

OCSE O&M and Continuous Improvements

OCSE Software Changes

Release 18-03 – Minor

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Release Specifications

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Administration for Children and Families
Office of Child Support Enforcement
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1. Develop ANSI X9 – FAST Levy Mapping Process (OCSE Ref. # 6485)

1.1 Summary of Changes

We are enhancing the FAST Levy record layouts to allow states to participate with financial institutions (FIs) using the [ANSI X9.129-2017 standard](#). JP Morgan Chase will be the first FI to use this standard to electronically exchange information to freeze and seize accounts with child support agencies.

1.2 Background

We worked with child support agencies and FIs in 2013 to develop the FAST Levy Record Layout. The X9 standard was recently completed and is now available for FIs to electronically process all court-ordered garnishments. JP Morgan Chase elected to use the X9 standard, and in order for them to use our FAST Levy process, we mapped the X9 standard to our record layout and made minor enhancements to the response records returned to child support agencies. When this change goes into production, FIs will have the option of using our standard layout or the X9 standard.

1.3 Description of Changes

States will continue to send and receive the [FAST Levy Record Layout](#). You can view the record layouts in Appendices A-B and the summary of changes in Appendix C. When sending levy requests to an FI that uses X9 standards, we will translate the requests to the X9 standard record layout. We will also translate the X9 responses back to the FAST Levy record layout.

1.4 Impact on States

There may be minor programming impacts for states opting to receive levy responses from FIs using the X9 standard.

States will need to receive and process an additional batch in their FAST Levy responses for the FAST Levy Amended Records. The Amended Record batch-ID will be ‘CSP_AM.’

The X9 amended header record does not have all of the same fields as the FAST Levy ‘AH’ record. The ‘AH’ fields in Chart 1-1 will be filled with spaces.

| Chart 1-1: Amended FAST Levy ‘AH’ Fields Filled with Spaces | |
|---|-------------------|
| Field No. | Field Name |
| 5 | Local County Code |
| 8 | Batch Type Code |
| 9 | Contact Name |

| Chart 1-1: Amended FAST Levy 'AH' Fields Filled with Spaces | |
|--|--------------------------------|
| Field No. | Field Name |
| 11 | Contact Phone Extension Number |
| 12 | Contact E-mail Text |
| 13 | Portal Error Message Text |

The X9 amended record does not have all of the same fields as the FAST Levy 'AD' record. The 'AD' fields in Chart 1-2 will be filled with spaces.

| Chart 1-2: Amended FAST Levy 'AD' Fields Filled with Spaces | |
|--|----------------------------|
| Field No. | Field Name |
| 3 | SSN |
| 4 | Last Name |
| 5 | First Name |
| 6 | Middle Name |
| 7 | Name Suffix |
| 8 | DOB |
| 10 | Account Number |
| 13 | Date Type Code |
| 14 | Withheld Date/Remit Date |
| 17 | Fee Amount |
| 18 | Account Relationship Code |
| 19 | Safe Deposit Box Indicator |
| 20 | Returned Timestamp |
| 21 | Error Message Text |

When the X9 standard record has different fields and field values, we will convert them to the closest FAST Levy fields or values, as shown in Chart 1-3.

| Chart 1-3: X9 to FAST Levy Response Code Conversions | | |
|---|---|------------------------------|
| X9 Response Code | Converted FAST Levy Response Code | FI Message Text |
| 01 – Account(s) Closed | 12 – Match Good, Closed Account | N/A |
| 02 – No Accounts Found | 10 – Customer Not Found | N/A |
| 03 – No Funds Available | 04 – Account Balance ≤ Zero | N/A |
| 04 – Funds Held | 05 – Account Is Frozen | N/A |
| 05 – Statutory Exemption | 06 – Not Attachable | N/A |
| 06 – Customer Cannot Be Identified | 10 – Customer Not Found | N/A |
| 07 – Duplicate Service/Request | 50 – Reject | Duplicate Service/Request |
| 08 – Customer Deceased | 50 – Reject | Customer Deceased |
| 09 – Account Not Attachable | 06 – Not Attachable | N/A |
| 10 – Pending Manual Review | 07 – Manual Review | N/A |
| 11 – Request Acknowledged | 07 – Manual Review | Request Acknowledged |
| 12 – Prior Service | 50 – Reject | Prior Service |
| 13 – Account Held | 05 – Account Is Frozen | N/A |
| 14 – No Match to Original Request | 50 – Reject | No Match to Original Request |
| 15-21 – Unassigned | For future X9 | N/A |
| 22 – Financial Institution Initiated Release of Funds | 22 – FI Released Freeze | N/A |
| 23 – Unassigned | For future X9 | N/A |
| 24 – FI Initiated Partial Release of Funds | 24 – FI Reduced the Original Amount of Freeze | N/A |

Note: States will not receive Transaction Code 20; X9 FIs do not expect to return responses for maintenance requests.

