

## J. GLOSSARY OF TERMS

This appendix provides definitions of common terms used in the child support enforcement community, language specific to CSENet 2000, and technical definitions used in relation to the OCSE Network. A complete glossary can be found on the OCSE Web site at: <http://www.acf.hhs.gov/programs/cse/fct/glossary.htm>.

**ACCESS CONTROL LIST (ACL)** A table that indicates to a computer operating system which access rights each user has to a particular system object, such as a file directory or individual file. Each object has a security attribute that identifies its access control list. The list has an entry for each system user with access privileges. The most common privileges include the ability to read a file (or all the files in a directory), to write to the file or files, and to execute the file (if it is an executable file, or program).

**ACCRUAL** Sum of child support payments that are due or overdue.

**ACTION CODE** Identifies what kind of action the transaction requires, e.g., R - Request, P - Provide.

**ACTION RESOLUTION DATE** This date conveys key dates in the life of a case. The date must be entered when Reason codes indicate an action will occur. Examples include Reason codes SICHS (support hearing date scheduled) and PICHS (paternity hearing date scheduled) for which the action resolution date should correspond to the hearing date.

**ACTION TRANSMITTAL (AT)** A document instructing states on what actions must be taken to comply with new and amended federal laws. The AT has its basis in federal law and regulation and is disseminated as needed.

**ADJUDICATION** The entry of a judgment, decree, or order by a judge or other decision-maker such as a master, referee, or hearing officer based on the evidence submitted by the parties.

**ADMINISTRATION FOR CHILDREN AND FAMILIES (ACF)** The agency in the Department of Health and Human Services (HHS) that houses the Federal Office of Child Support Enforcement (OCSE).

**ADMINISTRATIVE PROCEDURE** Method by which support orders are made and enforced by an executive agency rather than by courts and judges.

**AID TO FAMILIES WITH DEPENDENT CHILDREN (AFDC)** Assistance payments made on behalf of children who do not have the financial support of one of their parents by reason of death, disability, or continued absence from the home; known in many states as ADC (Aid to Dependent Children). No longer used; refer to TANF.

**ANALOG COMMUNICATIONS** For the OCSE Network, analog communications is the backup method used for the transfer of data upon failure of the primary communications link.

Electronic transmission is accomplished by adding signals of varying frequency or amplitude to carrier waves of a given frequency of alternating electromagnetic current. Broadcast and ordinary telephone transmissions have conventionally used analog technology.

ARREARAGES Unpaid child support for past periods owed by a parent who is obligated to pay.

ASSIGNMENT OF SUPPORT RIGHTS A person receiving public assistance agrees to turn over to the state any right to child support, including arrearages, paid by the obligated parent in exchange for receipt of a cash assistance grant and other benefits.

ASYNCHRONOUS Not synchronized; that is, not occurring at predetermined or regular intervals. The term asynchronous is usually used to describe communications in which data can be transmitted intermittently rather than in a steady stream. For example, a telephone conversation is asynchronous because both parties can talk whenever they like.

ATTACHMENTS INDICATOR Y (Yes) or N (No) field used to let the recipient know to expect paperwork in conjunction with this case.

AUTHENTICATION Verification of identity as a security measure. Passwords and digital signatures are forms of authentication.

AUTOMATED ADMINISTRATIVE ENFORCEMENT OF INTERSTATE CASES (AEI) Provision in PRWORA giving states the ability to locate, place a lien on, and seize financial assets of delinquent obligors across state lines.

BACKUP SERVER Runs the CSENet 2000 Application Suite software in the event the primary server malfunctions. This server allows for redundancy of server hardware, software, and operating system. The Backup server is maintained as a mirror image of the Production server and assumes the Production server's role in the event of a system malfunction.

BANDWIDTH The width of a band of electromagnetic frequencies is used to mean (1) how fast data flows on a given transmission path, and (2), somewhat more technically, the width of the range of frequencies that an electronic signal occupies on a given transmission medium. Any digital or analog signal has a bandwidth. Generally speaking, bandwidth is directly proportional to the amount of data transmitted or received per unit time. In a qualitative sense, bandwidth is proportional to the complexity of the data for a given level of system performance.

BATCH PROCESSING In a computer, a batch job is a program that is assigned to the computer to run without further user interaction. Examples of batch jobs on a PC are a printing request or an analysis of a Web site log. In larger commercial computers or servers, a system user usually initiates batch jobs. Some are defined to run automatically at a certain time. In some computer systems, batch jobs are said to run in the background and interactive programs run in the foreground. In general, interactive programs are given priority over batch programs, which run during the time intervals when the interactive programs are waiting for

user requests. The term originated when punched cards were the usual form of computer input and a batch of cards (one batch per program) were put in a box in the sequence that they were to be fed into the computer by the computer operator.

BIT Short for binary digit, is the smallest unit of data in a computer. A bit has a single binary value, either 0 or 1. Although computers usually provide instructions that can test and manipulate bits, they generally are designed to store data and execute instructions in bit multiples called bytes. In most computer systems, there are eight bits in a byte. The value of a bit is usually stored as either above or below a designated level of electrical charge in a single capacitor within a memory device.

BYTE A unit of data that is eight binary digits long. A byte is the unit most computers use to represent a character such as a letter, number, or typographic symbol (for example, g, 5, or ?). A byte can also hold a string of bits that need to be used in some larger unit for application purposes (for example, the stream of bits that constitute a visual image for a program that displays images or the string of bits that constitutes the machine code of a computer program).

CASE A collection of people which typically includes a CP, a dependent(s), and an NCP and/or a PF. Every child support case has a unique case ID number and, in addition to names and identifying information about its members, includes information such as CP and NCP wage data, court order details, and NCP payment history.

CASE ID A unique alphanumeric identification number assigned to identify a case.

CASE ID RECONCILIATION The process by which a state verifies another state's case number in their child support enforcement (CSE) system.

CASE INFORMATION (CSI) CSENet 2000 Function code used to request complete case information from another state based on FCR Proactive Match, FCR Query Response, or other source.

CASE INITIATION First step in the child support enforcement process.

CASE MEMBER Participant in a child support case; a member can participate in more than one case.

CASE STATUS Indicates whether a case is open or closed.

CENTRAL REGISTRY A centralized unit maintained by every state IV-D agency that is responsible for receiving, distributing, and responding to inquiries on interstate IV-D cases.

CENTRALIZED COLLECTION UNIT (CCU) A single, centralized site in each state IV-D agency to which employers can send child support payments they have collected for processing. This centralized payment-processing site is called the State Disbursement Unit (SDU) and is responsible for collecting, distributing, and disbursing child support payments.

