Tribunal-Case-Number**

Location: 211-227

Condition: Optional

Length: 17

Format: Alphanumeric

Value(s): N/A

Description: Located in the Order data block and indicates the case number issued by the tribunal.

Rules that apply to this data element:

All data must be in ASCII format.

All data must be in upper case.

All data must be left justified.

If not used, must be blank filled.

**Field Name: Wage2-Amount**

Location: 1188-1199

Condition: Conditionally required. See the Data Block Record Layout for conditionally required criteria.

Length: 12

Format: Numeric

Value(s): N/A

Description: Located in the NCP Locate data block and indicates the amount of wages reported by the non-custodial parent's 2<sup>nd</sup> employer.

Rules that apply to this data element:

All data must be in ASCII format.

If not used, must be blank filled.

The format is +99999999.99. If used, the amount must be right justified and zero filled to the left. If not used, the field must be blank filled. If negative, the minus (-) character must appear in the 1<sup>st</sup> position of the field. If positive, the plus (+) character (or blank fill) must be in the 1<sup>st</sup> position of the field. (If blank filled in the 1<sup>st</sup> position of the field, the State CSE system should read as positive.) Zero is an acceptable amount where noted in the comments section of the Data Block Record Layout.

**Field Name: Wage2-Qtr**

Location: 1183

Condition: Conditionally required. See the Data Block Record Layout for conditionally required criteria.

Length: 1

Format: Numeric

Value(s): 1 – 1<sup>st</sup> Quarter  
2 – 2<sup>nd</sup> Quarter  
3 – 3<sup>rd</sup> Quarter  
4 – 4<sup>th</sup> Quarter

Description: Located in the NCP Locate data block and indicates the quarter of the year in which wages were reported by the non-custodial parent's 2<sup>nd</sup> employer.

Rules that apply to this data element:  
All data must be in ASCII format.  
If not used, must be blank filled.

**Field Name: Wage2-Year**

Location: 1184-1187

Condition: Conditionally required. See the Data Block Record Layout for conditionally required criteria.

Length: 4

Format: Numeric

Value(s): Any year between 1900 – 2099 inclusive

Description: Located in the NCP Locate data block and indicates the calendar year in which wages were reported by the non-custodial parent's 2<sup>nd</sup> employer.

Rules that apply to this data element:  
All data must be in ASCII format.  
If not used, must be blank filled.  
Must be in CCYY format.

**Field Name: Wage3-Amount**

Location: 1360-1371

Condition: Conditionally required. See the Data Block Record Layout for conditionally required criteria.

Length: 12

Format: Numeric

Value(s): N/A

Description: Located in the NCP Locate data block and indicates the amount of wages reported by the non-custodial parent's 3<sup>rd</sup> employer.

Rules that apply to this data element:

All data must be in ASCII format

If not used, must be blank filled.

The format is +99999999.99. If used, the amount must be right justified and zero filled to the left. If not used, the field must be blank filled. If negative, the minus (-) character must appear in the 1<sup>st</sup> position of the field. If positive, the plus (+) character (or blank fill) must be in the 1<sup>st</sup> position of the field. (If blank filled in the 1<sup>st</sup> position of the field, the State CSE system should read as positive.) Zero is an acceptable amount where noted in the comments section of the Data Block Record Layout.

**Field Name: Wage3-Qtr**

Location: 1355

Condition: Conditionally required. See the Data Block Record Layout for conditionally required criteria.

Length: 1

Format: Numeric

Value(s): 1 – 1<sup>st</sup> Quarter  
2 – 2<sup>nd</sup> Quarter  
3 – 3<sup>rd</sup> Quarter  
4 – 4<sup>th</sup> Quarter

Description: Located in the NCP Locate data block and indicates the quarter of the year in which wages were reported by the non-custodial parent's 3<sup>rd</sup> employer.

Rules that apply to this data element:

All data must be in ASCII format.

If not used, must be blank filled.

**Field Name: Wage3-Year**

Location: 1356-1359

Condition: Conditionally required. See the Data Block Record Layout for conditionally required criteria.