Chart 1-4 shows the record layout changes to the Response Detail Record¹.

| Chart 1-4: Record Layout Changes | | | | | |
|----------------------------------|--------------------------|----------|---------|-----|--|
| Field | Element Name | Location | Length | A/N | Data Element Rules |
| 12 | Filler | 108-110 | 3 | A/N | Fill with spaces. |
| 13 | Date Type Code | 1 | 111 | A/N | Indicates if the date in the Withheld Date field is a remit date. The following scenarios apply: <ul style="list-style-type: none"> • Space – Withheld date; or no remit date received from X9 FIs • R – Remit date (Only used by X9 FIs) |
| 14 | Withheld Date/Remit Date | 8 | 112-119 | A/N | Conditionally Required The date the FI attached or froze the account for FAST Levy, or the date the X9 FI will remit the payment to the state. No funds attached or frozen – Fill with spaces Action Code ‘05:’ <ul style="list-style-type: none"> • For FAST Levy FIs – Requires the date in CCYYMMDD format • For X9 FIs: <ul style="list-style-type: none"> – One-step states – May be filled with spaces – Two-step states and amended responses – Fill with spaces |

¹ Field numbers have been adjusted to add the new field 13 ‘Date Type Code’.

FIs using the X9 standard will receive the state’s business contact email from the state’s FAST Levy profile information, and not from the FAST Levy request record. We will translate the state’s Contact Name and Phone Number from the FAST Levy Request Record to the X9 record layout; however, X9 does not have a field for the Contact Phone Extension. States are encouraged to keep their profile information updated by contacting FASTLevy@acf.hhs.gov.

1.5 State Testing

State testing is available.

1.6 Release Date

July 20, 2018

1.7 Contact Information

For help or questions about these enhancements, contact the FAST Levy Help Desk at FASTLevy@acf.hhs.gov.

2. Modify e-IWO to Support New OMB Changes to IWO Form (OCSE Ref. # 6821)

2.1 Summary of Changes

We will enhance the e-IWO record layouts to match the revised OMB-approved Income Withholding for Support Order form.

2.2 Background

The required fields on the e-IWO record layout are not consistent with the instructions for the paper IWO. This enhancement will ensure consistency between the electronic record specifications and the paper IWO form.

2.3 Description of Changes

The e-IWO batch application changes will include the following:

- Enforce the form instructions for required and conditionally required fields
- Modify field names to align with the form
- Change only the data requirements under certain conditions; does not add any fields or change the record layout

You can find the revised e-IWO Record Layouts on our website. [Appendix D, e-IWO Record Layouts](#), in the record specifications summarizes the changes. Please note that we will revise the e-IWO specifications posted on the OCSE website to reflect a minor change in the data requirements.

2.4 Impact on States

States may need to change their systems to conform with the updates to the record layout. State system changes must occur on or before the Release date.

2.5 State Testing

State testing is available.

2.6 Release Date

September 1, 2018

2.7 Contact Information

For help or questions about these enhancements, contact the e-IWO Help Desk at eIWOMail@acf.hhs.gov.

A. FAST Levy Electronic Withholding Request Record (State to FI)

| Chart A-1: Electronic Withholding Request Header Record | | | | | |
|---|-------------------|--------|----------|-----|--|
| No. | Field Name | Length | Location | A/N | Comments |
| 1 | Record Identifier | 2 | 1-2 | A | Required The characters 'RH,' which identify the record as a Request Header. |
| 2 | FEIN | 9 | 3-11 | N | Required The FI's FEIN. |
| 3 | Filler | 1 | 12-12 | A/N | For future versions. For this version, fill with a space. |
| 4 | FIPS Code | 2 | 13-14 | N | Required The two-digit numeric FIPS code of the requesting state. |
| 5 | Local County Code | 3 | 15-17 | A/N | Optional A three-digit local county code or filled with spaces. |
| 6 | Processing Date | 8 | 18-25 | N | Required The run date for the batch. Must be in CCYYMMDD format. |
| 7 | Batch ID | 6 | 26-31 | A/N | Required A unique identifier for each batch sent to the Portal daily. Use the unique Batch ID only once per day. |

| Chart A-1: Electronic Withholding Request Header Record | | | | | |
|---|---------------------------|--------|----------|-----|---|
| No. | Field Name | Length | Location | A/N | Comments |
| 8 | Batch Type Code | 2 | 32-33 | A | <p>Required</p> <p>The type of request for the batch. Valid values are:</p> <p>AG – Group account request – All requests contained in the batch will have the same SSN for different account numbers. FIs will handle a group account request as a single request and one fee will apply.</p> <p>AS – Single account request – All requests contained in the batch are single account requests and will be handled by the FI at the account level. Each request will be for one SSN and one account number.</p> <p>CL – Customer level request – All requests contained in the batch will be handled by the FI at a customer level and not by specific account for the customer.</p> |
| 9 | Portal Error Message Text | 30 | 34-63 | A/N | <p>Portal Use</p> <p>The field number that was in error, along with the error code, when the Portal performed its validation. Header records with errors will return the entire batch. The returned batch will contain all requests originally sent. Filled with spaces by the requestor. Up to six errors are returned. The format is NN:CD, NN:CD, NN:CD, NN:CD, NN:CD, NN:CD where ‘NN’ is equal to the field number and ‘CD’ is equal to the error code. Valid CD values are:</p> <p>IN – Invalid data</p> <p>RQ – Missing required data</p> <p>NU – Not numeric</p> |
| 10 | Filler | 537 | 64-600 | A/N | For future versions. For this version, fill with spaces. |