**CHALLENGE HANDSHAKE AUTHENTICATION PROTOCOL (CHAP)** A way of authenticating the identity of a user on a Point-to-Point Protocol (PPP) server. CHAP uses a three-way handshaking procedure, and provides more security than Password Authentication Protocol (PAP). The identity of the user can be challenged at any time while a connection is open. CHAP is described in Request for Comments 1334 of the Internet Engineering Task Force.

**CHILD SUPPORT** Financial support paid by a parent to help support a child or children of whom they do not have custody. Child support can be entered into voluntarily or ordered by a court or a properly empowered administrative agency, depending on each state's laws. Child support can involve cases involving the following scenarios:

IV-D cases – the CP is receiving child support services offered by state and local agencies. Such services include locating a NCP or PF; establishing paternity; establishing, modifying, and enforcing child support orders; collecting distributing, and disbursing child support payments.

IV-A cases – the CP is receiving public assistance benefits and the case is automatically referred to the state Child Support Enforcement (CSE) agency so the state can recoup the cost of the benefits from the NCP or defray future costs.

IV-E cases – the dependent(s) is being raised not by a parent, but in the foster care system by a person, family, or institution and the case is also automatically referred to the CSE agency to recoup or defray the costs of foster care.

The support can come in different forms, including:

Medical support, where the dependent(s) is provided with health coverage, through private insurance from the NCP or public assistance that is reimbursed in whole or in part by the NCP, or a combination thereof.

Monetary payments, in the form of a one-time payment, installments, or regular automatic withholdings from the NCP's income, or the offset of state and/or federal tax refunds and/or administrative payments made to the NCP, such as federal retirement benefits.

**CHILD SUPPORT ENFORCEMENT (CSE) AGENCY** Agency that exists in every state that locates NCPs or PFs, establishes, enforces, and modifies child support, and collects and distributes child support money. Operated by state or local government according to the Child Support Enforcement Program guidelines as set forth in Title IV-D of the Social Security Act. Also known as a IV-D agency.

**CHILD SUPPORT ENFORCEMENT NETWORK (CSENET) 2000** An application that resides on the OCSE Network, which provides a standardized approach for state CSE systems to generate and process automated child support information.

**CLIENT** The recipient of a TANF grant or IV-D services.

COLLECTION CSENet 2000 Function code used for indicating when actual tax refund money has been intercepted.

COMMERCIAL-OFF-THE-SHELF (COTS) PRODUCTS Ready-made products that can easily be obtained. The term is sometimes used in government procurement specifications.

COMMUNICATIONS The transmission of data from one computer to another, or from one device to another.

COMPLAINT A written document filed in court in which the person initiating the action names the person(s), allegation(s), and relief sought.

COMPRESSION The reduction in size of data in order to save space or transmission time. For data transmission, compression can be performed on just the data content or on the entire transmission unit (including header data) depending on a number of factors. Content compression can be as simple as removing all extra space characters, inserting a single repeat character to indicate a string of repeated characters, and substituting smaller bit strings for frequently occurring characters. This kind of compression can reduce a text file to 50% of its original size. Compression is performed by a program that uses a formula or algorithm to determine how to compress or decompress data.

CONCATENATE (CAT) Taking two or more separately located things and placing them side-by-side next to each other so that they can now be treated as one thing. In computer programming and data processing, two or more character strings are sometimes concatenated for the purpose of saving space or so that they can be addressed as a single item.

CONNECT:DIRECT Computer network maintained by the Social Security Administration that moves large volumes of data from state agencies and the NDNH and the FCR. Formally known as Network Data Mover (NDM).

CONSENT AGREEMENT Voluntary written admission of paternity or responsibility for support.

CONTINUING EXCLUSIVE JURISDICTION (CEJ) The doctrine that only one support order should be effective and enforceable between the same parties at any one time and that when a particular court has acquired jurisdiction to determine child support and custody, it retains authority to amend and modify its orders therein. This Court of Continuing Exclusive Jurisdiction (CCEJ) continues to have jurisdiction over a support issue until another court takes it away. Defined in UIFSA.

COURT ORDER A legally binding edict issued by a court of law. Issued by a magistrate, judge, or properly empowered administrative officer. A court order related to child support can dictate how often, how much, what kind of support a NCP is to pay, how long he or she is to pay it, and whether an employer must withhold support from their wages.

CSENET 2000 APPLICATION SUITE Application residing on the OCSE Network that is composed of custom-developed software and commercial-off-the-shelf products. The suite was specifically tailored to provide the CSENet user community with a number of capabilities for processing child support data, communicating with state systems, and improving data reliability.

CSENET 2000 WORKSTATION(S) Computers used by the CSENet 2000 team for software development, database administration, system administration, network administration, tape backup administration, and testing.

CUSTODIAL PARTY (CP) The person who has primary care, custody, and control of the dependent(s).

CUSTODY ORDER Legal determination which establishes with whom a child shall live.

DATA BLOCK Multiple blocks of information associated with each CSENet transaction. Other than the standard Transaction Header and Information data block all others are associated with Case, NCP Identification (ID), NCP Locate, Participant, Order, and Collection (tax offset only) information.

DATA BLOCK INDICATORS These fields located in the CSENet 2000 Transaction Header indicate what type and how many data blocks are entered or updated on a transaction.

DATA BLOCK RECORD LAYOUT Provides data layouts, field definitions, and requirements necessary for the establishment of CSENet 2000 functionality on state CSE systems.

DATA COMPRESSION The encoding of data so it takes up less storage space.

DATA ELEMENT A basic unit of information built on standard structures that has a unique meaning and distinct units or values.

DATA EXCHANGE PROCESS (DEP) Consists of any resource that allows data to be exchanged between state CSE computer systems.

DATA LINK CONNECTION IDENTIFIER (DLCI) A number of private or switched virtual circuits in a Frame Relay network that tells the Frame Relay how to route the data. The DLCI field identifies over which logical circuit the data travels.

DATA SERVICE UNIT (DSU) A way of connecting a communications line to an external digital circuit.

DATA SET Location or file on a state CSE computer system where CSENet 2000 data is placed for pickup or delivery.

DATABASE A collection of data that is organized so that its contents can easily be accessed, managed, and updated. The most prevalent type of database is the relational

database, a tabular database in which data is defined so that it can be reorganized and accessed in a number of different ways.

DATE DUE Date response is expected for request transactions.

DECREE The judicial decision of a litigated action, usually in equitable cases, such as divorce (as opposed to case in law in which judgments are entered).

DEFAULT Failure of a defendant to appear, or file an answer or response in a civil case, after having been served with a summons and complaint.

DEFENDANT The person against whom a civil or criminal proceeding has begun.