Length: 4

Format: Numeric

Value(s): Any year between 1900 – 2099 inclusive

Description: Located in the NCP Locate data block and indicates the calendar year in which wages were reported by the non-custodial parent's 3<sup>rd</sup> employer.

Rules that apply to this data element:

All data must be in ASCII format.

If not used, must be blank filled.

Must be in CCYY format.

**Field Name: Wage-Amount**

Location: 651-662

Condition: Conditionally required. See the Data Block Record Layout for conditionally required criteria.

Length: 12

Format: Numeric

Value(s): N/A

Description: Located in the NCP Locate data block and indicates the amount of wages reported by the non-custodial parent's 1<sup>st</sup> employer.

Rules that apply to this data element:

All data must be in ASCII format.

If not used, must be blank filled.

The format is +99999999.99. If used, the amount must be right justified and zero filled to the left. If not used, the field must be blank filled. If negative, the minus (-) character must appear in the 1<sup>st</sup> position of the field. If positive, the plus (+) character (or blank fill) must be in the 1<sup>st</sup> position of the field. (If blank filled in the 1<sup>st</sup> position of the field, the State CSE system should read as positive.) Zero is an acceptable amount where noted in the comments section of the Data Block Record Layout.

**Field Name: Wage-Qtr**

Location: 646

Condition: Conditionally required. See the Data Block Record Layout for conditionally required criteria.

Length: 1

Format: Numeric

Value(s): 1 – 1<sup>st</sup> Quarter  
2 – 2<sup>nd</sup> Quarter  
3 – 3<sup>rd</sup> Quarter  
4 – 4<sup>th</sup> Quarter

Description: Located in the NCP Locate data block and indicates the quarter of the year in which wages were reported by the non-custodial parent's 1<sup>st</sup> employer.

Rules that apply to this data element:

All data must be in ASCII format.

If not used, must be blank filled.

**Field Name: Wage-Year**

Location: 647-650

Condition: Conditionally required. See the Data Block Record Layout for conditionally required criteria.

Length: 4

Format: Numeric

Value(s): Any year between 1900 – 2099 inclusive

Description: Located in the NCP Locate data block and indicates the calendar year in which wages were reported by the non-custodial parent's 1<sup>st</sup> employer.

Rules that apply to this data element:

All data must be in ASCII format.

If not used, must be blank filled.

Must be in CCYY format.

**Field Name: Weight**

Location: 94-96

Condition: Optional

Length: 3

Format: Numeric

Value(s): N/A

Description: Located in the NCP ID data block and indicates the weight (in pounds) of the non-custodial parent.

Rules that apply to this data element:

All data must be in ASCII format.

If not used, must be blank filled.

If used, must be filled with valid numbers between 0 – 9 inclusive.

**Field Name: Work-Phone**

Location: 304-313

Condition: Optional

Length: 10

Format: Numeric

Value(s): N/A

Description: Located in the Participant data block and indicates the participant's work phone number.

Rules that apply to this data element:

All data must be in ASCII format.

If not used, must be blank filled.

If used, must be filled with valid numbers between 0 – 9 inclusive.

**Field Name: Work-Phone-Num.**

Location: 203-212

Condition: Optional

Length: 10

Format: Numeric

Value(s): N/A

Description: Located in the NCP Locate data block and indicates the non-custodial parent's work phone number.

Rules that apply to this data element:

All data must be in ASCII format.

If not used, must be blank filled.

If used, must be filled with valid numbers between 0 – 9 inclusive.

## A.1 Data Definitions for the CSENet 2000 Server Transaction Error Report

**Field Name: Action-Code**

Location: 56

Condition: N/A

Length: 1

Format: Alphanumeric

Value(s): N/A

Description: Located in the CSENet 2000 Transaction Error Report and contains the Action Code from the erred transaction.

**Field Name: Action-Reason-Code**

Location: 62-66

Condition: N/A

Length: 5

Format: Alphanumeric

Value(s): N/A

Description: Located in the CSENet 2000 Transaction Error Report and contains the Reason code from the erred transaction.

