Department of the Army
Pamphlet 600–8–23

Personnel Information Systems

Standard Installation/Division Personnel System (SIDPERS) Database Management Procedures

Headquarters
Department of the Army
Washington, DC
1 April 1992

UNCLASSIFIED

SUMMARY of CHANGE

DA PAM 600–8–23
Standard Installation/Division Personnel System (SIDPERS) Database Management Procedures

This new pamphlet--

- Contains parts of AR 680-5, DA Pam 600-8-3, DA Pam 600-8-4, DA Pam 600-8-5, and DA Pam 600-8-6.

- Updates the acronyms UIS/FORSTAT and UNITREP to SORTS.

- Contains information and descriptions of the database files that make up SIDPERS (chap 2).

- Explains and lists the requirement codes, error mnemonics, format identification (FIDs), and output codes associated with SIDPERS transactions (chap 3).

- Describes the SIDPERS Active Army locator file (SAF), and discusses the procedures for maintenance (chap 4).

- Describes the SIDPERS assignment instruction file (SAIF), and discusses the processing logic of the Enlisted Distribution Assignment System (EDAS) (chap 5).

- Describes the SIDPERS authorized strength file (SASF), discusses the procedures for updating and maintenance, and lists the requirements to execute Vertical--The Army Authorization Documents System (VTAADS) interface (chap 6).

- Describes the SIDPERS error suspense file (SESF), discusses input and output considerations, and lists the procedures to monitor the unresolved error reports (chap 7).

- Describes the SIDPERS military occupational specialty (MOS) edit file (SMEF), and discusses input, output, and file maintenance considerations (chap 8).

- Describes the SIDPERS organization master file (SOMF) and the SIDPERS reserve organization master file (SROF), and discusses input and output considerations (chap 9).

- Describes the SIDPERS personnel file (SPF) and output reports; lists the input transaction mnemonics, SPF edits, and record formats; and discusses file maintenance considerations (chap 10).

- Describes the SIDPERS report control file (SRCF) (chap 11).
- Describes the SIDPERS stacker file (SSF), and discusses input considerations and file processing and maintenance (chap 12).
- Describes the test model and its configuration, discusses the use of the test model for training, and lists the procedures for establishing the test model and test model processing (chap 13).
- Discusses the standard information retrieval capability for users (SIRCUS) system, library maintenance, and overall processing requirements, and lists the SIRCUS maintenance control card formats (chap 14).
- Contains the procedures for scheduling and performing a database split, and lists the timetable of events for losing and gaining Personnel Automation Section (PAS) (chap 15).
- Contains the procedures for coordinating and performing an intact unit gain or loss, and lists the timetable of events for losing and gaining PAS (chap 16).
- Describes the command and staff reports, and lists the procedures and schedule card formats for each report (chap 17).
- Provides general guidance and assistance to process and correct U.S. Total Army Personnel Command (PERSCOM) and Joint Uniform Military Pay System (JUMPS) feedback notices (chap 18).
- Describes the record format for PERSCOM error notices, lists the types of errors notices, and provides assistance to resolve the error notices (chap 19).
- Describes the record format for PERSCOM receipt notices, lists the types of receipt notices, and provides assistance to correct unprocessed receipt notices (chap 20).
- Describes the record format for PERSCOM change notices, lists the types of change notices, and provides assistance to correct unprocessed change notices (chap 21).
- Describes the pass record (FID K) transactions used to update the PERSCOM officer master file (OMF) or enlisted master filed (EMF), and lists the type transactions and formats (chap 22).
- Describes the record formats for EMF and OMF inquiries and responses, Central Transient Accounting System (CTAS) inquiries and responses, data reconciliation records, and other miscellaneous type transactions not previously discussed (chap 23).
- Describes the record formats for data collection between Defense Finance and Accounting Service--Indianapolis Center (DFAS-IN), PERSCOM, and SIDPERS for reporting single source data, lists finance identification numbers and the type of JUMPS notices, and provides assistance to resolve JUMPS feedback notices (chap 24).

- Describes the procedures for transmitting automatic digital network (AUTODIN) traffic pertaining to SIDPERS, and lists the record identification group (RIG), record identification number (RIN), content indicator code (CIC), and requirement control symbol (RCS) of data batches and AUTODIN record formats (chap 25).

- Describes the standard entry-exit system (SEES) and subsystems, and lists the recommended structure for establishing the queue (chap 26).

- Describes remote site support and its relationship to the SRCF, discusses implementation and control, and lists the codes and error mnemonics that apply to the SRCF (chap 27).

- Discusses cycle parameters and control cards, lists the database create/ substitution field codes and their meanings, and describes the format for the cycle parameter card (chap 28).

- Describes The Army Personnel Rollup System (TAPER) database files, processing routines, and output considerations (chap 29).

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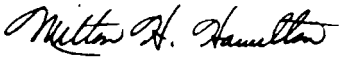
Personnel Information Systems

Standard Installation/Division Personnel System (SIDPERS) Database Management Procedures

By Order of the Secretary of the Army:

GORDON R. SULLIVAN
General, United States Army
Chief of Staff

Official:



MILTON H. HAMILTON
Administrative Assistant to the Secretary of the Army

History. This UPDATE printing publishes a new Department of the Army pamphlet.

Summary. This pamphlet incorporates the concepts and requirements of the Standard Installation/Division Personnel System (SIDPERS) for both peacetime and wartime operating modes; documents input requirements at the various levels supported by SIDPERS; explains procedures to be used in conjunction with the output provided the users of SIDPERS; governs the exchange of personnel data between the U.S. Total Army Personnel Command and SIDPERS; provides the SIDPERS analyst with a personnel automation section level procedure and reference handbook that explains the complete structure of SIDPERS database; and contains procedures through Interim Change Package 31-09.

Applicability. This pamphlet applies to all elements of the Active Army, the Army National Guard, and the U.S. Army Reserve personnel who are serving on Federal active duty other than active duty for training unless otherwise stated in the applicable procedure.

Proponent and exception authority. Not Applicable.

Interim changes. Interim changes to this pamphlet are not official unless they are authenticated by the Administrative Assistant to the Secretary of the Army. Users will destroy interim changes on their expiration dates unless sooner superseded or rescinded.

Suggested improvements. The proponent agency of this pamphlet is the office of the Deputy Chief of Staff for Personnel. Users are invited to send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications and Blank Forms) directly to the Commander, U.S. Total Army Personnel Command, ATTN: TAPC-FSO-T, Alexandria, VA22332-0495.

Distribution. Distribution of this publication is made in accordance with the requirements on DA Form 12-09-E, block number 5339, intended for command level C for Active Army, Army National Guard, and U.S. Army Reserve.

Contents (Listed by paragraph and page number)

*This pamphlet and AR 600-8-23 supersede AR 680-5, 1 March 1989; DA Pam 600-8-3, 15 January 1982; DA Pam 600-8-4, 1 March 1989; DA Pam 600-8-5, 1 March 1989; and DA Pam 600-8-6, 1 March 1989.

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Chapter 1
Personnel Database Management

1–1. Purpose

a. This pamphlet defines the Standard Installation/Division Personnel System (SIDPERS) Interface Division (SID) and the Personnel Automation Section (PAS) and provides guidance for SID and PAS managers and operating personnel.

b. The purpose of this pamphlet is to—

(1) Ensure that the PAS is organized and operated in a standard manner throughout the Army.

(2) Provide guidance to PAS managers on the mission, functions, organizations, staffing, and control of the PAS.

(3) Provide guidance for PAS functional responsibilities.

(4) Provide standards and guidance for SIDPERS performance management.

(5) On a worldwide basis, explain the total system design of SIDPERS interfaces with U.S. Total Army Personnel Command (PERSCOM) and other sites.

(6) Explain the other systems within the Army that interface with SIDPERS.

(7) Describe system design at each installation.

(8) Provide procedures and guidance for data transmission between PERSCOM and SIDPERS via the automatic digital network (AUTODIN).

(9) Provide a complete look at the database files, the relationship between files, the physical layout, and maintenance procedures.

(10) Explain procedures for a database split, that is, separating a database into two complete and separate databases.

(11) Describe the actions required by a losing Personnel Information Systems (PERSINS) processing activity (PPA) and gaining PPA to transfer the servicing of a unit from one SIDPERS to another.

(12) Provide a systems handbook to help the SIDPERS analyst look up information.

(13) Provide specific operating instructions and procedural guidance to individuals in the PAS who are involved in the use and maintenance of the command and staff reports, local data options, and standard information retrieval capability for users (SIRCUS).

(14) Provide general requirements and record formats for the direct exchange of Active Army personnel data between PERSCOM and the automated PERSINS components in the field.

c. This pamphlet does not explain SIDPERS mobilization procedures. Those procedures are contained in DA Pamphlet 600-41,chapter 4.

1–2. References

Required and related publications and referenced forms are listed in appendix A.

1–3. Explanation of abbreviations and terms

Abbreviations and special terms used in this pamphlet are explained in the glossary. Codes, mnemonics, and data elements are explained in AR 680–29 and/or tables in this pamphlet.

1–4. Description of SIDPERS

SIDPERS is a standard, automated, integrated personnel system designed to provide personnel information support at division, installation, brigade, battalion, and unit levels. Operationally, SIDPERS is designed as an integral part of the PERSINS. Through the use of a personnel data record and reporting system, personnel information directly flows between reporting organizations at the unit level, PERSCOM, and interfacing activities. SIDPERS—

a. Supports the personnel needs of the individual soldier.

b. Provides sufficient management information to local commanders to enable them to manage personnel effectively during peacetime and satisfy essential personnel strength and management information needs during mobilization and wartime.

c. Supports rapid accession of reserve components.

d. Overcomes hardware constraints in the current automatic data processing equipment (ADPE) environment.

e. Meets wartime, mobilization, and peacetime personnel automation needs, in that order of priority.

f. Reduces ADPE run time in mobilization and/or wartime environments.

g. Facilitates system changes through a subset design.

h. Satisfies PERSCOM personnel data needs.

i. Continues interfaces with other automated systems.

j. Continues to improve personnel data accuracy.

k. Provides a uniform system that can be easily adapted to changing requirements.

l. Provides the personnel community with a data entry system that—

(1) Significantly reduces the use of punch cards and eliminates mark sense forms as input media to SIDPERS.

(2) Reduces the number of input errors in the transfer of data source documents and coding sheets into machine-readable format.

(3) Facilitates data handling at the functional reporting level by—

(a) Reducing the number of hard-copy reports required at each functional level.

(b) Providing limited retrieval capability at appropriate organizational levels.

(c) Reducing data transmission requirements by retaining information at the device level.

(4) Facilitates user training at various organizational levels by using the tutorial mode of input to and retrieval from the system.

Chapter 2
SIDPERS Database File Design

2–1. File design

The heart of SIDPERS is the database. This database is made up of several files that contain the information necessary for storing the data, controlling the system, and producing meaningful reports.

2–2. Database files

The database files are discussed in chapters 2 through 11. However, the information contained on these files, in the form of records, must be interfaced to produce any kind of meaningful data. See table 2–1 and figure 2–1 for a generalized view of file interface relationships.

Table 2–1
File interface relationships for producing meaningful data

File name: SIDPERS personnel file (SPF)
Information collected: Master list of personnel. Validates personnel by unit processing code (UPC) and/or position number to the SIDPERS Active Army locator file (SAF). Controls requisition being submitted by validating transactions expiration term of service (ETS), anticipated date of loss (DLOS), and assignment eligibility and availability (AEA) to vacant position.

File name: SIDPERS Active Army locator file (SAF)
Information collected: Validates gaining UPC and departure transactions. Directs transfer data record (TDR) O to gaining PERSINS processing activity (PPA). Validates UPC for orders preparation. Validates UPC to the SIDPERS organization master file (SOMF).

File name: SIDPERS military occupational specialty (MOS) edit file (SMEF)
Information collected: All MOS codes used in Army. Validates qualifying attributes for each MOS to SAF and SPF. Validates personnel changes involving MOS or grade. Validates sex, military personnel class (MPC), and security with respect to MOS. Validates special requirement by MOS.

File name: SIDPERS assignment instruction file (SAIF)
Information collected: Records each Enlisted Distribution Assignment System (EDAS) transaction received (gain or loss) and open enlisted requisition. Validates UPC in EDAS to SOMF. Validates individual on EDAS to SPF. Basis for producing DLOS transaction card input changes to SPF.

File name: SIDPERS organizational master file (SOMF)
Information collected: List of units serviced. Maintains counter of authorized strength to SIDPERS authorized strength file (SASF). Controls sequencing of report. Validates UPC for requisitioning.

File name: SIDPERS Reserve organizational master file (SROF)
Information collected: Units identified for mobilization that can be moved to SOMF for processing. Units initially entered on the SROF are uniquely identified by the first position of P, O, R, S, T, U, V, W, X, Y, 7, 8, or 9 in the first position of the UPC. This UPC is carried over to the SOMF when mobilized.

File name: SIDPERS authorized strength file (SASF)
Information collected: Controls and manages each authorized personnel position. Validates preparation of personnel authorized, requisitions assigned, and strength reports.

File name: SIDPERS error suspense file (SESF)
Information collected: Maintains record of rejected transactions. Identifies outstanding unprocessed transactions.

File name: SIDPERS stacker file (SSF)
Information collected: Stores grade changes until effective date is reached.

File name: SIDPERS reports control file (SRCF)
Information collected: Controls preparation of automated scheduled reports for transmission via AUTODIN to remote site.

Table 2–1
File interface relationships for producing meaningful data—Continued

File name: Standard information retrieval capability for users (SIRCUS)
Information collected: Stand-alone system that runs separate from SIDPERS. Produces command and staff reports from programs that reside either on tape or cards.

File name: Test model
Information collected: Self-checking system. Provides evaluation of additions and deletions to SIDPERS. Local testing of input procedures. Traces error condition(s) in system. Tests programs related to file maintenance.

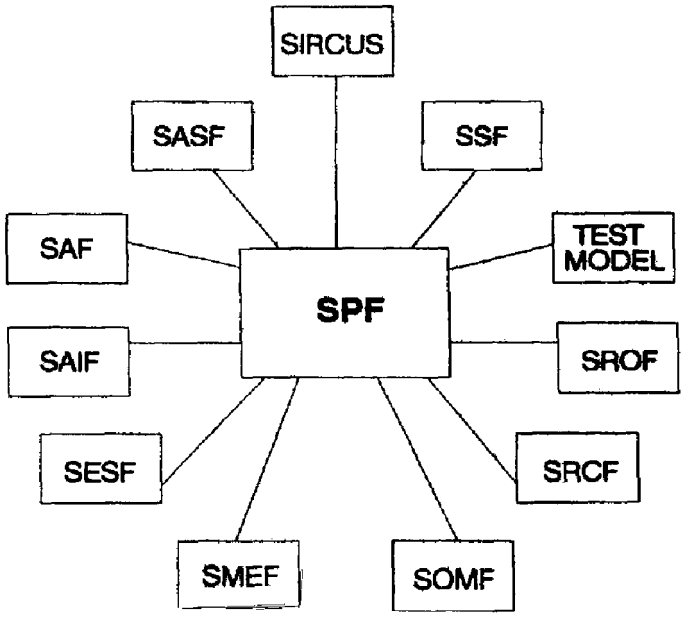

Figure 2–1. The SIDPERS database

Chapter 3
Requirement Codes, Error Mnemonics, and Data Edits

3–1. Format identification codes

Each transaction that enters the system has a format identification (FID) code. A unique FID is either entered by the transaction preparer or is generated by the computer during initial input. These FID codes identify the transactions by types so that like transactions are processed together, allowing SIDPERS to process the transactions according to their importance. Processing the most significant transaction first is particularly necessary during wartime when the allotted computer processing time is reduced. Even among the allowed transactions, some cycles only have time for strength-related, FID-assigned transactions to process. Input transactions that are missing any essential data elements or have been improperly formatted are not recognized by the system as valid FID transactions. The input is rejected and is displayed at the beginning of the Personnel Transaction Register by Unit, AAC–P01 report, with error mnemonic xFID in positions 82 to 85. The chief, files management section, SID or PAS, corrects these xFID errors, resubmits transactions for processing, and notifies the originator why the FID transaction was rejected so that these types of errors are not repeated.

a. FID assignment procedure. The FID and type of transaction or error mnemonic are used to direct the transaction through various audit routines. For inputs that do not contain a FID, the FID is generated by the computer. This

automatically assigned FID is based on predetermined characteristics of the transaction. Those transactions that require a system-assigned FID are assigned error mnemonic xFID when the transaction does not conform to the defined criteria.

b. Processing sequence. Input transactions are processed in the order outlined in (1) through (6) below.

(1) *FID code.* Sequenced in the order shown in table 3–1.

(2) *Card number (when more than one card is required).*

(3) *SSN if present.*

(4) *Date.* In the following order: transaction date (date in control data element), reporting date, and arrival date.

(5) *Transaction mnemonic or type of transaction.*

(6) *Time.* Applicable to FID U DYST (duty status) transaction.

3–2. Organization status codes

The organization status (OESTS) codes apply to the SIDPERS active Army locator (AALOC) file (SAF). The codes identified in table 3–2 describe the unit's current status on the Status of Resources and Training System (SORTS) and includes Regular Army, United States Army Reserve (USAR), and Army National Guard (ARNG) units.

3–3. Output codes

SIDPERS output is provided in printed form (reports, rosters, registers, and DA Form 2A (Personnel Qualification Record, Part 1—Enlisted Peacetime), DA Form 2B (Personnel Qualification Record, Part 1—Warrant Officer—Peacetime), and DA Form 2C (Personnel Qualification Record, Part 1—Commissioned Officer Peacetime)) and punched cards. Most of this output is generated automatically from the various transactions associated with the assigned FIDs. Information can only be extracted in a particular format by making an inquiry to the database files. These inquiry transactions are identified as FID 9, and the output from these inquiries is controlled by the output codes entered. Table 3–3 identifies the output codes, the type of inquiry that is required, and the files that can be used to extract the desired information.

3–4. Position status codes on the SIDPERS authorized strength file

The position status code (PSC) on the SIDPERS authorized strength file (SASF) identifies the status of a table(s) of organization and equipment (TOE) or tables of distribution and allowances (TDA) position. The PSC applies to the SASF and can be identified in position 11 on each record within the file. The PSC is entered by using the ASTE transaction, position 23 of card 1. The applicable codes are listed in table 3–4.

3–5. Record status codes

When applied to the SIDPERS military occupational specialty (MOS) edit file (SMEF), the record status code (RSC) identifies the active or inactive status of records. The code appears in position 13 of every SMEF record and can be entered or changed in all FID B input transactions (position 13). The codes are listed in table 3–5. When applied to the SIDPERS personnel file (SPF), the RSC is used to identify the active or inactive status of records. See AR 680–29 for a detailed description of the codes.

3–6. SIDPERS organization master file or reserve organization master file record type

The record type is a data element that only applies to the SIDPERS organization master file (SOMF) or SIDPERS reserve organization master file (SROF). This code identifies the type of organization record on the file. The entry either adds or changes the record type because of an activation, organization, or transfer of SIDPERS support to an organization. See table 3–6. The code T is generated by the system and is not a valid input, but all the other codes are essential to the SOMF transaction processing. The record type data element is located in position 11 of the SOMF or SROF, input transaction card 2, FID E or F.

3–7. SIDPERS organization master file or reserve organization master file requirements codes

The SOMF or SROF requirements code determines the class of personnel within a unit that should be listed when an OPER (SOMF personnel inquiry) type of transaction is submitted. See table 3–7.

3–8. Error message mnemonics, validity, and compatibility edits

a. Originator or analyst. The originator or analyst is notified, by error messages printed on the various reports, of problems that are encountered as the SIDPERS and PERSCOM systems try to process a particular transaction.

b. Transaction validity and format. Transaction validity and format editing only examines the transaction code, prepunched FID, and other unique data elements that identify the type of transaction or record being processed. This editing is generally limited to determining that the transaction can be identified and can be assigned a FID. Input that fails this edit is assigned error mnemonic xFID.

c. Data element validity editing. Validity editing is generally limited to examining data elements present or required

within an input record to ensure that the data element is an exact value or falls within a range of values, or that the data are specified classes of characters.

d. Transaction compatibility editing. Transaction compatibility editing is related to the type of transactions being processed and the corresponding records on file. These edits are generally limited to identification of matched conditions that should not match, or vice versa.

e. Data element compatibility editing. Data element compatibility editing identifies transactions or record elements that are not compatible with other data elements within the transaction or file record.

3–9. Transaction or input errors

Transaction or input error are examined to determine whether the errors would inhibit processing. Each error mnemonic is prefixed by a letter that indicates essential or nonessential error conditions. When five nonessential errors for a transaction are identified (20 nonessential errors in an accession or transfer data record (TDR)), the error conditions become essential, and the transaction does not process.

a. Essential errors. If the error is too serious to allow the transaction to process, the input is rejected, and the transaction appears in the unprocessed section of the transaction register. The first position of the error mnemonic is either C (essential compatibility error) or E (essential validity error). (See table 3–8 for a list of error mnemonics.)

b. Nonessential errors. Nonessential errors are not critical enough to reject the transaction. Transactions appear in the processed section of the transaction register. The first position of the error mnemonic is either M (nonessential compatibility error) or N (nonessential validity error). (See table 3–8.)

3–10. Originator or analyst appraisal

The originator or analyst is informed of an error by error mnemonics. Error mnemonics are produced to correspond with their associated input transactions. The error mnemonic is a four-position field, such as xmmm. In an error mnemonic, x indicates the type of error (para 3–9), and mmm is a three-letter mnemonic. (See table 3–8.)

3–11. SIDPERS personnel file transactions

Errors to the SPF transactions are indexed and maintained on the SESF.

3–12. Data element edit requirements

Table 3–9 lists data elements and the generalized edit requirements that the system uses on each transaction input to the SPF. Table 3–10 lists data elements and the edit requirements that the system uses on each transaction input to the SAF, SOMF, and SROF.

3–13. Unit identification code structure

The unit identification code (UIC) is a six-character alphanumeric code that uniquely identifies an organization. The UIC and its associated organization number, branch, and level represents a single permanent identifier for that organization. A reorganization or redesignation action that does not change the organization number, branch, or level does not require a new UIC. The UIC contains three data elements. The first data element, W, is the service designator. The second data element has three positions and is the parent unit designator (PUD). The third data element has two positions and is the descriptive designator (DD).

a. TOE unit identification. TOE units can be identified by position 2 of the UIC (alphabetical character) and by positions 6 and 7 (not 90 through 99).

b. TDA unit identification. TDA units can be identified by position 2 of the UIC (numerical character).

c. TDA augmentation identification. TDA augmentation to TOE units can be identified by position 2 of the UIC (alphabetical character) and positions 6 and 7 (90 through 99).

3–14. Special category position number

The position number is a four-character code that identifies a specific position in an authorization document and the SASF records. The position number is assigned by the local environment and further identifies the position to which an individual is assigned. A position number with 9 in any of the first three positions identifies individuals in special categories. These categories are identified on the unit manning report (UMR) (AAC–C07), not on the SASF.

a. Category identification. Two methods are used to identify categories—

(1) *Special category codes defined by 999x.* Individual position numbers in this series are displayed at the end of the UMR. See table 3–11.

(2) *Special category codes assigned to personnel by duty station and defined by xx9x.* An individual position number in this series is displayed within the duty section of the UMR. See table 3–11.

b. Processing procedures. During the processing of a FID P, Q, or R (intact unit gain, accession, arrival, assigned-not-joined, or revocation of departure), the transaction is assigned error mnemonic xPNO. If the position number is 9994, 9995, 9997, 9998, or 9999, the transaction position number is changed to 9992.

Table 3–1
SIDPERS FID codes

Code	Comment
A	SAF
B	SMEF
C	Error suspense deletes (error suspense cards with D/73 and error deletion cards with prepunched D in card column 73) (not available in wartime operating mode)
E	SOMF or SROF additions
F	SOMF or SROF changes
G	SOMF or SROF mobilization or demobilization
H	SASF deletions
I	SASF additions
J	SASF changes (except position number)
K	EMF or OMF transactions (PERSCOM pass record transactions) (will not update SIDPERS files)
L	TDR (PERSCOM assigned)
N	TDR inter-SIDPERS (MPRJ or local input) (two-card set in wartime)
O	TDR inter-SIDPERS (AUTODIN) (two-card set in wartime)
P	Intact unit transfer (gains and losses)
Q	Local accessions, administrative adds, and revocation of DFR
R	Local arrival, assigned-not-joined, attached, and revocation of departure
S	PERSCOM personnel data record (fill in blank only on SPF)
T	PERSCOM change notice
U	Local miscellaneous changes (selected changes in wartime only)
V	PERSCOM error notices (reduced input in wartime)
W	Officer report of change (not available in wartime operating mode)
X	SSN and name changes
Y	DFAS-IN (JUMPS) feedback (will not update SIDPERS files)
Z	Local losses (reassignments)
1	Local losses (transaction mnemonics SEP, DFR, DECD, FENL, and TRAN)
2	PERSCOM reconciliation notice
3	PERSCOM receipt notices
4	PERSCOM levy (EDAS) (not available in wartime operating mode)
5	Not used
8	SOMF or SROF deletions
9	SOMF, SASF, or SPF inquiries

Table 3–2
OESTS codes

Code	Comment
A	Active (Regular Army)
B	Planned activation (Regular Army)
C	Discontinued TDA unit (Regular Army, USAR, ARNG)
E	Planned inactivation or discontinuance (Regular Army)
G	Mobilized—called to active federal service (ARNG)
H	Active (Regular Army dual mission)
I	Inactivated or discontinued TOE unit (Regular Army, USAR, ARNG)
M	Planned mobilization TDA unit (ARNG, USAR) (first position PUD=5)
N	Active—not mobilized or federalized (ARNG)
Q	Planned inactivation (ARNG)
R	Active—not mobilized (USAR)
S	Planned inactivation (USAR)
U	Planned activation—not mobilized or federalized (ARNG)
V	Mobilized—called to active federal service (USAR)
Y	Planned activation—not mobilized (USAR)
Z	Active at zero strength (Regular Army)

Table 3–3
Output codes

Code	Comment	Inquiry mnemonic	Associated file
C	Punched card output	QUAT, OMEX, OPER, INQY	SASF, SOMF, SPF
D	AUTODIN inquiry to PERSCOM [1]	INQY	SPF
L	Printed listing	QAUT, OMEX	SASF, SOMF
L	Personnel qualification records	OPER, INQY	SPF
M	Combination of punched cards and printed listing	QAUT, OMEX, OPER, INQY	SASF, SOMF, SPF
N	No ASTE transactions produced	ALOS	SASF
P	SPF record printed on AAC–P97	INQY	SPF
R	Personnel inquiry lisitng (no DA Form 2 (A through C) produced)	OPER	SPF
S	Personnel inquiry listing and punched cards (no DA Form 2 (A through C) produced)	OPER	SPF

Notes:
[1] Response record is type transaction 41.

Table 3–4
SASF PSCs

PSC	Comment
A	Active position record
G	Position contained in authorized document with future effective date
L	Position to be deleted at a future date
R	Restricted. No individual will be assigned; no personnel requisition will be submitted
T	Position contained on the SASF that is not present on the VTAADS or ITAADS PAF. Scheduled for deletion within 30 days of executing SIDPERS-VTAADS interface
U	Reserved for individuals who have only enlistment or reenlistment commitment to unit of choice. No automatic requisition will be made.

Table 3–5
RSCs—SMEF

RSC	Comment
A	Inactive, future implementation
B	Active
C	Active, future revision
D	Inactive

Table 3–6
SOMF or SROF record types

Code	Comment
A	Active unit (All personnel transactions are acceptable.)
B	Planned activation
C	Planned inactivation
D	Planned intact unit gain
E	Planned intact unit loss
F	Planned split element gain
T	Temporary unit (AALOC data not in SORTS) [1]
X	Inactive or dead record (purged after 30 days)

Notes:
[1] System generated. Not a valid input code.

Table 3–7
SOMF requirements codes

Code	Comment
A	All MPCs
E	Enlisted personnel
O	Commissioned officer personnel
W	Warrant officer personnel

Table 3–8
Error mnemonics

Error mnemonic: xAAS [1]
Applicable files FIDs, type transactions:
a. ASTE
b. ASLC
Explanation of error: Authorized ASI does not match ASI table or SMEF.

Error mnemonic: xAAT
Applicable files FIDs, type transactions:
a. AATC
b. Type transaction S2
Explanation of error: Aptitude area test score is invalid.

Error mnemonic: xABN
Applicable files FIDs, type transactions: FIDs E and F
Explanation of error: Airborne or special forces indicator is invalid.

Error mnemonic: xABR [1]
Applicable files FIDs, type transactions:
a. ASLC
b. ASTE
Explanation of error:
a. Authorized branch is invalid.
b. SASF does not match SMEF authorized branch and authorized skill identity.
c. Authorized identity code, authorized branch, and/or authorized grade are incompatible.

Error mnemonic: xACB
Applicable files FIDs, type transactions: SMEF
Explanation of error: Authorized control branch is invalid.

Error mnemonic: xACC
Applicable files FIDs, type transactions: DLOS
Explanation of error: Assignment classification code is not alphabetic (AR 614-200).

Error mnemonic: xACR
Applicable files FIDs, type transactions: SASF
Explanation of error: SASF grade does not match SMEF grade.

Error mnemonic: xACT
Applicable files FIDs, type transactions:
a. IPAY
b. SPAY
Explanation of error: IPAY or SPAY code must be AUTH or STOP.

Error mnemonic: xADB
Applicable files FIDs, type transactions:
a. FID E (type of transaction 1 and 2) (ADCON check)
b. FID F (type of transaction 1 and 2) (ADCON check)
c. OADN
Explanation of error:
a. The TDA ADN is invalid.
b. The TOE ADN is invalid.

Table 3–8
Error mnemonics—Continued

c. SOMF, SROF, or SAF unit status code, Reserve Component file indicator, SOMF or SAF command assignment code, transaction UPC, ADN, and/or transaction type are incompatible.

Error mnemonic: xADC
Applicable files FIDs, type transactions:
a. FID E (type of transaction 1 and 2) (ADCON check)
b. FID F (type of transaction 1 and 2) (ADCON check)
c. OADC
Explanation of error:
a. UPC (PUD, DD) is invalid.
b. Transaction UIC, PUD, ADCON, and/or SAF UPC are incompatible.

Error mnemonic: xADL
Applicable files FIDs, type transactions: DLOS
Explanation of error: Anticipated date of loss is incompatible with SAIF reason code or is earlier than cycle date.

Error mnemonic: xADN
Applicable files FIDs, type transactions:
a. FIDs E and F
b. OADN
Explanation of error: ADN is invalid.

Error mnemonic: xADT
Applicable files FIDs, type transactions:
a. ARR
b. RDFR
c. ASNJ
d. REVA
e. FIDQ
f. FENL
g. TRAN
Explanation of error:
a. Strength arrival date is invalid.
b. Transaction date is earlier than arrival date on the SPF record arrival date-1.
c. Arrival date is greater than cycle date.

Error mnemonic: xAEA
Applicable files FIDs, type transactions:
a. AEA
b. RENL
c. Type transactions SB, UH, H1, H3, H4, and H7 d. FIDs L, N, O, P, and Q
Explanation of error:
a. AEA code is invalid.
b. Transaction AEA code is invalid.
c. AEA code is incompatible with AEA termination date.
d. AEA code is incompatible with unit status code or AREAX code.

Error mnemonic: xAFC
Applicable files FIDs, type transactions:
a. AFS
b. Type transactions 9J, and RD
c. FIDs L, N, O, P, and Q
Explanation of error:
a. AFCS is invalid.
b. AFS and AFS verification fields are incompatible.

Error mnemonic: xAFQ
Applicable files FIDs, type transactions:
a. FID Q
b. Type transaction HH
Explanation of error: Armed forces qualification test score exceeds 100.

Error mnemonic: xAFS
Applicable files FIDs, type transactions:
a. AFS

Table 3–8
Error mnemonics—Continued

b. Type transactions 9J, RD, and UJ
c. FIDs L, N, O, P, and Q

Explanation of error:
a. AFS is invalid.
b. AFCS and verification fields are incompatible.

Error mnemonic: xAFV

Applicable files FIDs, type transactions:
a. AFS
b. Type transactions 9J and RD
c. FIDs L, N, O, P, and Q

Explanation of error:
a. AFS code is not V or blank.
b. AFS, AFCS service, and AFS verification fields are incompatible.

Error mnemonic: xAGR [1]

Applicable files FIDs, type transactions:
a. ASLC
b. ASTE

Explanation of error:
a. Authorized grade abbreviation code is invalid.
b. SASF or SMEF authorized grade, substitute MOS, and/or special qualification indicator are incompatible.
c. Authorized grade is incompatible with authorized identity.
d. Transaction authorized primary specialty code, authorized branch, and/or authorized grade are incompatible.
e. Authorized grade, MOS enlisted branch designator, SQI (SMEF), and/or grade number are incompatible.

Error mnemonic: xAID [1]

Applicable files FIDs, type transactions:
a. ASLC
b. ASTE

Explanation of error:
a. The authorized identity code is invalid.
b. Transaction authorized identity and/or authorized grade are incompatible.

Error mnemonic: xAIE

Applicable files FIDs, type transactions:
a. SOMF
b. Type transaction 1X

Explanation of error:
a. SOMF/SROF input transaction is missing valid data. (Blanks were detected.)
b. Transaction data elements are all invalid or spaces. No more than one data element is permitted to be passed; for example, if reporting special duty assignment pay, do not submit add PAY, GRADE, PMOS, ASI, or DOR transactions. However, if reporting PMOS, ASI, DOR, and GRADE data elements, all of these must be reported.

Error mnemonic: xAIF

Applicable files FIDs, type transactions:
a. DLOS
b. FID 4 (EDAS)

Explanation of error:
a. Transaction SSN does not match SAIF record type L.
b. EDAS deletion or deferment does not match SAIF.

Error mnemonic: xAMF

Applicable files FIDs, type transactions:
a. AFRM
b. FIDs N, O, P, and Q

Explanation of error:
a. The date (year and month) for Armed Forces Reserve medal is invalid.
b. AFRM transaction is incompatible with service component.

Error mnemonic: xAMS [1]

Applicable files FIDs, type transactions:
a. ASTE
b. ASLC

Table 3–8
Error mnemonics—Continued

Explanation of error:
a. Authorized identity, authorized MOS on SASF and SMEF, and/or EPMS designator on SMEF are incompatible.
b. Date of PSC is greater than implementation date.
c. Authorized grade code is invalid.

Error mnemonic: xANL
Applicable files FIDs, type transactions:
a. OANL
b. FIDs E and F
Explanation of error: Analyst code is not alphanumeric.

Error mnemonic: xANR
Applicable files FIDs, type transactions: FID 4 (EDAS)
Explanation of error: Allocation number is invalid.

Error mnemonic: xAOM
Applicable files FIDs, type transactions: SAF, SOMF, or SROF
Explanation of error: Action is to delete unit from SAF; SMOF or SROF indicates action to add to SMOF or SROF.

Error mnemonic: xAPS [1]
Applicable files FIDs, type transactions:
a. ASLC
b. ASTE
Explanation of error:
a. Authorized PMOS is invalid.
b. Transaction primary SSI on SMEF, and/or authorized secondary specialty are incompatible.

Error mnemonic: xAPT
Applicable files FIDs, type transactions: Type transaction UG
Explanation of error: Apartment number is not spaces or alphanumeric.

Error mnemonic: xARL
Applicable files FIDs, type transactions:
a. AALOC reconciliation
b. FIDs A and E
Explanation of error: ARLOC is invalid.

Error mnemonic: xASC
Applicable files FIDs, type transactions: FIDs A, E, and F
Explanation of error: AREAX code is invalid.

Error mnemonic: xASD
Applicable files FIDs, type transactions: FLAG
Explanation of error: Initial flag report is being submitted; however, SPF reflects this report as already finalized.

Error mnemonic: xASG
Applicable files FIDs, type transactions:
a. OSTR
b. FID E
c. FID F
d. FID 4 (EDAS)
Explanation of error:
a. Officer or enlisted no. personnel date is invalid.
b. Special instructions are unmatched to assignment.

Error mnemonic: xASI [1]
Applicable files FIDs, type transactions:
a. SMEF
b. ASLC
c. ASTE
d. ADSI
e. ARR and ASNJ
f. POSN, PMOS, SMOS, and ASI
g. Type transactions RD, UM, 1X, 5C, and 47
h. FIDs L, N, O, P, and Q

Table 3–8
Error mnemonics—Continued

Explanation of error:
a. Additional MOS or SSI is invalid (AR 680-5).
b. ASI is invalid.
c. ASI-1 is invalid or does not match the SMEF MOS ASI.

Error mnemonic: xASK
Applicable files FIDs, type transactions:
a. FIDs L, N, O, P, and Q
b. Type transactions 5C, 47, and 44
Explanation of error:
a. Alternate specialty skill identifier is invalid.
b. Transaction alternate specialty skill identifier, transaction primary SSI, SMEF SSI, and/or SPF primary SSI are incompatible.

Error mnemonic: xASR [1]
Applicable files FIDs, type transactions:
a. ASTE
b. ASLC
Explanation of error: Authorized strength remarks must be blank or alphanumeric.

Error mnemonic: xASS1
Applicable files FIDs, type transactions:
a. ASTE
b. ASLC
Explanation of error:
a. Input transaction authorized SSC must be alphabetic.
b. ASTE transaction authorized identity code should be O, K, L, B, D, or F, the first position of the ASTE transaction authorized primary specialty code should be 6, the ASTE transaction authorized SSC should be 00, and the ASTE transaction authorized SSC in the alternate specialty code table on the SMEF should be 1.

Error mnemonic: xAS2
Applicable files FIDs, type transactions:
a. FIDs I, N, O, P, and Q
b. ASI
Explanation of error: ASI-2 on input transaction equals ASI-1.

Error mnemonic: xAS3
Applicable files FIDs, type transactions:
a. Type transaction 47
b. FIDs I, N, O, P, and Q
Explanation of error: ASI-3 on input transaction equals ASI-1.

Error mnemonic: xAS4
Applicable files FIDs, type transactions: FIDs L, N, O, P, and Q
Explanation of error: ASI-4 on input transaction equals ASI-1.

Error mnemonic: xATD
Applicable files FIDs, type transactions:
a. Type transaction SB (AEA termination date check)
b. Type transaction UH (AEA termination date check)
c. RENL
d. FIDs P and Q
Explanation of error:
a. AEA code is not compatible with AEA termination date, SPF unit status code, and/or cycle date.
b. AEA code, AEA termination date, and/or SOMF UPC (AREAX) are not compatible.

Error mnemonic: xAUT
Applicable files FIDs, type transactions: Type transaction RG
Explanation of error: Authority casualty code is invalid.

Error mnemonic: xAWL
Applicable files FIDs, type transactions:
a. FIDs E and F
b. OIUT
c. ASI, DOR, GRCH, and IPAY
Explanation of error:

Table 3–8
Error mnemonics—Continued

a. AWOL statistic totals, generated by OIUT transaction, are invalid.
b. Type transaction is incompatible with AWOL duty status.

Error mnemonic: xA-L [1]
Applicable files FIDs, type transactions:
a. ASTE
b. ASLC
Explanation of error:
a. Language identification code is invalid.
b. Authorized identity, authorized language identity, and/or authorized MOS SQI are incompatible.

Error mnemonic: xBAC
Applicable files FIDs, type transactions: Type transaction 5F
Explanation of error: Code indicating type of change or adjustment to BASD or PEBD must be A or L.

Error mnemonic: xBAD
Applicable files FIDs, type transactions: Type transaction 5F
Explanation of error: Number of days BASD or PEBD adjusted is invalid; it must be 000 through 999.

Error mnemonic: xBAS
Applicable files FIDs, type transactions:
a. FIDs L, N, O, P, and Q
b. ADMA
c. Type transactions 5F and HH
Explanation of error:
a. BASD (YYMMDD) is invalid. Edit criteria vary between peace and wartime operating modes (transaction versus BASD).
b. PEBD is incompatible with BASD.
c. Federal Housing Authority is invalid compared with years on active duty.
d. BASD is not compatible with DOB.
e. DOB equals spaces.

Error mnemonic: xBBR
Applicable files FIDs, type transactions:
a. RAPT
b. Type transactions BR, HE, HS, HT, HU, HW, and HY
c. FIDs L, N, O, and P
Explanation of error:
a. Basic branch is invalid.
b. Basic branch is invalid compared with MPC or grade code.

Error mnemonic: xBGL
Applicable files FIDs, type transactions: Type transaction 5F
Explanation of error: Gain or loss code indicating adjustment to BASD or PEBD is invalid; it must be M (gain) or P (loss).

Error mnemonic: xBIC
Applicable files FIDs, type transactions: RENL
Explanation of error: Bonus indicator is invalid.

Error mnemonic: xBLK
Applicable files FIDs, type transactions:
a. AFS
b. AVDA
c. ERPT
d. PHYS
e. SPDR
f. Type transactions UU and 5F
Explanation of error: Required data elements are missing.

Error mnemonic: xBLS
Applicable files FIDs, type transactions: FIDs E and F
Explanation of error: The battle loss statistics total is invalid. PEBD is invalid or incompatible with DOB. Edit criteria vary between peacetime and wartime operating modes.

Table 3–8
Error mnemonics—Continued

Error mnemonic: xBMS
Applicable files FIDs, type transactions: RENL
Explanation of error: Bonus MOS is missing or not on SMEF.

Error mnemonic: xBPE
Applicable files FIDs, type transactions:
a. Type transaction HH
b. FIDs L, N, O, P, and Q
c. DOR and GRCH
Explanation of error:
a. PEBD is invalid.
b. Invalid PEBD compared with DOB, BASD, DOR, and/or transaction date.

Error mnemonic: xBR
Applicable files FIDs, type transactions: Type transaction 5F
Explanation of error: Control branch assigned to a Judge Advocate General or warrant officer must be spaces or JA.

Error mnemonic: xBRD
Applicable files FIDs, type transactions: ABCD
Explanation of error: Certification board title is invalid.

Error mnemonic: xCAC
Applicable files FIDs, type transactions:
a. FIDs A, E, and F
b. Type transaction UR
Explanation of error: Command assignment code is invalid.

Error mnemonic: xCAN
Applicable files FIDs, type transactions: FID 4 (EDAS)
Explanation of error: Deletion or deferment matches a canceled requisition.

Error mnemonic: xCAP
Applicable files FIDs, type transactions: APRF
Explanation of error: CONUS area of preference code is invalid.

Error mnemonic: xCBR
Applicable files FIDs, type transactions:
a. Type transaction BR
b. RAPT
c. ABCD
d. PPTR
e. MEDR
Explanation of error:
a. Control branch is invalid.
b. MPC is incompatible with control branch.
c. Temporary grade change is incompatible with branch.

Error mnemonic: xCCY
Applicable files FIDs, type transactions:
a. FID 4 (EDAS)
b. Type transactions DD and DL (wartime)
Explanation of error: First position of most recent EDAS cycle number is invalid.

Error mnemonic: xCDA
Applicable files FIDs, type transactions: CDAT
Explanation of error: Current duty assignment code is invalid.

Error mnemonic: xCDR
Applicable files FIDs, type transactions: CPGD
Explanation of error: Current permanent DOR is invalid.

Error mnemonic: xCD1
Applicable files FIDs, type transactions: FIDs L, N, O, P, and Q
Explanation of error: Card 1 is missing.

Table 3–8
Error mnemonics—Continued

Error mnemonic: xCD2
Applicable files FIDs, type transactions: FIDs L, N, O, P, and Q
Explanation of error: Card 2 is missing.

Error mnemonic: xCED
Applicable files FIDs, type transactions:
a. CVED
b. OCVE
c. FIDs N, O, P, and Q
d. Type transaction S1
Explanation of error:
a. Civilian education level is invalid.
b. Civilian education year is invalid.

Error mnemonic: xCGD
Applicable files FIDs, type transactions: CPGD
Explanation of error: Correction to current permanent grade for commissioned or warrant officer is invalid. See AR 680-29.

Error mnemonic: xCGR
Applicable files FIDs, type transactions:
a. FID K
b. Type transactions DD and DL
Explanation of error: Pay grade on EDAS is invalid.

Error mnemonic: xCHA
Applicable files FIDs, type transactions:
a. GRCH
b. COMP
Explanation of error: Component how-acquired code is invalid.

Error mnemonic: xCHG
Applicable files FIDs, type transactions:
a. SBAR
b. ADSI
c. MEDI
d. AWDS
e. FSVD
f. MLED
g. OCVE
h. SPDR
i. Type transactions UR and UU
Explanation of error: Type of change code is invalid.

Error mnemonic: xCIT
Applicable files FIDs, type transactions:
a. FIDs N, O, and P
b. CITZ
Explanation of error: Citizenship status code is invalid. Edit criteria vary between peacetime and wartime operating modes.

Error mnemonic: xCMD
Applicable files FIDs, type transactions: Type transaction UR
Explanation of error: Command code is invalid.

Error mnemonic: xCMS
Applicable files FIDs, type transactions:
a. FIDs L, N, O, and P
b. Type transactions 5C and 47
Explanation of error:
a. Control MOS code is invalid.
b. Transaction MPC, transaction MOS, SMEF MOS, transaction control MOS, SMEF RSC, implementation date, and/or cycle date are incompatible.
c. Transaction control MOS SQI is invalid.

Error mnemonic: xCOC
Applicable files FIDs, type transactions:

Table 3–8
Error mnemonics—Continued

a. DOB
b. DEPD

Explanation of error:
a. Transaction country or State of birth or transaction country of citizenship equals spaces.
b. If not blank/blank, position 1 must be alphabetic, and position 2 must be alphanumeric.

Error mnemonic: xCOD
Applicable files FIDs, type transactions: Type transaction S9
Explanation of error: SQT code is invalid.

Error mnemonic: xCOI
Applicable files FIDs, type transactions: Type transaction 47
Explanation of error: CONUS to overseas indicator code is invalid; it must be blank or 1.

Error mnemonic: xCPT
Applicable files FIDs, type transactions:
a. COMP
b. FIDs L, N, O, P, and Q
c. BDAP
d. GCMS
e. SEP
f. CPGD
g. Type transactions 3C, 5C, and RD

Explanation of error:
a. The service component code is not G, R, T or V.
b. Transaction service component, term of service agreement, SPF service agreement, and/or separation of service agreement are incompatible.
c. COMP transaction is invalid when compared with GCMS transaction.

Error mnemonic: xCRA
Applicable files FIDs, type transactions:
a. FID 4 (EDAS)
b. FIDs E and F

Explanation of error: CONUS requisition area or overseas country code is invalid.

Error mnemonic: xCRD[1]
Applicable files FIDs, type transactions:
a. FIDs L, N, O, P, and Q
b. FIDs E and F
c. FID W
d. ASTE
e. Type transaction UR

Explanation of error:
a. Card number is not numeric or is not 1, 2, 3, 4, or 5.
b. Sequence and/or input type transaction are erroneous.
c. Card is missing.
d. Type of change is incompatible with transaction duty title.

Error mnemonic: xCRL
Applicable files FIDs, type transactions: SAIF
Explanation of error: Enlisted Personnel Directorate control and line number is invalid.

Error mnemonic: xCSB
Applicable files FIDs, type transactions: AWDS
Explanation of error: Combat and special skill badge code is invalid.

Error mnemonic: xCSE
Applicable files FIDs, type transactions: Type transaction 5C (component, ESA, and service agreement check)
Explanation of error: Transaction component, transaction service agreement, transaction expiration of service agreement, and/or cycle date are incompatible.

Error mnemonic: xCSN
Applicable files FIDs, type transactions:
a. FID A

Table 3–8
Error mnemonics—Continued

b. FID C
c. SMEF

Explanation of error:
a. Card sequence number is invalid.
b. Action code and card sequence number are incompatible.

Error mnemonic: xCSP

Applicable files FIDs, type transactions:
a. FIDs L, N, O, P, and Q
b. Type transactions 5C and 47

Explanation of error:
a. Control specialty code is invalid.
b. Transaction MPC and transaction control specialty and/or SSI (SMEF) are incompatible.

Error mnemonic: xCSS

Applicable files FIDs, type transactions:
a. SPDR
b. Type transaction UU

Explanation of error:
a. Type of change is D; change SSN of spouse is present and should not be.
b. Type of change is C; change SSN of spouse equals transaction SSN or transaction SSN of spouse.
c. Type of change is A; change SSN of spouse should not be present.
d. SSN is invalid.

Error mnemonic: xCSW

Applicable files FIDs, type transactions: AWDS

Explanation of error: Campaign and service awards code is invalid.

Error mnemonic: xCTS [1]

Applicable files FIDs, type transactions:
a. ASTE and ASLC
b. FIDs E and F

Explanation of error:
a. Concurrent travel status code is invalid.
b. Concurrent travel status and AREAX code on input transaction, SOMF, or SROF are incompatible.

Error mnemonic: xCTY

Applicable files FIDs, type transactions:
a. Type transaction UG
b. FID W

Explanation of error: Entire 15-position city code is blank or has two or more embedded blanks.

Error mnemonic: xCZS

Applicable files FIDs, type transactions:
a. CITZ
b. FIDs L, N, O, P and Q

Explanation of error: Origin of citizenship status code is invalid.

Error mnemonic: xC-D

Applicable files FIDs, type transactions:
a. SPF
b. SOMF
c. SASF
d. General

Explanation of error:
a. The cycle date is invalid.
b. Transaction date, transaction reporting date, and/or cycle date are incompatible.
c. Separation date and cycle date are incompatible.

Error mnemonic: xDAD

Applicable files FIDs, type transactions:
a. DEPN
b. MARS

Explanation of error: The date (year and month) of arrival of authorized dependents is invalid (YYMM).

Table 3–8
Error mnemonics—Continued

Error mnemonic: xDAO
Applicable files FIDs, type transactions: DDAR
Explanation of error: Date dependents arrived overseas is invalid (YYMMDD).

Error mnemonic: xDAP
Applicable files FIDs, type transactions: BDAP
Explanation of error: BDAP and cycle date are not compatible.

Error mnemonic: xDAS
Applicable files FIDs, type transactions: POSN
Explanation of error: Duty ASI is invalid.

Error mnemonic: xDCN
Applicable files FIDs, type transactions: FID C
Explanation of error: DA SCN is invalid.

Error mnemonic: xDDL
Applicable files FIDs, type transactions: Type transactions DD and DL
Explanation of error: Deletion or deferment or anticipated date of loss is invalid.

Error mnemonic: xDDO
Applicable files FIDs, type transactions: DDPO
Explanation of error: Date officer departed for overseas is invalid.

Error mnemonic: xDDS
Applicable files FIDs, type transactions: DFR
Explanation of error: Transaction date is incompatible with SPF effective date of duty status.

Error mnemonic: xDEG
Applicable files FIDs, type transactions: OCVE
Explanation of error: The education certification code, as changed, is invalid; it must be AAbb through ZZZ or spaces.

Error mnemonic: xDEP
Applicable files FIDs, type transactions:
a. DEPN
b. DEPD
c. FIDs N, O, and Q
Explanation of error:
a. Number of accompanying command-sponsored dependents on permanent change of station is invalid.
b. Number of accompanying noncommand-sponsored dependents on permanent change of station is invalid.
c. Number of dependent adults is invalid.
d. Number of dependent children is invalid.

Error mnemonic: xDER
Applicable files FIDs, type transactions:
a. FIDs L, N, O, P, and Q
b. AFST
c. DERO and DROS
d. Type transactions UH and SB
e. Type transactions A2 and A7
Explanation of error:
a. Date eligible to return from overseas is invalid.
b. Invalid condition exists between DEROS and cycle date, transaction date, or OCONUS residence area.

Error mnemonic: xDFC
Applicable files FIDs, type transactions: SMEF
Explanation of error: Data check field is invalid.

Error mnemonic: xDGR
Applicable files FIDs, type transactions:
a. DSCS
b. Type transaction S1
c. FIDs L, N, O, P, and Q
Explanation of error: Grade code is invalid. See AR 680-29.

Table 3–8
Error mnemonics—Continued

Error mnemonic: xDIC
Applicable files FIDs, type transactions:
a. FID T
b. Type transaction SR
Explanation of error: Date personnel security investigation completed is present without personnel security investigation completed, or date personnel security investigation completed is present and greater than cycle date.

Error mnemonic: xDII
Applicable files FIDs, type transactions:
a. FID T
b. Type transaction SR
Explanation of error: Date personnel security investigation initiated is invalid as forwarded from PERSCOM via type transaction SR.

Error mnemonic: xDLT
Applicable files FIDs, type transactions:
a. OMOB and ODMO
b. FIDs E and F (type of transaction 1, 2, 3, or 4)
c. AALOC reconciliation, FID A (deletes, adds, or changes)
Explanation of error:
a. Transaction date, date of last SROF or SOMF transaction, and/or SROF indicator are incompatible.
b. Input transaction date is later than last SAF type transaction record.
c. Input transaction date is earlier than last SOMF or SROF type transaction date.

Error mnemonic: xDMO
Applicable files FIDs, type transactions: ODMO
Explanation of error: Previous ODMO transaction indicated ALL.

Error mnemonic: xDMS
Applicable files FIDs, type transactions:
a. Type transactions UM and UR
b. POSN
c. SDAP
Explanation of error:
a. Duty MOS or duty primary specialty code is missing or invalid.
b. SMEF status code is invalid to input duty MOS or duty primary specialty code.
c. Transaction date is incompatible with SMEF implementation date.
d. SMEF rescission date is incompatible with duty MOS or duty primary specialty code.
e. Duty MOS is incompatible with PMOS.
f. Special duty assignment pay code is incompatible with duty MOS.

Error mnemonic: xDOA
Applicable files FIDs, type transactions: ARR
Explanation of error: ARR transaction date is incompatible with cycle date.

Error mnemonic: xDOB
Applicable files FIDs, type transactions:
a. DOB
b. FIDs N, O, P, and Q
c. Type transaction S1
Explanation of error:
a. DOB is incompatible with PEBD or BASD.
b. DOB is incompatible with cycle date, transaction date, or transaction DOB.
c. DOB is incomplete or blank.

Error mnemonic: xDOD
Applicable files FIDs, type transactions:
a. SPDR
b. Type transaction UU
Explanation of error:
a. Type of change D—DOD component of active duty spouse is present and should not be.
b. Type of change A—DOD component of active duty spouse is not present and should be present in the transaction.

Error mnemonic: xDOL
Applicable files FIDs, type transactions:

Table 3–8
Error mnemonics—Continued

a. OADL
b. OLOS
c. OIUT

Explanation of error:
a. Date of loss cannot be spaces.
b. OADL and OLOS date cannot be greater than cycle date.

Error mnemonic: xDOM

Applicable files FIDs, type transactions: FID E

Explanation of error:
a. Type transaction 3 is not on SROF but is on the SOMF.
b. Type transaction 4 is not on SROF but is on the SOMF.

Error mnemonic: xDOR

Applicable files FIDs, type transactions:
a. RPRM
b. DOR
c. GRCH
d. FIDs L and O
e. Type transactions 1X and 9J

Explanation of error:
a. The DOR (active) or permanent DOR (Reserve Component) is invalid.
b. DOR is incompatible with transaction date.
c. DOR is incompatible with PEBD or MPC.

Error mnemonic: xDOS

Applicable files FIDs, type transactions: FIDs E and F

Explanation of error: Input reported strength date is less than SOMF reported strength date.

Error mnemonic: xDPD

Applicable files FIDs, type transactions: DPLI

Explanation of error: Deployment date is invalid or greater than cycle date.

Error mnemonic: xDPG

Applicable files FIDs, type transactions: ARR or ASNJ

Explanation of error: SPF departure date is incorrect for UPC2 or UPC3.

Error mnemonic: xDPL

Applicable files FIDs, type transactions:
a. DLOS
b. DPLI
c. FID P

Explanation of error:
a. Deployment code is not equal to blanks.
b. Deployment indicator code has not been previously reported or is invalid.

Error mnemonic: xDPS

Applicable files FIDs, type transactions:
a. Type transaction UM (FID K)
b. POSN
c. CDAT

Explanation of error:
a. Input duty primary specialty code is invalid.
b. Duty primary specialty code is incompatible with SMEF RSC, implementation date, and rescission date.
c. Date SSC is invalid.
d. Duty SSC is incompatible with SMEF alternate specialty code table.
e. Input duty primary specialty code is not compatible with SPF grade code.

Error mnemonic: xDPT

Applicable files FIDs, type transactions:
a. Type transaction 45 (FID K)
b. DPRT, FENL, SEP, TRAN, and DFR

Explanation of error:
a. Transaction reporting date is invalid.

Table 3–8
Error mnemonics—Continued

b. Transaction losing UPC is invalid.
c. Transaction date is invalid.
d. Transaction departure date is invalid.

Error mnemonic: xDP2
Applicable files FIDs, type transactions:
a. ATCH (RSC check and update)
b. ARR or ASNJ (UPC check)
Explanation of error: Attached SPF UPC2 and UPC3 are incompatible with attached SPF UPC2 and UPC3 departure date.

Error mnemonic: xDP3
Applicable files FIDs, type transactions:
a. ARR or ASNJ (UPC check)
b. ATCH
Explanation of error:
a. SPF departure date is incorrect for UPC3.
b. Attached UPC3 is present.

Error mnemonic: xDRF
Applicable files FIDs, type transactions: FID E
Explanation of error: Type transaction 2 is not duplicated on SMOF but duplicated on SROF (file compatibility check).

Error mnemonic: xDRQ
Applicable files FIDs, type transactions:
a. ASTE
b. ASLC
Explanation of error: Data submitted for requisition are incompatible with date of requisition.

Error mnemonic: xDRS
Applicable files FIDs, type transactions:
a. Type transaction RD (area of current or last foreign service tour) check
b. Type transaction SB (DROS or DEROS edit)
c. AFST
d. DROS and DERO
e. Type transaction 9J
f. FIDs L and O
Explanation of error:
a. DROS or DEROS code indicator are incompatible with SPF MPC, foreign service tour, area of home of residence, PEBD, and/or transaction date.
b. DEROS or DROS is invalid.

Error mnemonic: xDSC
Applicable files FIDs, type transactions:
a. FIDs N, O, P, Q, and L
b. DSCS
Explanation of error: Dual service component status is incompatible with MPC or dual service component grade.

Error mnemonic: xDSD
Applicable files FIDs, type transactions:
a. DYST
b. RDYS
c. RAWL
d. DPRT
Explanation of error: Transaction date is incompatible with cycle date, arrival date-1, or duty status date.

Error mnemonic: xDSS
Applicable files FIDs, type transactions:
a. FIDs E and F
b. ODSN
Explanation of error: DSSN is invalid; it must be 000 through 9999.

Error mnemonic: xDTE [1]
Applicable files FIDs, type transactions:
a. General
b. MLED

Table 3–8
Error mnemonics—Continued

c. ASTE and ASLC
d. HIV
e. MEDI
f. MEDR

Explanation of error:

a. One or more of the following dates is invalid: certification date (YY), DROS (YYMM), year and month of initial aviation rating (YYMM), date internship completed (YY), date of course or school completion (YY), date of investigation (YYMM), date of physical (YYMM), date of test or interview (YYMM), from date (YYMMDD), year of completion (YY), date residency completed (YY), date SQT administered (YYMM), or date current previous promotion points determined (YYMM).

b. Transaction is invalid because type of change is add and because highest military education level is none but military course or school is not blank.

c. Transaction and reporting dates and/or departure date are incompatible.

d. PSC is invalid.

Error mnemonic: xDTL
Applicable files FIDs, type transactions: Type transaction UR
Explanation of error: Duty title is missing.

Error mnemonic: xDTY
Applicable files FIDs, type transactions: Type transaction UR
Explanation of error: Duty position is missing.

Error mnemonic: xDT1
Applicable files FIDs, type transactions: FLAG
Explanation of error: Transaction FLAG1 date is not numeric, is invalid, or is greater than transaction date.

Error mnemonic: xDT2
Applicable files FIDs, type transactions: FLAG
Explanation of error: Transaction FLAG2 date is not numeric, is invalid, or is greater than transaction date.

Error mnemonic: xDUA
Applicable files FIDs, type transactions: SOMF
Explanation of error: Date unit projected to be reorganized must be a numeric six-position code.

Error mnemonic: xDUP [2]
Applicable files FIDs, type transactions:

a. SMEF
b. SASF
c. SOMF
d. OAUT
e. FID 9 (INQY, OPER, and OMEX)
f. ALOS
g. SSAN
h. FID E

Explanation of error:

a. A duplicate card is in the input sequence.
b. A duplicate record is present.
c. A UPC of input transaction is already on file directed by type of transaction 1 for SOMF, and type of transaction 3 for SROF.
d. Transaction SSN is equal to a SPF record.
e. A duplicate transaction processed in the same cycle.

Error mnemonic: xDYS
Applicable files FIDs, type transactions:

a. REVD
b. ASNJ and ARR
c. DYST
d. RAWL
e. JOIN
f. DPRT
g. FENL
h. FID Q

Explanation of error:

a. SPF RSC and/or SPF UPC-1 departure date are incompatible.
b. Duty status is incompatible with SPD, old duty status, input transaction, or TCN.

Table 3–8
Error mnemonics—Continued

c. Duty status for SEP transaction must be A.
d. Duty status is incompatible with transaction being processed.

Error mnemonic: xD-D
Applicable files FIDs, type transactions: SAF, SOMF, or SROF
Explanation of error: DD is invalid. Positions 1 and 2 must be alphanumeric; position 2 cannot be I or O.

Error mnemonic: xD-S
Applicable files FIDs, type transactions:
a. Type transaction SB
b. COMP
c. DSEP
d. ETS
Explanation of error:
a. DSEP code is invalid or incompatible with ETS.
b. ETS is incompatible with transaction date.

Error mnemonic: xEAD
Applicable files FIDs, type transactions: EDAT
Explanation of error: Entry on current tour date is invalid compared with cycle date or is blank.

Error mnemonic: xEAP
Applicable files FIDs, type transactions: Type transactions W5 and 1X
Explanation of error: Eligibility for additional pay code is incompatible with MPC. The code may be blank; if not blank, it must be R, X, Y, Z, 0, 1, 2, 3, 4, 5, 6, 7, 8, or 9. (Note: 7, 8, 9, and R apply to enlisted.)

Error mnemonic: xEAR
Applicable files FIDs, type transactions:
a. ARR and ASNJ
b. DPRT
Explanation of error: Transaction date and/or SPF UPC1, UPC2, or UPC3 arrival strength date, and/or departure date are incompatible.

Error mnemonic: xEBD
Applicable files FIDs, type transactions: SMEF
Explanation of error: Enlisted branch designator may be blank; if not blank, it must be NC.

Error mnemonic: xEDI
Applicable files FIDs, type transactions:
a. EDUI
b. FIDs P and L
Explanation of error: Enlistment education incentive is invalid.

Error mnemonic: xEDL
Applicable files FIDs, type transactions: OCVE
Explanation of error:
a. Officer civilian education level is invalid.
b. Officer civilian education level is incompatible with education certification.

Error mnemonic: xEDP
Applicable files FIDs, type transactions: GRCH
Explanation of error: Effective date of pay grade code is invalid.

Error mnemonic: xEDS
Applicable files FIDs, type transactions:
a. OIUG
b. OIUT
Explanation of error:
a. Effective date of assumption of service is invalid or is not equal to SOMF planned action date.
b. Effective date of assumption of service is incompatible with cycle date or date of loss.

Error mnemonic: xED1
Applicable files FIDs, type transactions: JACT
Explanation of error: Date code used to report date of actual promotion or reduction is invalid.

Table 3–8
Error mnemonics—Continued

Error mnemonic: xED2
Applicable files FIDs, type transactions: JACT
Explanation of error: Date code used to change incorrect effective date of promotion or reduction on JUMPS is invalid.

Error mnemonic: xEFR
Applicable files FIDs, type transactions:
a. SEP
b. ERUP
c. FIDs L, N, O, and P
d. Type transaction SB and UH
e. FID K (type transactions NA, NB, and NC)
Explanation of error:
a. Eligibility for enlistment or reenlistment code is invalid.
b. Eligibility for enlistment or reenlistment code may be blank; or codes 10 through 4R are valid in the SEP transaction and FID K (type transactions NA, NB, and NC).
c. Codes 10 and 9A through 9Z are valid in the FID U ERUP transaction and FID K (type transaction UH).
d. A blank or codes 10 and 9A through 9Z are valid for FIDs L, N, O, and P TDR.

Error mnemonic: xEGC
Applicable files FIDs, type transactions:
a. ADMA
b. FIDs L, N, O, P, and Q
Explanation of error: Ethnic group designator is invalid.

Error mnemonic: xEGD
Applicable files FIDs, type transactions:
a. EGD
b. ADMA
Explanation of error: Transaction ethnic group designator is invalid.

Error mnemonic: xEGR
Applicable files FIDs, type transactions: SMEF
Explanation of error: Enlisted grade range (low to high) is other than 2 through 9 in position 1 (low range) or position 2 (high range).

Error mnemonic: xEID
Applicable files FIDs, type transactions: Type transactions AE-series, AW-series, ME-2, and 5G-2.
Explanation of error: Error identification code is invalid; valid codes are A, D, P, S, 2, 7 or 9.

Error mnemonic: xEMS
Applicable files FIDs, type transactions: SMEF
Explanation of error: EPMS designator is not blank, 1, or 2.

Error mnemonic: xEOC
Applicable files FIDs, type transactions: Type transactions HF and HH (enlisted accession)
Explanation of error: Enlisted option code is invalid; it may be blank or alphanumeric.

Error mnemonic: xEQU
Applicable files FIDs, type transactions: FID 4 (EDAS)
Explanation of error: Transaction Enlisted Personnel Directorate control and line number equals previous transaction.

Error mnemonic: xERB
Applicable files FIDs, type transactions:
a. RENL
b. Type transaction S9 (enlistment or reenlistment bonus indicator update)
c. FID K (type transaction H1) d. VRBM
Explanation of error:
a. Enlistment or reenlistment bonus indicator code is invalid.
b. Edits vary between peacetime and wartime operating modes.
c. SPF and transaction enlistment bonus indicators are incompatible.

Error mnemonic: xERC
Applicable files FIDs, type transactions:

Table 3–8
Error mnemonics—Continued

a. Type transactions NA, NB, and NC
b. SEP

Explanation of error: Eligibility for reenlistment code is invalid or is incompatible with transaction SPD or incompatible with character of separation code.

Error mnemonic: xERS

Applicable files FIDs, type transactions:
a. ERPT
b. FIDs N, O, P, and Q
c. Type transaction S9

Explanation of error:
a. The date (year and month) of efficiency report suspense is invalid (YYMM).
b. Enlisted efficiency report or senior enlisted efficiency report verification code is invalid.

Error mnemonic: xERT

Applicable files FIDs, type transactions: PAF (ASTE)

Explanation of error: Authorized total required code is invalid.

Error mnemonic: xESA

Applicable files FIDs, type transactions:
a. COMP
b. FIDs L, N, O, P, and Q
c. Type transactions RD, 3C, 9Z, and 90
d. Type transaction UH

Explanation of error: ESA is incompatible with service agreement or component, transaction date, or delay in separation code.

Error mnemonic: xESV

Applicable files FIDs, type transactions: FIDs N, O, P, and Q

Explanation of error: Enlisted efficiency report or senior enlisted efficiency report verification code is incompatible with efficiency report suspense.

Error mnemonic: xETS

Applicable files FIDs, type transactions:
a. ETS
b. RENL
c. Type transaction RD (expiration of term of service agreement or service component)
d. Type transaction 3C (service component)
e. FIDs L, N, O, P, and Q
f. Type transactions SB and 5F (expiration of term of service)
g. DSEP
h. COMP
i. Type transaction H1

Explanation of error:
a. ETS date is invalid (YYMMDD).
b. SPF or transaction service component, SPF or transaction service component, SPF or transaction date, transaction service agreement, and/or BASD are incompatible.
c. Delay in separation code is invalid.
d. Transaction MPC, transaction service component, SPF term of service, transaction ETS, BASD, DSEP, and/or transaction date are incompatible.

Error mnemonic: xEWC

Applicable files FIDs, type transactions:
a. RENL
b. FID O
c. Type transactions H1, H2, H3, H4, and H7

Explanation of error: Waiver code is invalid. Edits vary between peacetime and wartime operating modes.

Error mnemonic: xEVL

Applicable files FIDs, type transactions: Type transaction S9

Explanation of error: The PMOS evaluation score is invalid.

Error mnemonic: xE-D

Applicable files FIDs, type transactions: SAF, SOMF, or SROF (type transaction 2 or 4)

Explanation of error: OESTS effective date, cycle date, and/or OESTS code are incompatible.

Table 3–8
Error mnemonics—Continued

Error mnemonic: xFCD
Applicable files FIDs, type transactions: FLAG
Explanation of error: FLAG1 or FLAG2 is equal to invalid code KB.

Error mnemonic: xFDS
Applicable files FIDs, type transactions: FDPS
Explanation of error: Field-determined personnel security status is invalid.

Error mnemonic: xFID
Applicable files FIDs, type transactions: All FIDs
Explanation of error:
a. FID code is invalid.
b. Type of record or card sequence is invalid.

Error mnemonic: xFIV
Applicable files FIDs, type transactions: FID K
Explanation of error: Five or more nonessential errors were found.

Error mnemonic: xFLG
Applicable files FIDs, type transactions:
a. AEA
b. GRCH
c. RAPT
d. RENL
e. FIDs N, O, P, and Q
f. FLAG
Explanation of error:
a. Transaction will not process until SPF FLAG is removed.
b. Promotion to E2 through E4 is restricted.
c. Transaction is being submitted with same FLAG reason code for transaction FLAG1 and transaction FLAG2.

Error mnemonic: xFL1
Applicable files FIDs, type transactions:
a. FLAG
b. Type transaction 5E
Explanation of error:
a. Transaction FLAG1 is invalid (equal to spaces or zeros), or no room is available to post data.
b. Transaction FLAG1 position 2 equals E, but position 1 is not equal to K.
c. FLAG1 date for suspension of favorable personnel action has been erroneously entered as part of the delete transaction, or the reason code does not match a previously reported code on the SPF.
d. FLAG1 is present, and FLAG1 date is spaces.
e. FLAG1 date is invalid or greater than cycle date.
f. Weight control flag is being entered, but the action code is not A, E or Z.
g. Transaction FLAG1 does not match a previous code on the SPF, but the action code is not A.
h. Weight control flag is being removed (code Z), but the FLAG1 date is not blank.
i. A flag action is being removed, but the previously reported code cannot be located on the SPF.

Error mnemonic: xFL2
Applicable files FIDs, type transactions:
a. FLAG
b. Type transaction 5E
Explanation of error:
a. Transaction FLAG2 is invalid (equal to spaces or zeros), or no room is available to post data.
b. Transaction FLAG2 position 2 equals E, but position 1 is not equal to K.
c. FLAG2 date for suspension of favorable personnel action has been erroneously entered as part of the delete transaction, or the reason code does not match a previously reported code on the SPF.
d. FLAG2 is present, and FLAG2 date is spaces.
e. FLAG2 date is invalid or greater than cycle date.
f. Weight control flag is being removed (code Z), but the date is not blank.
g. A flag action is being removed, but the previously reported code cannot be located on the SPF.
h. Transaction FLAG does not match on a previous code on the SPF, but the action code is not A.

Error mnemonic: xFMT [2]
Applicable files FIDs, type transactions:

Table 3–8
Error mnemonics—Continued

a. OMOB
b. ALOS (wartime)
c. SASF

Explanation of error:
a. The SROF OESTS code and the action data area are incompatible.
b. Format of transaction is invalid.

Error mnemonic: xFSQ
Applicable files FIDs, type transactions: FLAG
Explanation of error: FLAG1 or FLAG2 type report code is not compatible with previously reported SPF type report code.

Error mnemonic: xFST
Applicable files FIDs, type transactions:
a. AFST
b. Type transaction RD (DEROS and DROS check)
c. FIDs L, N, O, P, and Q

Explanation of error:
a. Area of current or last completed foreign service tour code is invalid.
b. SPF MPC, State or country of residence, transaction DROS or DEROS, and/or SPF or transaction foreign service tour are incompatible.

Error mnemonic: xFUL
Applicable files FIDs, type transactions: Type transaction S9
Explanation of error:
a. Blank SQT data elements were found.
b. SQT data element is incompatible with SPF record SQT.

Error mnemonic: xFWD
Applicable files FIDs, type transactions: AWDS
Explanation of error: Foreign awards code is invalid.

Error mnemonic: xGCM
Applicable files FIDs, type transactions: GCMS
Explanation of error: The date (year and month) of Good Conduct Medal suspense is invalid (YYMM).