DEFENSE FINANCE AND ACCOUNTING SERVICE (DFAS) APPLICATION

Application residing on the OCSE Network that provides state CSE agencies the ability to electronically submit wage-withholding orders for DOD military and civilian personnel to DFAS.

DEPARTMENT OF HEALTH AND HUMAN SERVICES (HHS) The principal federal agency for protecting the health of all Americans and providing essential human services, especially for those who are least able to help themselves.

DEPENDENT A child who is under the care of someone else. Most children who are eligible to receive child support must be a dependent. The child ceases to be a dependent when they reach the age of emancipation as determined by state law, but depending on the state's provisions, may remain eligible for child support for a period after they are emancipated.

DEVELOPMENT SERVER Server used for developing software and performing tests with the state CSE systems.

DIAL BACKUP Provides a fallback analog communications link in the event of failure of the primary communications method.

DIRECT INCOME WITHHOLDING A procedure, whereby an income withholding order can be sent directly to the NCP's employer in another state, without the need to use the IV-D agency or court system in the NCP's state. This triggers withholding unless the NCP contests, and no pleadings or registration are required. UIFSA does not restrict who may send an income withholding notice across state lines. Although the sender will ordinarily be a child support agency or the obligee, the obligor or any other person may supply an employer with an income withholding order.

DISASTER RECOVERY SERVER Provides a backup to the operational production system during critical system outages. Becomes the operational server in the event of a discontinuance of operation of the Production and Backup servers.

**DISASTER RECOVERY SOFTWARE** Custom-developed software that provides redundancy to the operational production system during critical system outages.

**DISBURSEMENT** The paying out of funds collected for child support.

**DISPOSABLE INCOME** The portion of an employee's earnings that remains after deductions required by law (e.g., taxes) and that is used to determine the amount of an employee's pay subject to a garnishment, attachment, or child support withholding order.

**DISPOSITION** The court's decision of what should be done about a dispute that has been brought to its attention. For instance, the disposition of the court may be that child support is ordered or an obligation is modified.

**DISTRIBUTION** The allocation of child support collected to the various types of debt within a child support case, as specified in 45 CFR 302.51, (e.g., monthly support obligations, arrears, ordered arrears, etc.).

**EXPANDED FEDERAL PARENT LOCATOR SERVICE (EFPLS)** A computerized national location network operated by Federal Office of Child Support Enforcement (OCSE) of the Administration for Children and Families (ACF), within the Department of Health and Human Services (HHS). FPLS contains address and employer information, as well as data on child support cases in every state, compares them and returns matches to the appropriate states. This helps state and local child support enforcement agencies locate NCPs and PFs for the purposes of establishing custody and visitation rights, establishing and enforcing child support obligations, investigating parental kidnapping, and processing adoption or foster care cases. The expanded FPLS includes FCR and NDNH.

**ELECTRONIC DATA INTERCHANGE (EDI)** The process by which information regarding an Electronic Funds Transfer (EFT) transaction is transmitted electronically along with the EFT funds transfer.

**ELECTRONIC FUNDS TRANSFER (EFT)** The process by which money is transmitted electronically from one bank account to another.

**ENCRYPTION** Putting data into a secret code so it is unreadable except by authorized users.

**ENFORCEMENT (ENF)** CSENet 2000 Function code that supports the enforcement of a support order.

**ERRED TRANSACTIONS** Transactions received by the CSENet 2000 server that do not meet the requirements mandated in the CSENet 2000 Data Block Record Layout or formatting conditions required by the Transaction Management Application (TMA).

**ERROR REPORT** A report that contains error messages for each transaction error detected during the transaction file validation process.

ESTABLISHMENT (EST) CSENet 2000 Function code used to facilitate the establishment of a support order.

ETHERNET The most widely installed LAN technology. The standard for Ethernet technology is specified in IEEE 802.3. An Ethernet LAN typically uses coaxial cable or special grades of twisted pair wires. The most commonly installed Ethernet systems are called 10BASE-T and provide transmission speeds up to 10 MBps. Devices are connected to the cable and compete for access using a Carrier Sense Multiple Access with Collision Detection (CSMA/CD) protocol.

EXCHANGE AGREEMENT An accord reached by two states to exchange CSENet 2000 transactions.

EXCHANGE AGREEMENT SOFTWARE Custom-developed software used by CSENet 2000 that enables end users the ability to designate exchange partners and select the functionality they desire to exchange.

EXTERNAL LOCATE SOURCE A source of locate information (that is not part of FPLS) on a NCP who works for a federal agency.

FAMILY SUPPORT ACT (FSA) OF 1988 Law passed in 1988, with two major mandates.

Immediate Wage Withholding, unless courts find that there is good cause not to require such withholding, or there is a written agreement between both parties requiring an alternative arrangement; and

Guidelines for Child Support Award Amounts, which require states to use guidelines to determine the amount of support for each family, unless they are rebutted by a written finding that applying the guidelines would be inappropriate to the case.

FAMILY VIOLENCE INDICATOR (FVI) A designation that resides in the FCR placed on a participant in a case or order by a state that indicates a person is associated with child abuse or domestic violence. It is used to prevent disclosure of the location of a CP and/or a child believed by the state to be at risk of family violence.

FAST ETHERNET A LAN transmission standard that provides a data rate of 100 megabits per second (referred to as 100BASE-T). Workstations with existing 10 megabit per second (10BASE-T) Ethernet card can be connected to a Fast Ethernet network. (The 100 megabits per second is a shared data rate; input to each workstation is constrained by the 10 Mbps card.)

FEDERAL CASE REGISTRY (FCR) A national database of information on individuals in all IV-D cases, and all non IV-D orders entered or modified on or after October 1, 1998. The FCR receives this case information on a daily basis from the State Case Registry (SCR) located in every state, proactively matches it with previous submissions to the FCR and with employment information contained in the NDNH. Any successful matches are returned to the

appropriate state(s) for processing. The FCR and the NDNH are both parts of the expanded FPLS, which is maintained by OCSE.

**FEDERAL EMPLOYER IDENTIFICATION NUMBER (FEIN)** A unique nine-digit number assigned to all employers by IRS, which must be used in numerous transactions, including submitting data and responding to requests relevant to child support.

**FEDERAL INFORMATION PROCESSING STANDARD (FIPS) CODE** A unique five-digit code that identifies the child support jurisdiction, (i.e., states, counties, central state registries).