| Chart A-2: Electronic Withholding Request Detail Record | | | | | |
|---|-------------------|--------|----------|-----|---|
| No. | Field Name | Length | Location | A/N | Comments |
| 1 | Record Identifier | 2 | 1-2 | A | Required The characters 'RD,' which identify the record as a Request Detail. |
| 2 | Action Code | 2 | 3-4 | N | Required The code of the action to be taken. Valid values are: Original Requests: 01 – Execute lien and levy, used for one-step process 03 – Execute lien, used for two-step process Maintenance/Subsequent Requests: 02 – Release withhold 04 – Amend levy amount 05 – Execute levy, used for two-step process 06 – Extend freeze number of days |
| 3 | SSN | 9 | 5-13 | N | Required The Social Security number (SSN) of the obligor. |
| 4 | Last Name | 20 | 14-33 | A/N | Required The obligor's last name. Valid special characters are: <ul style="list-style-type: none"> • Hyphens (-) • Apostrophes (') • Periods (.) • Space The first character must not be a space. |

| Chart A-2: Electronic Withholding Request Detail Record | | | | | |
|---|-------------|--------|----------|-----|--|
| No. | Field Name | Length | Location | A/N | Comments |
| 5 | First Name | 15 | 34-48 | A/N | <p>Required The obligor's first name. Valid special characters are:</p> <ul style="list-style-type: none"> • Hyphens (-) • Apostrophes (') • Periods (.) • Space <p>The first character must not be a space.</p> |
| 6 | Middle Name | 15 | 49-63 | A/N | <p>Optional The obligor's middle name. Valid special characters are:</p> <ul style="list-style-type: none"> • Hyphens (-) • Apostrophes (') • Periods (.) <p>The first character must not be a space if middle name is populated. Fill with spaces if no middle name is available.</p> |

| Chart A-2: Electronic Withholding Request Detail Record | | | | | |
|---|-------------|--------|----------|-----|--|
| No. | Field Name | Length | Location | A/N | Comments |
| 7 | Name Suffix | 4 | 64-67 | A/N | <p>Optional The obligor's suffix name. Example: Jr., Sr., III. Valid special characters are:</p> <ul style="list-style-type: none"> • Hyphens (-) • Apostrophes (') • Periods (.) <p>The first character must not be a space. Fill with spaces if no suffix name is available.</p> |
| 8 | DOB | 8 | 68-75 | A/N | <p>Optional The obligor's date of birth (DOB), in CCYYMMDD format. Fill with spaces if no DOB is available.</p> |

| Chart A-2: Electronic Withholding Request Detail Record | | | | | |
|---|-------------------|--------|----------|-----|--|
| No. | Field Name | Length | Location | A/N | Comments |
| 9 | Account Type Code | 2 | 76-77 | A/N | <p>Conditionally Required The type of account for the withhold request. Required when the Batch Type Code is 'AS' or 'AG.'</p> <p>Valid values are: 01 – Savings account 04 – Checking/demand deposit account 05 – Term deposit certificate 06 – Collateral account 11 – Money market account 12 – IRA/KEOGH 14 – ERISA Plan account 16 – Cash balances 17 – Compound account 18 – Other</p> <p>Fill with spaces if Batch Type Code is 'CL.'</p> |
| 10 | Account Number | 20 | 78-97 | A/N | <p>Conditionally Required The Account Number the state is requesting funds to be withheld from, if the Batch Type Code is 'AS' or 'AG.'</p> <p>Fill with spaces if the Batch Type Code is 'CL.'</p> <p>Left justified padded with spaces to the right; hyphens and embedded spaces are allowed. This should reflect the manner returned on the MSFIDM quarterly match.</p> |

| Chart A-2: Electronic Withholding Request Detail Record | | | | | |
|---|-----------------|--------|----------|-----|--|
| No. | Field Name | Length | Location | A/N | Comments |
| 11 | Withhold Amount | 10 | 98-107 | N | <p>Conditionally Required</p> <p>The maximum amount to withhold in dollars and cents. Action Codes '01' execute lien and levy (one-step), '03' execute lien (two-step), and '04' amend levy amount must be greater than all zeroes.</p> <p>Action Codes '02' release withhold, '05' execute levy (two-step), and '06' extend freeze number of days can be equal to or greater than all zeroes.</p> <p>Two-digit decimal is assumed.</p> <p>The field must be formatted as follows:</p> <ul style="list-style-type: none"> • Numeric • Decimal Assumed • Unsigned • Right Justify • Zero Fill to Left • Zero Fill if N/A |

| Chart A-2: Electronic Withholding Request Detail Record | | | | | |
|---|------------------|--------|----------|-----|---|
| No. | Field Name | Length | Location | A/N | Comments |
| 12 | Threshold Amount | 6 | 108-113 | N | <p>Required</p> <p>The minimum amount in dollars and cents that must be in the accounts after the fees and exemptions are deducted. Two-digit decimal is assumed. Fill with zeroes when there is no threshold amount.</p> <p>For example, the account balance is \$500. The FI fee is \$50. The amount in the account after fees and exemptions is \$450. The state threshold amount is \$500. This would not meet the threshold amount the state submitted for the request.</p> <p>The field must be formatted as follows:</p> <ul style="list-style-type: none"> • Numeric • Decimal Assumed • Unsigned • Right Justify • Zero Fill to Left • Zero Fill if N/A |
| 13 | Request Date | 8 | 114-121 | N | <p>Required</p> <p>The date the withhold was requested, in CCYYMMDD format.</p> <p>Maintenance/Subsequent requests with Action Codes equal to '02' release withhold, '04' amend levy amount, '05' execute levy, used for the two-step process, and '06' extend freeze number of days, must contain the request date from the original withhold request.</p> |