Error mnemonic: xGCS
Applicable files FIDs, type transactions:
a. FIDs N and Q
b. GCMS

Explanation of error: The date of Good Conduct Medal suspense is invalid compared with cycle date or arrived strength date.

Error mnemonic: xGHA
Applicable files FIDs, type transactions:
a. GRCH
b. Type transaction 1X

Explanation of error:
a. Grade how-acquired code is invalid.
b. Grade transaction how-acquired code, transaction or SPF grade code, and/or MPC are incompatible.

Error mnemonic: xGMC
Applicable files FIDs, type transactions: Type transactions 1X and SB (MOS edit)
Explanation of error: Transaction, SPF, or SMEF grade, SMEF skill level, and/or SMEF branch designator are incompatible.

Error mnemonic: xGRD
Applicable files FIDs, type transactions:
a. General
b. JACT

Explanation of error:
a. Grade abbreviation and code are invalid. Permanent grade for Reserve Component is invalid.
b. SPF grade code and SASF authorized MOS SQI are incompatible.
c. MPC and transaction grade code are incompatible.
d. Promotion bar transaction was entered, but SPF grade code is not 1, 2, or 3.
e. Converted grade code, SMEF MOS skill level, transaction grade code, SMEF branch designator, and/or EPMS designator are incompatible.
f. Transaction and SPF converted grades are incompatible.

Table 3–8
Error mnemonics—Continued

g. SPF, transaction, or SMEF grade, SMEF enlisted branch designator, and/or SMEF or transaction PMOS SQI are incompatible.
h. Promotion indicator grade and/or MPC are incompatible.

Error mnemonic: xGTA
Applicable files FIDs, type transactions:
a. Type transaction S2
b. GTAS
c. FIDs L, N, O, P, and Q
Explanation of error: General technical aptitude score is invalid.

Error mnemonic: xGUC
Applicable files FIDs, type transactions:
a. ARR, ASNJ, ATCH, or REVD
b. FIDs P and Q
Explanation of error: Transaction UPC is incompatible with SPF UPC2, the gaining UPC matches a SOMF current record, or the transaction gaining UPC equals a SPF attached UPC1.

Error mnemonic: xHBA
Applicable files FIDs, type transactions:
a. HOBA
b. FIDs L, N, O, P, and Q
c. Type transaction UK
d. Type transaction SB
e. Type transaction RD
f. Type transaction 5D
Explanation of error:
a. HOBA transaction must contain valid code.
b. Other transactions may be blank, or valid code.

Error mnemonic: xHGT
Applicable files FIDs, type transactions: PHYS
Explanation of error: Height code is invalid.

Error mnemonic: xHIR
Applicable files FIDs, type transactions: SMEF
Explanation of error: Control data code (SRCF high range) is invalid.

Error mnemonic: xHOR
Applicable files FIDs, type transactions: EDAT
Explanation of error: Home of record entry to active duty is blank or invalid.

Error mnemonic: xHOS
Applicable files FIDs, type transactions:
a. MEDI
b. MEDR
Explanation of error: Internship hospital code or residency hospital code is invalid. The codes must be within 010000 through 999999.

Error mnemonic: xIDB
Applicable files FIDs, type transactions: AWDS
Explanation of error: Identification badge code is invalid.

Error mnemonic: xIGN
Applicable files FIDs, type transactions: FID E (type transaction 1)
Explanation of error: Card 1 of FID E is not required when the SAF record is present.

Error mnemonic: xIND
Applicable files FIDs, type transactions:
a. PRMS
b. FIDs N, O, P, and Q
Explanation of error:
a. Promotion indicator code is invalid.
b. Promotion indicator code is incompatible with promotion or progression MOS.

Error mnemonic: xIPY
Applicable files FIDs, type transactions:

Table 3–8
Error mnemonics—Continued

a. IPAY
b. FIDs L, N, O, P, and Q

Explanation of error:
a. Incentive pay code is invalid.
b. Action code is invalid.

Error mnemonic: xIRO

Applicable files FIDs, type transactions:
a. RENL
b. FID K (type transactions H1, H3, H9, and H7)

Explanation of error:
a. Immediate reenlistment option code is invalid. Edits vary between peacetime and wartime operating modes.
b. Immediate reenlistment option code is incompatible with SMEF.

Error mnemonic: xLAT

Applicable files FIDs, type transactions: DLAB

Explanation of error: Defense language aptitude battery score is blank.

Error mnemonic: xLCD

Applicable files FIDs, type transactions: ALCT

Explanation of error: Date (year and month) of last combat tour is incompatible with area of last combat tour code.

Error mnemonic: xLCT

Applicable files FIDs, type transactions:
a. ALCT
b. FIDs N, O, P, Q, and L

Explanation of error:
a. Area of last combat tour code is invalid.
b. The date (year and month) completed last combat tour is invalid (YYMM).
c. Area of last combat tour code is not compatible with date completed last combat tour.

Error mnemonic: xLDA

Applicable files FIDs, type transactions: OLDA

Explanation of error: Local data entry is invalid.

Error mnemonic: xLIC

Applicable files FIDs, type transactions:
a. FIDs P and Q
b. CDAT

Explanation of error: Duty language code is invalid.

Error mnemonic: xLIN [1]

Applicable files FIDs, type transactions:
a. ASTE
b. ASLC
c. Type transaction UM

Explanation of error:
a. Line number code is invalid.
b. Line number is invalid. See POSNO transaction.

Error mnemonic: xLMC

Applicable files FIDs, type transactions:
a. SEP
b. RENL

Explanation of error: Command assignment code is invalid. Edits vary between peacetime and wartime operating modes.

Error mnemonic: xLNM

Applicable files FIDs, type transactions:
a. FID A
b. FID E
c. AALOC reconciliation

Explanation of error: Name code is invalid for activation, change, or deactivation.

Error mnemonic: xLOC

Applicable files FIDs, type transactions:

Table 3–8
Error mnemonics—Continued

a. SPF
b. OMF
c. Type transaction UR

Explanation of error:
a. Location code is invalid for changes to previous assignment.
b. Location name is blank.

Error mnemonic: xLOD [1]

Applicable files FIDs, type transactions:
a. FIDs I and J
b. ASLC

Explanation of error:
a. Level of duty code is invalid.
b. SASF authorized identification is invalid.

Error mnemonic: xLOO

Applicable files FIDs, type transactions:
a. FID E
b. FID F

Explanation of error: The level of organization code is invalid.

Error mnemonic: xLOT

Applicable files FIDs, type transactions: Type transactions X and Y (EDAS)

Explanation of error: Length of tour code is invalid.

Error mnemonic: xLUC

Applicable files FIDs, type transactions:
a. ARR, ASNJ, ATCH, and REVD
b. Type transactions 46 and 47

Explanation of error:
a. Transaction losing UPC and SAF UPC are incompatible.
b. SPF RSC, SPF duty status code, transaction date, SPF UPC1 departure date, transaction losing UPC, SPF potential gaining UPC1, and/or SAF UPC are incompatible.
c. Sending PPA code is invalid.

Error mnemonic: xL-S

Applicable files FIDs, type transactions:
a. FIDs E and F
b. EDAS

Explanation of error: Long or short tour indicator is invalid.

Error mnemonic: xMAC

Applicable files FIDs, type transactions:
a. MADC
b. OCVE
c. Type transaction S1

Explanation of error: Major subject of college education code is invalid.

Error mnemonic: xMAR

Applicable files FIDs, type transactions:
a. MARS
b. FIDs Q, L, N, O, and P
c. Type transaction UH

Explanation of error: Marital status code is invalid. Edits vary between peacetime and wartime operating modes.

Error mnemonic: xMAT

Applicable files FIDs, type transactions: OAUT

Explanation of error: Input control UPC is not on SASF.

Error mnemonic: xMCA

Applicable files FIDs, type transactions: SMEF (card sequence A check)

Explanation of error:
a. Card A is missing.
b. Card sequence is invalid.

Table 3–8
Error mnemonics—Continued

Error mnemonic: xMCB
Applicable files FIDs, type transactions: SMEF (card sequence B check)
Explanation of error:
a. Card B is missing.
b. Card sequence is invalid.

Error mnemonic: xMCC
Applicable files FIDs, type transactions: SMEF (card sequence C check)
Explanation of error:
a. Card C
b. Card sequence is invalid.

Error mnemonic: xMCD
Applicable files FIDs, type transactions: OMCD
Explanation of error: Mail code is not alphanumeric.

Error mnemonic: xMCI
Applicable files FIDs, type transactions: SMEF
Explanation of error: MOS code and special skill identifier conversion code are invalid.

Error mnemonic: xMCO
Applicable files FIDs, type transactions: MCVO
Explanation of error: Main civilian occupational code is invalid.

Error mnemonic: xMDC
Applicable files FIDs, type transactions:
a. DPRT
b. RENL
c. Type transactions 45, H1, H3, H4, and H7
d. FID Q
Explanation of error:
a. MDC is invalid. Edits may vary between peacetime and wartime operating modes. See AR 310-10 for valid codes.
b. MDC is incompatible with gaining UPC AREAX or type transaction.
c. MDC is not compatible with transaction being processed.

Error mnemonic: xMED
Applicable files FIDs, type transactions:
a. MLED
b. FIDs N, O, P, Q, and L
c. Type transaction 5C
Explanation of error: Highest military education level code is invalid.

Error mnemonic: xMEF
Applicable files FIDs, type transactions: MLED
Explanation of error: MLED transaction is incompatible with school or degree data on the SPF.

Error mnemonic: xMEL
Applicable files FIDs, type transactions: MLED
Explanation of error:
a. Education level is incompatible with MPC.
b. Education level is incompatible with grade, courses or school, and/or completion date.

Error mnemonic: xMID
Applicable files FIDs, type transactions: AWDS
Explanation of error: Military decorations code is invalid.

Error mnemonic: xMLG
Applicable files FIDs, type transactions: FIDs E and F (card 2)
Explanation of error: Mail-lag code must be 0 through 9.

Error mnemonic: xMNO
Applicable files FIDs, type transactions: FSVD
Explanation of error:

Table 3–8
Error mnemonics—Continued

a. Number of months overseas is invalid.
b. Number of months overseas is incompatible with type of change.

Error mnemonic: xMOB
Applicable files FIDs, type transactions: OMOB
Explanation of error: Previously processed OMOB transaction began with ALL.

Error mnemonic: xMON
Applicable files FIDs, type transactions:
a. MEDI
b. MEDR
c. SMEF
d. FID K
e. DLOS
Explanation of error: One of the following entries is invalid: civilian practice months, internship months, new arrival month (RIG or RIN EDAS, AR 680-5, chap 7), residency months, and/or MPC for warrant officer and enlisted personnel. Entries must be 01 through 99 or spaces.

Error mnemonic: xMOS [1]
Applicable files FIDs, type transactions:
a. SMEF
b. ARR and ASNJ
c. Type transactions 5C and 47
d. FIDs L, N, O, P, and Q
e. GRCH
f. POSN
g. PMOS
h. PRMS
i. SMOS
Explanation of error:
a. MPC is invalid for warrant officer and enlisted personnel.
b. SMEF RSC, SMEF rescission date, and/or cycle date are incompatible.
c. Record type of input transaction is not valid with MPC and MOS on the SMEF.
d. MPC, SMEF EPMS designator, SMEF RSC, SMEF implementation date, SMEF rescission date, transaction date, and/or SMEF SSI are incompatible.
e. Transaction primary SSI is invalid.

Error mnemonic: xMPC
Applicable files FIDs, type transactions:
a. General
b. FLAG
Explanation of error:
a. MPC is invalid. Edits vary between peacetime and wartime operating modes.
b. Transaction MPC does not match SPF MPC.
c. MPC and branch code are invalid.
d. Transaction grade is invalid.
e. Military education level is invalid.
f. CONUS and overseas area of preference are not compatible with MPC.
g. Transaction FLAG1 or FLAG2 is KC, but MPC is not 0.

Error mnemonic: xMTI
Applicable files FIDs, type transactions: SMEF
Explanation of error: MOS code table identifier is invalid.

Error mnemonic: xNCO
Applicable files FIDs, type transactions:
a. NCOG
b. Type transactions SB and S1
c. FIDs N, O, P, Q, and L
d. FID U
Explanation of error:
a. NCO education code is invalid.
b. NCO education code is incompatible with DOB.

Error mnemonic: xNER

Table 3–8
Error mnemonics—Continued

Applicable files FIDs, type transactions:
a. RENL
b. FID Q
c. Type transactions H1, H3, H4, and H7
Explanation of error: Number of times enlisted or reenlisted code is invalid.

Error mnemonic: xNIU
Applicable files FIDs, type transactions: GRCH
Explanation of error: The grade on the input GRCH transaction matches the SPF grade. This nonessential compatibility error indicates that the GRCH transaction processed, but no items are updated. The GRCH transaction appears on the AAC-P01 report as processed, but no SPF data elements are updated.

Error mnemonic: xNLT
Applicable files FIDs, type transactions: NSLT
Explanation of error: Number of long oversea tours code that an officer or warrant officer served is invalid.

Error mnemonic: xNMD
Applicable files FIDs, type transactions: AWDS
Explanation of error: Nonmilitary decoration is invalid.

Error mnemonic: xNME
Applicable files FIDs, type transactions: General
Explanation of error:
a. Name, individual data element is invalid.
b. Transaction and SPF name are not equal.

Error mnemonic: xNRM
Applicable files FIDs, type transactions: Type transactions 3G, 3F, and 3H
Explanation of error: Number of months extended code is invalid.

Error mnemonic: xNRS
Applicable files FIDs, type transactions: FID E
Explanation of error: No records were selected.

Error mnemonic: xNSC
Applicable files FIDs, type transactions: Type transaction VV
Explanation of error: Input name is invalid; it cannot be numeric or have more than one space between letters.

Error mnemonic: xNST
Applicable files FIDs, type transactions: NSLT
Explanation of error: Number of short tours is invalid.

Error mnemonic: xN-C
Applicable files FIDs, type transactions: Type transaction CT
Explanation of error: Notification code is invalid.

Error mnemonic: xN-D
Applicable files FIDs, type transactions:
a. DEPN
b. MARS
c. FIDs L, N, O, P, and Q
Explanation of error: Number of dependents code is invalid.

Error mnemonic: xOAP
Applicable files FIDs, type transactions:
a. APRF
b. FIDs L, N, O, P, and Q
Explanation of error: Overseas area of preference code is invalid.

Error mnemonic: xOES
Applicable files FIDs, type transactions: FIDs E and F (type transactions 2 and 4)
Explanation of error:
a. SROF indicator, SAF OESTS code, and/or transaction OESTS code are incompatible.
b. OESTS was changed to possible invalid condition.

Table 3–8
Error mnemonics—Continued

Error mnemonic: xOJT
Applicable files FIDs, type transactions: OJT
Explanation of error:
a. The date (year and month) of on-the-job training completion is invalid (YYMM).
b. SPF record duty MOS is incompatible with type transaction.

Error mnemonic: xOMF
Applicable files FIDs, type transactions:
a. REVD, ATCH, ASNJ, and ARR (OMF check)
b. FIDs P and Q
c. DPRT and REVA
Explanation of error: Transaction gaining UPC and SOMF record type are incompatible.

Error mnemonic: xOPC
Applicable files FIDs, type transactions:
a. AALOC
b. FID E (OPCON and OOPC transaction check, type transactions 1 and 2)
Explanation of error:
a. OPCON code is invalid.
b. Transaction OPCON UIC, transaction OPCON UPC, and/or SAF UPC are incompatible.

Error mnemonic: xORC
Applicable files FIDs, type transactions:
a. FIDs L, N, O, P, and Q
b. FIDs R and U
Explanation of error: Originator code is invalid.

Error mnemonic: xOSL
Applicable files FIDs, type transactions: FSVD
Explanation of error:
a. Overseas location code is invalid.
b. Overseas location code is incompatible with transaction type change.

Error mnemonic: xOST
Applicable files FIDs, type transactions:
a. OUPC
b. FID F
Explanation of error: OESTS is invalid for changing the UPC.

Error mnemonic: xO-C
Applicable files FIDs, type transactions:
a. OPER
b. OAUT
c. OMEX
d. INQY
Explanation of error: Output code or output check is invalid.

Error mnemonic: xPAP [1]
Applicable files FIDs, type transactions: ASTE and ASLC
Explanation of error: Position assignment priority code must be 1, 2, or 3.

Error mnemonic: xPAD
Applicable files FIDs, type transactions:
a. FIDs E and F
b. OIUT
c. OIUG
d. PADR
e. FID U
Explanation of error:
a. Planned action date is invalid.
b. Privacy Act disputed record code is invalid.
c. Transaction record type, type transaction, planned action date, transaction OESTS code, SOMF OESTS code, and/or cycle date are incompatible.

Error mnemonic: xPAR

Table 3–8
Error mnemonics—Continued

Applicable files FIDs, type transactions:
a. FID I
b. Type transaction UM
Explanation of error: Paragraph number is invalid.

Error mnemonic: xPAS
Applicable files FIDs, type transactions:
a. Type transaction 5C
b. ASI
Explanation of error:
a. Primary ASI is invalid.
b. Primary MOS is invalid or not on SMEF.
c. Primary ASI is not on ASI or ASI overflow table.

Error mnemonic: xPCA
Applicable files FIDs, type transactions: FID K
Explanation of error: Permanent change in duty assignment code is invalid.

Error mnemonic: xPCB
Applicable files FIDs, type transactions: SMEF
Explanation of error: Personnel control branch is invalid.

Error mnemonic: xPCO
Applicable files FIDs, type transactions: AVDA
Explanation of error: The safety or test pilot course code is invalid.

Error mnemonic: xPCR
Applicable files FIDs, type transactions: PCER
Explanation of error: State of professional certification code or year of professional certification code is incompatible with professional certification status code.

Error mnemonic: xPCS
Applicable files FIDs, type transactions:
a. FID P
b. LPCS
Explanation of error:
a. The date (year and month) of last permanent change of station code is invalid.
b. The date (year and month) of last permanent change of station is incompatible with cycle date.

Error mnemonic: xPDO
Applicable files FIDs, type transactions: FID A (delete)
Explanation of error: Action to delete record type from SAF, SOMF, or SROF indicates that unit is inactive or is a dead record.

Error mnemonic: xPDT
Applicable files FIDs, type transactions:
a. PRMS
b. Type transaction S9
Explanation of error: Transaction current promotion date is equal to or less than SPF current promotion date.

Error mnemonic: xPER
Applicable files FIDs, type transactions: Type transaction S9
Explanation of error: The percentile standing is invalid.

Error mnemonic: xPFS
Applicable files FIDs, type transactions: SPF
Explanation of error: SPF strength transaction entry(s) is invalid.

Error mnemonic: xPGD
Applicable files FIDs, type transactions: PPTR
Explanation of error: Previous permanent grade code is invalid.

Error mnemonic: xPGR
Applicable files FIDs, type transactions:
a. RAPT

Table 3–8
Error mnemonics—Continued

b. Type transaction 90
c. Type transaction 9J

Explanation of error: Permanent grade code is invalid.

Error mnemonic: xPGU

Applicable files FIDs, type transactions:
a. DPRT
b. Type transaction 45
c. REVA

Explanation of error:
a. Potential gaining UPC is invalid.
b. Potential gaining UPC does not match SAF or SOMF.
c. Potential gaining UPC equals losing UPC.

Error mnemonic: xPHA

Applicable files FIDs, type transactions: PMOS

Explanation of error: PMOS how-acquired code is invalid.

Error mnemonic: xPHC

Applicable files FIDs, type transactions: PHYS

Explanation of error: Physical category code is invalid.

Error mnemonic: xPID [1]

Applicable files FIDs, type transactions:
a. FIDs E and F (input cards 1, 2, 3, and 4)
b. REVD, ATCH, ASNJ, and ARR (OMF record check)
c. FIDs O, P, and Q
d. ASTE

Explanation of error:
a. PUID for activation's or redesignation is invalid.
b. Input transaction UPC or PUID is erroneous.
c. Type transaction, card sequence number, DD, and/or SMEF PUID are incompatible.
d. Transaction DD or PUID, SOMF (SROF) unit status code, location, PUID, or PPA code, and/or SAF PUD are incompatible.

Error mnemonic: xPMI

Applicable files FIDs, type transactions:
a. PRMI
b. FIDs L, N, O, P, and Q

Explanation of error: Promotion indicator code is invalid or incompatible with grade, MPC, and/or branch.

Error mnemonic: xPMS

Applicable files FIDs, type transactions:
a. PMOS
b. GRCH
c. PMOS (unit status check)
d. Type transaction RD (MOS check for enlisted)
e. Type transactions 1X and SB (MOS edit and MOS validity)
f. Type transaction 5C (primary MOS)
g. Type transactions 47 and RI
h. ARR
i. ASNJ
j. SDAP
k. GRCH
l. PMOS
m. FIDs L, N, O, P, and Q
n. FID K

Explanation of error:
a. PMOS code is invalid.
b. Transaction MPC, SPF MOS, unit status code, and/or transaction gaining UPC are incompatible.
c. Transaction MOS and SOMF unit status code are incompatible.
d. Transaction PMOS, SMEF MOS or EPMS designator, RSC, and/or cycle date are incompatible.
e. Special duty assignment pay is incompatible with SOMF record PMOS.
f. PMOS is equal to SMEF USAR MOS (peacetime only).

Table 3–8
Error mnemonics—Continued

Error mnemonic: xPNO [1,2]

Applicable files FIDs, type transactions:

a. POSN
b. FIDs P and Q
c. ALOS
d. OAUT
e. ASLC
f. ASNJ
g. ARR
h. REVD
i. ASTE

Explanation of error:

a. Position number, high-range position number code for authorized strength inquiry, or high-range position number code for authorized strength loss is invalid.

b. Transaction position number, transaction SASF gaining UPC, SASF position number, SASF record identity, SPF MPC, SASF authorized MOS SQI, and/or SPF PMOS SQI are incompatible.

c. Action date field is erroneous.
d. Position number does not match transaction or SASF UPC position number.
e. Required card is missing.

Error mnemonic: xPOB

Applicable files FIDs, type transactions:

a. DEPD
b. DOB

Explanation of error:

a. Country or State of birth is invalid or incompatible with MPC.
b. Country or State of birth is incompatible with country of citizenship for spouse.

Error mnemonic: xPOM

Applicable files FIDs, type transactions: FID A (delete)

Explanation of error: Action is to delete record type from SAF, SOMF, or SROF indicates an action to add to file.

Error mnemonic: xPOS [1]

Applicable files FIDs, type transactions: ASLC and ASTE

Explanation of error: PSC is invalid.

Error mnemonic: xPPA

Applicable files FIDs, type transactions: FID E

Explanation of error: SAF PPA code does not equal PPA of the local SIDPERS.

Error mnemonic: xPPC

Applicable files FIDs, type transactions:

a. SPF
b. PRMS
c. FID K and T

Explanation of error: Current promotion points code is invalid.

Error mnemonic: xPPD

Applicable files FIDs, type transactions:

a. SMEF
b. SDAP
c. FID A

Explanation of error: Special duty assignment pay designator is invalid.

Error mnemonic: xPPM

Applicable files FIDs, type transactions: SMEF

Explanation of error: MOS test month (MM) is invalid.

Error mnemonic: xPPN

Applicable files FIDs, type transactions:

a. Type transactions HE, HT, and HY
b. FID Q

Explanation of error:

Table 3–8
Error mnemonics—Continued

a. Procurement program number is invalid (AR 601- 110).
b. Procurement program number is incompatible with type transaction.

Error mnemonic: xPPP
Applicable files FIDs, type transactions:
a. SPF
b. PRMS
c. FIDs K and T
Explanation of error: Previous promotion points code is invalid.

Error mnemonic: xPPY
Applicable files FIDs, type transactions:
a. SDAP
b. PMOS
c. Type transaction RD (MOS check)
d. Type transaction SB
e. FIDs L, N, O, P, and Q
f. GRCH
g. FID K
Explanation of error:
a. Special duty assignment pay status code is invalid.
b. Transaction special duty assignment pay, SPF PMOS SQI, SPF duty MOS SQI, and/or transaction primary SQI are incompatible.

Error mnemonic: xPQL
Applicable files FIDs, type transactions: PCER
Explanation of error: Professional certification status code is invalid.

Error mnemonic: xPRC
Applicable files FIDs, type transactions: INQY
Explanation of error: File-queried code is invalid.

Error mnemonic: xPRG
Applicable files FIDs, type transactions: OCVE
Explanation of error: Program source code must be A, B, C, D, E, F, G, or blank.

Error mnemonic: xPRQ
Applicable files FIDs, type transactions: PCER
Explanation of error: Professional certification status code is not A, B, G, F, or Z.

Error mnemonic: xPRS
Applicable files FIDs, type transactions:
a. PRMS
b. FIDs N, O, P, Q, and L
c. Type transaction 34
d. Type transaction SB
Explanation of error:
a. Promotion or progression MOS code is invalid.
b. SMEF RSC, transaction date, implementation date, rescission data, and/or promotion date are invalid.
c. Promotion or progression MOS codes is not compatible with promotion indicator.

Error mnemonic: xPSI
Applicable files FIDs, type transactions:
a. Type transaction 5C (PSSI or ASI-1 check)
b. Type transaction RI (MOS edit check)
c. FIDs L, N, O, P, and Q
d. GRCH
e. PMOS
f. Type transaction 47 (FID K)
Explanation of error:
a. PSSI is invalid.
b. Transaction MPC, PSSI, or skill identity code, SMEF PSSI, RSC, implementation date, rescission date, and/or cycle date are incompatible.
c. PSSI or ASI-1 is incompatible with transaction grade.

Error mnemonic: xPSR [1]

Table 3–8
Error mnemonics—Continued

Applicable files FIDs, type transactions:
a. ASTE
b. ASLC
Explanation of error: Position personnel security requirement code is invalid.

Error mnemonic: xPSS [1]
Applicable files FIDs, type transactions:
a. ASTE
b. ASLC
Explanation of error: Position personnel security status code is invalid.

Error mnemonic: xPST
Applicable files FIDs, type transactions: FID I
Explanation of error: Position title code is invalid.

Error mnemonic: xPUD
Applicable files FIDs, type transactions:
a. FIDs A and I
b. FIDs R and U
c. FIDs K, T, V, and 2
d. FIDs L, N, O, P, and Q
Explanation of error: PUD is invalid.

Error mnemonic: xPWD
Applicable files FIDs, type transactions:
a. Type transaction 5E
b. Type transaction UW
c. FLAG
Explanation of error: Previous weight control program date is invalid.

Error mnemonic: xP-P
Applicable files FIDs, type transactions:
a. PHYS
b. FIDs Q, L, O, P, and K
c. Type transaction RD (physical category code check)
d. SMEF
Explanation of error:
a. Physical profile serial code is invalid.
b. Transaction MPC, physical category code or physical profile code, and/or SPF physical profile code do not match.

Error mnemonic: xP-S [1]
Applicable files FIDs, type transactions:
a. POSN
b. FIDs I, P, and Q
Explanation of error:
a. PSC is invalid.
b. SASF record PSC is invalid.

Error mnemonic: xQAL
Applicable files FIDs, type transactions: ACSI
Explanation of error: Aircraft ASI qualification code is invalid; it must be 1, 2, 3, or Z.

Error mnemonic: xRAC
Applicable files FIDs, type transactions: SOMF (requisition activity code, type transactions 1, 2, 3, and 4)
Explanation of error:
a. Activity code is invalid.
b. Transaction unit status code and/or requisition activity code are incompatible with type transaction.

Error mnemonic: xRAI
Applicable files FIDs, type transactions: FIDs E and F
Explanation of error: Replacement activity indicator code is invalid.

Error mnemonic: xRC
Applicable files FIDs, type transactions:

Table 3–8
Error mnemonics—Continued

a. FID K
b. Type transaction CT

Explanation of error: Research code is invalid.

Error mnemonic: xRCE
Applicable files FIDs, type transactions: RACE
Explanation of error: Race code is invalid.

Error mnemonic: xRCI
Applicable files FIDs, type transactions:
a. SOMF and SROF (UPC match)
b. OADL
c. OLOS
d. FID 9

Explanation of error: Transaction type and SROF indicator are incompatible.

Error mnemonic: xRDD
Applicable files FIDs, type transactions:
a. DPLI
b. FID P

Explanation of error: Deployment return date is invalid, blank, or greater than cycle date.

Error mnemonic: xRDF
Applicable files FIDs, type transactions:
a. ADMD
b. SROF (PUID check, type transactions 3 and 4)

Explanation of error:
a. The record deletion file code is invalid.
b. DD, PUID, and/or SROF indicator are incompatible.

Error mnemonic: xREL
Applicable files FIDs, type transactions: RELG
Explanation of error: Religious denomination code is invalid.

Error mnemonic: xREP
Applicable files FIDs, type transactions:
a. ARR
b. ASNJ
c. DPRT
d. ATCH
e. REVD
f. FIDs L, N, O, P, and Q

Explanation of error:
a. Transaction date, transaction reporting date, and/or cycle date are incompatible.
b. Transaction date is checked (ARR, ASNJ, ATCH, DPRT, and REVD)

Error mnemonic: xRES
Applicable files FIDs, type transactions: FID Q
Explanation of error: The State of residence at time of entry code is invalid.

Error mnemonic: xRFC
Applicable files FIDs, type transactions: ETS
Explanation of error: The reason for change of ETS is invalid.

Error mnemonic: xRGA
Applicable files FIDs, type transactions:
a. Type transaction UK
b. REGA

Explanation of error: REGA may be blank in UK; otherwise, REGA reassignment code must be S.

Error mnemonic: xRGT
Applicable files FIDs, type transactions:
a. REGT
b. FIDs L, N, O, P, and Q
c. Type transactions SB, RD, 5D, and UK

Table 3–8
Error mnemonics—Continued

Explanation of error:
a. Regimental affiliation must be a four-position numeric code, and branch must be a two-position alphabetic code.
b. Other codes may be blank, O, or valid code.

Error mnemonic: xRIC
Applicable files FIDs, type transactions: FIDs E and F
Explanation of error: The Reserve Component file indicator code is invalid.

Error mnemonic: xRIG
Applicable files FIDs, type transactions:
a. SPF
b. SOMF
c. SASF
Explanation of error: The RIG is invalid.

Error mnemonic: xRIN
Applicable files FIDs, type transactions:
a. SPF
b. SOMF
c. SASF
Explanation of error: The RIN is invalid.

Error mnemonic: xROF
Applicable files FIDs, type transactions: OMOB
Explanation of error: No SROF file is present.

Error mnemonic: xROM
Applicable files FIDs, type transactions: FID 4 (EDAS)
Explanation of error: The required month code is invalid.

Error mnemonic: xRPA
Applicable files FIDs, type transactions: PRPA
Explanation of error: Personnel reliability program assignment status code is invalid.

Error mnemonic: xRPN [1]
Applicable files FIDs, type transactions: ASTE
Explanation of error:
a. If the ASTE transaction represents the current document, the reslot-position number must be blank.
b. If the ASTE transaction represents a projected document, the position number must be within the NA00 through ZZ89 range. The reslot-position number must be within the AA00 through MZ89 range if it is not blank.

Error mnemonic: xRQN
Applicable files FIDs, type transactions:
a. ASLC
b. ASTE
Explanation of error: The type of requisition code is invalid.

Error mnemonic: xRSC
Applicable files FIDs, type transactions: General
Explanation of error:
a. RSC is invalid.
b. SPF RSC, SPF UPC1 unit status code, SPF UPC1 replacement activity indicator, SOMF RSC, SPF potential gaining UPC, transaction gaining or losing UPC, SOMF unit status code, and/or SOMF replacement activity code are incompatible.

Error mnemonic: xRSN
Applicable files FIDs, type transactions:
a. DLOS
b. Type transactions DD and DL (wartime)
c. EDAS (RIG or RIN KE)
Explanation of error: The reason code is invalid.

Error mnemonic: xRSQ
Applicable files FIDs, type transactions: OREP
Explanation of error: report sequence code is invalid.

Table 3–8
Error mnemonics—Continued

Error mnemonic: xRST
Applicable files FIDs, type transactions: PAF
Explanation of error: The PAF required strength field is invalid.

Error mnemonic: xR-C
Applicable files FIDs, type transactions: OPER
Explanation of error: The requirement code is invalid.

Error mnemonic: xR-T [1]
Applicable files FIDs, type transactions:
a. FIDs E and F
b. OIUG
c. SASF
Explanation of error:
a. Record type code is invalid.
b. Transaction type, record type, and SOMF, SROF, or SAF OESTS code or planned action date and cycle date are incompatible.

Error mnemonic: xSAF
Applicable files FIDs, type transactions: FID E
Explanation of error: Input type transaction 1, card 1, does not match the SAF.

Error mnemonic: xSAP
Applicable files FIDs, type transactions: APTD
Explanation of error: The code for source and type of original appointment is invalid.

Error mnemonic: xSAS
Applicable files FIDs, type transactions:
a. SMOS and PMOS
b. FIDs N, O, P, and Q
c. ASI
d. ASTE and ASLC
Explanation of error:
a. ASI or secondary skill identifier code is invalid.
b. ASI substitute and/or SMEF status code are incompatible.
c. PMOS is invalid.
d. Cycle date is incompatible with rescission date.
e. SPF record PMOS or SMOS is incompatible with SMEF.

Error mnemonic: xSBR
Applicable files FIDs, type transactions: SBAR
Explanation of error: Branch code is invalid; it must be blank or not JA.

Error mnemonic: xSCH
Applicable files FIDs, type transactions:
a. OCVE
b. MLED
Explanation of error:
a. The change from civilian institution code is invalid. It must be 999999, AA0001 through ZZ9999, or blank.
b. Transaction is invalid because type of change is add and MLED is none, but military course or school is not blank.

Error mnemonic: xSCL
Applicable files FIDs, type transactions: SMEF
Explanation of error:
a. The security clearance code may be blank.
b. If not blank, security clearance code must be C, S, or T, as required by a specific MOS.

Error mnemonic: xSCR
Applicable files FIDs, type transactions: Type transaction S9
Explanation of error: The SQT score is invalid.

Error mnemonic: xSDI
Applicable files FIDs, type transactions:

Table 3–8
Error mnemonics—Continued

a. SEP
b. FID K (type transactions NA, NB, NC, and NK)

Explanation of error: Separation of document issued or character of service code is invalid.

Error mnemonic: xSDM

Applicable files FIDs, type transactions: Type transaction S9

Explanation of error: SQT designator code is invalid.

Error mnemonic: xSDP

Applicable files FIDs, type transactions:
a. SDAP
b. FIDs N, O, P, and Q
c. Type transactions 41, RD, and 1X

Explanation of error:
a. Special duty assignment pay status is invalid.
b. Transaction special duty assignment pay status and SPF PMOS SQI do not match.

Error mnemonic: xSEX

Applicable files FIDs, type transactions:
a. SMEF
b. SEX
c. ARR and ASNJ (SSN and name match)
d. Type transaction RD (MOS check for enlisted)
e. Type transactions 1X and SB (MOS edit)
f. POSN
g. PMOS
h. SEP
i. FIDs L, N, O, P, and Q

Explanation of error:
a. Position identity code and/or sex code are invalid.
b. MPC is invalid.
c. SPF sex code, SMEF sex code, and/or transaction sex code do not match.
d. SPF sex code is incompatible with SMEF authorized identity code for PMOS or duty MOS or transaction SPD.

Error mnemonic: xSFE

Applicable files FIDs, type transactions: FID Q

Explanation of error: The State from which entered active duty code is invalid.

Error mnemonic: xSGI

Applicable files FIDs, type transactions:
a. SEP
b. Type transactions NA, NB, and NC

Explanation of error: Servicemember group life insurance coverage code is blank or invalid.

Error mnemonic: xSIC

Applicable files FIDs, type transactions: FID T (type transaction SR)

Explanation of error: Personnel security investigation completed code is invalid, or it is present and valid with an invalid or blank date personnel security investigation completed.

Error mnemonic: xSID

Applicable files FIDs, type transactions:
a. FID A
b. FID E
c. OIUT

Explanation of error: PPA code is invalid.

Error mnemonic: xSII

Applicable files FIDs, type transactions: FID T (type transaction SR)

Explanation of error: Personnel security investigation code is invalid as forwarded from DA via type transaction SR.

Error mnemonic: xSIQ

Applicable files FIDs, type transactions: FIDs E and F

Explanation of error: The special instructions or qualifications code is invalid.

Error mnemonic: xSIR [1]

Table 3–8
Error mnemonics—Continued

Applicable files FIDs, type transactions:
a. ASTE
b. ASLC

Explanation of error: Personnel security investigation required code is invalid. See AR 680-29.

Error mnemonic: xSIS

Applicable files FIDs, type transactions:
a. RDFR
b. RENL
c. DFR
d. DECD
e. FENL
f. FIDs N, O, P, and Q

Explanation of error: SPD is invalid.

Error mnemonic: xSKI

Applicable files FIDs, type transactions: SMEF

Explanation of error: SSI is invalid.

Error mnemonic: xSMP

Applicable files FIDs, type transactions:
a. SPDR
b. Type transaction UU

Explanation of error:
a. Type of change D: MPC of active duty spouse is present in transaction and should not be.
b. Type of change A: MPC of active duty spouse is not present in transaction but should be.

Error mnemonic: xSMS

Applicable files FIDs, type transactions:
a. FIDs N, O, P, Q, and L
b. SASF
c. Type transaction 34
d. SMOS

Explanation of error:
a. The secondary MOS code is invalid or does not match the SMEF.
b. Transaction date, SMEF implementation date, and/or rescission date are incompatible.
c. Input MOS SQI is invalid.
d. Transaction secondary MOS is equal to transaction PMOS.

Error mnemonic: xSNC

Applicable files FIDs, type transactions: PERSCOM change or correction to SSN (type transactions 57, 5Y, and AE-P)

Explanation of error: Transaction to change a SSN matches a SSN already on the SPF.

Error mnemonic: xSNS

Applicable files FIDs, type transactions:
a. SPDR
b. Type transaction UU
c. HIV
d. Type transaction 5U

Explanation of error: SPDR transaction and type transactions UU and 5U: The transaction SSN (SSN of SPF, EMF, or OMF personnel) is equal to transaction SSN of spouse.

Error mnemonic: xSOD

Applicable files FIDs, type transactions: All input sources

Explanation of error: The source of data code is invalid.

Error mnemonic: xSPC

Applicable files FIDs, type transactions:
a. ABCD
b. MEDI
c. MEDR

Explanation of error:
a. The certification specialty code is invalid.

Table 3–8
Error mnemonics—Continued

b. Military course of school code is invalid.
c. The residency specialty code is invalid.

Error mnemonic: xSPD
Applicable files FIDs, type transactions:
a. FID Q
b. Type transactions NA, NJ, NK, NB, and NC
c. TRAN
d. SEP
Explanation of error: Transaction is incompatible with SPF record SPD or MPC.

Error mnemonic: xSPF
Applicable files FIDs, type transactions: FID 4 (EDAS)
Explanation of error: Transaction gaining UPC is equal to SPF UPC.

Error mnemonic: xSPY
Applicable files FIDs, type transactions: SPAY
Explanation of error: Special pay number 1 or 2 is invalid.

Error mnemonic: xSQI [1]
Applicable files FIDs, type transactions:
a. SMEF
b. SASF
c. FIDs L, N, O, P, and Q
d. Type transaction RD (MOS check)
e. Type transaction 1X (MOS validity)
f. Type transaction 5C (PMOS check)
g. Type transactions 47, UM, and RD
h. POSN
i. SMOS
j. GRCH
Explanation of error:
a. SQI code is invalid.
b. SASF authorized MOS and SMEF SQI are incompatible.
c. SASF authorized identity code, SASF substitute MOS, SMEF, and/or SQI are incompatible.
d. SASF authorized identity code, SASF substitute MOS, SMEF SQI, SASF authorized grade, and/or SMEF authorized grade (high and low) are incompatible.
e. Transaction MOS SQI, SMEF SQI, and SMEF SQI table are incompatible.
f. SPF PMOS, SPF control branch, transaction PMOS or SQI, and/or SMEF MOS or SQI are incompatible.
g. ASI or SQI on SMEF is invalid.

Error mnemonic: xSQT
Applicable files FIDs, type transactions:
a. FID P
b. Type transaction S9
Explanation of error: Date administered-2, SQT percentile, SQT code, or SQT score is blank.

Error mnemonic: xSSD
Applicable files FIDs, type transactions: Type transaction SR
Explanation of error: Department-determined personnel security status is invalid as forwarded from DA via type transaction SR.

Error mnemonic: xSSI
Applicable files FIDs, type transactions:
a. Type transaction AE-P
b. Type transaction 5G-P
c. Type transactions 56, 57, 5X, 5Y, 5Z, RD, and 41
d. FIDs L, N, O, P, and Q
Explanation of error: The VSSSN is invalid. It can be Y, B, H, I, N, P, R, U, or V.

Error mnemonic: xSTA
Applicable files FIDs, type transactions:
a. Type transaction UG
b. FIDs E and F
c. Type transaction UR
d. Type transaction NX

Table 3–8
Error mnemonics—Continued

Explanation of error:
a. The street address is blank or has more than one embedded blank between characters.
b. Station abbreviation is blank. Abbreviation code is invalid.

Error mnemonic: xSTB
Applicable files FIDs, type transactions: SBAR
Explanation of error: State of bar examination is invalid.

Error mnemonic: xSTE
Applicable files FIDs, type transactions:
a. Type transaction UG
b. PCER
Explanation of error:
a. The State code is invalid.
b. State of professional certification code is incompatible with professional certification status code and/or year of professional certification.

Error mnemonic: xSTR
Applicable files FIDs, type transactions:
a. OSTR
b. FIDs E and F
c. ODMO
d. OADL
e. OLOS
Explanation of error:
a. The reported strength is invalid.
b. SOMF OESTS code, action data area, and/or SOMF accountable and attached strength (officer, warrant officer, or enlisted) do not match.

Error mnemonic: xSTS
Applicable files FIDs, type transactions: SMEF
Explanation of error: The status of record code is invalid. It must be A, B, C, or D.

Error mnemonic: xSTT
Applicable files FIDs, type transactions: FID P
Explanation of error: Most recent strength type transaction is blank or invalid.

Error mnemonic: xSUB
Applicable files FIDs, type transactions: OCVE
Explanation of error:
a. Type transaction is invalid.
b. Major subject is invalid.

Error mnemonic: xSUS
Applicable files FIDs, type transactions:
a. SASF
b. ASTE
Explanation of error:
a. SASF substitute MOS and SMEF MOS do not match, SMEF RSC and SMEF rescission date do not match, SMEF RSC and SASF PSC do not match, or PSC and SMEF implementation date do not match.
b. Input authorized grade is less than low grade from SMEF substitute MOS.

Error mnemonic: xSVA
Applicable files FIDs, type transactions:
a. Type transactions RD and 3C
b. COMP
c. FIDs L, O, P, and Q
Explanation of error: Transaction service agreement, ESA, service component, and/or SPF service agreement do not match.

Error mnemonic: xSVC
Applicable files FIDs, type transactions:
a. COMP
b. FIDs L, N, O, P, and Q
c. Type transactions 3B, 3F, 3G, and 3H
Explanation of error: The service agreement code is invalid or incompatible with service agreement and/or service component.

Table 3–8
Error mnemonics—Continued

Error mnemonic: xSVS
Applicable files FIDs, type transactions: FIDs L, N, O, and P
Explanation of error: Input service agreement is invalid.

Error mnemonic: xTAP
Applicable files FIDs, type transactions: APTD
Explanation of error: The type of original appointment code is invalid.

Error mnemonic: xTCC
Applicable files FIDs, type transactions: FSVD
Explanation of error: Overseas tour completion code is invalid.

Error mnemonic: xTCD [1]
Applicable files FIDs, type transactions:
a. ASLC
b. FID J
Explanation of error: SASF PSC is not T.

Error mnemonic: xTCN
Applicable files FIDs, type transactions:
a. FID E
b. Type transactions PF, PA, PB, PC, PD, PE, PH, NF, NG, NH, NK, PG, and PK.
c. DFR
d. FENL
e. DECD
Explanation of error:
a. The TOE change number is invalid.
b. TCN is invalid or incompatible with type of discharge or transfer.
c. TCN is incompatible with type transaction.

Error mnemonic: xTCO
Applicable files FIDs, type transactions: OTCO
Explanation of error: The test control officer code is invalid.

Error mnemonic: xTDY
Applicable files FIDs, type transactions: DPRT
Explanation of error: Number of days temporary duty is invalid.

Error mnemonic: xTGD
Applicable files FIDs, type transactions: PPTR
Explanation of error: Previous temporary grade code and/or branch code are invalid.

Error mnemonic: xTIM
Applicable files FIDs, type transactions:
a. DYST
b. RDYS
Explanation of error: Time must be 0001 through 2400.

Error mnemonic: xTOA
Applicable files FIDs, type transactions: JACT
Explanation of error: Transaction effective date-2 must equal spaces if type of action code is PROX or REDX.

Error mnemonic: xTOT [1]
Applicable files FIDs, type transactions: ASTE
Explanation of error: Total required is to be reported in the wartime operating mode.

Error mnemonic: xTRD
Applicable files FIDs, type transactions: General
Explanation of error:
a. Gaining UPC transaction date and departure date are incompatible for UPC1, UPC2, and UPC3 on SPF.
b. UPC1, UPC2, or UPC3 RSC, replacement activity indicator, input transaction date, and/or arrival strength date do not match.
c. SOMF replacement activity indicator, SOMF unit status code, transaction arrival strength date, and/or transaction gaining UPC are incompatible.

Table 3–8
Error mnemonics—Continued

Error mnemonic: xTRI
Applicable files FIDs, type transactions: FSVD
Explanation of error: The type of overseas tour code is invalid.

Error mnemonic: xTRM
Applicable files FIDs, type transactions:
a. FID Q
b. FIDs L, N, O, and P
c. ETS
d. RENL
e. COMP
Explanation of error:
a. ETS is incompatible with service component or reason for change.
b. Term of enlistment code, term of service, or service agreement code is invalid.

Error mnemonic: xTST
Applicable files FIDs, type transactions: General
Explanation of error: PUD CQ or J4 was used in transaction, but test model was not activated.

Error mnemonic: xTTA
Applicable files FIDs, type transactions:
a. AALOC input router
b. Reconciliation input edits
Explanation of error:
a. OESTS code is invalid.
b. Type transaction is invalid.

Error mnemonic: xTTD
Applicable files FIDs, type transactions: SEP
Explanation of error: The type of separation code is invalid.

Error mnemonic: xT-D
Applicable files FIDs, type transactions:
a. AALOC RECON
b. FID S
c. FID E, F, 8, and 9
d. SASF
Explanation of error:
a. Input transaction date and cycle date are not compatible.
b. Transaction and SOMF UPC are invalid.

Error mnemonic: xT-S
Applicable files FIDs, type transactions:
a. FIDs L, N, O, P, and Q
b. COMP
Explanation of error: Term of service is incompatible with ETS or service component.

Error mnemonic: xT-T
Applicable files FIDs, type transactions:
a. SMEF
b. SROF (type transactions 3 and 4) or SOMF (type transactions 1 and 2)
c. SASF
d. Type transactions NH, UG, and UR
e. FID Q
f. TRAN
g. PRMS
h. REVD
i. GRDC
j. FIDs E and F
k. FID K
Explanation of error:
a. SMEF indicator in cycle control card is missing, or input is not from PERSCOM.
b. Input type transaction and SROF indicator do not match.
c. Type transaction is invalid.

Table 3–8
Error mnemonics—Continued

d. Type transaction is not allowed in wartime operating mode.
e. All SPF record departure dates are blank.
f. Type transaction is invalid when compared with MPC.
g. Type transaction is invalid when compared with type transaction to be forwarded and/or RSC.

Error mnemonic: xUAP
Applicable files FIDs, type transactions:
a. FID E
b. FID F
Explanation of error: The unit assignment priority code is invalid.

Error mnemonic: xUCS
Applicable files FIDs, type transactions:
a. FID E
b. FID F
Explanation of error: The unit percentage critical strength total is invalid.

Error mnemonic: xUGU
Applicable files FIDs, type transactions: DPRT
Explanation of error:
a. PUD, positions 1 through 3, must be blank or alphanumeric except position 1 must not contain Z, I, or O and positions 2 and 3 must not contain I or O.
b. DD, positions 4 and 5, must be blank or alphanumeric except position 4 may be I or O and position 5 must not be I or O.
c. Ultimate gaining UPC is equal to the transaction losing UPC or transaction gaining UPC.
d. Ultimate gaining UPC does not match the SASF.

Error mnemonic: xUIC
Applicable files FIDs, type transactions:
a. AALOC
b. Type transaction CT
Explanation of error:
a. Registered unit identification code is invalid.
b. The unit identification code is blank.

Error mnemonic: xUNA
Applicable files FIDs, type transactions: AWDS
Explanation of error: Unit awards code is invalid.

Error mnemonic: xUND
Applicable files FIDs, type transactions: Type transaction UR
Explanation of error: The unit designation code is invalid.

Error mnemonic: xUNM [1, 2]
Applicable files FIDs, type transactions:
a. General
b. SMEF, SROF, or SOMF
c. ASTE, ASLC, and ALOS
Explanation of error:
a. The input transaction does not match the current SIDPERS files, for example, name and/or SSN.
b. Transaction MPC, date, MOS SQI, and ASI-1, SMEF MPC ASI-1, SMEF MPC EPMS and RSC, rescission date, and/or SQI table do not match.
c. Action data did not equal ALL on last transaction.
d. Control UPC, last SROF UPC extracted, transaction UPC high range, UPC on SROF or SOMF, and/or SROF indicator are incompatible.
e. SPF SSN and input transaction SSN do not match.
f. UPC or position number does not match the SASF.

Error mnemonic: xUNR
Applicable files FIDs, type transactions: Type transaction UR
Explanation of error: The unit number is invalid.

Error mnemonic: xUPC [1, 2]
Applicable files FIDs, type transactions: General
Explanation of error:
a. UPC is invalid.
b. Transaction UPC and SAF UPC do not match.

Table 3–8
Error mnemonics—Continued

c. Transaction gaining UPC and SPF departure date for UPC1, UPC2, or UPC3 are incompatible.
d. RSC, transaction gaining UPC, and/or attached SPF UPC1, UPC2, or UPC3 record are incompatible.
e. Attached SPF record UPC1, UPC2, or UPC3 matches the transaction gaining UPC.
f. Card sequence is invalid.
g. Action data from previous transaction are invalid.
h. Transaction UPC, control UPC, and/or action data UPC are incompatible.
i. Transaction UPC, SROF indicator, and/or SROF or SOMF UPC are incompatible.
j. Transaction UPC or new UPC does not equal SAF UPC.
k. Transaction UPC does not match SPF UPC1 or UPC2.

Error mnemonic: xUSC
Applicable files FIDs, type transactions:
a. FID E
b. FID F
Explanation of error: The organization classification code must be U or blank.

Error mnemonic: xU-N
Applicable files FIDs, type transactions: SOMF
Explanation of error:
a. Unit name is invalid.
b. Transaction unit name and UIC do not match.

Error mnemonic: xU-S
Applicable files FIDs, type transactions: FIDs A and E
Explanation of error: The unit status code is invalid.

Error mnemonic: xVMS
Applicable files FIDs, type transactions:
a. VRBM
b. FIDs L, O, P, N, and Q
Explanation of error:
a. Variable reenlistment bonus MOS is invalid or not on the SMEF.
b. Variable reenlistment bonus MOS is a USAR MOS.

Error mnemonic: xVNR
Applicable files FIDs, type transactions: INQY
Explanation of error: Voucher number does not match PPA code.

Error mnemonic: xVOU
Applicable files FIDs, type transactions: INQY
Explanation of error: The voucher number is invalid.

Error mnemonic: xVRB
Applicable files FIDs, type transactions:
a. SMEF
b. FIDs N, O, P, and Q
c. VRBM
Explanation of error:
a. The variable reenlistment bonus multiplier is invalid or is later than the cycle date.
b. The variable reenlistment bonus MOS is a USAR MOS.

Error mnemonic: xVRD
Applicable files FIDs, type transactions:
a. VRBM
b. RENL
Explanation of error: The variable reenlistment bonus date is invalid.

Error mnemonic: xVSN
Applicable files FIDs, type transactions:
a. SSAN
b. DOB
Explanation of error: Type transaction is incompatible with VSSSN.

Table 3–8
Error mnemonics—Continued

Error mnemonic: xVS1
Applicable files FIDs, type transactions: NAME
Explanation of error: Type transaction is incompatible with VSSSN.

Error mnemonic: xVS2
Applicable files FIDs, type transactions: NAME
Explanation of error: Type transaction is incompatible with VSSSN.

Error mnemonic: xV-C
Applicable files FIDs, type transactions: FIDs E and F
Explanation of error: The variation code is invalid.

Error mnemonic: xWGT
Applicable files FIDs, type transactions: PHYS
Explanation of error: The weight code is invalid.

Error mnemonic: xYBR
Applicable files FIDs, type transactions: SBAR
Explanation of error: Date of bar examination is invalid.

Error mnemonic: xYMI
Applicable files FIDs, type transactions: SMEF
Explanation of error: The date (year and month) of MOS implementation is invalid (YYMM).

Error mnemonic: xYMR
Applicable files FIDs, type transactions: SMEF
Explanation of error: The date (year and month) of MOS rescission is invalid (YYMM).

Error mnemonic: xYPC
Applicable files FIDs, type transactions: PCER
Explanation of error: Year of professional certification is invalid.

Error mnemonic: xYPS
Applicable files FIDs, type transactions:
a. GRCH
b. YMPS
c. FIDs N, O, P, and Q
Explanation of error:
a. The date (year and month) of photograph suspense is invalid (YYMM).
b. Photograph suspense date is incompatible with cycle date or grade.

Error mnemonic: xYRR
Applicable files FIDs, type transactions: PCER
Explanation of error: Professional certification status code is invalid or is incompatible with other data in the transaction.

Error mnemonic: xZIP
Applicable files FIDs, type transactions:
a. Type transaction UG
b. FID W
c. FIDs A and E
Explanation of error:
a. The ZIP Code is invalid.
b. The ZIP Code or APO number is invalid.
c. Transaction AREAX code and ZIP Code or APO number do not match.

Notes:
[1] See paragraph 6-7*c* for additional information.

[2] See paragraph 6-7*d* for additional information.

Table 3–9
Data element edit requirements for transactions input to the SPF

Data element: Absent without leave report indicator
Description: AWOL when AAC-C09 report prepared
Edit requirements: None

Data element: Active federal commissioned service
Description: Months and days as an officer or warrant officer
Edit requirements: Up to 800 months and 31 days, or blank

Data element: Active federal service
Description: Months of AFS
Edit requirements: Up to 800 months or blank

Data element: Active federal service verification
Description: Verified AFC
Edit requirements: V or blank

Data element: Alternate specialty skill identifier
Description: Alternate SSI for which officer qualified
Edit requirements: Blank or alphanumeric code with no imbedded spaces

Data element: Additional or secondary additional skill identifier
Description: Supplementing MOS, additional warrant officer, or secondary (enlisted)
Edit requirements: Blank, zeros, or alphanumeric code

Data element: Additional skill identifier
Description: Specific skills (officer)
Edit requirements: First position numeric, second position alphabetic

Data element: Additional skill identifier (1 to 4)
Description: Supplements specialty skill—ASI-1, ASI-2, or ASI-3
Edit requirements: None

Data element: Aircraft additional skill identifier
Description: Aircraft ASI
Edit requirements: Valid two-position code

Data element: Aircraft qualifications
Description: Aircraft qualification code
Edit requirements: Either 1, 2, 3, or Z

Data element: Alternate specialty skill identifier
Description: Specific secondary specialty skill (officer)
Edit requirements: Blank or alphanumeric code

Data element: Anticipated date of loss
Description: Date individual expected to leave current organization
Edit requirements: Blank, zeros, or applicable code

Data element: Aptitude area test score
Description: Initial test score on service entry (enlisted personnel)
Edit requirements: Blank or zeros to 160

Data element: Area of current or last completed foreign service tour
Description: Tour area (enlisted personnel)
Edit requirements: Blank or valid code

Data element: Area of last combat tour
Description: Performed duty and received hostile fire pay
Edit requirements: Blank or valid code

Data element: Armed Forces qualification test
Description: Aggregation of percentile test scores
Edit requirements: Blank or zeros to 100

Table 3–9
Data element edit requirements for transactions input to the SPF—Continued

Data element: Army area and state or country
Description: Location of organization
Edit requirements: Valid AREAX code

Data element: Arrival strength date
Description: Date individual did or should have reported (ASNJ)
Edit requirements: Blank or valid number (YYMMDD)

Data element: Assignment eligibility and availability
Description: AEA for reassignment
Edit requirements: Blank or valid code

Data element: Assignment eligibility and availability termination date
Description: When available for reassignment
Edit requirements: Blank or valid code (YYMM)

Data element: Apartment number
Description: Within mailing address (commissioned and warrant officer)
Edit requirements: Blank or alphanumeric code

Data element: Authority-casualty
Description: Casualty transaction based on DD Form 1300 (report of Casualty)
Edit requirements: Positions 1 through 6 equal DD Form 1300 with valid date (YYMMDD)

Data element: Authority-Department of the Army special order/letter orders (DASO/DA LO)
Description: Processing change of control branch (officer) or PMOS or control branch (warrant officer)
Edit requirements: Numeric code

Data element: Authority for order of active duty
Description: No accession (officer) transaction received at PERSCOM
Edit requirements: None

Data element: Authority-retirement
Description: PERSCOM processed a retirement transaction
Edit requirements: None

Data element: Awards
Description: Awarded to officers
Edit requirements: Valid codes

Data element: Basic active service date
Description: AFS creditable for retirement
Edit requirements: Not a future date and valid (YYMMDD)

Data element: Basic branch
Description: Branch of service (commissioned officer)
Edit requirements: Blank or valid code

Data element: Campaign and service awards
Description: Self-explanatory
Edit requirements: Blank or positions 1 and 2 alphabetic, and positions 3 and 4 numeric

Data element: Card number
Description: Identified card in sequence of multicard input
Edit requirements: 1 through 5

Data element: Career management field
Description: Related groupings of MOS codes for managing personnel
Edit requirements: None

Data element: Certificate board title
Description: Certain control branches (officers)
Edit requirements: Valid numeric code

Table 3–9
Data element edit requirements for transactions input to the SPF—Continued

Data element: Certification date
Description: Year of certification (officers in certain career fields)
Edit requirements: zeros to 99

Data element: Certification specialty
Description: Certain control branches (officers)
Edit requirements: Valid numeric code

Data element: Change from civilian institution
Description: Change of reported civilian institution (commissioned and warrant officer)
Edit requirements: Blank or valid code

Data element: Change from date returned from overseas
Description: Change from previously reported date (commissioned and warrant officer)
Edit requirements: Blank or valid code (YYMM)

Data element: Change from educational certification
Description: Change from previously reported (commissioned and warrant officer)
Edit requirements: Blank or valid code

Data element: Change from language identity
Description: Change from previously reported (commissioned and warrant officer)
Edit requirements: Blank or valid code

Data element: Change from major subject
Description: Change from previously reported (commissioned and warrant officer)
Edit requirements: Blank or valid code

Data element: Change from year of completion
Description: Change of civilian education level (commissioned and warrant officer)
Edit requirements: Blank or valid code (YY)

Data element: Citizenship status
Description: Citizenship status (Active Army personnel)
Edit requirements: Blank or valid code

Data element: City
Description: In mailing address (commissioned and warrant officer)
Edit requirements: Alphabetic code and not all spaces

Data element: Civilian education level
Description: reported level
Edit requirements: Blank or valid code

Data element: Civilian institution
Description: School attended (commissioned officer)
Edit requirements: Blank or valid code

Data element: Civilian practice
Description: Months in civilian practice in certain control branches (commissioned officer)
Edit requirements: 01 through 99 (MM)

Data element: Combat and special skill badge
Description: Self-explanatory
Edit requirements: Blank or positions 1 and 2 alphabetic and positions 3 and 4 numeric

Data element: Command assignment code
Description: Command proponent of an organization authorization document (TOE or TDA) (commissioned and warrant officer)
Edit requirements: Valid code

Data element: Component how-acquired
Description: Appointment, relocation of appointment, or correction to service component
Edit requirements: A, C, or R

Table 3–9
Data element edit requirements for transactions input to the SPF—Continued

Data element: Control branch
Description: Assignments and personnel actions (commissioned and warrant officer)
Edit requirements: Blank or valid code

Data element: Control military occupational specialty code
Description: Requisitioning and assignment (warrant officer)
Edit requirements: Blanks, zeros, or alphanumeric code

Data element: Control specialty
Description: Control specialty (commissioned officer)
Edit requirements: Blank or numeric code

Data element: CONUS area of preference
Description: Specific geographical area
Edit requirements: Blank or valid code

Data element: CONUS to overseas indicator
Description: Individual's arrival overseas
Edit requirements: Blank or 1

Data element: Country of citizenship
Description: Spouse's country of citizenship
Edit requirements: Blank or valid code

Data element: Country or state of birth
Description: Country or state of birth (Army personnel)
Edit requirements: Blank or valid code

Data element: Current duty assignment title
Description: Current duty assignment title (commissioned officer)
Edit requirements: Blank or valid code

Data element: Current promotion points year and month
Description: Year and month present promotion points determined
Edit requirements: Blank or valid code

Data element: Cycle date
Description: Date cycle run on SIDPERS
Edit requirements: Valid code (YYMMDD)

Data element: DA shipment control number
Description: Date cycle processed
Edit requirements: Position 1 alphabetic, position 2 numeric

Data element: DA special order number
Description: Used in conjunction with promotion or demotion (commissioned officer)
Edit requirements: None

Data element: Date dependents arrived overseas
Description: Self-explanatory
Edit requirements: Valid date (YYMMDD) or blank

Data element: Date eligible to return from overseas
Description: Due date for return
Edit requirements: Valid date (YYMMDD) or blank

Data element: Date internship completed
Description: Date internship completed (commissioned officers in certain control branches)
Edit requirements: 44 through 99

Data element: Date of arrival
Description: Arrival at duty station
Edit requirements: Valid date (YYMMDD)

Table 3–9
Data element edit requirements for transactions input to the SPF—Continued

Data element: Date of birth
Description: Self-explanatory
Edit requirements: Blank or valid date (YYMMDD)

Data element: Date of completion
Description: Latest change to civilian education level (commissioned officer)
Edit requirements: Blank or zeros through 99

Data element: Date of course or school completion
Description: Year school completed (commissioned officer)
Edit requirements: Blank or zeros through 99 (YY)

Data element: Date of entry on active duty in current tour
Description: Self-explanatory
Edit requirements: Valid date (YYMMDD)

Data element: Date of last expired suspense notice
Description: Date notice generated
Edit requirements: None

Data element: Date of last permanent change of station
Description: Moved from one station to another at government expense
Edit requirements: Zeros or valid date (YYMMDD)

Data element: Date of physical
Description: Last physical
Edit requirements: Blank or valid code (YYMM)

Data element: Date of rank
Description: Date of change in grade
Edit requirements: Blank or valid date (YYMMDD)

Data element: Date of separation
Description: Date differs from that used on SEP transaction
Edit requirements: Blank or valid date (YYMMDD)

Data element: Date of test or interview
Description: Language proficiency
Edit requirements: Blank or valid date (YYMM)

Data element: Date officer departed for overseas
Description: Self-explanatory
Edit requirements: Valid date (YYMM)

Data element: Date option code
Description: DERO transaction—changing anticipated date of loss and date eligible to return from overseas simultaneously
Edit requirements: Blank or B

Data element: Date personnel security investigation completed
Description: Date on which personnel security investigation completed
Edit requirements: Blank or numeric code

Data element: Date personnel security investigation initiated
Description: Date personnel security investigation opened by the Defense Investigative Service
Edit requirements: Blank or numeric code

Data element: Date residency completed
Description: Year residency completed to certain control branches (officer)
Edit requirements: zeros through 99

Data element: Date returned from overseas
Description: Year and month returned from a foreign service tour (officer)
Edit requirements: Valid date (YYMM)

Table 3–9
Data element edit requirements for transactions input to the SPF—Continued

Data element: Date returned from overseas
Description: Date returned from overseas
Edit requirements: Blank, NO, NA, &&&&&&, or valid date (YYMMDD)

Data element: Date of type of transaction personnel
Description: Date a type of transaction processed and updated the SPF
Edit requirements: Valid date (YYMMDD)

Data element: Date skill qualification test administered
Description: Date (YYMM) SQT administered
Edit requirements: Blank or valid date (YYMM)

Data element: Defense language aptitude battery
Description: Score attained on the defense language aptitude battery test
Edit requirements: 012 through 164 or blank for type transaction S1 (FID K); (012 through 164) for type transaction DLAB (FID U)

Data element: Degree
Description: Type of civilian degree received (officer)
Edit requirements: Valid code

Data element: Delay in separation code
Description: Reason for retention on active duty beyond expiration of service agreement (officer) or ETS (enlisted), or reason for retention no longer exists.
Edit requirements: Blank or A, C, F, M, O, or Z

Data element: Department-determined personnel security status
Description: Highest level of personnel security eligibility granted on a final basis by the departmental central clearance facility
Edit requirements: Blank or valid code

Data element: Departure date
Description: Date individual physically leaves from assigned organization on a permanent change of station
Edit requirements: Blank or valid date (YYMMDD)

Data element: Deployment date
Description: Calendar date an individual has been deployed
Edit requirements: Blank or valid date (YYMMDD)

Data element: Deployment indicator
Description: Where an individual has been deployed
Edit requirements: Blank or A, R, or Z

Data element: Deployment return date
Description: Calendar date an individual has returned from deployment or date an individual is expected to return from deployment
Edit requirements: Blank or valid date (YYMMDD)

Data element: Descriptive designator
Description: Subdivides organizational elements
Edit requirements: Alphanumeric two-position code, position 2 may not be I or O

Data element: Disbursing station serial number
Description: Number assigned by Treasury Department through Finance Corps of the United States Army to a FAO or other disbursing activities
Edit requirements: 0001 through 9999

Data element: DROS and DEROS indicator code
Description: DROS and DEROS dates
Edit requirements: None

Data element: Dual service component grade and code
Description: Grade individuals hold in a category or component other than the category or component where they are currently serving.
Edit requirements: Blank or COLB, LTCC, MAJD, CPTE, *, 1LTF, *, CW4U, CW3V, CW2W, W01X, or 2LTG. Asterisks indicate system-generated. Compatible with dual service component code

Table 3–9
Data element edit requirements for transactions input to the SPF—Continued

Data element: Dual service component
Description: Individuals in commissioned or warrant officer status
Edit requirements: Blank or C for commissioned officer, W or R for warrant officer or Z for deletion

Data element: Duty additional skill identifier
Description: Supplements select MOS or duty position specialty code
Edit requirements: Alphanumeric, or totally numeric, or spaces. Compatible with ASI record on SMEF

Data element: Duty language identity code
Description: Foreign language proficiency
Edit requirements: Blank in wartime, or two-position code

Data element: Duty military occupational specialty
Description: Duty specialty individual performs
Edit requirements: Blank or alphanumeric code. Compatible with SMEF

Data element: Previous duty military occupational specialty
Description: Duty position data (officer or warrant officer)
Edit requirements: All spaces or alphanumeric nine-character code. Applicable to FID W, type transaction UR, card 1

Data element: Duty position specialty code
Description: Specific skills (commissioned officer) or duty assignment
Edit requirements: Blank or valid code. Compatible with SMEF

Data element: Duty primary specialty code
Description: Specific skills (commissioned officer). Duty position equals first two positions of duty primary specialty code
Edit requirements: Compatible with SMEF

Data element: Duty secondary specialty code
Description: Specific secondary skill (commissioned officer). Equals last two positions of duty primary specialty code
Edit requirements: Compatible with SMEF

Data element: Duty status
Description: Present or absent from assigned duty status
Edit requirements: Spaces valid for type transaction HE, HT, HY or RDFR

Data element: Duty title
Description: Description of the duty performed (officer and warrant officer)
Edit requirements: Not all spaces; position 1 alphanumeric followed by mix of alphanumeric with no more than one embedded space between characters. Applicable to FID W, type transaction UR, card 2

Data element: Education certification
Description: Completion of program of study received (officer)
Edit requirements: Blank or valid code

Data element: Effective date of duty status
Description: Date individual entered current duty status
Edit requirements: Spaces valid for type transaction RDFR, HE, HT, or HY; or valid code (YYMMDD)

Data element: Effective date of pay grade
Description: Date pay grade actually became effective
Edit requirements: Valid date (YYMMDD)

Data element: Effective-date-1
Description: Date of actual promotion or reduction
Edit requirements: Valid date (YYMMDD)

Data element: Effective-date-2
Description: Changes incorrect effective date of promotion or reduction on JUMPS
Edit requirements: Valid date (YYMMDD)

Data element: Eligibility for additional pay
Description: Type of incentive pay received
Edit requirements: Blank or valid code

Table 3–9
Data element edit requirements for transactions input to the SPF—Continued

Data element: Eligibility for immediate enlistment or reenlistment
Description: Eligibility for immediate enlistment or reenlistment
Edit requirements: 10, 9A, 9C, 9E, 9G, 9K, 9L, 9N, 9O, 9Q, 9U, 9V, 9W, 9X, 9Y, or 9Z

Data element: Enlisted efficiency report or senior enlisted efficiency report verification code
Description: EER or SEER date on the SPF
Edit requirements: Blank or U or V. Applicable to type transaction ERPT, S9, and FID N, O, P, or Q

Data element: Enlistment education incentive
Description: Type of education benefits a soldier is eligible to receive
Edit requirements: Blank or A, B, C, D, E, F, G, H, I, J, K, or L

Data element: Enlistment option code
Description: Type of option individual selected as initial enlistment
Edit requirements: Blank or alphanumeric code

Data element: Enlistment or reenlistment bonus indicator
Description: Type of bonus being paid
Edit requirements: Blanks in wartime and for type transaction S9 in any mode, or D-H, M, N, P-S, W-X, 0, 1, or 9

Data element: Enlistment waiver codes
Description: Waiver granted for enlistment or reenlistment or waiver not required
Edit requirements: Blank for type transaction HE, HT, or HY (FID Q) in wartime mode or valid code

Data element: Ethnic group resignation
Description: Segments of the population that possess common characteristics and cultural heritage
Edit requirements: Blank or valid code

Data element: Error identification code
Description: Type of error within error notification code
Edit requirements: A, D, P, S, 2, 7, 8, or 9

Data element: Expiration of service agreement
Description: Date active duty service obligation completed
Edit requirements: Blank or &&&&&&, 999999, or valid date (YYMMDD)

Data element: Expiration of term of service
Description: Date active duty service obligation completed
Edit requirements: Blank or &&&&&, 99999, or valid date (YYMMDD)

Data element: Field-determined personnel security status
Description: Highest level of personnel security access to classified defense information established by the field commander
Edit requirements: Blank or valid code

Data element: File queried
Description: Programmatically converts SIDPERS input to PERSCOM input transactions
Edit requirements: 1-SIDPERS, 2-SIDPERS/PERSCOM, 3-SIDPERS PERSCOM (type transaction 40)

Data element: Format identification
Description: Assigned to every transaction that enters SIDPERS for processing
Edit requirements: Valid codes

Data element: FLAG1 date for suspension of favorable personnel action
Description: Effective date of suspension from receipt of favorable personnel action
Edit requirements: Blank or valid date

Data element: FLAG1 for suspension of favorable personnel action
Description: Individual suspended from receipt of favorable personnel action
Edit requirements: Blank, zeros, or valid code

Data element: FLAG2 date for suspension of favorable personnel action
Description: Effective date of suspension from receipt of favorable personnel action
Edit requirements: Blank or valid date

Table 3–9
Data element edit requirements for transactions input to the SPF—Continued

Data element: FLAG2 for suspension of favorable personnel action
Description: Individual suspended from receipt of favorable personnel action
Edit requirements: Blank, zeros, or valid code

Data element: Foreign awards
Description: Award or deletion of foreign award
Edit requirements: Blank or valid alphabetic code

Data element: From date
Description: Date of previous assignment (officer and warrant officer)
Edit requirements: Valid date (YYMMDD), FID W type transaction UR, cards 1 and 2

Data element: General technical aptitude score
Description: General and technical aptitude score (enlisted personnel)
Edit requirements: Blank or 040 through 160. Cannot be blank for GTAS transaction

Data element: Grade abbreviation and indicator code
Description: Grade abbreviation and grade indicator code
Edit requirements: Valid code with GRCH, JACT, or GRDC in first four positions

Data element: Grade how-acquired codes
Description: Reason for grade change
Edit requirements: B, C, D, E, K, L, M, R, or U

Data element: Height
Description: Height in inches (officer)
Edit requirements: Blank or 54 through 82

Data element: High range position number (authorized strength loss)
Description: Used in conjunction with an authorized strength loss transaction
Edit requirements: Alphanumeric code

Data element: Highest military education level
Description: Highest level of military schooling received (officer or warrant officer)
Edit requirements: Blank or A, B, C, D, L, M, N, Y, 1, 2, 3, 4, 5, 6, 7, 8. Compatible with military school course and school

Data element: Home of record at entry on active duty
Description: State or country of home of record (officer)
Edit requirements: Valid codes

Data element: Identification badge
Description: Self-explanatory
Edit requirements: Blank or valid alphabetic code

Data element: Immediate reenlistment option code
Description: Specific option for which an individual reenlisted
Edit requirements: Blank in wartime mode only, valid four-position codes with no embedded blanks

Data element: Incentive pay
Description: Type of incentive pay received by the individual
Edit requirements: Positions 1 through 5: FLYNC, FLY, JUMP, DEMO, LEPER, ESD, or blank

Data element: Instrument certification
Description: Type of instrument certification (officer)
Edit requirements: 1, 2, 3, 4, 5, 6, 7, A, B, C, D, E, F, G, or Z

Data element: Intrareassignment permanent change of station process
Description: Replacement activity that allows one or more arrivals with the same arrival date to process
Edit requirements: None

Data element: Internship hospital
Description: Where hospital internship performed (officer in certain control branches)
Edit requirements: 010000 through 560999

Table 3–9
Data element edit requirements for transactions input to the SPF—Continued

Data element: Internship months
Description: Number of months of internship (officer in certain control branches)
Edit requirements: 01 through 99 (MM)

Data element: Internship specialty
Description: Medical specialty code identifying specialty during internship (officer in certain control branches)
Edit requirements: zeros through 99

Data element: Last command assignment code
Description: MACOM or PERSCOM staff element assigned to at reenlistment or separation
Edit requirements: Valid code

Data element: Local data personnel
Description: Provides local commanders with the capability of maintaining data at the local level
Edit requirements: None

Data element: Location code
Description: Station of previous assignment (officer and warrant officer)
Edit requirements: Blank, or position 1 is A through Z, 1, 3, 5, 6, or 7; position 2 is alphabetic; position 3 is alphabetic or blank. Applicable to FID W, type alphabetic transaction UR, card 1

Data element: Location name
Description: Station of assignment (officer and warrant officer)
Edit requirements: Blank or nine-position alphabetic code; no more than one space between characters. Applicable to FID W, type transaction UR, card 1

Data element: Main civilian occupation
Description: Main civilian occupation (officer)
Edit requirements: Valid code

Data element: Major subject of college education
Description: Major area of discipline in which a level of proficiency achieved through college education
Edit requirements: Blank for transactions S1 or OCVE, or valid code

Data element: Marital status
Description: Legal marital status
Edit requirements: Blank valid for type transaction HE, HT, or HY, (FID Q or K) or during wartime mode, or A, D, I, L, M, S, or W

Data element: Military course or school
Description: Course or school completed (officer)
Edit requirements: Blank or valid code

Data element: Military decorations
Description: Military decorations awarded by a U.S. Armed Force
Edit requirements: Blank, or positions 1 and 2 alphabetic and positions 3 and 4 numeric

Data element: Military personnel class
Description: Categories into which members of the Armed Forces are divided, based on grade and status
Edit requirements: O, W, or E, or blank during wartime transactions ARR and ASNJ. Compatible with grade

Data element: Months served on current overseas tour
Description: Number of months an individual who has returned, served on last overseas tour
Edit requirements: Blank or valid date (MM). Compatible with losing and gaining UPC (overseas to CONUS)

Data element: Months overseas
Description: Number of months spent overseas on a foreign service tour (officer)
Edit requirements: zeros through 99

Data element: Movement designator code
Description: All active duty assignments and reassignment orders that direct permanent change of station
Edit requirements: Blank or valid code for type transaction HE, HT, or HY, or during wartime (AR 310-10)

Table 3–9
Data element edit requirements for transactions input to the SPF—Continued

Data element: Name—individual
Description: Specific human being identified through a combination of words or sounds
Edit requirements: Alphabetic characters; only one embedded space is allowed; no more than one embedded blank between last, first, and middle names. (Last name must contain at least two characters.)