**FEDERAL PARENT LOCATOR SERVICE (FPLS)** A computerized national location network operated by the Federal Office of Child Support (OCSE) of the Administration for Children and Families (ACF), within the Department of Health and Human Services (HHS). FPLS obtains address and employer information, as well as data on child support cases in every state, compares them and returns matches to the appropriate states. This helps state and local child support enforcement agencies locate NCPs and PFs for the purposes of establishing custody and visitation rights, establishing and enforcing child support obligations, investigating parental kidnapping, and processing adoption or foster care cases. The expanded FPLS includes the FCR and the NDNH.

**FILE TRANSFER PROTOCOL (FTP)** A client/server protocol for exchanging files with a host computer.

**FIREWALL** An electronic boundary that prevents unauthorized users from accessing certain files on a network; or, a computer used to maintain such a boundary.

**FRAME RELAY** A protocol for sending small packets of data over a network. Frame relay uses packets of variable length, unlike cell relay, and requires less stringent error detection than other forms of packet switching because it is designed to take advantage of the more reliable circuits that have become available in recent years. Frame relay is often used for wide area networks, where it can transmit data at high speed more efficiently than point-to-point services. Frame relay is used with digital lines.

**FULL FAITH AND CREDIT** Doctrine under which a state must honor an order or judgment entered in another state.

**FUNCTION CODE** Identifies a transaction as belonging to a part of the child support business process (i.e., LO1 – Quick Locate, ENF – support enforcement, PAT – paternity establishment). Also referred to by its field name, Functional-Type Code.

**GARNISHMENT** A legal proceeding under which part of a person's wages and/or assets is withheld for payment of a debt.

**GENETIC TESTING** Analysis of inherited factors (usually by blood or tissue test) of mother, child, and alleged father that can help to prove or disprove that a particular man fathered a particular child.

**GIGABIT ETHERNET** A standard for a high-speed Ethernet, approved by the IEEE (Institute of Electrical and Electronics Engineers) 802.3z standards committee in 1996. It supports the extension of existing Ethernet and Fast Ethernet standards, providing increased network bandwidth and interoperability among Ethernets at operating speeds from 10 Mbps to 1000 Mbps. Gigabit Ethernet can be used in backbone environments to interconnect multiple lower speed (10 and 100 Mbps) Ethernets.

**GIGABYTE (GB)** A gigabyte is a measure of computer data storage capacity and is roughly a billion bytes. A gigabyte is two to the 30th power or 1,073,741,824 in decimal notation.

**GOOD CAUSE** A legal reason for which a TANF recipient is excused from cooperating with the child support enforcement process.

**GUIDELINES** A standard method for setting child support obligations based on the income of the parent(s) and other factors as determined by state law.

**HUB** Like the hub of a wheel, a central device that connects several computers together or several networks together. A passive hub may simply forward messages; an active hub, or repeater, amplifies or refreshes the stream of data, which otherwise would deteriorate over a long distance.

**IMMEDIATE WAGE WITHHOLDING** An automatic deduction from income that starts as soon as the agreement for support is established.

**IMPUTED INCOME** Fringe benefits provided to employees that may be taxable but which cannot be counted as additional disposable income that is subject to child support obligations.

**INCOME** As defined by the PRWORA, income is any periodic form of payment to an individual, regardless of source, including wages, salaries, commissions, bonuses, worker's compensation, disability, pension, or retirement program payments and interest. All income (except imputed income; see above) is subject to income withholding for child support, pursuant to a child support order, but is protected by Consumer Credit Protection Act limits, both state and federal.

**INCOME WITHHOLDING** Procedure by which automatic deductions are made from wages or income, as defined in PRWORA, to pay a debt such as child support. Income withholding often is incorporated into the child support order and may be voluntary or involuntary. The provision dictates that an employer must withhold support from a NCP's wages and transfer that withholding to the appropriate agency (the Centralized Collection Unit or State Disbursement Unit). Sometimes referred to as wage withholding.

**INITIATING JURISDICTION** The state or county court, or administrative agency, which sends a request for action to another jurisdiction in interstate child support cases. The requested action can include a request for wage withholding or for review and adjustment of existing child support obligations. In cases where a state is trying to establish an initial child support order on behalf of a resident CP, and they do not have long arm jurisdiction (i.e., they cannot legally claim personal jurisdiction over a person who is not a resident), they must file a two-state action under UIFSA guidelines.

**INITIATING STATE** The state or jurisdiction that initiates a CSENet Request and in many cases expects to receive a CSENet Response transaction.

**INTEGRATED SERVICES DIGITAL NETWORK (ISDN)** Digital telecommunications lines that can transmit both voice and digital network services up to 128K, and are much faster and more reliable than high-speed analog modems. Many telephone companies offer ISDN lines.

**INTERCEPT** A method of securing child support by taking a portion of non-wage payments made to a NCP. Non-wage payments subject to interception include federal tax refunds, state tax refunds, unemployment benefits, and disability benefits.

**INTERFACE** Method including format and protocols used to transfer data from one system to another.

**INTERFACE VERSION** The version of the text file used for communication between the OCSE server and the state CSE system.

**INTERNET CONTROL MESSAGE PROTOCOL (ICMP)** A message control and error-reporting protocol between a host server and a gateway to the Internet. ICMP uses Internet Protocol (IP) datagrams, but the messages are processed by the IP software and are not directly apparent to the application user.

**INTERNET PROTOCOL (IP) ADDRESS** A numeric address such as 123.231.32.2 that the domain name server translates into a domain name.

**INTERSTATE CASE** Cases in which the dependent child and NCP live in different states, or where two or more states are involved in some case activity, such as enforcement.

**INTERSTATE CASE RECONCILIATION (ICR) (ALSO REFERRED TO AS ICR-STANDARD FORMAT)** Application residing on the OCSE Network that facilitates the reconciliation of child support enforcement case identification numbers between CSE agencies using the standard format.

**INTERSTATE CASE RECONCILIATION (ICR) USING THE CSI TRANSACTION (ALSO REFERRED TO AS ICR-CSI)** A method offered by OCSE to provide states the ability to exchange interstate case reconciliation (ICR) information using Case Status Information (CSI) transactions.

INTERSTATE ROSTER AND REFERRAL GUIDE (IRG) A tool used to facilitate the exchange of child support information. Contains a summary of states' statutes, FIPS codes, and requirements for processing interstate cases.

INTERSTATE ROSTER AND REFERRAL GUIDE (IRG) SOFTWARE Custom-developed software residing on the OCSE server that provides end users the ability to receive semi-monthly FIPS code updates.

INTERSTATE TRANSMITTAL FORMS Electronic forms that take the place of cover letters in referring cases for administrative or legal actions.

IV-A (FOUR-A) A reference to Title IV-A of the Social Security Act covering the Federal-State Public Assistance Program.