| Chart A-2: Electronic Withholding Request Detail Record | | | | | |
|---|--------------------|--------|----------|-----|--|
| No. | Field Name | Length | Location | A/N | Comments |
| 14 | Passback Text | 40 | 122-161 | A/N | <p>Optional</p> <p>Allows the state to capture information pertaining to the request. Returned by the FI in the response. Fill with spaces if not used. This field must not contain PII.</p> |
| 15 | Freeze Number Days | 4 | 162-165 | N | <p>Required</p> <p>The additional number of days the accounts must be frozen beyond the submitting state's standard timeframe. If no additional days are needed, fill with zeroes. Value cannot be zeroes if Action Code is equal to '06,' extend freeze number of days.</p> <p>Note: FI will follow the rules for the state to determine business versus calendar days.</p> <p>The field must be formatted as follows:</p> <ul style="list-style-type: none"> • Numeric • Unsigned • Right Justify • Zero Fill to Left • Zero Fill if N/A |

| Chart A-2: Electronic Withholding Request Detail Record | | | | | |
|---|------------------------------|--------|----------|-----|--|
| No. | Field Name | Length | Location | A/N | Comments |
| 16 | Exemption Amount | 10 | 166-175 | N | <p>Required</p> <p>The amount in dollars and cents to be excluded from the levy action. Any amount over the exemption amount is available for freeze and seize. Two-digit decimal is assumed. Fill with zeroes if no exemption amount is required. The field must be formatted as follows:</p> <ul style="list-style-type: none"> • Numeric • Decimal Assumed • Unsigned • Right Justify • Zero Fill to Left • Zero Fill if N/A |
| 17 | Legal Attachment Code | 2 | 176-177 | A/N | <p>Required</p> <p>The type of legal document for the withhold request. Default Value is 'CS' for Child Support Order.</p> |
| 18 | Legal Attachment Action Code | 2 | 178-179 | A/N | <p>Optional</p> <p>The type of attachment for the withhold request. Fill with spaces if not needed. Spaces in this field will default to 'PT.'</p> <p>Valid values are:</p> <p>OL – Continuous or ongoing levy PT – Point in time levy</p> |
| 19 | Contact Name | 50 | 180-229 | A/N | <p>Required</p> <p>The first and last name of the person or a point of contact (POC) who the FI or customer should contact for additional information.</p> |

| Chart A-2: Electronic Withholding Request Detail Record | | | | | |
|---|------------------------------|--------|----------|-----|---|
| No. | Field Name | Length | Location | A/N | Comments |
| 20 | Contact Phone Number | 10 | 230-239 | N | Required The phone number of the person or a POC the FI or customer should contact for additional information. |
| 21 | Contact Phone Extension Text | 5 | 240-244 | A/N | Optional A phone extension for the person or a POC the FI or customer should contact for additional information. Can be 1-5 positions. Fill with spaces if no extension is available. |
| 22 | Contact E-mail Text | 50 | 245-294 | A/N | Optional An email address for the person or a POC the FI or customer should contact for additional information. Fill with spaces if no email is available. When sending to X9 FIs, OCSE will use the Contact Email text the state reported on the FAST Levy Profile form. |
| 23 | Agency Name | 50 | 295-344 | A/N | Required The name of the child support agency. |
| 24 | Payment Type Code | 1 | 345-345 | A | Required The method the state would prefer to receive the payment from the FI if the FI has the capability to send per the state's request. Valid values are: E – Electronic request M – Check request |

| Chart A-2: Electronic Withholding Request Detail Record | | | | | |
|---|---------------------|--------|----------|-----|---|
| No. | Field Name | Length | Location | A/N | Comments |
| 25 | Address Line 1 Text | 50 | 346-395 | A/N | Required The street address of the child support agency where the FI should mail the payment. |
| 26 | Address Line 2 Text | 50 | 396-445 | A/N | Optional The street address of the child support agency where the FI should mail the payment. |
| 27 | Address Line 3 Text | 50 | 446-495 | A/N | Required The city, state, and ZIP code of the child support agency where the FI should mail the payment. |
| 28 | Request Timestamp | 12 | 496-507 | A/N | Required Must contain spaces. The FAST Levy Portal will populate this field. The timestamp format is HH:MM:SS:SSS. |

| Chart A-2: Electronic Withholding Request Detail Record | | | | | |
|---|---------------------------|--------|----------|-----|---|
| No. | Field Name | Length | Location | A/N | Comments |
| 29 | Portal Error Message Text | 30 | 508-537 | A/N | <p>Portal Use The field number that was in error, along with the error code, when the Portal performed its validation. Request records with errors will be returned in their original batch if a request did not pass validation. The returned batch will only contain requests that did not pass validation. All requests that pass validation will be sent to the FI. Filled with spaces by the requestor. Up to six errors are returned.</p> <p>The format is NN:CD, NN:CD, NN:CD, NN:CD, NN:CD, NN:CD where 'NN' is equal to the field number and 'CD' is equal to the error code.</p> <p>Valid CD values are: IN – Invalid data RQ – Missing required data NU – Not numeric</p> |
| 30 | Agency Identifier | 20 | 538-557 | A/N | <p>Required A unique identifier assigned by the agency. Maintenance/subsequent requests with Action Codes equal to '02' release withhold, '04' amend levy amount, '05' execute levy, used for the two-step process, and '06' extend freeze number of days, must contain the agency identifier from the original withhold request. All information recorded in this field will appear on the ACH response.</p> <p>This field must not contain PII.</p> |
| 31 | OCSE Processing Date | 8 | 558-565 | N | <p>Required Must contain spaces. The FAST Levy Portal will populate this field. This field must contain the date OCSE received the request in CCYYMMDD format.</p> |