Data element: NCO education
Description: Highest NCO education level
Edit requirements: Blank or valid code

Data element: Non-CONUS state or country of residence
Description: State, U.S. territory, or U.S. possessions internal to CONUS that is individual's home of record, or individual no longer non-CONUS resident
Edit requirements: Blank or A, C, G, H, P, S, U, or O

Data element: Nonmilitary decoration
Description: Nonmilitary decoration authorized to be worn by U.S. service personnel
Edit requirements: Blank or valid code

Data element: Notification code
Description: Type transaction CT identifies the type of CT notice (AR 680-5, chap 5)
Edit requirements: 1, 2, 3, or 4

Data element: Number of accompanying command-sponsored dependents
Description: Accompanying dependents on a permanent change of station
Edit requirements: Blank or zeros through 99

Data element: Number of accompanying noncommand-sponsored dependents on permanent change of station
Description: Accompanying noncommand-sponsored dependents on a permanent change of station
Edit requirements: zeros through 99

Data element: Number of days leave
Description: Number of leave days authorized in conjunction with a permanent change of station
Edit requirements: Blank or zero through 9. If blank, 00 is generated

Data element: Number of days temporary duty
Description: Number of temporary duty days authorized in conjunction with a permanent change of station
Edit requirements: Blank or zero through 99. If blank, zeros are generated

Data element: Number of dependent adults
Description: Self-explanatory
Edit requirements: Blank or zeros through 99

Data element: Number of dependent children
Description: Self-explanatory
Edit requirements: Blank or zeros through 99

Data element: Number of dependents
Description: Number of dependents who qualify for dependency benefits
Edit requirements: Blank for type transaction HE, HT, or HY, or zero through 99

Data element: Number of times enlisted or reenlisted
Description: Self-explanatory
Edit requirements: Blank during wartime, or 0, 1, 2, or 3

Data element: Number of months extended
Description: Months ETS extended
Edit requirements: 01 through 48

Data element: Officer civilian education level
Description: Self-explanatory
Edit requirements: 1 through 9

Table 3–9
Data element edit requirements for transactions input to the SPF—Continued

Data element: Originator code
Description: Organization or individual requesting or submitting data
Edit requirements: Alphabetic or numeric or combination of alphanumeric

Data element: Output code
Description: Type of output service in the inquiry transaction
Edit requirements: C, L, M, R, or S (See DA Pam 600-8-1 and DA Pam 600-8-2)

Data element: Output code check
Description: Type of output mode: print only, punch only, or print and punch.
Edit requirements: C, D, L, or M (See DA Pam 600-8-1 and DA Pam 600-8-2)

Data element: Overseas assignment preference
Description: Geographical area outside CONUS or non-CONUS residence preferred for next foreign service tour
Edit requirements: Blank or valid code

Data element: Overseas tour completion code
Description: Completion and dependency status of foreign service tour (officer)
Edit requirements: O, C, D, E, F, G, or N

Data element: Overseas location code
Description: Location of foreign service tour (officer)
Edit requirements: First position not blank

Data element: Parent unit designator
Description: Basic parent unit
Edit requirements: Alphanumeric code (no spaces); position 1, 2, and 3 not I or O

Data element: Pay entry basic date
Description: Total service for pay purposes
Edit requirements: Blank or valid date for type transaction HE, HT, HY, DD, or D1, and during wartime. Valid date (YYMMDD)

Data element: Pay grade-EDAS
Description: Enlisted pay grades E1 through E9
Edit requirements: E1 through E9

Data element: Percentile standing
Description: Percentile standing received after SQT
Edit requirements: 00 through 99 or blank

Data element: Permanent change in duty assignment
Description: Compares and possibly deletes an entry in the projected assignment area of EMF or OMF
Edit requirements: 0 or 1 (Codes are generated for all arrivals other than DA pass records)

Data element: Permanent date of rank
Description: Date showing permanent DOR for a reserve promotion
Edit requirements: Valid date (YYMMDD)

Data element: Permanent grade
Description: Permanent reserve promotion grade (officer)
Edit requirements: 1LT or CW2

Data element: Permanent grade
Description: Abbreviation for permanent grade (officer)
Edit requirements: G A, L G, M G, B G, COL, LTC, MAJ, CPT, 1LT, 2LT, CW5, CW4, CW3, CW2, or WO1

Data element: Personnel reliability program assignment status
Description: Standing for training and duty under the nuclear, chemical, and ADP personnel reliability program
Edit requirements: zero or valid code

Data element: Personnel security investigation completed
Description: The type of personnel security investigation completed for an individual
Edit requirements: zero or valid code

Table 3–9
Data element edit requirements for transactions input to the SPF—Continued

Data element: Personnel security investigation initiated
Description: Type of personnel security investigation initiated for an individual
Edit requirements: zero or valid code

Data element: Physical profile serial code
Description: Abilities or limitations to perform military duties
Edit requirements: Blanks valid for type transaction HE, HT, or HY, and during wartime. Each of the six positions must be 1 through 4

Data element: PMOS evaluation score
Description: Results of a primary MOS evaluation score
Edit requirements: zeros through 160

Data element: PMOS-how-acquired
Description: How an individual acquired or was awarded PMOS
Edit requirements: Blank; or A, B, C, D. Required if first three positions of PMOS changed

Data element: Position number
Description: Identifies a particular slot within a paragraph and line number for a given authorization document. Code is assigned by local command
Edit requirements: Blank or alphanumeric code

Data element: Potential gaining unit processing code
Description: Unit that an individual is departing based on reassignment number
Edit requirements: Alphanumeric code, positions 1, 2, 3, and 5 not I or O

Data element: Previous promotion points year and month
Description: Year and month previous promotion points determined
Edit requirements: Blank or valid code

Data element: Previous weight control program date
Description: Date previous weight control reported
Edit requirements: Blank or valid date

Data element: Primary specialty skill identifier
Description: Specific skill possessed by a commissioned officer as a primary specialty
Edit requirements: Blank or alphanumeric code

Data element: Primary additional skill identifier
Description: Supplements MOS and further identifies and defines a position requirement or qualifications
Edit requirements: Blank, Z, or alphanumeric code (no special characters)

Data element: Primary military occupational specialty
Description: A group of military jobs
Edit requirements: Blank or alphanumeric code (no special characters)

Data element: Privacy Act disputed record indicator
Description: Individual submitted a statement of disagreement
Edit requirements: D or Z

Data element: Procurement program number
Description: Commissioned and warrant officers who are gained by Regular Army
Edit requirements: Blank or valid codes (AR 601-110)

Data element: Professional qualification
Description: An engineer's professional qualification
Edit requirements: A or B

Data element: Promotable indicator
Description: Officer-recommended promotion list status
Edit requirements: Blank or P or Z (Z removes P)

Data element: Promotion indicator
Description: Enlisted MOS either promotion or progression MOS
Edit requirements: P or blank

Table 3–9
Data element edit requirements for transactions input to the SPF—Continued

Data element: Promotion points current
Description: Sum of current administrative points and latest board points
Edit requirements: Blank or valid code

Data element: Promotion points previous
Description: Sum of previous administrative points and previous board points
Edit requirements: Blank or valid code

Data element: Promotion or progression MOS
Description: MOS in which an individual is recommended for promotion or a designated progression MOS
Edit requirements: Blank, 000R, or alphanumeric code with no embedded blanks

Data element: Race
Description: A segment of the population possessing common traits
Edit requirements: Blank valid for type transaction HE, HT, or HY, or C, N, X, and Z

Data element: Reason for change of ETS
Description: Reason for change or correction of ETS other than immediate enlistment or reenlistment
Edit requirements: F, G, H, or J

Data element: Record deletion file code
Description: Which records to delete from files when processing an ADMD transaction
Edit requirements: SPF, SAT, or ALL

Data element: Record identification group
Description: Record transmitted via AUTODIN
Edit requirements: Alphanumeric code

Data element: Record identification number
Description: Identifies records by class, personnel category, type of record, and action required
Edit requirements: Alphanumeric code

Data element: Record status code
Description: Assigned to each record on the SPF to indicate whether the record is active or inactive
Edit requirements: A, B, C, D, E, F, M, N, P, X, or Y, or blank

Data element: Religious denomination
Description: Name of a sect or group of individuals with similar theological beliefs
Edit requirements: Blanks valid for type transaction HE, HT, or HY

Data element: report date
Description: Based on departure date plus temporary duty, leave, and travel time, date an individual is to report to new organization
Edit requirements: Blanks valid for type transaction HE, HT, or HY, valid date (YYMMDD), compatible with prior arrival date and departure from last UPC

Data element: Requirement code
Description: Used in conjunction with the inquiry transaction to indicate whether or not all MPCs are to be queried or a specific MPC is to be required
Edit requirements: A, E, O, or W

Data element: Research code
Description: Assigned by PAS analyst to notify PERSCOM (CTAS) of final research status of individual base on type transaction CT received at PAS
Edit requirements: A or B

Data element: Residency hospital
Description: Hospital where residency performed (officer in certain control branches)
Edit requirements: 010000 through 560999

Data element: Residency months
Description: Number of months of residency (officer)
Edit requirements: 01 through 99

Table 3–9
Data element edit requirements for transactions input to the SPF—Continued

Data element: Residency specialty
Description: Medical specialty during residency
Edit requirements: zeros through 99

Data element: Safety or test pilot course
Description: Safety or test pilot course (officer)
Edit requirements: 0, 1, 2, 3, 4, 5, or blank

Data element: Secondary military occupational specialty
Description: Self-explanatory
Edit requirements: Blank, zeros, or alphanumeric code with no embedded blanks. Compatible with SMEF

Data element: Separation document issued or character or service
Description: Specific form, certificate, order, or letter issued on separation, dismissal, or transfer, or descriptive evaluation of a soldier's conduct and performance of duties during a specified period of military service
Edit requirements: Blank or valid code

Data element: Separation program designator
Description: Used in statistical accounting to represent specific authority and reason for separation
Edit requirements: All numeric or all alphabetic code (AR 635-5) Compatible with MPC and sex code

Data element: Service agreement
Description: Various service agreements (nonregular commissioned and warrant officers in the Active Army)
Edit requirements: Blank or 5, 6, 7, 8, or 9, and A, B, C, D, E, F, G, H, L, P, U, V, W, or X. Compatible with term of service, ETS, and component data elements both in transaction and data already on the SPF record

Data element: Service component
Description: The service component of DA and other personnel assigned to Army organizations
Edit requirements: G, R, T, or V, compatible with ETS, ESA, and term of service data elements in both the transaction and SPF record

Data element: Service component how-acquired code
Description: Reason for service component change or correction
Edit requirements: A for acceptance, B for correction, or R for revocation of acceptance

Data element: Sex
Description: Divides human beings into two groups based on physiological characteristic
Edit requirements: Blank valid for type transaction HE, HT, or HY, or M or F

Data element: Skill identifier
Description: Further modifies the specialty code and is the third position of specialty skill identifier
Edit requirements: None

Data element: Social security number
Description: Issued by the social security administration (SSA). Used to identify Armed Forces
Edit requirements: 001010001 through 626999999, 700010001 through 729999999, 901000000 through 974999999, 979100000 through 980599999

Data element: Social security number as corrected
Description: Correction of SSN
Edit requirements: Same as for SSN

Data element: Source of original appointment
Description: Source of original appointment (officer)
Edit requirements: Alphabetic code (A through K) or blank

Data element: Special duty assignment pay status
Description: Level of entitlement to special duty assignment pay
Edit requirements: Blank or valid code

Data element: Special pay
Description: Type of special pay (less special duty assignment pay and enlistment or reenlistment bonus) being received
Edit requirements: SPAY1 or SPAY2: alphanumeric, blanks, or valid code

Table 3–9
Data element edit requirements for transactions input to the SPF—Continued

Data element: Skill qualification test code
Description: Verification, qualification, or failure of an SQT
Edit requirements: V, Q, F, or N, or blank

Data element: Skill qualification test designator
Description: The MOS for which an individual tested
Edit requirements: Positions 1, 2, and 4 numeric; position 3 alphabetic or all 4 positions blank

Data element: Skill qualification test score
Description: Numerical score assigned to an individual SQT
Edit requirements: zeros through 100, or blank

Data element: State
Description: Contained within mailing address (officer or warrant officer)
Edit requirements: Blank or valid code

Data element: State of residence at time of entry
Description: State or geopolitical area of residence on entry on active duty
Edit requirements: (See AR 680-29)

Data element: State from which entered active duty
Description: The state or geopolitical area from which inducted or enlisted
Edit requirements: (See AR 680-29)

Data element: Street address
Description: Contained within mailing address (officer and warrant officer)
Edit requirements: Not blank. Position 1 alphanumeric (A through Z, 0 through 9) followed by a mix of alphanumeric, no embedded spaces. Applicable to FID W, type transaction UG

Data element: Term of enlistment
Description: Total time individual currently committed to serve on active duty
Edit requirements: 1 through O, or Z; blank valid for type transaction HE, HT, or HY

Data element: Type change
Description: Which personnel file(s) to be updated (OMF or EMF, or SPF)
Edit requirements: Y or N

Data element: Type of action
Description: Promotion or reduction or a correction to a promotion or reduction
Edit requirements: PROM, PROX, REDU, or REDX

Data element: Type of change
Description: Addition (change) or deletion of specific data elements
Edit requirements: A, C, D, or Z; applicable to FID U transactions ADSI AMSS, AWDS, FSVD, OCVE

Data element: Type of original appointment
Description: Type of original appointment (officer)
Edit requirements: R, V, G, or T, or blank

Data element: Type of overseas tour
Description: Type of overseas tour (officer)
Edit requirements: 1 or 2

Data element: Type of transfer or discharge
Description: Type of transaction to be generated by the systems for interface with MACOM
Edit requirements: A, B, C, or K

Data element: Type of transaction to be sent forward
Description: Processing FID Q accession for officer, warrant officer, and enlisted personnel on active duty
Edit requirements: Valid code

Data element: UIC should submit (PUD)
Description: Type transaction CT the UIC (PUD) that should respond to a CT notice
Edit requirements: Not spaces

Table 3–9
Data element edit requirements for transactions input to the SPF—Continued

Data element: Ultimate gaining unit
Description: The unit to which an individual ultimately assigned. Transaction type DPRT or 45 (FID K)
Edit requirements: Same as for UPC

Data element: Unit awards
Description: Authorized unit awards to be worn on military uniforms
Edit requirements: Blank, or positions 1 and 2 alphabetic, and positions 3 and 4 numeric

Data element: Unit designation
Description: Unit designation associated with previous assignment (officer and warrant officer)
Edit requirements: Blank or alphanumeric code

Data element: Unit number
Description: Used in conjunction with unit designation of revisions assignment (officer and warrant officer)
Edit requirements: Blank or alphanumeric code

Data element: Unit processing code
Description: Self-explanatory
Edit requirements: Alphanumeric code. Position 1, 2, 3, and 5, not I or O

Data element: Unit status
Description: The status of Army organization and personnel in actual, authorized, and planned strength reports
Edit requirements: Valid code

Data element: Variable reenlistment bonus (VRB) date
Description: Date reenlisted under the VRB program
Edit requirements: Blank or valid date (YYMMDD)

Data element: Variable reenlistment bonus military occupational specialty
Description: PMOS at the time of reenlistment under the VRB program
Edit requirements: Blank or alphanumeric code with no embedded blanks

Data element: Verification status social security number
Description: SSN, name, and DOB verified and compared with SSA
Edit requirements: Blank or valid code

Data element: Voucher number
Description: Identifies the individual requesting the inquiry
Edit requirements: Alphanumeric code

Data element: Weight
Description: Weight in pounds (officer)
Edit requirements: Blank or 085 through 300

Data element: Year and month of arrival of authorized dependents
Description: Date command-sponsored dependents arrived in overseas area or recognized by overseas command
Edit requirements: Blank or valid date (YYMM)

Data element: Year and month completed last combat tour
Description: Date completed last assignment in a combat area
Edit requirements: Blank or valid date (YYMM)

Data element: Year and month of MOS implementation
Description: Date specific record to be activated
Edit requirements: Valid date (YYMM), positions 1 and 2 (year) 65 through 99; positions 3 and 4 (months) 01 through 12

Data element: Year and month eligible for armed forces reserve medal
Description: Date completed 10, 20, or 30 years of Reserve Component service
Edit requirements: Valid date (YYMM)

Data element: Year and month of efficiency report suspense
Description: Date efficiency report submitted (officer or enlisted)
Edit requirements: Blank, zeros, or valid date (YYMM)

Table 3–9
Data element edit requirements for transactions input to the SPF—Continued

Data element: Year and month of Good Conduct Medal suspense
Description: Date eligible for Good Conduct Medal
Edit requirements: Blanks, zeros, or valid date

Data element: Year and month of last permanent change of station
Description: Date moved from one duty station to another duty station
Edit requirements: Blank, zeros, or valid date

Data element: Year and month on-the-job training completion
Description: Date completed on-the-job training
Edit requirements: Blank, zeros, or valid date

Data element: Year and month of last official photo
Description: Date of last photo
Edit requirements: Blank, zeros, or valid date (YYMM)

Data element: Year and month MOS rescission
Description: Date specific record to be rescinded
Edit requirements: Blank or valid date (YYMM)

Data element: Year and month of initial aviation rating
Description: Date of initial aviation rating (officer)
Edit requirements: Blank or valid date (YYMM)

Data element: Year and month of human Immunodeficiency virus (HIV) screening test last administered
Description: Self-explanatory
Edit requirements: Zeros or valid date

Data element: Year of completion
Description: Year attained latest change to civilian education level (officer)
Edit requirements: Blank or valid date, applicable to FID U type transaction OCVE

Data element: ZIP code
Description: Contained within mailing address (officer and warrant officer)
Edit requirements: Numeric code, applicable to FID W type transaction UG

Table 3–10
Data element edit requirements—SAF, SOMF, and SROF

Data element: Absent without leave statistics
Edit requirements: Each total zeros through 99999

Data element: Administrative control unit identification code (ADCON UIC)
a. Service designator
b. PUD
c. DD
Edit requirements:
a. First position must be J, M, N, U, or W.
b. Position 2 must not be I or O, and positions 3 and 4 must not be I or O.
c. Position 6 must not be I or O.

Data element: Airborne or Special Forces indicator
Edit requirements: Space, or A (Airborne), or S (Special Forces)

Data element: Analyst code
Edit requirements: A through Z or zero through 9

Data element: Army area and state or country (AREAX) code
Edit requirements:
a. If first position is numeric, positions 2 and 3 must be alphabetic (A through Z).
b. If first position is alphabetic, position 2 must be alphabetic, and position 3 must be blank.

Data element: Army location (ARLOC) code
Edit requirements:

Table 3–10
Data element edit requirements—SAF, SOMF, and SROF—Continued

a. If first position is numeric, positions 1 and 2 must be 01 through 56 or 98 or 99, and positions 3 through 5 may be a mix of alphanumeric characters.
b. If first position is alphabetic, positions 1 and 2 must be alphabetic and positions 3 through 5 may be a mix of alphanumeric characters.

Data element: Authorization document number
Edit requirements: TDA authorization document number must be all spaces for nonpermanent party units or:
a. Position 1 must be 1.
b. Positions 2 and 3 must be equal to command assignment code for registered unit.
c. Position 4 must be W.
d. Positions 5 through 7 must be PUD as registered.
e. Positions 8 and 9 must be DD as registered.
f. If position 10 is blank, position 11 must be blank. If position 10 is not blank, it must be M and position 11 must be O.
g. Positions 12 and 13 must be zeros through 99.
h. Positions 14 and 15 must be zeros through 99.
i. TOE ADN must be all spaces for nonpermanent party or:
(1) Position 1 must be 2.
(2) Position 2 and 3 must equal command assignment code for registered unit.
(3) Positions 4 and 5 must be either zeros, 01, 03, 05, 06, 07, 08, 09, 10, 11, 12, 14, 16, 17, 18, 19, 20, 27, 29, 30, 31, 32, 33, 34, 37, 39, 41, 42, 43, 44, 45, 51, 52, 54, 55, 57, 67, 77, or 97.
(4) Positions 6 through 8 may be zeros through 999.
(5) Position 9 must be alphabetic (A through Z).
(6) Positions 10 and 11, 12 and 13, 14 and 15 must be zeroes through 99.

Data element: Authorized strength by grade
Edit requirements: Each total: zeros through 99999

Data element: Authorized strength by identity
Edit requirements: Each total: zeros through 99999

Data element: Battle loss statistics
Edit requirements: Each total: zeros through 99999

Data element: Command assignment code
Edit requirements: (See AR 680-29.)

Data element: Concurrent travel status
Edit requirements: (See AR 680-29.)

Data element: CONUS requisitioning area
Edit requirements: (See AR 680-29.)

Data element: Disbursing station serial number
Edit requirements: 0001 through 9999

Data element: Effective date of document
Edit requirements:
a. Positions 1 and 2 must be zeros through 99.
b. Positions 3 and 4 must be 01 through 12.
c. Positions 5 and 6 must be 01 through 31.

Data element: Effective date of OESTS
Edit requirements: Spaces or - or same as data element effective date of document.

Data element: Effective date of projected document
Edit requirements: Spaces or - or same as data element effective date of document, above.

Data element: Enlisted no personnel date
Edit requirements: Spaces or - or same as data element effective date of document, above.

Data element: In-country destination
Edit requirements: (See AR 680-29.)

Data element: Local data
Edit requirements: Spaces or alphanumeric code.

Data element: Location name
Edit requirements:

Table 3–10
Data element edit requirements—SAF, SOMF, and SROF—Continued

a. Position 1 may be alphabetic (A through Z) or hyphen (-) 11-punch IBM 360/370.
b. Positions 2 through 9 must be alphanumeric (A through Z and zero through 9), hyphen (-), slash (/), or spaces.

Data element: Mail code
Edit requirements: Alphanumeric code (A through Z, 0 through 9)

Data element: Mail lag
Edit requirements: Numeric code (zero through 9)

Data element: Nonbattle loss statistics
Edit requirements: Each total: zeros through 99999

Data element: Officer no personnel date
Edit requirements: Spaces or same as data element effective date of document above.

Data element: Operational control unit identification code (OPCON UIC)
Edit requirements: Same as data element administrative control UIC, above.

Data element: Organization status code (OESTS)
Edit requirements: (See AR 680-29.)

Data element: Organization classification
Edit requirements: (see AR 680-29.)

Data element: Parent unit identifier
Edit requirements: (See AR 680-29.)

Data element: PPA code
Edit requirements: (See AR 680-29.)

Data element: Planned action date
Edit requirements: Spaces or - or same as data element effective date of document, above.

Data element: Record type
Edit requirements: (See AR 680-29.)

Data element: Replacement activity indicator
Edit requirements: (See AR 680-29.)

Data element: report sequence code
Edit requirements:
a. Position 1 alphabetic (A through Z) or numeric (zero through 9)
b. Positions 2 and 3 may be blank or same as above.

Data element: reported strength
a. Date of reported strength
b. reported accountable strength
Edit requirements:
a. Spaces or same as data element effective date of document above.
b. Each total: zeros through 99999

Data element: Requisition activity code (See AR 614-200, app A.)
Edit requirements:
a. Spaces or -
b. Position 1 may be 1 through 9.
c. Position 2 may be A through Z or zero through 9.

Data element: Special instructions or qualifications (see AR 614-200, app B).
Edit requirements:
a. Space or -
b. A through Z or 1 through 9

Data element: Test control officer
Edit requirements: zeros through 999

Data element: Unit assignment priority
Edit requirements: (See AR 680-29.)

Table 3–10
Data element edit requirements—SAF, SOMF, and SROF—Continued

Data element: Unit name

Edit requirements:

a. TOE organization
(1) Positions 1 through 4 must be 0001 through 9999.
(2) Position 5 must be space or R.
(3) Positions 6 and 7 must be alphabetic.
(4) Position 8 must be space.
(5) Positions 9 and 10 must be alphabetic.
(6) Position 11 may be space or alphabetic.
(7) Position 12 must be a space.
(8) Positions 13 and 14 may be spaces or numeric.
(9) Position 15 must be a space.
(10) Positions 16 through 30 may be alphanumeric.
b. TDA organization
(1) Position 1 must be W.
(2) Positions 2 through 4 must be a PUD.
(3) Position 5 must be a space.
(4) Positions 6 through 30 must not be all spaces.

Data element: Unit percentage of critical strength

Edit requirements:

a. May be spaces or -
b. May be 001 through 100

Data element: Unit status

Edit requirements: (See AR 680-29.)

Table 3–11
Special category position numbers[1]

Code (999x): 9990

Comment: Reassignable overstrength personnel who should be assigned to another local unit within 30 days.

Code (999x): 9991

Comment: Surplus or excess personnel who cannot be effectively used and who have been reported to PERSCOM for reassignment.

Code (999x): 9992

Comment: Incoming and assigned personnel who are awaiting assignment to an authorized position.

Code (999x): 9993

Comment: Known loss personnel in units that want to remove 30-day loss personnel from authorized positions to evaluate unit status more effectively.

Code (999x): 9994

Comment: Personnel on temporary duty from the unit of assignment and attached to another unit. The unit to which the individual is attached must have authorized positions, and the position number is used only by this unit of attachment.

Code (999x): 9995

Comment: Reserved for future use.

Code (999x): 9996

Comment: Assigned temporary status personnel is used by replacement detachments for incoming replacements when the individual(s) arrives and specific assignments have not been determined. In addition, all nonpermanent party assigned personnel are reported in position number 9996, including the following personnel:

a. Basic combat training
b. Advanced individual training
c. Officer candidate school
d. Formal Army, other service, allied armed forces, and joint colleges, excluding personnel on temporary duty
e. Civilian institution personnel on temporary duty
f. Separations from active duty by units other than transfer activity
g. Personnel control facility
h. Active Army prisoners, including correctional training facility, correction holding detachments, and disciplinary barracks

Table 3–11
Special category position numbers[1]—Continued

Code (999x): 9997

Comment: Personnel on temporary duty from units of assignment and attached to another unit. The unit to which the individual is attached must not have an authorized position and must be a type of unit in which position number 9996 is used for assigned personnel.

Code (999x): 9998

Comment: Reserved for future use.

Code (999x): 9999

Comment: All potential gains. This code does not apply to personnel in an ASNJ status.

Notes:
[1] xx9x: xx denotes duty section, and 9x denotes categories as described in last two digits.

Chapter 4
SIDPERS Active Army Locator File

4–1. Interface

SAF is maintained in both peacetime and wartime operating modes. Through the interface established between SIDPERS and the SORTS (AR 600–8–23, para 6–8), each local activity maintains location AALOC information on every unit worldwide. Each SIDPERS locally maintains this data on the SAF. The SAF is used in several personnel management tasks, including the processing of arrival and departure transactions for specific personnel or units. Records on the SAF include the U.S. Active Army units, mobilized USAR and/or ARNG units, and nonmobilized USAR and/or ARNG units.

4–2. File description

The SAF contains a record of Army units planned for activation, current active units, units planned for deactivation, units authorized at zero strength, and inactive units. There are 80 character positions on each record, and the unit processing code (UPC) is used for sequencing the records in a particular order on the file. The SAF record format is shown in table 4–1.

4–3. Input considerations

SORTS is the interface used to establish records on the SAF. The interface occurs as a complete file reconciliation or individual information record inputs. These inputs are stored on tape or cards (command decision). The format for an 80-position input AALOC information record is shown in table 4–2.

a. SORTS file extract. Four times a year, or as required, each SIDPERS activity is sent, via AUTODIN, a new AALOC. This file is used, as required, for the purpose of total reconciliation of the SORTS with the local SAF. AALOC reconciliation transaction (type transaction R) is discussed in paragraph 4–4.

b. AALOC information record input. Three types of input records (transactions) are sent to the local SIDPERS as they occur—

(1) *Addition—type transaction A.* This type of input transaction causes an addition of a new record to the SAF if the same record by UPC is not already present. If a match by UPC is found, the transaction is treated as a type transaction C (change). The transaction is displayed within the transactions processed section of the AALOC Transaction Register (AAC–L03), and the literal ADD is displayed under action.

(2) *Change—type transaction C.* This type of input transaction causes a change by updating all the valid data elements from the input transaction. If a match by UPC is not found, the transaction processes as type transaction A. The input transaction is displayed with the transactions processed section of the AAC–L03. The literal CHANGE is displayed under action. If the PERSINS processing activity (PPA) code is changed on the SAF record, the literal SIDPERS CODE CHANGE is displayed under action.

(3) *Deletion—type transaction D.* This type of transaction causes a record to be deleted from the SAF when a UPC match is found. Either the OESTS code data element is changed to I (Regular Army inactivated TOE) if the first position of the PUD data element on the old SAF record is an alphabetical character, or the OESTS code is changed to C (Regular Army discontinued TDA) if the first position of the PUD on the old SAF record is numeric. Actual removal occurs during reconciliation. The input transaction is displayed in the transaction processed section on the AAC–L03. The literal DELETE is displayed under action.

c. Input transaction edit requirements. All input AALOC information records are edited to prevent erroneous data from updating the SAF. The error mnemonics assigned to a transaction containing an error describe the data element

and condition(s) in error. Error mnemonics associated with SAF processing are shown in table 4–3. Paragraph 3–9 discusses the differences between essential and nonessential compatibility and validity errors. Table 3–8 lists all error mnemonics generated by SIDPERS. The error messages are found on the AAC–L03 report listing.

d. AALOC information record relationship to SOMF and SROF. All input AALOC information records that are processed without essential errors are also used within SOMF and SROF processing. This process ensures that data elements common to the SAF, SOMF, and SROF are equal to those maintained within the SORTS. See chapter 9 for SOMF and SROF processing procedures.

4–4. Active Army locator file reconciliation processing

The processing of AALOC reconciliation transactions must be performed as soon as possible on receipt of the AALOC type transaction R. These transactions must be processed in a separate cycle from the information record input (type transactions A, C, and D). The AALOC Reconciliation report by Command Assignment Code (AAC–L01) is used to report on reconciliation processing. Although reconciliation is performed on the entire file, only the records that apply to a particular PPA are displayed.

a. Cycle control card. Preparation of the cycle control card is discussed in chapter 25. The database create/substitution field must contain code ALCS to process the reconciliation properly.

b. Acknowledge receipt of reconciliation transactions. Receipt of the reconciliation transactions must be relayed to the PERSCOM Field Assistance Contact Team—SIDPERS (FACTS) within 24 hours on Defense Switched Network (DSN) 221-9410 or via electronic message.

c. Request for retransmission. If a retransmission is required for problems, such as garbled or missing batches, it must be requested within 10 calendar days following the date of the original transmission. This time limit is required because the Pentagon communications center does not retain the original data.

(1) If a transmission is not possible, another SIDPERS PPA can provide a copy of its AALOC reconciliation.

(2) Failure to process these transactions seriously affects the accuracy of the SOMF, SROF, and SAF and subsequent processing.

d. Unmatched input reconciliation transaction. When a matching record cannot be found on the SAF, SOMF, and/or SROF, the input reconciliation transaction creates a new SAF record.

e. Unmatched SAF record. When a SAF record does not have a corresponding reconciliation input transaction, two possible actions occur—

(1) If the SAF OESTS code equals C or I, the record is deleted from the file.

(2) If the SAF OESTS code does not equal I or C, one of these two codes is assigned depending on record PUD codes.

f. Unmatched SOMF or SROF record. When the SOMF or SROF record does not have a matching reconciliation input transaction, the following possible actions take place, and the unmatched records are actually deleted from the SOMF or SROF during the processing. (See discussions in chap 9.)

(1) If the SOMF or SROF record type is not X (inactive or dead record) or T (temporary unit, AALOC data not in SORTS), the record type is changed to T, and the cycle date is posted to the SOMF or SROF planned action date.

(2) If the SOMF or SROF record type is T or X, no processing changes occur against these records.

g. Matched input reconciliation transaction and SAF record with unmatched SOMF or SROF. When the input AALOC reconciliation transaction has a matching SAF record but no matching SOMF or SROF record, a check is made to detect data variance between the reconciliation transaction and the SAF record. When differences are detected, the SAF is updated to reflect the changes. The addition of records on the SOMF or SROF is discussed in chapter 9.

h. Matched input reconciliation transaction and SOMF or SROF record. When a match is found between the input reconciliation transaction and SOMF or SROF record, but there is no SAF record, the following processing occurs:

(1) If the match is equal on all data elements, the input reconciliation transaction creates a new SAF record.

(2) If there is a difference between the input reconciliation transaction unit name and the SOMF or SROF unit name and if the DD is AA, the reconciliation transaction name is posted to the parent unit name for all SOMF or SROF records with the same PUD.

(3) If PPA codes are equal, SOMF or SROF record type X is not changed.

(4) If the PPA codes are equal, the input reconciliation transaction OESTS code is interpreted, and the SOMF or SROF record type is changed accordingly to A (active unit) or C (planned inactivation). In addition, the reconciliation effective date of OESTS code is posted to the SOMF or SROF planned action date.

(5) If the PPA codes are not equal and the SOMF or SROF record type is not X or T, the SOMF or SROF record type is changed to T. In addition, the input reconciliation effective date of OESTS code is posted to the SOMF or SROF planned action date.

i. Matched SAF record and SOMF or SROF record with no matching reconciliation transaction. On this type of match, the following processing actions may occur and are determined by the OESTS code.

(1) If both records are inactive (SAF OESTS code is C or I and SOMF or SROF record type is X), no processing occurs.

(2) If the SAF record is active (OESTS code is not C or I) and the SOMF or SROF record type is X, the SAF record OESTS code is changed to I or C depending on the SAF PUD. The cycle date is posted to the SAF effective date of OESTS code.

(3) If the SAF record is inactive (OESTS code is C or I) and the SOMF or SROF is not X, the SOMF or SROF record type is changed to T. In addition, the cycle date is posted to the SOMF or SROF record planned action date.

(4) If the SAF record is active (OESTS code is not I or C) and the SOMF or SROF record is not X, the SAF record OESTS code is changed to I or C depending on the SAF PUD, and the SOMF or SROF record type is changed to T. In addition, the cycle date is posted to the SOMF or SROF planned action date.

j. Matched SAF record, SOMF or SROF, and reconciliation transaction. The following situations are possible when matches are found by UPC on SAF and SOMF or SROF records and reconciliation transactions.

(1) If the SOMF or SROF record type is X or T, no processing changes occur.

(2) If the SOMF or SROF record type is not X or T, the input reconciliation transaction OESTS code is determined and SOMF or SROF record type is changed accordingly to A, B (planned future activation), or C. The reconciliation effective date of the OESTS code is posted to the SOMF or SROF planned action date (spaces are posted for SOMF or SROF record type A).

(3) If the reconciliation and SOMF or SROF PPA codes are not equal and SOMF or SROF record type is not T or X, the SOMF or SROF record type is changed to a T. In addition, the cycle date is posted to the SOMF or SROF planned action date.

4–5. Active Army locator file information record processing

Changes, additions, and deletions cannot wait for the periodic reconciliation processing. The records pertaining to SAF updating are processed as soon as they arrive through SORTS. The AAC–L03 report is produced to document these updates. Additions (A type transactions) are added directly to the SAF. Changes (C type transactions) are processed against the SAF to make the necessary changes. Deletions (D type transactions) are handled differently than the additions and changes. The existing SAF record OESTS code is changed to inactivate (X). The record is retained in the file until the next AALOC reconciliation processing.

a. Processing against SOMF or SROF. The input records that process successfully against the SAF (displayed under processed transactions on the AAC–L03 report) are matched against the SOMF or SROF. This process is performed to apply any changes to these files that affect the SOMF or SROF records (chap 9) and to keep all the data compatible with the SORTS.

b. PAS analyst responsibilities. The PAS analyst responsible for the SAF reviews all AALOC information records that are input to each cycle and that appear on the AAC–L03 report as processed and unprocessed. The analyst should coordinate with the appropriate unit identification code (UIC) information officer (UICIO) to resolve errors (shown by error mnemonics) and suspected inaccurate data. The UICIO initiates the proper action through SORTS channels.

(1) Coordination with the appropriate UICIO is very important. Locally corrected errors do not change the SAF maintained by other PPAs, data maintained on the SORTS database, or the PERSCOM master organizational file (PMOF). Locally corrected errors would result in improper processing of personnel transactions throughout the vertical PERSINS.

(2) If the error results from a faulty transmission of data, the analyst should contact the servicing communications center for a retransmission.

(3) Records that appear on the Personnel Transaction Register by Unit report (AAC–PO1) with the error mnemonic EFID are unidentifiable and must be researched and corrected by the analyst.

4–6. Output reports and procedures

Four output reports are prepared as a result of processing AALOC information records on a cyclic basis and processing the AALOC reconciliation (SORTS file versus SAF, SOMF, and SROF). These reports are available during peacetime and wartime operating modes. The reports are as follows:

a. AALOC Reconciliation report by Command Assignment Code (AAC–L01). This report is prepared as a result of processing the AALOC reconciliation transactions (type transaction R).

b. AALOC Transaction Register (AAC–L03). This report is prepared whenever there are input AALOC Information Records (type transactions A, C, or D) in a processing cycle.

c. SAF, SOMF, and SROF Error Detection report (AAC–L53). This report is prepared as requested by input of a report schedule card as outlined in chapter 17.

d. SAF Listing (AAC–C51). This report is prepared as requested by input of a report schedule card as outlined in chapter 17.

4–7. Active Army Locator File Reconciliation report by Command Assignment Code (AAC–L01)

The AALOC Reconciliation report by Command Assignment Code (AAC–L01) is prepared in both peacetime and wartime operating modes. This report identifies differences in data elements that are common within the matching input reconciliation transaction, SAF, SOMF, and SROF; identifies SOMF or SROF records that do not have a

matching reconciliation transaction or a matching SAF record for the processing PPA; and identifies SAF records that have a matching reconciliation transaction but no matching SOMF or SROF record for the processing PPA. The AAC–L01 may be prepared in three parts. Part V displays the reconciliation transactions, SAF records, and SOMF or SROF records. Part VI displays the unprocessed reconciliation transactions that contain essential errors. Part VII displays the total count by file identification, input, output, reconciliation errors, and unmatched conditions. Sequence of the report (major to minor) is by part, command assignment code, and UPC. Classification of the AAC–L01 report is automatically generated. Parts V, VI, and VII contain a report of transactions and/or records that are unclassified. Only data records for units serviced by the processing PPA are displayed. This report contains many separate categories. The conditions that determine how and where the records and/or transactions are displayed are discussed in a through g below.

a. Unmatched input reconciliation transaction. When the input reconciliation transaction has no matching SAF, SOMF, or SROF record, the following output is generated on the AAC–L01 report:

(1) If the input reconciliation transaction PPA code is the same as the processing PPA code (local SIDPERS activity), the input transaction is displayed in part V with the literal RECON displayed under type record.

(2) If the input OESTS code is B, U, or Y, the literal PLND ACT (planned activation) is displayed under action. (See AR 680–29 for an explanation of OESTS codes.)

(3) If the input OESTS code is E, Q, or S, the literal PLND INACT (planned inactivation) is displayed under action.

(4) If the input OESTS code is not B, U, Y, E, Q, or S, the literal RCD ADDED (record added) is displayed under action.

b. Unmatched SAF record. If the SAF record has neither a matching input reconciliation transaction nor a SOMF or SROF record, the following output is generated on the AAC–L01 report:

(1) The SAF record is deleted, and no display is generated if the SAF OESTS code is C or I.

(2) If SAF record PPA code is the same as the processing code (local SIDPERS activity), the SAF record is displayed in part V with the literal SAF displayed under type record, the literal UNMATCHED is displayed under action, and the last type transaction code from the SAF record is displayed under rec code.

c. Unmatched SOMF or SROF record. When the SOMF or SROF record has neither a matching input reconciliation transaction nor a SAF record, the following output is generated on the AAC–LO1 report:

(1) If the input SOMF or SROF record type is X, no action occurs.

(2) If the input SOMF or SROF record type is B and is converted to a T, the SOMF or SROF record is displayed in part V with the literal SOMF or SROF displayed under type record, the literal INACTIVE displayed under action, and the new record type displayed under rec code.

(3) If the SOMF or SROF record type is T, the record is displayed in part V with the literal SOMF or SROF displayed under type record, the literal UNMATCHED displayed under action, and the new record type displayed under rec code.

(4) If the SOMF or SROF record type is other than X, B, or T, the record is displayed in part V with the literal SOMF or SROF displayed under type record, the literal UNMATCHED displayed under action, and the new record type displayed under rec code.

d. Matched input reconciliation transaction and SAF record. When the input reconciliation transaction has a matching SAF record but no matching SOMF or SROF record, the following output is generated on the AAC–L01 report:

(1) The input reconciliation transaction is displayed in part V with the literal RECON displayed under type record. The literal displayed under action depends on the OESTS code. These literals are PLND ACT for OESTS codes B, U, or Y; PLND INACT for OESTS codes E, Q, or S; or CHANGE for all other OESTS codes.

(2) The SAF record is displayed in part V with the literal SAF displayed under type record. The literal displayed under action depends on the OESTS code. These literals are CHANGE if the OESTS code is not C or I, or INACTIVE if the OESTS code is C or I.

(3) In the same report parts as (1) and (2) above, a data line is displayed with the literal SOMF displayed under type record and the literal NO RECORD displayed under action.

(4) The fourth line in this situation is a data variance line. This line is displayed with the literal DIFF (difference) under type record and the literal VARIANCES under action. Under each data element of the SAF record that is different than the input reconciliation transaction, an asterisk (*) appears. When the command assignment codes are different, both the input transaction and SAF record are displayed for each command assignment code.

(5) The update does not appear on the output report when the PPA codes of the reconciliation transaction and SAF record are not equal to the processing PPA (information pertains to another SIDPERS activity).

e. Matched input reconciliation transaction and SOMF or SROF record. When the input reconciliation transaction has a matching SOMF or SROF record, but no matching SAF record, the following output is generated on the AAC–L01 report:

(1) The input reconciliation transaction is displayed in part V with the literal RECON under type record. Depending

on the OESTS code, one of several literals appears under action. These laterals are PLND ACT for OESTS codes B, U, or Y; PLND INACT for OESTS codes E, Q, or S; and CHANGE for all other OESTS codes.

(2) A data line is displayed for the missing SAF record. The literal SAF is listed under type record, and the literal NO RECORD appears under action.

(3) The SOMF or SROF record is displayed in the same report part as the matching reconciliation transaction. The literal SOMF or SROF is displayed under type record, and the SOMF or SROF record type appears under rec code. One of several literals appears under action. These literals are CHANGE if the SOMF or SROF record type is not X, INACTIVE if the SOMF or SROF record type is X, and NO OVERLAY if the two PPA codes (SOMF or SROF record and input reconciliation transaction) differ.

(4) A line is generated to show data element variances between the record and input transaction. This line is displayed with the literal DIFF (difference) under type record and the literal VARIANCES under action. Under each data element of the SOMF or SROF record that differs from the input reconciliation transaction, an asterisk (*) appears.

f. Matching SAF record and SOMF or SROF record with no matching reconciliation transaction. When a SAF record matches a SOMF or SROF record, but there is no matching input reconciliation transaction, the following output is generated on the AAC–L01 report:

(1) *Inactive SAF and SOMF or SROF records.* No display is generated if the SAF record OESTS code is C or I and the SOMF or SROF record type is X.

(2) *Missing reconciliation transaction.* A data line is displayed for the missing reconciliation transaction. The literal RECON is displayed under type record, and the literal NO RECORD appears under action.

(3) *Active SAF record and inactive SOMF or SROF record.* If the above conditions do not apply, both records are displayed in part V. The SAF record is displayed with the literal SAF under type record. The literal under action depends on the OESTS code. These literals are PLND INACT for OESTS codes E, Q, or S, and NO OVERLAY for all other OESTS codes. The SOMF or SROF record is displayed with the literal SOMF or SROF under type record and the literal INACTIVE under action.

(4) *Command assignment code.* When the SAF record command assignment code differs from the SOMF or SROF command assignment code, both records are displayed for each command assignment code.

(5) *An inactive SAF record and an active SOMF or SROF record.* When the SAF record OESTS code is C or I and the SOMF or SROF record type is other than X, both records are displayed in part V. The SAF record is displayed with the literal SAF under type record and the literal INACTIVE under action. The SOMF or SROF record is displayed with the literal SOMF or SROF under type record and the literal VERIFY STS (verify record status) under action.

(6) *Active SAF and SOMF or SROF records.* The SAF record is displayed with the literal SAF under type record. The literal under action depends on the SAF record OESTS code. These literals are PLND ACT for OESTS codes B, U, or Y; PLND INACT for OESTS codes E, Q, or S; or NO OVERLAY for all other OESTS codes. The SOMF or SROF record is displayed with the literal SOMF or SROF under type record and the literal VERIFY STS under action.

g. Matched SAF record, SOMF or SROF record, and input reconciliation transaction. If variances are found between these records and the transaction, the data lines are produced in part V in the output sequence listed in (1) through (4) below on the AAC–L01 report. Table 4–4 is a cross-reference guide to the many combinations possible on the data printline display.

(1) RECON—Input AALOC reconciliation transaction.

(2) SAF—SAF record.

(3) SOMF or SROF—SOMF or SROF record.

(4) DIFF—Differences between the three comparisons displayed with asterisks (*) under the data elements. The literal VARIANCES appears under action.

4–8. Active Army Locator File Transaction Register (AAC–L03)

The AALOC Transaction Register (AAC–L03) is prepared in both peacetime and wartime operating modes. This output report is prepared on every SIDPERS cycle that contains input AALOC information records with type transaction codes A, C, and D. These transactions arrive via AUTODIN to make necessary updates to the SAF. Part III contains all unclassified records. The following items appear on the report:

a. Full 80-character image of the input record is displayed with associated essential and/or nonessential error mnemonics.

b. The report is further described in transaction processed and transaction unprocessed actions.

c. Under the literal ACTION, the type transaction is defined by add, change, or delete.

d. For A and C type transactions, the literal SIDPERS CODE CHANGE is generated when the input transaction PPA code differs from the processing activities PPA code and when a matching SOMF or SROF record is found.

e. The literal SAF RECORD accompanies a display of the SAF record. The SAF record is printed when essential and nonessential compatibility errors are detected on the incoming AALOC information record.

4–9. SIDPERS Active Army Locator File, Organization Master File, and Reserve Organization Master File Error Detection report (AAC–L53)

The SAF/SOMF/SROF Error Detection report (AAC–L53) is prepared in both peacetime and wartime operating modes and results when the SAF organizational data and the SOMF or SROF organizational data are compared. This report should be scheduled at least once a month. The schedule card format is defined in chapter 17. This report is designed to identify differences between the SAF and the SOMF or SROF. In addition, the system generates changes to the SOMF or SROF when certain differences are identified.

a. report classification. Part III is unclassified and displays all records with organization classification code U.

b. Data record display. The records are displayed by record type and SAF, SOMF, or SROF. The record is also identified by an action literal that indicates the status of the record. Action literal ERR SAF means one or more of the common data elements of the matching SOMF or SROF record are not the same. Action literal ERR SOMF or ERR SROF means one or more of the common data elements of the matching SAF are not the same. Action literal NO SAF means the displayed SOMF or SROF record does not have a matching SAF record. Action literal NO SOMF or NO SROF means the displayed SAF record does not have a matching SOMF or SROF record. Action literal DEL DUP means a SROF record has a matching SOMF record.

c. Generated changes. The SOMF or SROF record type is changed to T if the unit is on the SOMF or SROF but not on the SAF, and the literal NO SAF is printed on the AAC–L53 report. The AAC–L53 report is posted with the last type transaction. The cycle date is posted to the planned action date and the date last type transaction on the SOMF or SROF. If the unit is on both the SOMF and the SROF, the SROF record is deleted, and the literal DEL DUP is displayed on the AAC–L53 report. If the SAF OESTS code is B, M, U, or Y, a B is posted to the SOMF or SROF record, and the SAF OESTS code effective date is posted to the SOMF planned action date. If the OESTS code is E, Q, or S, a C is posted to the SOMF or SROF record with dates changed as above. If the OESTS code is not B, U, Y, E, Q, or S and if the SOMF or SROF record type is other than E, an A is posted to the SOMF or SROF record, and the planned action date is blanked out. If the SAF OESTS code is not B, E, M, Q, S, U, or Y and if the SOMF or SROF record type is E, the SOMF record type remains E.

4–10. SIDPERS Active Army Locator File Listing (AAC–C51)

The SAF Listing (AAC–C51) is prepared in both peacetime and wartime operating modes. This management report is scheduled for preparation on request. It helps to complete two main functions: maintaining the SOMF or SROF for units within the servicing PPA and determining the proper unit of assignment as reflected on the reassignment order. The AAC–C51 report should be prepared at least once a month and should be scheduled before the AALOC reconciliation processing. The AAC–L03, Processed Transactions, should be analyzed each cycle, and the AALOC changes should be posted to this AAC–C51 report. When the volume of changes makes this posting technique cumbersome, a new AALOC should be scheduled for processing. The AAC–C51 report is produced by processing a schedule card. The classification of this report is for official use only, and no other substitution for this report is considered appropriate. The AAC–C51 report may be requested in one of the designated sequences, but only one sequence of the report may be requested per cycle. The sequences are UPC, UPC within unit number, UPC within Army location code (ARLOC), UPC within Army area and State or country code (AREAX), and UPC within PPA. The report is prepared in UPC sequence if the requested sequence in the schedule card is incorrect.

4–11. File structure

The SAF can currently store approximately 32,000 records (79 characters per record). The record items remain unchanged between peacetime and wartime operating modes. See table 4–1.

4–12. File maintenance considerations

As soon as the AALOC reconciliation has been completed, a thorough analysis of the AAC–L01 report must be conducted by the SIDPERS analyst responsible for the SAF, SOMF, and SROF. Any discrepancies detected in the registered organizational data that are maintained by SORTS must be resolved by the division or installation UICIO and coordinated with the major Army command (MACOM) UICIO if necessary. As a further aid in analyzing the reconciliation report, the Organization Master File Listing (AAC–C29) should be scheduled. These two reports need to be scheduled in the cycle before the AALOC reconciliation cycle and again in the same cycle. Analysis of part V of the AAC–L01 and AAC–L53 reports is discussed in a through k below. The SAF/SOMF/SROF Error Detection report (AAC–L53) is a valuable report to compare with the reconciliation. This report shows discrepancies between SAF records and SOMF or SROF records.

a. Unmatched input reconciliation transaction—no SAF, SOMF, or SROF. In this situation, the incoming reconciliation transaction is matched against the SAF and SOMF or SROF, and no match on UPC is found. A record is automatically generated and added to the SAF. If the UPC is for a unit within the servicing responsibility of the PPA, a FID E (numeric long-change SOMF or SROF addition transaction) must be processed to add the unit to the SOMF or SROF. See chapter 9.

b. Unmatched input SAF record—no reconciliation transaction or SOMF or SROF record. If the SAF record has an OESTS code of I or C, the record is removed from the file. If the SAF record has an OESTS code different than I or C,

the code is changed to I or C. The next time an AALOC reconciliation cycle is processed, the record is also deleted. If the unmatched SAF record count on part VII exceeds 496 records, the whole cycle may have processed an incomplete reconciliation file from Office of the Deputy Chief of Staff for Operations and Plans (ODCSOPS). The input reconciliation transactions that were received via AUTODIN should be reviewed to determine whether an incomplete reconciliation file was processed. If all batches were not contained in the cycle, the analyst should request a complete input reconciliation input file and return the cycle.

c. Unmatched input SOMF or SROF records—no SAF record or reconciliation transaction. If there are supporting documents to indicate that the unit is to be retained, the UICIO must be contacted for proper registration through the SORTS system within 30 days. If not, the record will be inactivated in the next processing cycle. If the unit is not a valid registered unit, the record should be removed from the SOMF or SROF. See chapter 9.

d. Matched input reconciliation transaction and SAF record—no SOMF or SROF record. In this condition, the SAF record is updated with the data from the reconciliation transaction. If the input reconciliation transaction PPA code is the same as the processing PPA, the analyst must determine whether the unit belongs on the SOMF or SROF by analyzing supporting documents. If the unit is to be serviced by the local SIDPERS, a FID E must be processed in the next cycle. If the analyst suspects that the reconciliation transaction data are inaccurate, supportive documents should be supplied to the UICIO. In this manner, the SORTS system can be changed accordingly.

e. Matched input reconciliation transaction and SOMF or SROF record—no SAF record. In this situation, the SAF record is created, and the SOMF or SROF record is updated as required (assuming both have equal PPA codes). A different PPA code between the reconciliation transaction and the SOMF or SROF record normally denotes a change in the servicing responsibility for the unit. If this assumption is valid according to supporting documentation, the analyst must initiate a unit transfer action. The procedures for accomplishing this action are described in chapter 9. If this assumption is not correct and the servicing PPA is not responsible for the unit, the analyst should notify the UICIO to correct the PPA code discrepancy through the SORTS channels. The UICIO must be notified to change any discrepancies between the reconciliation input transaction and the locally maintained SOMF or SROF record. If not, during AALOC reconciliation processing, the SOMF or SROF record would be given the record type code T. After 30 days, the next reconciliation processing cycle will inactivate the record.

f. Matched input reconciliation transaction—SAF and SOMF or SROF records. The reconciliation processing cycle compares the input reconciliation transaction and SOMF or SROF PPA codes. If a match is found, all data elements in the SAF and SOMF or SROF are changed to match the reconciliation input. If the reconciliation input and a SOMF or SROF record do not match on PPA codes, only the SAF data are changed. Normally, this situation indicates that the unit is not serviced by the local SIDPERS. Any discrepancies must be reported to the UICIO. Supporting documentation should be furnished by the UICIO to help the corrective action to proceed through SORTS channels.

g. Action required for the AAC-L01—Part VI. If the displayed record has a type transaction of A, C, or D, these cyclic transactions should not have been processed in the reconciliation cycle. If the transaction PPA code is the same as the processing PPA code, part V must be analyzed to determine if the intended changes were included in the reconciliation process. If the transaction PPA code is different than the processing PPA code, the AAC–C51 report must be analyzed to determine if the intended changes were included in the reconciliation process. If the analyst determines that the reconciliation did not include the intended changes, these transactions must be processed in a subsequent normal cycle. If the displayed record has a type transaction R, detected errors require resolution by the appropriate UICIO through SORTS channels.

h. Questionable data in SAF record. If a SAF record contains questionable data, the PAS or SID analyst must verify their accuracy by requesting the appropriate UICIO to verify the correctness of the SAF record data as reflected in the supporting document. A PAS or SID analyst cannot arbitrarily declare that SORTS supplied incorrect information relative to any data element maintained on the SAF.

i. SOMF or SROF record unmatched to SAF. If the proper SAF record is missing, the analyst must immediately register the unit within the SORTS by requesting the UICIO to initiate appropriate action.

j. SAF record unmatched to SOMF or SROF. If the assigned unit to the SIDPERS activity does not have a matching organizational record, the proper input transaction must be entered to establish an SOMF or SROF record.

k. SROF duplicate record. If the SROF record has a matching SOMF record, the SROF record is automatically deleted.

Table 4–1
SAF record format

Line	Data element	Size	Positions
1.	Delete flag	1	01-01
2.	UPC	5	02-06
	a. PUD	(3)	(02-04)
	b. DD	(2)	(05-06)
3.	Unit name	30	07-36
	a. Unit number	(4)	(07-10)
	b. Regimental unit indicator (R if regimental affiliated)	(1)	(11-11)
	c. TDA designation	(25)	(12-36)
- or -			
	d. TOE designation		
	(1) TOE branch	(2)	(12-13)
	(2) Blank	(1)	(14-14)
	(3) Parent unit level	(3)	(15-17)
	(4) Blank	(1)	(18-18)
	(5) Combat Arms Regimental System number	(2)	(19-20)
	(6) Blank	(1)	(21-21)
	(7) TOE description	(15)	(22-36)
4.	AREAX	3	37-39
5.	Location name	9	40-48
6.	ZIP code/APO number	5	49-53
7.	OESTS code	1	54-54
8.	Effective date OESTS (YYMMDD)	6	55-60
9.	PPA	2	61-62
10.	Command assignment code (CAC)	2	63-64
11.	Organization classification (ORG CLS)	1	65-65
12.	ARLOC	5	66-70
13.	Unit status code	2	71-72
14.	Last type transaction	7	73-79
	a. Type transaction	(1)	(73-73)
	b. Transaction date	(6)	(74-79)
15.	Blank (YYMMDD)	1	80-80

Table 4–2
Input AALOC information record format

Line	Data element	Size	Positions
1.	UIC	6	01-06
	a. Service designator W	(1)	(01-01)
	b. PUD	(3)	(02-04)
	c. DD	(2)	(05-06)
2.	Type transaction [1]	1	07-07
3.	Unit name	30	08-37
	a. Unit number	(4)	(08-11)
	b. Regimental unit indicator (R if regimental affiliated)	(1)	(12-12)
	c. TDA designation	(25)	(13-37)
- or -			
	d. TOE designation	(25)	(13-37)
	(1) TOE branch	(2)	(13-14)
	(2) Blank	(1)	(15-15)
	(3) Parent unit level	(3)	(16-18)
	(4) Blank	(1)	(19-19)
	(5) Combat Arms Regimental System number	(2)	(20-21)
	(6) Blank	(1)	(22-22)
	(7) TOE description	(15)	(23-37)
4.	AREAX	3	38-40
5.	Location name	9	41-49
6.	ZIP code/APO number	5	50-54
7.	OESTS code	1	55-55
8.	Effective date OESTS (YYMMDD)	6	56-61
9.	PPA	2	62-63
10.	Transaction date (YYMMDD)	6	64-69
11.	Command assignment code (CAC)	2	70-71
12.	Organization classification (ORG CLS)	1	72-72
13.	ARLOC	5	73-77
14.	Unit status code	2	78-79

Table 4–2
Input AALOC information record format—Continued

Line	Data element	Size	Positions
15.	FID A	1	80-80

Notes:
[1] Type transaction A, C, or D=cyclic only; type transaction R=reconciliation only.

Table 4–3
Error mnemonic associated with SAF processing

Type transaction	Error mnemonic	Reason	Processing allowed with error
A, C, D	CDLT	Input transaction date is earlier than last transaction that processed against the particular SAF record.	No
A, C, R	CE-D	Input transaction effective date of OESTS [1] code is blank or equal to and/or earlier than cycle date. Applicable OESTS codes are B, E, Q, S, U, and Y.	No
A, C, D, R	CT-T	Input transaction date is greater than cycle date.	No
A, C, D, R	CTTA	Incorrect type transaction. Must be A, C, D, or R.	No
D	CUPC	No match found by UPC between input delete transaction and SAF record.	No
A, C, R	CZIP	Input transaction has an alpha character of AREAX (indicates overseas), but the ZIP code or APO number is equal to ZZb or WWb.	No
A	MDUP	A matching record is found on SAF already; therefore, the input transaction is processed as a change.	Yes

Notes:
[1] See AR 680-29.

Table 4–4
Cross-reference to possible printline displays when a matching SAF record, SOMF or SROF record, and RECON transaction are present

Action	RECON record	SAF record	SOMF or SROF record	RECON transaction OESTS code	SAF record OESTS code	SOMF or SROF record type
Change	X		X	B,U,Y	B,U,Y	B
Change		X		B,U,Y	B,U,Y	B,X
Change			X	B,U,Y	C,I	B
Change		X		B,U,Y	not C,I	X
Change			X	B,U,Y	C,I	not X
Change		X	X	B,U,Y	not C,I	not X
Change	X		X	E,Q,S	E,Q,S	C
Change		X		E,Q,S	E,Q,S	C,X
Change			X	E,Q,S	C,I	C
Change		X		E,Q,S	not C,I	X
Change			X	E,Q,S	C,I	not X
Change		X	X	E,Q,S	not C,I	not X
Change	X			not B,U,Y,E,Q,S	C,I	X
Change	X		X	not B,U,Y,E,Q,S	C,I	not X
Change	X	X		not B,U,Y,E,Q,S	not C,I	X
Change	X	X	X	not B,U,Y,E,Q,S	not C,I	not X
Pln d Act	X	N/A	N/A	B,U,Y	B,U,Y	X
Pln d Act	X	N/A	N/A	B,U,Y	C,I	B,X
Pln d Act	X	N/A	N/A	B,U,Y	not C,I	X
Pln d Act	X	N/A	N/A	B,U,Y	C,I	not X
Pln d Act	X	N/A	N/A	B,U,Y	not C,I	not X
Pln d Inact	X	N/A	N/A	E,Q,S	E,Q,S	X
Pln d Inact	X	N/A	N/A	E,Q,S	C,I	C,X
Pln d Inact	X	N/A	N/A	E,Q,S	not C,I	X
Pln d Inact	X	N/A	N/A	E,Q,S	C,I	not X

Table 4–4
Cross-reference to possible printline displays when a matching SAF record, SOMF or SROF record, and RECON transaction are present—Continued

Action	RECON record	SAF record	SOMF or SROF record	RECON transaction OESTS code	SAF record OESTS code	SOMF or SROF record type
Plnd Inact	X	N/A	N/A	E,Q,S	not C,I	not X
Inactive	N/A		X	B,U,Y	B,U,Y	X
Inactive	N/A	X		B,U,Y	C,I	B
Inactive	N/A	X	X	B,U,Y	C,I	X
Inactive	N/A		X	B,U,Y	not C,I	X
Inactive	N/A	X		B,U,Y	C,I	not X
Inactive	N/A		X	E,Q,S	E,Q,S	X
Inactive	N/A	X		E,Q,S	C,I	C
Inactive	N/A	X	X	E,Q,S	C,I	X
Inactive	N/A		X	E,Q,S	not C,I	X
Inactive	N/A	X		E,Q,S	C,I	not X
Inactive	N/A	X	X	not B,U,Y,E,Q,S	C,I	X
Inactive	N/A	X		not B,U,Y,E,Q,S	C,I	not X
Inactive	N/A		X	not B,U,Y,E,Q,S	not C,I	X

Chapter 5
SIDPERS Assignment Instruction File and Enlisted Distribution Assignment System Processing

5–1. SIDPERS assignment instruction file interface

The SIDPERS assignment instruction file (SAIF) contains a record for each Enlisted Distribution Assignment System (EDAS) (formerly centralized assignment procedures) assignment instruction (gain or loss) and each open enlisted requisition. This file is maintained at each division or installation level (excluding U.S. Army, Europe) and is updated from EDAS data received from PERSCOM, the local Personnel Service Company, and the individual unit. The SAIF is maintained in the peacetime SIDPERS operating mode only and is purged during the wartime operating mode. EDAS cycles are transmitted weekly from PERSCOM to the servicing SIDPERS via AUTODIN.

5–2. SIDPERS assignment instruction file input

SAIF input consists of enlisted requisitions, assignments, assignment deletions, and deferments. Personnel management officers provide the PAS with a duplicate set of requisitions that post a requisition to the SAIF, overlay the requisition on file, or delete canceled requisitions.

5–3. Enlisted distribution assignment system processing logic

a. PERSCOM generates EDAS cycles and assigns a two-position control cycle identification code. This EDAS cycle identification code contains a first position code of A through Z and 0 through 9 and a second position code of 1 through 5. The EDAS cycles must be processed in sequential order, and multiple cycles can be processed simultaneously.

b. When the EDAS cycles are received, the SEES entry report is reviewed to verify that all batches have been received. The EDAS cycle does not process if batches are incomplete or missing. If batches are missing, contact EDAS Branch, DSN 221-8493 or AUTODIN section, DSN 221-8968/8969. Request for retransmission is necessary.

c. The centralized assignment procedures III Audit Sheet (AAC–T02) provides the information if the EDAS cycle processes successfully. The AAC–T02 report indicates if the EDAS cycle is in-balance and if the AAC–T01 report was processed.

d. EDAS cycle processing situations are discussed in (1) through (3) below.

(1) There are five EDAS cycles to process: two cycles for December 1991 (cycles 93 and 94) and three cycles for January 1992 (cycles A1, A2, and A3). Cycles 93 and 94 must process before cycles A1, A2, and A3 can be processed. (This situation occurs every third year. The next occurrence is December 1994 and January 1995.)

(2) In this situation, the PAS attempts to process cycles 13 (14 is missing), 21, 22, and 23. All cycles processed as balanced. However, cycle 14 was omitted; do not omit any cycles. Instead, submit cycle 13 only. Wait until cycle 14 is received. Then submit cycles 14, 21, 22, and 23. If this situation occurs, restore the SAIF back to cycle 13, and rerun all subsequent cycles.

(3) In this situation, there are five EDAS cycles—L3, L4, A1, A2, and A3. All cycles processed, but cycle A1 was out-of-balance. The AAC–T02 report reflects cycles L3 and L4 in-balance, with AAC–T01 produced, and cycles A2

and A3 on recycle tape; cycle A1 shows out-of-balance, with no AAC–T01 produced. Cycle A1 did not process because of an out-of-balance condition. Cycles A2 and A3 will not process until the out-of-balance condition is resolved. Cycles A2 and A3 are balanced but did not produce an AAC–T01 report. A recycle tape was produced. The AAC–T02 report shows that the system is waiting for cycle A1 to process once the out-of-balance condition is cleared. Cycles A2 and A3 are automatically brought into the cycle. Do not manually reenter any cycles that appear on the recycle tape.

e. If an out-of-balance condition occurs, an indicator is set. This indicator prevents any other cycle to process. Normally, this indicator is released when the out-of-balance condition is resolved. On occasion, a manual release is necessary. To manually remove the hold indicator in EDAS processing, submit an EDAS audit delete transaction. Table 5–1 displays the format for this transaction.

Table 5–1
EDAS audit delete transaction (remove hold indicator in EDAS processing)

Line	Data element	Position
1.	EDAS cycle number	01-02
2.	Blank	03-04
3.	PPA code	05-06
4.	Delete code D	07-07
5.	Blank	08-08
6.	RIG K	09-09
7.	RIN E	10-10
8.	Type transaction A	11-11
9.	Literal “CAP III cycle”	12-25
10.	EDAS cycle number	26-27
11.	EDAS cycle date (YYMMDD)	28-33
12.	Blank	34-80

Chapter 6
SIDPERS Authorized Strength File

6–1. SIDPERS authorized strength file interface

The SIDPERS authorized strength file (SASF) is one of several files in the database that is used for authorized strength processing. This file is resident in both the peacetime and wartime SIDPERS operating modes, but during the wartime mode, the file is reduced and contains summary data only. The source of data for the SASF is the personnel authorization file (PAF). SOMF, SROF, and SMEF are other files in the database used for authorized strength processing. For authorized strength processing, SPF also relies on the PAF from Installation—The Army Authorization Documents System (ITAADS) and Vertical—The Army Authorization Documents System (VTAADS).

6–2. File description

The SASF contains all authorized positions for each unit reported on the SOMF (except all nonpermanent party units). The SASF provides the system with an accurate picture of current and future personnel authorizations for both the peacetime and wartime operating modes. The peacetime SASF consists of a record for each personnel authorization, uniquely identified within each unit by a position number. The wartime SASF consists of summary records that reflect the total number of personnel authorized for a particular unit by MOS and primary specialty skill identifier (PSSI), grade, identity, additional skill identifier (ASI), and PSC.

6–3. File structure

The SASF is a disk-resident file that is resident in both the peacetime and wartime operating modes, but the size of each record is substantially reduced. Record size in peacetime is 104 characters, and record size in wartime is 43 characters so that more records can be accommodated during wartime than the maximum of 50,000 records allowed during peacetime. The record layout is shown in table 6–1 for peacetime and table 6–2 for wartime. This file access method is index sequential. The file is organized for easy report preparation. SASF sequence criteria are shown in table 6–3.

Table 6–3
SASF sequence critieria (major to minor)

Peacetime	Wartime
UPC	UPC
POSNO	MOS or primary specialty code
PSC	ASI
	Authorized grade
	Authorized identity

6–4. Update considerations

The SASF can be updated either automatically or manually. The automatic update uses the SIDPERS–VTAADS interface, and the manual update uses transaction input.

a. Automatic update of the SASF. The automatic update is provided by the VTAADS PAF. The VTAADS PAF is the primary source of data for the SASF during the execution of SIDPERS–VTAADS interface processing. The SIDPERS–VTAADS interface execution is described in paragraph 6–8.

b. Manual update of the SASF. Three authorized strength transactions and one organizational master transaction may be used to update SASF manually. The three authorized strength transactions are identified in (1) through (3) below.

(1) *ASTE (add records to SASF) transaction (FID I).* During the peacetime operating mode, the ASTE transaction is used to add records to the SASF. The input record consists of a two-card set (tables 6–4 and 6–5). Both cards must be submitted during peacetime. The peacetime header input record (table 6–6) must also be submitted when updating the SASF during peacetime. During wartime, only one card must be submitted (table 6–7). A header input record is not submitted during wartime.