IV-A CASE A child support case in which a CP and dependent(s) are receiving public assistance benefits under the state's IV-A program, which is funded under Title IV-A of the Social Security Act. Applicants for assistance from IV-A programs are automatically referred to their state IV-D agency in order to identify and locate the NCP or PF, establish paternity and/or a child support order, and/or obtain child support payments. This allows the state to recoup or defray some of its public assistance expenditures with funds from the NCP.

IV-D (FOUR-D) A reference to Title IV-D of the Social Security Act, which requires that each state create a program to locate NCPs and PFs, establish paternity, establish and enforce child support obligations, and collect and distribute support payments. All recipients of public assistance (usually Temporary Assistance to Needy Families) are referred to their state's IV-D child support program. States must also accept applications from families who do not receive public assistance, if requested, to assist in collection of child support. Title IV-D also established the Federal Office of Child Support Enforcement.

IV-D CASE A child support case where at least one of the parties, either the CP or NCP, has requested or received IV-D services from the state's IV-D agency. A IV-D case is composed of a CP, NCP or PF, and dependent(s).

IV-E (FOUR-E) Reference to Title IV-E of the Social Security Act, which established a federal-state program known as Foster Care that provides financial support to a person, family, or institution that is raising a child or children that is not their own. The funding for IV-E Foster Care programs is primarily from federal sources.

IV-E CASE A child support case in which the state is providing benefits or services under Title IV-E of the Social Security Act to a person, family, or institution that is raising a child or children that are not their own. As with other public assistance cases, recipients are referred to their state IV-D agency in order to identify and locate the NCP, establish paternity and/or a child support order, and/or obtain child support payments. This allows the state to recoup or defray some of its public assistance expenditures with funds from the NCP.

**JUDGMENT** The official decision or finding of a judge or administrative agency hearing officer upon the respective rights and claims of the parties to an action; also known as a decree or order and may include the findings of fact and conclusions of law.

**JURISDICTION** The legal authority that a court has over particular persons, certain types of cases, and in a defined geographical area.

**JURISDICTION TABLE** A list of valid FIPS codes maintained centrally at the OCSE server.

**LEGAL FATHER** A man who is recognized by law as the male parent.

**LIEN** A claim upon property to prevent sale or transfer of that property until a debt is satisfied.

**LOCAL AREA NETWORK (LAN)** A network that connects computers that are close to each other, usually in the same building, linked by a cable.

**LOCAL EXCHANGE CARRIER (LEC)** Local telephone service that states must use to connect to CSENet 2000 using either the synchronous (FTS2001) or asynchronous (modem-to-modem) communications.

**LOCATE** Process by which a NCP or PF is found for the purpose of establishing paternity, establishing and/or enforcing a child support obligation, establishing custody and visitation rights, processing adoption or foster care cases, and investigating parental kidnapping.

**LOCATE INFORMATION** Data used to locate a PF or NCP, which may include their SSN, DOB, residential address, and employer.

**LONG ARM JURISDICTION** A legal provision that permits one state to claim personal jurisdiction over someone who lives in another state. There must be some meaningful connection between the person and the state or district that is asserting jurisdiction in order for a court or agency to reach beyond its normal jurisdictional border. If a long arm statute is not in effect between two states, then the state must undertake a two-state action under UIFSA guidelines for certain actions, such as establishing a support order in which the NCP is not a resident. Other actions, such as direct income withholding, are allowed by UIFSA in such a way that neither a two-state action nor long arm jurisdiction are required.

**LONG ARM STATUTE** A law that permits one state to claim personal jurisdiction over someone who lives in another state.

**LOOPBACK TESTING** Provides users the ability to generate and tailor transactions used to verify programming.

**MANAGEMENT INFORMATION (M/I) REPORTS** A series of reports that provides statistical data on performance, usage, and trends of the OCSE Network.

MANAGING STATE CASES (MSC) CSENet 2000 Function code used to provide case status updates or general information. (Formerly Miscellaneous.)

MEDICAL SUPPORT A form of child support where the NCP is required to provide or pay for medical or dental insurance coverage. Depending on the court order, medical support can be a NCP's sole financial obligation, or it can be one of several with child and/or spousal support being the others.

MEGABYTE (MB) As a measure of computer processor storage and real and virtual memory, a megabyte is 2 to the 20th power bytes or 1,048,576 bytes in decimal notation.

MODEM A peripheral device that connects computers to each other for sending communications via the telephone lines. The modem modulates the digital data of computers into analog signals to send over the telephone lines, then demodulates back into digital signals to be read by the computer on the other end; thus the name modem for modulator/demodulator. Modems are used for sending and receiving electronic mail, connecting to bulletin board systems, and surfing the Internet.

MOTION An application to the court requesting an order or rule in favor of the party that is filing the motion. Motions are generally made in reference to a pending action and may address a matter in the court's discretion or concern a point of law.

MULTI ROUTER TRAFFIC GRAPHER (MRTG) A tool to monitor the traffic load on network links. MRTG generates HTML pages containing GIF images that provide a live visual representation of this traffic.

MULTISTATE FINANCIAL INSTITUTION DATA MATCH (MSFIDM) A process created by the PRWORA by which delinquent child support obligors are matched with accounts held in financial institutions (FI) doing business in more than one state. States submit data to OCSE on a NCP and the arrearage, and indicate whether the NCP should be submitted for MSFIDM. OCSE ensures the accuracy of the data and transmits the file to participating multi-state financial institutions that match the information against their open accounts and return matches to the appropriate states, which can then undertake action to place a lien on and seize all or part of the account.

NATIONAL DIRECTORY OF NEW HIRES (NDNH) A national database containing New Hire (NH) and Quarterly Wage (QW) data from every state and federal agency and Unemployment Insurance (UI) data from State Employment Security Agencies (SESAs). Data for the NDNH is first reported to each state's State Directory of New Hires (SDNH) and then transmitted to the NDNH. OCSE maintains the NDNH as part of the eFPLS.

NETWORK ADDRESS TRANSLATION (NAT) The translation of an Internet Protocol (IP) address used within one network to a different IP address known within another network.

NON-CUSTODIAL PARENT (NCP) The parent who does not have primary care, custody, or control of the child. Also referred to as the obligor.

NON-IV-D ORDER A child support order handled by a private attorney as opposed to the state/local child support enforcement (IV-D) agency.

NON-SERIOUS ERROR An error that occurs when a piece of mandatory data is missing on a transaction.

NON-TANF CASE A support case in which the CP has requested IV-D services but is not receiving TANF.

OBLIGATED A term meaning that a NCP is required to meet the financial terms of a court or administrative order.

OBLIGATION Amount of money to be paid as support by the NCP (also referred to as the obligor) and the manner by which it is to be paid.