| Chart A-2: Electronic Withholding Request Detail Record | | | | | |
|--|-------------------|---------------|-----------------|------------|--|
| No. | Field Name | Length | Location | A/N | Comments |
| 32 | Filler | 43 | 566-600 | A/N | For future versions. For this version, fill field with spaces. |

| Chart A-3: Electronic Withholding Request Trailer Record | | | | | |
|--|-------------------|--------|----------|-----|--|
| No. | Field Name | Length | Location | A/N | Comments |
| 1 | Record Identifier | 2 | 1-2 | A | Required The characters 'RT,' which identify the record as a Request Trailer. |
| 2 | FEIN | 9 | 3-11 | N | Required The FI's FEIN. |
| 3 | Filler | 1 | 12-12 | A/N | For future versions. For this version, fill with a space. |
| 4 | FIPS Code | 2 | 13-14 | N | Required The two-digit numeric FIPS code of the requesting state. |
| 5 | Local County Code | 3 | 15-17 | A/N | Optional A three-digit local county code or is filled with spaces. |
| 6 | Record Count | 6 | 18-23 | N | Required The total number of records submitted in this batch. The field must be formatted as follows: <ul style="list-style-type: none"> • Numeric • Unsigned • Right Justify • Zero Fill to Left • Zero Fill if N/A |

| Chart A-3: Electronic Withholding Request Trailer Record | | | | | |
|--|---------------------------|--------|----------|-----|--|
| No. | Field Name | Length | Location | A/N | Comments |
| 7 | Portal Error Message Text | 30 | 24-53 | A/N | <p>Portal Use</p> <p>The field number that was in error, along with the error code, when the Portal performed its validation. Trailer records with errors will return the entire batch. The returned batch will contain all requests originally sent. Filled with spaces by the requestor. Up to six errors are returned.</p> <p>The format is NN:CD, NN:CD, NN:CD, NN:CD, NN:CD, NN:CD where 'NN' is equal to the field number and 'CD' is equal to the error code.</p> <p>Valid CD values are:</p> <p>IN – Invalid data RQ – Missing required data NU – Not numeric</p> |
| 8 | Filler | 547 | 54-600 | A/N | For future versions. For this version, fill with spaces. |

| Chart A-4: Electronic Withholding Request Notice Record | | | | | |
|---|--|--------|----------|-----|---|
| No. | Field Name | Length | Location | A/N | Comments |
| 1 | Record Identifier | 2 | 1-2 | A | Required The characters 'RN,' which identify the record as a Request Notice. |
| 2 | Notice of Right to Garnish Federal Benefits Text | 598 | 3-600 | A/N | Required by Portal The Notice of Right to Garnish Federal Benefits text. The Notice of Right to Garnish Federal Benefits is created by the FAST Levy Portal, not by the state. Each file will have one Notice Record at the end of the file. Proposed Notice of Right to Garnish Federal Benefits State child support agencies (CSA) issued these orders pursuant to authority to attach or seize obligors' assets in financial institutions (FI) [42 USC Section 666]. The garnishee is notified that procedures established by 31 CFR 212 to identify and protect federal benefits deposited to FI accounts do not apply to these orders. The garnishee must comply with the terms of these orders including instructions for withholding and retaining funds in any account(s) covered by these orders pending further state CSA notice. |

B. FAST Levy Electronic Withholding Response Record (FI to State)

| Chart B-1: Electronic Withholding Response Header Record | | | | | |
|--|-------------------|--------|----------|-----|--|
| No. | Field Name | Length | Location | A/N | Comments |
| 1 | Record Identifier | 2 | 1-2 | A | Required The characters 'AH,' which identify the record as a Response Header. |
| 2 | FEIN | 9 | 3-11 | N | Required The FI's FEIN. |
| 3 | Filler | 1 | 12-12 | A/N | For future versions. For this version, fill with a space. |
| 4 | FIPS Code | 2 | 13-14 | N | Required The two-digit numeric FIPS code of the requesting state. |
| 5 | Local County Code | 3 | 15-17 | A/N | Optional A three-digit local county code or filled with spaces. This field will be filled with spaces for amended responses from FIs using X9. |
| 6 | Processing Date | 8 | 18-25 | N | Required The run date for the batch in CCYYMMDD format. |
| 7 | Batch ID | 6 | 26-31 | A/N | Required The state's unique identifier submitted for this batch of records. Return the state's Batch ID sent in the Withhold Request file. This field will have CSP_AM for amended responses from FIs using X9. |