(2) *ASLC (change elements on SASF record) transaction (FID J).* The ASLC transaction is used only during the peacetime operating mode and changes elements on SASF records. The input record format for the ASLC transaction is the same format used for the ASTE transaction. (See tables 6–4, 6–5, and 6–8.) When one or more data elements need to be changed on the SASF, the ASLC transaction does not require both cards 1 and 2 unless the elements being changed appear in both cards. The only data elements that change on the SASF are those contained in the transaction for that same field. Blank fields in the transactions do not affect the SASF. The ASLC transaction cannot be used to change the position number (POSNO) because the position number in the ASLC transaction identifies the SASF record requiring the change. The ASLC transaction cannot be used to change the position status code (PSC) or the position status date (PSD) fields in an SASF record unless the SASF PSC is T (temporary status). (The SASF PSC must be T so that the SIDPERS–VTAADS interface does not encounter an SASF UPC that does not appear on the PAF.) The PSCs for all authorizations within that UPC are converted to T, and the PSDs are changed to the value of the interface processing date plus 30 days. If after 30 days the PSC has not been restored to A (active status) or L (future deletion), all authorizations for that UPC are automatically dropped from the SASF. If it is determined that the PSC authorizations were erroneously converted to T and need to be restored, one ASLC transaction will restore all PSC T back to PSC A or L if the guidelines described in (a) through (f) are followed.

(a) The ASLC transaction must have a PSC equal to either A or L, which can be determined from previous documentation and reports.

(b) The ASLC transaction must have a PSD equal to the SOMF effective date of document (EDATE) if the PSC was originally A. If the PSC was originally L, it must have a PSD equal to the SOMF projected effective date.

(c) The ASLC transaction must have a blank position number. The system will key on the blank position number to identify the transaction as special.

(d) The ASLC transaction must have 1 in position 79 and J in position 80.

(e) The ASLC transaction must be the only transaction activated for that unit for that cycle because any other transactions will defeat the purpose of restoring.

(f) The SASF PSC must be T. The error mnemonic xTCD will result if the analyst tries to change the PSC and PSD for any other record types.

(3) *ALOS transaction (delete SASF record) (FID H).* The ALOS transaction is used to delete a particular SASF record or all records for a UPC during peacetime or wartime SIDPERS operating modes. In addition, during peacetime the deletion can be limited to particular positions within the UPC. During file housekeeping procedures, all UPCs or individual records flagged for deletion are actually deleted. As needed, the ALOS transaction can be entered to delete or restructure the SASF. Table 6–9 identifies the peacetime input format, and table 6–10 identifies the wartime input format.

6–5. Authorized strength processing hierarchy

When SIDPERS is conducting authorized strength input processing, the system proceeds in the manner described in a through *d* below.

a. First, the system searches for the database create/substitution field code (print positions 40-75) ASFV, ASFP, or

ASFM in the cycle parameter card. When this parameter is present, the interface program runs before the normal cycle processing.

b. Second, the normal processing cycle accepts the input transactions in the following order: ALOS transactions (peacetime or wartime), ASTE transactions (peacetime or wartime), and ASLC transactions (peacetime only). The system sorts the transactions into proper order.

c. Third, suspense actions on the SASF are accomplished each cycle after all the updates are finished. Records are checked for PSC G (projected gain) or L and expired PSD. An expired PSD matched to PSC L causes the record to be deleted and the message EXPIRED POS-STAT-CODE=L to print on the Authorized Strength Transaction Register (AAC–A01). An expired PSD matched to PSC G causes the G to change to A and the message EXPIRED POS-STAT-CODE=G to print on the AAC–A01.

d. A special suspense action occurs when database create/substitution field code ASFV, ASFP, or ASFM is in the cycle parameter card in addition to the processing described in a above. The SASF suspense routine checks to see if one of the field codes is present. (SIDPERS–VTAADS interface has been executed in this cycle.) During the interface, the SOMF or SROF document number and the effective date of projected document data elements are updated, indicating that any authorized strength records for the particular unit with PSC A will be deleted. The suspense process changes such SASF records to PSC L and posts the effective date of the projected document (from the SOMF) to the SASF PSD. In addition, the suspense program looks at the effective date of the projected document data element of the SOMF for any record on the SASF that has been placed in PSC L, and if there is a projected date on the SOMF, this date is placed in the SASF PSD. This action prevents the loss of current or projected authorizations or any other authorizations placed on the SASF before receipt of such authorizations on the PAF from ITAADS or VTAADS.

6–6. Output considerations

Table 6–11 lists all the output reports generated to manage the SASF, how often they are produced, whether they are used in the wartime operating mode, sequence, descriptions, classification, and recommended retention period. Table 6–12 is a grade comparison chart between the VTAADS PAF fields and the SASF fields. (See para 6–8 for a discussion of VTAADS interface logic. ASTE and ALOS transactions can also be generated as part of the output cycle. See para 6–4.)

Table 6–12
Grade comparison chart (VTAADS PAF and SASF fields)

Title	VTAADS PAF	SASF
General of the Army	GA	G AA
General	GN	GENA
Lieutenant general	LG	LTGA
Major general	MG	M GA
Brigadier general	BG	B GA
Colonel	06	COLB
Lieutenant colonel	05	LTCC
Major	04	MAJD
Captain	03	CPTE
Lieutenant	02	1LTF
Warrant officer	WO	CW4U
Sergeant major of the Army	E9 [1]	SMA9
Command sergeant major	E9	CSM9
Sergeant major	E9	SGMR
Master sergeant	E8 [2]	MSG8
First sergeant	E8	1SGY
Sergeant first class	E7 [3]	SFC7
Platoon sergeant	E7	PSGX
Staff sergeant	E6	SSG6
Sergeant	E5	SGT5
Corporal	E4 [4]	CPL4
Specialist 4	E4	SP4M
Private first class	E3	PFC3
Private	E2	PV22

Notes:

[1] If the MOS on the PAF file is 00Z50, the SASF is CSM9; otherwise, all E9s on the SASF are SGMR.

[2] Grade E8 on the PAF is converted to MSG8 unless the first position of duty title is a 1 or F. The F or 1 records are changed to 1SGY.

[3] Grade E7 is converted to SFC7 unless the first three positions of duty title are PLT or the first four positions of duty title are PLAT.

[4] Grade E4 is converted to the specialist grade unless the authorized branch is NC.

6–7. File maintenance considerations

File maintenance is mainly automatic through housekeeping procedures discussed in paragraph 6–4 above. Error resolution and the reasons for errors are discussed in *a* through *d* below. See chapter 7 for a detailed discussion of differences between compatibility and validity errors.

a. Authorized Strength Recycle (Error) Cards (AAC–A07). During peacetime input processing, an error recycle card is generated for every input that contains essential errors. The cards are produced in UPC, position number, and transaction mnemonic order in the same format as the input transaction. These errors are not produced or added to the SIDPERS error suspense file (SESF). Thus, the error must be identified, corrected, and input in the next SIDPERS cycle update.

b. Authorized Strength ALOS TDR Cards (AAC–A09). ASTE transaction formats are generated when an ALOS transaction is processed. In the peacetime operating mode, an ASTE transaction two-card set (tables 6–4 and 6–5) is produced for each position number, and a one-card set (table 6–6) is generated for each paragraph header. In the wartime operating mode, a one-card detail record (table 6-7) is generated. The generated cards may be used as input to reconstruct the SASF as necessary if the ALOS transaction was incorrect.

c. ASTE and ASLC transaction errors. ASTE and ASLC transaction errors primarily center around branch codes, identity versus grade, card missing, and unmatched condition when compared with SOMF, language identification versus authorized special qualifications identifiers (SQI), level of duty unmatched to SOMF, or MOS unmatched to SMEF. Error mnemonics are listed in table 3–8. Commonly encountered error mnemonics for ASTE and ASLC transactions are discussed in detail in (1) through (32) below. The first character of the error mnemonic, designated with an x, identifies the type of error: C—essential compatibility, M—nonessential compatibility, E—essential validity, and N—nonessential validity. The first position (x) of the error mnemonic is discussed in paragraphs 3–9a and 3–9b.

(1) *Error mnemonic xAAS.* When the ASI and the SMEF do not agree, this data agreement error occurs.

(2) *Error mnemonic xABR.* When the SASF record or transaction authorized identity code is A, E, I, M, N, or Q, the transaction authorized branch code cannot be NC if the transaction authorized grade is SP4M (specialist 4), PFC3 (private first class), or PV22 (private); and the transaction authorized branch code must be NC if the transaction authorized grade code is SMA9 (sergeant major of the Army), CSM9 (command sergeant major), SGMR (sergeant major), MSG8 (master sergeant), 1SGY (first sergeant), SFC7 (sergeant first class), PSGX (platoon sergeant), SSG6 (staff sergeant), SGT5 (sergeant), or CPL4 (corporal). Error mnemonic xABR also applies when the transaction authorized branch code is ZZ regardless of the authorized identity code.

(3) *Error mnemonic xAGR.* When the authorized identity code is O, K, L, B, D, or F, the authorized grade code must be G AA (general of the Army), GENA (general), LTGA (lieutenant general), M GA (major general), B GA (brigadier general), COLB (colonel), LTCC (lieutenant colonel), MAJD (major), CPTE (captain), or 1LTF (lieutenant); the first three positions of the authorized primary specialty code must be 00B when the authorized grade code is G AA, GENA, LTGA, M GA, or B GA; the authorized grade code must be COLB, LTCC, MAJD, or CPTE when the authorized branch code is VC, DE, CH, MC, or JA; the authorized grade code must be G AA, GENA, LTGA, M GA, or B GA when the authorized branch code is GO; and the authorized grade code must be COLB or LTCC when the authorized branch code is PR. When the authorized identity code is A, E, I, M, N, or Q, the authorized grade code must be SMA9, CSM9, SGMR, MSG8, 1SGY, PSGX, SSG6, SGT5, SFC7, CPL4, SP4M, PFC3, or PV22; the transaction authorized branch code and the authorized MOS enlisted branch designator should both be NC when the authorized grade code is SMA9, CSM9, SGMR, MSG8, 1SGY, SFC7, PSGX, SSG6, SGT5, or CPL4. In addition, the error mnemonic may be assigned because the numeric for the authorized grade is not compatible with the high or low range on the SMEF for that grade, or because the fifth position of the authorized MOS is not compatible with the SQI on the SMEF, or because the SQI on the SMEF is valid but the ASI is not compatible with the ASI on the SMEF. When the authorized identity code is W, V, P, G, H, or J, the authorized grade code must be CW4U (warrant officer).

(4) *Error mnemonic xAID.* The transaction authorized identity code is not equal to A, E, I, K, L, O, P, V, W, N, M, Q, F, D, B, J, H, or G.

(5) *Error mnemonic xAMS.* When the authorized identity code is W, V, P, G, H, or J, the first two positions of the authorized MOS code cannot be zeros, and the authorized MOS code in the transaction must equal the first four positions of the SMEF MOS. When the authorized identity code is A, E, I, M, N, or Q, the first two positions of the transaction authorized MOS code cannot be 9, the fourth position of the transaction authorized MOS code cannot be zero, and the transaction authorized MOS code must be equal to the first four positions of the SMEF MOS, but when equal, the enlisted personnel management system (EPMS)-designator must not be 2. The SMEF status code must be A, B, or C. Error mnemonic xAMS also applies when there is a problem between the SMEF rescission date or the SMEF implementation date and the date of PSC.

(6) *Error mnemonic xAPS.* When the authorized identity code is O, K, L, B, D, or F, the first three positions of the authorized primary specialty code cannot be equal to 00A, 00C, 00D, or 00E. Basically, this error indicates that there is a disconnect in compatibility between authorized identity, grade, specialty skill identifier (SSI), and so forth.

(7) *Error mnemonic xASI.* The enlisted transaction authorized ASI must equal the ASI for the MOS on the SMEF, and the warrant officer transaction authorized ASI must equal the ASI for the MOS on the SMEF.

(8) *Error mnemonic xASR.* If authorized strength remark codes 1 and 2 are not blank, they must be alphanumeric.

(9) *Error mnemonic xASS.* Whether or not the first three positions of the input transaction authorized primary specialty code are equal to the SSI on the SMEF, the input transaction authorized secondary specialty code (SSC) must not be numeric. This mnemonic is generated if the transaction authorized identity code is O, K, L, B, D, or F; if the first position of the transaction authorized primary specialty code is not 6; if the transaction authorized SSC is not zeros; and if the transaction authorized SSC code in the alternate specialty code table on the SMEF is not 1.

(10) *Error mnemonic xA-L (commissioned and warrant officer).* Invalid entry found between identity code and language identification code. Acceptable entries vary between warrant and commissioned officers.

(11) *Error mnemonic xA-L (enlisted).* Invalid entry found on input transaction between identity code, language identification code, and authorized MOS SQI.

(12) *Error mnemonic xCRD (ASTE).* Card 1 is followed by card 2, but the UPCs and position numbers do not agree; card 2 is present, but there is no card 1; card 1 is present and positions 3 and 4 of the position number and line number data elements are not zeros; card 2 is missing; and/or card 1 is present, and positions 3 and 4 of position number and line number data elements are zeros, indicating a header record, yet card 2 for the UPC and position number is also present.

(13) *Error mnemonic xCTS.* Transaction concurrent travel status code does not match SOMF.

(14) *Error mnemonic xDTE.* Transaction POS-STAT-DATE is invalid.

(15) *Error mnemonic xLIN.* Card 2 is not present, and card 1 line number is not 00b, but positions 3 and 4 of card 1 position number are zeros; card 2 is present, but the position number and line number are zeros, and error mnemonics xCRD and xPNO are also displayed; or card 2 is present, and positions 3 and 4 of position number are not zeros, but the line number data element is zero.

(16) *Error mnemonic xLOD.* In the input transaction, the first position of the level of duty code should be A or B when both positions are not equal to spaces.

(17) *Error mnemonic xMOS.* MOS and MPC are inconsistent.

(18) *Error mnemonic xPAP.* Position assignment priority code must be 1, 2, or 3.

(19) *Error mnemonic xPID (ASTE).* Input transaction UPC matches a UPC on the SOMF but the SOMF record is described as a nonreporting parent unit; that is, parent unit identifier (PUID) is zero (nonstrength reporting). The same situation applies for the ASLC transaction except that the processing is terminated whenever the condition is encountered.

(20) *Error mnemonic xPNO.* Input transaction position number cannot be blank in an ASTE transaction but can be in an ASLC transaction. The third position of the position number cannot be 9. The ASTE transaction UPC and position number must not be equal to a UPC and position number on an SASF record. A card 1 ASTE transaction that has no card 2 following it must have zeros in positions 3 and 4 of the position number and 00b in the line number. Cards 1 and 2 ASTE transaction were submitted, but the line numbers and/or positions 3 and 4 of the position number are zeros. Neither of them should be zero when a two-card ASTE transaction is required. When the ASTE transaction PSC is A, L, R, U, or T, the ASTE transaction position number must fall within AA00 through MZ89 (authorized positions for current document). When the ASTE transaction PSC is G, the ASTE transaction position number must fall within NA00 through ZZ89 (authorized positions for projected document).

(21) *Error mnemonic xPOS.* The ASLC transaction PSC A is incorrect. When the SOMF projected effective date is not blank, the ASLC transaction PSC must be L and the ASLC transaction PSD must be equal to the SOMF projected effective date. The ASLC transaction PSC must be either A or L when the position number is blank. A blank position number identifies the ASLC transaction as one that converts PSC T back to PSC A. The ASTE transaction PSC is L, but the SOMF projected effective date is blank. When using PSC L, the ASTE transaction PSD must be equal to the SOMF projected document effective date if that data element is equal to the projected document effective date for the unit.

(22) *Error mnemonic xPSR.* The position personnel security requirement code is invalid. (See AR 680–29.)

(23) *Error mnemonic xPSS.* The position personnel security status code is invalid. (See AR 680–29.)

(24) *Error mnemonic xP-S.* If the SOMF record type is B, D (planned intact unit gain), or F (planned split element gain) and if the PSC in the transaction is G, the transaction PSD must be greater than the SOMF planned action date. In addition, the transaction PSC must be A, G, R, L, U, or T. When the transaction PSD is less than the cycle date, the PSC cannot be L or G, and the SOMF effective date of projected document data element should be blank. When the transaction PSD is greater than the cycle date, the PSC must be either L or G and the SOMF effective date of projected document must be equal to the transaction PSD.

(25) *Error mnemonic xRPN.* When the ASTE transaction represents a current document authorization, the position number must fall within AA00 through MZ89 and the reslot-position number must be blank. If the ASTE transaction represents a projected document authorization, the position number must fall within NA00 through ZZ89 and the reslot-position number must fall within AA00 through MZ89 if it is not blank.

(26) *Error mnemonic xR-T.* The UPC code is inconsistent with the SOMF code. An attempt was made to add authorizations to an inactivated or dead organizational master record. An ASTE input transaction UPC equals a UPC on the SOMF, but the unit is designated as organizationally dead or inactive; that is, the SOMF record type is X. An ASLC input transaction is the same except the processing is terminated when the condition is encountered.

(27) *Error mnemonic xSIR.* The personnel security investigation required code is invalid. (See AR 680–29.)

(28) *Error mnemonic xSQI.* SQI does not agree with the SQI on the SMEF.

(29) *Error mnemonic xTCD.* When the ASLC transaction is used to convert a unit from PSC T back to the original PSC of either A or L, the transaction UPC must match the SASF UPC, the transaction position number must be blank, and the SASF UPC authorizations must be in T status.

(30) *Error mnemonic xTOT.* Total required must be entered in the ASTE transaction in the wartime operating mode.

(31) *Error mnemonic xUNM.* The UPC in the ASLC transaction does not match the UPC on the SASF.

(32) *Error mnemonic xUPC.* The ASTE or ASLC transaction UPC does not match the UPC on the SOMF.

d. ALOS transaction errors. ALOS transaction errors primarily center around action data area incomplete, position number, and UPC. Specific error mnemonics are listed in (1) through (6) below. (The first position (x) of the error mnemonic is discussed in paras 3–9a and 3–9b.)

(1) *Error mnemonic xDUP (ALOS).* Transaction UPC and position number are equal to the UPC and position number in the transaction previously processed.

(2) *Error mnemonic xFMT (peacetime) (ALOS).* The first three positions of the action data code are ALL, but the fourth position is not a period (.), or the first four positions of the action data code are alphanumeric, but the fifth position is not a period (.).

(3) *Error mnemonic xFMT (wartime) (ALOS).* The first position of the action data code is not a period (.).

(4) *Error mnemonic xPNO.* The first position of the action data code is not a period (.), the first three positions of the action data code are ALL, and the fourth position must be a period (.), or the first four positions of the action data code are alphanumeric data, and the fifth position must be a period (.).

(5) *Error mnemonic xUNM.* The input UPC and position number do not match those on the SASF.

(6) *Error mnemonic xUPC.* The UPC on the input transaction does not match the UPC on the SASF.

6–8. SIDPERS-The Army Authorization Documents System processing and SIDPERS-Vertical—The Army Authorization Documents System interface

The SIDPERS–VTAADS is the automated interface between two Standard Army Management Information Systems (STAMIS). The SIDPERS–VTAADS interface logic is designed and programmed to create an SASF accurately and efficiently that mirrors the VTAADS PAF with a minimum of manual intervention. It is not designed to detect or correct inaccuracies contained on the VTAADS PAF. The accuracy and efficiency of these procedures depend on the accuracy of the PAF produced from VTAADS and ITAADS. During the interface process, the SASF is basically changed to reflect the content of the VTAADS PAF. The PAF used by the interface has been run through a small extract program. This program contains only SOMF or SROF record types A, C, D, and E that do not contain civilian positions.

a. Error resolution. In accordance with guidance provided by the Chief of Staff, U.S. Army, at the time the interface was implemented, VTAADS is the single source of authorization data for the Army. It is in the best interest of the Army that efforts be expended to correct problems encountered with the PAF through the force development channels rather than to correct the SASF manually. Interface problems are resolved if possible at the local level between the respective force development and SIDPERS personnel (AR 25–30, para 1–8d(2)). Problems that cannot be resolved at the local level are forwarded to the next succeeding higher authority in force development channels until the problem is resolved. Nonreceipt of VTAADS are reported to the installation or MACOM force development office.

b. Interface input requirements. Four files are edited for authorized strength processing during the interface—SMEF, SOMF, SASF, and PAF.

(1) *SMEF.* SMEF edits for the validity of primary military occupational specialty (PMOS) and PSSI, sex and authorized identity, authorized grade, and authorized branch.

(2) *SOMF.* SOMF edits for existing UPC on the SOMF and PAF. SOMF is also edited against projected authorized document numbers and effective date of document produced by a previous interface.

(3) *SASF.* Before the interface is run, SASF is run through an extract program that produces a modified or miniature SASF. This file only contains PSCs A and L authorizations and is used by the interface. Test model records, DD 90 records, and PSC G, R, U, and T records are not processed. PSC T records are technically considered just as active as PSC L and A records but are not processed because they are under administrative review and may possibly be lost by the system in the future.

(4) *PAF.* The PAF is described as an extract of personnel authorizations by separate file for each SIDPERS code listed on the cycle IV work request (action A). Data are extracted from one current approved document and the first projected approved document for each UIC not to exceed 180 days in the future. The PAF is furnished to the SIDPERS activity that provides personnel actions support for the units carried in the installation master file. The suspense for first projected approved documents has been extended from 180 days to 13 months. Each document on the PAF contains a four-record set: record type A (document header record), record type B (sub-unit header record), record type C (paragraph header record), and either record type D (modification TOE (MTOE) detail record) or record type E (TDA detail record); record type E reflects both military and civilian positions. The current document appears on the PAF first for any UPC, followed by the first projected document when applicable. In the peacetime operating mode, the file

is sequenced by paragraph and line number within UPC, and in the wartime operating mode by UPC, MOS and primary specialty code, grade, and identity. The PAF serves as the driver for the SIDPERS–VTAADS interface and is the primary source for the creation and maintenance of the SASF.

c. SIDPERS–VTAADS interface execution. The PAF tape (A38ANV) is produced monthly during cycle IV. The following actions are required on receipt:

(1) *The SIDPERS–VTAADS Strength Recap report (AAC–C52) and the PAF Listing (AAC–C54).* First, the AAC–C52 and AAC–C54 reports should be scheduled. An organization master file inquiry (OMEX) transaction should be submitted using the ALL option, which results in the production of the SOMF Inquiry report (AAC–U03). These reports should be produced at least one cycle before scheduling the SIDPERS–VTAADS interface. The SOMF must be analyzed and corrected as described in the SOMF update before the interface. No SOMF and SASF transaction input should be submitted during the SIDPERS–VTAADS interface.

(2) *The SIDPERS–VTAADS interface.* Second, the SIDPERS–VTAADS interface is executed by including database create/substitution field code ASFV, ASFM, or ASFP in the cycle parameter card. (See chap 25.) These field codes are discussed in detail in paragraph 6–9.

(3) *ASTE transactions, SIDPERS–VTAADS ASTE Generated Output (AAC–A23).* Third, the AAC–A23, created during the interface, should be submitted. The ASTE transactions created during the interface must have a position number inserted in positions 16–19; in addition, depending on interface options, future authorizations should include a reslot-position number in positions 50–53 (card 2) before submission. (See para 6–10a.)

d. SIDPERS–VTAADS output reports. Output reports AAC–C52, AAC–C54, AAC–U03, and AAC–A11 are briefly described in (1) through (5) below. AAC–C52, AAC–C54, and AAC–U03 reports help to analyze files and to prepare for executing the SIDPERS–VTAADS interface. The AAC–A11 report can help to analyze the SASF after the interface processing.

(1) *AAC–C52, SIDPERS–VTAADS Strength Recap (peacetime operating mode only).* Part I, current authorizations, indicates strength differences or similarities between the SASF and PAF. In some cases, the total records on these two files may be the same; however, records may still differ. When one file reflects a UPC that does not match a UPC on the other file, the message NO PAF RECORDS FOR SASF UPC or NO SASF RECORDS FOR PAF UPC is displayed. In addition, total authorizations are displayed on a corresponding printline. Part II, SASF requiring reconciliation, reflects the current SASF. It is printed when there is a strength difference between the SASF and PAF. When used with the AAC–C54 report, the exact differences between the SASF and the PAF can be determined.

(2) *AAC–C54, PAF Listing (peacetime and wartime operating modes).* The AAC–C54 report reflects all authorized military positions contained on the PAF. The PAF contains the current document and may contain one projected document. If present, both the current and projected documents are reflected on the AAC–C54 report. When no military positions are assigned within a paragraph, the paragraph title line is followed by the message NO MILITARY POSITIONS FOR THIS PARAGRAPH. If the entire document contained no military positions, the message NO MILITARY POSITIONS FOR THIS DOCUMENT appears on the last line of the report for that document within that UPC.

(3) *Analysis of the AAC–C52 and AAC–C54 Recap reports.* If analysis of the AAC–C52 and AAC–C54 indicates that the PAF contains serious defects, such as authorized data are not present for a particular unit, the execution of the interface may be delayed until a corrected PAF can be obtained. The presence of the message NO PAF RECORDS FOR SASF UPC, on part I of the AAC–C52 report indicates this condition. When this condition occurs, part I of the AAC–C52 report should be reviewed to determine if SASF or PAF UPC discrepancies exist. Differences between the totals for nonmatching UPCs are automatic because the UPC that has authorizations has nothing with which to be compared. When the UPC appears on the PAF and not on the SASF, the message NO SASF RECORDS FOR PAF UPC appears. This UPC is listed on the AAC–C54 report and needs to be researched. If the UPC appears on the SASF and not the PAF, the message NO PAF RECORDS FOR SASF UPC appears. This UPC is listed on part II of the AAC–C52 report. This situation may indicate that a problem with VTAADS exists or that the PAF may not have been received. To be completely thorough, the remainder of the AAC–C52 report should be reviewed to determine if other UPCs of this type exist. If more of these UPCs exist, then it is likely that the PAF is deficient and needs to be replaced. If no other UPC of this nature exists, the situation could be an isolated one.

(4) *AAC–U03, SOMF Inquiry report.* The AAC–U03 report is produced as a result of processing an OMEX transaction. It reflects the current status of the entire SOMF. When this report was analyzed in the past, insufficient attention was paid to the status of the SOMF before interface scheduling. The organization authorization document number (OADN), effective date, and projected effective date on SOMF affect the interface. The data elements on this file must be compatible with the same data elements that appear on both the SASF and the PAF, or the interface will not work as it was designed to work.

(a) The interface automatically updates the OADN and effective date on the SOMF with those data elements reflected on the PAF for any new document entering the system for the first time. The interface also generates the required ASTE transactions to satisfy the authorization requirement for that document but only does so when the SOMF OADN and effective date are initially blank.

(b) The SOMF is updated with projected document number and effective date of document for all projected

documents during the interface. In addition, the interface produces ASTE transactions for every header record and authorized strength record within that projected document. The SOMF OADN data element should equal the OADN data element of the current PAF document when no projected document is involved.

(c) Sometimes the PAF OADN data element can change unexpectedly if any changes were made to the document since the last PAF was processed; however, the PAF effective date should still equal the SOMF effective date. The SOMF OADN data element must be verified after the run to ensure that it was updated correctly. If it was not updated correctly, it must be manually changed with an OADN transaction (change organization authorization document number).

(d) The SOMF effective date must always reflect the effective date of the current VTAADS document. This date remains unchanged until a projected document becomes the active document during an interface. This date is then replaced by the SOMF projected effective date, and the projected effective date is replaced with blanks. The SOMF projected effective date is blank initially, and it may or may not ever be updated.

(e) The interface actually keys the SOMF projected effective date for projected documents. The interface checks this data element for blanks when a projected document is processed. When the data element is blank, the blanks are automatically replaced with the PAF projected document effective date, the SOMF current document OADN data element is replaced by the PAF projected document OADN data element, and ASTE transactions are generated for the projected document authorizations.

(f) If the SOMF projected effective date is not blank, it is assumed that the document has already been processed. This data element as well as its function is the most misunderstood of all the data elements used by the interface and is critical. If this data element is not updated before the interface, the SOMF OADN data element will not be updated correctly and the interface will not generate the ASTE transactions. These fields on the SOMF can be updated by submitting an OADN transaction as described in paragraph 9–4e(2).

(5) *AAC–A11, Authorized Strength Inquiry.* The AAC–A11 report is a result of processing an OAUT transaction (authorized strength inquiry). The AAC–A11 report reflects the SASF as of the cycle in which the OAUT transaction processes. This report should be produced in a cycle after the interface has been executed and after all transactions produced during the interface have been processed to the system successfully. This report is used in both peacetime and wartime operating modes.

6–9. Report analysis decisions

Analysts must decide whether to schedule the interface when problems are discovered during the report analysis. When scheduling VTAADS interface, three options are available. The ASFV database create/substitution field code is used in peacetime and wartime operating modes, the ASFP database create/substitution field code is used in the peacetime operating mode, and the ASFM database create/substitution field code is used for mobilization in the peacetime operating mode.

a. The ASFV database create/substitution field code can be used in either the peacetime or wartime operating mode. In the wartime operating mode, the ASFV database create/substitution field code generates ASTE transactions based on the PAF's required strength totals. In the peacetime operating mode, ASTE transactions are generated based on the PAF's authorized strength totals. The ASFV database create/substitution field code also creates ASTE transactions for current and projected documents missing from the SASF. When the ASFV database create/substitution field code is used in the wartime operating mode, it creates the SASF based on the wartime required strength field on the PAF. The ASFV database create/substitution field code is the only interface option available in the wartime operating mode.

b. The ASFP database create/substitution field code is used in the peacetime operating mode only and generates ASTE transactions with assigned position number and reslot-position number for projected document. This database create/substitution field code does not generate ASTE transactions for new authorizations or for an already existing document on the SASF.

c. The ASFM database create/substitution field code is a combination of the ASFV wartime and the ASFP peacetime database create/substitution field codes. The ASFM database create/substitution field code is used for mobilizing in the peacetime operating mode. Compared with the ASFV peacetime database create/substitution field code, which uses authorized strength totals for its decisions, the ASFM database create/substitution field code uses the required strength totals. The ASFV wartime database create/substitution field code produces one ASTE transaction for every new line number that appears on the PAF. The ASFM database create/substitution field code produces one ASTE transaction for every new authorization and includes the assignment of position numbers and reslot-position numbers where applicable.

d. All three peacetime database create/substitution field codes generate ASTE transactions for all current authorizations that must be added to paragraphs within existing current documents. Position numbers are not assigned automatically to current authorizations during the interface but must be assigned manually. All three database create/substitution field codes automatically delete any authorization that appears on the SASF which does not appear on the PAF within a matching current document. All three database create/substitution field codes update the SOMF, OADN, effective date, and projected effective date. All database create/substitution field codes, including the ASFV wartime field code,

update data elements resident on the SASF current document with the exact data reflected on the PAF document when differences exist between the two files.

e. The position number standardized assignment procedure is used by the ASFM and ASFP database create/substitution field codes. It standardizes the assignment of primary position numbers in current and projected document authorizations. This procedure also introduces the reslot-position number that was designed to eliminate the majority of reslotting problems. One set of rules monitors the assignment of position numbers to current document authorizations, and another set of rules monitors the assignment of position number and reslot-position numbers to projected document authorizations.

(1) For current authorizations, when the ASFP or ASFM field code is used, the system produces a set of PSC A ASTE transactions for every authorization found within a new current document entering the system for the first time. The system automatically assigns an AA00 through MZ89 range of numbers in the primary position numbers of those ASTE transactions located in transaction positions 16–19.

(2) The paragraph header for the first paragraph on the document is assigned position number AA00. The first detail authorization following that header is assigned position number AA01 followed by AA05, AA09, AA13, and so on until either the numerical value of the position number reaches 89 or the paragraph number changes. Three numerical values between assignments are skipped during the generation process to allow manual adjustments during subsequent runs, which may increase the number of personnel authorized within a particular line number. When the paragraph number changes, the next letter of the alphabet is selected and replaces the one in the second position of the position number. The numerical portion of the position number reverts to 00 to allow for the header record for the next paragraph. For example, if AA33 was the last position number assigned, AB00 is the next position number followed by AB01, AB05, AB09, AB13, and so on until either the paragraph number changes again, or if the numerical portion of the position number reaches or exceeds 89, the next letter of the alphabet is selected and replaces the one presently in the second position of the position number as was done above with one exception. Instead of the numerical portion of the position number reverting back to zeros, it reverts back to 01 in this case because continued numbering is needed at this point. For this condition, no header record is produced for the new alpha sequence. For example, when AA89 is reached, the next sequence of records is assigned position numbers beginning with AB01, AB05, AB09, AB13, and so on until the same situation occurs again or a paragraph number changes.

(3) When the alphabetic character for the second position of the position number reaches Z and another position number combination is needed, the Z is replaced by A, and the next letter of the alphabet replaces the one that is in the first position of the position number at that time. For example, when AZ33 is reached and another combination is needed because of a paragraph number change, then BA00 is the next combination. When AZ89 is reached and another combination is needed because the numerical portion of the position number has reached 89, then BA01 is the next combination. The numerical portion of the position number reverts back to either zeros or 01 depending on whether a header record or a detail record is the next record in sequence or authorization assignments are still being generated without a break in paragraph number.

(4) When the ASFP or the ASFM database create/substitution field code is used for future authorizations, the system produces a set of PSC G ASTE transactions. The PSC G ASTE transactions consist of one PSC G ASTE transaction for every authorization found within a new projected document entering the system for the first time. The system automatically assigns an NA00 through ZZ89 range of numbers in the primary position numbers of those ASTE transactions. The assignment process is the same for these ASTEs as it is for the PSC A ASTEs except for the two differences as described in (a) through (f) below.

(a) First, NA00 is used for that first header record and NA01 is used for that first detail record, followed by NA05, NA09, NA13, and so on.

(b) Second, another data element occurs with the reslot-position number. The reslot-position number is a new data element that has been added to both the PSC G ASTE transactions and the SASF. It is located in the PSC G ASTE transaction card 1 header record positions 20–23 and card 2 detail record positions 50–53. The system automatically assigns an AA00 through MZ89 range of numbers in the reslot-position number at the same time that it assigns the primary position numbers. For example, NA00 is generated in the primary position number of the ASTE header transaction while AA00 is generated in the reslot-position number. This action is followed by NA01–AA01, NA05–AA05, NA09–AA09, NA13–AA13, and so on for the ASTE detail transactions. This process continues through the document until the last authorization has been processed and the last position numbers have been assigned.

(c) At some point in this processing phase, whatever appears in the SOMF OADN data element is replaced by the OADN data element from the PAF projected document, and the SOMF projected effective date is updated with the PAF projected document effective date. After all ASTE transactions have been produced but before they are submitted to be added to the SASF, the system changes all of the SASF current document PSCs from A to L.

(d) The system also changes all effective dates to those of the PAF projected document. After the PSC G ASTE transactions have been processed and the authorizations have been added to the SASF, the projected document becomes the current document. When this action happens, all of the old current document PSC L authorizations are deleted from the SASF and the SOMF. The PSCs in every new current document authorization are changed from G to

A, and the reslot-position number is moved from positions 74–77 in the SASF record to the primary position number located in positions 7–10 of the same record.

(e) The majority of authorizations on a current document usually match authorizations on the projected document with some exceptions. The current document authorizations were initially assigned position numbers in the AA00 through MZ89 range, and the projected document authorization reslot-position numbers were assigned numbers in the same range as if the projected document reslot-position numbers were the primary position numbers in a current document authorization, that is, AA00 to AA00, AA01 to AA01, AA05 to AA05, and so forth. At this point, the requirement to have unique position numbers in all authorizations within any UPC is satisfied because of the two ranges of numbers between the primary position numbers in the current document authorizations and the projected document authorizations. No duplicates are possible. At this point, all of the old current document authorizations are gone, the new current document authorizations now have PSC A, and the primary position numbers now fall within the AA00 through MZ89 range because the reslot-position number was moved forward.

(f) If the documents were nearly identical, the only change to the SASF is made either to new positions that were not included in the original current document or to old positions that were not included in the new current document this time.

6–10. Automatic interface reports

The reports described in a through g below are automatically produced as a result of executing the SIDPERS–VTAADS interface.

a. AAC–A01, Authorized Strength Transaction Register. The AAC–A01 is produced when there is transaction activity or suspense action activity to the SASF during any cycle. The counters and the messages that appear on the report are explained in (1) through (11) below.

(1) Unprocessed ASTE, ASLC, and ALOS transactions are listed in position number sequence. Each transaction listed as unprocessed indicates the type of error(s) encountered during processing. Each error is defined and explained in paragraphs 6–7c and 6–7d.

(2) Processed ASTE and ASLC transactions are listed in position number sequence. ASLC transactions are only listed when they process. Each nonheader ASTE transaction is listed as a plus one gain under the gains column on the AAC–A01 report and is added to the SOMF according to the military personnel class (MPC) and grade.

(3) Processed ALOS transactions are listed in position number sequence with the processed ASTE and ASLC transactions. Each ALOS transaction can show how many authorizations will be deleted and which ones they are. In addition, each ALOS transaction can direct the production of an ASTE transaction for every authorization deleted. The transaction appears on the report on a separate line. Two lines down from that line, a line displays the authorization from the SASF being deleted. If an ASTE transaction was requested, it is listed immediately on the next line. Authorizations being deleted are listed as a minus one loss under the loss column on the AAC–A01 report and are subtracted from the SOMF according to MPC and grade. Header records are not considered an authorization.

(4) The message EXPIRED POS-STAT-CODE=A may appear. PSC A authorizations are created whenever a new current document enters the system for the first time. These PSC authorizations are converted from A to L automatically whenever the system finds that the SOMF projected date of document field has been updated with a projected date. The PSD in the authorization is replaced with the projected document effective date so that on that date, the system drops the authorization.

(5) The message EXPIRED POS-STAT-CODE=T may appear. PSC T SASF authorizations are created during an SASF-VTAADS interface or when a UPC appears on the SASF and does not appear on the PAF. The interface interprets this finding to mean that the UPC is no longer active, and all authorizations associated with it should be dropped from the SASF. The system replaces each PSC with a T and replaces the PSD with the cycle date plus 30 days. The installation is given 30 days so that the unit can be reinstated if a problem existed with the PAF. An ASLC transaction can be used to correct the problem. If action is not taken within 30 days, the records are deleted from the SASF. These deleted nonheader authorizations are listed as a minus one loss under the loss column on the AAC-A01 report and are subtracted from the SOMF according to the grade and MPC.

(6) The message EXPIRED POS-STAT-CODE=L may appear. These PSC authorizations were previously converted to L from A. These PSC authorizations are deleted from the system because the PSD in the authorizations equals or exceeds the cycle date. These authorizations as well as the ones deleted by the ALOS transaction are listed as a minus one loss under the loss column on the AAC-A01 report and are subtracted from the SOMF according to the MPC and grade.

(7) The message EXPIRED POS-STAT-CODE=G/RESLOTTED FROM OLD POSNO=POSNO may appear. This message is listed every time a projected document authorization becomes a new current document authorization. The message EXPIRED POS-STAT-CODE=G indicates that the PSC authorization was a projected authorization before the interface or cycle run and was converted to PSC A as a result. The message RESLOTTED FROM OLD POSNO=POSNO indicates that the primary position number was assigned to the projected document authorization before its change in status. The converted authorization appears on the line following the message and reflects a primary position number

that was actually the reslot-position number from the projected document authorization before it replaced the primary position number.

(8) The message CANNOT RESLOT-DUPE POSNO THIS UPC *** record dropped *** may appear. This situation most likely occurs when reslot-position numbers are manually assigned instead of automatically assigned by an interface run. There cannot be two identical primary position numbers between two authorizations within a UPC. Usually, this situation means that during the exercise of converting PSC G authorizations to PSC A and moving reslot-position numbers to the primary position numbers, the system discovered a reslot-position number identical to a primary position number in another previously converted authorization. The authorization containing the identical reslot-position number is not processed any further and is dropped. No SOMF counters are involved in this situation because the authorization was not accepted. An ASTE transaction must be manually prepared to correct this problem.

(9) The message RECD NEEDS RESLOT-POSNO may appear. This situation is created by an installation whenever it runs an interface using the ASFV database create/substitution field code, and it did not realize that a new projected document needed to be processed. This situation can also be caused whenever an installation manually prepares one or more ASTE transactions to add to the SASF but failed to update the reslot-position number. The system begins to check any PSC G authorizations for blank reslot-position numbers within 30 days of the effective date and displays this message for every one found having a blank reslot-position number. If the effective date is reached and the reslot-position number has not been updated, the authorization is dropped from the system.

(10) The message RESLOT-POSNO IS BLANK *** RECORD DELETED *** may appear. This condition is created whenever a PSC G authorization reaches its effective date and still has a blank reslot-position number. The authorization in question must have a reslot-position number that falls within the AA00 through MZ89 range of numbers to be processed. If neither condition is met, the authorization is completely dropped from the system. The authorization provides an ASTE transaction that can be added back to the SASF at a later date. This ASTE transaction has PSC A and a blank primary position number.

(11) The message AUTHORIZED STRENGTH SUMMARY appears for each UPC. This message includes the totals that appear at the end of each UPC listing. The ASF cycle totals are not expected because the message indicates that they are ASF associated. They actually are derived from the SOMF overall totals for each MPC and added for an aggregate total. The processed gains and losses should equal the number of gains and losses shown throughout the UPC listing, and the adjusted strength totals should match the totals from these gains and losses. The adjusted totals should then agree with the adjusted totals on the SOMF.

b. AAC–A13, part A, Current SASF Updates. The AAC–A13 report only reflects additions (ASTE transactions prepared), deletions, and automatic changes made to the SASF only for the current document during the interface. If an authorized strength record is contained on the PAF but is not on the SASF, the interface automatically generates an ASTE transaction (AAC–A23). All ASTE transactions reflected on this report should be submitted in the cycle following the execution of the interface. If an authorized strength record is reflected on the SASF but not on the PAF, the PSC of the SASF record is changed to L, and the cycle date is posted to the PSD data element. This action deletes the SASF record later in the cycle. If an authorized strength record is contained on both the SASF and PAF, the interface executes a comparison routine. When the SASF and PAF differ, the PAF field overlays the SASF field of the record, including the position title field, which is automatically changed to reflect the content of the PAF. This report is used in both peacetime and wartime operating modes.

c. AAC–A15, part B, SOMF Changes. The AAC–A15 report reflects changes made to the authorization document number (ADN) and effective date of document data elements on the SOMF. It is intended to provide information only and the user must continually monitor the accuracy of the SOMF. This report is not produced in the wartime operating mode.

d. AAC–A17, part C, PAF Unmatched to SOMF. The AAC–A17 report indicates that PAF records exist for a UPC for which no corresponding SOMF record exists. If the indicated unit is served by the executing PPA, the analyst should create a SOMF record. If not, an entry on this report may indicate a potential error in the AALOC or an error in VTAADS. In the latter case, the analyst should notify the force development community to ensure that the PAF records are included on the PAF tape for the appropriate PPA. This report is not produced in the wartime operating mode.

e. AAC–A19, part D, SOMF Unmatched to PAF. The AAC–A19 report indicates that SOMF records exist for which no corresponding PAF records were found. It may indicate a potential SOMF problem, or it may indicate that the PAF records were sent to the wrong PPA. In the latter case, the analyst should notify the force development community to ensure that the PAF records are sent to the appropriate PPA. This report is not produced in the wartime operating mode.

f. AAC–A21, part E, ASTE Transaction List (projected documents). The AAC–A21 report reflects ASTE transactions for projected documents contained on the PAF. ASTE transactions for a projected document are prepared only once. During subsequent executions of the interface in which a document is still in a projected status, ASTE transactions are not prepared. SIDPERS determines whether to prepare ASTE transactions by comparing the effective date of document data element on the PAF with the effective date of projected document data element on the SOMF. If these fields are equal, no ASTE transactions are prepared. By changing the content of this field on the SOMF, it is possible to cause, or prevent, the creation of ASTE transactions for projected documents during the interface. This report is used in both peacetime and wartime operating modes. ASTE transactions for projected documents have PSC G. They should be

loaded to the system in the next cycle after the interface is executed. Records on the SASF with PSC G are automatically converted to PSC A on the appropriate effective date. SASF records with PSC G appear on appropriate command and staff reports so that requisitions can be prepared for newly created positions. Authorized strength records for a projected document (PSC G) should be loaded to the SASF with a different position number than existing SASF records. When the projected document becomes effective, all SPF records must be reslotted against the new SASF records. This process is accomplished by preparing POSN (position number) transactions.

g. AAC–A23, Generated Output (cards). The AAC–A23 report is generated during the interface. If the output pertains to the current document, it is reflected on the AAC–A13 report. These ASTE transactions are produced to facilitate SASF updating.

Table 6–1
SASF record layout—peacetime

Line	Data element	Size	Positions
1.	Record delete code	1	01-01
2.	UPC	5	02-06
	a. PUD	(3)	(02-04)
	b. DD	(2)	(05-06)
3.	POSNO	4	07-10
4.	Authorized MOS or primary specialty code [1]	5	11-15
5.	Authorized grade	4	16-19
6.	Authorized identity	1	20-20
7.	Position status	7	21-27
	a. PSC	(1)	(21-21)
	b. PSD (YYMMDD)	(6)	(22-27)
8.	Authorized ASI	2	28-29
9.	Position personnel security status	1	30-30
10.	Position personnel security requirement	1	31-31
11.	Authorized strength remarks code-1	2	32-33
12.	Authorized strength remarks code-2	2	34-35
13.	Blank	1	36-36
14.	Required language identity	2	37-38
15.	Authorized branch	2	39-40
16.	Personnel security investigation required	1	41-41
17.	Blank	1	42-42
18.	Paragraph number	4	43-46
19.	Line number	3	47-49
20.	Position title	20	50-69
21.	Level of duty code	2	70-71
22.	Position assignment priority	1	72-72
23.	Concurrent travel status	1	73-73
24.	Reslot-position number	4	74-77
25.	Blank	7	78-84
26.	Type of transaction	4	85-88
27.	Transaction date	6	89-94
	a. Year (YY)	(2)	(89-90)
	b. Month (MM)	(2)	(91-92)
	c. Day (DD)	(2)	(93-94)
28.	Local data	10	95-104

Notes:
[1] his field contains the primary specialty code, authorized skill identifier, and secondary code for officers.

Table 6–2
SASF record layout—wartime

Line	Data element	Size	Positions
1.	Record delete code	1	01-01
2.	UPC	5	02-06
	a. PUD	(3)	(02-04)
	b. DD	(2)	(05-06)
3.	Authorized MOS or primary specialty code [1]	5	07-11
4.	Authorized grade and code	4	12-15
5.	Authorized identity	1	16-16
6.	Position status	7	17-23
	a. PSC	(1)	(17-17)
	b. PSD	(6)	(18-23)
7.	Authorized ASI	2	24-25
8.	Position personnel security status	1	26-26
9.	Position personnel security requirement	1	27-27
10.	Authorized strength remarks code-1	2	28-29
11.	Authorized strength remarks code-2	2	30-31
12.	Blank	1	32-32
13.	Required language identity	2	33-34
14.	Authorized branch	2	35-36
15.	Blank	1	37-37
16.	Total required	5	39-43

Notes:
[1] This field contains the primary specialty code, authorized skill identifier, and secondary code for officers.

Table 6–4
ASTE and ASLC transactions input card format, card 1, peacetime only

Line	Data element	Size	Positions	Edits ASTE	Edits ASLC
1.	Transaction date (YYMMDD)	6	01-06	E	E
2.	Type of transaction (ASTE or ASLC)	4	07-10	E	E
3.	UPC (PUD, DD)	5	11-15	E	E
4.	POSNO	4	16-19	E	E
5.	MOS or primary specialty code [1]	5	20-24	D	D
6.	Grade and code	4	25-28	E	E/P
7.	Authorized identity	1	29-29	E	E/P
8.	PSC	1	30-30	E	E/P
9.	PSD (YYMMDD)	6	31-36	E	E/P
10.	ASI	2	37-38	D	D
11.	Position personnel security status	1	39-39	E/P	E/P
12.	Position personnel security requirement	1	40-40	E/P	E/P
13.	Personnel security investigation required	1	41-41	E/P	E/P
14.	Authorized strength remarks code-1	2	42-43	N	N/P
15.	Authorized strength remarks code-2	2	44-45	N	N/P
16.	Required language identity	2	46-47	N	N/P
17.	Authorized branch	2	48-49	N/P	E/P
18.	Blank	2	50-51	N	
19.	Paragraph number [2]	4	52-55	E	E/P
20.	Line number [3]	3	56-58	E	E/P
21.	Level of duty code	2	59-60	N	N/P
22.	Position assignment priority	1	61-61	N	N/P
23.	Concurrent travel status code	1	62-62	N	N/P
24.	Blank	16	63-78		D
25.	Card number 1	1	79-79	E	E
26.	FID code [4]	1	80-80	E	E

Legend for Table 6-4:
D=Do not edit (either not edited or uses MOS file for edit of written program); E=Essential (must be present); E/P= Essential if present; N=Nonessential; N/P=Nonessential if present.

Notes:
[1] This field contains primary specialty code, authorized skill identifier, and secondary code for officers.
[2] Start in column 52 working to the right. Example: Paragraph number 001 would appear 001b.
[3] Start in column 56 working to the right. Example: Line number 01 would appear 01b.
[4] FID I for ASTE, FID J for ASLC.

Table 6–5
ASTE and ASLC transactions input card format, card 2, peacetime only

Line	Data element	Size	Positions	Edits ASTE	Edits ASLC
1.	Transaction date (YYMMDD)	6	01-06	E	E
2.	Type of transaction (ASTE or ASLC)	4	07-10	E	E
3.	UPC (PUD, DD)	5	11-15	E	E
4.	POSNO	4	16-19	E	E
5.	Position title	20	20-39	N	N/P
6.	Local data	10	40-49	D	D
7.	Reslot-POSNO	4	50-53	D	D
8.	Blank	25	54-78		D
9.	Card number 2	1	79-79	E	E
10.	FID code [1]	1	80-80	E	E

Legend for Table 6-5:

D=Do not edit (either not edited or uses MOS file for edit of written program); E=Essential (must be present); N= Nonessential; N/P=Nonessential if present.

Notes:

[1] FID I for ASTE, FID J for ASLC.

Table 6–6
ASTE transaction input card format for paragraph header (PARA HDR) card, peacetime only (one-card input only)

Line	Data element	Size	Positions	Edit
1.	Transaction date (YYMMDD)	6	01-06	E
2.	Type of transaction (ASTE)	4	07-10	E
3.	UPC (PUD, DD)	5	11-15	E
4.	POSNO	4	16-19	E
	a. Positions 1 and 2	(2)	(16-17)	
	b. Positions 3 and 4	(2)	(18-19)	
5.	Reslot-POSNO	4	20-23	E
	a. Alphabetic positions 1 and 2	(2)	(20-21)	
	b. Numeric positions 3 and 4	(2)	(22-23)	
6.	Blank	6	24-29	E
7.	PSC	1	30-30	E
8.	PSD	6	31-36	E
9.	Blank	15	37-51	E
10.	Paragraph number [1]	4	52-55	E
11.	Line number [2]	3	56-58	E
12.	Section title	20	59-78	D
13.	Card number 1	[1]	79-79	E
14.	FID code	1	80-80	E

Legend for Table 6-6:

D=Do not edit (either not edited or uses MOS file for edit of written program); E=Essential (must be present).

Notes:

[1] Start in column 52 working to right. Example: Paragraph number 001 would appear 001b.

[2] Start in column 56 working to right. Example: Line number 01 would appear 01b.

Table 6–7
ASTE transaction input card format for wartime (only one-card input during wartime)

Line	Data element	Size	Positions	Edit
1.	Transaction date (YYMMDD)	6	01-06	E
2.	Type of transaction (ASTE)	4	07-10	E
3.	UPC (PUD, DD)	5	11-15	E
4.	Blank	4	16-19	
5.	Authorized MOS or primary specialty code [1]	5	20-24	D
6.	Authorized grade and code	4	25-28	E
7.	Authorized identity	1	29-29	E
8.	PSC	1	30-30	E
9.	PSD (YYMMDD)	6	31-36	E
10.	Authorized ASI	2	37-38	D
11.	Position personnel security status	1	39-39	N
12.	Position personnel security requirement	1	40-40	N
13.	Blank	1	41-41	

Table 6–7
ASTE transaction input card format for wartime (only one-card input during wartime)—Continued

Line	Data element	Size	Positions	Edit
14.	Authorized strength remarks code-1	2	42-43	N
15.	Authorized strength remarks code-2	2	44-45	N
16.	Required language identity	2	46-47	N
17.	Authorized branch (enlisted only)	2	48-49	N
18.	Blank	24	50-73	
19.	Total required [2]	5	74-78	E
20.	Card number 1	1	79-79	E
21.	FID I	1	80-80	E

Legend for Table 6-7:

D=Do not edit; E=Essential (must be present, blanks are valid for enlisted and officer branches); N=Nonessential.

Notes:

[1] This field contains the personnel specialty code, authorized skill identifier, and secondary code for officers.

[2] Total required is used in wartime, and total authorized is used in peacetime.

Table 6–8
ASLC transaction input card format for paragraph header (PARA HDR) card, peacetime only (one-card input only)

Line	Data element	Size	Positions	Edit
1.	Transaction date (YYMMDD)	6	01-06	E
2.	Type of transaction (ASLC)	4	07-10	E
3.	UPC (PUD, DD)	5	11-15	E
4.	POSNO	4	16-19	E
	a. Positions 1 and 2 [1]	(2)	(16-17)	
	b. Positions 3 and 4 (00)	(2)	(18-19)	
5.	Reslot-POSNO [2]	4	20-23	E/P
	a. Alphabetic positions 1 and 2 [1]	(2)	(20-21)	
	b. Numeric positions 3 and 4	(2)	(22-23)	
6.	Blank	6	24-29	
7.	PSC	1	30-30	E/P
8.	PSD	6	31-36	E/P
9.	Blank	15	37-51	
10.	Paragraph number	4	52-55	E
11.	Line number (00b)	3	56-58	E
12.	Section title	20	59-78	D
13.	Card number 1 [3]	1	79-79	E
14.	FID J	1	80-80	E

Legend for Table 6-8:

D=Do not edit; E=Essential; EP=Essential if present.

Notes:

[1] To change either the section title or the reslot-POSNO or both fields in an SASF header record, the primary POSNO must identify the header record being changed and must also identify the paragraph and line number.

[2] Used by the local analyst to change the reslot-POSNO on an SASF header record. The header record reslot-POSNO is not altered when this field remains blank.

[3] A one-card transaction.

Table 6–9
ALOS transaction input card format—peacetime only

Line	Data element	Size	Positions	Edit
1.	Transaction date (YYMMDD)	6	01-06	E
2.	Transaction mnemonic (ALOS)	4	07-10	E
3.	UPC	5	11-15	E
4.	POSNO [1]	4	16-19	E
5.	Output code [2]	1	20-20	E

Table 6–9
ALOS transaction input card format—peacetime only—Continued

Line	Data element	Size	Positions	Edit
6.	Action data [3]	1-5	21-25	E

Legend for Table 6-9:

E=Essential.

Notes:

[1] The POSNO entered in transaction record locations 16-19 may represent the only authorization to be deleted or may represent the first in a series of authorizations to be deleted depending on the action data entries.

[2] Output code C produces an ASTE transaction for single authorization deletes or a number of ASTE transactions for multiple authorization deletes. Output code N produces no ASTE transactions.

[3] Action data.

a. Position 21 contains a period (.) if the POSNO in transaction record locations 16-19 is the only authorization to be deleted.

b. Positions 21-25: Positions 21-24 contain the last POSNO in a range of authorizations to be deleted followed by a period (.) in position 25. The first POSNO in the range is the POSNO identified in transaction record locations 16-19.

c. Positions 21-24: Positions 21-23 contain the literal ALL followed by a period (.) in position 24 if all of the authorizations for the UPC identified in transaction record locations 11-15 are to be deleted or if all of the authorizations for the UPC are to be deleted past a certain point on the file. Regardless, the first POSNO to be deleted is to be inserted in print positions 16-19.

Table 6–10
ALOS transaction input card format—wartime only [1]

Line	Data element	Size	Positions	Edit
1.	Transaction date (YYMMDD)	6	01-06	E
2.	Transaction mnemonic (ALOS)	4	07-10	E
3.	UPC	5	11-15	E
4.	Action data	1	16-16	E
5.	Blank	64	17-80	D

Legend for Table 6-10:

E=Essential (must be present); D=No edit performed.

Notes:

[1] The ALOS transaction deletes all records for a particular UPC and generates ASTE transactions for resubmission.

Table 6–11
Output produced from SASF maintenance

Product control number	Output frequency and wartime need	report name	Major to minor sequence order	Description
AAC-A01	Cyclic, Wartime	Authorized Strength Transaction Register	UPC, processed, unprocessed, POSNO [1], transaction date, FID transaction mnemonic, and card sequence.	Listing of summary information on authorized strength and differences requiring resolution. Classification dictated by nature of unit. Retain: 3 months.
AAC-A11	Cyclic	Authorized Strength Inquiry	Voucher number, UPC, and POSNO [2]	Listing in response to OAUT transaction (authorized strength inquiry). Unclassified. ASTE and ALOS cards can be produced in peacetime. Retain: determined locally.
AAC-C39	At month-end or as required	Authorized Strength Zero Balance report	UPC	
		Part I. Strength Reconciliation by Grade	UPC	Officer master file strength versus authorized strength file strength by grade.
		Part II. Strength Reconciliation by Identity	UPC	Officer master file strength versus authorized strength file strength by identity.
AAC-C39		Part III. Authorized Strength File List for Reconciliation of parts I or II.	UPC, POSNO	Produced whenever an out-of-balance condition exists between parts I and II.

Table 6–11
Output produced from SASF maintenance—Continued

Product control number	Output frequency and wartime need	report name	Major to minor sequence order	Description
AAC-A07	Cyclic	Authorized Strength Recycle (Error) Cards	UPC, POSNO, transaction mnemonic	A card duplication of the original input that caused the essential error. Used for correction of error or recycle transactions.
AAC-A09	When ALOS is processed and multiple POSNOs are selected	Authorized Strength ALOS Transfer Data Record Cards	UPC, POSNO	A card output in ASTE format. Two-card set for each applicable position and one card for paragraph header in peacetime; one-card ASTE for detail record only in wartime. Used as input for restructure of SASF.
AAC-A13		Part A		SASF updates
AAC-A15		Part B		SOMF Auth-Doc number changes
AAC-A17		Part C		PAF unmatched to SOMF
AAC-A19		Part C		SOMF unmatched to PAF
AAC-A21		Part E		ASTE transaction list
AAC-A23				Cards from parts A and E. Retain: determine locally.
AAC-C52	Upon receipt of PAF/no requirement	SIDPERS-VTAADS Strength Recap parts 1 and 2	UPC, paragraph number, line number	Part 1 is a list of active authorizations, and part 2 is a list of SASF records requiring reconciliation. Unclassified. Retain: determined locally.
AAC-C54	Upon receipt of PAF/wartime	Personnel Authorization File Listing	UPC, document effective date	List of PAF. Unclassified. Retain: determined locally.

Notes:
[1] Replaced by MOS or primary specialty code in wartime operations.
[2] Replaced by MOS, ASI, grade, and identity in wartime.

Chapter 7
SIDPERS Error Suspense File

7–1. SIDPERS error suspense file interface

The SESF is only available during the SIDPERS peacetime operating mode. The SESF is included in the database to store a record for every input transaction that failed wholly or in part to process against the SPF, except FID T (PERSCOM change notices) and GRCH (grade change) transactions with an originator code of ZZ (PERSCOM-originated change). Four classes of errors are stored on the SESF. Some errors cause transaction rejection, but other errors are only noted on the SESF, and the transaction continues to process.

7–2. File description

The SESF is used for two separate purposes. First, it maintains tight control on all erroneous input conditions, and second, it maintains an audit trail (an easy method to track errors found) of erroneous transactions and/or uncorrected individual data elements. As an extra advantage, the SESF enables management to monitor input transaction performance by originators, located at the unit, Personnel Service Company, PAS, or SID. Currently, the SESF can contain a maximum of 25,000 records. Each record contains an image of the transaction, associated error control number, and error mnemonics.

a. Error control number. The controlling factor used to identify each record individually on the SESF is the error control number. The SIDPERS assigns this seven-position number to each record on the file. The error control number is structured so that the analyst (or other user) can identify in which cycle and month the error was detected. The format of the error control number is aabbbbb (aa equals the PERSCOM shipment control number, identifying the calendar day and month in which the error was detected, and bbbbb equals a consecutively assigned number that uniquely identifies the erroneous transaction).

b. Error mnemonics. Error mnemonics help the analyst to determine what caused a particular transaction to be rejected or to continue processing with errors. See table 3–8 for an explanation of error mnemonics. The error records

on the SESF, along with an associated error mnemonic and control number, appear on various output reports associated with the transaction process and file maintenance.

7–3. Input considerations

Three forms of input to SIDPERS can affect the SESF and cause a record to be created. These records are created when an error is found on locally entered transactions, when PERSCOM sends an error suspense notice to the local SIDPERS on an unresolved error condition, and when an error suspense card or updated transaction is entered into the system.

a. Locally entered transactions. When an error is found on a locally entered transaction, a record is produced and added to the SESF.

b. PERSCOM-generated error suspense notices. When a SIDPERS-produced transaction is received at PERSCOM, it is compared with information already collected. If a proper match cannot be found, such as unmatched name and/or social security number (SSN), PERSCOM returns a PERSCOM Error Feedback Notice to the local SIDPERS. The error notice is added, in the form of a record, to the SESF. See table 7–1 for record layout. This error notice is received in the form of a record of information on soldiers as PERSCOM has them listed. If the local SIDPERS found the error before receiving a notice from PERSCOM, SIDPERS will recognize this situation and an error record will not be created on the SESF. Updates to the local SIDPERS that originated at PERSCOM are also received. These PERSCOM change notices may also be rejected locally, but they will not be shown as a SESF record. The analyst must check the AAC–P01 report to detect errors in this type of input transaction.

c. Error suspense and error delete cards. When a transaction is submitted to correct an error suspense, the error suspense notice (record) is deleted from the SESF. This process is accomplished by placing the error control number in positions 74–80 of the correcting transaction. If the analyst determines that nothing is wrong with the transaction found in error or a correcting transaction is not needed, an error delete record is entered into the system which also has the information in columns 74–80 like the error suspense card and D in column 73. The only purpose of the error delete card is to remove the error record from the SESF. The generation of these two cards is an output consideration of the SESF.

7–4. Output considerations

Special outputs that directly involve information located on the SESF are error delete cards, error suspense cards, and output reports.

a. Error delete and error suspense cards. When an error is discovered that generates a record on the SESF, either an error delete or error suspense card is produced as follows:

(1) The error delete card is produced when the transaction involves a FID K (EMF or OMF transactions), L (TDR establishment transactions, gaining command), N (TDR establishment transactions, local inter-attached Personnel Service Company), O (TDR establishment transactions, departure (DPRT)), P (intact unit gains record establishment transactions), Q (local accessions, administrative adds, and revocation of dropped from rolls), or V (DA error notices). The transaction is produced on cards, and an additional card is produced with D in column 73 and the error control number in columns 74–80. If a correction transaction is required, it should be entered separately. Whether or not a correction is required, the error delete card must be processed to remove the corresponding error record from the SESF. (See table 7–2.) In a terminal environment, the error control number must be manually deleted.

(2) The error suspense card is produced when the transaction involved is other than FID K, L, N, O, P, Q, or V. The transaction is produced on the card, and the error number appears in columns 74–80. If required, the error suspense card should be corrected by changing those card columns (data element) in error, and the entire card is then processed. If it is determined the transaction as originally submitted does not need to be corrected, then a D may be entered in card column 73, and the error suspense card is then processed. Either method will delete the error from the SESF. (See table 7–3.)

b. Output reports. Output reports are produced to provide clerks and analysts with a list of unresolved errors created from the transaction processing and a list of the resolved error conditions. Some of these multiple category error reports provide summary data that enable analysts to determine the total volume of erroneous input by originator, per cycle, and/or by error mnemonics. The SPF reports that use the SESF include the Personnel Transaction Register by Originator (AAC–P11) or by Unit (AAC–P01). reports that pertain to the SESF maintenance are listed in table 7–4. The source references that can help with error research efforts are AR 680–29 and PERSCOM error notices discussed in chapter 19 of this pamphlet.

c. Unresolved and deletion error reports monitoring. The PERSCOM feedback data analyst within the PAS monitors the error resolution at each local SIDPERS. However, the originator usually corrects any errors recorded on the SESF. Some errors may be resolved by a telephone call, while others will require more extensive research. Error suspense reports identify unresolved errors and are used by the PAS analyst to determine what originator needs assistance. DA Pam 600–8–1 and DA Pam 600–8–2 for the unit and Personnel Service Company, respectively, list the procedures used by the originator to resolve the errors identified on these unresolved error reports. The error deletion reports show which errors were removed from the SESF. All these reports must be monitored to determine the method used to remove the error records. By monitoring these reports, the analyst has a reliable audit trail of each transaction

that processed or did not process with errors. There are three reasons for deleting a record from the SESF. Deleted records appear on the Error Deletions Processed report (AAC–P41) as follows:

(1) *The transaction correction was processed.* A corrected transaction, with associated error control number, processed properly, and the corresponding SESF record was deleted. In the AAC–P11 report, the transaction is listed under the column transactions processed.

(2) *The transaction correction was also in error.* In the AAC–P11 report, the reentered transaction appears under the heading transactions not processed with a new error control number. The new error control number will be identified on the unresolved error reports of the current cycle.

(3) *The transaction submitted was not required.* An error delete card (para 7–4a(1)) or an error suspense card with D entered in card column 73 (para 7–4a(2)) was processed.

d. Help with unresolved errors. The responsible PAS analyst will assist any data originator who is having difficulty resolving an error. If error resolutions cannot be satisfactorily performed at the PAS, the data analyst may contact the PERSCOM FACTS at DSN 221-9410.

7–5. File structure

The format of each record on the SESF is shown in table 7–1.

Table 7–1
SESF and related record layout

Data item: Error delete code **SESF record layout:** N/A **Unresolved Error report AAC-P27, AAC-P29, and AA C-P31:** N/A **Error deletions processed AAC-P33, AAC-P37, AAC-P39, and AAC-P41:** 12-12
Data item: Department of the Army shipment number **SESF record layout:** 01-02 **Unresolved Error report AAC-P27, AAC-P29, and AA C-P31:** 30-31 **Error deletions processed AAC-P33, AAC-P37, AAC-P39, and AAC-P41:** 14-15
Data item: Error sequence number **SESF record layout:** 03-07 **Unresolved Error report AAC-P27, AAC-P29, and AA C-P31:** 32-36 **Error deletions processed AAC-P33, AAC-P37, AAC-P39, and AAC-P41:** 16-20
Data item: Error input record **SESF record layout:** 11-90 **Unresolved Error report AAC-P27, AAC-P29, and AA C-P31:** 53-132 **Error deletions processed AAC-P33, AAC-P37, AAC-P39, and AAC-P41:** 31-110

Table 7–2
Error delete card format [1]

Data item: Delete code D **Size:** 1 **Record position:** 73-73
Data item: Error control number **Size:** 7 **Record position:** 74-80

Notes:
[1] When a card is received, it should be processed with the transaction cards that were in error.

Table 7–3
Error suspense card format

Data item: Transaction **Size:** 72 **Record position:** Record position: 1-72

Table 7–3
Error suspense card format—Continued

Data item: D [1]
Size: 1
Record position: 73-73

Data item: Error control number
Size: 7
Record position: 74-80

Notes:
[1] Punch D in column 73 before resubmitting card to delete the corresponding record from SESF if determined that transaction is not necessary.

Table 7–4
reports produced for SESF maintenance (These reports are used as suspense documents by the PAS and SID personnel to monitor error resolution.)

Product control number: AAC-P27
Output frequency: Cyclic
report name: Unresolved error report part I-DA.
Major to minor sequence order: Error control number, FID V, originator code.
Description: PERSCOM FID V unresolved error notices.

Product control number: AAC-P29
Output frequency: Cyclic
report name: Unresolved error report part II-SIDPERS (by originator).
Major to minor sequence order: Originator code, error control number.
Description: Unresolved errors from SIDPERS input transactions.

Product control number: AAC-P31
Output frequency: Cyclic
report name: Unresolved error report part III-SIDPERS.
Major to minor sequence order: UPC, name, SSN, error control number.
Description: Unresolved errors from SIDPERS input transactions.

Product control number: AAC-P33
Output frequency: Cyclic
report name: Error deletions processed-Department of the Army error notices.
Major to minor sequence order: Error control number.
Description: Unresolved errors that failed to process at PERSCOM.

Product control number: AAC-P37
Output frequency: Cyclic
report name: Error deletions processed-Department of the Army and enter SIDPERS TDR.
Major to minor sequence order: Error control number.
Description: SIDPERS TDRs that failed to process against SPF.

Product control number: AAC-P39
Output frequency: Cyclic
report name: Error deletions processed-intact unit gains and local accessions.
Major to minor sequence order: Error control number.
Description: Unresolved error that failed to process FID P transactions.

Product control number: AAC-P41
Output frequency: Cyclic
report name: Error deletions processed (local input transaction by originator code).
Major to minor sequence order: Originator code, error control number.
Description: Total list of input transactions that contained errors and breakout of transactions that were deleted from SESF.

Product control number: AAC-P43
Output frequency: Cyclic
report name: Error deletions processed (Department of the Army update).
Major to minor sequence order: Error control number.
Description: Total list of PERSCOM transactions that contained errors and breakout of transaction deleted from SESF.

Chapter 8
SIDPERS Military Occupational Specialty Edit File

8–1. SIDPERS military occupational specialty edit file interface
The SMEF is resident on the SIDPERS database and is unchanged during peacetime and wartime operating modes.

8–2. File description
The SMEF file contains a record for each enlisted and warrant officer MOS. For commissioned officers, the SMEF contains a record of each SSI. In addition, this file contains one or more ASI tables to validate authorized ASIs for authorized positions. The records within the file also contain enough information to make an accurate edit against various input transactions. Maximum file size is 4,500 records. Records can be on the SMEF in four different status conditions—

a. Record status code A. MOS records that will not become effective until some future date.

b. Record status code B. MOS records that are currently active or in authorized use.

c. Record status code C. MOS records that are currently authorized (active) but have been designated for rescission in the future.

d. Record status code D. MOS records that are in the rescission status.

8–3. Input considerations
Two forms of inputs change the information stored on the SMEF. These inputs are a master MOS tape that is sent to each SIDPERS from PERSCOM and the local change transaction.

a. Master MOS tape. The SMEF is created from the Headquarters, Department of the Army (HQDA), MOS master file maintained at PERSCOM. PERSCOM transmits worldwide the master file to the local SIDPERS every 2 months via AUTODIN. This file contains the most recent and correct data and replaces the SMEF at each SIDPERS. Should the data be in error, the local PAS can make the necessary changes. See paragraph 8–5 for a discussion of file structure. The processing sequence is FID B. Audit trail tools include a transaction register and file listing.

b. Local changes. When an error exists on the local SMEF, PAS personnel should contact their PERSCOM FACTS representative for permission to make local changes. Six types of local corrections or changes are used.

(1) *Type record A (ASI information).* This record is a three-card set for adds and changes. (Type records are explained in para 8–5.) (See tables 8–1 through 8–3.)

(2) *Type record B (enlisted MOS substitution).* This record is a three-card set for adds and changes. (See tables 8–4 through 8–6.)

(3) *Type record E (enlisted MOS).* This record is a three-card set for adds and changes. (See tables 8–7 through 8–9.)

(4) *Type record O (commissioned officer MOS).* This record is a three-card set for adds and changes. (See tables 8–10 through 8–12.)

(5) *Type record W (warrant officer MOS).* This record is a three-card set for adds and changes. (See tables 8–13 through 8–15.)

(6) *Type record A, B, E, O, or W.* This record is one card for deleting a record. (See table 8–16.)

8–4. Output considerations
Several reports are generated to help maintain the information on the SMEF—

a. MOS Transaction File by File Substitution (AAC–MO1). The AAC–MO1 report is produced when a new Master MOS file from PERSCOM replaces the current SMEF. The report shows all new added MOS records, all old deleted MOS records, and all changed records. This report is in MOS order by processed and unprocessed records.

b. MOS Transaction Register by SIDPERS Processing (AAC–MO3). The AAC–MO3 report is produced on every cycle when a MOS change or update is submitted. The output is shown by MOS within each MPC and is divided into processed and unprocessed transactions.

c. MOS Master File Listing (AAC–MO5). The AAC–MO5 report is produced automatically as the result of required MOS and AAC–MO5 substitution procedures or as requested by input of report schedule card number 45. (See para 17–71.)