OBLIGEE The person, state agency, or other institution to which child support is owed. Also referred to as the CP when the money is owed to the person with primary custody of the child.

OBLIGOR The person who is obliged to pay child support (also referred to as the NCP).

OFFICE OF CHILD SUPPORT ENFORCEMENT (OCSE) The federal agency responsible for the administration of the child support program. Created by Title IV-D of the Social Security Act in 1975, OCSE is responsible for the development of child support policy; oversight, evaluation, and audits of state child support enforcement programs; and providing technical assistance and training to the state programs. OCSE operates the eFPLS , which includes the NDNH and the FCR. OCSE is part of the Administration for Children and Families (ACF), which is within the Department of Health and Human Services (HHS).

OFFICE OF CHILD SUPPORT ENFORCEMENT (OCSE) NETWORK A state-of-the-art telecommunications network that supports communications between remote CSE systems in 54 locations, including all 50 states, three territories (Virgin Islands, Puerto Rico, and Guam), and the District of Columbia.

OFFSET Amount of money taken from a parent's state or federal income tax refund to satisfy a child support debt.

OPEN SHORTEST PATH FIRST ROUTING PROTOCOL (OSPF) An interior gateway protocol that routes messages according to the least expensive path developed to replace the Routing Information Protocol (RIP).

ORDER Direction of a magistrate, judge, or properly empowered administrative officer.

PACKET A unit of data formatted for transmission on a network. Data is broken up into packets for sending over a packet-switching network. Each packet has a header containing its source and destination, a block of data content, and an error-checking code. All the data packets related to a message may not take the same route to get to their destination; they are reassembled once they have arrived.

PARALLEL Refers to processes that occur simultaneously. Printers and other devices are said to be either parallel or serial. Parallel means the device is capable receiving more than one bit at a time (i.e., it receives several bits in parallel).

PASSPORT DENIAL PROGRAM A program created by PRWORA that is operated under the auspices of the Federal Tax Refund Offset Program. Under the Passport Denial Program, obligors with child support arrearages of at least \$5,000 that are submitted to OCSE for Tax Refund Offset are forwarded to the U.S. Department of State, which flags the obligor's name to block the issuance of a passport. After the obligor makes arrangements to satisfy the arrears, states can decertify them with OCSE, which then requests that the State Department remove them from the program. This program is automatic, meaning that any obligor that is eligible will be submitted to the State Department unless the state submitting the case for Tax Offset specifically excludes them from the Passport Denial Program.

PASSWORD AUTHENTICATION PROTOCOL (PAP) A means of authenticating passwords which is defined in Request for Comments 1334 developed by the Internet Engineering Task Force (IETF). PAP uses a two-way handshaking procedure. The validity of the password is checked at log on.

PATERNITY (PAT) CSENet 2000 Function code used to request and receive assistance with the establishment of paternity.

PATERNITY JUDGMENT Legal determination of fatherhood.

PAYEE Person or organization in whose name child support money is paid.

PAYOR Person who makes a payment, usually a NCP or someone acting on their behalf or a CP who is repaying a receivable.

PERMANENT VIRTUAL CIRCUIT (PVC) A point-to-point connection that is established in advance. A PVC, which is defined at the time of subscribing to a service, is called a VPN (Virtual Private Network).

PERSONAL RESPONSIBILITY AND WORK OPPORTUNITY RECONCILIATION ACT (PRWORA) OF 1996 Legislation that provides a number of requirements for employers, public licensing agencies, financial institutions, as well as state and federal child support agencies, to assist in the location of NCPs and PFs, establishment, enforcement, and collection of child support. This legislation created the New Hire Reporting program and the State and Federal Case Registries. Otherwise known as Welfare Reform.

PING A program used to test whether a particular network destination is online, by sending an Internet control message protocol (ICMP) echo request and waiting for a response. (Also called packet internet groper).

PLAINTIFF A person who brings an action; the party who complains or sues in a civil case.

**PLEADINGS** Statements or allegations presented in logical and legal forms that constitute a plaintiff's cause of action or a defendant's grounds of defense.

**POINT-TO-POINT PROTOCOL (PPP)** A protocol for communication between computers using TCP/IP, over standard telephone lines, ISDN, and other high-speed connections. PPP was developed by the Internet Engineering Task Force (IETF) and is defined in Request For Comments 1171 of the Internet Engineering Task Force.

**PRESUMPTION OF PATERNITY** A rule of law under which evidence, e.g., voluntary acknowledgment or genetic test results, which creates a presumption that a man is the father of a child. A rebuttable presumption can be overcome by evidence that the man is not the father, but it shifts the burden of proof to the man to disprove paternity.

**PRODUCTION SERVER** The primary server for the CSENet 2000 Application Suite.

**PROTOCOL** An agreed-upon format for transmitting data between two devices.

**PUBLIC ASSISTANCE** Benefits granted from state or federal programs to aid eligible recipients. Eligibility requirements vary between particular programs. Applicants for certain types of public assistance, e.g., TANF, are automatically referred to their state IV-D agency to identify and locate the NCP or PF, establish paternity, and/or obtain child support payments. This allows the state to recoup or defray some of its public assistance expenditures with funds from the NCP.

**PUBLIC SWITCHED TELEPHONE NETWORK (PSTN)** A voice and data communications service for the general public that uses switched lines.

**PUTATIVE FATHER (PF)** The person alleged to be the father of the child but who has not yet been medically or legally declared to be the father.

**QUICK LOCATE (LO1)** CSENet 2000 Function code used to obtain a NCP's address or employer information.

**REASON CODE** Identifies the reason the transaction is being transmitted, e.g., PICHS – paternity hearing date scheduled). (Also referred to by its field name Action-Reason Code.)

**RECIPIENT** A person or organization that receives support funds and/or TANF payments.

**RECIPROCITY** A relationship in which one state grants certain privileges to other states on the condition that they receive the same privilege.

**REFERRAL** Request sent to a IV-D agency from a non IV-D agent or agency asking that a child support case be established.

**RELEASE METHODOLOGY** A process to schedule and implement consolidated changes to all of the existing federal location and collection systems, as well as new systems.

**RESPONDENT** The party answering a petition or motion.

**RESPONDING DEPOSITORY FINANCIAL INSTITUTION (RDFI)** For use in the Electronic Funds Transfer (EFT) process. The financial institution receiving the funds.

**RESPONDING DEPOSITORY FINANCIAL INSTITUTION (RDFI) ACCOUNT NUMBER**  
An account into which money has been paid in a Responding Depository Financial Institution.

**RESPONDING DEPOSITORY FINANCIAL INSTITUTION (RDFI) IDENTIFICATION (ID) NUMBER** The identification number of a Responding Depository Financial Institution.