| Chart B-1: Electronic Withholding Response Header Record | | | | | |
|---|--------------------------------|---------------|-----------------|------------|---|
| No. | Field Name | Length | Location | A/N | Comments |
| 8 | Batch Type Code | 2 | 32-33 | A | Required The type of request submitted for this batch of records. Return the state's Batch Type Code sent in the Withhold Request file. This field will be filled with spaces for amended responses from FIs using X9. |
| 9 | Contact Name | 50 | 34-83 | A/N | Optional The first and last name of the person the state should contact for additional information. Fill with spaces if no Contact Name is available. This field will be filled with spaces for amended responses from FIs using X9. |
| 10 | Contact Phone Number | 10 | 84-93 | N | Required The phone number for the person the state should contact for additional information. |
| 11 | Contact Phone Extension Number | 5 | 94-98 | A/N | Optional A phone extension for the person the state should contact for additional information. Can be 1-5 positions. Fill with spaces if no extension is available. This field will be filled with spaces for amended responses from FIs using X9. |

| Chart B-1: Electronic Withholding Response Header Record | | | | | |
|--|---------------------------|--------|----------|-----|---|
| No. | Field Name | Length | Location | A/N | Comments |
| 12 | Contact E-mail Text | 50 | 99-148 | A/N | <p>Optional</p> <p>An email address for the person the state should contact for additional information. Fill with spaces if no email address is available.</p> <p>This field will be filled with spaces for amended responses from FIs using X9.</p> |
| 13 | Portal Error Message Text | 30 | 149-178 | A/N | <p>Portal Use</p> <p>The field number that was in error, along with the error code, when the Portal performed its validation. Header records with errors will return the entire batch. The returned batch will contain all requests originally sent. Filled with spaces by the requestor. Up to six errors are returned.</p> <p>The format is NN:CD, NN:CD, NN:CD, NN:CD, NN:CD, NN:CD where 'NN' is equal to the field number and 'CD' is equal to the error code.</p> <p>Valid CD values are:</p> <p>IN – Invalid data RQ – Missing required data NU – Not numeric</p> |
| 14 | Filler | 222 | 179-400 | A/N | For future versions. For this version, fill with spaces. |

| Chart B-2: Electronic Withholding Response Detail Record | | | | | |
|--|-------------------|--------|----------|-----|--|
| No. | Field Name | Length | Location | A/N | Comments |
| 1 | Record Identifier | 2 | 1-2 | A | Required The characters 'AD,' which identify the record as a Response Detail. |
| 2 | Response Code | 2 | 3-4 | N | Required The response type code. Valid values are: 04 – Bypassed accounts did not meet minimum balance requirement or account balance was less than or equal to \$0.00 05 – Accounts satisfy part or all of the levy and account is frozen 06 – Match is good but no attachable accounts 07 – Manual review 10 – Customer not found 12 – Match good, closed account 20 – Full or partial amount released from withhold (in response to Maintenance Action Code equal to '02' release withhold, '04' amend levy amount, from Request Record) States will not receive Transaction Code 20 from X9 FIs; X9 FIs do not expect to return responses for maintenance request codes '02' and '04' 50 – Reject, FI could not process request, for example, if the noncustodial parent is in a bankruptcy status You may receive the following responses after a bank sends a response code '05' to a state's original request: 22 – FI Initiated Response (FIR) – FI released the freeze or restraint on the account and reduced the freeze amount to zero dollars 24 – FIR, FI reduced the original amount of the freeze or restraint to an amount greater than zero dollars |

| Chart B-2: Electronic Withholding Response Detail Record | | | | | |
|--|--------------------------|--------|----------|-----|---|
| No. | Field Name | Length | Location | A/N | Comments |
| 2 | Response Code (Cont.) | 2 | 3-4 | N | <p>You will receive the following response codes when X9 FIs send amended responses to the previous response code '05'</p> <p>Valid values are:</p> <p>07 – Manual review – Will be used if FI sends an increase in freeze amount. See FI Message Text field for further information.</p> <p>22 – FI Initiated Response (FIR) – FI released the freeze or restraint on the account and reduced the freeze amount to zero dollars. See Message Text field for further information.</p> <p>24 – FIR – FI reduced the original amount of the freeze or restraint to an amount greater than zero dollars. See Message Text field for further information.</p> |
| 3 | SSN | 9 | 5-13 | N | <p>Required</p> <p>The Social Security number (SSN) of the obligor for the FI to initiate an action to withhold.</p> <p>This field will be filled with spaces for amended responses from FIs using X9.</p> |
| 4 | Last Name | 20 | 14-33 | A/N | <p>Required</p> <p>The obligor's last name.</p> <p>Valid special characters are:</p> <ul style="list-style-type: none"> • Hyphens (-) • Apostrophes (') • Periods (.) • Space <p>The first character must not be a space.</p> <p>This field will be filled with spaces for amended responses from FIs using X9.</p> |

| Chart B-2: Electronic Withholding Response Detail Record | | | | | |
|--|-------------|--------|----------|-----|--|
| No. | Field Name | Length | Location | A/N | Comments |
| 5 | First Name | 15 | 34-48 | A/N | <p>Required The obligor's first name. Valid special characters are:</p> <ul style="list-style-type: none"> • Hyphens (-) • Apostrophes (') • Periods (.) • Space <p>The first character must not be a space. This field will be filled with spaces for amended responses from FIs using X9.</p> |
| 6 | Middle Name | 15 | 49-63 | A/N | <p>Optional The obligor's middle name. Valid special characters are:</p> <ul style="list-style-type: none"> • Hyphens (-) • Apostrophes (') • Periods (.) <p>The first character must not be a space if middle name is populated. Fill with spaces if no middle name is available. This field will be filled with spaces for amended responses from FIs using X9.</p> |