8–5. File structure
The SMEF is resident on disk. The file size varies to a maximum of 4,500 records with 210 characters per record. On every SIDPERS processing cycle, this file is accessed. Each record on the SMEF can be in one of four record status codes and five record types. (See tables 8–17 and 8–18 for a description of each record status code and record type.)

a. Commissioned officer detailed record. Type record O is kept on the SMEF for every SSI that is applicable for the Army worldwide, including all reserve and active components. These records are in SSI sequence and ascending order. (See table 8–19.)

b. Warrant officer detailed record. Type record W is kept on the SMEF for every MOS that is applicable for

warrant officers worldwide, including all reserve and active components. These records are in MOS sequence and ascending order. (See table 8–20.)

c. Enlisted personnel detailed record. Type record E is kept on the SMEF for every MOS that is applicable for enlisted personnel worldwide, including all reserve and active components. These records are in MOS sequence and ascending order. (See table 8–21.)

d. Overflow ASI table record. Type record A contains special MOS data on commissioned officers. Each record can contain up to 99 ASIs. These ASIs are used to validate officer SSI. The number of ASIs depends on PERSCOM requirements. The ASI table(s) interacts with the data check field (DCF) on the officer detailed record. There may be up to 10 of these records. (See table 8–22.)

e. Enlisted MOS substitution record. Type record B is used to resolve MOS mismatch conditions. Each record contains a three-position enlisted MOS and up to three MOS substitution tables. The three MOS substitution tables are discussed in (1) through (3) below. (See table 8–23.)

(1) *The selective reenlistment bonus (SRB) MOS substitution table.* This table contains a selected number of MOS codes that can be substituted for specified MOS codes. The record is made up of 10 five-position MOS code groups. The group structure is xxxyz, where xxx equals MOS code, y equals pay grade code, and z equals priority category code. The type of MOS indicator code in this record determines the MOS code on the table to be used for substitution. If code 2 is used, any MOS code identical to the first two positions is substitutable, if the pay grades agree. If code 3 is used, the MOS code will contain specific third-position characters.

(2) *Nonbonus MOS code substitution table.* This table is limited to 31 three-position MOS codes.

(3) *Enlisted bonus MOS substitution table.* This table is formatted the same way as the SRB MOS substitution table discussed in (1) above. The pay grade codes are considered highly substitutable.

8–6. File maintenance considerations

The main tools for maintaining the SMEF are the three output listings (AAC–MO1, AAC–MO3, and AAC–MO5 reports) discussed in paragraph 8–4. Local and PERSCOM input should not process together in the substitution mode because the SMEF will be incomplete. The standard entry-exit system (SEES) inlogger should be checked to ensure that local MOS transactions are not present.

a. SMEF editing. Format edits are limited to the transaction code, FID, and certain data elements that identify the type of record being processed. The editing includes data element validity editing, transaction compatibility editing, and data element compatibility editing. All rejected input is identified with essential error mnemonics. These error mnemonics are listed in table 3–8.

b. Error resolution. The SMEF data analyst of each PAS must carefully monitor the processing during substitution (receipt of new file from PERSCOM). Transactions that reject during substitution processing need to be corrected and resubmitted as soon as possible. If many records are unprocessed or missing, the cycle should be scheduled for a rerun. The analyst should contact the PERSCOM FACTS representative if the problem continues or if local changes are necessary.

c. Help from the AAC–MO1. The AAC–MO1 report (produced during peacetime operating modes only) can show four possible conditions or results after the processing of the master file from PERSCOM. A review of the AAC–MO5 should determine the success or failure of the processing. Conditions are defined as described in (1) through (4) below.

(1) PERSCOM input record is unmatched to current record, and the new record is listed under the heading New SMEF Record Not on Old SMEF.

(2) PERSCOM input matches a current record, but some data elements differ. The old record is replaced and listed under the heading Old Rec. The new record is listed under the heading New Rec.

(3) Old records that do not match the new PERSCOM record are removed and listed under the heading Old SMEF.

(4) Old records exactly match the new record. The replacement is accomplished but is not mentioned on the list.

d. Help from the AAC–MO3. The AAC–MO3 report lists the input transactions, divided by processed and unprocessed transactions. The information described in (1) through (4) is shown:

(1) Processed transactions (three-card input or one card for deletions).

(2) Unprocessed transactions with associated error mnemonics. (See table 3–8 for explanation of error mnemonics.)

(3) A card not listed. For example, a transaction printed out for two cards only indicates a missing card.

(4) Unprocessed delete cards with only the erroneous data listed.

e. Help from the AAC–MO5. The AAC–MO5 report shows exactly what is contained on the file.

f. Local additions, deletions, and changes. These situations must be coordinated with a PERSCOM FACTS representative. Change transactions that match the file cause a replace situation. Add transactions (no match found) cause a new record or table to be included. Delete transactions delete the record or entire table. Extreme caution must be used during local updating. All error mnemonics during substitution processing are considered essential errors and will not process. In this case, the old record will be retained on the file. Any record that is on the new file should reflect the current processing date in the change date field. Any records that do not show a new change should be analyzed. SIDPERS assumes that the PERSCOM transactions are correct; therefore, no editing occurs on these inputs. Discrepancies should be telephoned to a PERSCOM FACTS representative.

Table 8–1
Input three-card record set, card 1, type record A, ASI information

Line	Data element	Size	Positions
1.	Type record A	1	01-01
2.	Blank	2	02-03
3.	MPC O	1	04-04
4.	Table number	1	05-05
5.	Blank	6	06-11
6.	ASI	66	12-77
7.	Action code A	1	78-78
8.	Card sequence number A	1	79-79
9.	FID B	1	80-80

Table 8–2
Input three-card record set, card 2, type record A, ASI information

Line	Data element	Size	Positions
1.	Type record A	1	01-01
2.	Blank	2	02-03
3.	MPC O	1	04-04
4.	Table number	1	05-05
5.	Blank	6	06-11
6.	ASI [1]	66	12-77
7.	Action code A	1	78-78
8.	Card sequence number C	1	79-79
9.	FID B	1	80-80

Table 8–3
Input three-card record set, card 3, type record A, ASI information

Line	Data element	Size	Positions
1.	Type record A	1	01-01
2.	Blank	2	02-03
3.	MPC O	1	04-04
4.	Table number	1	05-05
5.	Blank	6	06-11
6.	ASI [1]	66	12-77
7.	Action code A	1	78-78
8.	Card sequence number C	1	79-79
9.	FID B	1	80-80

Notes:
[1] Begin data in the right-most position (77)

Table 8–4
Input three-card record set, card 1, type record B, enlisted MOS substitution

Line	Data element	Size	Positions
1.	Type record B	1	01-01
2.	Substitution MOS	3	02-04
3.	Blank	3	05-07
4.	Change date (YYMM)	4	08-11
5.	Blank	1	12-12
6.	Record status	1	13-13
7.	Implementation date (YYMM)	4	14-17
8.	Rescission date (YYMM)	4	18-21
9.	Career management field	2	22-23
10.	Nonbonus substitution table [1]	54	24-77
11.	Action code A	1	78-78
12.	Card sequence number A	1	79-79
13.	FID B	1	80-80

Notes:
[1] Begin data in right-most position.

Table 8–5
Input three-card record set, card 2, type record B, enlisted MOS substitution

Line	Data element	Size	Positions
1.	Type record B	1	01-01
2.	Substitution MOS	3	02-04
3.	Blank	8	05-12
4.	Nonbonus substitution table	30	13-42
5.	Enlisted bonus substitution table [1]	35	43-77
6.	Action code A	1	78-78
7.	Card sequence number B	1	79-79
8.	FID B	1	80-80

Notes:
[1] Begin data in right-most position.

Table 8–6
Input three-card record set, card 3, type record B, enlisted MOS substitution

Line	Data element	Size	Positions
1.	Type record B	1	01-01
2.	Substitution MOS	3	02-04
3.	Blank	7	05-11
4.	Enlisted bonus substitution table [1]	15	12-26
5.	Type MOS indicator code	1	27-27
6.	Selective reenlistment bonus substitution table[1]	50	28-77
7.	Action code A	1	78-78
8.	Card sequence number C	1	79-79
9.	FID B	1	80-80

Notes:
[1] Begin data in right-most position.

Table 8–7
Input three-card record set, card 1, type record E, enlisted MOS

Line	Data element	Size	Positions
1.	Type record E	1	01-01
2.	MOS	4	02-05
3.	Blank	7	06-12
4.	Record status	1	13-13
5.	Implementation date (YYMM)	4	14-17
6.	Rescission date (YYMM)	4	18-21
7.	MOS title [1]	21	22-42
8.	Blank	3	43-45
9.	MOS conversion indicator	1	46-46
10.	Conversion MOS [1]	12	47-58
11.	Blank	8	59-66
12.	Career management field	2	67-68
13.	Enlisted branch indicator [2]	2	69-70
14.	Authorized grade (LO-HI)	2	71-72
15.	Security clearance	1	73-73
16.	Sex (authorized identity)	1	74-74
17.	EPMS designator	1	75-75
18.	Blank	2	76-77
19.	Action code A	1	78-78
20.	Card sequence number A	1	79-79
21.	FID B	1	80-80

Notes:
[1] Begin data in left-most position.
[2] Noncommissioned officer indicator.

Table 8–8
Input three-card record set, card 2, type record E, enlisted MOS

Line	Data element	Size	Positions
1.	Type record E	1	01-01
2.	MOS	4	02-05
3.	Blank	15	06-20
4.	Special duty assignment pay	1	21-21
5.	Variable reenlistment bonus multiplier	1	22-22
6.	MOS test month	2	23-24
7.	Physical profile serial code	6	25-30
8.	Blank	10	31-40
9.	SQI [1]	35	41-75
10.	Blank	2	76-77
11.	Action code A	1	78-78
12.	Card sequence number B	1	79-79
13.	FID B	1	80-80

Notes:
[1] Begin data in right-most position.

Table 8–9
Input three-card record set, card 3, type record E, enlisted MOS

Line	Data element	Size	Positions
1.	Type record E	1	01-01
2.	MOS	4	02-05
3.	Blank	5	06-20
4.	ASI [1]	40	21-60
5.	Blank	17	61-77
6.	Action code A	1	78-78
7.	Card sequence number C	1	79-79
8.	FID B	1	80-80

Notes:
[1] Begin data in right-most position.

Table 8–10
Input three-card record set, card 1, type record O, commissioned officer MOS

Line	Data element	Size	Positions
1.	Type record O	1	01-01
2.	SSI	3	02-04
3.	Blank	8	05-12
4.	Status code	1	13-13
5.	Implementation date (YYMM)	4	14-17
6.	Rescission date (YYMM)	4	18-21
7.	MOS title [1]	21	22-42
8.	Sex (authorized identity)	1	43-43
9.	Blank	2	44-45
10.	SSI conversion indicator	1	46-46
11.	Conversion SSI [1]	12	47-58
12.	Blank	4	59-62
13.	Alternate specialty	15	63-77
14.	Action code A	1	78-78
15.	Card sequence number A	1	79-79
16.	FID B	1	80-80

Notes:
[1] Begin data in left-most position.

Table 8–11
Input three-card record set, card 2, type record O, commissioned officer MOS

Line	Data element	Size	Positions
1.	Type record O	1	01-01
2.	SSI	3	02-04
3.	Blank	6	05-10
4.	Alternate specialty [1]	67	11-77
5.	Action code A	1	78-78
6.	Card sequence number B	1	79-79
7.	FID B	1	80-80

Notes:
[1] Begin data in right-most position.

Table 8–12
Input three-card record set, card 3, type record O, commissioned officer MOS

Line	Data element	Size	Positions
1.	Type record O	1	01-01
2.	SSI	3	02-04
3.	Blank	9	05-13
4.	Alternate specialty [1]	18	14-31
5.	Data check field	4	32-35
6.	ASI [1]	40	36-75
7.	Blank	2	76-77
8.	Action code A	1	78-78
9.	Card sequence number C	1	79-79
10.	FID B	1	80-80

Notes:
[1] Begin data in right-most position.

Table 8–13
Input three-card record set, card 1, type record W, warrant officer MOS

Line	Data element	Size	Positions
1.	Type record W	1	01-01
2.	MOS	4	02-05
3.	Blank	7	06-12
4.	Status code	1	13-13
5.	Implementation date (YYMM)	4	14-17
6.	Rescission date (YYMM)	4	18-21
7.	MOS title [1]	21	22-42
8.	Sex (authorized identity)	1	43-43
9.	Blank	2	44-45
10.	MOS conversion indicator	1	46-46
11.	Conversion MOS [2]	12	47-58
12.	Blank	2	59-60
13.	Control branch	2	61-62
14.	Blank	15	63-77
15.	Action code A	1	78-78
16.	Card sequence number A	1	79-79
17.	FID B	1	80-80

Notes:
[1] Begin data in left-most position.
[2] Begin data in right-most position.

Table 8–14
Input three-card record set, card 2, type record W, warrant officer MOS

Line	Data element	Size	Positions
1.	Type record W	1	01-01
2.	MOS	4	02-05
3.	Blank	7	06-12
4.	SQI [1]	35	13-47
5.	Blank	30	48-77
6.	Action code A	1	78-78
7.	Card sequence number B	1	79-79
8.	FID B	1	80-80

Notes:
[1] Begin data in right-most position.

Table 8–15
Input three-card record set, card 3, type record W, warrant officer MOS

Line	Data element	Size	Positions
1.	Type record W	1	01-01
2.	MOS	4	02-05
3.	Blank	7	06-12
4.	ASI [1]	60	13-72
5.	Blank	5	73-77
6.	Action code A	1	78-78
7.	Card sequence number C	1	79-79
8.	FID B	1	80-80

Notes:
[1] Begin data in right-most position.

Table 8–16
Input delete record, type record A, B, E, O, or W

Line	Data element	Size	Positions
1.	Type record (A,B,E,O, or W)	1	01-01
2.	MOS, SSI, and table number	4	02-05
3.	Blank	72	06-77
4.	Action code D	1	78-78
5.	Card sequence number O (zero)	1	79-79
6.	FID B	1	80-80

Table 8–17
Record status codes pertaining to SMEF transactions

Record status	Definition
A	MOS record that will not become effective until some future date.
B	MOS record that is currently active.
C	MOS record that is currently active but has been designated for rescission in the future.
D	MOS record that has been rescinded.

Table 8–18
Record type codes pertaining to SMEF transactions

Record status	Definition
O	Commissioned officer detailed record
W	Warrant officer detailed record
E	Enlisted personnel detailed record
A	Overflow ASI table record
B	Enlisted MOS substitution record

Table 8–19
Commissioned officer detailed record format, type record O

Line	Data element	Print positions AAC-M01	Size	Record positions
1.	Type record O	N/A	1	01-01
2.	MOS	N/A	5	02-06
	a. SSI		(3)	(02-04)
	b. Blank	N/A	(2)	(05-06)
3.	Blank		1	07-07
		Line D1		
4.	Update date (YYMM)	21-24	4	08-11
5.	Blank	25-25	1	12-12
6.	Status code	26-26	1	13-13
7.	Implementation date (YYMM)	27-30	4	14-17
8.	Rescission date (YYMM)	31-34	4	18-21
9.	SSI title	35-55	21	22-42
10.	Department of Defense code	56-57	2	43-44
11.	Blank	58-58	1	45-45
12.	SSI conversion indicator	59-59	1	46-46
13.	Conversion SSI	60-71	12	47-58
14.	Circular number	72-77	6	59-64
15.	Sex	78-78	1	65-65
16.	Blank	79-79	1	66-66
17.	Alternate specialty code table	80-129	100	67-166
		Line D2		
		20-69		
18.	Data check field	70-73	4	167-170
19.	ASI	74-113	40	171-210

Table 8–20
Warrant officer detailed record format, type record W

Line	Data element	Print positions AAC-M01	Size	Record positions
1.	Type record W	N/A	1	01-01
2.	MOS	N/A	5	02-06
3.	Blank	N/A	1	07-07
		Line D1		
4.	Update date (YYMM)	21-24	4	08-11
5.	Blank	25-25	1	12-12
6.	Status code	26-26	1	13-13
7.	Implementation date (YYMM)	27-30	4	14-17
8.	Rescission date (YYMM)	31-34	4	18-21
9.	MOS title	35-55	21	22-42
10.	Department of Defense code	56-57	2	43-44
11.	Blank	58-58	1	45-45
12.	MOS conversion indicator	59-59	1	46-46
13.	Conversion code	60-71	12	47-58
14.	Circular number	72-77	6	59-64
15.	Control branch	78-79	2	65-66
16.	Sex	80-80	1	67-67
17.	Blank	81-128	48	68-115
		129-129		
		Line D2		
18.	SQI [1]	20-53	35	116-150

Table 8–20
Warrant officer detailed record format, type record W—Continued

Line	Data element	Print positions AAC-M01	Size	Record positions
19.	ASI [1]	54-113	60	151-210

Notes:
[1] Begin data in the right-most position and move to the left.

Table 8–21
Enlisted detailed record format, type record E

Line	Data element	Print positions AAC-M01	Size	Record positions
1.	Type record E	N/A	1	01-01
2.	MOS	N/A	5	02-06
3.	Blank	N/A	1	07-07
		Line D1		
4.	Update date (YYMM)	21-24	4	08-11
5.	Blank	25-25	1	12-12
6.	Status code	26-26	1	13-13
7.	Implementation date (YYMM)	27-30	4	14-17
8.	Rescission date (YYMM)	31-34	4	18-21
9.	MOS title	35-55	21	22-42
10.	Department of Defense code	56-58	3	43-45
11.	MOS conversion indicator	59-59	1	46-46
12.	Conversion MOS code	60-71	12	47-58
13.	Circular MOS code	72-77	6	59-64
14.	Blank	78-79	2	65-66
15.	Career management field	80-81	2	67-68
16.	Blank	82-85	4	69-72
17.	Enlisted designator branch	86-87	2	73-74
18.	Authorized grade (low to high)	88-89	2	75-76
19.	Security clearance	90-90	1	77-77
20.	Sex	91-91	1	78-78
21.	EPMS designator	92-92	1	79-79
22.	Blank	93-93	1	80-80
23.	Special duty assignment pay	94-94	1	81-81
24.	Variable reenlistment bonus multiplier	95-95	1	82-82
25.	MOS test month	96-97	2	83-84
26.	Physical profile serial code	98-103	6	85-90
27.	Blank	104-129	45	91-135
		Line D2		
		20-38		
28.	SQIs [1]	39-73	35	136-170
29.	ASIs [1]	74-113		171-210

Notes:
[1] Begin data in the right-most position and move to the left.

Table 8–22
Overflow ASI table record format, type record A, commissioned officers

Line	Data element	Size	Record positions
1.	MOS code table identifier	5	01-05
	a. Type record A	(1)	(01-01)
	b. Blank	(2)	(02-03)
	c. Table number	(2)	(04-05)
2.	Blank	2	06-07
3.	Update date	4	08-11
4.	Blank	1	12-12
5.	ASIs	198	13-210

Table 8–23
Enlisted MOS substitution record format, type record B

Line	Data element	Size	Record positions
1.	Type record B	1	01-01
2.	Substitution MOS	3	02-04
3.	Blank	3	05-07
4.	Update date (YYMM)	4	08-11
5.	Blank	1	12-12
6.	Status code	1	13-13
7.	Implementation date (YYMM)	4	14-17
8.	Rescission date (YYMM)	4	18-21
9.	Career management field	2	22-23
10.	Blank	2	24-25
11.	Nonbonus MOS code substitution table	84	26-109
12.	Enlisted bonus substitution table	50	110-159
13.	Type MOS indicator code [1]	1	160-160
14.	Selective reenlistment bonus	50	161-210

Notes:
[1] If 2, MOS code must be identical to the first two positions of assigned PMOS (00*, 11*, 98&). If 3, MOS code will contain specific third-position characters (00B, 11C, 98C).

Chapter 9
SIDPERS Organization Master File and Reserve Organization Master File

9–1. Interface

Within SIDPERS, two separate files contain the necessary organizational data so that the automated system works effectively. These files are the SOMF (active component) and the SROF (reserve component).

9–2. SIDPERS organization master file description

SOMF records are derived from the organizational data contained in the SAF. In addition, the SOMF record contains data elements that are unique in the local SIDPERS activity. When SIDPERS is in the peacetime operating mode, each SOMF record is formatted into 10 groupings of data. These data produce a record size that compresses into 50 data elements (767 characters) (unpacked). When a local SIDPERS activity is processing in the wartime operating mode, the SOMF record size is reduced considerably to provide faster internal processing. This record is compressed to 549 characters (packed) of disk file data. The 10 data groupings are—

a. Organizational data. Organizational data are taken from the SAF, and additional data are required for management reports.

b. reported strength. reported strength totals are maintained on the previous and current strength of the serviced organizations as reported.

c. Absent without leave (AWOL) activities. AWOL statistics pertain to the serviced organization.

d. Nonbattle loss statistics. Nonbattle casualty loss statistics are not attributable to enemy fire.

e. Battle loss statistics. Casualty battle loss statistics are attributed to enemy conflict—personnel killed in action (KIA) or transferred to the hospital.

f. Parent unit name. The parent unit name element ties the derivative units to the parent unit. This element is applicable to all units that contain the same PUD.

g. Personnel file strength. Unlike reported strength, personnel file strength totals are derived from the SPF-maintained records.

h. Authorized strength by grade. Authorized strength by grade levels are in accordance with the TDA and TOE documents.

i. Authorized strength by identification. Authorized strength by identification levels are in accordance with the TDA and TOE documents.

j. Test control officer (TCO). The TCO is a designated officer detailed to administer the MOS tests.

9–3. SIDPERS reserve organization master file description

The SROF has been established on the SIDPERS database for the prepositioning of organizational data that relates to USAR and ARNG units not on active duty status. The purpose of the SROF is to facilitate the process of mobilization. The SROF records are derived from the organization data contained in the SAF (contains locator information for all Active Army, USAR, and ARNG units). In addition, the SROF contains data elements that are unique to SIDPERS and are required for management usage. The local SIDPERS SROF contains the USAR and ARNG unit records that will be

serviced by that activity in the event of mobilization. The PAS analyst who is normally responsible for the SOMF and SAF also establishes SROF records on the database because of the relationship between these three files. These SROF records are created by processing SROF add transactions (FID E). (See para 9-4c.)

9–4. Input description

Six categories of input transactions process to the SOMF and SROF: the AALOC transactions (FID A), the SOMF or SROF addition transactions (FID E), the SOMF or SROF change transactions (FID F), the SOMF or SROF mobilization or demobilization transactions (FID G), the SOMF or SROF deletion transactions (FID 8), and the SOMF or SROF inquiry transactions (FID 9).

a. AALOC transactions. The processed AALOC transactions that update the SAF also process against the SOMF or SROF. This processing occurs when the AALOC input transaction is type transaction A (add) or C (change), and the UPC matches a SOMF or SROF record on UPC. D (delete) type transactions are discussed in b below. If the AALOC transaction UPC has DD AA, indicating a parent unit, the following processing occurs: The unit name in the AALOC transaction is posted to the parent unit name of all SOMF or SROF records that have the same UPC PUD and a different DD. If the AALOC transaction's PPA code is not the same as the processing PPA code of the SOMF or SROF record, the processing occurs as described in (1) through (4) below. If the AALOC transaction PPA code is the same as the processing PPA code of the SOMF or SROF record, the processing occurs as described in (5) through (7) below.

(1) SOMF or SROF type record is changed to T.

(2) Cycle date is posted to the SOMF or SROF record planned action date.

(3) The AALOC type of transaction and transaction data elements are posted to the SOMF or SROF record under the headings LAST TYPE OF TRANSACTION and DATE OF LAST TYPE OF TRANSACTION.

(4) The AALOC transaction is displayed on the Active Army Organizational Transaction Register (AAC–U01) for Active Army units and the Reserve–NGB–Component Organizational Register (AAC–U02) for USAR and ARNG units. The report heading is SAF TRANSACTIONS PROCESSED TO SOMF (SROF).

(5) The common organizational data elements of the AALOC transaction are posted to the SOMF or SROF record.

(6) The AALOC type of transaction and transaction date data elements are posted to the SOMF or SROF record under the headings LAST TYPE OF TRANSACTION and DATE OF LAST TYPE OF TRANSACTION.

(7) The AALOC transaction is displayed on the AAC–U01 or AAC–U02 as discussed in (4) above.

b. AALOC transaction (FID A) deletions. The processed AALOC transactions that update the SAF also process against the SOMF or SROF. This processing occurs when the AALOC input transaction is a type transaction D (deletion) and the UPC matches a SOMF or SROF record on UPC. (See A and C in a above.) If the SOMF or SROF record type is X, the AALOC transaction is displayed on the AAC–U01 for active units or the AAC–U02 for USAR and ARNG units with an information mnemonic of MPDO. (MPDO indicates that the unit is already in an inactive status.) These records are deleted from subsequent suspense processing. If the SOMF or SROF record type is B, D, or F, the transaction is displayed on the AAC–U01 or AAC–U02 reports with an information mnemonic of MPOM. (MPOM indicates that the unit is a planned action organization.) If the SOMF or SROF record type is not X, D, B, or F, the transaction is displayed on the AAC–U01 or AAC–U02 reports with an information mnemonic of MAOM. (MAOM indicates active status record.)

c. SOMF or SROF addition (FID E) and mobilization or demobilization (FID G) transactions. The FID E numeric long-change transaction is used to add a record to the SOMF or SROF for a unit that is to be serviced by the local PPA. The FID G mnemonic short-change transaction is used to mobilize or demobilize (transfer between the SOMF and SROF) a unit. The numeric long-change transaction consists of a three-card set that has a fixed 80-character image per card. (Cards 2 and 3 are also used for FID F processing.) The use of this card set is determined by the type of transaction code and the presence of a matching SAF record for the unit that is being added to the SOMF or SROF.

(1) Card 2 (required) and card 3 (optional) inputs are used if there is a matching SAF record present. Type of transaction 1 is used for SOMF processing, and type of transaction 3 is used for SROF processing.

(2) Card 1 (required), card 2 (required), and card 3 (optional) inputs are necessary if a matching SAF record is not present. Type of transaction 2 is used for SOMF processing and type of transaction 4 is used for SROF processing. See tables 9–1 through 9–3 for the record formats to add a record to the SOMF or SROF using the numeric long-change transaction (cards 1, 2, and 3). The mnemonic short-change transactions are used for mobilization or demobilization processing only. OMOB transactions apply to mobilization of USAR or ARNG units, and ODMO transactions apply to demobilization of USAR or ARNG units. Processing the OMOB short-change transaction transfers organizational records for units to be mobilized from the SROF to the SOMF. The records are deleted from the SROF. The records established on the SOMF, using the OMOB transaction, have all the record strength counters initialized to zero. See table 9–4 for the proper input formats. The input can be in three different formats depending on the number of units by UPC to be transferred. The data through the originator code are the same for all format options where the last data element (before the terminating period) varies. Multiples of the OMOB transaction format using option 1 or option 3 can be used. The control UPCs and the high-range UPCs must not overlap between transactions. Processing the ODMO short-change transaction transfers operational records for units to be demobilized from the SOMF to the SROF. The

records are deleted from the SOMF, and all strength and statistical counters are dropped. The input format of the ODMO transaction is the same as the format for the OMOB transaction. There are three options—

(a) Option 1 is the high-range UPC. When a specific range of UPCs is being transferred from the SROF to the SOMF, the control UPC indicates one end of the range, and the high-range UPC indicates the other end of the range. The high-range UPC must not be a unit that was added to the SOMF or SROF in the same cycle.

(b) Option 2 includes all UPCs. When all units from the control UPC through the last UPC are being transferred from the SROF to SOMF, the UPC literal ALL is used instead of a specific UPC.

(c) Option 3 is a control UPC only. When the control UPC is the only unit to be transferred from the SROF to SOMF, the only action required is to terminate the transaction with a period.

d. SOMF or SROF change transaction (FID F). The FID F transactions are used to update organization data and change statistical counter information. These transactions only process against an existing SOMF or SROF record and cannot be used to generate a new record. The numeric long-change and the short-change transactions are applicable here. The numeric long-change type transaction (FID F) consists of card set sequence of 2 through 8. (See tables 9–2 and 9–3 and tables 9–5 through 9–9.) Cards 2 and 3 can also be used for FID E transactions that were discussed in c above.

e. FID F processing. In FID F processing, cards 2 and 3 are used to change the SOMF or SROF, and cards 4 through 8 are used to change the SOMF. The card sequences may be processed in a number of combinations and depend only on the input processing desired. In other words, not every card is needed in all circumstances. Type of transaction 1 (SOMF) or 3 (SROF) is the first input combination for the numeric long-change transaction. All the data in the transaction are updated to the SOMF or SROF, and blanks in any of the input transaction data cause the same area on the corresponding record to be blanked out. Type of transaction 2 (SOMF) or 4 (SROF) is the second combination for the numeric long-change transaction. Only the data being changed are present on the input transaction, and only those fields on the corresponding record are changed. The mnemonic short-change transaction (FID F) is divided into 12 separate mnemonic transactions. These input mnemonic transactions may be used to update organizational data on the SOMF or SROF unique to the local SIDPERS activity (requirement determined locally). This short format can be used instead of the long-change format.

(1) The OADC transaction adds or changes the administrative control (ADCON) UIC on SOMF or SROF records. See table 9–10.

(2) The OADN transaction changes the ADN, EDATE, and the projected effective date of document data elements on SOMF or SROF records. The OADN transaction can change all three data elements at the same time, can change just the ADN data element, can change just the EDATE data element, can change the EDATE and projected EDATE data elements, can change just the projected EDATE data element on the SOMF, and can change the ADN and EDATE data elements. The SIDPERS–VTAADS interface can update the SOMF automatically, which greatly reduces the need for this transaction. If the interface is not run, ADN, EDATE, and projected EDATE data elements will not be posted correctly to the SOMF or SROF because they are being changed monthly by The Army Authorization Documents System (TAADS). The OADN transaction and the ASTE, ASLC, and ALOS transactions were not designed as a substitute for the interface; they were designed to enhance it. See table 9–11 for instructions on how to prepare the OADN transaction. Do not use the OADN transaction if the unit status code is DP, EN, ES, FP, FS, PR, PS, RE, RR, ST, TN, or TR. (See AR 680–29 for definition of unit status codes.)

(3) The OANL transaction adds or changes the analyst code of the individual responsible for the SOMF or SROF records. The analyst code affects individuals who receive various personnel management reports. In addition, the AAC–P01 report can be produced in analyst code sequence. See table 9–12.

(4) The ODSN transaction adds or changes the disbursing station serial number (DSSN) assigned to each unit by the finance and accounting office (FAO). See table 9–13.

(5) The OLDA transaction adds or changes local data codes on the SOMF or SROF records. Equal (=) signs in the input transaction block out the information on the corresponding record. See table 9–14.

(6) The OMCD transaction adds or changes the mail code on SOMF or SROF records. See table 9–15.

(7) The OOPC transaction adds or changes the operational control (OPCON) UIC on SOMF or SROF records. See table 9–16.

(8) The OPID transaction changes the PUID on the SOMF or SROF record. See table 9–17.

(9) The OREP transaction adds or changes the report sequence code on the SOMF or SROF. See table 9–18.

(10) The OSTR transaction changes the report strength accountable and attached totals of the affected units' SOMF record (SOMF only). See table 9–19.

(11) The OTCO transaction adds or changes the TCO code for the affected unit SOMF record (SOMF only). See table 9–20.

(12) The OUPC transaction changes the unit's UPC on the SOMF or SROF record. It generates F9 transactions—change or correction of UPC. The F9 transactions appear on the AAC–P01 report and the Cyclic DA Transaction Listing (AAC–P17). See table 9–21.

f. SOMF or SROF deletion transactions (FID 8). Four transactions make up the FID 8 processing: OADL (administrative deletions), OIUT (intact unit transfer), OIUG (intact unit record deletion), and OLOS (inactivation, discontinuation, or release from military service). Together, these transactions are used to inactivate or delete records from the SOMF, the SROF to a lesser extent, and the SAF, SPF, and SASF as necessary. These deletion transactions are discussed in g through j below.

g. The OADL transaction deletes SOMF or SROF records that are erroneously placed on one of these files. See table 9–22.

(1) When processing against the SROF, if the SROF is unavailable, the OADL transaction is rejected and appears on the AAC–U02 report as unprocessed with error mnemonic xRCI. No further action is required unless a SROF must be established and this OADL transaction must be processed for audit trail purposes. If the SROF is available, but an unmatched condition on UPC exists between the SROF and the OADL transaction, the OADL transaction is rejected and appears on the AAC–U02 as unprocessed with error mnemonic xUPC. Since the OADL transaction was a loss, no further action is required unless an audit trail is required. Then, the UPC must be added to the SROF and the OADL transaction must be processed. If the SROF is available and if the OADL transaction and SROF UPC match, the transaction is processed and appears on the AAC–U02 with the message RECORD DELETED.

(2) When processing against the SOMF, if the OADL transaction UPC is unmatched to the SOMF, the OADL transaction is rejected and appears on the AAC–U01 as unprocessed with error mnemonic xUPC. No further action is required. If it is determined that an audit trail is required, the UPC must be added to the SOMF and the OADL transaction must be processed. If the OADL transaction UPC matches the SOMF, but the reported accountable strength and attached strength data elements entered on the SOMF are not 00 (zero) (all categories of personnel), the transaction is rejected and appears on the AAC–U01 report as unprocessed with an error mnemonic of xSTR. This condition is resolved by processing an OSTR transaction to reduce all strength reports; officer, warrant officer, and enlisted personnel assigned and attached to 00 (zero). The OSTR transaction should not be submitted until all personnel on the SPF for the unit have been removed. The OADL transaction is resubmitted. If the transaction UPC matches the SOMF and the SOMF reported accountable and attached strength data elements have been reduced to 00 (zero), one of the actions described in (a) or (b) below occurs.

(a) If the SOMF record type is X, the SOMF record is deleted, and the OADL transaction appears on the AAC–U01 report as processed with the message RECORD DELETED displayed. In addition, the SPF is searched for individuals assigned to the unit (UPC) to be deleted; if found, these SPF records are checked for record status codes (RSCs) other than X (inactive) or Y (pending gain record). (X and Y are ignored.) If found, the record is displayed on the AAC–P01 report in the form of a compatibility printline preceded by the OADL transaction. To remove these personnel from the SPF, the SOMF record that was deleted by the OADL transaction must be reestablished. To avoid this situation, an OPER transaction (FID 9, unit personnel inquiry) should be processed before the submission of the OADL transaction. The output from the OPER transaction, if any, would assist the analyst to zero out the SPF and subsequently process the OADL transaction.

(b) If the SOMF record type is not X, the OADL transaction will process and change the record type to T; the transaction date of loss is posted to the SOMF planned action date. On a cyclic basis, the SOMF is checked for units with record type T and planned action date in excess of 30 days. When found, the record type is changed to X, which requires the submission of an OADL transaction to delete the record. In addition, the SPF record check is done as above. However, if the OADL transaction is not submitted, the SOMF with record type X is automatically deleted through attrition 30 days after conversion to X when SIDPERS is in the wartime operating mode or the first cycle of strength month in the peacetime operating mode.

(3) Successful processing of an OADL transaction produces a three-card set (FID E) if the cards are needed to reestablish the record. (See c above.) In addition, all deleted records for the unit are removed from the SASF. These deletions are displayed on the AAC–A01 report.

h. The OIUT transaction initiates the intact unit transfer processing. Successful processing of the OIUT transaction generates the following TDRs for the specific units: FID E and F (SOMF), FID I (SASF), and FID P (SPF); FID O also generates TDRs with RSC Y. During this processing phase, the OIUT transaction does not delete any records from the local database. (See i below.) These generated TDRs are forwarded to the gaining SIDPERS PPA that services the affected unit. Chapter 16 contains more details about unit losses and gains; however, these TDRs must be processed by the gaining PPA before the losing PPA can complete the intact unit transfer process. (See table 9–23.) The SOMF record type is changed to E, and the transaction effective date of assumption of service is posted to the SOMF record planned action date. The processed input transaction and selected SPF records are displayed on the AAC–P01 report. The SASF record PSC is changed to L, and the effective date of assumption of servicing, plus 1 month, is posted to the SASF record PSD.

i. The OIUG transaction deletes the affected records from the SOMF, SPF, and SASF. The OIUG transaction is used in conjunction with the OIUT transaction processing. The receipt of notification states that the gaining PPA has processed the forwarded TDRs; once this notification is received, the OIUG transaction can be submitted. See table 9–24.

(1) The SOMF record type is changed to X, and the deleted SOMF record UPC with the message RECORD DELETED is displayed on the AAC–U01 report.

(2) The SPF RSC is changed to X, and transaction effective date of assumption of service is posted to the SPF record UPC1 departure date if the affected unit (UPC1) is the current unit of assignment. If the affected unit is UPC2, the transaction effective date of assumption of service is posted to departure date of UPC2 accordingly without marking the record for deletion. The SPF records and input transaction are displayed on the AAC–P01 report.

(3) The deleted SASF records are displayed on the AAC–A01 report.

j. The OLOS transaction can affect both the SOMF and SROF and is used to change a particular unit's status. See table 9–25.

(1) When processing against the SROF and if the SROF is unavailable, the OLOS transaction is rejected and appears on the AAC–U02 report as unprocessed with error mnemonic xRCI. No further action is required unless a SROF must be established and this OLOS transaction must be processed for audit trail purposes. If the SROF is available, but UPCs do not match between the SROF and the transaction, the OLOS transaction is rejected and appears on the AAC–U02 report as unprocessed with error mnemonic xUPC, Since the transaction was a loss, no further action is required; however, if an audit trail is required, the UPC must be added to the SROF and the OLOS transaction must be processed. If the SROF is available and if the OLOS transaction and SROF UPC match, the transaction is processed, the SROF record type is changed to X, and the transaction date of loss is entered in the SOMF planned action date. This SROF record with record type X is automatically deleted through attrition, either 30 days after conversion to X when SIDPERS is in a wartime operating mode or during the first cycle of strength month in the peacetime operating mode or when an OADL transaction is successfully processed.

(2) When processing against the SOMF, if the transaction UPC is unmatched to the SOMF, the OLOS transaction is rejected and appears on the AAC–U01 with error mnemonic xUPC. No further action is required. If an audit trail is required, the UPC must be added to the SOMF and the OLOS transaction must be processed. If the transaction UPC is matched to the SOMF, but the reported accountable and attached strength data elements entered on the SROF are not 00 (zero), the transaction is rejected and appears on the AAC–U01 report as unprocessed with error mnemonic xSTR. This condition is resolved by processing an OSTR transaction to reduce all strength; officer, warrant officer, and enlisted personnel assigned and attached to 00 (zero). This OSTR transaction should not be submitted until all personnel on the SPF for that unit have been removed. An OSTR transaction is processed after all personnel on the SPF for the unit have been removed, and the OADL transaction is resubmitted. If the transaction UPC is matched to the SOMF and the reported accountable and attached strength data elements are 00 (zeros), processing and resolution are the same as described in (1) above. Successful OLOS transaction processing produces a three-card set (FID E) if the cards are needed to reestablish the record. (See c above.) All deleted records for the unit are removed from the SASF. These deletions are displayed on the AAC–A01 report.

k. SOMF or SROF inquiry transactions (FID 9). Three inquiry transactions can be used to gain information from the SOMF, SROF, SPF, and SASF: OAUT (authorized strength inquiry), OMEX (SOMF or SROF inquiry), and OPER (unit personnel inquiry).

(1) The OAUT transaction is used to generate output ASTE transactions or display a specified SASF record on the Authorized Strength Inquiry report (AAC–A11); both outputs are possible. See table 9–26.

(2) The OMEX transaction generates FID E output cards (1–3) or displays a specified SOMF or SROF record on the SOMF Inquiry report (AAC–U03) or SROF Inquiry report (AAC–U05). Depending on the output code, both outputs can be generated. In addition, one UPC (record) or the entire file (SOMF or SROF) can be requested. See table 9–27.

(3) The OPER transaction is submitted to prepare DA Form 2, Personnel Inquiry report (AAC–P75), or the TDR (FID N) for personnel assigned to the affected unit. The input requirement and output codes determine the output generated. See table 9–28.

9–5. Output considerations

The output reports are generated to help the analyst maintain the SOMF or SROF within the SIDPERS database and are described in a through c below.

a. Active Army Organizational Transaction Register (AAC–U01) and Reserve–NGB–Component Organizational Transaction Register (AAC–U02). The AAC–U01 report is applicable to the SOMF, and the AAC–U02 report is applicable to the SROF. These reports list the processed and unprocessed transaction that interact with the SOMF or SROF. When there is activity against these files, cyclic reports are generated. Input transactions that can be reported on the AAC–U01 or AAC–U02 are the SIDPERS AALOC transaction (FID A), which matches an existing SOMF or SROF record; the processed or unprocessed (FID E or F) SOMF or SROF transaction; the processed or unprocessed (FID 8) OADL transactions, OIUT or OIUG transactions (SOMF only), and OLOS transactions; and the SOMF, SASF, or SPF (FID 9) processed or unprocessed OAUT transactions, OMEX transactions, and OPER transactions. Parts V and VI of the reports are prepared for any transaction that is displayed when the associated unit organizational classification is U (unclassified) or no classification is registered. Displayed information found on part V is described in (1) through (6) below.

(1) *SAF transactions processed.* All SAF transactions that successfully or unsuccessfully processed against the

SOMF or SROF are listed when they affect units serviced by the processing SIDPERS PPA. The following information messages are displayed:

(a) The message SIDPERS CODE CHANGE applies to a processed SAF transaction that reflects a change in the SIDPERS PPA code from the one on the SOMF or SROF to the one that is not. The associated SOMF record type is changed to T (if not E or X), and the cycle date is posted to the SOMF record planned action date for use in further suspense actions.

(b) The message ADD applies to a processed SAF transaction that is added to the SOMF or SROF because the SAF record reflects a local PPA code and is not currently on the file.

(c) The message CHANGE applies to a processed SAF transaction that matches the SOMF or SROF.

(d) The message MAOM DELETE applies to a processed incoming AALOC input transaction D. The SAF record is deleted. If the associated SOMF or SROF record type is not B, D, F, or X, the record type is changed to T on the next SAF, SOMF, or SROF error deletion report (AAC–L53) or an AALOC reconciliation.

(e) The message MPOM DELETE indicates that the SOMF or SROF record type is B, D, or F. The analyst should determine immediately if the SAF record deletion is correct. The analyst should contact the responsible MACOM, division, or installation UICIO to determine if this action is correct. The SOMF or SROF record type is changed to T as explained in (d) above.

(f) The message MPDO DELETE applies when the SAF is being deleted (AALOC input transaction D) and the associated SOMF or SROF record type is X. The SAF record is deleted during subsequent cycle processing.

(g) The message SROF UPC to SOMF applies when the incoming AALOC transaction contains an OESTS code for an Active Army unit and the SROF record was transferred from the SROF to the SOMF. The SROF record is deleted.

(2) *SOMF or SROF transactions processed.* All the FID E, F, 8, and 9 transactions are displayed in the exact input format. The list includes all processed transactions to the SOMF or SROF that passed the various edits without essential validity and/or compatibility errors being deleted. A two-line SOMF or SROF extract compatibility record is also displayed for transactions that show an error mnemonic with M in position 1. The following information messages are displayed:

(a) The message ADD applies to FID E transactions that produce a new SOMF or SROF record.

(b) The message CHANGE applies to FID F and FID 8 transactions that change the data on an existing SOMF or SROF record. During each cycle for which there is a FID F OUPC transaction, the message NEW ADCON and/or NEW OPCON is displayed.

(c) The message DELETE applies to FID 8 OIUG (SOMF only) and OADL transactions.

(d) The message INQUIRY applies to FID 9 OAUT, OMEX, and OPER transactions.

(e) The message TRANSFER applies to FID E ODMO transactions that transfer SOMF records to SROF and OMOB transactions that transfer SROF records to SOMF.

(3) Suspense action check processing. During each SOMF or SROF processing cycle, each record is checked (every record on each file) for required suspense actions. This suspense information is determined by the record type and the planned action date (when available and not spaces). The information message is displayed by UPC, which indicates conditions that may require some possible action. The following information messages are displayed:

(a) The message UNREGISTERED SINCE [ACTUAL DATE]—RECORD TYPE WILL CHANGE TO -X- ON [ACTUAL DATE] indicates that the SOMF or SROF record type is T, and that a cycle date is equal to or greater than a composite date made up of the SOMF or SROF record planned action date plus 60 days (wartime) or 15 days (peacetime).

(b) The message UNREGISTERED SINCE [ACTUAL DATE]—RECORD TYPE CHANGED TO -X- indicates that the SOMF or SROF record type was T with a cycle date equal to or greater than a composite date made up of the SOMF or SROF record planned action date plus 90 days (wartime) or 30 days (peacetime).

(c) The message PLANNED ACTION OVERDUE—RECORD TYPE (YYMMDD) indicates that the SOMF or SROF record type is not X, T, B, or C, and that the cycle date is equal to or later than the SOMF or SROF record planned action date. This check is completed on the first cycle of the month only.

(d) The message OVERDUE FOR ACTIVATION SINCE [ACTUAL DATE] indicates that the SOMF or SROF record type is B, and that the cycle date is equal to or later than the SOMF or SROF planned action date. This check is completed during the first cycle of the month only.

(e) The message OVERDUE FOR INACTIVATION SINCE [ACTUAL DATE] indicates that the SOMF or SROF record type is C, and that the cycle date is equal to or later than the SOMF or SROF record planned action date.

(f) The message RECORD DELETED indicates that the SOMF or SROF record type is X, and that the cycle date is equal to or later than a composite date. The composite date is the SOMF or SROF record planned action date plus 30 days.

(4) *SOMF or SROF transactions unprocessed.* All FID E, F, 8, and 9 transactions unprocessed to the SOMF or SROF are listed in this section of the report. The transaction is displayed exactly as the input is, and the assigned error mnemonic(s)—all the essential or nonessential compatibility or validity errors—are also displayed. A second line

record extract is displayed for transactions that have an essential compatibility error (C in position 1 of the error mnemonic). The same action messages are displayed as are used to list the processed transactions. (See (2) above.)

(5) *Totals display.* The total number of processed or unprocessed transactions is displayed as the final item in the report.

(6) *Part VI.* Part VI of the report is only generated when the cycle processes OMOB or ODMO transactions. The transactions that contain processing errors are produced in cards and returned to the analyst to review and correct. The card order is header, error cards (FID E and F), and trailer card. The header card includes part V (AAC–U01 or AAC–U02). Tables 9–29 and 9–30 provide format layouts of the AAC–U01 printlines, and tables 9–31 and 9–32 provide format layouts of the AAC–U02 printlines. Items found in part VI of the report are described in (a) and (b) below.

(a) The message PROCESSED FID G OMOB TRANSACTIONS appears in part VI of the report. All SROF records affected by this OMOB transaction are displayed. The records are displayed under the heading MOBILIZED—RESULT OF OMOB TRANSACTION—UICIO ACTION REQUIRED TO REPORT OESTS CHANGE. If the OESTS code is correct, no action is required; however, if the OESTS code is incorrect, the appropriate UICIO must be contacted to initiate proper action through the SORTS channels to report the proper code.

(b) The message PROCESSED FID G ODMO TRANSACTION appears. All the records affected by this transaction are displayed under the heading NON-MOBILIZED—RESULT OF ODMO TRANSACTION REQUIRED TO REPORT OESTS CHANGE. UICIO action should be initiated as discussed in (a) above.

b. SOMF Inquiry report (AAC–U03) and SROF Inquiry report (AAC–U05). The processing of a SOMF OMEX transaction (FID 9) causes an inquiry list to be prepared of the selected UPC (may be more than one) or the complete file. The peacetime inquiry (SOMF only) for a particular UPC is displayed as 11 lines of variable data. The wartime inquiry for a UPC is displayed as six lines of variable data. The displayed SOMF record consists of 767 characters in peacetime and 474 characters in wartime. The displayed SROF record is the same in both peacetime and wartime operating modes and consists of two lines of variable data (196 characters). The complete report (AAC–U03 and AAC–U05) has numbered pages from page 1 to the end.

c. Personnel Inquiry List (AAC–P75). The AAC–P75 list is prepared in SIDPERS peacetime operating mode only. This inquiry listing is produced when processing an OPER input transaction, and the output code is R or S. The displayed data are in sequence by the first five positions of name and the last four position of the SSN. Other outputs of the OPER transaction processing may be DA Form 2 and FID N TDRs (punched cards) if requested. Selected records reflect the following elements:

(1) Name, individual.
(2) MPC.
(3) SSN.
(4) Voucher number (VOU NR).
(5) Verification status SSN (VSSSN).
(6) Grade.
(7) PSSI for commissioned officers or PMOS for warrant officers and enlisted personnel.
(8) RSC.
(9) Duty status and effective date.
(10) Potential gaining UPC.
(11) Arrival or departure dates for UPC1 and UPC2.
(12) UPC1 and UPC2.

d. Organizational Master List (AAC–C29). This report is prepared to verify the accuracy of the SOMF and is used as the basis for updating the SOMF.

9–6. File structure

SOMF and SROF record formats are shown in tables 9–33 and 9–34. In table 9–33, the positions represent the actual output sizes of the data elements and not the internal packed storage requirements.

Table 9–1
Numeric long-change transaction (FID E), DA Form 3809 (SIDPERS Input and Control Data—Organization Transfer Data Record) (card 1)

Line	Data element	Comments	Size	Positions
1.	UPC	UPC (PUD, DD) of unit to be added to SOMF or SROF	5	01-05
2.	Originator code	Responsible SOMF or SROF analyst	2	06-07
3.	Unit name		30	08-37
	a. Unit number	(AR 220-5)	(4)	(08-11)
	b. Regimental unit indicator	R if regimental affiliated	(1)	(12-12)
	c. TOE or TDA designator	If unit is TDA, (AR 310-50).	(25)	(13-37)
		If unit is TOE, enter:		
		TOE branch (AR 18-19).	(2)	(13-14)
		Blank.	(1)	(15-15)
		Parent unit level.	(3)	(16-18)
		CARS number (AR 220-5).	(2)	(20-21)
		Blank.	(1)	(22-22)
		TOE description (AR 310-50).	(15)	(23-37)
4.	AREAX	See AR 680-29	3	38-40
5.	Location name	(DA Pams 525-12 and 525-13)	9	41-49
6.	ZIP code or APO number	Mail identification	5	50-54
7.	OESTS code	See AR 680-29.	1	55-55
8.	Effective date of OESTS code	Applicable date or blank (YYMMDD)	6	56-61
9.	PPA	See AR-680-29.	2	62-63
10.	CAC	See AR 680-29.	2	64-65
11.	Organization classification	See AR 680-29.	1	66-66
12.	ARLOC	(DA Pams 525-12 and 525-13)	5	67-71
13.	Type of transaction	See paragraph 9-4c.	1	72-72
14.	Transaction date	Enter transaction date (YYMMDD).	6	73-78
15.	Card sequence	Enter 1.	1	79-79
16.	FID	Enter E.	1	80-80

Table 9–2
Numeric long-change transaction (FID E or F), DA Form 3809 (card 2)

Line	Data element	Comments	Size	Positions
1.	UPC	UPC (PUD, DD) of unit to be added to SOMF or SROF	5	01-05
2.	Originator code	Responsible SOMF or SROF analyst	2	06-07
3.	Unit status code	See AR 680-29.	2	08-09
4.	PUID	Assignment of PUID is applicable to successful establishment of organizational records to the SOMF or SROF. The following guidelines are for assignment of PUID: a. If the records to be added or changed have DD AA, the PUID must be a 0 (zero) (nonstrength reporting) or 1 (strength reporting). b. If the record to be added or changed has DD T0, the PUID must be a 2 and there must be a SOMF or SROF record with DD AA and PUID 0 (zero); or if there is no SOMF or SROF record with DD AA, there must be a SAF record with the same PUD with DD AA serviced by other than the processing PPA. c. If the record to be added or changed has the same unit status and ARLOC as existing records on the SOMF or SROF, the PUID is 3. d. If the record to be added or changed has PUID 4, the unit status and ARLOC cannot be the same as an existing record of the SOMF with PUID 0, 1, 2, or 4. e. If a series of derivatives are being added to the SOMF or SROF to include DD AA with PUID0 or 1 and the record with the DD AA does not process, all succeeding records within the PUD will not process. f. Possible PUID combinations for SOMF or SROF records within the same PUD are as follows: (1) 0,2,3 (2) 0,3 (3) 0,2 (4) 0,2,3,4 (5) 4 (6) 3,4 (7) 1 (8) 1,3	1	10-10

Table 9–2
Numeric long-change transaction (FID E or F), DA Form 3809 (card 2)—Continued

Line	Data element	Comments	Size	Positions
		(9) 1,4 (10) 1,3,4 (11) 0,4		
5.	Record type	See AR 680-29.	1	11-11
6.	Planned action date	YYMMDD	6	12-17
7.	ADN	Leave blank if unit status is nonpermanent party.	15	18-32
	a. TDA number			
	(1) Active or reserve indicator	Enter 1.	1	(18-18)
	(2) Command code prefix		2	(19-20)
	(3) TDA number		8	(21-28)
	(a) Service designator	Enter W.	1	(21-21)
	(b) PUD	Enter PUD of unit.	3	(22-24)
	(c) DD	Enter DD of unit.	2	(25-26)
	(d) Main operating base TDA identifier	Enter MO or blank.	2	(27-28)
	(4) Change control number	May be 0000 thru 9999	4	(29-32)
	b. TOE number		15	(18-32)
	(1) Active reserve indicator	Enter 2.	1	(18-18)
	(2) Command code prefix		2	(19-20)
	(3) TOE base number		2	(21-22)
	(4) TOE subnumber		3	(23-25)
	(5) TOE suffix		1	(26-26)
	(6) MTOE modification number		2	(27-28)
	(7) Change control number		4	(29-32)
8.	Mail code	For sequencing of management reports.	2	33-34
9.	Mail lag	See AR 680-29.	1	35-35
10.	Analyst code	Locally assigned.	1	36-36
11.	report sequence code	For sequencing of management reports	3	37-39
12.	Disbursing station serial number (DSSN)	Applicable to finance and accounting office	4	40-43
13.	Continental United States requisitioning area	See AR 680-29 and AR 614-200.	2	44-45
14.	Requisitioning activity code	See AR 614-200.	2	46-47
15.	Unit assignment priority	See AR 680-29.	1	48-48
16.	Unit percentage critical strength	Manning level below which unit has insufficient resources. Range of 001 to 100 or blank.	3	49-51
17.	Airborne or special forces indicator	See AR 680-29.	1	52-52
18.	Replacement activity	See AR 680-29.	1	53-53
19.	Special instructions	See AR 614-185 and AR 614-200.	1	54-54
20.	Concurrent travel status	See AR 680-29.	1	55-55
21.	Blank	Leave blank-not used.	1	52-52
22.	Effective date of document	Date document established authorizations (YYMMDD)	6	57-62
23.	Effective date of projected document	Date projected document establishes or modifies authorization (YYMMDD)	6	63-68
24.	TCO code	TCO designated to administer MOS test	3	69-71
25.	Type of transaction	See paragraph 9-4c.	1	72-72
26.	Transaction date	Enter transaction date (YYMMDD).	6	73-78
28.	Card sequence	Enter 2.	1	79-79
29.	FID	Enter E or F.	1	80-80

Table 9–3
Numeric long-change transaction (FID E or F), DA Form 3809 (card 3)

Line	Data element	Comments	Size	Positions
1.	UPC	UPC (PUD, DD) of unit to be added to SOMF or SROF	5	01-05
2.	Originator code	Responsible SOMF or SROF analyst	2	06-07
3.	Administrative control (ADCON) UIC	Enter UIC of organization that exercises ADCON.	6	08-13
4.	Operational control (OPCON) UIC	Enter UIC of organization that exercises OPCON.	6	14-19
5.	Officer number personnel date	Date number commissioned or warrant officer assigned (YYMMDD)	6	20-25
6.	Enlisted number personnel date	Date number enlisted personnel assigned (YYMMDD)	6	26-31
7.	Local data	User determined	10	32-41
8.	Blank		30	42-71

Table 9–3
Numeric long-change transaction (FID E or F), DA Form 3809 (card 3)—Continued

Line	Data element	Comments	Size	Positions
9.	Type of transaction	See paragraph 9-4c.	1	72-72
10.	Transaction date	Enter transaction date (YYMMDD).	6	73-78
11.	Card sequence	Enter 3.	1	79-79
12.	FID	Enter E or F.	1	80-80

Table 9–4
Format of OMOB or ODMO short-change transaction

Line	Data element	Comments	Size	Positions
1.	Transaction date [1]	Enter transaction date (YYMMDD).	6	01-06
2.	Transaction mnemonic	Enter OMOB or ODMO.	4	07-10
3.	UPC	Control UPC of unit to be mobilized or demobilized	5	11-15
4.	Blank		5	16-20
5.	Originator code	Responsible SOMF or SROF analyst	2	21-22
6.	High-range UPC [2] (Option 1)[3]	Last unit in the range of units to be transferred. Control UPC above is the low-range boundary.	5	23-27
		Follow with a closing period (.). Use only for consecutive range of formats.	1	28-28
	- or -			
7.	All UPCs [2] (Option 2) [3]	To transfer all units from control UPC through last UPC, enter ALL followed by a period (.).	3	23-25
			1	26-26
	- or -			
8.	Control UPC only (Option 3)	When the control UPC is the only record to be transferred, enter a period (.).	1	23-23

Notes:

[1] Transaction date must be equal to or later than the date of last type transaction (position 150-155) on the SOMF or SROF; in addition, it should be the same as the cycle date (date that is entered in columns 13-18 of the cycle parameter card).

[2] Because of the internal machine code translation, the collating sequence differs in the DAS3 and ASIMS (formerly VIABLE) operating environments. In DAS3 environment, numeric characters are collated before alphabetic characters. In ASIMS environment, alphabetic characters are collated before numeric characters.

[3] When Option 1 or 2 is used, PCN: AAC-U01/U02 part II, IV, or VI, must be validated to determine if all units being demobilized are listed. If not, then the missed units may have an OESTS code other than V or G or the reported strength of the unit is not zero for MPC O, W, or E. High-range UPC must not be a unit that was added to the SOMF or SROF in the same cycle.

[a] Special attention must be given to transactions in the DAS3 operating environment that use or require a range, such as OMOB or ODMO.

[b] In DAS3 Option 1, positions 23-26 should be the same as positions 11-14. Position 27 should be the same class (alphabetic or numeric) as position 15. For example, correct: positions 11-15 3YB01 and positions 23-27 3YB03; incorrect: positions 11-15 3YBAA and positions 23-27 3YB01.

[c] In DAS3 Option 2, the control UPC positions 11-15 would be the first numeric UPC of unit(s) to be mobilized or demobilized. For example, Unit to be mobilized or demobilized is 3YBAA and all its derivatives. In DAS3, 3YB01 should be in positions 11-15. This would take UPCs 3YB01 through 3YBAC.

Table 9–5
reported strength numeric long-change transaction (FID F) for SOMF only (card 4), DA Form 3809

Line	Data element	Comments	Size	Positions
1.	UPC	(PUD, DD)	5	01-05
2.	Originator code	Responsible SOMF analyst	2	06-07
3.	Date of reported strength	reported accountable strength (YYMMDD)	6	08-13
4.	reported accountable strength	Use leading zeros or blanks.	15	14-28
	a. Commissioned officer		(5)	(14-18)
	b. Warrant officer		(5)	(19-23)
	c. Enlisted personnel		(5)	(24-28)
5.	reported attached strength	See above.	15	29-43
	a. Commissioned officer		(5)	(29-33)
	b. Warrant officer		(5)	(34-38)
	c. Enlisted personnel		(5)	(39-43)
6.	Blank		28	44-71
7.	Type of transaction	See paragraph 9-4c.	1	72-72
8.	Transaction date	(YYMMDD)	6	73-78
9.	Card sequence	Enter 4.	1	79-79
10.	FID	Enter FID F.	1	80-80

Table 9–6
AWOL statistics numeric long-change transaction (FID F) for SOMF only (card 5), DA Form 3810 (SIDPERS Input and Control Data—Organization Statistics)

Line	Data element	Comments	Size	Positions
1.	UPC	UPC of affected unit (PUD, DD)	5	01-05
2.	Originator code	Responsible SOMF analyst	2	06-07
3.	AWOL statistics (right justified)	Enter actual count, zeros, or blanks.	60	08-67
	a. Commissioned officer		(35)	(08-42)
		AWOL from previous report	(5)	(08-12)
		New AWOL this period	(5)	(13-17)
		Dropped from rolls (DFR) this period	(5)	(18-22)
		Returned to duty this period	(5)	(23-27)
		Man-days lost this period	(5)	(28-32)
		Erroneous report of AWOL from previous period	(5)	(33-37)
		New AWOL this period where previous duty status was intransit	(5)	(38-42)
	b. Warrant officer		(25)	(43-67)
		AWOL from previous reporting period	(5)	(43-47)
		New AWOL this period	(5)	(48-52)
		DFR this period	(5)	(53-57)
		Returned to duty this period	(5)	(58-62)
		Man-days lost this period	(5)	(63-67)
4.	Blank		4	68-71
5.	Type of transaction	See paragraph 9-4c.	1	72-72
6.	Transaction date	(YYMMDD)	6	73-78
7.	Card sequence	Enter 5.	1	79-79
8.	FID	Enter FID F.	1	80-80

Table 9–7
Continuation of AWOL statistics numeric long-change transaction (FID F) for SOMF only (card 6), DA Form 3810

Line	Data element	Comments	Size	Positions
1.	UPC	UPC of affected unit (PUD, DD)	5	01-05
2.	Originator code	Responsible SOMF analyst	2	06-07
3.	AWOL statistics		45	08-52
	a. Warrant officer (continued from card 5)		(10)	(08-17)
		Erroneous report of AWOL from previous period	(5)	(08-12)
		New AWOL this period where previous duty status was intransit	(5)	(13-17)
	b. Enlisted personnel		(35)	(18-52)
		AWOL from previous period	(5)	(18-22)
		New AWOL this period	(5)	(23-27)
		Dropped from rolls this period	(5)	(28-32)
		Returned to duty this period	(5)	(33-37)
		Man-days lost this period	(5)	(38-42)
		Erroneous report of AWOL from previous period	(5)	(43-47)
		New AWOL this period where previous duty station was intransit	(5)	(48-52)
4.	Blank		19	53-71
5.	Type of transaction	See paragraph 9-4c.	1	72-72
6.	Transaction date	(YYMMDD)	6	73-78
7.	Card sequence	Enter 6.	1	79-79
8.	FID	Enter FID F.	1	80-80

Table 9–8
Nonbattle loss statistics numeric long-change transaction (FID F) for SOMF (card 7), DA Form 3810

Line	Data element	Comments	Size	Positions
1.	UPC	UPC of affected unit (PUD, DD)	5	01-05
2.	Originator code	Responsible SOMF analyst	2	06-07
3.	Hospital	Nonbattle loss statistics	15	08-22
		Commissioned officer	(5)	(08-12)
		Warrant officer	(5)	(13-17)
		Enlisted personnel	(5)	(18-22)
4.	Death	Nonbattle loss statistics	15	23-37
		Commissioned officer	(5)	(23-27)
		Warrant officer	(5)	(28-32)
		Enlisted personnel	(5)	(33-37)
5.	Missing	Nonbattle loss statistics	15	38-52
		Commissioned officer	(5)	(38-42)
		Warrant officer	(5)	(43-47)
		Enlisted personnel	(5)	(48-52)
6.	Blank		19	53-71
7.	Type of transaction	See paragraph 9-4c.	1	72-72
8.	Transaction date	(YYMMDD)	6	73-78
9.	Card sequence	Enter 7.	1	79-79
10.	FID	Enter FID F.	1	80-80

Table 9–9
Battle loss statistics numeric long-change transaction (FID F) for SOMF only (card 8), DA Form 3810

Line	Data element	Comments	Size	Positions
1.	UPC	UPC of affected unit (PUD, DD)	5	01-05
2.	Originator code	Responsible SOMF analyst	2	06-07
3.	KIA	Battle loss statistics	15	08-22
		Commissioned officer	(5)	(08-12)
		Warrant officer	(5)	(13-17)
		Enlisted personnel	(5)	(18-22)
4.	Wounded-in-action	Battle loss statistics	15	23-37
		Commissioned officer	(5)	(23-27)
		Warrant officer	(5)	(28-32)
		Enlisted personnel	(5)	(33-37)
5.	Missing-in-action	Battle loss statistics	15	38-52
		Commissioned officer	(5)	(38-42)
		Warrant officer	(5)	(43-47)
		Enlisted personnel	(5)	(48-52)
6.	Blank		19	53-71
7.	Type of transaction	See paragraph 9-4c.	1	72-72
8.	Transaction date	(YYMMDD)	6	73-78
9.	Card sequence	Enter 8.	1	79-79
10.	FID	Enter FID F.	1	80-80

Table 9–10
Format of OADC short-change transaction (SOMF or SROF), ADCON UICs

Line	Data element	Comments	Size	Positions
1.	Transaction date	Enter transaction date (YYMMDD).	6	01-06
2.	Transaction mnemonic	Enter OADC.	4	07-10
3.	UPC	UPC of affected unit	5	11-15
4.	Blank	N/A	5	16-20
5.	Originator code	Responsible SOMF or SROF analyst	2	21-22
6.	ADCON UIC	Enter the new or changed UIC of organization that exercises ADCON.	6	23-28
7.	SOMF designator (Option 1)	Enter a period (.) if the affected unit record is on the SOMF.	1	29-29
	- or -			
8.	SROF designator (Option 2)	Enter a slash (/).	1	29-29
		Enter R.	1	30-30
		Enter a period (.).	1	31-31

Table 9–11
Format of OADC short-change transaction (SOMF or SROF), ADNs

Line	Data element	Comments	Size	Positions
1.	Transaction date	Enter transaction date (YYMMDD).	6	01-06
2.	Transaction mnemonic	Enter OADC.	4	07-10
3.	UPC	UPC of affected unit	5	11-15
4.	Blank	N/A	5	16-20
5.	Originator code	Responsible SOMF or SROF analyst	2	21-22
6.	Document number			
7.	SOMF current document (Option 1) [1]	If the information being changed pertains to a current document or if the SOMF needs to be restored to current document status from projected status:	15	23-37
		Enter the ADN.	15	23-37
		Enter a slash (/).	1	38-38
		Enter the current document effective date of document	6	39-44
		Enter a period (.).	1	45-45
		Note that blanks are moved automatically to the projected document effective date of document field on the SOMF when a period appears in position 45.		
	- or -			
8.	SOMF projected document (Option 2) [1]	If the above information being changed pertains to a projected document, enter the ADN from the projected document.	15	23-37
		Enter a slash (/).	1	38-38
		Enter the effective date.	6	39-44
		Enter a slash (/).	1	45-45
		Enter the projected effective date.	6	46-51
		Enter a period (.).	1	52-52
	- or -			
9.	SOMF current document (in projected status (Option 3)[1]	If the SOMF is in projected document status and the effective date for the current document needs to change:		
		Enter the ADN from the projected document.	15	23-37
		Enter a slash (/).	1	38-38
		Enter the correct current document effective date.	6	39-44
		Enter a slash (/).	1	45-45
		Enter the same projected effective date as it appears on the SOMF unless it needs to be changed also.	1	46-51
		Enter a period (.).	1	52-52
		Note that a projected date must be used when exercising this option. Blanks will be moved to the SOMF projected effective date otherwise.		
	- or -			
10.	SROF current document (Option 4) [1]	If the information being changed pertains to a current document initially or if the SROF needs to be restored to current document status from projected document status:		
		Enter the ADN.	15	23-37
		Enter a slash (/).	1	38-38
		Enter the current document effective date of document.	6	39-44
		Enter a slash (/).	1	45-45
		Enter another slash (/).	1	46-46
		Enter R.	1	47-47
		Enter a period (.).	1	48-48
	- or -			
11.	SROF projected document (Option 5) [1]	If the information being changed pertains to a projected document:		
		Enter the ADN from the projected document.	15	23-37
		Enter a slash (/).	1	38-38
		Enter the effective date.	6	39-44
		Enter a slash (/).	1	45-45
		Enter the projected effective date.	6	46-51
		Enter a slash (/).	1	52-52
		Enter R.	1	53-53
		Enter a period (.).	1	54-54
	- or -			
12.	SROF current document (in projected status) (Option 6) [1]	If the SROF is in projected document status and the effective date for the current document needs to change:		
		Enter the ADN from the projected document.	15	23-37
		Enter a slash (/).	1	38-38
		Enter the correct current document effective date.	6	39-44
		Enter a slash (/).	1	45-45
		Enter the same projected effective date as it appears on the SROF unless it needs to be changed also.	6	46-51

Table 9–11
Format of OADC short-change transaction (SOMF or SROF), ADNs—Continued

Line	Data element	Comments	Size	Positions
		Enter a slash (/).	1	52-52
		Enter R.	1	53-53
		Enter a period (.).	1	54-54
		Note that a projected date must be used when exercising this option. Blanks will be moved to the SROF projected effective date otherwise.		

Notes:
[1] Options 4, 5, and 6 and repeats of options 1, 2, and 3, respectively, for the SROF.