**RESPONDING JURISDICTION** The court or administrative agency with jurisdiction over a NCP or child support order for which an initiating state has requested action.

**REVIEW AND ADJUSTMENT** Process in which current financial information is obtained from both parties in a child support case and evaluated to decide if a support order needs to be adjusted.

**REVISED UNIFORM RECIPROCAL ENFORCEMENT OF SUPPORT ACT (RURESA)**  
Revised URESA law that sets forth reciprocal laws concerning the enforcement of child support between states. Replaced with UIFSA.

**ROUTER** A device that finds the best path for a data packet to be sent from one network to another. A router stores and forwards electronic messages between networks, first determining all possible paths to the destination address and then picking the most expedient route, based on the traffic load and the number of hops. A router works at the network layer (layer 3 of the OSI model).

**SCALABILITY** The ability of a computer application or product (hardware or software) to continue to function well, as it or its context is changed in size or volume in order to meet a user need. Typically, the rescaling is to a larger size or volume. The rescaling can be of the product itself (for example, a line of computer systems of different sizes in terms of storage, RAM, and so forth) or in the scalable object's movement to a new context (for example, a new operating system).

**SECURE FILE TRANSFER PROTOCOL** *A client/server protocol for exchanging files with a host computer, using the network protocol Secure Shell (SSH), allowing data to be exchanged over a secure channel between two computers.*

**SERIAL** One event at a time. Serial data transfer refers to transmitting data one bit at a time.

**SERIOUS ERRORS** These errors occur when the data file from the state system is the wrong type (i.e., when an alpha character is found in a numeric field).

**SERVICE OF PROCESS** The delivery of a writ or summons to a party for the purpose of obtaining jurisdiction over that party.

SHOW CAUSE A court order directing a person to appear and bring forth any evidence as to why the remedies stated in the order should not be confirmed or executed. A show cause order is usually based on a motion and affidavit asking for relief.

SMART ARRAY REDUNDANT ARRAY OF INEXPENSIVE DISKS (RAID) The use of two or more disk drives instead of one disk, which provides better disk performance, error recovery, and fault tolerance, and includes interleaved storage techniques and mirroring of important data.

SOCIAL SECURITY ACT (SSA) OF 1975 Legislation enacted that created the Child Support Enforcement program. Title IV-D of the SSA mandated the establishment and enforcement of support obligations owed by the NCP to his or her children.

SPOUSAL SUPPORT Court ordered support of a spouse of ex-spouse; also referred to as maintenance or alimony.

STATE CASE REGISTRY (SCR) A database maintained by each state that contains information on individuals in all IV-D cases and all non IV-D orders established or modified after October 1, 1998. Among the data included in the SCR is the state's numerical FIPS code, the state's case identification number (which must be unique to the case), the case type (IV-D vs. Non IV-D), locate information on persons listed in the case, in addition to other information. Information submitted to the SCR is transmitted to the FCR, where it is compared to cases submitted to the FCR by other states, as well as the employment data in the NDNH. Any matches found are returned to the appropriate states for processing.

STATE DIRECTORY OF NEW HIRES A database maintained by each state, which contains information regarding newly hired employees for the respective state. The data is then transmitted to the NDNH, where it is compared to the employment data from other states as well as child support data in the FCR. Any matches found are returned to the appropriate states for processing. Employers are required to submit new hire data to the SDNH within 20 days of the hire date. Multi-state employers (those that do business and hire workers in more than one state) have additional options on where to report new hire information. In most states, the SDNH is contained in the State Parent Locator Service (SPLS) that is part of each state IV-D agency; in others it is operated by the SESA.

STATE DISBURSEMENT UNIT (SDU) The single site in each state where all child support payments are processed. Upon implementation of centralized collections, each state designates its SDU to which all withheld child support payments should be sent.

STATE EMPLOYMENT SECURITY AGENCY (SESA) Agencies in each state that process unemployment insurance claims. They are also repositories of quarterly wage data, information on all employees submitted by employers, which they submit to the NDNH along with the unemployment insurance claim data. In some states, the SESA also operates the SDNH, which contains data submitted by employers on newly hired employees. Data submitted to the NDNH is then compared against child support order information contained in the FCR for possible enforcement of child support obligations by wage garnishment.

STATE INTERFACE SOFTWARE Provides CSENet 2000 the ability to interface with state CSE systems.

STATE PROFILE Database that provides Point of Contact (POC) information, as well as site location, network, and system-specific data.

STATE TESTING TOOLS Custom software developed to provide end users the ability to test and evaluate their programming. (See also Test Deck Applicationf.)

STATUS CHANGE CODE Indicates a change in the status of a case.

STATUTE OF LIMITATIONS The period during which someone can be held liable for an action or a debt. Statutes of limitations for collecting child support vary from state to state.

STRUCTURED QUERY LANGUAGE (SQL) A standard interactive and programming language for getting information from and updating a database. Although SQL is both an ANSI and an ISO standard, many database products support SQL with proprietary extensions to the standard language. Queries take the form of a command language that lets the user select, insert, update, identify the location of data, and so forth. There is also a programming interface.

SUBPOENA A process issued by a court compelling a witness to appear at a judicial proceeding. Sometimes the process will also direct the witness to bring documentary evidence to the court.

SUMMONS A notice to a defendant that an action against him or her has been commenced in the court issuing the summons and that a judgment will be taken against him or her if the complaint is not answered within a certain time.

SUPPORT ORDER A judgment, decree, or order, whether temporary, final, or subject to modification, issued by a court or an administrative agency of a competent jurisdiction, for the support and maintenance of a child. This includes a child who has attained the age of majority under the law of the issuing state, or of the parent with whom the child is living. Support orders can incorporate the provision of monetary support, health care, payment of arrearages, or reimbursement of costs and fees, interest and penalties, and other forms of relief.

SYNCHRONOUS Occurring at regular intervals. Most communication between computers and devices is asynchronous – it can occur at any time and at irregular intervals. Communication within a computer, however, is usually synchronous and is governed by the microprocessor clock. Signals along the bus, for example, can occur only at specific points in the clock cycle.

TELECOMMUNICATIONS Refers to all types of data transmission, from voice to video.

TEMPORARY ASSISTANCE TO NEEDY FAMILIES (TANF) Provides time-limited assistance payments to less fortunate families. The program provides parents with job preparation, work, and support services to help them become self-sufficient.

TERABYTE A measure of computer storage capacity and is 2 to the 40th power or approximately a thousand billion bytes, i.e., a thousand gigabytes.

TEST DECK APPLICATION An application residing on the OCSE Network that provides a mechanism to test states' programming of CSENet functionality.