| Chart B-2: Electronic Withholding Response Detail Record | | | | | |
|--|----------------|--------|----------|-----|--|
| No. | Field Name | Length | Location | A/N | Comments |
| 7 | Name Suffix | 4 | 64-67 | A/N | <p>Optional</p> <p>The obligor’s suffix name. Example: Jr., Sr., III. Valid special characters are:</p> <ul style="list-style-type: none"> • Hyphens (-) • Apostrophes (’) • Periods (.) <p>Fill with spaces if no suffix is available. This field will be filled with spaces for amended responses from FIs using X9.</p> |
| 8 | DOB | 8 | 68-75 | A/N | <p>Optional</p> <p>The obligor’s date of birth (DOB), in CCYYMMDD format. Fill with spaces if no DOB is available. This field will be filled with spaces for amended responses from FIs using X9.</p> |
| 9 | Filler | 2 | 76-77 | A/N | For future versions. For this version, fill with spaces. |
| 10 | Account Number | 20 | 78-97 | A/N | <p>Conditionally Required</p> <p>Any account number that the FI attached or froze. If the state submitted an account level request, the Batch Type Code must contain ‘AS’ or ‘AG.’ Fill with spaces if Batch Type Code is ‘CL.’ Left justified padded with spaces to the right. This field will be filled with spaces for amended responses from FIs using X9.</p> |

| Chart B-2: Electronic Withholding Response Detail Record | | | | | |
|--|----------------|--------|----------|-----|---|
| No. | Field Name | Length | Location | A/N | Comments |
| 11 | Freeze Amount | 10 | 98-107 | N | <p>Conditionally Required</p> <p>The amount in dollars and cents attached or frozen before fees and penalties are deducted. Two-digit decimal is assumed. If no amount is attached or frozen, fill with zeroes. The field is required when the FI returns '05' in the Response Code.</p> <p>The field must be formatted as follows:</p> <ul style="list-style-type: none"> • Numeric • Decimal Assumed • Unsigned • Right Justify • Zero Fill to Left • Zero Fill if N/A <p>Note: This field is required when X9 FIs send amended responses.</p> |
| 12 | Filler | 3 | 108-110 | A/N | For future versions. For this version, fill with spaces. |
| 13 | Date Type Code | 1 | 111 | A/N | <p>Indicates if the date in the Withheld Date field is a remit date. The following scenarios apply:</p> <ul style="list-style-type: none"> • Space – Withheld date; or no remit date received from X9 FIs • R – Remit date (Only used by X9 FIs) |

| Chart B-2: Electronic Withholding Response Detail Record | | | | | |
|---|--------------------------|---------------|-----------------|------------|---|
| No. | Field Name | Length | Location | A/N | Comments |
| 14 | Withheld Date/Remit Date | 8 | 112-119 | A/N | <p>Conditionally Required</p> <p>The date the FI attached or froze the account for FAST Levy, or the date the X9 FI will remit the payment to the state.</p> <p>No funds attached or frozen – Fill with spaces</p> <p>Action Code ‘05:’</p> <ul style="list-style-type: none"> • For FAST Levy FIs – Requires the date in CCYYMMDD format • For X9 FIs: <ul style="list-style-type: none"> – One-step states – May be filled with spaces – Two-step states and amended responses – Fill with spaces |
| 15 | Passback Text | 40 | 120-159 | A/N | <p>Conditionally Required</p> <p>Allows the state to capture information about the request. Must be returned by the FI in the response. Must contain spaces if not used.</p> <p>This field must not contain PII.</p> |
| 16 | Filler | 3 | 160-162 | A/N | For future versions. For this version, fill with spaces. |

| Chart B-2: Electronic Withholding Response Detail Record | | | | | |
|--|---------------------------|--------|----------|-----|--|
| No. | Field Name | Length | Location | A/N | Comments |
| 17 | Fee Amount | 6 | 163-168 | N | <p>Required The amount in dollars and cents of fees and penalties charged by the FI for the withheld amount. Two-digit decimal is assumed. Fill with zeroes if no fee applies. The field must be formatted as follows:</p> <ul style="list-style-type: none"> • Numeric • Decimal Assumed • Unsigned • Right Justify • Zero Fill to Left • Zero Fill if N/A |
| 18 | Account Relationship Code | 1 | 169-169 | A/N | <p>Required Information about the obligor’s ownership of the accounts. Valid values are: 0 – Sole owner of the matched account. Use this code as the default code for action codes that are not freezing funds. 1 – Secondary owner of the matched account 2 – Primary owner with secondary owners listed to matched account 3 – At least one of the accounts is a joint account. Use this code when the state submits the request at the customer level. For responses from FIs using X9, valid values are only ‘0’ and ‘3.’ This field filled with spaces for amended responses from FIs using X9.</p> |