Table 9–12
Format of OANL short-change transaction (SOMF or SROF), analyst codes

Line	Data element	Comments	Size	Positions
1.	Transaction date	Enter transaction date (YYMMDD).	6	01-06
2.	Transaction mnemonic	Enter OANL.	4	07-10
3.	UPC	UPC of affected unit	5	11-15
4.	Blank	N/A	5	16-20
5.	Originator code	Responsible SOMF or SROF analyst	2	21-22
6.	Analyst code	Enter new analyst code.	1	23-23
7.	SOMF indicator (Options 1)	If record change is on SOMF, enter a period (.).	1	24-24
	- or -			
8.	SROF indicator (Option 2)	If record change is on SROF, enter a slash (/).	1	24-24
		Enter R.	1	25-25
		Enter a period (.).	1	26-26

Table 9–13
Format of ODSN short-change transaction (SOMF or SROF), disbursing station serial numbers

Line	Data element	Comments	Size	Positions
1.	Transaction date	Enter transaction date (YYMMDD).	6	01-06
2.	Transaction mnemonic	Enter ODSN.	4	07-10
3.	UPC	UPC of affected unit		11-15
4.	Blank	N/A	5	16-20
5.	Originator code	Responsible SOMF or SROF analyst	2	21-22
6.	DSSN	Enter new DSSN.	4	23-26
7.	SOMF indicator (Option 1)	If change is for a SOMF record, enter a period (.).	1	27-27
	- or -			
8.	SROF indicator (Option 2)	If record change is on SROF, enter a slash (/).	1	27-27
		Enter R.	1	28-28
		Enter a period (.).	1	29-29

Table 9–14
Format of OLDA short-change transaction (SOMF or SROF), local data codes

Line	Data element	Comments	Size	Positions
1.	Transaction date	Enter transaction date (YYMMDD).	6	01-06
2.	Transaction mnemonic	Enter OLDA.	4	07-10
3.	UPC	UPC of affected unit	5	11-15
4.	Blank	N/A	5	16-20
5.	Originator code	Responsible SOMF or SROF analyst	2	21-22
6	Local data	Data to be changed, added, or deleted		
7.	Blank	A blank on input will leave record unchanged. Equal sign (=) will blank out some area of record	10	23-32
8.	SOMF indicator (Option 1)	If record change is on SOMF, enter a period (.).	1	33-33
	- or -			
9.	SROF indicator (Option 2)	If record change is on SROF, enter a slash (/).	1	33-33
		Enter R.	1	34-34

Table 9–14
Format of OLDA short-change transaction (SOMF or SROF), local data codes—Continued

Line	Data element	Comments	Size	Positions
		Enter a period (.).	1	35-35

Table 9–15
Format of OMCD short-change transaction (SOMF or SROF), mail codes

Line	Data element	Comments	Size	Positions
1.	Transaction date	Enter transaction date (YYMMDD).	6	01-06
2.	Transaction mnemonic	Enter OMCD.	4	07-10
3.	UPC	UPC of affected unit	5	11-15
4.	Blank	N/A	5	16-20
5.	Originator code	Responsible SOMF or SROF analyst	2	21-22
6.	Mail code	Enter new mail code.	2	23-24
7.	SOMF indicator (Option 1)	If record change is on SOMF, enter a period (.).	1	25-25
	- or -			
8.	SROF indicator (Option 2)	If record change is on SROF, enter a slash (/).	1	25-25
		Enter R.	1	26-26
		Enter a period (.).	1	27-27

Table 9–16
Format of OOPC short-change transaction (SOMF or SROF), OPCON UICs

Line	Data element	Comments	Size	Positions
1.	Transaction date	Enter transaction date (YYMMDD).	6	01-06
2.	Transaction mnemonic	Enter OOPC.	4	07-10
3.	UPC	UPC of affected unit	5	11-15
4.	Blank	N/A	5	16-20
5.	Originator code	Responsible SOMF or SROF analyst	2	21-22
6.	OPCON UIC	UIC of organization exercising OPCON	6	23-28
7.	SOMF indicator (Option 1)	If record change is on SOMF, enter a period (.).	1	29-29
	- or -			
8.	SROF indicator (Option 2)	If record change is on SROF, enter a slash (/).	1	29-29
		Enter R.	1	30-30
		Enter a period (.).	1	31-31

Table 9–17
Format of OPID short-change transaction (SOMF or SROF), PUIDs

Line	Data element	Comments	Size	Positions
1.	Transaction date	Enter transaction date (YYMMDD).	6	01-06
2.	Transaction mnemonic	Enter OPID.	4	07-10
3.	UPC	UPC of affected unit	5	11-15
4.	Blank	N/A	5	16-20
5.	Originator code	Responsible SOMF or SROF analyst	2	21-22
6.	PUID	Enter new PUID.	1	23-23
7.	SOMF indicator (Option 1)	If record change is on SOMF, enter a period (.).	1	24-24
	- or -			
8.	SROF indicator (Option 2)	If record change is on SROF, enter a slash (/).	1	24-24
		Enter R.	1	25-25
		Enter a period (.).	1	26-26

Table 9–18
Format of OPEP short-change transaction (SOMF or SROF), report sequence codes

Line	Data element	Comments	Size	Positions
1.	Transaction date	Enter transaction date (YYMMDD).	6	01-06
2.	Transaction mnemonic	Enter OPEP.	4	07-10
3.	UPC	UPC of affected unit	5	11-15
4.	Blank	N/A	5	16-20
5.	Originator code	Responsible SOMF or SROF analyst	2	21-22
6.	report sequence code	Enter new report sequence code.	3	23-25
7.	SOMF indicator (Option 1)	If record change is on SOMF, enter a period (.).	1	26-26
	- or -			
8.	SROF indicator (Option 2)	If record change is on SROF, enter a slash (/).	1	26-26
		Enter R.	1	27-27
		Enter a period (.).	1	28-28

Table 9–19
Format of OPEP short-change transaction (SOMF only), report strength totals

Line	Data element	Comments	Size	Positions
1.	Transaction date	Enter transaction date (YYMMDD).	6	01-06
2.	Transaction mnemonic	Enter OSTR.	4	07-10
3.	UPC	UPC of affected unit	5	11-15
4.	Blank	N/A	5	16-20
5.	Originator code	Responsible SOMF or SROF analyst	2	21-22
6.	report strength totals [1]	Enter changes to report strength totals, and divide each by a slash. There are six strength fields. The field order is: 1. reported accountable strength (commissioned officer (CO)) 2. reported accounting strength (warrant officer (WO)) 3. reported accounting strength (enlisted personnel (E)) 4. reported attached strength (CO) 5. reported attached strength (WO) 6. reported attached strength (E).	2 varying size	21-22 varying positions
7.	Termination of transaction	Enter a period (.).	1	varying positions

Notes:

[1] Examples of unit strength totals entries:

a. reported accountable strength changed to 1 (CO), 1 (WO), 12 (E); and reported attached strength changed to 1 (CO), 1 (WO), 1 (E). 1/1/12/1/1/1.
b. reported accountable strength of 0 (CO), 3 (WO), 48 (E); and reported attached strength of 0 (CO), 0 (WO), 29 (E). 03/48/0/0/29.
c. reported accountable strength of 0 (CO), 0 (WO), 2 (E); and reported attached strength of 0 (CO), 1 (WO), 0 (E). 0/0/2/0/1/0.
d. reported accountable strength of 3 (CO), 2 (WO), 189 (E); and reported attached strength of 0 (CO), 0 (WO), 0 (E). 3/2/189/0/0/0.
e. reported accountable strength of 0 (CO), 0 (WO), 0 (E); and reported attached strength of 0 (CO), 0 (WO), 0 (E). 0/0/0/0/0/0.

Table 9–20
Format of OTCO short-change transaction (SOMF only), TCO codes totals

Line	Data element	Comments	Size	Positions
1.	Transaction date	Enter transaction date (YYMMDD).	6	01-06
2.	Transaction mnemonic	Enter OTCO.	4	07-10
3.	UPC	UPC of affected unit	5	11-15
4.	Blank	N/A	5	16-20
5.	Originator code	Responsible SOMF or SROF analyst	2	21-22
6	TCO	Enter new TCO code.	2	23-25
7.	Termination indicator	Enter a period (.).	1	26-26

Table 9–21
Format of OUPC short-change transaction (SOMF or SROF), UPCs

Line	Data element	Comments	Size	Positions
1.	Transaction date	Enter transaction date (YYMMDD).	6	01-06
2.	Transaction mnemonic	Enter OUPC.	4	07-10
3.	UPC	UPC of affected unit	5	11-15
4.	Blank	N/A	5	16-20
5.	Originator code	Responsible SOMF or SROF analyst	2	21-22
6.	UPC	New UPC of affected unit	5	23-27
7.	SOMF indicator (Option 1)	If record change is on SOMF, enter a period (.).	1	28-28
	- or -			
8.	SROF indicator (Option 2)	If record change is on SROF, enter a slash (/).	1	28-28
		Enter R.	1	29-29
		Enter a period (.).	1	30-30

Table 9–22
OADL transaction format, administrative deletions

Line	Data element	Comments	Size	Positions
1.	Transaction date	Enter transaction date (YYMMDD).	6	01-06
2.	Transaction mnemonic	Enter OIUT.	4	07-10
3.	UPC	Affected unit	5	11-15
4.	Blank	N/A	5	16-20
5.	Originator code	Responsible analyst	2	21-22
6.	Date of loss	Not greater than cycle date (YYMMDD)	6	23-28
7.	SOMF indicator (Option 1)	Enter a period (.).	1	29-29
	- or -			
8.	SROF indicator (Option 2)	Enter a slash(/).	1	29-29
		Enter R.	1	30-30
		Enter a period (.).	1	31-31

Table 9–23
OIUT transaction format, intact unit transfer

Line	Data element	Comments	Size	Positions
1.	Transaction date	Enter transaction date (YYMMDD).	6	01-06
2.	Transaction mnemonic	Enter OADL.	4	07-10
3.	UPC	Affected unit	5	11-15
4.	Blank	N/A	5	16-20
5.	Originator code	Responsible analyst	2	21-22
6.	Gaining ARLOC	May be unchanged from current location if unit is not actually moving	5	23-27
7.	Slash	Enter a slash (/).	1	28-28
8.	Gaining SIDPERS PPA	N/A	2	29-30
9.	Slash	Enter a slash (/).	1	31-31
10.	Date of loss	(YYMMDD)	6	32-37
11.	Slash	Enter a slash (/).	1	38-38
12.	Effective date of assumption of service	Not earlier than cycle date or earlier than date of loss (YYMMDD)	6	39-44
13.	Period	Enter a period (.).	1	45-45

Table 9–24
OIUG transaction format, intact unit record deletion

Line	Data element	Comments	Size	Positions
1.	Transaction date	Enter transaction date (YYMMDD).	6	01-06
2.	Transaction mnemonic	Enter OIUG.	4	07-10
3.	UPC	Affected unit	5	11-15
4.	Blank		5	16-20
5.	Originator code	Responsible analyst	2	21-22
6.	Effective date of assumption of service	Same as entered in previously processed OIUT transaction (YYNNDD)	6	23-28
7.	Period	Enter a period (.).	1	29-29

Table 9–25
OLOS transaction format, discontinuation of, or release from military service

Line	Data element	Comments	Size	Positions
1.	Transaction date	(YYMMDD)	6	01-06
2.	Transaction mnemonic	OLOS	4	07-10
3.	UPC	Affected unit	5	11-15
4.	Blank	N/A	5	16-20
5.	Originator code	Responsible analyst	2	21-22
6.	Date of loss	Not greater than cycle date (YYMMDD)	6	23-28
7.	SOMF indicator (Option 1)	Enter a period (.).	1	29-29
	- or -			
8.	SROF indicator (Option 2)	Enter a slash (/).	1	29-29
		Enter R.	1	30-30
		Enter a period (.).	1	31-31

Table 9–26
OAUT transaction format, authorized strength inquiry

Line	Data element	Comments	Size	Positions
1.	Transaction date	(YYMMDD)	6	01-06
2.	Transaction mnemonic	OAUT	4	07-10
3.	UPC	Affected unit	5	11-15
4.	Blank	N/A	5	16-20
5.	Originator code	Responsible analyst	2	21-22
6.	Output code	L (Display AAC-A11) C (ASTE card transaction) M (Both)	1	23-23
7.	Slash	Enter a slash (/).	1	24-24
8.	Voucher number		4	25-28
9.	SOMF indicator (Option 1)	Enter a period (.).	1	29-29
	- or -			
10.	SROF indicator (Option 2)	Enter a slash (/).	1	29-29
		Enter R.	1	30-30
		Enter a period (.).	1	31-31

Table 9–27
OMEX transaction format, organization master file inquiry

Line	Data element	Comments	Size	Positions
1.	Transaction date	(YYMMDD)	6	01-06
2.	Transaction	OMEX	4	07-10
3.	UPC	Affected unit or first record in the group to be requested	5	11-15
4.	Blank	N/A	5	16-20
5.	Originator code	Responsible analyst	2	21-22
6.	Output code	C (FID E, cards 1-3) L (AAC-U03 or AAC-U05) M Both	1	23-23
7.	Slash	Enter a slash (/).	1	24-24
8.	Voucher number		4	25-28
9.	SOMF indicator (Option 1)	Enter a period (.).	1	29-29
		One unit is requested		
	- or -			
10.	SOMF indicator (Option 2)	For entire SOMF,		
		Enter a slash (/).	1	29-29
		Enter ALL.	3	30-32
		Enter a period (.).	1	33-33
	- or -			
11.	SROF indicator (Option 3)	If one unit is requested,		
		Enter a slash (/).	1	29-29
		Enter R.	1	30-30
		Enter a period (.).	1	31-31
	- or -			
12.	SROF indicator (Option 4)	For entire SROF,		
		Enter a slash (/).	1	29-29
		Enter ALL.	3	30-32
		Enter a slash (/).	1	33-33
		Enter R.	1	34-34
		Enter a period (.).	1	35-35

Table 9–28
OPER transaction format, unit personnel inquiry

Line	Data element	Comments	Size	Positions
1.	Transaction date	(YYMMDD)	6	01-06
2.	Transaction mnemonic	OPER	4	07-10
3.	UPC	Affected unit	5	11-15
4.	Blank	N/A	5	16-20
5.	Originator code	Responsible analyst	2	21-22
6.	Output code	L (DA Form 2 (A through C)) C (TDR-FID N) M (Both L and C) R (AAC-P75) S (Both C and R)	1	23-23
7.	Slash	/	1	24-24
8.	Requirement code	A (All personnel) E (Enlisted only) O (Commissioned officers only) W (Warrant officers only)	1	25-25
9.	Slash	Enter a slash (/).	1	26-26
10.	Voucher number		4	27-30
11.	SOMF indicator (Option 1)	Enter a period (.). [1]	1	31-31
	- or -			
12.	SROF indicator (Option 2)	Enter a slash (/).	1	31-31
		Enter R.	1	32-32
		Enter a period (.). [2]	1	33-33

Notes:

[1] The affected unit is validated to the SOMF, and the transaction is rejected with error mnemonic xUPC if the SOMF record is not present.

[2] Format should only be used at the completion of demobilization processing to ensure that all personnel have been removed from the SPF.

Table 9–29
SOMF compatibility extract print lines (AAC-U01), line 1

Line	Data element	Length	Start print position
1.	UPC	5	8
2.	Unit name	30	14
3.	AREAX	3	45
4.	Location name	9	49
5.	ZIP code or APO number	5	59
6.	OESTS code	1	65
7.	Effective date of OESTS code	6	67
8.	Command assignment code	2	74
9.	ARLOC	5	77
10.	Unit status code	2	83
11.	PUID	1	86
12.	Record type	1	88
13.	Planned action date	6	90
14.	OPCON UIC	6	97
15.	ADCON UIC	6	104
16.	Mail code	2	111
17.	Analyst code	1	114
18.	report sequence code	3	116
19.	Organizational classification	1	120

Table 9–30
SOMF compatibility extract print lines (AAC-U01), line 2

Line	Data element	Length	Start print position
1.	ADN	15	8
2.	Effective date of document	6	24
3.	Effective date of projected document	6	31
4.	DSSN	4	38
5.	Date of reported strength	6	43
6.	reported accountable commissioned officer (CO) strength	4	50
7.	reported accountable warrant officer (WO) strength	3	55
8.	reported accountable enlisted personnel (E) strength	5	59
9.	reported attached CO strength	4	65
10.	reported attached WO strength	3	70
11.	reported attached E strength	5	74
12.	Parent unit name	30	80

Table 9–31
SROF compatibility extract print lines (AAC-U02), line 1

Line	Data element	Length	Start print position
1.	UPC	5	8
2.	Unit name	30	14
3.	AREAX	3	45
4.	Location name	9	49
5.	ZIP code or APO number	5	59
6.	OESTS code	1	65
7.	Effective date of OESTS code	6	67
8.	Command assignment code	2	74
9.	ARLOC	5	77
10.	Unit status code	2	83
11.	PUID	1	86
12.	Record type	1	88
13.	Planned action date	6	90
14.	OPCON UIC	6	97
15.	ADCON UIC	6	104
16.	Mail code	2	111
17.	Analyst code	1	114
18.	report sequence code	3	116
19.	Organization classification	1	120

Table 9–32
SROF compatibility extract print lines (AAC-U02), line 2

Line	Data element	Length	Start print position
1.	ADN	15	8
2.	Effective date of document	6	24
3.	Effective date of projected document	6	31
4.	DSSN	4	38
5.	Parent unit name	30	43
6.	Type transaction (last)	4	74
7.	Transaction date (last)	6	79

Table 9–33
SOMF record format

Line	Data element	Unpacked size	Positions	Packed size	Positions
1.	Delete flag	1	01-01	NO	Same
2.	UPC	5	02-06	NO	Same
	a. PUD	(3)	(02-04)		
	b. DD	(2)	(05-06)		
3.	Unit name	30	07-36	NO	Same
	a. Unit number	(4)	(07-10)		
	b. Regimental unit indicator	(1)	(11-11)		
	c. TDA designation	(25)	(12-36)		
	d. TOE designation	(25)	(12-36)		
	(1) TOE branch	(2)	(12-13)		
	(2) Blank	(1)	(14-14)		
	(3) Parent unit level	(3)	(15-17)		
	(4) Blank	(1)	(18-18)		
	(5) Combat Arms Regimental System (CARS) number	(2)	(19-20)		
	(6) Blank	(1)	(21-21)		
	(7) TOE description	(15)	(22-36)		
4.	AREAX	3	37-39	NO	Same
5.	Location name	9	40-48	NO	Same
6.	ZIP code or APO number	5	49-53	NO	Same
7.	OESTS code	1	54-54	NO	Same
8.	Effective date of OESTS code	6	55-60		
	a. Year	(2)	(55-56)		
	b. Month	(2)	(57-58)		
	c. Day	(2)	(59-60)		
9.	PPA code	2	61-62	NO	Same
10.	Command assignment code	2	63-64	NO	Same
11.	Organization classification	1	65-65	NO	Same
12.	ARLOC	5	66-70	NO	Same
13.	Unit status code	2	71-72	NO	Same
14.	PUID	1	73-73	NO	Same
15.	Record type	1	74-74	NO	Same
16.	Planned action date	6	75-80	NO	Same
	a. Year	(2)	(75-76)		
	b. Month	(2)	(77-78)		
	c. Day	(2)	(79-80)		
17.	Mail code	2	81-82	NO	Same
18.	Mail lag	1	83-83	NO	Same
19.	Analyst code	1	84-84	NO	Same
20.	report sequence code	3	85-87	NO	Same
21.	ADCON UIC	6	88-93	NO	Same
	a. Service designator	(1)	(88-88)		
	b. PUD	(3)	(89-91)		
	c. DD	(2)	(92-93)		
22.	OPCON UIC	6	94-99	NO	Same
	a. Service designator	(1)	(94-94)		
	b. PUD	(3)	(95-97)		
	c. DD	(2)	(98-99)		
23.	DSSN	4	100-103	NO	Same
24.	Blank	2	104-105	NO	Same
25.	Blank	2	106-107	NO	Same
26.	Unit assignment priority	1	108-108	NO	Same
27.	Unit percentage of critical	3	109-111	NO	Same

Table 9–33
SOMF record format—Continued

Line	Data element	Unpacked size	Positions	Packed size	Positions
	strength				
28.	Airborne or special forces indicator	1	112-112	NO	Same
29.	Replacement activity	1	113-113	NO	Same
30.	Blank	1	114-114	NO	Same
31.	Concurrent travel status	1	115-115	NO	Same
32.	Blank	2	117-118	NO	Same
33.	ADN	15	119-133	NO	Same
	a. TDA number	(15)	(119-133)		
	(1) Activity or reserve indicator	(1)	(119-119)		
	(2) Command code prefix	(2)	(120-121)		
	(3) TDA number	(8)	(122-129)		
	(a) Service designator	(1)	(122-122)		
	(b) PUD	(3)	(123-125)		
	(c) DD	(2)	(126-127)		
	(d) Mobilization TDA identifier	(2)	(128-129)		
	(4) Change control number	(4)	(130-133)		
	(a) Effective year of change	(2)	(130-131)		
	(b) Document change number	(2)	(132-133)		
	b. TOE number	(15)	(119-133)	NO	Same
	(1) Active or reserve indicator	(1)	(119-119)		
	(2) Command code prefix	(2)	(120-121)		
	(3) TOE base number	(2)	(122-123)		
	(4) TOE subnumber	(3)	(124-126)		
	(5) TOE suffix	(1)	(127-127)		
	(6) TOE modification number	(2)	(128-129)		
	(7) Change control number	(4)	(130-133)		
34.	Effective date of document	6	134-139	NO	Same
	a. Year	(2)	(134-135)		
	b. Month	(2)	(136-137)		
	c. Day	(2)	(138-139)		
35.	Effective day of projected document	6	140-145	NO	Same
	a. Year	(2)	(140-141)		
	b. Month	(2)	(142-145)		
	c. Day	(2)	(144-145)		
36.	Last type transaction	10	146-155	NO	Same
	a. Type transaction	(4)	(146-149)		
	b. Transaction date	(6)	(150-155)		
	(1) Year	(2)	(150-151)		
	(2) Month	(2)	(152-153)		
	(3) Day	(2)	(154-155)		
37.	Local data	10	156-165	NO	Same
38.	Officer number personnel data	6	166-171	NO	Same
	a. Year	(2)	(166-168)		
	b. Month	(2)	(168-169)		
	c. Day	(2)	(170-171)		
39.	Enlisted number personnel data	6	172-177	NO	Same
	a. Year	(2)	(172-173)		
	b. Month	(2)	(174-175)		
	c. Day	(2)	(176-177)		
40.	reported strength	36	178-213	NO	Same
	a. Date of reported strength	(6)	(178-183)		
	(1) Year	(2)	(178-179)		
	(2) Month	(2)	(180-181)		
	(3) Day	(2)	(182-183)		
	b. reported accountable strength	(15)	(184-198)	9	184-192
	(1) Commissioned officer	(5)	(184-188)	(3)	(184-186)
	(2) Warrant officer	(5)	(189-193)	(3)	(187-189)
	(3) Enlisted personnel	(5)	(194-198)	(3)	(190-192)
	c. reported attached strength	(5)	(199-213)	9	193-201
	(1) Commissioned officer	(5)	(199-203)	(3)	(193-195)
	(2) Warrant officer	(5)	(204-208)	(3)	(196-198)
	(3) Enlisted personnel	(5)	(209-213)	(3)	(199-201)
41.	Previous reported strength	36	214-249		

Table 9–33
SOMF record format—Continued

Line	Data element	Unpacked size	Positions	Packed size	Positions
	a. Date of previous reported	(6)	(214-249)	NO	202-207
	(1) Year	(2)	(214-215)		(202-203)
	(2) Month	(2)	(216-217)		(204-205)
	(3) Day	(2)	(218-219)		(206-207)
	b. Previous reported accountable	(15)	(220-224)	9	208-216
	(1) Commissioned officer	(5)	(220-224)	(3)	(208-210)
	(2) Warrant officer	(5)	(225-229)	(3)	(211-213)
	(3) Enlisted personnel	(5)	(230-234)	(3)	(214-216)
	c. Previous reported attached	(15)	(235-249)	9	217-225
	(1) Commissioned officer	(5)	(235-239)	(3)	(217-219)
	(2) Warrant officer	(5)	(240-244)	(3)	(220-222)
	(3) Enlisted personnel	(5)	(245-249)	(3)	(223-225)
42.	AWOL statistics	105	(250-354)	63	226-288
	a. Commissioned officer	(35)	(250-284)	(21)	(226-246)
	(1) AWOL from previous reporting period	(5)	(250-254)	(3)	(226-228)
	(2) New AWOL this period	(5)	(254-259)	(3)	(229-231)
	(3) Dropped from rolls (DFR)	(5)	(260-164)	(3)	(232-234)
	(4) Returned to duty this period	(5)	(265-269)	(3)	(235-237)
	(5) Man-days lost this period	(5)	(270-274)	(3)	(238-240)
	(6) Erroneous report of AWOL from previous period	(5)	(274-279)	(3)	(241-243)
	(7) New AWOL this period where previous duty was intransit	(5)	(280-284)	(3)	(244-246)
	b. Warrant officer	(35)	(285-319)	(21)	(247-267)
	(1) AWOL from previous period	(5)	(285-289)	(3)	(247-249)
	(2) New AWOL this period	(5)	(290-294)	(3)	(250-252)
	(3) DFR this period	(5)	(295-299)	(3)	(253-255)
	(4) Returned to duty this period	(5)	(300-304)	(3)	(256-258)
	(5) Man-days lost this period	(5)	(305-309)	(3)	(259-261)
	(6) Erroneous report of AWOL from previous period	(5)	(310-314)	(3)	(262-264)
	(7) New AWOL this period where previous duty status was intransit	(5)	(315-319)	(3)	(265-267)
	c. Enlisted personnel	(35)	(320-354)	(21)	(268-288)
	(1) AWOL from previous period	(5)	(320-324)	(3)	(268-270)
	(2) New AWOL this period	(5)	(325-329)	(3)	(271-273)
	(3) DFR this period	(5)	(330-334)	(3)	(274-276)
	(4) Returned to duty this period	(5)	(335-339)	(3)	(177-279)
	(5) Man-days lost this period	(5)	(340-344)	(3)	(280-282)
	(6) Erroneous report of AWOL from previous period	(5)	(345-349)	(3)	(183-285)
	(7) New AWOL this period where previous duty status was intransit	(5)	(350-354)	(3)	(286-288)
43.	Nonbattle loss statistics	45	355-399	27	289-315
	a. Hospital	(15)	(355-369)	(9)	(289-297)
	(1) Commissioned officer	(5)	(355-359)	(3)	(289-291)
	(2) Warrant officer	(5)	(360-364)	(3)	(292-294)
	(3) Enlisted personnel	(5)	(365-369)	(3)	(295-297)
	b. Death	(15)	(370-384)	(9)	(298-306)
	(1) Commissioned officer	(5)	(370-374)	(3)	(298-300)
	(2) Warrant officer	(5)	(375-379)	(3)	(301-303)
	(3) Enlisted personnel	(5)	(379-384)	(3)	(304-306)
	c. Missing	(15)	(385-399)	(9)	(307-315)
	(1) Commissioned officer	(5)	(385-389)	(3)	(307-309)
	(2) Warrant officer	(5)	(390-394)	(3)	(310-312)
	(3) Enlisted personnel	(5)	(395-399)	(3)	(313-315)
44.	Battle loss statistics	45	400-444	27	316-342
	a. KIA	(15)	(400-414)	(9)	(316-325)
	(1) Commissioned officer	(5)	(400-404)	(3)	(316-318)
	(2) Warrant officer	(5)	(405-409)	(3)	(319-321)
	(3) Enlisted personnel	(5)	(410-414)	(3)	(322-324)
	b. Wounded in action	(15)	(415-429)	(9)	(325-333)
	(1) Commissioned officer	(5)	(415-419)	(3)	(325-327)

Table 9–33
SOMF record format—Continued

Line	Data element	Unpacked size	Positions	Packed size	Positions
	(2) Warrant officer	(5)	(420-424)	(3)	(328-330)
	(3) Enlisted personnel	(5)	(425-429)	(3)	(331-333)
	c. Missing in action	(15)	(430-444)	(9)	(334-342)
	(1) Commissioned officer	(5)	(430-444)	(3)	(334-336)
	(2) Warrant officer	(5)	(445-449)	(3)	(337-339)
	(3) Enlisted personnel	(5)	(450-454)	(3)	(340-342)
45.	Parent unit name	30	445-474	NO	343-372
	a. Unit number	(4)	(445-448)		(343-346)
	b. Regimental unit identification	(1)	(449-449)		(347-347)
	c. TDA designation	(25)	(450-474)		(348-372)
	d. TOE designation	(25)	(450-474)		(348-372)
	(1) TOE branch	(2)	(450-451)		(348-349)
	(2) Blank	(1)	(452-452)		(350-350)
	(3) Parent unit level	(3)	(453-455)		(351-353)
	(4) Blank	(1)	(456-456)		(354-354)
	(5) CARS number	(2)	(457-458)		(355-356)
	(6) Blank	(1)	(459-459)		(357-357)
	(7) TOE description	15	(460-474)		(358-372)
46.	Personnel file strength	150	475-624	90	373-462
	a. Commissioned officer	(50)	(475-524)	(30)	(373-402)
	(1) Total accountable	(5)	(475-479)	(3)	(373-375)
	(2) Present	(5)	(480-484)	(3)	(376-378)
	(3) Temporary duty	(5)	(485-489)	(3)	(379-381)
	(4) Leave	(5)	(490-494)	(3)	(382-384)
	(5) Hospital	(5)	(495-499)	(3)	(385-387)
	(6) Confined	(5)	(500-504)	(3)	(388-390)
	(7) AWOL	(5)	(505-509)	(3)	(391-393)
	(8) Missing	(5)	(510-514)	(3)	(394-396)
	(9) Intransit	(5)	(515-519)	(3)	(397-399)
	(10) Attached	(5)	(520-524)	(3)	(400-402)
	b. Warrant officer	(50)	(525-574)	(30)	(403-432)
	(1) Total accountable	(5)	(525-529)	(3)	(403-405)
	(2) Present	(5)	(530-534)	(3)	(406-408)
	(3) Temporary duty	(5)	(535-539)	(3)	(409-411)
	(4) Leave	(5)	(540-544)	(3)	(412-414)
	(5) Hospital	(5)	(545-549)	(3)	(415-417)
	(6) Confined	(5)	(550-554)	(3)	(418-420)
	(7) AWOL	(5)	(555-559)	(3)	(421-423)
	(8) Missing	(5)	(560-564)	(3)	(424-426)
	(9) Intransit	(5)	(565-569)	(3)	(427-429)
	(10) Attached	(5)	(570-574)	(3)	(430-432)
	c. Enlisted personnel	(50)	(575-624)	(30)	(433-462)
	(1) Total accountable	(5)	(575-579)	(3)	(433-435)
	(2) Present	(5)	(580-584)	(3)	(436-438)
	(3) Temporary duty	(5)	(585-589)	(3)	(439-441)
	(4) Leave	(5)	(590-594)	(3)	(442-444)
	(5) Hospital	(5)	(595-599)	(3)	(445-447)
	(6) Confined	(5)	(600-604)	(3)	(448-450)
	(7) AWOL	(5)	(605-609)	(3)	(451-453)
	(8) Missing	(5)	(610-614)	(3)	(454-456)
	(9) Intransit	(5)	(615-619)	(3)	(457-459)
	(10) Attached	(5)	(620-624)	(3)	(460-462)
47.	Authorized strength by grade [1]	95	625-719	(57)	463-519
	a. Commissioned officer	(50)	(625-674)	(30)	(463-492)
	(1) General of the Army	(5)	(625-629)	(3)	(463-465)
	(2) General	(5)	(630-634)	(3)	(466-468)
	(3) Lieutenant general	(5)	(635-639)	(3)	(469-471)
	(4) Major general	(5)	(640-644)	(3)	(472-474)
	(5) Brigadier general	(5)	(645-649)	(3)	(475-477)
	(6) Colonel	(5)	(650-654)	(3)	(478-480)
	(7) Lieutenant colonel	(5)	(655-659)	(3)	(481-483)
	(8) Major	(5)	(660-664)	(3)	(484-486)
	(9) Captain	(5)	(665-669)	(3)	(487-489)
	(10) Lieutenant	(5)	(670-674)	(3)	(490-492)
	b. Warrant officer	(5)	(675-679)	(3)	(493-495)
	c. Enlisted personnel	(40)	(680-719)	(24)	(496-519)
	(1) SMOA, CSM9, SGMR	(5)	(680-684)	(3)	(496-498)
	(2) MSG8, 1SGY	(5)	(685-689)	(3)	(499-501)
	(3) PSGX, SFC7	(5)	(690-694)	(3)	(502-504)

Table 9–33
SOMF record format—Continued

Line	Data element	Unpacked size	Positions	Packed size	Positions
	(4) SSG6	(5)	(695-699)	(3)	(505-507)
	(5) SGT5	(5)	(700-704)	(3)	(508-510)
	(6) CPL4, SP4M	(5)	(705-709)	(3)	(511-513)
	(7) PFC3	(5)	(710-714)	(3)	(514-516)
	(8) PV22, PV11	(5)	(715-719)	(3)	(517-519)
48.	Authorized strength by identity [1]	45	720-764	27	520-546
	a. Commissioned officer	(15)	(720-734)	(9)	(520-528)
	(1) Male	(5)	(720-724)	(3)	(520-522)
	(2) Female	(5)	(725-729)	(3)	(523-525)
	(3) Male or female interchangeable	(5)	(730-734)	(3)	(526-528)
	b. Warrant officer	(15)	(735-749)	(9)	(529-537)
	(1) Male	(5)	(750-754)	(3)	(529-531)
	(2) Female	(5)	(755-759)	(3)	(532-534)
	(3) Male or female interchangeable	(5)	(760-764)	(3)	(535-537)
	c. Enlisted personnel	(15)	(750-764)	(9)	(538-546)
	(1) Male	(5)	(750-754)	(3)	(538-540)
	(2) Female	(5)	(755-759)	(3)	(541-543)
	(3) Male or female interchangeable	(5)	(760-764)	(3)	(544-546)
49.	TCO [1]	3	765-767	NO	547-549

Notes:
[1] These data elements are not present in the SIDPERS wartime operating mode.

Table 9–34
SROF record format

Line	Data element	Size	Positions
1.	Delete flag	1	01-01
2.	UPC	5	02-06
	a. PUD	(3)	(02-04)
	b. DD	(2)	(05-06)
3.	Unit name	30	07-36
	a. Unit number	(4)	(07-10)
	b. Regimental unit indicator	(1)	(11-11)
	c. TDA designation	(25)	(12-36)
	d. TOE designation	(25)	(12-36)
	(1) TOE branch	(2)	(12-13)
	(2) Blank	(1)	(14-14)
	(3) Parent unit level	(3)	(15-17)
	(4) Blank	(1)	(18-18)
	(5) Combat Arms Regimental System number	(2)	(19-20)
	(6) Blank	(1)	(21-21)
	(7) TOE designation	(15)	(22-36)
4.	AREAX	3	37-39
5.	Location name	9	40-48
6.	ZIP code or APO number	5	49-53
7.	OESTS code	1	54-54
8.	Effective date of OESTS code	6	55-60
	a. Year	(2)	(55-56)
	b. Month	(2)	(57-58)
	c. Day	(2)	(59-60)
9.	PPA code	2	61-62
10.	Command assignment code	2	63-64
11.	Organization classification	1	65-65
12.	ARLOC	5	66-70
13.	Unit status code	2	71-72
14.	PUID	1	73-73
15.	Record type	1	74-74
16.	Planned action date	6	75-80
	a. Year	(2)	(75-76)
	b. Month	(2)	(77-78)
	c. Day	(2)	(79-80)
17.	Mail code	2	81-82

Table 9–34
SROF record format—Continued

Line	Data element	Size	Positions
18.	Mail lag	1	83-83
19.	Analyst code	1	84-84
20.	Report sequence code	3	85-87
21.	ADCON UIC	6	88-93
	a. Service designator	(1)	(88-88)
	b. PUD	(3)	(89-91)
	c. DD	(2)	(92-93)
22.	OPCON UIC	6	94-99
	a. Service designator	(1)	(94-94)
	b. PUD	(3)	(95-97)
	c. DD	(2)	(98-99)
23.	DSSN	4	100-103
24.	Continental United States requisitioning area	2	104-105
25.	Requisition activity code	2	106-107
26.	Unit assignment priority	1	108-108
27.	Unit percentage of critical strength	3	109-111
28.	Airborne or special forces indicator	1	112-112
29.	Replacement activity	1	113-113
30.	Special instructions or qualifications	1	114-114
31.	Concurrent travel status	1	115-115
32.	Blank	3	116-118
33.	ADN	15	119-133
	a. TDA number	(15)	(119-133)
	(1) Active or reserve indicator	(1)	(119-119)
	(2) Command code prefix	(2)	(120-121)
	(3) TDA number	(8)	(122-129)
	(a) Service designator	(1)	(122-122)
	(b) PUD	(3)	(123-125)
	(c) DD	(2)	(126-127)
	(d) Mobilization TDA identifier	(2)	(128-129)
	(4) Change control number	(4)	(130-133)
	(a) Effective year of change	(2)	(130-131)
	(b) Document change number	(2)	(132-133)
	b. TOE number	(15)	(119-133)
	(1) Active or reserve indicator	(1)	(119-119)
	(2) Command code prefix	(2)	(120-121)
	(3) TOE base number	(2)	(122-123)
	(4) TOE subnumber	(3)	(124-126)
	(5) TOE suffix	(1)	(127-127)
	(6) TOE modification number	(2)	(128-129)
	(7) Change control number	(4)	(130-133)
	(a) Effective year of change	(2)	(130-131)
	(b) Document change number	(2)	(132-133)
34.	Effective date of document	6	134-139
	a. Year	(2)	(134-135)
	b. Month	(2)	(136-137)
	c. Day	(2)	(138-139)
35.	Effective date of projected document	6	140-145
	a. Year	(2)	(140-141)
	b. Month	(2)	(142-143)
	c. Day	(2)	(144-145)
36.	Last type transaction	10	146-155
	a. Type transaction	(4)	(146-149)
	b. Transaction date	(6)	(150-155)
	(1) Year	(2)	(150-151)
	(2) Month	(2)	(152-153)
	(3) Day	(2)	(154-155)
37.	Local data	10	156-165
38.	Parent unit name [1]	30	166-195
	a. Unit number	(4)	(166-169)
	b. Blank	(1)	(170-170)
	c. TDA designation	(25)	(171-195)
	d. TOE designation	(25)	(171-195)
	(1) TOE branch	(2)	(171-172)
	(2) Blank	(1)	(173-173)
	(3) Parent unit level	(3)	(174-176)
	(4) Blank	(1)	(177-177)
	(5) CARS number	(2)	(178-179)
	(6) Blank	(1)	(180-180)

Table 9–34
SROF record format—Continued

Line	Data element	Size	Positions
	(7) TOE description	(15)	(181-195)

Notes:
[1] This data element is maintained when the record UPC DD (record positions 5-6) is other than AA.

Chapter 10
SIDPERS PERSONNEL FILE

Section I
Introduction

10–1. SIDPERS personnel file
The SPF contains personnel information for every Active Army member assigned or attached to a particular local servicing SIDPERS activity. Input additions and changes to this file can originate at the division or installation, Personnel Service Company, unit and PERSCOM levels. The SPF is the heart of the database and the main source of information for commanders and staff. It consists of manpower and personnel information needed to manage personnel. This file is used during mobilization, wartime, and peacetime operating modes. The SPF record during the wartime operating mode is reduced to 146 positions so that more records can be stored on the file. Mobilization and peacetime operating modes differ only in the types of transactions that will be accepted. See DA Pam 600-8-1 and DA Pam 600-8-2 for format and procedures used to enter transactions locally. Chapter 10 is divided into several subtopics about the SPF. SPF input considerations are briefly introduced in Paragraph 10-2. Input transactions that actually establish the individual records on the SPF are described in Paragraphs 10-3 through 10-6. In some cases, the discussion is brief and refers to detailed information elsewhere. The various local input transactions that are used to add, change, or delete data elements from the individual records are described in Paragraphs 10-7 through 10-127. The output reports that are distributed for use by the local commanders and others who help the personnel managers to keep the SPF up-to-date are described in Paragraph 10-128 through 10-154. The actual file structure and how the records are formatted are described in Paragraph 10-155. File maintenance considerations and help given to the SPF analyst are discussed in Paragraph 10-156. Table 10-1 lists SIDPERS input mnemonics.

10–2. SIDPERS personnel file general processing considerations
The inputs to the SPF may originate from PERSCOM, other SIDPERS activities, or local units. The processing order of these input transactions is established and controlled by FID codes assigned to each individual transaction. See Chapter 3 and Paragraphs 10-3 through 10-127 for more information on FID codes and Chapter 22 for more information on PERSCOM input and feedback. Also see AR 600-8-23, Chapter 5, for a discussion of SIDPERS worldwide installation interfaces.

Section II
Format Identifications Q, L, N, O and P

10–3. Accession record establishment (format identification Q)
FID Q, accession record establishment, transactions establish a record on the SPF for the individual as an administrative addition or as an accession to the strength of the Army. Accessions, including the administrative additions, are coded on DA Form 3805 (SIDPERS Input and Control Data-Officer Accession) or DA Form 3806 (Input and Control Data-Enlisted Accession). For each record established on the SPF, four 80-position cards for officers and five cards for enlisted personnel are produced for input to the processing cycle. ADMA transactions identify administrative additions. This code is entered in positions 43-47 on input Card 2 of the applicable form. Administrative addition data are not transmitted to PERSCOM; however, type transaction 40 with voucher number SQTS (skill qualification test) is forwarded to PERSCOM on enlisted service members not in Grades E1, E2 or E3 to ascertain the enlisted master file (EMF) skill qualification test (SQT) designator MOS, date SQT administered, SQT score, percentile standing, and SQT codes. PERSCOM forwards SQT data to SIDPERS on type transaction S9. In addition to type transaction 40 with voucher number SQTS, a type transaction 40 with voucher number PSEC (personnel security data) is forwarded on all service members to ascertain personnel security data. Personnel security data are forwarded back to SIDPERS via the type transaction SR. If accession to the strength of the Army is required, the appropriate two-position transaction code is entered in print positions 43 and 44 (left justified). Accession transaction type codes are located in AR 680-29. The accession transaction code produces an output for transmission to PERSCOM. The accession transaction input layout

formats are shown in Tables 10-2 through 10-10. See Paragraph 10-156 for a discussion of file maintenance considerations. Error suspense considerations are discussed in Chapter 7, and the error mnemonics is listed in Table 3-8.

10–4. Revocation of dropped from rolls (format identification Q)

The revocation of DFR (RDFR) transaction (FID Q) is input to the SPF to revocate a previously processed DFR transaction. The RDFR transaction may be submitted only if the effective date of the original DFR is 60 days or less from the current date. The processing information described in "a" through "g" below represents the normal processing cycle.

a. Name and SSN check. If the transaction name and SSN does not match the SPF name and SSN, error mnemonic EUNM is assigned. In this event, an officer or enlisted FID Q accession must be submitted. If the transaction name does not match an SPF name, but the transaction SSN matches an SPF SSN, error mnemonic CNME is assigned.

b. Duty status check. If the SPF duty status is not DFR or TMA, error mnemonic xDYS will be assigned.

c. Effective date of duty status check. If the transaction date does not equal the effective date of the original DFR transaction, error mnemonic xDTE is assigned.

d. RSC check. If the SPF RSC is not X, error mnemonic xRSC is assigned.

e. Transaction change number (TCN) check. Several TCN checks are made as described in 1 through 6 below.

(1) If the SPF TCN equals 943, but the transaction duty status is not MIA, MIS or CAP, error mnemonic xDYS is assigned.

(2) If the SPF TCN equals 941, a type transaction GD with RSC A is forwarded to PERSCOM and is presented on the AAC-P17 report. Duty status AWL is posted to the SPF duty status, and RSC A is posted to the SPF RSC. Spaces are posted to the SPF departure date-UPC1.

(3) If the SPF TCN equals 942, type transaction GE with RSC A is forwarded to PERSCOM and is presented on the AAC-P17 report. Duty status CMA is posted to the SPF duty status, and RSC A is posted to the SPF RSC. Spaces are posted to the SPF departure date-UPC1.

(4) If the SPF TCN equals 943, type transaction GH with RSC A is forwarded to PERSCOM and is presented on the AAC-P17 report. Transaction duty status MIA, MIS or CAP is posted to the SPF duty status, and RSC A is posted to the SPF RSC. Spaces are posted to the SPF departure date-UPC1.

(5) If the SPF TCN equals 948 or 949, type transaction GF with RSC A is forwarded to PERSCOM and is presented on the AAC-P17 report. Duty status PDY is posted to the SPF duty status, and RSC A is posted to SPF RSC. Spaces are posted to the SPF departure date—UPC1.

(6) If the SPF TCN equals 950, type transaction GJ with RSC A is forwarded to PERSCOM and is presented on the AAC-P17 report. Duty status CCA is posted to the SPF duty status, and RSC A is posted to the SPF RSC. Spaces are posted to the SPF departure date-UPC1.

f. UPC Check. If the transaction UPC does not match UPC1 on the SPF, error mnemonic xUPC is assigned.

g. RDFR output routine. The AAC-P01, AAC-P03 and AAC-P11 reports are generated.

10–5. Transfer data record establishment (format identifications L, N and O)

The FID O departure and N (losing Personnel Service Company) TDR transactions are produced from the SPF at the losing SIDPERS activity and are used to establish or update the SPF record on the gaining SIDPERS database. The FID L (gaining command) TDR transaction transfers the same information from PERSCOM.

a. The FID L TDR. The FID L TDR transaction is a brief automated personnel record that is sent to the gaining command that is expecting officers or enlisted personnel; the TDF transaction for commissioned officers and warrant offices is generated by the officer Resource Accounting System (ORAS); and the TDR transaction for enlisted personnel is generated by the EDAS. These separate interface systems not only produce the FID L TDR transaction but also (in the case of EDAS) send gaining and losing information from PERSCOM to the SAIF. The FID L TDR transaction is also produced if the gaining SIDPERS database prepares an ARR (arrival) or ASNJ (assigned-not-joined) transaction with TDR override option present. This processing generates type transaction 47 (officer or enlisted reassignment arrival) to PERSCOM with a Code L present in the TDR required field. If type transaction 47 is processed by PERSCOM, a FID L TDR is generated and transmitted to the submitter of the type transaction 47 to provide the miscellaneous data required to fill in blanks on the SPF. Formats for the FID L TDR are shown in Tables 10-11 through 10-17.

b. The FID N TDR. Approximately 21 to 30 days before the departure of an individual, the records custodian at the losing Personnel Service Company initiates an INQY (inquiry) transaction using the L output code. (See Paragraph 10-127 for discussion of INQY transactions.) The INQY transaction generates DA Form 2A, DA Form 2B or DA Form 2C, which is placed in the individual's Military Personnel Records Jacket, U.S. Army (MPRJ). In the absence of a FID L or FID O transaction, a FID N transaction is locally prepared from information in DA Form 2 provided in the MPRJ and should be used unaltered (except possibly the gaining UPC data) to establish an SPF record initially. Formats for the FID N TDRs are shown in Tables 10-18 through 10-25. If any information on DA Form 2 in the individual's MPRJ is erroneous, a SIDPERS transaction should be processed after an ARR or ASNJ transaction has processed. The ARR

or ASNJ transaction must process before any other SIDPERS transactions to ensure that the RSC on the SPF is changed from Y. Most SIDPERS transactions will not process against an SPF record with RSC Y.

(1) In addition, the TDR permits the establishment of a pending gain record (RSC Y) with the most current data without creating a mismatched condition between SIDPERS and PERSCOM EMF or officer master file (OMF). This situation is possible because a new two-record transaction (type transaction TR) is automatically generated to provide the EMF or OMF only with the required data from the TDR. The TR type transaction is generated when an ARR or ASNJ transaction is processed against a pending gain record (RSC Y). It is also generated when an active personnel record is updated with data elements from a processed TDR (FID N or O). Grade changes should only be made with the SIDPERS GRCH transaction because the grade how-acquired code required by the EMF or OMF is only available in the GRCH transaction, and because future interface with finance depends on system identification of a grade change event that affects a soldier's pay. The foregoing action ensures that the PERSCOM databases and the local SIDPERS database agree, which, in turn, reduces differences displayed on the Data Reconciliation Record, monthly audit (MA) (records 1 and 2) (AAC-X50) produced during the PERSCOM and SIDPERS reconciliation. See Paragraph 10-156 for a discussion of PERSCOM and SIDPERS reconciliation.)

(2) If an individual reports to an installation, if the losing SIDPERS database fails to provide a DA Form 2A, DA Form 2B or DA Form 2C, and if a TDR is not present on the SPF, the gaining SIDPERS database must manually prepare a FID N TDR. If this is required, the FID N TDR should agree with PERSCOM databases and the losing SIDPERS database. (Use the last DA Form 2 provided in the MPRJ.) This type of FID N TDR should be prepared in full with the following essential information present: SSN, name, MPC, grade, sex, PSSI (officer), PMOS (warrant officer and enlisted), primary ASI (PASI) (enlisted), card number, and UPC (gaining). The SIDPERS activity must submit various SIDPERS transactions necessary to update or complete the SPF and provide data to the PERSCOM databases so that PERSCOM databases and the local gaining SIDPERS database agree.

(3) If the individual is to be inter-attached (RSC P) and if the security data field is blank, a type transaction 40 with voucher number PSEC and RSC P is generated to PERSCOM to obtain security data from the OMF or EMF. PERSCOM forwards security data back to SIDPERS on type transaction SR. The type transaction 40 is displayed on the AAC-P17 report.

c. The FID O TDR. The FID O TDR is automatically generated for an individual if a departure (DPRT) transaction is submitted to a gaining UPC located in another PPA. This TDR is sent via AUTODIN from the losing SIDPERS activity to the gaining SIDPERS activity. Formats for the FID O TDRs are shown in Tables 10-18 through 10-25.

d. TDR processing priority. All TDRs, except accessions (FID Q) and inter-attached (RSC P), are assigned RSC Y and duty status PDG (pending gain, awaiting arrival). An ARR or ASNJ transaction changes this duty status. See Table 10-26 for processing priority and criteria for TDRs. Only those conditions outlined in Table 10-26 updates or creates a SPF record with respect to TDRs. All other processing conditions result in an appropriate error mnemonic.

10–6. Intact unit gains record establishment (format identification P)

In the FID P intact unit gains record establishment transaction input records are generated and forwarded to the potential gaining PAS when a unit is transferred from one servicing PAS to another. The format for FID P TDRs is shown in Tables 10-27 through 10-36.

Section III
Format Identification R

10–7. Arrival transaction

The arrival (ARR) transaction (FID R) is input to the SPF to increase the assigned strength of a unit serviced by the PAS. The SIDPERS gaining UPC for each transaction is matched against an active record UPC on the SOMF. This match ensures that the gaining unit is within the servicing responsibility of the PAS. The processing information described in "a" through "f" below represents the normal processing cycle.

a. ARR pre-processing check. The following data elements are checked before each transaction processing.

(1) *SSN.*

(2) *Name, individual (first five positions).*

(3) *TDR override option.* If the SSN is not found, this check is made if it has been initialized by entering "1" in position 80 of the peacetime cycle control card. (In wartime, the option is automatic.) In peacetime, this option allows ARR and ASNJ transactions to process without the TDR processing first. Grade abbreviation, PMOS (MPC E or W), PSI or ASI (MPC O), and sex data elements must be present in the transaction. Although this procedure allows an individual to be accessed to the SIDPERS database and the arrival is sent to PERSCOM, the various personnel transactions must be processed to complete the SPF and the OMF or EMF.

(4) *Transaction date.* The transaction date must be earlier than or equal to the cycle date.

(5) *Gaining UPC.* The gaining UPC data element must be different than the losing UPC data element and be resident on SOMF.

(6) *Losing UPC check.* The losing UPC must be resident on the SAF.

(7) *OMF check.* The matching record on the SOMF must be in the active status, and PUID 0 (zero) is not allowed.

(8) *RSC.* The RSC on the SPF record should be Y for personnel who have arrived from outside the servicing PAS. This code indicates that a TDR (FID L, N or O) has already processed against the SPF and established the local record before the individual actually arrived if the TDR override is not in effect.

(9) *UPC of assignment check.* The gaining UPC data element is compared with the SPF record UPC1 data element. These data elements should be equal. If not, the gaining UPC data element must match the SPF record UPC2 data element with a valid UPC2 departure date.

(10) *PMOS or unit status.* For enlisted personnel (MPC E) with a SPF PMOS (positions 1-3) Code 09D, 09S or 09W, the matching SOMF record unit status code must be ES, PS, DP, ST, TR or RE.

(11) *Strength date check.* The transaction date should be later than the SPF record UPC1 arrival or strength date. If these two data elements are equal, the SOMF unit status code must be RE or the SOMF replacement activity indicator must be F with a SPF RSC A (active record), B (intra-assigned not joined) or C (inter-assigned not joined)

(12) *Pay entry basic date (PEBD) check.* The transaction date should be later than the SPF PEBD data element. If not, error mnemonic xC-D is assigned.

b. Initial arrival-processing procedure. The procedures for updating the UPC1 data element are listed in 1 and 2 below.

(1) *UPC1 or position number data elements check.* If the input transaction data are correct, the transaction duty data are updated with zeros or with duty data information from SASF, that is, authorized MOS, ASI, and language identity codes.

(2) *RSC check.* The RSC should be Y, and the SPF record duty status should be PDG. With a correct RSC match and no essential errors, the SPF UPC1 is posted to the SPF UPC1 potential gaining UPC. In addition, the transaction losing UPC is posted to the SPF UPC1. This action will appear incorrect because of the data element name, but this action is the first step in the processing cycle.

c. Arrival UPC update. The procedures for updating the arrival UPC1 are described in 1 through 8 below.

(1) *Departure date check.* The RSC continues to be Y. If the SPF record UPC1 departure date is not present, the transaction date is posted to this data element. If not, the processing continues without affecting this data element.

(2) *Confined by military authorities (CMA) check.* If the transaction gaining UPC unit status is PR (prisoner), the SPF duty status is posted with CMA, A (active record) is posted to SPF RSC data element, and transaction date is posted to SPF duty status date.

(3) *Present for duty posting (PDY) check.* See "2" above. If the unit status is not PR, the SPF record duty status is changed to PDY (present for duty). The SPF RSC becomes A, and the transaction date is posted to the SPF record duty status date.

(4) *Wartime mode check.* If the SIDPERS is in the wartime operating mode, the SPF record UPC1 (losing UPC) data are posted to the SPF record UPC2, the transaction gaining UPC data are posted to SPF record UPC 1 (now becomes current UPC), type transactions 47 (ARR) and UH (miscellaneous data) are prepared for PERSCOM, and the AAC-P17 output report is generated.

(5) *Peacetime mode check.* If the SIDPERS is in the peacetime operating mode, the ARR transaction is posted to the SPF record type of transaction-personnel and type of transaction most recent strength, the transaction date is posted to date of type of transaction-personnel and date of type of transaction most recent strength, the SPF record UPC1 data are posted to SPF record UPC2, the transaction data are posted to SPF record UPC1, type transaction 47 is prepared for PERSCOM, and the AAC-P17 report is generated.

(6) *Duty data comparison.* The transaction duty data are compared with the SPF record duty data. If differences are found, the transaction information is posted to the SPF record duty data area. Type transaction UM (officer and enlisted duty MOS change) is prepared for transmittal to PERSCOM and the AAC-P17 report is generated.

(7) *Assigned strength update.* The SOMF total assigned strength is changed to reflect the SPF record UPC1 addition by MPC. In addition, the assigned strength by duty status and MPC are increased.

(8) *Security data update.* Type transaction 40 with voucher number PSEC is generated to PERSCOM for all permanent party and ST unit status code records with blank security data resident on the SPF. PERSCOM forwards security information to SIDPERS via type transaction SR. The type transaction 40 appears on the AAC-P17 report.

d. Arrival Notice to PERSCOM. The processing described in 1 through 3 below notifies PERSCOM of ARR transactions that successfully processed.

(1) *RSC Y, type transaction TR.* If the SPF RSC is Y, a type transaction TR is generated for PERSCOM.

(2) *Enlisted notices to PERSCOM.* If the SPF record MPC is E, a type transaction 47 (FID 3) is generated and appears on the AAC-P17 report; an F is posted to the transaction intra-permanent change of station process indicator when the gaining unit is considered as the replacement unit; and a one is posted to the transaction Continental United States (CONUS) to overseas indicator when the losing unit is in CONUS and the gaining unit is located overseas.

(3) *Commissioned or warrant officer notice to PERSCOM.* See "1" above. In addition to the enlisted processing consideration, the type transaction is posted with a 0 (zero) when the gaining and losing PPA codes are equal, and an I is posted on eligibility for additional pay.

e. Arrival SAIF update. This processing consideration is for the SIDPERS peacetime operating mode only. If the arrival is for an enlisted individual (SPF record MPC E) and if the SAIF record type is G (gaining), the SAIF records are deleted as required, and the SAIF transaction register (AAC-T05) is generated.

f. Late entry checks. Each local input transaction is checked for timeliness (late entry). Late entry is computed by taking the date of transaction plus mail lag and either plus ten days (if first cycle of month) or plus five days (if not first cycle of month). If the computed date is less than the cycle as-of-date, then the transaction is considered a late entry, and the AAC-P11 report is posted to reflect this late entry.

10–8. Assigned-not-joined transaction

In the assigned-not-joined (ASNI) transaction (FID R), the information that is presented as part of the ARR transaction pre-processing check is also accomplished under ASNJ transaction processing. See Paragraph 10-7.

a. ASNJ transaction processing. The basic logic path used on this type of transaction is listed in 1 through 10 below.

(1) *Transaction date or reporting date check.* The transaction date must be the same as the transaction reporting date.

(2) *Local arrival check.* The SPF record should show a RSC Y to indicate that a TDR has processed against the SPF through normal AUTODIN channels.

(3) *UPC of assignment check.* The transaction gaining UPC is the same as the SPF record UPC1.

(4) *UPC data field check.* During the wartime operating mode, the SPF record is checked for the presence of UPC2 data and UPC2 departure date.

(5) *Strength data check.* During the peacetime operating mode, the transaction date is checked to ensure that it is not earlier than the SPF record UPC1 arrival or strength date.

(6) *Replacement activity check.* The transaction date is compared with the SPF record UPC1 arrival or strength date.

(7) *ASNJ or position check.* If the transaction data are correct, the transaction duty data are updated with zeros or updated as applicable with the duty data from the SASF record, that is, authorized MOS, duty MOS, ASI, and language identity code data elements.

(8) *PMOS or unit status check.* Enlisted records with SPF record PMOS 09D, 09S or 09W are compared with the transaction gaining UPC SOMF unit status codes ES, PS, DP, ST, TR or RE.

(9) *RSC check.* The SPF record RSC is Y for personnel who have arrived from outside the servicing PAS (active record), and the SPF record duty status is PDG (pending gain).

(10) *PEBD check.* The PEBD must be earlier than the transaction date. If not, error mnemonic xC-D is assigned.

b. SPF record UPC update. To proceed, "9" above must be true, the transaction losing UPC must not have a matching SOMF record, and there are no essential errors. If the SPF record UPC1 is not present, the transaction gaining UPC is moved to the SPF record UPC1 potential gaining UPC. If the SPF record UPC1 is present, the SPF record UPC1 is moved to the SPF record UPC1 potential gaining UPC. The transaction losing UPC is moved to the SPF record UPC1; the SPF record RSC is changed to C, the SPF record duty status is changed to TRA (in transit), the transaction date is moved to the SPF record duty status date.

c. ASNJ transaction UM output generation. The miscellaneous change (UM) transaction (officer and enlisted DMOS change) is generated only if SIDPERS is in the peacetime operating mode. Type transaction UM is prepared for transmittal to PERSCOM if the transaction duty data and the SPF record duty data differs. These transactions are reported on the AAC-P17 report.

d. ASNJ transaction output generation (wartime). If SIDPERS is in the wartime operating mode, the SPF record UPC1 data are moved to the UPC 2 area on the same record, and the transaction data are moved to the SPF record UPC1. For SIDPERS peacetime operating mode, see "e" below.

e. ASNJ transaction output generation (peacetime). If SIDPERS is in the peacetime operating mode, the ASNJ output generation is defined as described in 1 through 9 below.

(1) *RSC Y, type transaction TR.* If the SPF RSC is Y, type transaction TR is generated for PERSCOM.

(2) *Type transaction Y.* A PERSCOM type transaction 47 is generated and transmitted.

(3) *Transaction mnemonic.* The transaction mnemonic is posted to the SPF record under Type of Transaction Personnel and Transaction Most Recent Strength data elements.

(4) *Transaction date.* The transaction date is posted to the SPF record under Date of Type Transaction Personnel and Date of Transaction Most Recent Strength data elements.

(5) *SPF record UPC1 data.* SPF record UPC1 data are moved to UPC2 area on the same record.

(6) *Transaction data.* Transaction data are moved to SPF record UPC1 data area.

(7) *Type transaction 40.* A type transaction 40 with voucher number PSEC is generated to PERSCOM on all permanent party and ST unit status code records with blank security data on the SPF. PERSCOM forwards security data to SIPERS on type transaction SR. The type transaction 40 is displayed on the AAC-P17 report.

(8) *SPF record.* The SPF record is referenced to the SOMF on UPC1. The strength on this SOMF record is adjusted by duty status and MPC.

(9) *Duty MOS.* If SIDPERS is not in the wartime operating mode, listed records with MPC E are checked for a SPF

record duty MOS 09D, 09S or 09W. If one of these duty MOS codes appears on the record, the SPF duty data are zeros. (Training MOS codes are not authorized.)

f. ASNJ SAIF updates. The ASNJ SAIF is not available in the SIDPERS wartime operating mode. For enlisted records, the incoming transaction SSN is compared with the SAIF record SSN. For those records that match, the SAIF record is deleted if the SAIF record type is G (gaining), and an Assignment Instruction File Transaction Register (AAC-T05) report is prepared.

g. Late entry check. See Paragraph 10-7f.

10–9. Attached transaction

Attached (ATCH) transaction (FID R) information is part of the ARR transaction pre-processing check and is accomplished under ATCH transaction processing. See Paragraph 10-7.

a. ATCH transaction processing. To process an input ATCH transaction, the procedures are accomplished as described in 1 through 6 below.

(1) *Assigned SPF record UPC1 check.* This comparison is made to verify that if the transaction gaining UPC and SPF record UPC1 are equal, a UPC1 departure date is also present on the SPF record.

(2) *Assigned SPF record UPC2 check.* This comparison is made to verify that if the transaction gaining UPC and SPF record UPC2 are equal, a UPC 2 departure date is also present on the SPF record.

(3) *Position number generator.* If the gaining transaction UPC equals a SOMF record for a unit authorized personnel, the transaction position number data element is posted with 9994. If not, the transaction position number data element is posted with 9997.

(4) *RSC check.* The SPF RSC is checked to ensure that it is an A, B, C, M or P. If it is not, error mnemonic xRSC is generated.

(5) *ATCH SPF record check.* An attached record is not allowed if the transaction gaining UPC equals an attached UPC record UPC1 or UPC2. SIDPERS does not allow the designated attached UPC to equal the UPC that will ultimately be the gaining activity. During the wartime operating mode only, an attached UPC1 record is permissible. During the peacetime operating mode, only one attached record is allowed per UPC (UPC1 or UPC2).

(6) *PEBD check.* The PEBD data element must be earlier than the transaction date. If not, error mnemonic xC-D is assigned.

b. ATCH transaction SPF record UPC1 update procedures. This update cycle only occurs if the transaction processing has experienced no essential validity or essential compatibility errors. The transaction date is checked to make sure that it is not earlier than the attached SPF record UPC1 arrival or strength date. In the SIDPERS wartime operating mode, UPC1 data are moved to the UPC2 data element on the SPF record and transaction data are moved to the UPC 1 data element on the SPF record. In the SIDPERS peacetime operating mode, UPC1 data are moved to the UPC2 data element on the SPF record; transaction data are moved to the UPC1 data element on the SPF record; the ATCH transaction mnemonic and transaction date are posted to the SPF record under Type of Transaction Personnel, Date of Transaction Personnel, Type of Transaction Most Recent Strength, and Date of Type Transaction Most Recent Strength data elements; and the successfully processed transaction gaining UPC causes the corresponding SOMF attached strength (by MPC) record to be increased.

c. ATCH transaction SPF record UPC2 update procedures. (See "b" above.) The processing procedures are very similar for UPC1 and UPC2, except that the following processing criteria are followed if the transaction date is earlier than the attached SPF record UPC1 arrival or strength date. In the SIDPERS wartime operating mode, the transaction data are moved to the SPF record UPC2 data element. If SIDPERS is not in the wartime operating mode, processing occurs as defined in 1 and 2 below if the transaction date is earlier than the attached SPF record UPC2 arrival or strength date. If SIDPERS is not in the wartime operating mode, processing occurs as defined in 3 through 5 below if the transaction date is not earlier than the attached SPF record UPC2 arrival or strength date.

(1) *The ATCH transaction mnemonic and transaction date.* The ATCH transaction mnemonic and the transaction date are moved to the Type of Transaction Personnel and Date of Type of Transaction Personnel data elements, respectively.

(2) *SOMF attached record.* The SOMF attached strength record (by MPC) that corresponds to the gaining UPC transaction is increased accordingly.

(3) *Transaction data.* Transaction data are moved to the SPF record UPC2 data element.

(4) *ATCH transaction mnemonic and transaction date.* The ATCH transaction mnemonic and transaction date are moved to the Type of Transaction Personnel and Date of Last Type of Transaction Personnel data elements, respectively.

(5) *SOMF attached strength.* The SOMF attached strength record (by MPC) that corresponds to the gaining UPC transaction is increased.

d. Late entry check. See Paragraph 10-7f.

e. ATCH transaction final output processing. Type transaction 44 is generated for PERSCOM using the transaction date as the arrival or strength date.

10–10. Revocation of departure transaction

In revocation of departure (REVD) transactions (FID R), the information that is presented as part of the ARR transaction pre-processing check is also accomplished under REVD transaction processing. See Paragraph 10-7.

a. Unit of attachment check. The transaction gaining UPC should not correspond to a SPF record UPC1 or UPC2 if an attached record is present.

b. Revocation update and transaction output. During revocation update and transaction output, the processing considerations defined in 1 through 5 below are checked.

(1) A departure date must be present on each assigned SPF record (UPC1 and UPC2).

(2) The SPF record UPC1 departure date and transaction date must be equal, and the transaction gaining UPC should be equal to the SPF record UPC1.

(3) If the SPF record UPC1 has a departure date, see c below.

(4) If the SPF record UPC1 does not have a departure date but the UPC2 (on the same record) does have a departure date, see*f* below.

(5) If the transaction gaining UPC is not the same as the assigned SPF record UPC1 and if a departure date exists for the UPC2 on the same record, see *f* below.

c. UPC1 and POSNO data element check. After checking for the departure date, the processing defined in 1 and 2 below is accomplished if a proper date is found.

(1) During the SIDPERS peacetime operating mode, the POSNO data element is validated for correctness, including SASF compatibility.

(2) If the transaction data elements are correct, the transactions duty MOS, ASI and language identity codes are updated (as required) with zeros or with duty data from the corresponding SASF record.

d. UPC1 and RSC check. The RSC must be A (active) or X (inactive), and the duty status must not be PDY (present for duty).

e. UPC1 and REVD transaction output. If the REVD transaction proceeded to this point and if the departure date is present in the SPF record UPC1 data area, the processing sequence continues as described in 1 through 7 below.

(1) The matching SPF record is checked for duty status TRA (in transit) or RSG (reassigned). If one of these conditions is found, the duty status is changed to PDY.

(2) RSC A (active) is posted to the matching SPF RSC.

(3) Type transaction 46 (officers and enlisted reassignment departure revocation) is generated for PERSCOM and is listed on the AAC-P17 report.

(4) Loss data for the UPC1 are cleared.

(5) The SPF record UPC1 arrival or strength date is posted to the reporting date data element on the same record.

(6) In the SIDPERS increase peacetime operating mode, the SOMF record UPC1 assigned strength is measured by duty status and MPC. The SOMF record UPC1 in transit strength (by MPC) total is reduced, the transaction POSNO data element is posted to the SPF record UPC1, the REVD transaction mnemonic is posted to the matching SPF under the Type of Transaction Personnel and Date of Last Type Transaction Personnel data elements, and the transaction date is posted to the Type of Transaction Most Recent Strength and Date of Transaction Most Recent Strength data elements.

(7) In the SIDPERS peacetime operating mode, type transaction UM (officer and enlisted duty MOS change) is submitted to PERSCOM if the transaction duty data element and the matching SPF duty data element differ, and if the transaction DMOS data element is other than zeros. Type transaction UM is listed on the AAC-P17 report.

f. UPC2 check. If the departure date was not present for the UPC1 data element on the SPF record, the following processing criteria are used if a departure date is found for UPC2 on the same record. During peacetime and wartime operating modes, the transaction gaining UPC data element must be the same as the SPF record UPC2. During the wartime operating mode, the processing does not continue if these data elements are not equal.

g. UPC2 and POSNO data elements check. If the above criteria are met (that is, the transaction gaining UPC data equals the SPF record UPC2), the POSNO data element is checked for correct number and position status. The POSNO data element is checked in the peacetime operating mode only; it is not available during the wartime operating mode. Compatibility is also compared with the SASF.

h. UPC2 output and update procedures. The processing defined in 1 and 2 below takes place if no essential validity or essential compatibility errors are found and if the UPC1 is not available or correct.

(1) During the SIDPERS wartime operating mode, the output processing defined in (a) through (c) below is accomplished on successfully edited REVD transactions.

(a) Type transaction 46 (officer and enlisted reassignment departure revocation) is generated for PERSCOM and appears on the AAC-P17 report.

(b) The SPF record is cleared of all UPC2 loss data.

(c) The SPF record UPC2 arrival or strength date is posted to the UPC2 reporting date on the same record.

(2) During the SIDPERS peacetime operating mode, the steps listed in (1) above are also accomplished; (a) through (d) below list the other processing steps to be completed during the peacetime operating mode.

(a) This addition to the local unit (UPC2) is added to the SOMF present strength data element (by MPC).

(b) The same UPC2 change is subtracted from the SOMF in transit strength data element (by MPC).

(c) The transaction POSNO data element is posted to the SPF record UPC2 data element.

(d) The REVD transaction mnemonic and date and posted to the record under the Last Type of Transaction Personnel and Date of Type of Personnel data elements, respectively.

i. Attached record check. If there is an attached record present, RSC N is posted to the RSC of the attached record.

j. Late entry check. After the REVD transaction has processed through the UPC1 check and UPC2 check, the transaction is checked for late entry. See Paragraph 10-7f.

Section IV
Format Identification U, Miscellaneous Change Transactions

10–11. Introduction, format identification U

The miscellaneous changes to the SPF are prepared on change reports at the unit and Personnel Service Company levels. Each change report submitted normally changes a specific data element. On occasion, additional data elements are required in conjunction with the specific action being reported to validate the input transaction against an edit routine. All validated transactions update the SPF, generate the required PERSCOM transactions, and produce reports. Allowed changes depend on the SIDPERS operating mode: peacetime, mobilization or wartime. Table 10-1 lists available changes.

10–12. General routine, format identification U

As the miscellaneous change transactions are processed by SIDPERS, the first consideration is the general routine. The processing is described in a through g below and is accomplished by this routine regardless of which change transaction is involved.

a. SSN and name edit. For the transaction to process, the SSN and name (first five position) data elements of the transaction and the SPF record must be the same.

b. RSC edit. The RSC edit is skipped for immediate enlistment or re-enlistment (RENL) transactions. The RSC must be Y (pending gain) to process move TDR (MTDR) and revoke TDR (RTDR) transactions. For all other miscellaneous transactions, the RSC should not be X (inactive) or Y. The transaction continues to process if the RSC is X or Y, but an error mnemonic is generated.

c. Date check. The transaction date and the cycle date are compared. Normally, the transaction date is not greater than the current cycle date. In the SIDPERS wartime operating mode, an error mnemonic is generated and processing continues. In the peacetime operating mode, an error mnemonic is generated and processing normally continues. In the peacetime operating mode, processing stops and the input transaction is rejected if the originator code is ZZ (PERSCOM-originated change), if the transaction mnemonic is GRCH and if the transaction date is not less than the date of rank. In this case, the transaction is posted to the SIDPERS stacker file (SSF) for processing if the grade change becomes effective and should properly update the SPF.

d. AWOL check. The AWOL check looks for a SPF record duty status code AWL (AWOL) or AWC (AWOL, confined by civilian authorities). If found, an error mnemonic is assigned and processing continues. The only exception is PERSCOM transactions (originator code ZZ) with the GRCH transaction mnemonic. (No error mnemonic is generated during peacetime operating modes.)

e. Late entry check. A late entry is charged if the transaction date is considered late when compared with the cycle date.

(1) If the processing cycle is the first cycle of the month, the transaction is flagged as a late entry if the cycle date is later than the composite date (derived by adding the transaction date, the SOMF record UPC mail lag and ten days.

(2) If the processing cycle is not the first cycle of the month, the transaction is flagged as a late entry if the cycle date is later than the composite date (derived by adding the transaction date, SOMF record UPC mail lag and five days.

f. PEBD check. The PEBD must be earlier than the transaction date. If not, error mnemonic xC-D is assigned.

g. Prisoner check. The prisoner check looks for SPF duty status code SCA (sentence over 30 days but less than six months civil confinement) or SMA (sentence military court-confined 30 days or more). If found, error mnemonic xSMA is assigned and processing continues. The exception is the same as in d above.

10–13. Aptitude area test change

The aptitude area test change (AATC) transaction (FID U) applies to enlisted personnel only. Edit and update processing is described in a through e below.

a. MPC check. Processing continues, but error mnemonic xMPC is assigned if the SPF record MPC is not E.

b. AATC edit routine. The aptitude area test score in the transaction is checked for zeros or a number higher than zero (that is 001-999). If the score is equal to the higher number, the transaction is valid and continues to process. If the score equals zeros, blanks are entered in the field and the transaction continues to process. If the AATC transaction score is not 000-999, error mnemonic xAAT is assigned.

c. AATC error routine. The transaction processing is terminated if any essential validity or compatibility error is found. If nonessential compatibility or validity errors are found, the incorrect items are suppressed and the correct data continue to process. The SESF records are created during the peacetime operating mode only.

d. AATC output routine. If no error are found, type transaction S2 is generated for PERSCOM using transaction aptitude area test scores for aptitude area test change data. This S2 transaction appears on the AAC-P17 report. The AAC-P01, AAC-P03 and AAC-P11 (with summary) are generated.

e. AATC final output processing. Before the AATC transaction processing is terminated, the transaction mnemonic AATC is posted to the matching SPF record under the Last Type of Transaction Personnel data element, and the transaction date is posted in the matching SPF record under the Date of Last Type of Transaction Personnel data element.

10–14. American board certification date

The American board certification date (ABCD) transaction (FID U) is prepared for Commissioned and Warrant Officer personnel only. The processing is described in a through e below.

a. MPC check. If the SPF record MPC is not an O or W, the transaction continues to be edited, but error mnemonic xMPC is generated.

b. ABCD edit routine. The SPF record authorized branch code is checked for DE, MC, MS, SP, VC, AN or GO. If one of these codes is not found, error mnemonic xCBR is generated. If the transaction certification date is greater than the current cycle date, error mnemonic xCBR is also generated. The American board certification title data element must be present for type of change A, C or D. If not present, error mnemonic xCRD is assigned. If the type of change is D, the board certification date and specialty data elements must be blank. If not, error mnemonics xSPD and xDTE are assigned.

c. ABCD error routine. See Paragraph 10-13c.

d. ABCD output routine. A type transaction UB (officer medical internship, residency and fellowship data) is prepared for transmission to PERSCOM and appears on the AAC-P17 report. The AAC-P01, AAC-P11 (with summary), and AAC-P03 reports are generated.

e. ABCD final output processing. Before the ABCD transaction processing is terminated, the transaction mnemonic ABCD is posted to the matching SPF record under the Last Type of Transaction Personnel data element and the transaction type date is posted to the matching SPF record under the Date of Last Type Transaction Personnel data element.