**Field Name: Action-Resolution-Date**

Location: 68-75

Condition: N/A

Length: 8

Format: Alphanumeric

Value(s): N/A

Description: Located in the CSENet 2000 Transaction Error Report and contains the value from the Action-Resolution-Date field from the erred transaction.

**Field Name: Error-Code**

Location: 86-89

Condition: N/A

Length: 4

Format: Alphanumeric

Value(s): N/A

Description: Located in the CSENet 2000 Transaction Error Report and contains a number assigned by the server to the particular error. All data is in ASCII format.

**Field Name: Error-Mess.**

Location: 91-145

Condition: N/A

Length: 55

Format: Alphanumeric

Value(s): N/A

Description: Located in the CSENet 2000 Transaction Error Report. Positions 91-102 contain the Transaction-Serial-Number from the erred transaction. Position 103 contains a space used as a separator. Positions 104-145 contain a description of the error. All data is in ASCII format.

**Field Name: Filler**

Location: 7, 15, 23, 39, 55, 57, 61, 67, 76, 85, 90

Condition: N/A

Length: 1

Format: Alphanumeric

Value(s): Blank

Description: Located in the CSENet 2000 Transaction Error Report. This field is reserved for future use. This field is blank.

**Field Name: Functional-Type-Code**

Location: 58-60

Condition: N/A

Length: 3

Format: Alphanumeric

Value(s): N/A

Description: Located in the CSENet 2000 Transaction Error Report and contains the Functional Type Code from the transaction.

**Field Name: Local-Case-ID**

Location: 24-38

Condition: N/A

Length: 15

Format: Alphanumeric

Value(s): N/A

Description: Located in the CSENet 2000 Transaction Error Report and contains the originating State's case ID from the erred transaction.

**Field Name: Local-FIPS-Code**

Location: 8-14  
Condition: N/A  
Length: 7  
Format: Alphanumeric  
Value(s): N/A  
Description: Located in the CSENet 2000 Transaction Error Report and contains the seven-digit FIPS code of the originating State from the erred transaction.

**Field Name: Other-Case-ID**

Location: 40-54  
Condition: N/A  
Length: 15  
Format: Alphanumeric  
Value(s): N/A  
Description: Located in the CSENet 2000 Transaction Error Report and contains the receiving State's case ID from the erred transaction.

**Field Name: Other-FIPS-Code**

Location: 16-22  
Condition: N/A  
Length: 7  
Format: Alphanumeric  
Value(s): N/A  
Description: Located in the CSENet 2000 Transaction Error Report and contains the receiving State's seven digit FIPS Code from the erred transaction.

**Field Name: Transaction-Date**

Location: 77-84  
Condition: N/A  
Length: 8  
Format: Alphanumeric  
Value(s): N/A  
Description: Located in the CSENet 2000 Transaction Error Report and contains the value from the Transaction-Date field from the erred transaction. Date is in CCYYMMDD format.

**Field Name: Txn-Counter**

Location: 1-6  
Condition: N/A  
Length: 6  
Format: Numeric  
Value(s): N/A  
Description: Located in the CSENet 2000 Transaction Error Report and contains the sequential number assigned to the error by the CSENet 2000 server. Data is in ASCII.

The following charts list valid alphabetic values for administrative entities (districts, States, Territories, and provinces) in the United States and territories, Canada, and Mexico. These values are based on standardized postal code abbreviations. The “State” address fields identified in the Data Block Record Layout must be filled with these values, not their FIPS code numeric equivalents.