| Chart B-2: Electronic Withholding Response Detail Record | | | | | |
|--|----------------------------|--------|----------|-----|--|
| No. | Field Name | Length | Location | A/N | Comments |
| 19 | Safe Deposit Box Indicator | 1 | 170-170 | A | <p>Required</p> <p>Indicates whether the account holder has a safe deposit box at the FI.</p> <p>Valid values are:</p> <p>Y – Yes</p> <p>N – No</p> <p>This field filled with spaces for amended responses from FIs using X9.</p> |
| 20 | Returned Timestamp | 12 | 171-182 | A/N | <p>Required</p> <p>The timestamp for the record sent by the state. FIs use this field to determine “first come, first serve.” The timestamp format is HH:MM:SS:SSS. Return the Request Timestamp in this field.</p> <p>This field filled with spaces for amended responses from FIs using X9.</p> |
| 21 | Portal Error Message Text | 30 | 183-212 | A/N | <p>Portal Use</p> <p>The field number that was in error, along with the error code, when the Portal performed its validation. Response records with errors will be returned in their original batch if a response did not pass validation. The returned batch will only contain responses that did not pass validation. All responses that pass validation will be sent to the state. Filled with spaces by the responder. Up to six errors are returned.</p> <p>The format is: NN:CD, NN:CD, NN:CD, NN:CD, NN:CD, NN:CD</p> <p>Valid CD values are:</p> <p>IN – Invalid data</p> <p>RQ – Missing required data</p> <p>NU – Not numeric</p> |

| Chart B-2: Electronic Withholding Response Detail Record | | | | | |
|--|-------------------|--------|----------|-----|---|
| No. | Field Name | Length | Location | A/N | Comments |
| 22 | FI Message Text | 100 | 213-312 | A/N | <p>Conditionally Required</p> <p>A text message that provides a reason why the FI rejected the request. If the FI uses code '50' for the Response Code, this field must contain a reason.</p> <p>From FIs using X9 Legal Order Exchange standards, expected values for the states are as follows:</p> <ul style="list-style-type: none"> • Duplicate service/request • Customer deceased • Prior service • No match to original request <p>FIs using X9 standards may use this field to send a request acknowledgment to a state. This field will contain 'Request Acknowledged' and the response code will be '07.'</p> <p>This field contains a text message that provides a reason for the X9 FI sending an amended response.</p> |
| 23 | Agency Identifier | 20 | 313-332 | A/N | <p>Required</p> <p>The agency identifier provided in the withhold request record.</p> <p>Maintenance/subsequent requests with Action Codes equal to '02' release withhold, '04' amend levy amount, '05' execute levy, used for the two-step process, and '06' extend freeze number of days, must contain the agency identifier from the original withhold request. All information recorded in this field will appear on the ACH response.</p> |
| 24 | Filler | 68 | 333-400 | A/N | For future versions. For this version, fill with spaces. |

| Chart B-3: Electronic Withholding Response Trailer Record | | | | | |
|--|---------------------------|---------------|-----------------|------------|--|
| No. | Field Name | Length | Location | A/N | Comments |
| 1 | Record Identifier | 2 | 1-2 | A | Required The characters 'AT,' which identify the record as a Response Trailer. |
| 2 | FEIN | 9 | 3-11 | N | Required The FI's FEIN. |
| 3 | Filler | 1 | 12-12 | A/N | For future versions. For this version, fill with a space. |
| 4 | FIPS Code | 2 | 13-14 | N | Required The two-digit numeric FIPS code of the requesting state. |
| 5 | Local County Code | 3 | 15-17 | A/N | Optional A three-digit local county code or is filled with spaces. |
| 6 | Record Count | 6 | 18-23 | N | Required The total number of records submitted in this batch. This count excludes the header and trailer record. |
| 7 | Portal Error Message Text | 30 | 24-53 | A/N | Portal Use The field number of the error, along with the error code, when the Portal performed its validation. Trailer records with errors will return the entire batch. The returned batch will contain all requests originally sent. Filled with spaces by the requestor. Up to six errors are returned. The format is NN:CD, NN:CD, NN:CD, NN:CD, NN:CD, NN:CD where 'NN' is equal to the field number and 'CD' is equal to the error code. Valid CD values are: IN – Invalid data RQ – Missing required data NU – Not numeric |

| Chart B-3: Electronic Withholding Response Trailer Record | | | | | |
|--|-------------------|---------------|-----------------|------------|--|
| No. | Field Name | Length | Location | A/N | Comments |
| 8 | Filler | 347 | 54-400 | A/N | For future versions. For this version, fill with spaces. |

C. Summary of Changes

Chart C-1 lists the locations of changes in the FAST Levy Record Layout document.

Note: Locations, except for the document header, are hyperlinks. To go to the location, click it. To return here, type Alt plus Left Arrow on the keyboard.

| Chart C-1: Summary of Changes | |
|---|---|
| Location | Change |
| Chart A-2, Passback Text | Added message this field must not contain PII |
| Chart A-2, Contact Email Text | Added clarification on how this field is sent to X9 FIs |
| Chart A-4, Notice of Right to Garnish Federal Benefits Text | Added clarification about the Notice of Right to Garnish Federal Benefits |
| Chart B-1, Local County Code, Batch ID, Batch Type Code, Contact Name, Contact Phone Extension, Contact Email Text | Added clarification about how these fields are used by X9 FIs |
| Chart B-2, Response Code, SSN, Last Name, First Name, Middle Name, Name Suffix, DOB, Account Number, Freeze Amount, Date Type Code, Withheld Date, Passback, Account Relationship Code, Safety Deposit Box Indicator, FI Message Text | Added clarification about how these fields are used by X9 FIs |
| Chart B-3, Record Count | Added clarification for the Record Count |