10–15. Aircraft additional skill identifier

The aircraft additional skill identifier (ACSI) transaction (FID U) is for Commissioned and Warrant Officers. The processing is described in a through e below.

a. MPC check. If the SPF record that corresponds to the input transaction has a MPC other than O or W, processing continues, but error mnemonic xMPC is generated.

b. Aircraft ASI check. If the transaction Aircraft ASI is K4 and if the SPF sex is F, error mnemonic XL is assigned.

c. ACSI error routine. See Paragraph 10-13c.

d. ACSI output routine. A type transaction UD (officer aircraft qualification data) is generated for PERSCOM and appears on the AAC-P17 report. The AAC-P01, AAC-P11 (with summary) and ACC-P03 reports are generated.

e. ACSI final output processing. Before the ACSI transaction processing is terminated, the transaction mnemonic ACSI is posted so the SPF record under the Last Type of Transaction Personnel data element, and the transaction date is posted under the Date of Last Type of Transaction Personnel data element.

10–16. Additional additional skill identifier

The additional (ASI) ((ADSI transaction (FID U) is prepared for Commissioned and Warrant Officers. The processing is described in a through d below.

a. MPC check. If the SPF record does not have MPC O or W, the transaction continues to process, but error mnemonic xMPC is generated.

b. ADSI error routine. See Paragraph 10-13c.

c. ADSI output routine. A type transaction UD (officer aircraft qualification data) is generated for PERSCOM and appears on the AAC-P17 report. The AAC-P01, AAC-P03 and AAC-P11 (with summary) reports are generated.

d. ADSI final output processing. Before the ADSI transaction processing is terminated, the transaction mnemonic ADSI is posted to the matching SPF record under the Last Type of Transaction Personnel data element, and the transaction date is posted to the matching SPF record under the Date of Last Type of Transaction Personnel data element.

10–17. Assignment eligibility and availability

The AEA transaction (FID U) is produced for enlisted personnel. The processing is described in a through e below.

a. MPC check. If the SPF record corresponding to the report transaction has an MPC other than E, error mnemonic xMPC is generated.

b. AEA edit routine. If the transaction AEA code is blank, error mnemonic xAEA is generated. Several checks are included in the AEA edit routine and are described in 1 through 7 below.

(1) If the transaction AEA code is Z, the SPF record UPC1 AREAX (position 1) code must be alphabetic; if not, error mnemonic xAEA is assigned. If the SPF record UPC1 AREAX (position 1) code is alphabetic, the SPF AEA code and termination date are blanked out, and the output AEA code is set up with Z.

(2) If the transaction AEA code is B, if the transaction AEA termination year and month data element is blank, and if the SPF UPC1 unit status code is not ST, the SPF record AEA code is updated and the termination date is blanked out. If the preceding conditions are met and if the SPF UPC1 unit status code is ST, the transaction is rejected as an error. If the transaction AEA code is B and if the transaction AEA termination date is present, this date must be greater than the transaction cycle date and the SPF UPC1 unit status code must be ST, if not, error mnemonic xATD is generated.

(3) If the transaction AEA code is A, E, F, H, L, N or W, the termination date (year and month) in the transaction may be blank; if not blank, the date must be greater than the transaction cycle date. If the transaction termination date is blank, only the AEA code on the SPF is updated, and the termination date is blanked out. If the transaction termination date is greater than the cycle date, the AEA code and termination date are updated on the SPF.

(4) If the transaction AEA code is C and if the transaction AEA termination date is less than the transaction cycle date, error mnemonic xATD is assigned.

(5) If the transaction AEA code is G or P, the termination date must be greater than the transaction cycle date but must not exceed the transaction cycle date plus 36 months.

(6) If the transaction AEA code is U and if the transaction AEA termination date is greater than the transaction cycle date plus 16 months, error mnemonic xATD is assigned. If the termination date is not greater than transaction cycle date plus 16 months, this stage is skipped.

(7) If the transaction AEA termination date is greater than the transaction cycle date and if the transaction AEA code is not G, P, U, Z or B, this stage is skipped.

c. AEA error routine. See Paragraph 10-13c.

d. AEA output routine. Type transaction UH (miscellaneous data) is generated for PERSCOM using transaction AEA code and transaction AEA termination date for AEA data and appears on the AAC-P17 report. This processing also occurs if a corresponding attached record is present (RSC N). The AAC-P01, AAC-P03 and AAC-P11 (with summary) reports are generated.

e. AEA final output processing. Before the AEA transaction processing is terminated, the transaction mnemonic AEA is posted to the matching SPF record under the Last Type of Transaction Personnel data element, and the transaction date is posted to the matching SPF record under the Date of Last Type of Transaction Personnel data element.

10–18. Armed Forces Reserve Medal

The Armed Forces Reserve Medal (AFRM) eligibility date (year and month) transaction (FID U) is processed as described in a through e below.

a. AFRM edit routine. If the transaction AFRM data element is zeros, the corresponding SPF AFRM data element is blanked out. The enlisted record is updated with no further editing. Officer (MPC O or W) records are updated if the SPF record service component code is not R. If the service component code is R in the officer record, error mnemonic xAMF is generated.

b. AFRM error routine. See Paragraph 10-13c.

c. RSC N check. Attached SPF records (RSC N) that may be present are updated in the same format as the assigned SPF record.

d. AFRM output routine. The AFRM data are posted. The AAC-P01, AAC-P03 and AAC-P11 (with summary) reports are generated.

e. AFRM final output processing. Before the AFRM transaction processing is terminated, the transaction mnemonic AFRM is posted to the matching SPF record under the Last Type of Transaction Personnel data element, and the date is posted to the matching SPF record under the Date of Last Type of Transaction Personnel data element.

10–19. Active Federal service

The active federal service (AFS), transaction (FID U) is processed as outlined in a through f below.

a. MPC check. The MPC code must be O or W, or error mnemonic xMPC is assigned.

b. AFS edit routine. An initial check is made on the SPF for the AFS verification code. If it is V, the transaction is rejected, and error mnemonic xAFV is generated. If the SPF AFS verification code is not V and if the AFS and Active Federal Commissioned Service (AFCS) data elements are blank, error mnemonic xBLK is generated. If the transaction AFCS data element is greater than the SPF AFS data element and if the transaction AFS data element is blank, error mnemonic xAFC is generated. If the transaction AFS data element is blank and if the transaction AFCS data element is

present but if the SPF-AFS and transaction AFS data elements are blank, error mnemonic xAFC is generated. If the transaction AFS and AFCS data elements are present but if the transaction AFCS data element (first three positions) is greater than the transaction AFS data element, error mnemonic xAFC is generated. If the transaction AFS data element is present, if the transaction AFCS data element is blank, and if the AFCS data element is present in the SPF but if the SPF-AFCS data element (first three positions) is greater than the transaction AFS data element, error mnemonic XAFS is generated. If the transaction AFS data element is present, if the transaction AFCS data element is blank, and if the AFCS data element is not entered on the SPF, error mnemonic xAFS is generated.

c. AFS error routine. See Paragraph 10-13c.

d. RSC N check. See Paragraph 10-18c.

e. AFS output routine. Type transaction UJ is generated for PERSCOM and appears on the AAC-P17 report. The AAC-P01, AAC-P03 and AAC-P11 (summary) reports are generated.

f. AFS final output processing. Before the AFS transaction processing is terminated, the transaction mnemonic AFS is posted to the matching SPF record under the Last Type of Transaction Personnel data element, and the transaction date is posted to the matching SPF record under the Date of Last Type of Transaction Personnel data element.

10–20. Area of current or last completed foreign service tour

The area of current or last completed foreign service tour transaction (AFST) (FID U) is processed as described in a through f below.

a. MPC check. The MPC code must be E, or error mnemonic xT-T is assigned.

b. AFST edit routine. If the transaction AFST code is Z and if the first position of the SPF UPC1 AREAX code is numeric, the transaction AFST data element is posted to the corresponding SPF record, and the SPF record date returned from overseas (DROS) and date eligible to return from overseas (DEROS) are blanked out. If the transaction AFST data element is not blank or Z and if the first position of the SPF UPC1 AREAX code is not numeric, the transaction DEROS or DROS date is checked. If not present, the SPF record DEROS date is blanked out, and the record AFST data element is updated with the transaction AFST data element. If it is present and if the transaction DEROS or DROS date is greater than the transaction date, error mnemonic xDRS is generated. If not, the SPF record DEROS date is blanked out, the SPF record DROS date is updated with the transaction DEROS or DROS date , and the SPF record AFST data element is updated with the transaction AFST data element information. If the transaction AFST data element is not blank or Z and if the first position of the SPF UPC1 AREAX code is numeric, the transaction DEROS or DROS date is checked. If it is not present, the SPF record DROS date is blanked out, the record DEROS date is updated with the transaction DEROS or DROS date, and the SPF record AFST data element is updated with the transaction AFST data element. If the transaction AFST code is not present or equals Z and if the first position of the SPF UPC1 AREAX code is not numeric, error mnemonic xFST is generated.

c. AFST error routine. See Paragraph 10-13c.

d. RSC N check. See Paragraph 10-18c.

e. AFST output routine. If the transaction AFST code is Z or is not Z and if transaction DROS and DEROS dates are spaces, type transaction UH is generated for PERSCOM using the transaction AFST code for AFST data and appears on the AAC-P17 report. If the transaction AFST code is not Z and if the transaction DROS date is blank but if the transaction DEROS date is not spaces, type transaction UH is generated to PERSCOM using the transaction AFST code and the transaction DEROS dates for AFST data and appears on the AAC-P17 report. If the transaction AFST code is not Z and if the transaction DROS date is blank, type transaction UH is generated to PERSCOM using the transaction DROS date for AFST data and appears on the AAC-P17 report. The AAC-P01, AAC-P03 and AAC-P11 (with summary) reports are generated.

f. AFST final output processing. Before the AFST transaction processing is terminated, the transaction mnemonic AFST is posted to the matching SPF record under the Last Type of Transaction Personnel data element, and the transaction date is posted to the matching SPF record under the Date of Type of Transaction Personnel data element.

10–21. Area of last combat tour

The area of last combat tour (ALCT) transaction (FID U) is processed as described in a through e below.

a. ALCT check. If the transaction ALCT code is Z, the SPF record ALCT code is updated with the transaction ALCT code, and the SPF record ALCT date (year and month) is blanked out. If the transaction ALCT code is not Z and if the transaction ALCT date is not present, error mnemonic xLCD is assigned. If the transaction ALCT code is not present and if the corresponding date is present, error mnemonic xLCT is assigned. If the transaction ALCT code is not Z and if the corresponding date is also present, error mnemonic xLCD is generated if the ALCT date is greater than the transaction date. If not, the SPF record ALCT code and date are updated with the transaction ALCT code and date information.

b. ALCT error routine. See Paragraph 10-13c.

c. RSC N check. See Paragraph 10-18c.

d. ALCT output routine. The AAC-P01, AAC-P03 and AAC-P11 (with summary) reports are generated.

e. ALCT final output processing. Before the ALCT transaction processing is terminated, the transaction mnemonic

ALCT is posted to the matching SPF record under the Last Type of Transaction Personnel data element, and the transaction date is posted to the matching SPF record under the Date of Last Type of Transaction Personnel data element.

10–22. Continental United States or overseas area of preference

The CONUS or overseas area of preference (APRF) transaction (FID U) is processed as discussed in a through f below.

a. MPC check. The MPC code must be E if the CONUS area of preference is reported, or error mnemonic xT-T is generated.

b. Overseas assignment preference check. The overseas assignment preference check ensures that all three preferences are reported. If preference 1 is YY, preferences 2 and 3 must be YY. If preference 2 is YY, then preference 3 must be YY. If not, the transaction is rejected, and error mnemonic xOAP is generated.

c. APRF error routine. See Paragraph 10-13c.

d. RSC N check. See Paragraph 10-18c.

e. APRF output routine. Type transaction S1 (enlisted) is generated for PERSCOM using the transaction CONUS area of preference code and the transaction overseas assignment preference 1, 2 and 3 codes for APRF data. Type transaction UJ (officer) is generated for PERSCOM using the transaction overseas assignment preference 1, 2 and 3 codes for APRF data. The S1 and UJ appear on the AAC-P17 report. The AAC-P01, AAC-P03 and AAC-P11 (with summary) reports are generated.

f. APRF final output processing. Before the APRF transaction processing is terminated, the transaction mnemonic APRF is posted to the matching SPF record under the Last Type of Transaction Personnel data element, and the transaction date is posted to the matching SPF record under the Date of Last Type of Transaction Personnel data element.

10–23. Appointment data

The appointment data (APTD) transaction (FID U) is processed as described in a through e below.

a. MPC check. The SPF MPC must be O or W. If not, error mnemonic xMPC is generated.

b. Type or source of original appointment. If the SPF record MPC is O, and the type of original appointment and the transaction source of original appointment data elements are not present, error mnemonics xTAP and xSAP are generated. If the SPF record MPC is W, the transaction type of original appointment code must be present, or error mnemonic xNIF is generated. (If the transaction type of original appointment code is present, the transaction source of original appointment code is suppressed from the output type transaction UL generated for PERSCOM.)

c. APTD error routine. See Paragraph 10-13c.

d. APTD output routine. Type transaction UL is generated for PERSCOM and appears on the ACC-P17 report. The AAC-P01, AAC-P03, AAC-P11 (with summary) and AAC-P85 reports are generated.

e. APTD final output processing. Before the APTD transaction processing is terminated, the transaction mnemonic APTD is posted to the matching SPF record under the Last Type of Transaction Personnel data element, and the transaction date is posted to the matching SPF record under the Date of Last Type of Transaction Personnel data element.

10–24. Additional Skill Identifier

The additional skill identifier transaction (FID U) is processed as discussed in a through f below.

a. MPC check, wartime operating mode. If the MPC code is O, error mnemonic xASI is generated if the transaction ASI-1 code is not present. If the ASI1 code is not zeros and if position one is not 1 through 9 and/or if position 2 is not through A through Z, error mnemonic xASI is generated. If the MPC code is not O, error mnemonic xPAS is generated if either the PASI code is not present. If the transaction PASI code is present but is not equal to zeros, and the SPF record PMOS code is zeros, or if the transaction PASI code is present, if the transaction PASI code is not zeros, if the SPF record PMOS code is not zeros, and the transaction PMOS or PASI code does not match a SMEF record PMOS or PASI code.

b. MPC check, peacetime operating mode. If the MPC code is O, the ASI1, 2, 3 and 4 codes are checked as they are in a above. If the MPC code is not O, error mnemonic xPAS is generated if either the transaction PASI code is not present. If the transaction PASI code is present and not zeros, and the SPF record PMOS code is zeros, or if the transaction PASI code is present and is not zeros, and the transaction PMOS or PASI code does not match a SMEF record PMOS or PASI code.

c. Secondary ASI (SASI) check (MPC E). If the transaction SASI code is not present, error mnemonic xSAS is generated. If the transaction SASI code is zeros but the SPF secondary MOS (SMOS) code is spaces, error mnemonic xSAS is assigned. If the SASI code is present and is not zeros and the SPF SMOS or control MOS code is zeros, and if the MPC is not W, error mnemonic xSAS is generated. If the transaction SASI code does not equal the SMEF SMOS or control MOS SASI code, error mnemonic xSAS is generated.

d. ASI error routine. See Paragraph 10-13c.

e. ASI output routine. If no essential errors are found, the processing continues according to the SPF record MPC.

(1) If SIDPERS is in the peacetime operating mode and if the MPC equals E, type transactions 1X and 34 are generated for PERSCOM. These transactions use the transaction SPF primary and secondary ASI, SPF PMOS, SPF SMOS and SPF grade codes as ASI data. The 1X and 34 appear on the AAC-P17 report.

(2) If SIDPERS is in the wartime operating mode and if the MPC equals E, a 1X transaction is generated for PERSCOM using the transaction SPF primary ASI, SPF PMOS and SPF grade codes as ASI data. The 1X appears on the AAC-P17 Repot.

(3) If SIDPERS is in the wartime operating mode and if the MPC equals O, type transaction UD (officer aircraft qualification data) is generated for PERSCOM using the transaction ASI1 code as ASI data. The UD appears on the AAC-P17 report. The AAC-P85 report is generated.

(4) If SIDPERS is in the peacetime operating mode and if the MPC equals O, type transaction UD is generated for PERSCOM using appropriate transaction ASI1, 2, 3 and 4 codes as data. The UD appears on the AAC-P17 report. The AAC-P85 report is generated.

(5) Regardless of the MPC, if the RSC is N, the SPF record is updated in the assigned record format.

f. ASI final output processing. Before the ASI transaction processing is terminated, entries are added to the AAC-P01, AAC-P03 and AAC-P11 (with summary) reports. The transaction mnemonic ASI is posted to the matching SPF record under the Last Type of Transaction Personnel data element, and the transaction date is posted to the matching SPF record under the Last Type of Transaction Personnel data element.

10–25. Aviation data

The Aviation Data (AVDA) transaction (FID U) is processed for Commissioned and Warrant Officers. The AVDA transaction is processed as described in "a" through "e" below.

a. MPC check. If the SPF MPC is E, error mnemonic xMPC is assigned.

b. AVDA edit routine. If the Year and Month of Initial Aviation Rating data element is blank or greater than the current cycle date, error mnemonic xDTE is assigned.

c. AVDA error routine. See Paragraph 10-13c.

d. AVDA output routine. Type transaction UL (officer aviation personnel data) is generated for PERSCOM and appears on the AAC-P17 report. The AAC-P01, AAC-P03, AAC-P11 (with summary) and AAC-P85 output reports are generated.

e. AVDA final output processing. Before the AVDA transaction processing is terminated, the transaction mnemonic AVDA is posted to the matching SPF record under the Last Type of Transaction Personnel data element, and the transaction date is posted to the matching SPF record under the Date of Last Type of Transaction data element.

10–26. Awards or badges

The awards and badges (AWDS) transaction (FID U) is submitted for Commissioned and Warrant Officer personnel. The AWDS transaction is processed as described in "a" through "e" below.

a. MPC check. If the SPF MPC is E, error mnemonic xMPC is assigned.

b. AWDS edit routine. If the type of change is not A or D, error mnemonic xCHG is generated. If the type of change is A or D but if the AWDS transaction code equals spaces for reporting awards or badges, error mnemonic xBLK is generated.

c. AWDS error routine. See Paragraph 10-13c.

d. AWDS output routine. Type transaction UV is generated for PERSCOM and appears on the AAC-P17 report. The AAC-P01, AAC-P03, AAC-P11 (with summary) and AAC-P85 reports are generated.

e. AWDS final output processing. Before the AWDS transaction processing is terminated, the transaction mnemonic AWDS is posted to the matching SPF record under the Last Type of Transaction data element, and the transaction date is posted to matching SPF record under the Date of Last Type of Transaction data element.

10–27. Basic date of appointment

The basic date of appointment (BDAP) (FID U) is compared with the SPF record to report a change to basic date of appointment information for Reserve Component Officer or Warrant Officer.

a. MPC check. Error mnemonic xMPC is assigned if the SPF record MPC is not O or W.

b. BDAP edit routine. The transaction basic date of appointment code cannot be later than the cycle date, or error mnemonic xDAP is assigned.

c. BDAP error routine. See Paragraph 10-13c.

d. BDAP output routine. Type transaction UT is generated for PERSCOM and appears on the AAC-P17 report. The AAC-P01, AAC-P03, AAC-P11 (with summary) and AAC-P85 reports are generated.

e. BDAP final output processing. Before the BDAP transaction processing is terminated, the transaction mnemonic BDAP is posted to the matching SPF record under the Last Type of Transaction Personnel data element, and the

transaction date is posted to the matching SPF record under the Date of Last Type of Transaction Personnel data element.

10–28. Basic or control branch

The Basic or control branch (BR) transaction (FID U) is submitted for commissioned and warrant officers. This transaction is processed as detailed in a through f below.

a. MPC check. If SPF MPC is E, error mnemonic xMPC is assigned.

b. BR edit routine. If neither the basic and control branch data element are present in the transaction, error mnemonic xBLK is assigned.

(1) For matching SPF records, if the MPC equals W and if the transaction control branch code is present, the SPF record is updated from the SMEF. If the transaction basic branch code is present for a warrant officer, error mnemonic xMPC is assigned.

(2) For matching SPF records, if the MPC equals O and if the SPF grade code is not A, the transaction basic branch (if available) and the control branch codes are updated.

(3) For officer records, if the SPF grade code is A, the transaction basic branch code should not be present. If the basic branch code on the transaction is present, error mnemonic xGRD is assigned. If only the transaction control branch code is present, the SPF record is updated accordingly, and the SPF record basic branch code is blanked out.

c. BR error routine. See Paragraph 10-13c.

d. RSC N check. See Paragraph 10-18c.

e. BR output routine. The BR output routine is for commissioned officer records only. Type transaction UH (miscellaneous data) is generated for PERSCOM using the transaction basic and control branch codes as data. The UH transaction appears on the AAC-P17 report. The AAC-P01, AAC-P03 and AAC-P11 (with summary) reports are generated.

f. BR final output processing. Before the BR transaction processing is terminated, the transaction mnemonic BR is posted to the matching SPF record under the Last Type of Transaction Personnel data element, and the transaction date is posted to the matching SPF record under the Date of Last Type of Transaction Personnel data element.

10–29. Current duty assignment title

The current duty assignment title (CDAT) transaction (FID U) is submitted to change the current duty assignment title code for commissioned and warrant officers. The CDAT transaction is processed as outlined in a through e below.

a. MPC check. If the SPF MPC is E, error mnemonic xMPC is assigned.

b. CDAT duty data element check.

(1) Error mnemonic xDPS is assigned if the officer transaction duty position code is equal to spaces or if the transaction primary duty specialty code with MPC O equals SMEF SSI and SMEF sex codes but foes not match SMEF RSC A, B or C. If the transaction secondary duty specialty code for MPC O is spaces, or if the secondary duty specialty code for MPC O is not spaces or zeros and if the relative position in the matching SMEF record is not one (taken from the alternate requirement special code table within the SMEF). Error mnemonic xDPS is assigned if the transaction primary duty specialty code with MPC O codes does not equal the SMEF SSI code; if the SMEF RSC is A, but the transaction date code is less than the SMEF implementation date, and if the SMEF RSC is C, but the transaction date code is greater than the SMEF rescission date. Error mnemonic xDPS is assigned if the transaction primary duty specialty code is 00B, but the SPF grade code is not A or B, or if the primary duty specialty code is not 00B, but the SPF grade code is A.

(2) Error mnemonic xDAS is assigned if the duty position code or duty MOS code is zeros but the duty ASI code is not zeros, if the duty ASI data element is not equal to a valid code, and if the transaction duty ASI data element does not match a SMEF record ADI data element. Error mnemonic xDAS is assigned if the transaction duty ASI code is equal to spaces. If the transaction duty ASI code is not spaces and not zeros, and the first position is 1 through 9, but the second position is not A through Z; and if the transaction duty ASI code is not spaces or zeros, and position one is not 1 through 9.

(3) Error mnemonic xLIC is assigned if the duty position code or duty MOS code is zeros, but the duty language identity code is not zeros; and if the duty language identity code is not a valid code.

(4) Error mnemonic xDMS is assigned if the warrant officer duty MOS code is equal to spaces.

(5) Error mnemonic xMOS is assigned if the transaction duty MOS code does not match a SMEF record MOS code, and if the transaction duty MOS code does not match a SMEF record MOS code, but the SMEF RSC is not A, B or C. Error mnemonic xMOS is assigned if the transaction duty MOS code does not match a SMEF record MOS code, and if the SMEF record MOS code is A, but transaction date is less than the SMEF record MOS implementation date. Error mnemonic xMOS is also assigned if the transaction duty MOS code does match a SMEF record MOS code, and if the SMEF record MOS code is B, but the transaction date is greater than the SMEF rescission date.

(6) Error mnemonic xSEX is assigned if the MPC is W, but the SMEF record sex identity code is not P, V, W, G, H or J. If the transaction primary duty MOS with MPC O equals the SMEF SSI code and matches the SMEF RSC A, B

or C, but it does not match the SMEF sex identity code; and if the transaction primary duty MOS with MPC O equals the SMEF SSI code but does not match the SMEF sex identity code or SMEF RSC A, B or C.

(7) Error mnemonic xSQI is assigned if the transaction DMOS-SQI code (position 5) is not matched by the MOS-SQI code on the SMEF.

c. CDAT error routine. See Paragraph 10-13c.

d. CDAT output routine. Type transaction UE (duty assignment) is generated for PERSCOM, and appears on the AAC-P17 report. The AAC-P01, AAC-P03, AAC-P11 (with summary) and ACC-P85 reports are generated.

e. CDAT final output processing. Before the CDAT transaction processing is terminated, the transaction mnemonic CDAT is entered on the SPF record under the Last Type of Transaction Personnel data element, and the transaction date is entered in the SPF record under the Date of Last Type of Transaction Personnel data element.

10–30. Citizenship status

The citizenship status (CITZ) transaction (FID U) is processed locally as outlined in a through d below.

a. CITZ error routine. See Paragraph 10-13c.

b. CITZ output routine. This routine is for enlisted records only. Records with MPC of O or W will continue as described in c below. Type transaction UH (miscellaneous data) for enlisted personnel only is generated for PERSCOM. The UH transaction appears on the AAC-P17 report. The AAC-P01, AAC-P03 and AAC-P11 (with summary) reports are generated.

c. RSC N check. See Paragraph 10-18c.

d. CITZ final output processing. Before the CITZ transaction processing is terminated, the transaction mnemonic CITZ is posted to the matching SPF record under the Last Type of Transaction Personnel data element, and the transaction date is posted to the matching SPF record under the Date of Last Type of Transaction Personnel data element.

10–31. Service component

The Service Component (COMP) transaction (FID U) processes against a matching SPF record as described in a through h below.

a. Delay in separation code (DSEP) edit routines. See Paragraph 10-46a.

b. COMP edit routine. This particular edit is skipped when SIDPERS is in the wartime operating mode. Wartime processing starts with the COMP-2 edit routine as defined in c below.

(1) For enlisted personnel (MPC E), the SPF record expiration term of service (ETS) is added to the transaction under the ETS data element if the item is blank. This transfer also occurs if the transaction term of service code is blank. If the term of service code is 1 through 9, 0 or Z, and if the transaction ETS date is blank, the SPF ETS code is added to the transaction. Error mnemonic xTRM is generated if the transaction term of service code is not blank or is equal to the above-listed alphanumeric codes. If the transaction term of service code is one of the above-listed alphanumeric codes but the transaction ETS date is blank, see discussion in 2 through 14.

(2) Error mnemonic xT-S is assigned if the service component code is R and if the term of service code is Z, but the ETS date is not &&&&&& (enlisted only).

(3) Error mnemonic xT-S is also assigned if the transaction service component code is T and if the term of service code is not 2 (enlisted only).

(4) Error mnemonic xETS is assigned if the transaction term of service code is 2 and if the service component code is T, but the ETS date is not the same as the SPF record basic active service date (BASD) plus two years (minus one day) (enlisted only).

(5) Error mnemonic xETS is also assigned if the Service Component code is R and if the ETS date is &&&&&&, but the term of service code is not Z. Error mnemonic xETS is also assigned if the ETS date is not &&&&&& and if the transaction ETS date is not greater than the SPF record BASD date (enlisted only).

(6) If the service component code on the COMP transaction is not R, T, G or V, error mnemonic xCPT is assigned (MPC O, W or E.)

(7) For commissioned and warrant officers, if the transaction service component code is R, if the expiration of service agreement (ESA) date is blank, and if the service agreement code is blank, the SPF record ESA and service agreement data elements are blanked out.

(8) If the transaction service component code is R, if the ESA date is blank, and if the service agreement data element is not blank, error mnemonic xSVA is assigned (officers only).

(9) Error mnemonic xESA is assigned if the transaction service component code is R but the ESA date is not blank and if the service agreement data element is blank (officers only).

(10) Error mnemonics xESA and xSVA are assigned if the transaction service component code is R, the ESA date is not blank, and the service agreement data element is not blank (officers only).

(11) If the transaction service component code is not R and if the ESA date is blank, the SPF record ESA date is

posted to the transaction under the ESA data element. This same procedure occurs for the service agreement data element if that transaction information is blank (officers only).

(12) Error mnemonic xESA is assigned if the transaction ESA data element is &&&&&&, if the service agreement code is not nine, and if the service component code is not R, G, T or V (officers only).

(13) Error mnemonic xSVA is assigned if the ESA date is not &&&&&& and if the service agreement code is not 5 through 9, A through H, L, P, U, V, W or X.

(14) Error mnemonic xESA is assigned if the transaction service agreement code is 5 through 9, A through G, L, P, U, V, W or X. If the ESA date is not later than the current cycle date, and if the SPF record delay in separation data element is not present (officers only).

c. COMP-2 edit routine. This edit routine is the start of COMP transaction processing if SIDPERS is in the wartime operating mode. This COMP-2 edit also applies to the peacetime operating mode. This particular edit routine is bypassed if the transaction ETS or ESA date is not present, is &&&&&, or is later than the current cycle date (enlisted only). If the ETS or ESA date is earlier than the current cycle date and if the SPF record delay in separation code is not present, error mnemonic xETS is assigned (enlisted only).

d. Component how-acquired code check. The matching SPF record MPC is compared with the transaction service component "how-acquired" code for the proper relationship.

(1) If the SPF record MPC is E, the transaction component how-acquired code should be C. If the MPC is O or W, the transaction component how-acquired code should be R or A. If not, error mnemonic xCPT is assigned.

(2) If the SPF record MPC is O or W, if the transaction component "how-acquired" code is A, if the transaction component is G, and if the SPF record service component code is not T, error mnemonic xCPT is assigned.

(3) Error mnemonic xCPT is also assigned if the transaction service component code is not G or V, if the SPF record MPC is O or W, and if the transaction component "how-acquired" code is A.

4. Error mnemonic xCPT is assigned if the transaction service component code is V, if the SPF record service component code is not G or T, if the transaction "how-acquired" code is A, and if the MPC is O or W.

e. Error routine. See Paragraph 10-13c.

f. RSC N check. See Paragraph 10-18c.

g. COMP output routine. During processing, if the SIDPERS is in the wartime operating mode and if the transaction service component and SPF record service component data element are equal, the COMP output routine is bypassed. (See h below.) If not, the processing continues as described in 1 through 7 below after determining the SPF record MPC.

(1) If the MPC equals E, if the SIDPERS is in the wartime operating mode and if the transaction service component "how-acquired" code is C, type transaction UH is generated for PERSCOM and appears on the AAC-P17 report.

(2) If the MPC equals O or W, if SIDPERS is in the wartime operating mode and if the transaction service component "how-acquired" code is A, type transaction 90 is generated for PERSCOM and appears on the AAC-P17 report.

(3) If the MPC equals O or W, and if SIDPERS is in the wartime operating mode and if the transaction service component "how-acquired" code is R, type transaction 9Z is generated for PERSCOM and appears on the AAC-P17 report.

(4) If in the peacetime operating mode, and if the MPC equals E, type transactions 3B and UH are generated for PERSCOM using the transaction service component, transaction ETS, and the SPF delay in separation codes as service component data. The 3B and UH appear on the AAC-P17 report.

(5) If in the peacetime operating mode, if the MPC is O or W, and if the service component "how-acquired" code is R, type transactions UH and 9Z are generated for PERSCOM using the transaction service component, transaction service agreement, and transaction expiration of service agreement data elements as service component data. The UH and 9Z appear on the AAC-P17 report.

(6) If in the peacetime operating mode, if the MPC is O or W, and if the transaction service component "how-acquired" code is A, type transactions UH, 90 and 9Z are sent to PERSCOM using the transaction service component, transaction service agreement, and transaction expiration of service agreement data elements as service component data. These pass record transactions appear on the AAC-P17 report.

(7) In all cases, a five-card Joint Uniform Military Pay System (JUMPS) transaction is prepared for the Defense Finance and Accounting Service-Indianapolis Center (DFAS-IN) master military pay file (MMPF) at For Benjamin, Harrison, Indiana. The transaction is displayed on the AAC-P55 report.

h. COMP final output processing. Before the COMP transaction processing is terminated, the AAC-P01, AAC-P03 and AAC-P11 (with summary) reports are generated. The transaction mnemonic COMP is posted to the matching SPF record under the Last Type of Transaction Personnel data element, and the transaction date is posted to the matching SPF record under the Date of Last Type of Transaction Personnel data element.

10–32. Current grade or date of rank-permanent

The current grade or date of rank (DOR) permanent (CPGD) transaction (FID U) is processed against SPF records to

report a new permanent grade and/or DOR or correction to current permanent DOR for Reserve Component Officers other than 1LT or CW2.

a. MPC check. Error mnemonic xMPC is assigned if the SPF record MPC is other than O or W.

b. LCPGD edit routine. The transaction current permanent DOR cannot be later than the cycle date, or error mnemonic xDTE is generated. The SPF service component code for records being changed must be G, T or V, or error mnemonic xCPT is assigned.

c. CPGD error routine. See Paragraph 10-13c.

d. CPGD output routine. Type transaction UT is generated for PERSCOM and appears on the AAC-P17 report. The AAC-P01, AAC-P03, AAC-P11 (with summary) and AAC-P85 reports are generated.

e. CPGD final output processing. Before the CPGD transaction processing is terminated, the transaction mnemonic CPGD is posted to the matching SPF record under the Last Type of Transaction Personnel data element, and the transaction date is posted to the matching SPF record under the Date of Type of Transaction Personnel data element.

10–33. Civilian education level

The civilian education level (CVED) transaction (FID U) is processed as described in a through d below.

a. CVED error routine. See Paragraph 10-13c.

b. RSC N check. See Paragraph 10-18c.

c. CVED output routine. This particular output routine is for enlisted records only (MPC E). (Commissioned and warrant officers records are described in d below.) Type transaction S1 (enlisted) is generated for PERSCOM using the transaction civilian education level data element as data. The S1 appears on the AAC-P17 report. The AAC-P01, AAC-P03 and AAC-P11 (with summary) reports are generated.

d. CVED final output processing. Before the CVED transaction processing is terminated, the transaction mnemonic CVED is posted to the matching SPF record under the Last Type of Transaction Personnel data element, and the transaction date is posted to the matching SPF record under the Date of Last Type of Transaction Personnel data element.

10–34. Date dependents arrived overseas

The date dependents arrived overseas (DDAR) transaction (FID U) is submitted for commissioned and warrant officer personnel. Transactions that match a SPF record correctly (MPC equals O or W) are processed as descried in a through e below.

a. MPC check. If the SPF MPC is E, error mnemonic xMPC is assigned.

b. DDAR edit routine. This edit ensures that the transaction date is equal to or earlier than the current cycle date. If not, error mnemonic xDTE is assigned.

c. DDAR error routine. See Paragraph 10-13c

d. DDAR output routine. Type transaction UF (commissioned and warrant officers) is generated for PERSCOM and appears on the AAC-P17 report. The AAC-PO1, AAC-P03, AAC-P11 (with summary) and AAC-P85 reports are generated.

e. DDAR final output processing. Before the DDAR transaction processing is terminated, the transaction mnemonic DDAR is posted to the matching SPF record under the Last Type of Transaction Personnel data element, and the transaction date is posted to the matching SPF record under the Date of Last Type of Transaction Personnel data element.

10–35. Date departed for overseas

The date departed for overseas (DDPO) transaction (FID U is submitted for commissioned and warrant officer personnel. Transactions that match a SPF record correctly (MPC equals O or W) are processed as described in a through e below.

a. MPC check. If the SPF MPC is E, error mnemonic xMPC is assigned.

b. DDPO edit routine. This edit ensures that the transaction date departed for overseas is earlier than the current cycle date. If the transaction date is later than the current cycle date, error mnemonic xDTE is assigned.

c. DDPO error routine. See Paragraph 10-13c.

d. DDAR output routine. Type transaction UF (commissioned and warrant officers) is generated for PERSCOM and appears on the AAC-P17 report. The AAC-P01, AAC-P03, AAC-P11 (with summary) and AAC-P85 reports are generated.

e. DDAR final output processing. Before the DDPO transaction processing is terminated, the transaction mnemonic DDPO is posted to the matching SPF record under the Last Type of Transaction Personnel data element, and the transaction date is posted to the matching SPF record under the Date of Last Type of Transaction Personnel data element.

10–36. Dependency data

The dependency data (DEPD) transaction (FID U) is submitted for commissioned and warrant officer personnel. Transactions that match a SPF record correctly (MPC O or W) are processed as described in a through e below.

a. MPC check. If the SPF MPC is E, error mnemonic xMPC is assigned.

b. DEPD edit routine. If one or both of the spouses' country of citizenship or country or state of birth data elements is not present on the transaction, error mnemonic xPOB is assigned.

c. DEPD error routine. See Paragraph 10-13c.

d. DEPD output routine. Type transaction UF is generated for PERSCOM and appears on the AAC-P17 report. The AAC-P01, AAC-P03, AAC-P11 (with summary) and AAC-P85 reports are generated.

e. DEPD final output processing. Before the DEPD transaction processing is terminated, the transaction mnemonic DEPD is posted to the matching SPF record under the Last Type of Transaction Personnel data element, and the transaction date is posted to the matching SPF record under the Date of Last Type of Transaction Personnel data element.

10–37. Number of dependents

The number of dependents (DEPN) transaction (FID U) is submitted for all personnel. The SPF is updated, but only enlisted personnel transactions cause output to PERSCOM. The stages of DEPN transaction processing are outlined in a through f below.

a. Dependent arrival date edit. The enlisted SPF record is checked to ensure that the transaction date (year and month) arrival of authorized dependents data element is not late than the current cycle date. If the current cycle date is not later than the arrival date, error mnemonic xDAD is assigned.

b. Total DEPN edit. For the DEPN transaction, the system always checks to ensure that Number of Accompany Command-Sponsored Dependents on Permanent Change of Station and the Number of Accompany Non-Command-Sponsored Dependents on Permanent Change of Station data elements are equal to or greater than the transaction number of dependents data element or the SPF data element. If not, error mnemonic xDEP is assigned.

c. DEPN error routine. See Paragraph 10-13c.

d. RSC N check. See Paragraph 10-18c.

e. Marital or dependency output routine. Transaction that match an enlisted SPF record cause this output routine to process. Type transaction UH is generated for PERSCOM and appears on the AAC-P17 report. The AAC-P01, AAC-P03 and AAC-P11 (with summary) reports are generated.

f. DEPN final output processing. Before the DEPN transaction processing is terminated, the transaction mnemonic DEPN is posted to the matching SPF record under the Date of Last Type of Transaction Personnel data element.

10–38. Date eligible to return from overseas

The date eligible to return from overseas (DERO) transaction (FID U) is processed as described in a through e below.

a. DERO edit routine. If the MPC is O or W, the SPF DEROS data element is NA. Error mnemonic xDER is assigned if the SPF UPC1 AREAX (first position) code is not numeric and the transaction DEROS is zeros.

(1) If the transaction DEROS is zeros, if the SPF UPC 1 AREAX (first position) code is numeric, if the transaction date option code is present, and if MPC is E, the DEROS and anticipated date of loss (DLOS) data elements on the SPF record are blanked out. If the transaction DEROS data element is posted with NA, the DLOS is blanked out.

(2) If the transaction DEROS data element is 999999 and if the SPF UPC1 AREAX (first position) code is numeric, error mnemonic xDER is assigned. If the SPF UPC1 AREAX (first position code is not numeric and if the transaction data options code is present, error mnemonic xDOP is assigned. If the SPF UPC1 AREAX (first position) code is not numeric and if the transaction date option code is not present, the SPF record DEROS data element is updated with &&&&&&, and the SPF record DROS is blanked out (MPC E) or is posted with NA (MPC O or W).

(3) If the transaction DEROS is not zeros of 999999, error mnemonic xDER is assigned if the DEROS is earlier than the transaction date. If the transaction DEROS is later than the transaction date and if the transaction date option code is not present, the SPF record DEROS is updated with the transaction DEROS, and the SPF record DROS is blanked out (MPC E) or is posted with NA (MPC O or W). If the transaction DEROS is not earlier than the transaction date and if the transaction date option code is present, the SPF record DEROS is updated with the transaction DEROS, and the SPF record DROS is blanked out (MOC E) or posted with NA (MPC O or W).

(4) If the deployment indicator (DPLI) code is present on the SPF, the transaction DEROS updates the SPF record DEROS data element, but does not update the SPF record DLOS data element.

b. DERO error routine. See Paragraph 10-13c.

c. RSC N check. See Paragraph 10-18c.

d. DERO output routine. If the transaction DEROS code is zeros and if the MPC is E, this output routine is bypassed. If the MPC is O or W, type transaction UH is generated for PERSCOM with NA posted to the DEROS and DROS data elements from the SPF record. The UH appears on the AAC-P17 report.

(1) If the transaction DEROS is 999999, a type transaction UH is generated for PERSCOM with &&&&&& posted

to the DEROS data element. If the MPC is O or W, the DROS is posted with NA. The UH appears on the AAC-P17 report.

(2) If the transaction DEROS is not zeros or 999999, type transaction UH is generated for PERSCOM with the DEROS from the DERO transaction. For MPC O or W, the DROS data element is also posted with NA. The UH appears on the AAC-P17 report. The AAC-P01, AAC-P03 and AAC-P11 (with summary) reports are generated.

e. DERO final output processing. Before the DERO transaction processing is terminated, the transaction mnemonic DERO is posted to the matching SPF record under the Last Type of Transaction Personnel data element, and the transaction date is posted to the matching SPF record under the Date of Last Type of Transaction Personnel data element.

10–39. Defense language aptitude battery

The defense language aptitude battery (DLAB) transaction (FID U) is submitted to add the defense language aptitude battery score to a SPF record. Transactions that match a SPF record correctly are processed as described in a through d below.

a. DLAB edit routine. If the transaction DLAB score is blank, error mnemonic xLAT is assigned.

b. DLAB error routine. See Paragraph 10-13c.

c. DLAB output routine. After passing the error routine and edits, the output processing continues and depends on the matching SPF record MPC. Type transaction S1 (enlisted) or UF (commissioned and warrant officers) is generated for PERSCOM and appears on the AAC-P17 report. The AAC-P01, AAC-P03, AAC-P11 (with summary) and AAC-P85 reports are generated.

d. DLAB final output processing. Before the DLAB transaction processing is terminated, the transaction mnemonic DLAB is posted to the matching SPF record under the Last Type of Transaction Personnel data element, and the transaction date is posted to the matching SPF record under the Date of Last Type of Transaction Personnel data element.

10–40. Anticipated date of loss

The DLOS transaction (FID U) is submitted to update the SPF and SAIF. The processing continues as described in a through f below.

a. DLOS edit routine. If the SPF record deployment indicator code data element is not blank, error mnemonic xDPL is assigned. If the SPF record deployment indicator code data element is blank and the transaction DLOS is later than the current cycle date, this routine is bypassed.

(1) If the transaction DLOS is zeros, the matching SPF records anticipated date of loss data element is blanked out.

(2) Error mnemonic xADL is assigned if the transaction DLOS is not zeros and if the transaction DLOS is earlier than the current cycle date.

b. DLOS error routine. See Paragraph 10-13c.

c. RSC N check. See Paragraph 10-18c.

d. SAIF update processing. This processing is for enlisted records only. The transaction SSN is compared with the SAIF record SSN (record type L), and the SAIF record is updated as required. If the SSNs do not match, error mnemonic xAIF is assigned.

e. DLOS output routine. Matched and unmatched record information is printed on the AAC-T05 report. Type transaction DL is generated for PERSCOM if the DLOS transaction reason code is XX. Type transaction DD is generated if the DLOS transaction reason code is not XX. Type transactions DD and DL appear on the AAC-P17 report. The AAC-P01, AAC-P03 and AAC-P11 (with summary) reports are generated.

f. DLAB final output processing. Before the DLOS transaction is terminated, the transaction mnemonic DLOS is posted to the matching SPF record under the Last Type of Transaction Personnel data element, and the transaction date is posted to the matching SPF record under the Date of Last Type of Transaction Personnel data element.

10–41. Date of birth

The date of birth (DOB) transaction (FID U) is processed as described in a through e below.

a. DOB edit routine. The current cycle date, minus the transaction date of birth code, minus 14 years, should not be less than zero. If it is less than zero, error mnemonic xDOB is assigned. A DOB must be present for MPC E. If not, error mnemonic xDOB is assigned. A DOB is not required but may be present for MPC O or W. Country or State of birth (individual) and country of citizenship (individual) data elements are not allowed for MPC E. If present, error mnemonics xPOB and/or xCOC are assigned. These same data elements are not necessary for MPC O or W. However, at least one must be present if the transaction does not include a DOB code and if the MPC is O or W. If not present, error mnemonics xPOB and xCOC are assigned. The DOB transaction changes the SPF VSSSN code is not H, I, B, N, P, U, R, 1 through 8; and if the transaction year of birth data element is either three years later or three years earlier than the SPF record date of birth data element.

b. DOB error routine. See Paragraph 10-13c.

c. RSC N check. See Paragraph 10-18c.

d. DOB output routine. This routine processing varies slightly depending on the MPC. Type transaction S1 (MPC E) or UF (MPC O or W) is generated for PERSCOM and appears on the AAC-P17 report. The AAC-P01, AAC-P03, AAC-P11 (with summary) and AAC-P85 reports are generated.

e. DOB final output processing. Before the DOB transaction processing is terminated, the transaction mnemonic DOB is posted to the matching SPF record under the Last Type of Transaction Personnel data element, and the transaction date is posted to the matching SPF record under the Date of Last Type of Transaction Personnel data element.

10–42. Date of rank

The DOR transaction (FID U) processing is outlined in a through e below.

a. DOR edit routine. The transaction grade code must equal the SPF grade code, or error mnemonic xGRD is assigned. The DOR must be less than the transaction date, or error mnemonic xDOR is assigned. This edit is bypassed when SIDPERS is in the wartime operating mode. If the PEBD on the SPF record is later than the transaction DOR and if the MPC is E or W, error mnemonic xPBE is assigned. Processing continues without error if the MPC is O and if the SPF record authorized branch code is MC, DE, AN, MS, SP or VC. If the transaction DOR is less than the SPF record PEBD (MPC O), if the SPF record authorized branch code is not AN, MC, MS, SP, VC or DE, and if the transaction grade code is not 2LT, error mnemonic xBPE is assigned. If the SPF record (MPC O) authorized branch code is not VC, AN, MS, SP, MC or DE, if the transaction grade code is 2LT, and if the transaction DOR is not more than one month earlier than the SPF record PEBD, the processing continues without assigning an error mnemonic. If the transaction DOR is more than one month earlier, error mnemonic xBPE is assigned.

b. DOR error routine. See Paragraph 10-13c.

c. RSC N check. See Paragraph 10-18c.

d. DOR output routine. If the SPF MPC is E, type transaction 1X is generated for PERSCOM using the transaction DOR, SPF grade, SPF PMOS, and PMOS ASI codes, and R service component "how-acquired" code or DOR identifier as DOR data. The 1X appears on the AAC-P17 report. If the MPC is O or W and if the SPF grade code is G, 7, F, 6, X or W, type transaction UH is generated for PERSCOM and appears on the AAC-P17 report. During wartime, type transaction UH is generated for all commissioned and warrant officers and appears on the 50AAC-P17 report. The AAC-P01, AAC-P03, AAC-P11 (with summary) and AAC-P85 reports are generated.

e. DOR final output processing. Before DOR transaction processing is terminated, the transaction mnemonic DOR is posted to the matching SPF record under the Last Type of Transaction Personnel data element, and the transaction date is posted to the matching SPF record under the Date of Last Type of Transaction Personnel data element.

10–43. Deployment indicator

The deployment indicator (DPLI) transaction (FID U) is processed as described in a through e below.

a. DPLI edit routine. This edit routine has several edits that are described in 1 through 8 below.

(1) If the transaction deployment indicator code is not R or Z, and if the transaction deployment date is present and is greater than the current cycle date, error mnemonic xDPD is assigned.

(2) If the transaction deployment indicator is not R or Z, and if the transaction deployment date and deployment return date are not present, error mnemonic xRDD is assigned.

(3) If the transaction deployment indicator is not R or Z, if the transaction deployment date is present and is not greater than the current cycle date, and if a transaction deployment return date is present and it is not greater than the current cycle date, error mnemonic xRDD is assigned.

(4) If the transaction deployment indicator is R or Z, and if an SPF record deployment indicator is not present, error mnemonic xDPL is assigned.

(5) If the transaction deployment indicator is R, if an SPF record deployment indicator is present, if the transaction deployment date is present (spaces are posted to the output transaction deployment date), and if the transaction deployment return date is not present, error mnemonic xRDD is assigned.

(6) If the transaction deployment indicator is R, if an SPF record deployment indicator is present, and if the transaction deployment return date and transaction deployment return date are not present, error mnemonic xRDD is assigned.

(7) If the transaction deployment indicator is R, if an SPF record deployment indicator is present, if the transaction deployment date is not present, and if the transaction deployment return date is present but is greater than the current cycle date, error mnemonic xRDD is assigned.

(8) If the transaction deployment indicator is R, if an SPF record deployment indicator is present, if the transaction deployment date is present (spaces are posted to the output transaction deployment date), and if there is a transaction deployment return date present and it is greater than the current cycle date, error mnemonic xRDD is assigned.

(9) If the transaction deployment indicator is not R or Z, and if the transaction deployment date is not present but the transaction deployment return date is present, the SPF record deployment indicator data element and the SPF record DLOS data element are updated wit the transaction deployment indicator and transaction deployment return date.

(10) If the transaction deployment indicator is not R or Z, if the transaction deployment date is present and is not

greater than the current cycle date, and if a transaction deployment return date is not present, spaces are posted to the SPF record DLOS data element. The SPF record deployment indicator data element is updated with the transaction deployment indicator.

(11) If the transaction deployment indicator is not R or Z, if the transaction deployment date is present and is not greater than the current cycle date, and if the transaction deployment return date is present and it is greater than the current cycle date, the SPF record deployment indicator data element and the SPF record DLOS data element are updated with the transaction deployment indicator and transaction deployment return date.

(12) If the transaction deployment indicator is R, if a SPF record deployment indicator is present, if a transaction deployment date is present (spaces will be posted to the output transaction deployment date), and if a transaction deployment return date is present and it is not greater than the current cycle date, spaces are posted to the SPF record deployment indicator data element and the SPF record DLOS data element.

(13) If the transaction deployment indicator is R, if a SPF record deployment indicator is present, if the transaction deployment date is not present, and if the transaction deployment return date is present and is not greater than the current cycle date, spaces are posted to the SPF record deployment indicator data element and the SPF record DLOS data element.

(14) If the transaction deployment indicator is Z, and if a SPF record deployment indicator is present, spaces are posted to the SPF record deployment indicator data element and SPF record DLOS data element. Spaces are also posted to the output transaction deployment date and redeployment date.

b. DPLI error routine. See Paragraph 10-13c.

c. RSC N check. See Paragraph 10-18c.

d. DPLI output routine. Type transaction DC transaction is generated for PERSCOM using the transaction deployment indicator code, transaction deployment and return deployment dates as applicable to the transaction. The DC appears on the AAC-P17 report. The AAC-P01, AAC-P03 and AAC-P11 (with summary) reports are generated.

e. DPLI final output processing. Before the DPLI transaction processing is terminated, the transaction mnemonic DPLI is posted to the matching SPF record under the Last Type of Transaction Personnel data element, and the transaction date is posted to the matching SPF record under the Date of Last Type of Transaction Personnel data element.

10–44. Date returned from overseas

The DROS transaction (FIF U) is processed as described in a through e below.

a. DROS edit routine. This routine is divided into the six separate edits as described in 1 through 6 below.

(1) Error mnemonic xDRS is assigned if the SPF record UPC1 AREAX code (first position) is not numeric.

(2) Error mnemonic xDRS is assigned if the transaction DROS is not numeric with the SPF record MCP E.

(3) Error mnemonic xDRS is assigned if the transaction DROS code is later than the current cycle date.

(4) If the transaction DROS is earlier than the current cycle date and if the SPF record MPC is E, the processing at this stage is based on the SPF record AFST code. If the SPF record AFST code is Z (none), the SPF record is updated with the DROS data element, the DEROS for the last transaction processed is blanked out, and the SPF record AFST code is blanked out.

(5) If the SPF record UPC1 code AREAX (first position) is numeric, if the transaction DROS action data is NO, and if the SPF record MPC is W or O, the SPF record DROS element is updated with NO, and the SPF record DEROS data element is updated with NA.

(6) If the SPF record UPC1 AREAX code (first position) is numeric, if the SPF record DROS data element is not NO, and if the MPC is O or W, the transaction DROS is checked to ensure that it is not greater than the current cycle date. At this point, the SPF record DROS data element is updated with the transaction DROS and the SPF record DEROS data element is updated with NA.

b. DROS error routine. See Paragraph 10-13c.

c. RSC N check. See Paragraph 10-18c.

d. DROS output routine. At this stage, type transaction UH is generated for PERSCOM and appears on the AAC-P17 report. The AAC-P01, AAC-P03 and AAC-P11 (with summary) reports are generated.

e. DROS final output processing. Before the DROS transaction processing is terminated, the transaction DROS is posted to the matching SPF record under the Last Type of Transaction Personnel data element, and the transaction date is posted to the matching SPF record under the Date of Last Type of Transaction Personnel data element.

10–45. Dual service component status and grade

The dual service component status and grade (DSCS) transaction (FID U) is processed as described in a through e below.

a. DSCS edit routine.

1. If the transaction dual service component status code is Z (deletion), the SPF DSCS component and grade are blanked out.

(2) If the transaction dual service component status code is C, the transaction dual service component grade abbreviation must be blank, COL, LTC, MAJ, CPT, 1LT or 2LT. If the grade abbreviation is invalid and if the MPC is O, error mnemonic xDSC is assigned.

(3) If the transaction dual service component grade abbreviation is present, the SPF record is updated accordingly.

(4) If the transaction dual service component status code is R or W, the transaction dual service component grade abbreviation must be blank, CW4U, CW3V, CW2W or W01X. If the grade abbreviation is incorrect, error mnemonic xDSC is assigned.

(5) If the transaction dual service component grade code is not present and if the transaction dual service component status code is C, the SPF record dual service component grade abbreviation must be blank, COLB, LTCC, MAJD, CPTE, 1LTF or 2LTG. If the Transaction Dual Service Component Status Code is R or W, the SPF record dual service component grade abbreviation must be blank, CW4U, CW3V, CW2W or W01Z. If not, error mnemonic xDSC is assigned.

(6) If the transaction dual service component status code is not Z, C, R or W, error mnemonic xDSC is assigned.

(7) If the transaction dual service component status code is W and if the SPF record MPC is W, error mnemonic xDSC is assigned. Error mnemonic xDSC is also assigned if the SPF record MPC is not W, but the SPF record service component code is V or G.

(8) If the transaction dual service component status is R, the record MPC should be O. Error mnemonic xDSC is assigned if the MPC is W or E.

(9) If the transaction dual service component status code is C, the SPF record MPC should be E or W, and the service component code should not be V or G. If the MPC is O or if the service component code is V or G, error mnemonic xDSC is assigned.

b. DSCS error routine. See Paragraph 10-13c.

c. RSC N check. See Paragraph 10-18c.

d. DSCS output routine. If the SPF MPC is E, type transaction S1 is generated for PERSCOM and appears on the AAC-P17 report. A five-card JUMPS transaction is generated for DFAS-IN MMPF and is displayed on the cyclic JUMPS Transaction Register (AAC-P56). If the SPF MCP is O or W and if the transaction DSCS code is not blank, a five-card JUMPS transaction is generated for DFAS-IN MMPF and displayed on the AAC-P56 report. The AAC-P01, AAC-P03 and AAC-P11 (with summary) reports are generated.

e. DSCS final output processing. Before the DSCS transaction processing is terminated, the transaction mnemonic DSCS is posted to the matching SPF record under the Last Type of Transaction Personnel data element, and the transaction date is posted to the matching SPF record under the Date of Last Type of Transaction Personnel data element.

10–46. Delay in separation

The DSEP transaction (FID U) updates the SPF record that it matches. The processing stages are listed in a through e below.

a. DSEP edit routine. The input transaction passes this edit routine if the DSEP code is Z (deletion), if the SPF record ETS or ESA data element is not blanks or ampersands, or if the SPF record ETS or ESA date is not earlier than the current cycle date. If this situation is true, the SPF record DSEP data element is blanked out.

(1) This edit routine also passes an input transaction to the next stage without assigning an error mnemonic if the transaction DSEP code is A, F, or M, and if the matching SPF record ETS or ESA date is not more than one month later than the current cycle date.

(2) No error mnemonic is assigned if the transaction DSEP code is C or O and if the SPF record ETS or ESA date is not more than six months later than the current cycle date.

(3) Error mnemonic xD-S is assigned if the transaction DSEP code is not present.

(4) Error mnemonic xD-S is assigned if the transaction DSEP code is Z but the SPF record ETS or ESA data element is not blanks or ampersands.

(5) Error mnemonic xETS is assigned if the SPF record ETS or ESA date is earlier than the current cycle date.

(6) Error mnemonic xETS is assigned if the transaction DSEP code is not Z and if the ETS or ESA data element has blanks or ampersands.

(7) Error mnemonic xETS is assigned if the transaction DSEP code is A, F or M, and if the SPF record ETS or ESA date is more than one month later than the current cycle date.

(8) Error mnemonic xETS is assigned if the transaction DSEP code is C or O but the SPF record ETS or ESA date is more than six months later than the current cycle date.

(9) Error mnemonic xETS is assigned if the transaction DSEP code is not Z, A, C, F, M or O.

b. DSEP error routine. See Paragraph 10-13c.

c. RSC N check. See Paragraph 10-18c.

d. DSEP output routine. If the MPC is E, type transaction 3B is generated for PERSCOM using the transaction

DSEP code and SPF ETS date as the DSEP data. The 3B transaction appears on the AAC-P17 report. The AAC-P01, AAC-P03 and AAC-P11 (with summary) reports are generated.

e. DSEP final output processing. Before the DSEP transaction processing is terminated, the transaction mnemonic DSEP is posted to the matching SPF record under the Last Type of Transaction Personnel data element, and the transaction date is posted to the matching SPF record under the Date of Last Type of Transaction Personnel data element.

10–47. Duty status

The duty status (DYST) transaction (FID U) is submitted to SIDPERS to update duty status information. The processing stages are discussed in a through e below.

a. UPC match and SPF UPC1. During this stage, the transaction UPC is compared with the matching SPF record UPC1. If they are not equal, error mnemonic xUPC is assigned.

b. Duty Status and RSC. The transaction old duty status data element should equal the matching SPF record duty status data element. Error mnemonic xDYS is assigned if the transaction old duty status data element does not equal the SPF record duty status data element. Error mnemonic xRSC is assigned if the SPF is N, P, X, Y or M. Error mnemonic xDYS is assigned if the transaction old or new duty status code is ATC (attached), DCH (discharged), DED (deceased), DFR (dropped from rolls), KIA (killed in action), PDG (pending gain), REL (released), RET (retired), RSG (reassigned), TRF (computer-generated for type transaction TRAN (transfer of Army officer personnel to another service), or blank. Error mnemonic xDYS is also assigned if the transaction new duty status code is TRA (in transit) or if the transaction's old and new duty status codes are equal.

c. RSC edit. If the SPF record is D, E or F and the transaction duty status is not PDY, error mnemonic xRSC is assigned.

d. Control date and duty status date edit. During this stage of processing, the transaction date must be equal to or later than the SPF record UPC1 arrival strength date and the SPF record duty status date but also must be equal to or earlier than the current cycle date. Error mnemonic xDSD is assigned if the transaction date is later than the current cycle date. Error mnemonic xDSD is also assigned if the transaction date is earlier than the SPF record UPC1 arrival strength date. Error mnemonic xDSD is also assigned if the transaction date is earlier than the SPF record duty status date.

e. Compatibility of old and new duty status edit. This edit occurs only if the control date and duty status date (d above) was completed without an error mnemonic assigned.

(1) If the transaction new duty status code is CLV and if the SPF record duty status code is other than PDY (present for duty), HOS (hospital, non-battle-related), or HOW (hospital, battle-related), error mnemonic xDYS is assigned.

(2) If the transaction new duty status code is SMA (sentenced by military court-confined 30 days or more) and if the SPF record duty status code is PDY or CMA (confined by military authorities), no error mnemonic is assigned. If the duty status code is not one of the above codes, error mnemonic xDYS is assigned.

(3) If the transaction new duty status code is SCA (sentenced by civilian authorities-over 30 days but less than six months) and if the SPF record duty status code is SMA, error mnemonic xDYS is assigned.

(4) If the transaction new duty status code is CCA and if the SPF record duty status code is SCA, SMA, AWL or AWC, error mnemonic xDYS is assigned.

(5) If the SPF record duty status code is SCA or SMA and if the transaction new duty status code is not PDY, error mnemonic xDYS is assigned.

f. DYST error routine. See Paragraph 10-13c.

g. AWOL check. The processing of a duty status AWOL check is outlined (based on transaction and SPF record duty status codes) in Table 10-37.

h. DYST output routine. Several transactions are generated for PERSCOM, depending on the new duty status code. See Table 10-1 (DYST) for the type transactions generated for PERSCOM. These two series transactions appear on the AAC-P17 report. The AAC-P01, AAC-P03 and AAC-P11 (with summary) reports are generated.

i. DYST final output processing. Before the DYST transaction processing is terminated, the transaction mnemonic DYST is posted to the matching SPF record under the Last Type of Transaction Personnel data element, and the transaction date is posted to the matching SPF record under the Date of Last Type of Transaction Personnel data element.

10–48. Entry date on active duty and home of record on entry active duty

The entry date on active duty and home of record on entry active duty (EDAT) transaction (FID U) is prepared for commissioned and warrant officers. The processing stages are discussed in a through e below.

a. EDAT edit routine. Error mnemonic xEAD is assigned if the transaction date of entry on active duty is blank or if the transaction date of entry active duty in current tour is later than current cycle date. Error mnemonic xHOR is assigned if the transaction home of record on entry active duty code is blank; error mnemonic xHOR is assigned if the transaction home of record on entry active duty code is present but invalid.

b. EDAT error routine. See Paragraph 10-13c.

c. MPC check. If the SPC MPC is E, error mnemonic xMPC is assigned.

d. EDAT output routine. Type transaction UL (officer aviation personnel data) is generated for PERSCOM and appears on t he AAC-P17 report. The AAC-P01, AAC-P03, AAC-P11 (with summary) and AAC-P85 reports are generated.

e. EDAT final output processing. Before the EDAT transaction processing is terminated, the transaction mnemonic EDAT is posted to the matching SPF record under the Last Type of Transaction Personnel data element, and the transaction date is posted to the matching SPF record under the Date of Last Type of Transaction Personnel data element.

10–49. Enlistment education incentive

The enlistment education incentive (EDUI) transaction (FID U) is prepared for commissioned and warrant officers and is processed as described in a through e below. This transaction will not be used for enlisted personnel. This data element pertains only to enlist personnel at time of entry of active duty.)

a. EDUI edit routine. This edit routine is divided into two separate edits.

(1) If the SPF record MPC is E and if the transaction enlistment education incentive is not spaces, error mnemonic xMPC is assigned.

(2) If the transaction enlistment incentive code is other than A through L, error mnemonic xEDI is assigned. If the SPF record MPC is O or W and if the enlistment education incentive code is A, B, F, G, H, I or L, error mnemonic xEDI is assigned.

b. EDUI error routine. See Paragraph 10-13c.

c. RSC N check. See Paragraph 10-18c.

d. EDUI output routine. Type transaction UH (officer and warrant officer only) is generated for PERSCOM and appears on the AAC-P17 report. The AAC-P01, AAC-P03 and AAC-P11 (with summary) reports are generated.

e. EDUI final output processing. Before the EDUI transaction processing is terminated, the transaction mnemonic EDUI is posted to the matching SPF record under the Last Type of Transaction Personnel data element, and the transaction date is posted to the matching SPF record under the Date of Last Type of Transaction Personnel data element.

10–50. Ethnic group designator

The ethnic group designator (EGD) transaction (FID U) is processed to change the ethnic group designation. The processing stages are outlined in a through e below.

a. EGD edit routine. Error mnemonic xEGD is assigned if the EGD code is missing from the input transaction.

b. EGD error routine. See Paragraph 10-13c.

c. RSC N check. See Paragraph 10-18c

d. EGD output routine. Type transaction UH (miscellaneous data) is generated for PERSCOM and appears on the AAC-P17 report. The AAC-P01, AAC-P03 and AAC-P11 (with summary) reports are generated.

e. EGD final output processing. Before the EGD transaction processing is terminated, the transaction mnemonic EGD is posted to the matching SPF record under the Last Type of Transaction Personnel data element, and the transaction date is posted to the matching SPF record under the Date of Last Type of Transaction Personnel data element.

10–51. Year and month of efficiency report suspense

The year and month of efficiency report suspense (ERPT) transaction (FID U) is processed as outlined in “a” through “e” below.

a. ERPT edit routine. The transaction year and month of NCO evaluation report (NCOER) or officer evaluation report (OER) can pass the edit routine in several separate statuses. If the transaction date (year and month) of the NCOER or OER is zeros, the SPF record date (year and month) of evaluation report is updated by blanking out the data element.

(1) If the transaction ERPT date is greater than the SPF record PEBD but is not later than the current cycle date, the following routine is skipped if the SPF record MPC is O or W. If the SPF record MPC is E and if the SPF record NCOER verification code is not V, ERPT year and month data elements are posted to the SPF record ERPT year and month. If the NCOER verification code is V, the ERPT transaction year and month data elements should be equal to or later than the SPF record year or month ERPT data elements plus one month. If so, the NCOER verification code is changed to U, and the ERPT transaction year and month data elements are posted to the SPF record. If not, the transaction is rejected and error mnemonic xERS is assigned.

(2) Error mnemonic xBLK is assigned if transaction ERPT date is missing.

(3) Error mnemonic xERS is assigned if the transaction year and month data elements of NCOER or OER are not later than the SPF record PEBD.

(4) Error mnemonic xERS is assigned if the transaction year and month data elements of the NCOER or OER are later than the current cycle date.

(5) Error mnemonic xERS is assigned if the transaction year and month data elements of the NCOER are later than the SPF record PEBD (MPC E) and not later than the current cycle date, but the transaction year and month data elements of the NCOER are earlier than the SPF record NCOER date plus one month.

b. ERPT error routine. See Paragraph 10-13c.

c. RSC N check. See Paragraph 10-18c.

d. ERPT output routine. The AAC-P01, AAC-P03, and AAC-P11 (with summary) reports are generated.

e. ERPT final output processing. Before the ERPT transaction processing is terminated, the transaction mnemonic ERPT is posted to the matching SPF record under the Last Type of Transaction Personnel data element, and the transaction date is posted to the matching SPF record under the Date of Last Type of Transaction Personnel data element.

10–52. Eligibility for immediate enlistment or re-enlistment

The eligibility for immediate enlistment or re-enlistment (ERUP) transaction (FID U) is processed against enlisted SPF records as described "a" through "e" below.

a. MPC check. Error mnemonic xMPC is assigned if the SPF record MPC is O or W.

b. ERUP edit routine. The transaction is edited for eligibility for immediate enlistment or re-enlistment codes 10, 9A, 9C, 9E, 9G, 9K, 9L, 9N, 9O, 9Q, 9U, 9V, 9W, 9X, 9Y or 9Z. If the transaction does not contain one of these codes, error mnemonic xEFR is assigned.

c. ERUP error routine. See Paragraph 10-13c.

d. ERUP output routine. Type transaction UH is generated for PERSCOM and appears on the AAC-P17 report. The AAC-P01, AAC-P03 and the AAC-P11 (with summary) reports are generated.

e. ERUP final output processing. Before the ERUP transaction processing is terminated, the transaction mnemonic ERUP is posted to the matching SPF record under the Last Type of Transaction Personnel data element, and the transaction date is posted to the matching SPF record under the Date of Last Type of Transaction Personnel data element.

10–53. Expiration term of service

The ETS transaction (FID U) is processed against enlisted SPF records as described in "a" through "e" below.

a. MPC check. Error mnemonic xT-T is assigned if the SPF record MPC is O or W.

b. DSEP edit routine. This delay in separation processing stage is only used if the transaction DSEP code is present.

(1) If the transaction DSEP code is Z (deletion) and if the ETS code is &&&&&& or blank, the SPF record SPF record DSEP data element is blanked out. The SPF record DSEP data element is also blanked out if the transaction DSEP code is Z and if the ETS date is not earlier than the current cycle date.

(2) If the transaction DSEP code is A, F or M, and if the transaction ETS date is not later than the current cycle date, this edit stage is omitted.

(3) This edit stage is also omitted if the transaction DSEP code is C or O and if the transaction ETS date is not later than the current cycle date plus six months.

(4) Error mnemonic xETS is assigned if the transaction DSEP code is A, F or M, and if the ETS date is later than the current cycle date.

(5) Error mnemonic xETS is assigned if the transaction DSEP code is C or O and if the transaction ETS date is later than the current cycle date plus six months.

c. ETS edit routine. If the transaction reason for change of the ETS data element is J, this stage is skipped if the transaction ETS data element is &&&&&&, if the ETS date is not earlier than transaction date, or if the transaction DSEP code is present.

(1) Error mnemonic xETS is assigned if transaction ETS data element is blank. Error mnemonic xETS is also assigned if the transaction ETS date is earlier than the transaction date and if the transaction DSEP code is not present.

(2) If the transaction reason for change of the ETS data element is H and if the transaction ETS date is later than the transaction date and not earlier than the SPF record ETS date, this stage is skipped if the transaction term of service is 2 through 6. Error mnemonic xETS is assigned if the transaction ETS date is not later than the transaction date or if the transaction ETS date is later than the SPF record ETS date. Error mnemonic xTRM is assigned if the transaction ETS date is later than the transaction date and is not later than the SPF record ETS date, but the term of service is not 2 through 6.

(3) If the transaction reason for change of the ETS data element is not J, H, F, or G, error mnemonic xRFC is assigned.

(4) If the transaction reason for change of the ETS data element is F or G, this stage is skipped if the transaction ETS date is later than the transaction date, if the transaction ETS date is not more than 48 months later than the SPF record ETS date, and if the transaction term of service is 2 through 9, or zero. Error mnemonic xETS is assigned if the transaction ETS date is not later than the transaction date, if the transaction ETS date is not later than the SPF record

ETS date, or if the transaction ETS date is more than 48 months later than the SPF record ETS date. Error mnemonic is also assigned if the ETS code is not 2 through 9, or zero.

d. ETS error routine. See Paragraph 10-13c.

e. RSC N check. See Paragraph 10-18c.

f. ETS output routine.

(1) If the SPF record DSEP code is present and if the transaction reason for change of the ETS data element is F, the number of months extended data element is resolved (subtract SPF record ETS date from transaction ETS date), type transaction 3F and 3B (DSEP code Z) are generated for PERSCOM and appear on the AAC-P17 report. The SPF record DSEP code is blanked out.

(2) If the SPF record DSEP code is present and if the transaction reason for change of the ETS data element is G, the number of months extended data element is resolved, type transactions 3G and 3B (DSEP code Z) are generated for PERSCOM and appear on the AAC-P17 report. The SPF record DSEP code is blanked out.

(3) If the SPF record DSEP code is present and if the transaction reason for change of the ETS data element is H, the number of months extended data element is resolved, type transactions 3H and 3B (DSEP code Z) are generated for PERSCOM and appear on the AAC-P17 report. The SPF record DSEP code is blanked out.

(4) If the SPF record DSEP code is present and if the transaction DSEP code is present, and if the reason for change of the ETS data element is not F, G or H, type transactions 3B is generated for PERSCOM using the transaction ETS transaction DSEP data element as ETS data. The 3B appears on the AAC-P17 report. If the transaction DSEP code is not present, type transaction 3B (DSEP) code Z) is generated for PERSCOM using the transaction ETS data element as ETS data, and the SPF record DSEP code is blanked out. The 3B appears on the AAC-P17 report.

(5) If the SPF record DSEP code is not present and if the transaction reason for change of the ETS data element is F, the number of months extended data element is resolved, type transactions 3F is generated for PERSCOM and appears on the AAC-P17 report.

(6) If the SPF record DSEP code is not present and if the transaction reason for change of the ETS data element is G, the number of months extended data element is resolved, type transactions 3G is generated for PERSCOM and appears on the AAC-P17 report.

(7) If the SPF record DSEP code is not present and if the transaction reason for change of the ETS data element is H, type transactions 3H is generated for PERSCOM and appears on the AAC-P17 report.