TEXT INFORMATION Up to five lines of text concerning a case can be added in the Information data block.

TOKEN RING (TR) A local area network in which computers are configured in a ring, and a message called a token is passed from station to station. The token is used to avoid conflicts in transmission; a machine can only transmit messages while it holds the token. The most common type of token ring is defined in the IEEE 802.5 standard.

TOPOLOGY The configuration of a network; the pattern in which the computers are interconnected. Common network topologies are the star, bus, and token ring.

TRACEROUTE Traceroute is a utility that records the route (the specific gateway computers at each hop) through the Internet between one computer and a specified destination computer. It also calculates and displays the amount of time each hop took. Traceroute is a handy tool both for understanding where problems are in the Internet network and for getting a detailed sense of the Internet itself. Another utility, Ping, is often used prior to using traceroute to see whether a host is present on the network.

TRANSACTION Specific information about a case, sent in this form, using the CSENet 2000 application.

TRANSACTION EXCHANGE PROCESS (TEP) The data transfer process used by state systems to exchange child support enforcement information with other states via the CSENet 2000 Application Suite. The suite uses common transaction formats for generating and processing child support transactions.

TRANSACTION HEADER Each transaction must have a Transaction Header. The Header gives information about the source and destination of the transaction, the case IDs to which the transaction refers, and indicators that show how many data blocks, if any, follow the Header.

TRANSACTION MANAGEMENT APPLICATION (TMA) Custom software that provides validation and verification of state transactions.

TRANSACTION TYPE A combination of data elements that provides the business intent of CSENet 2000 transactions.

TRANSACTION VALIDATION REPORT Provides summary statistics of a transaction file that has been through the validation process.

TRANSMISSION CONTROL PROTOCOL/INTERNET PROTOCOL (TCP/IP) Protocols that enable communication between different types of computers and computer networks. IP is a connectionless protocol that provides packet routing. TCP is connection-oriented and provides reliable communication and multiplexing.

TRIBUNAL The court, administrative agency, or quasi-judicial agency authorized to establish or modify support orders or to determine parentage.

TRIGGER POINT Key elements or indicators on a state CSE system used to trigger and respond to CSENet 2000 transactions in an automated manner.

TRUNCATE To shorten by cutting off. In computer terms, when information is truncated, it is ended abruptly at a certain spot. For another example, consider a text entry field in an electronic form. If a program limits the size of the field to 255 characters, it may allow continued typing past the maximum number of characters. However, when the information is submitted or saved, the program truncates the data to the first 255 characters and any additional characters are disregarded.

TWO-STATE ACTION An action a state must file under UIFSA guidelines when it does not have long arm jurisdiction, i.e., cannot legally claim personal jurisdiction over a NCP who lives in another state. This usually occurs when a state is trying to establish an initial child support order on behalf of a resident CP. Other actions, such as requesting wage withholding or reviewing and/or revising an existing support order, do not require a two-state action even if the initiating state does not have long arm jurisdiction.

UNEMPLOYMENT INSURANCE (UI) CLAIM DATA Data on unemployment insurance and claimants submitted by SESAs on a quarterly basis to the NDNH. Minimum information must include the employee's name, address, SSN, the benefit amount, and reporting period. This data is then compared against child support order information contained in the FCR for possible enforcement of child support obligations by garnishment.

UNIFORM INTERSTATE FAMILY SUPPORT ACT (UIFSA) AND UNIFORM RECIPROCAL ENFORCEMENT OF SUPPORT ACT (URES) Laws enacted at the state level that provide mechanisms for establishing and enforcing support obligations when the NCP lives in one state and the CP and the children live in another. UIFSA replaced URES.

UNINTERRUPTIBLE POWER SUPPLY (UPS) A device that allows a computer to keep running for at least a short time when the primary power source is lost. It also provides protection from power surges. An UPS contains a battery that activates when the device senses a loss of power from the primary source. If the computer is in use when the UPS indicates the power loss, there is time to save any data and exit gracefully before the secondary power source (the battery) runs out. When all power runs out, any data in the computer's random access memory (RAM) is erased. When power surges occur, an UPS

intercepts the surge so that it does not damage the computer. Software is available that automatically backs up (saves) any data being worked on when the UPS is activated.

VALID TRANSACTIONS TABLE A listing of the valid transactions that are used to communicate interstate case information from state to state using the CSENet 2000 Application Suite.

VIRTUAL PRIVATE NETWORK (VPN) A network which has the appearance and functionality of a dedicated line, but which is really like a private network within a public one, because it is still controlled by the telephone company, and its backbone trunks are used by all customers.

VIRUS A piece of programming code that causes some unexpected and usually undesirable event. A virus is often designed so that it automatically spreads to other computer users. Viruses can be transmitted as attachments to an e-mail note, as downloads, or be present on a diskette or CD. The source of the e-mail note, downloaded file, or diskette is often unaware of the virus. Some viruses wreak their effect as soon as their code is executed; other viruses lie dormant until circumstances cause their code to be executed by the computer. Some viruses are playful in intent and effect and others can be quite harmful, erasing data or causing a hard disk to require reformatting.

VOLUNTARY ACKNOWLEDGMENT OF PATERNITY An acknowledgment by the PF that he is the father of a child. A formal acknowledgment is usually provided in writing on an affidavit or form.

WAGE ASSIGNMENT A voluntary agreement by an employee to transfer (or assign) portions of future wage payments (e.g., insurance premium deductions, credit union deductions) to pay certain debts, such as child support.

WAGE ATTACHMENT An involuntary transfer of a portion of an employee's wage payment to satisfy a debt. In some states this term is used interchangeably with wage or income withholding; in other states there are distinctions between an attachment and withholding. The most common terms used are wage or income withholding.

WAGE WITHHOLDING A procedure by which automatic deductions are made from wage or income to pay some debt such as child support; may be voluntary or involuntary.

WIDE AREA NETWORK (WAN) A geographically dispersed telecommunications network. The term distinguishes a broader telecommunication structure from a local area network (LAN). A wide area network (WAN) may be privately owned or rented, but the term usually connotes the inclusion of public (shared user) networks.

10BASE-T One of several physical media specified in the IEEE 802.3 standard for Ethernet LANs, is ordinary telephone twisted pair wire. 10BASE-T supports Ethernet's 10 Mbps transmission speed.

100BASE-T A networking standard that supports data transfer rates up to 100 Mbps (100 megabits per second). 100BASE-T is based on the older Ethernet standard. Because it is 10 times faster than Ethernet, it is often referred to as Fast Ethernet. Officially, the 100BASE-T standard is IEEE 802.3u.