<b>CHART A-1 UNITED STATES AND TERRITORIES STANDARDIZED POSTAL ABBREVIATIONS</b>			
<b>Abbreviation</b>	<b>State</b>	<b>Abbreviation</b>	<b>State</b>
<b>AL</b>	Alabama	<b>NJ</b>	New Jersey
<b>AK</b>	Alaska	<b>NM</b>	New Mexico
<b>AZ</b>	Arizona	<b>NY</b>	New York
<b>AR</b>	Arkansas	<b>NC</b>	North Carolina
<b>CA</b>	California	<b>ND</b>	North Dakota
<b>CT</b>	Connecticut	<b>OH</b>	Ohio
<b>DE</b>	Delaware	<b>OK</b>	Oklahoma
<b>DC</b>	District of Columbia	<b>OR</b>	Oregon
<b>FL</b>	Florida	<b>PA</b>	Pennsylvania
<b>GA</b>	Georgia	<b>PR</b>	Puerto Rico
<b>GU</b>	Guam	<b>RI</b>	Rhode Island
<b>HI</b>	Hawaii	<b>SC</b>	South Carolina
<b>ID</b>	Idaho	<b>SD</b>	South Dakota
<b>IL</b>	Illinois	<b>TN</b>	Tennessee
<b>IN</b>	Indiana	<b>TX</b>	Texas
<b>IA</b>	Iowa	<b>UT</b>	Utah
<b>KS</b>	Kansas	<b>VT</b>	Vermont
<b>KY</b>	Kentucky	<b>VI</b>	Virgin Islands
<b>LA</b>	Louisiana	<b>VA</b>	Virginia
<b>ME</b>	Maine	<b>WA</b>	Washington
<b>MD</b>	Maryland	<b>WV</b>	West Virginia
<b>MA</b>	Massachusetts	<b>WI</b>	Wisconsin
<b>MI</b>	Michigan	<b>WY</b>	Wyoming
<b>MN</b>	Minnesota	<b>AA</b>	APO/FPO
<b>MS</b>	Mississippi	<b>AE</b>	APO/FPO
<b>MO</b>	Missouri	<b>AP</b>	APO/FPO
<b>MT</b>	Montana	<b>AS</b>	American Samoa
<b>NE</b>	Nebraska	<b>MH</b>	Marshall Islands
<b>NV</b>	Nevada	<b>MP</b>	Northern Mariana Islands
<b>NH</b>	New Hampshire		

<b>CHART A-2</b>			
<b>CANADA STANDARDIZED POSTAL ABBREVIATIONS</b>			
<b>Abbreviation</b>	<b>Province</b>	<b>Abbreviation</b>	<b>Province</b>
<b>AB</b>	Alberta	<b>NS</b>	Nova Scotia
<b>BC</b>	British Columbia	<b>ON</b>	Ontario
<b>MB</b>	Manitoba	<b>PE</b>	Prince Edward Island
<b>NB</b>	New Brunswick	<b>PQ</b>	Quebec
<b>NF</b>	Newfoundland	<b>SK</b>	Saskatchewan
<b>NT</b>	Northwest Territories	<b>YT</b>	Yukon
<b>CHART A-3</b>			
<b>MEXICO STANDARDIZED POSTAL ABBREVIATIONS</b>			
<b>Abbreviation</b>	<b>Province</b>	<b>Abbreviation</b>	<b>Province</b>
<b>AG</b>	Aguascalientes	<b>MX</b>	Mexico
<b>BN</b>	Baja California Norte	<b>NA</b>	Nayarit
<b>BS</b>	Baja California Sur	<b>NL</b>	Nuevo Leon
<b>CH</b>	Coahuila	<b>OA</b>	Oaxaca
<b>CI</b>	Chihuahua	<b>PU</b>	Puebla
<b>CL</b>	Colima	<b>QE</b>	Queretaro
<b>CP</b>	Campeche	<b>QI</b>	Quintana Roo
<b>CS</b>	Chiapas	<b>SI</b>	Sinaloa
<b>DF</b>	Districto Federal	<b>SL</b>	San Luis Potosi
<b>DG</b>	Durango	<b>SO</b>	Sonora
<b>GE</b>	Guerrero	<b>TA</b>	Tamaulipas
<b>GJ</b>	Guanajuato	<b>TB</b>	Tabasco
<b>HD</b>	Hidalgo	<b>TL</b>	Tlaxcala
<b>JA</b>	Jalisco	<b>VC</b>	Veracruz
<b>MC</b>	Michoacan	<b>YU</b>	Yucatan
<b>MR</b>	Morelos	<b>ZA</b>	Zacatecas