(8) If the SPF record DSEP code is not present and if the transaction reason for change of the ETS data element is not F, G or H, type transactions 3B is generated for PERSCOM and appears on the AAC-P17 report.

g. ETS final output processing. Before the ETS transaction processing is terminated, the AAC-P01, AAC-P03 and AAC-P11 (with summary) reports are generated. The transaction mnemonic ETS is posted to the matching SPF record under the Last Type of Transaction Personnel data element, and the transaction date is posted to the matching SPF record under the Date of Last Type of Transaction Personnel data element.

10–54. Field determined personnel security status

The field determined personnel security status (FDPS) transaction (FID U) processes as described "a" through "e" below.

a. FDPS error routine. See Paragraph 10-13c.

b. RSC N check. See Paragraph 10-18c.

c. FDPS final output processing. Before the FDPS transaction processing is terminated, the AAC-P01, AAC-P03 and AAC-P11 (with summary) reports are prepared. The transaction mnemonic FDPS is posted to the matching SPF record under the Last Type of Transaction Personnel data element, and the transaction date is posted to the matching SPF record under the Date of Last Type of Transaction Personnel data element

10–55. Flag for suspense of favorable personnel action

The flag for suspense of favorable personnel action (FLAG) transaction (FID U) is described in "a" through "e" below.

a. FLAG edit routine.

(1) If the transaction FLAG-1 code is spaces or zeros, error mnemonic xFLI is generated. If the transaction FLAG-1 code (position 1) equals the transaction FLAG-2 code (position 1), error mnemonic xFLG is generated.

(2) If the transaction FLAG-1 or FLAG-2 code (position 1) is K, but position 2 is neither A (initial report), E (weight flagging), or Z (delete erroneous flag), error mnemonic xFL1 and xFL2 is assigned.

(3) If the transaction FLAG-1 or FLAG-2 code (position 2) is E (position 1 must be K; if not, error mnemonics xFL1 and xFL2 respectively are generated. FLAG-1 and FLAG-2 codes (position 2) E are only applicable to weight flagging.

(4) If the transaction FLAG-1 or FLAG-2 code (position 2) is Z (delete erroneous flag), FLAG-1 date and/or FLAG-2 date data elements must be blank. If not, error mnemonics xFL1 and xFL2 respectively are generated.

(5) If the transaction FLAG-1 or FLAG-2 code (position 2) is Z and if the transaction FLAG-1 or FLAG-2 code (position 1) does not equal the SPF record FLAG-1 or FLAG-2 code (position 1) (the flagging action to be removed

does not exist on the SPF), error mnemonics xFL1 and xFL2 respectively are generated. Transaction FLAG-1 date and FLAG-2 date must be numeric and not greater than the transaction date; if they are, error mnemonics xDTI and/or xDT2 are generated.

(6) If the transaction FLAG-1 or FLAG-2 code (position 1) equals the SPF record FLAG-1 or FLAG-2 code (position 1), the transaction FLAG-1 and/or FLAG-2 code (position 2) must not be C, D or E if the SPF record already contains C, D or E in the FLAG-1 or FLAG-2 code (position 2). If this condition does exist, error mnemonic xASD is generated. (This condition cannot indicate that an individual has completed the program; SPF already has a completion data.)

(7) If the transaction FLAG-1 or FLAG-2 code (position 1) equals the SPF record FLAG-1 or FLAG-2 code (position 1), the transaction position 2 code must be C, D or E (flagging completion). If not, error mnemonic xASD is assigned because the SPF record FLAG-1 or FLAG-2 code (position 2) is not C, D or E.

(8) If the transaction FLAG-1 or FLAG-2 code (position 2) is A (initial report), the SPF record FLAG-1 or FLAG-2 code must be spaces because positions must be available to post new flagging. If not, error mnemonics xFL1 and xFL2 respectively are generated.

(9) If the transaction FLAG-1 or FLAG-2 code is a valid code, but the transaction date is blank, error mnemonics xFL1 and xFL2 respectively are assigned.

b. SPF update.

(1) If an essential error exists, processing continues as described in "c" below.

(2) If the transaction FLAG-1 or FLAG-2 code (position 2) is Z, the SPF record FLAG-1 and FLAG-1 date or FLAG-2 and FLAG-2 date respectively are blanked out.

(3) If the transaction FLAG-1 or FLAG-2 code (position 2) is A (initial report), the SPF record FLAG-1 and FLAG-1 date or FLAG-2 and FLAG-2 date are posted to the first available blank flagging positions.

(4) If the transaction FLAG-1 and/or FLAG-2 code (position 2) is not Z or A, the transaction FLAG-1 and/or FLAG-2 code (position 1) are compared with the FLAG-1 and/or FLAG-2 codes (position 1) for an equal condition. If an equal condition is found (matched transaction position 1 and SPF record position 1), the SPF record FLAG data element is updated with the appropriate transaction data.

c. FLAG error routine. See Paragraph 10-13c.

d. RSC N check. See Paragraph 10-18c.

e. FLAG output routine. Type transaction UW is generated for PERSCOM and appears on the AAC-P17 report. The AAC-P01, AAC-P03 and the AAC-P11 (with summary) reports are generated

f. FLAG final output processing. Before the FLAG transaction processing is terminated, the transaction mnemonic FLAG is posted to the matching SPF record under the Last Type of Transaction Personnel data element, and the transaction date is posted to the matching SPF record under the Date of Last Type of Transaction Personnel data element.

10–56. Foreign service date

The foreign service date (FSVD) transaction (FID U) is processed for commissioned and warrant officers. Only type of change A or D is authorized. Error mnemonic xCHG is generated for any other type of change. The FSVD transaction process is described in "a" through "e" below.

a. MPC check. Error mnemonic xMPC is assigned if the matching SPF record MPC is E.

b. FSVD edit routine. Both types of change A and D must have date returned from overseas and tour indicator codes in the transaction. If not present error mnemonic xDTE and/or xTRI are assigned. In addition, error mnemonic xDTE is generated if the date returned from overseas code is greater than the cycle date. A type. A type of change A must contain country code, months overseas code, and tour completion code. If any of these data elements are not present, the transaction is rejected with error mnemonics xOSL, xMNO, xTCC, or any combination of the three. A type of change D cannot contain country code, month overseas code, and tour completion code. If any of these data elements are present, the transaction is rejected with error mnemonics xOSL, xMNO or xTCC, or any combination of the three.

c. FSVD error routine. See Paragraph 10-13c

d. FSVD output routine. Type transaction UD (officer aircraft qualification data) is generated for PERSCOM and appears on the AAC-P17 report. The AAC-P01, AAC-P03, AAC-P11 (with summary), and AAC-P85 reports are generated.

e. FSVD final output processing. Before the FSVD transaction processing is terminated, the transaction FSVD is posted to the matching SPF record under the Last Type of Transaction Personnel data element, and the transaction date is posted to the matching SPF record under the Date of Last Type of Transaction Personnel data element.

10–57. Year and month of Good Conduct Medal suspense

The year and month of Good Conduct Medal suspense (GCMS) transaction (FID U) is submitted for changing enlisted personnel in "a" through "e" below.

a. MPC check. Error mnemonic xT-T is assigned if the SPF record MPC equals O or W.

b. GCMS edit routine. If the transaction GCMS date is not more than three years later than the current cycle date, no error mnemonics are assigned.

(1) If the SPF record service component code is T and if the SPF records ETS date is earlier than the transaction GCMS date, error mnemonic xCPT is assigned.

(2) If the SPF record service component is not T and if the transaction GCMS date is earlier than the current cycle date, error mnemonic xGCS is assigned.

(3) If the transaction GCMS date is not less than the current cycle date, but the GCMS date is later than the cycle date plus three years, error mnemonic xGCS is assigned.

c. GCMS error routine. See Paragraph 10-13c.

d. RSC N check. See Paragraph 10-18c.

e. GCMS output routine. The AAC-P01, AAC-P03 and the AAC-P11 (with summary) reports are generated.

f. GCMS final output processing. Before the GCMS transaction processing is terminated, the transaction mnemonic GCMS is posted to the matching SPF record under the Last Type of Transaction Personnel data element, and the transaction date is posted to the matching SPF record under the Date of Last Type of Transaction Personnel data element.

10–58. Grade change promotion or demotion

The grade change promotion or demotion (GRCH) transaction (FID U) is processed as described in "a" through "e" below.

a. Flag action outstanding. The flag action outstanding is skipped if SIDPERS is in the wartime operating mode.

(1) If the transaction grade data element is greater than the SPF record and if the grade "how-acquired" is not C, K, or M (demotion), but the SPF record reflects that the individual is flagged, error mnemonic xFLG is assigned.

(2) If the transaction grade data element is greater than the SPF record grade data element, if the transaction grade indicator code is 2 to 4, and if the transaction grade "how-acquired" code is not C, K or M (demotion), but the SPF record reflects that the individual is flagged, error mnemonic xFLG is assigned-individual has been barred from promotion.

b. Grade check. The SPF record MPC and the transaction grade data element must be compatible. If they are not compatible, error mnemonic xGRD is assigned, and the processing continues as described in "j" through "o" below.

c. PMOS.

(1) If the SPF record MPC is E and if the transaction PMOS code is not present, the SPF record PMOS and PASI codes are posted to the transaction PMOS and PASI codes.

(2) If the SPF record MPC is E, if the transaction PMOS code is present, and if the transaction ASI code is not present, the SPF record PASI code is posted to the transaction PASI code.

(3) If the SPF record MPC is O, if the transaction grade abbreviation is not BG (brigadier general), MG (major general), LTG (lieutenant general), GEN (general), or GA (general of the Army), and if the transaction PSSI or ASI1 code is not present, the processing continues as described in "e" through "o" below. If the transaction PSSI or ASI1 or PMOS code is present, error mnemonic xPSI is assigned, and processing continues as described in "e" through "o" below.

(4) If the SPF record MPC is O, if the transaction grade abbreviation is BG, MG, LTG, GEN or GA, if the transaction PSSI or ASI1 code is not present, and if SIDPERS is in the wartime operating mode, zeros are posted to the SPF record PSSI or ASI1 code, and processing continues as described in "e" through "o" below. If SIDPERS is in the peacetime operating mode, zeros are posted to the SPF record PSSI or ASI1 code, GO is posted to the SPF record authorized control branch, zeros are posted to the SPF record control specialty code, zeros are posted to the SPF record alternate SSI or ASI3 code, and processing continues as described in "e" through "o" below. Error mnemonic xPSI is assigned if the transaction PSSI or ASI1 code is present, and processing continues as described in "e" through "o" below.

d. MOS record validity check. This stage is for enlisted records only (MPC E). If the SMEF RSC is B (active) and if the SMEF EPMS designator is not 2, the processing continues as described in "e" through "o" below.

(1) If the SMEF RSC is A (inactive, further implementation), if the SMEF record EPMS designator is not two, and if the current cycle date is not earlier than the SMEF record implementation date, the processing continues as described in "e" through "o" below.

(2) If the SMEF RSC is C (inactive, future revision) if the SMEF record EPMS designator is not two, and if the current cycle date is earlier than the SMEF record rescission date, the processing continues as described in "e" through "o" below.

(3) Error mnemonic xMOS is assigned if the transaction PMOS code does not match the SMEF record MOS code. Processing continues as described in "j" through "o" below.

(4) Error mnemonic xMOS is assigned if the SMEF RSC is not A, B or C. Processing continues as described in "j" through "o" below.

(5) Error mnemonic xMOS is assigned if the SMEF RSC is A, but the current cycle date is earlier than the SMEF record implementation date. Processing continues as described in "j" through "o" below.

(6) Error mnemonic xMOS is assigned if the SMEF RSC is C, but the current cycle date is greater than the SMEF record rescission date.

e. MOS code compatibility check. The MOS compatibility code is checked for enlisted records only (MPC E).

(1) If the SPF record sex code is M, the SMEF authorized identity code should be E or I.

(2) If the SPF record sex code is F, the SMEF authorized identity code should be A or I.

(3) If the transaction PMOS code (position 1 through 3) is 09D or 09W, the SPF record UPC1 unit status code should be ES, RE, PS, DP, ST or TR.

(4) If the transaction PMOS code (position 4) is not zero and if the SMEF record EPMS designator is one, the transaction grade converted code and the SMEF record MOS code must be compatible.

(5) If the transaction PMOS code (position 4) is not zero, if the SMEF record EPMS designator is not 1, and if positions 1 and 2 of the transaction grade abbreviation are not SP4, PFC or PV2, the SMEF record enlisted authorized branch code should not be NC.

(6) The transaction ASI code can be blank or zeros. If the ASI code is present, it must be compatible with the SMEF record ASI code.

(7) The transaction PMOS SQI code should be the same as the SMEF record PMOS SQI code. If the transaction PMOS SQI code is X, if the SPF record duty MOS SQI code is X, and if SIDPERS is in the peacetime operating mode (edit omitted in wartime operating mode), the transaction grade abbreviation should be SGT (sergeant), SSG (staff sergeant), PSG (platoon sergeant), or SFC (sergeant first class), and the SPF record special duty assignment pay code should be blank or 1, 6 or 7. If the transaction grade abbreviation is SP4 or CPL (with the SPF record special duty assignment pay code blank, 1, 6 or 7), the SPF record sex code should be F.

(8) If the SPF record special duty assignment pay code is 2 through 5 (edit in peacetime operating mode only), the transaction PMOS code (positions 1 through 3) should equal the SPF record duty MOS code (positions 1 through 3).

(9) Error mnemonic xSEX is assigned if the SPF record sex code is not present.

(10) Error mnemonic xSEX is assigned if the SPF record sex code is M and if the SMEF record authorized identity is not E or I. If the SPF record sex code is F, the SMEF record sex code must be A or I.

(11) Error mnemonic xPMS is assigned if the transaction PMOS code (position 1 through 3) is 09D or 09W and if the SPF record UPC1 unit status code is not ES, RE, PS, DP, ST or TR.

(12) Error mnemonic xGRD is assigned if the transaction PMOS code (position 4) is not zero, if the SMEF record EPMS designator is one, and if the transaction grade abbreviation and SMEF record MOS code are not compatible.

(13) Error mnemonic xGRD is assigned if the transaction PMOS code (position 4) is not zero, if the SMEF record EPMS designator is not 1, if the transaction grade abbreviation (positions 1 and 2) is not SP, PV or PF, and if the SMEF record enlisted authorized branch code is not NC. If the transaction grade abbreviation is SP4 (specialist 4), PV2 (private 2), or PFC (private first class), error mnemonic xGRD is also assigned if the SMEF record enlisted authorized branch code is NC.

(14) Error mnemonic xGRD is assigned if the transaction grade data element is higher than the SMEF record high-grade data element.

(15) Error mnemonic xASI is assigned if the transaction ASI code is present (not zeros), but the SMEF record ASI code does not match it.

(16) Error mnemonic xSQI is assigned if the transaction PMOS SQI code does not match the SMEF record SQI table.

(17) Error mnemonic xSQI is assigned if the transaction PMOS SQI code is not X, but the SPF record duty MOS SQI code is X.

(18) Error mnemonic xGRD is assigned (peacetime mode) if the transaction PMOS SQI code is X and if the SPF record duty MOS SQI code is X, but the transaction grade abbreviation is not SP4, CPL (corporal), SGT, SSG, PSG or SFC. If the transaction grade code is SP4 or CPL and if the SPF record sex code is M, error mnemonic xGRD is assigned.

f. Grade how-acquired and DOR. If the transaction DOR code is present, the transaction grade code is generated based on the transaction grade data element. Error mnemonic xGHA is assigned if the transaction grade how acquired code is not B, C, D, E, K, L, M or U. Error mnemonic xDOR is assigned if the how-acquired code is correct, but the transaction DOR code is not present.

g. Grade how-acquired code, promotion or demotion. If the transaction grade data element is the same as the SPF record grade data element and if no essential validity or compatibility errors are present, error mnemonic MNIU (nonessential error indicating no items updated) is generated, and the transaction is placed on the AAC-P01 and AAC-P11 reports as processed. However, because the grade data elements are equal, the SPF record is not updated, and no transaction is generated to PERSCOM.

(1) If a DOR or duty MOS code change is necessary, an appropriate DOR or duty MOS transaction should be submitted.

(2) If the transaction grade data element equals the SPF record grade data element and if essential validity or compatibility errors are present, error mnemonic MGRD is generated.

(3) If the transaction grade data element and SPF record grade data element are not the same and if the transaction grade how-acquired code is D, the process continues if the transaction grade data element is one grade higher than the SPF record grade data element (MPC E). If the MPC is O or W, this process stage is skipped if SIDPERS is in the wartime operating mode.

(4) If the transaction grade how-acquired code is D, if the transaction grade data element is one grade higher than the SPF record grade data element (MPC O or W), if the transaction grade code (generated) is not F, W or 6, and if SIDPERS is in the peacetime operating mode, the SPF record basic branch code is blanked out if the transaction grade code (generated) is A.

(5) If the transaction grade how-acquired code is C, the transaction grade code should be lower than the SPF record grade code.

(6) If the transaction grade how-acquired code is U and if the SPF record MPC is E, the transaction grade code should be more than one grade higher than the SPF record grade code.

(7) If the transaction grade how-acquired code is B and if the MPC is O or W, the transaction grade code should be one grade higher than the SPF record grade code. If SIDPERS is in the peacetime operating mode, the system checks the transaction grade code (generated). If the transaction grade code (generated) does not equal F (first lieutenant), W (Chief Warrant Officer-2), or 6 (first lieutenant with four or more years of enlisted service), error mnemonic xGHA is assigned.

(8) If the transaction grade how-acquired code is E, the SPF record MPC should be E, and the transaction and SPF record grade code pay grades should be equal.

(9) If the transaction grade how-acquired code is L, the transaction grade code should be one higher than the SPF record grade code. If the transaction grade how-acquired code is M, if the SPF record MPC is O, and if the transaction grade code is less than the SPF record grade code, processing continues as described in "h" through "o" below if SIDPERS is in the wartime operating mode. If SIDPERS is in the peacetime operating mode and if the transaction grade code (generated) is G or 7, error mnemonic xGHA is assigned.

(10) If the transaction grade how-acquired code is M and if the SPF record MPC is W, the transaction grade indicator code should be less than the SPF record grade code. If SIDPERS is in the peacetime operating mode, the system checks the transaction code (generated). The transaction grade code (generated) should be X (warrant officer, W01).

(11) If the transaction grade how-acquired code is M and if the SPF record MPC is E, the transaction grade code should be less than the SPF record grade code.

(12) If the transaction grade how-acquired code is K, the SPF record MPC should be O or W. If not, error mnemonic xGHA is assigned. If SIDPERS is in the peacetime operating mode, the system checks the transaction grade code (generated). The transaction grade code (generated) should be G (second lieutenant), X (warrant officer, W01), or 7.

h. DOR and effective date of pay grade edit. The transaction grade data element should equal the SPF grade data element. If not equal, error mnemonic xGRD is assigned.

(1) The DOR should not be late than the effective date of pay grade. Error mnemonic xDOR is assigned if the transaction DOR is later than the transaction date.

(2) The preceding checks are made only at the date of rank or effective date of pay grade edit if SIDPERS is in the wartime operating mode.

(3) If SIDPERS is in the peacetime operating mode, the date of rank and effective date of pay grade edit has no further checks if the transaction DOR is not earlier than the SPF record PEBD.

(4) If SIDPERS is in the peacetime operating mode, if the transaction DOR is earlier than the SPF record PEBD, and if the SPF record MPC is O, the SPF record authorized branch code should be AN, DE, MC, MS, SP or VC. If not, the transaction grade abbreviation must be 2LT (second lieutenant) if the transaction DOR is not more than one month earlier than the SPF record PEBD.

(5) Error mnemonic xBPE is assigned if the transaction DOR is less than the SPF record PEBD, if the SPF record MPC is not O (peacetime operating mode only).

(6) Error mnemonic xBPE is assigned if the transaction DOR is earlier than the SPF record PEBD, if the SPF record MPC is O, if the SPF record authorized branch code is not AN, DE, MC, MS, SP or VC, and if the transaction grade abbreviation is not 2LT. If the transaction grade abbreviation is 2LT, error mnemonic xBPE is assigned if the transaction DOR is more than 1 month earlier than the SPF record PEBD.

i. Grade change. The grade change stage is used to process grade changes for those transactions that do not have a SPF RSC M or P and that have passed the pervious edits without essential compatibility errors. Unless specified otherwise, a five-card JUMPS transaction is generated for the DFAS-IN MMPF and appears on the AAC-P49 report. See Table 10-38 for the format of a five-card JUMPS transaction.

Table 10–38
JUMPS Army promotion or reduction, five-card transaction format

Line	Data element	Position
1.	Card identification code 5 [1]	01-01
2.	SSN	02-10
3.	Name(first four positions of last name)	11-14
4.	Blank	15-15
5.	Action code PROM, REDU, PROX, or REDX[2]	16-19
6.	Item code [3]	20-23
7.	Blank	24-24
8.	Effective date of pay grade (YYMMDD)	25-30
9.	Blank	31-69
10.	Processing month[4]	70-71
11.	Substantiating document number[5]	72-76
12.	Finance identification number[6]	77-80

Notes:

[1] This transaction is system-generated when a FID U GRCH or JACT transaction is successfully processed

[2] PROM indicates an advancement or promotion. REDU indicates a reduction. PROX indicates a correction to a previous advancement or promotion. REDX indicates a correction to a previous reduction.

[3] Item code is pay grade. This field is generated by a conversion of either transaction grade or SPF record grade data elements. Conversion is as follows: GbAA=O10, GENA=O10, LTG= O09, MGA=O08, BGA=O07, COLB=O06, LTCC=O05, MAJD=O04, CPTE =O03, CPT5=O03E, 1LTF=O02, 1LTG=O02E, 2LTG=O01, 2LT7= O01E, CW4U=WO4, CW3V=WO3, CW2W=WO2, WO1=WO1, SMA9=E09M, CSM9=EO9, SGMR=E09, MSG8=E08, ISGY=E08, SFC7=E07, PSGX= E07, SSG6=EO6, SGT5=E05, CPL4=E04, SP4M=E04, PFC3=E03, PV22=E02, PV11=E01.

[4] This is cycle month.

[5] The substantiating document number is system-generated. Position 1 and 2 are shipment control numbers from the Edit Table File, position 3 is a constant 0, and positions 4 and 5 are the cycle year.

[6] Finance identification number is a four-digit numeric identifier that controls and identifies organizations submitting input to and/or receiving output from the JUMPS-Army computer system. This identifier is system-generated.

(1) If the SPF record MPC is O or W and if the transaction grade data element is equal to the SPF grade data element, this processing stage is bypassed.

(2) If the MPC is O or W and if the transaction grade how acquired code is B, type transaction 1B is generated for PERSCOM and appears on the AAC-P17 report.

(3) If the MPC is O or W and if the transaction grade how acquired code is K, type transaction 1K is generated for PERSCOM and appears on the AAC-P17 report

(4) If the MPC is O or W and if the transaction grade how acquired code is D or L, and if SIDPERS is in the wartime operating mode, type transaction 1B is generated for PERSCOM and appears on the AAC-P17 report. If SIDPERS is in the peacetime operating mode, no output to PERSCOM is generated.

(5) If the MPC is O or W and if the transaction grade how acquired code is C or M, and if SIDPERS is in the wartime operating mode, type transaction 1K is generated for PERSCOM and appears on the AAC-P17 report. If SIDPERS is in the peacetime operating mode, no output to PERSCOM is produced.

(6) If the MPC is E, if the transaction grade how-acquired code is C or L, and if transaction grade data element differs from the SPF grade data element, type transaction 1X is generated for PERSCOM and appears on the AAC-P17 report.

(7) If the MPC is E, if the transaction grade how-acquired code is E, type transaction 1X is generated for PERSCOM and appears on the AAC-P17 report. In this case, no five-card JUMPS transaction is prepared for DFAS-IN.

(8) If the MPC is E, if the transaction grade code (generated) is equal to 7 through 9 (transaction grade abbreviation SFC, PSG, ISG (first sergeant), MSG (master sergeant), SGM (sergeant major), CSM (command sergeant major), SMA (sergeant major of the Army), if the transaction grade how-acquired code is D, U or M, and if SIDPERS is in the wartime is operating mode, type transaction 1X is generated for PERSCOM and appears on the AAC-P17 report. A five-card JUMPS transaction is generated and displayed on the AACC-P49 report. If SIDPERS is in the peacetime operating mode and if the transaction grade how-acquired code is D, U, or M, no output is generated to either PERSCOM or DFAS-IN.

(9) Error mnemonic xGHA is assigned if the SPF record MPC is E and if the transaction grade how-acquired code is B or K or if the SPF record MPC O or W and if the transaction grade how-acquired code is E or U.

(10) If the MPC is E, if the transaction grade code (generated) is not 7 through 9 (transaction grade abbreviation SFC, PSG, ISG, MSG, CSM or SMA), and if the transaction grade how-acquired code is M, type transaction 1X is generated for PERSCOM and appears on the AAC-P17 report.

(11) If the MPC is E, if the transaction grade code (generated) not to 7 through 9, if the transaction grade how-acquired code is D or U, and if the transaction grade code is not 2 (transaction grade abbreviation PV2), type transaction 1X is generated for PERSCOM and appears on the AAC-P17 report.

(12) If the MPC is E, if the transaction grade code (generated) is not to 7 through 9, if the transaction grade how-acquired code is D or U, and if the transaction grade code is 2, no output is generated to PERSCOM or DFAS-IN. PERSCOM automatically advances individuals to PV2 and forwards five-card JUMPS transactions to DFAS-IN MMPF. If the individual has not been advanced to PV2 by PERSCOM but should have been, a JUMPS Army corrector transaction (JACT) should be prepared to show the advancement on the MMPF, and type transaction 1X should be prepared to advance the individual on the PERSCOM EMF.

(13) If SIDPERS is in the peacetime operating mode, if the transaction grade how-acquired code is L or U, if the SPF record promotion points current data element is not spaces, and if the SPF record grade code is 4 or 5 (grade abbreviation SP4, CPL or SGT), type transaction 34 is generated for PERSCOM and appears on the AAC-P17 report.

(14) If the MPC is E, if the transaction grade code (generated) is not 7 through 9, if the transaction grade how-acquired code is D, U, C, L or M, if SIDPERS is in the peacetime operating mode, if the SPF record grade indicator code is 4 or 5, and if the SPF record promotion points current data element is not spaces, type transaction 34 is generated for PERSCOM and appears on the AAC-P17 report.

j. GRCH error routine. See Paragraph 10-13c.

k. Promotion MOS or indicator update. The promotion MOS or indicator update stage is bypassed if SIDPERS is in the wartime operating mode.

(1) If the SPF record MPC is O or W, the SPF record promotion indicator is blanked out.

(2) If the SPF record MPC is E and if the transaction grade how acquired code is not E, the SPF record promotion or progression MOS code is blanked out. If the transaction grade how-acquired code is E, this stage is bypassed.

l. Year and month of photograph suspense (YMPS)) generator.

(1) If the transaction grade how-acquired code is C, K or M, the SPF record YMPS code is blanked out if the transaction grade abbreviation is PV1 (private 1), PV2, PFC, CPL, SP4, SGT, 2LT (second lieutenant) or W01.

(2) If the transaction grade how-acquired code is B, D, L or U and if the transaction grade code is A through F, O, P, R, U, V, W, X, Y, 6, through 9, this processing stage is omitted. If the transaction grade code is 5 (CPT with 4 or more years of enlisted service) and if the SPF record MPC is O, this processing stage is omitted. The SPF record YMPS code is blanked out for records with MPC E or W.

(3) If the transaction grade how-acquired code is B, D, L or U and if the transaction grade code is not A through F, O, P, R, U, V, W, X, Y, 5, through 9, the SPF record YMPS data element is blanked out.

m. PERSCOM type transaction 34 generation. If the transaction is GRCH, if SIDPERS is in the peacetime operating mode, if the MPC is E, and if the transaction PMOS code (positions 1 through 4) equals the SPF record SMOS code (positions 1 through 4), type transaction 34 is generated for PERSCOM using zeros in the SMOS and SASI data elements as GRCH data. (Zeros are posted to the SPF record SMOS and SASI data elements.) The 34 appears on the AAC-P17 report.

n. RSC N check. See Paragraph 10-18c.

o. GRCH final output processing. Before the GRCH transaction processing is terminated, the AAC-P01, AAC-P03 and the AAC-P11 (with summary) reports are prepared; the transaction mnemonic GRCH is posted to the matching SPF record under the Last Type of Transaction Personnel data element, and the transaction date is posted to the matching SPF record under the Date of Last Type of Transaction Personnel data element.

10–59. Grade code change

The grade code change (GRDC) transaction (FID U) is processed for commissioned officer records. Processing is outlined in "a" through "e" below.

a. MPC check. If the matching SPF record MPC is E or W, error mnemonic xT-T is assigned.

b. Grade check. If the SPF record MPC is O, the transaction grade data element (positions 1 through 3) is compared with the SPF record grade date element. If these two grade data elements are no the same, error mnemonic xGRD is assigned.

c. GRDC error routine. See Paragraph 10-13c.

d. RSC N check. See Paragraph 10-18c.

e. GRDC output routine. The AAC-P01, AAC-P03 and the AAC-P11 (with summary) reports are prepared.

f. GRDC final output processing. Before the GRDC transaction processing is terminated, the transaction mnemonic GRDC is posted to the matching SPF record under the Last Type of Transaction Personnel data element, and the transaction date is posted to the matching SPF record under the Date of Last Type of Transaction Personnel data element.

10–60. General technical aptitude score

The general technical aptitude score (GTAS) transaction (FID U) processes against the general technical aptitude score on enlisted personnel records. The processing stages are outlined in "a" through "e" below.

a. MPC check. If the matching SPF record MPC is O or W, error mnemonic xT-T is assigned.

b. TAS error routine. See Paragraph 10-13c.

c. RSC N check. See Paragraph 10-18c.

d. GTAS output routine. Type transaction S2 is generated for PERSCOM and appears on the AAC-P17 report. The AAC-P01, AAC-P03 and AAC-P11 (with summary) reports are generated.

e. GTAS final output processing. Before the GTAS transaction processing is terminated, the transaction mnemonic GTAS is posted to the matching SPF record under the Last Type of Transaction Personnel data element, and the transaction date is posted to the matching SPF record under the Date of Last Type of Transaction Personnel data element.

10–61. Regimental home base

The regimental home base (HOBA) transaction (FID U) reports an individual's regimental home base. The HOBA transaction processing stages are outlined in "a" through "e" below.

a. Regimental home base check. The regimental home base stage checks the transaction to make sure that the two-position code for regimental home base is present. If not, error mnemonic xHBA is assigned. If the transaction HOBA code is zeros, the SPF record regimental home base code is blanked out, and zeros are posted to the type transaction UK that is generated for PERSCOM. If the regimental home base code is not blank or zeros, t he transaction regimental home base code is posted to the SPF record regimental home base code.

b. HOBA error routine. See Paragraph 10-13c.

c. RSC N check. See Paragraph 10-18c.

d. HOBA output routine. Type transaction UK is generated for PERSCOM and appears on the AAC-P17 report. The AAC-P01, AAC-P03 and AAC-P11 (with summary) reports are generated.

e. HOBA final output processing. Before the HOBA transaction processing is terminated, the transaction HOBA is posted to the matching SPF record under the Last Type of Transaction Personnel data element, and the transaction date is posted to the matching SPF record under the Date of Last Type of Transaction Personnel data element.

10–62. Incentive pay

The incentive pay (IPAY) transaction (FID U) is processed as outlined in "a" through "e" below.

a. IPAY edit routine. The IPAY edit is complete if the transaction action code is AUTH, and the SPF record IPAY1 or IPAY2 data element is blank.

(1) If the SPF IPAY1 or IPAY2 data elements are not blank, the transaction IPAY data element must be the same as the SPF record IPAY1 and IPAY2 data elements.

(2) When the SPF IPAY1 or IPAY2 data elements are not blank, error mnemonic xIPY is assigned if the transaction IPAY data element does not match the SPF IPAY1 and IPAY2 data elements.

(3) If the transaction action code is STOP and if the transaction IPAY data element equals the SPF record IPAY1 or IPAY2 data elements, no action at this processing stage is required. Error mnemonic xIPY is assigned if the data elements do not match.

(4) Error mnemonic xIPY is also assigned if the transaction action code is not AUTH or STOP.

b. IPAY error routine. See Paragraph 10-13c.

c. IPAY output routine. See Table 10-39.

Table 10–39
IPAY output routine

Step: 1 **Condition:** Transaction action code is STOP. Transaction IPAY data element equals SPF record IPAY1 data element. SPF record IPAY2 code is blank or LEPER. SPF record MPC is E. **Output:** Type transaction 1X is generated for PERSCOM. AAC-P17 report displays the 1X with add pay code 0. Continue at IPAY update routine (para 10-62).
Step: 2. **Condition:** Transaction action code is STOP. Transaction IPAY data element equals SPF record IPAY1 data element. SPF record IPAY2 code is blank or LEPER. SPF record MPC is O or W. **Output:** Type transaction W5 is generated for PERSCOM.ACC-P17 report displays the W5 with add pay code 0. Continue at IPAY update routine (para 10-62).
Step: 3 **Condition:** Transaction action code is STOP. Transaction IPAY data element equals SPF record IPAY1 data element. SPF record IPAY2 code is blank or LEPER. **Output:** SPF record IPAY2 code is posted to I-CODE AREA data element. Continue at step 7 or 8 below.

Table 10–39
IPAY output routine—Continued

Step: 4
Condition: Transaction action code is STOP. Transaction IPAY data element does not equal IPAY1 data element. SPF record IPAY1 code is blank or LEPER. SPF record MPC is E.
Output: Same as step 1 above.

Step: 5
Condition: Transaction action code is STOP. Transaction IPAY data element does not equal IPAY1 data element. SPF record IPA1 code is blank or LEPER. SPF record MPC is O or W.
Output: Same as step 2 above.

Step: 6
Condition: Transaction action code is STOP. Transaction IPAY data element does not equal IPAY1 data element. SPF record IPAY1 code is not blank or LEPER. SPF record IPAY1 code is posted to 1-CODE AREA data element. Continue at step 7 or 8 below.
Output: None.

Step: 7
Condition: SPF record IPAY1 or IPAY2 code (depending on above criteria) is not blank or LEPER. SPF record MPC is E.
Output: Type transaction 1X is generated for PERSCOM. The AAC-P17 report displays the 1X with the following add pay codes:
a. If I-CODE AREA data element is DEMO, add pay code becomes 4.
b. If I-CODE AREA data element is ESD, add pay code becomes 6.
c. If I-CODE AREA data element is FLY, add pay code becomes 1.
d. If I-CODE AREA data element is FLYNC, add pay code becomes 2.
e. If I-CODE AREA data element is JUMP, add pay code becomes 3.
Continue at IPAY update routine (para 10-62).

Step: 8
Condition: SPF record IPAY1 or IPAY2 code (depending on above criteria) is not blank or LEPER. SPF record MPC is O or W.
Output: Type transaction W5 is generated for PERSCOM. The AAC-P17 report displays the W5 as in step 7a above. Continue at IPAY update routine (para 10-62).

Step: 9
Condition: Transaction action code is AUTH. Transaction IPAY data element equals SPF record IPAY1 or IPAY2 data element. Continue at IPAY update routine (para 10-62).
Output: None.

Step: 10
Condition: Transaction code is AUTH. Transaction IPAY data element does not equal SPF record IPAY1 or IPAY2 data element. SPF record IPAY1 code is blank.
Output: Add pay code is posted with a code that depends on the transaction IPAY code.
a. If transaction IPAY code is FLY, add pay code becomes 1.
b. If transaction IPAY code is FLYNC, add pay code becomes 2.
c. If transaction IPAY ode is JUMP, add pay code becomes 3.
d. If transaction IPAY code is DEMO, add pay code becomes 4.
e. If transaction IPAY code is ESD, add pay code becomes 6.
Continue at step 20 or 21 below.

Step: 11
Condition: Transaction action code is AUTH. Transportation IPAY data element does not equal SPF record IPAY1 or IPAY2 data element. SPF record IPAY1 code is not JUMP. Transaction IPAY code is not JUMP
Output: Continue as in step 10a above.

Step: 12
Condition: Transaction action code is AUTH. Transaction IPAY data element does not equal SPF record IPAY1 or IPAY2 data element. SPF record IPAY1 code is FLY. Transaction IPAY code is JUMP.
Output: Add pay code becomes X. Continue as in step 20 or 21 below.

Step: 13
Condition: Transaction action code is AUTH. Transaction IPAY data element does not equal SPF record IPAY1 or IPAY2 data element. SPF record IPAY1 code is FLYNC. Transaction IPAY code is JUMP.
Output: Add pay code becomes Y. Continue as in step 20 or 21 below.

Table 10–39
IPAY output routine—Continued

Step: 14 **Condition:** Transaction action code is AUTH. Transaction IPAY data element does not equal SPF record IPAY1 or IPAY2 data element. SPF record IPAY1 code is DEMO. Transaction IPAY code is JUMP. **Output:** Add pay code becomes Z. Continue as in step 20 or 21 below.
Step: 15 **Condition:** Transaction action code is AUTH. Transaction IPAY data element does not equal SPF record IPAY1 or IPAY2 data element. SPF record IPAY1 code is not JUMP, FLY, DEMO. Transaction IPAY code is JUMP. **Output:** Continue as in step 10a above.
Step: 16 **Condition:** Transaction action code is AUTH. Transaction IPAY data element does not equal SPF record IPAY1 or IPAY2 data element. SPF record IPAY1 code is JUMP. Transaction IPAY code is FLY. **Output:** Same as step 12 above.
Step: 17 **Condition:** Transaction action code is AUTH. Transaction IPAY data element does not equal SPF record IPAY1 or IPAY2 data element. SPF record IPAY1 code is JUMP. Transaction IPAY code is FLYNC. **Output:** Continue as step 13 above.
Step: 18 **Condition:** Transaction action code is AUTH. Transaction IPAY data element does not equal SPF record IPAY1 or IPAY2 data element. SPF record IPAY1 code is JUMP. Transaction IPAY code is DEMO. **Output:** Same as step 14 above.
Step: 19 **Condition:** Transaction action code is AUTH. Transaction IPAY data element does not equal SPF record IPAY1 or IPAY2 data element. SPF record IPAY1 code is JUMP. Transaction IPAY code is not FLY, FLYNC, or DEMO. **Output:** Continue as in step 10a above.
Step: 20 **Condition:** Transaction action code is AUTH. Transaction IPAY data element does not equal SPF record IPAY1 or IPAY2 data element. SPF record MPC is E. **Output:** Type transaction 1X is generated for PERSCOM. AAC-P17 report displays the 1X with add pay codes developed from step 10 above.
Step: 21 **Condition:** Transaction action code is AUTH. Transaction IPAY data element does not equal SPF record IPAY1 or IPAY2 data element. SPF record MPC is O or W. **Output:** Type transaction W5 is generated for PERSCOM. AAC-P17 report displays the W5 with add pay codes developed from step 10 above.

d. IPAY update routine. The update procedures depend on the transaction action code and the transaction IPAY data element.

(1) If the transaction action code is STOP, if the transaction IPAY data element is the same as the SPF record IPAY1 data element, and if the SPF RSC is N, the SPF record IPAY2 data element is blanked out. (The attached record is also updated.)

(2) If the transaction action code is STOP, if the SPF RSC is N, and if the transaction IPAY data element does not match the SPF record IPAY1 data element, the SPF record IPAY2 data element is blanked out. (The attached record is also updated)

(3) No processing occurs at this stage if the transaction action code is AUTH and if the transaction IPAY data element is the same as either SPF record IPAY1 or IPAY2 data element.

(4) If the SPF record IPAY1 data element is not present, the transaction IPAY data element is posted to the SPF record IPAY1 data element. (The attached record is also updated.)

(5) If the SPF record IPAY1 data element is present, the transaction IPAY data element is posted to the SPF record IPAY2 data element. (The attached record is also updated.)

e. IPAY final output processing. Before the IPAY transaction processing is terminated, the AAC-P01, AAC-P03 and the AAC-P11 (with summary) reports are prepared, the transaction mnemonic IPAY is posted to the matching SPF record under the Last Type of Transaction Personnel data element, and the transaction date is posted to the matching SPF record under the Date of Last Type of Transaction Personnel data element.

10–63. Joint Uniform Military Pay System Army corrector transaction

The JACT transaction (FID U) is submitted to generate a correction to an individual's pay grade on JUMPS. Processing details are outlined in "a" through "c" below.

a. Type of action edit and output. The type of action code must be PROM (advancement of promotion), REDU (reduction), PROX (correction to previous advancement or promotion), or REDX (correction to previous reduction).

(1) If the type of action code is PROM or REDU, the transaction grade abbreviation and code must equal the SPF grade abbreviation and code; if not, error mnemonic xGRD is generated. If the effective-date 2 data element is spaces and if the type of action code is PROM or REDU, a five-card JUMPS transaction is generated to DFAS-IN MMPF, and the transaction is displayed on the AAC-P49 report. If the transaction effective-date 2 data element is not spaces (which indicates a correction to the effective-date of either a PROM or REDU type of action code previously forwarded to JUMPS), a five-card JUMPS transaction is prepared using PROX or REDX action code and transaction effective-date 2 date elements as effective date data (to remove the erroneously submitted advancement, promotion, or reduction data). In addition, a five-card JUMPS transaction is generated to DFAS-IN MMPF using PROM or REDU as action code and transaction effective-date 1 data element as effective date data. See Table 10-38 for the five-card JUMPS transaction format. Generation of the five-card JUMPS transaction restores advancement, promotion, or reduction to DFAS-IN MMPF with correct effective date.

(2) If type of action code is PROX or REDX, transaction effective-date 2 must equal spaces. If not, error mnemonic xTOA is generated. If transaction effective-date 2 is equal to spaces, a five-card JUMPS transaction is generated to DFAS-IN MMPF using type of action code PROX or REDX as the finance action code.

b. JACT error routine. See Paragraph 10-13c.

c. JACT final output processing. Before the JACT processing is terminated, the AAC-P01, AAC-P03 and the AAC-P11 (with summary) reports are prepared; the transaction mnemonic JACT is posted to the matching SPF record under the Last Type of Transaction Personnel data element, and the transaction date is posted to the matching SPF record under the Date of Last Type of Transaction Personnel data element. If the type of action code is PROM or REDU, the SPF record effective date-of-pay-grade code is updated with the transaction effective-date-one-code, and type transactions 1X for enlisted or 1B for officers is generated for PERSCOM. The 1X and 1B appear on the AAC-P17 report.

10–64. Joined

The joined (JOIN) transaction (FID U) is used to report an assigned arrival (not joined-to-joined action). The processing stages are discussed in "a" through "d" below.

a. UPC match to UPC1. This stage checks the transaction UPC to ensure that it is the same as the matching SPF record UPC1. Error mnemonic xUPC is assigned if the UPC does not match the SPF record UPC1.

b. Join date, duty status code, and RSC updated. The transaction reporting date should be earlier than the transaction date. Error mnemonic xDTE is assigned if the reporting date is later than the transaction date, and the processing continues as described in "c" and "d" below.

(1) If the SPF record duty status code is AWL or AWC, error mnemonic xDYS is assigned, and the processing continues as described in "c" and "d" below.

(2) Whether or not the SPF record name data element is present, if the SPF RSC is not B through F, error mnemonic xRSC is assigned, and processing continues as described in "c" and "d" below.

(3) Whether or not the SPF record name data element is present, if the SPF RSC is B or C, type transaction 47 is generated for PERSCOM. (FID L TDR is generated if the name is missing from the SPF record.) The SPF record UPC1 that matched the SOMF record personnel file strength data element (by duty status code and MPC) is reduced by one (because it matches the SPF record UPC1), the SPF RSC becomes A, and the transaction date is posted to the SPF record UPC1 arrival strength date. The 47 appears on the AAC-P17 report.

(4) If the SPF RSC is D, E or F, SPF record RSC becomes A, the SPF record UPC1 potential gaining UPC is blanked out, type transaction 46 (officers and enlisted reassignment departure revocation) is generated for PERSCOM and appears on the AAC-P17 report. The transaction date is posted to the SPF record UPC1 arrival strength date.

(5) If the SPF record UPC1 matches the SOMF record UPC1 and if the SOMF record unit status ode is PR, the duty status code on the SPF record is changed to CMA, the SOMF record personnel file strength data element (by duty status code and MPC) is increased by one (in the peacetime operating mode only), the transaction date is posted to the matching SPF record under the Effective Date of Duty Status data element, and processing continues as described in "c" and "d" below.

(6) If the SPF record UPC1 matches the SOMF record UPC1 and if the SOMF record unit status code is not PR, the SPF record duty status code is changed to PDY, the SOMF record personnel file strength data element (by duty status code and MPC) is increased by one (in the peacetime operating mode only), the transaction date is posted to the matching SPF record under the Effective Date of Duty Status data element, and processing continues as described in "c" and "d" below.

c. JOIN error routine. See Paragraph 10-13c.

d. JOIN final output processing. Before the JOIN transaction processing is terminated, the AAC-P01, AAC-P03 and the AAC-P11 (with summary) reports are generated; the transaction mnemonic JOIN is posted to the matching SPF

record under the Last Type of Transaction Personnel data element, and the transaction date is posted to the matching SPF record under the Date of Last Type of Transaction Personnel data element.

10–65. Local data-personnel

The local data-personnel (LOCO) transaction (FID U) processes information to the local data element on the SPF record processing criteria as described in "a" through "d" below.

a. LOCO edit routine. The format of the LOCO transaction (action area) corresponds to spaces in the local data element of the SPF record. If a data element on the transaction contains an equal sign (=), the corresponding SPF record data element is blanked out. If the transaction data element contains data, the same data element on the SPF record is updated with that information, a blank within the transaction indicates that no update is needed.

b. LOCO error routine. See Paragraph 10-13c.

c. RSC N check. See Paragraph 10-18c.

d. LOCO final output processing. Before the LOCO transaction processing is terminated, the AAC-P01, AAC-P03 and the AAC-P11 (with summary) reports are generated; the transaction mnemonic LOCO is posted to the matching SPF record under the Last Type of Transaction Personnel data element, and the transaction date is posted to the matching SPF record under the Date of Last Type of Transaction Personnel data element.

10–66. Date of last permanent change of station

The date of last permanent change of station (LPCS) transaction (FID U) is used to correct the date of last permanent change of station on a SPF record. The processing stages are described in "a" through "e" below.

a. Year and month of LPCS edit. If the transaction LPCS is zeros, the matching SPF record LPCS date (year and month) is updated with zeros. If the transaction LPCS date is not later than the transaction date, the SPF record LPCS date is updated with that date. If the transaction LPCS date is later than the transaction date, error mnemonic xPCS is assigned.

b. LPCS error routine. See Paragraph 10-13c.

c. RSC N check. See Paragraph 10-18c.

d. LPCS output routine. Type transaction UL (officer professional personnel data) is submitted to PERSCOM for MPC O or W, and type transaction UH (miscellaneous data) is generated for PERSCOM for MPC E. The UL and UH appear on the AAC-P17 report. The AAC-P01, AAC-P03 and AAC-P11 (with summary), and AAC-P85 reports are generated.

e. LPCS final output processing. Before the LPCS transaction processing is terminated, the transaction mnemonic LPCS is posted to the matching SPF record under the Last Type of Transaction Personnel data element, and the transaction date is posted to the matching SPF record under the Date of Last Type of Transaction Personnel data element.

10–67. Major area of discipline or college

The major area of discipline or college (MADC) transaction (FID U) is submitted on enlisted personnel only. The processing stages are outlined in "a" through "d" below.

a. MPC check. If the SPF MPC is O or W, error mnemonic xT-T is assigned.

b. MADC error routine. See Paragraph 10-13c.

c. MADC output routine. Type transaction S1 (enlisted) is generated for PERSCOM for and appears on the AAC-P17 report. The AAC-P01, AAC-P03 and AAC-P11 (with summary), reports are generated

d. MADC final output processing. Before the MADC transaction processing is terminated, the transaction mnemonic MADC is posted to the matching SPF record under the Last Type of Transaction Personnel data element, and the transaction date is posted to the matching SPF record under the Date of Last Type of Transaction Personnel data element.

10–68. Marital status

The marital status (MARS) transaction (FID U) is processed and described in "a" through "f" below.

a. Dependent arrival date edit. The dependent arrival date edit stage is for enlisted personnel only. If the matching SPF record has MPC of O or W, this stage is bypassed, and processing continues as described in "c" through "e" below. If the transaction date (year and month) arrival authorized dependents data element is missing, this stage is bypassed. Error mnemonic xDAD is assigned if the transaction dependent arrival date is later than the current cycle date.

b. Total number of dependent edit. Whenever this transaction is processed, the system always checks to ensure that number of accompany command-sponsored dependents on permanent change of station data element and the number of accompany non-command-sponsored dependents on permanent change of station data element are equal to or greater than the transaction or SPF record number of dependents data element. If not, error mnemonic DEP is assigned.

c. MARS error routine. See Paragraph 10-13c.

d. RSC N check. See Paragraph 10-18c.

e. MARS or dependency output routine. If the SPF record MPC is E and if the number or dependents or date arrival of authorized dependents data element is being changed, type transaction UH (miscellaneous data)) is generated for PERSCOM using the transaction number of dependents and transaction year and month arrival of authorized dependents data elements as MARS data. The UH appears on the AAC-P17 report. If the SPF record MPC is E and if the marital status has changed, type transaction S1 (enlisted) is generated for PERSCOM using the transaction marital status data element as MARS data. The S1 appears on the AAC-P17 report. If the SPF record MPC is O or W and if the marital status has changed, type transaction UH (miscellaneous data) is generated for PERSCOM using the transaction marital status data element as MARS data. The AAC-P01, AAC-P03 and AAC-P11 (with summary), are generated

f. MARS final output processing. Before the MARS transaction processing is terminated, the transaction mnemonic MARS is posted to the matching SPF record under the Last Type of Transaction Personnel data element, and the transaction date is posted to the matching SPF record under the Date of Last Type of Transaction Personnel data element.

10–69. Main civilian occupation

The main civilian occupation (MCVO) transaction (FID U) is submitted to update the civilian occupation data on commissioned and warrant officer personnel records. Processing is described in "a" through "d" below.

a. MPC check. If the SPF MPC is E, error mnemonic xMPC is assigned.

b. MCVO error routine. See Paragraph 10-13c.

c. MCVO output routine. Type transaction UL (officer professional personnel data) is generated for PERSCOM and appears on the AAC-P17 report. The AAC-P01, AAC-P03, AAC-P11 (with summary), and AAC-P85 reports are generated.

d. MCVO final output processing. Before the MCVO transaction processing is terminated, the transaction mnemonic MCVO is posted to the matching SPF record under the Last Type of Transaction Personnel data element, and the transaction date is posted to the matching SPF record under the Date of Last Type of Transaction Personnel data element.

10–70. Medical internship

The medical internship (MEDI) transaction (FID U) is maintained on commissioned and warrant officer personnel records only. The only authorized types of change are A or D. If not, error mnemonic xCHG is generated. The processing is described in "a" through "e" below.

a. MPC check. If the SPF MPC is E, error mnemonic xMPC is assigned.

b. MEDI edit routine. Type of change A must contain internship hospital, internship month, year internship completed, and internship specialty entered data elements. If not, error mnemonics of xHOS, xMON, xDTE, xSPC, or any combination of the four are assigned. Error mnemonic is also assigned if the year completed internship data element is greater than cycle date. Type of change D cannot contain the internship months, internship specialty, and year completed internship data elements. If any of these data elements are present, the transaction is rejected with error mnemonics xSPC, xMON, xDTE, or any combination of the three.

c. MEDI error routine. See Paragraph 10-13c.

d. MEDI output routine. Type transaction UL (officer professional personnel data) is generated for PERSCOM and appears on the AAC-P17 report. The AAC-P01, AAC-P03, AAC-P11 (with summary), and AAC-P85 reports are generated.

e. MEDI final output processing. Before the MEDI transaction processing is terminated, the transaction mnemonic MEDI is posted to the matching SPF record under the Last Type of Transaction Personnel data element, and the transaction date is posted to the matching SPF record under the Date of Last Type of Transaction Personnel data element.

10–71. Medical residency or fellowship

The medical residency or fellowship (MEDR) transaction (FID U) prepared for commissioned and warrant officers only. The only authorized types of change are A or D. If not, error mnemonic xCHG is generated. The processing is described in "a" through "e" below.

a. MPC check. If the SPF MPC is E, error mnemonic xMPC is assigned.

b. MEDR edit routine. Type of change A must have residency months, residency specialty, and residency year completed data elements; if not, error mnemonics, xMON, xDTE, xSPC, or any combination of the three are assigned. Error mnemonic xDTE is also assigned if the residency year completed data element is greater than the cycle date. Type of change D cannot contain residency months or residency year completed data elements. If either of the data elements is present, the transaction is rejected with error mnemonics xMON, xDTE, or any of the two are assigned.

c. MEDR error routine. See Paragraph 10-13c.

d. MEDR output routine. Type transaction UB (officer medical internship, residency and fellowship data) is

generated for PERSCOM and appears on the AAC-P17 report. The AAC-P01, AAC-P03, AAC-P11 (with summary), and AAC-P85 reports are generated.

e. MEDR final output processing. Before the MEDR transaction processing is terminated, the transaction mnemonic MEDR is posted to the matching SPF record under the Last Type of Transaction Personnel data element, and the transaction date is posted to the matching SPF record under the Date of Last Type of Transaction Personnel data element

10–72. Highest military education level

The highest military education level (MLED) transaction (FID U) is submitted for SIDPERS processing to change military education level data on commissioned and warrant officers. The processing is described in "a" through "f" below.

a. MPC check. If the SPF MPC is E, error mnemonic xMPC is assigned.

b. MLED type of change edit. This transaction is initially edited for type of change, and error mnemonic xCHG is assigned if type of change is not A or D.

c. MLED edit routine. The transaction is edited for highest military education level and/or military course of school and year of completion data elements. If the MLED code is A , B, C, D, the SPF record to be changed must be MPCW; if not, the transaction is rejected, and error mnemonic xMEL is assigned. Error mnemonic xMEL is also assigned if the MLED code is 1 through 8, L, M or N and the SPF MPC is W or if the MLED code is not Y (none) or spaces.

(1) If the MLED code Y (none) is used with type of change A (add), the transaction military course or school and year of completion data elements must be blank; if not, the transaction is rejected, and error mnemonic xSCH or xDTE respectively, is assigned.

(2) Error mnemonic xMEF is generated if the transaction MLED code is Y (none), but the SPF MLED code is not Y or spaces.

(3) If the type of change is A or D, the MLED data element is not essential and may be omitted; however, if the military course or school and year of completion data elements are not present, the transaction is rejected, and error mnemonics xSCH and xDTE are assigned.

d. MLED error routine. See Paragraph 10-13c.

e. MLED output routine. Type transaction UC is generated for PERSCOM and appears on the AAC-P17 report. The AAC-P01, AAC-P03, AAC-P11 (with summary), and AAC-P85 reports are generated.

f. MLED final output processing. Before the MLED transaction processing is terminated, the transaction mnemonic MLED is posted to the matching SPF record under the Last Type of Transaction Personnel data element, and the transaction date is posted to the matching SPF record under the Date of Last Type of Transaction Personnel data element

10–73. Move transfer data record

The move TDR (MTDR) transaction (FID U) changes the potential gaining UPC and position number code for an individual in a pending gain status (RSC Y).

a. RSC check. The SPF record must be present and be RSC Y; if not, error mnemonic xRSC is assigned.

b. UPC check. The transaction UPC must equal a SMOF record UPC; if not, error mnemonic xUPC is assigned.

c. MTDR error routine. See Paragraph 10-13c.

d. MTDR final output processing. Before the MTDR transaction processing is terminated, the AAC-P01, AAC-P03 and AAC-P11 (with summary) reports are generated, the transaction mnemonic MTDR is posted to the matching SPF record under the Last Type of Transaction Personnel data element, and the transaction date is posted to the matching SPF record under the Date of Last Type of Transaction Personnel data element

10–74. Non-commissioned Officer Academy graduate

The Non-commissioned Officer (NCO) Academy graduate (NCOG) transaction (FID U) is processed as described in "a" through "f" below.

a. MPC check. Error mnemonic xT-T is assigned if the SPF record MPC is O or W.

b. NCOG edit routine. The NCOG edit stage is skipped if the transaction NCOG code is equal to the matching SPF record NCOG code.

(1) If the SPF record NCOG code is blank, 0, 1, 2, 3, A, K, L, S, V, W, X, Y or Z, the SPF record NCOG code is updated with the transaction NCOG code.

(2) If the NCOG code is C or D, error mnemonic xNCO is generated.

(3) See Table 10-40 for the required matches that must be found before the SPF record is updated. For example, if the transaction NCOG code is A, the matching SPF record NCOG code must be F before the record can be updated with A. Error mnemonic xNCO is assigned if the proper match is not found or if the transaction NCOG code is not one of those listed in Table 10-40.

Table 10–40
NCOG edit routine

SPF NCOG transaction NCOG code 1	Code required before update
A	F
C	F
D	F
F	M
M	T
S	T

Notes:
[1] If the transaction NCOG code and the SPF NCOG code do match, error mnemonic xNCO is assigned.

c. NCOG error routine. See Paragraph 10-13c.

d. RSC N check. See Paragraph 10-18c.

e. NCOG output routine. The NCOG output routine is applicable if the transaction NCOG code is 0, 2, C, D, F, M or T and if it uses the transaction NCOG data element as NCOG data. Type transaction S1 (enlisted) is generated for PERSCOM and appears on the AAC-P17 report. The AAC-P01, AAC-P03 and AAC-P11 (with summary) reports are generated.

f. NCOG final output processing. Before the NCOG transaction processing is terminated, the transaction mnemonic NCOG is posted to the matching SPF record under the Last Type of Transaction Personnel data element, and the transaction date is posted to the matching SPF record under the Date of Last Type of Transaction Personnel data element.

10–75. Number of overseas tours

The number of overseas tours (NSLT) transaction (FID U) is processed for commissioned and warrant officer personnel only as described in "a" through "d" below.

a. MPC check. Error mnemonic MPC is assigned if the MPC is E.

b. NSLT error routine. See Paragraph 10-13c.

c. NSLT output routine. Type transaction UD (officer aircraft qualification data) is generated for PERSCOM and appears on the AAC-P17 report. The AAC-P01, AAC-P03 and AAC-P11 (with summary) and AAC-P85 reports are generated.

d. NSLT final output processing. Before the NSLT transaction processing is terminated, the transaction mnemonic NSLT is posted to the matching SPF record under the Last Type of Transaction Personnel data element, and the transaction date are posted to the matching SPF record under the Date of Last Type of Transaction Personnel data element.

10–76. Officer civilian education

The officer civilian education (OCVE transaction (FID U) is processed for commissioned and warrant officer personnel records only as described in "a" through "e" below.

a. OCVE edit routine. The OCVE data element must be present in the transaction. If not, the transaction is rejected, and error mnemonic xCED is assigned. Error mnemonic xDTE is assigned if the OCVE year completed date element is later than the cycle date. Table 10-41 for OCVE transaction data elements and applicable error mnemonics.

Table 10–41
OCVE data elements and error mnemonics

Data element	Error mnemonics
Program source code	xPRG
Civilian education institution	xSCH
Major subject of college education	xMAC
Civilian education degree	xDEG
Civilian education year complete	xDTE
Officer civilian education level	xEDL

b. OCVE error routine. See Paragraph 10-13c.

c. OCVE output routine. Type transaction UN is generated for PERSCOM and appears on the AAC-P17 report. The AAC-P01, AAC-P03 and AAC-P11 (with summary), and AAC-P85 reports are generated.

d. OCVE final output processing. Before the OCVE transaction processing is terminated, the transaction mnemonic OCVE is posted to the matching SPF record under the Last Type of Transaction Personnel data element, and the transaction date is posted to the matching SPF record under the Date of Last Type of Transaction Personnel data element.

10–77. Year and month of on-the-job training

The year and month of on-the-job training (OJT) completion transaction (FID U) is processed for enlisted personnel records only. The processing stages are outlined in "a" through "e" below.

a. MPC check. Error mnemonic xMPC is assigned if the SPF record MPC is W or O.

b. OJT edit routine.

(1) If the transaction OJT completion date (year and month) is zeros and if the SPF record duty MOS code does not contain zeros and position 4 for the duty MOS code is not a zero, spaces are posted to the SPF OJT completion date data element.

(2) If the OJT completion date does not contain zeros or spaces, if the SPF record duty MOS code does not contain zeros and position 4 of the duty MOS code contains a zero, and if the transaction OJT completion date is greater than the current cycle date, processing continues are described in "c" through "e" below. If the OJT completion date is less than the current cycle date, error mnemonic xTRD is assigned.

(3) Error mnemonic xOJT is assigned if the transaction OJT completion date contains spaces.

(4) Error mnemonic xOJT is assigned if the transaction OJT completion date and the SPF record duty MOS code contain zeros.

(5) Error mnemonic xOJT is assigned if the transaction OJT completion date contain zeros and if the SPF duty MOS code does not contain zeros and position 4 of the duty MOS code contains a zero.

(6) Error mnemonic xOJT is assigned if the transaction OJT completion date does not contain spaces or zeros and if the SPF record duty MOS code contain zeros.

(7) If the transaction xOJT completion date does not contain zeros or spaces and if the SPF record duty MOS code does not contain zeros and position 4 of the duty MOS code does not contain a zero, error mnemonic xOJT is assigned.

c. OJT error routine. See Paragraph 10-13c.

d. RSC N check. See Paragraph 10-18c.

e. OJT final output processing. Before the OJT transaction processing is terminated, the AAC-P01, AAC-P03, and AAC-P11 (with summary) reports are generated; the transaction mnemonic OJT is posted to the matching SPF record under the Last Type of Transaction Personnel data element, and the transaction date is posted to the matching SPF record under the Date of Last Type of Transaction Personnel data element.

10–78. Privacy Act disputed record

The Privacy Act disputed record (PADR) transaction (FID U) is processed as described in "a" through "e" below.

a. PADR edit routine. Error mnemonic xPAD is assigned if the PADR code is invalid.

b. PADR output processing. If the transaction PADR code is D, the SPF record PADR code is updated with D. If the transaction PADR code is Z, the SPF record PADR code is blanked out.

c. PADR error routine. See Paragraph 10-13c.

d. RSC N check. See Paragraph 10-18c.

e. PADR final output processing. Before the PADR transaction processing is terminated, the AAC-P01, AAC-P03, and AAC-P11 (with summary) reports are generated; the transaction mnemonic PADR is posted to the matching SPF record under the Last Type of Transaction Personnel data element, and the transaction date is posted to the matching SPF record under the Date of Last Type of Transaction Personnel data element.

10–79. Professional certification status

The professional certification status (PCER) transaction (FID U) is processed as described in "a" through "e" below.

a. MPC check. Error mnemonic xMPC is assigned if the SPF record has MPC E.

b. PCER edit routine. Error mnemonic xPRQ is assigned if the transaction PCER code is not A, B, F, G or Z. If the PCER code is Z, no further edits are made. If the PCER code is A or G, additional edits are made.

(1) If the PCER code is A, G or F, error mnemonic xPCR is assigned if the transaction sate of professional certification data element is blank or ZZ or if the transaction year of professional certification data element is blank or ZZ. Error mnemonic xYRR is assigned if the transaction year of professional certification data element is blank or ZZ or if the transaction year of professional certification data element is present and is greater than the cycle date.

(2) If the PCER code is B, error mnemonic xYRR is assigned if the transaction engineer state of registration data element is spaces, and if the transaction year of professional certification data element is not spaces or ZZ. Error

mnemonic xYRR is assigned if the transaction state of professional certification data element is blank and if the transaction year of professional certification is not blank or ZZ; if the transaction state of professional certification data element is ZZ and if the transaction year of professional certification data element is not ZZ; if the transaction state of professional certification data element is present and if the transaction year of professional certification data element is blank; if the transaction state of professional certification data element is present and if the transaction year of professional certification data element is ZZ, and if the transaction state of professional certification data element is present and if the transaction year of professional certification data element is greater than the cycle date.

c. PCER error routine. See Paragraph 10-13c.

d. PCER output routine. Type transaction UL (officer professional personnel data) is generated for PERSCOM and appears on the AAC-P17 report. The AAC-P01, AAC-P03, AAC-P11 (with summary), and AAC-P85 reports are generated.

e. PCER final output processing. Before the PCER transaction processing is terminated, the transaction mnemonic PCER is posted to the matching SPF record under the Last Type of Transaction Personnel data element, and the transaction date is posted to the matching SPF record under the Date of Last Type of Transaction Personnel data element.

10–80. Physical

The physical (PHYS) transaction (FID U) is processed as described in "a" through "f" below.

a. PHYS edit routine. Error mnemonic xBLK is assigned if the transaction physical category and profile are not both present. This edit is the only check made at this stage when the SIDPERS is in the wartime operating mode.

(1) If the transaction height, weight and date of physical date elements are missing and if the matching SPF record MPC is O or W, error mnemonic xBLK is assigned.

(2) If the transaction height, weight and date of physical data elements are present but the SPF record MPC is E, error mnemonic xMPC is assigned.

(3) Error mnemonic xDTE is assigned if the transaction date of physical data element is later than the current cycle date.

b. Physical category and physical profile check. The physical category and physical profile check is performed in both peacetime and wartime operating modes.

(1) Error mnemonic xP-P is assigned if the transaction physical category is A and if the transaction physical profile code is not 111111.

(2) Error mnemonic xP-P is assigned if the transaction physical category is B and if the transaction physical profile code is not a combination of ones and twos.

(3) Error mnemonic xP-P is assigned if the transaction physical category is C through H, J, L, M, N or P and if the physical profile code is not a combination of 1, 2 and 3. (There must be at least one 3.)

(4) Error mnemonic xP-P is assigned if the transaction physical category is U and if the transaction physical profile code is not a combination of 1, 2 and 3. (There must be at least one 2 or one 3.)

(5) Error mnemonic xP-P is assigned if the transaction physical category is not A through H, J, L, M, N, P or U and if the physical profile code is not a combination of 1, 2, 3 and/or 4. (There must be at least one 4.)

c. PHYS error routine. See Paragraph 10-13c.

d. RSC N check. See Paragraph 10-18c.

e. PHYS output processing. If the SPF record MPC is E, type transactions UH and S1 are generated for PERSCOM using the transaction physical category and transaction physical profile data elements as PHYS data. The UH and S1 appear on the AAC-P17 report. If the SPF record MPC is O or W, type transaction UC is generated for PERSCOM using the transaction physical category, transaction physical profile, transaction height, transaction weight and transaction date of physical data elements as PHYS data. The UC appears on the AAC-P17 report. The AAC-P01, AAC-P03, AAC-P11 (with summary), and AAC-P85 reports are generated.

f. PHYS final output processing. Before the PHYS transaction processing is terminated, the AAC-P01, AAC-P03, and AAC-P11 (with summary) reports are generated; the transaction mnemonic PHYS is posted to the matching SPF record under the Last Type of Transaction Personnel data element, and the transaction date is posted to the matching SPF record under the Date of Last Type of Transaction Personnel data element.

10–81. Primary military occupational specialty

The primary military occupational specialty (PMOS) transaction (FID U) is processed for enlisted personnel records only. The processing stages are outlines in "a" through "h" below.

a. MPC check. Error mnemonic xT-T is assigned if the SPF record MPC is O or W.

b. PMOS edit routine.

(1) Error mnemonic xMOS is assigned if the transaction PMOS code (positions 1 through 4) does not equal a SMEF record MOS code.

(2) Error mnemonic xMOS is assigned if the transaction has a valid PMOS code, but the SMEF record EPMS designator is 2.

(3) Error mnemonic xMOS is assigned if the transaction PMOS code and the SMEF record EPMS designator are both valid, but the SMEF, RSC is not A, B or C.

(4) Error mnemonic xMOS is assigned if the transaction PMOS code and SMEF record EPMS designator are both valid and if the MOS matching SMEF RSC is A, but the SMEF record implementation date is later than the current cycle date.

(5) Error mnemonic xMOS is assigned if the RSC is C and if the SMEF rescission date is not later than the current cycle date.

(6) If the transaction PSAI code is spaces, the SPF record PASI code is moved to the transaction PASI code.

c. MOS, sex, status and grade codes.

(1) Error mnemonic xSEX is assigned if the SPF record sex code is missing.

(2) Error mnemonic xSEX is assigned if the SPF record sex code is M but the MOS matching SMEF record authorized identity code is not E or I.

(3) Error mnemonic xSEX is assigned if the SPF record sex code is F but the MOS matching SMEF record authorized identity code is not A or I.

(4) Error mnemonic xPMS is assigned if the SOMF record unit status code (that matches the SPF record UPC1) is not ES, Re, PS, DP, ST or TR and if the transaction PMOS code is 09D or 09W.

(5) Error mnemonic xGRD is assigned if the transaction PMOS code (position 4) is not zero or one but the grade code is 1 through 4

(6) Error mnemonic xGRD is assigned if the transaction PMOS code (position 4) is not zero or 2 but the grade code is 5.

(7) Error mnemonic xGRD is assigned if the transaction PMOS code (position 4) is not zero or 3 but the grade code is 6.

(8) Error mnemonic xGRD is assigned if the transaction PMOS code (position 4) is not zero or 4 but the grade code is 7.

(9) Error mnemonic xGRD is assigned if the transaction PMOS code (position 4) is not zero or 5 but the grade code is 8 or 9.

(10) Error mnemonic xGRD is assigned if the grade code is not 1 through 9.

(11) Error mnemonic xASI if the transaction ASI code is not zeros and if the SMEF record does not have an authorized matching ASI code.

(12) Error mnemonic xSQI is assigned if the transaction PMOS-SQI code (position 5) is not valid. (That is, the transaction PMOS-SQI code does not have an authorized matching SQI on the SMEF record.)

(13) Error mnemonic xSQI is assigned if the transaction PMOS-SQI code (position 5) is valid, if the PMOS-SQI code is not X, and if the matching PSF record duty MOS-SQI code is X. In the peacetime operating m ode only, error mnemonic xGRD is assigned if the PSF record grade abbreviation is not SP4, CPL, SGT, SSG, PSG or SFC.

(14) In the peacetime operating mode only, error mnemonic xSDP is assigned if the transaction matches a SPF record grade abbreviation CPL or SP4, if the sex code is F, if the special duty assignment pay code (when present) is not 1, 6 or 7, but the SPF record duty MOS-SQI code is X and the transaction PMOS-SQI code is X.

(15) If the SPF record sex code is M, the special duty assignment pay code is invalid for grade abbreviations CPL and SP4. Error mnemonic xGRD is assigned if the special duty assignment pay code on the matching SPF record is 1, 6, 7 or missing. Error mnemonic xSDP is also assigned if the SPF record special duty assignment pay code is present but is not 1, 6 or 7. (Both error mnemonics appear on the report.)

(16) In the peacetime operating mode only when SPF record duty MOS-SQI code is X and the transaction PMOS-SQI code is X, error mnemonic xSPD is assigned if the SPF record special duty assignment pay code is present and is not 1, 6 or 7 for grade abbreviations SGT, SSG, PSG or SFC.

(17) In the peacetime operating mode only, error mnemonic xPPY is assigned if the SPF record special duty assignment pay code is 2 through 5, and if the transaction PMOS code (position 1 through 3) does not equal the SPF duty MOS code (positions 1 through 3).

d. PMOS error routine. See Paragraph 10-13c.

e. PMOS code and OJT code check. This check is completed for transaction PMOS code (positions 1 through 4) 00Z5. See "f" below.

(1) If the transaction PMOS code (positions 1 through 4) is not 00Z5 and if SIDPERS is in the wartime operating mode, this check is complete. See "g" below.

(2) If the transaction PMOS code (positions 1 through 4) is not 00Z5 and if the SPF record duty MOS code (positions 1 through 3) is equal to the transaction PMOS code (positions 1 through 3), the SPF record OJT completed date (year and month) is blanked out.

f. RSC N check. See Paragraph 10-18c.

g. Generation of type transactions 1X and 34.

(1) If the SIDPERS is in the wartime operating mode, type transaction 1X is generated for PERSCOM using transaction PMOS, SPF record grade, and transaction ASI code as PMOS data. The 1X appears on the AAC-P17 report.

(2) If the SIDPERS is in the peacetime operating mode, and if the transaction PMOS code and the SPF record SMOS code are not equal, type transaction 1X is generated for PERSCOM using transaction PMOS, SPF record grade, and transaction ASI codes as PMOS data. The 1X appears on the AAC-P17 report.

(3) If the SIDPERS is in the peacetime operating mode and if the transaction PMOS code and SPF record SMOS code are equal, type transaction 34 is generated for PERSCOM using zeros for SMOS code and zeros for SASI code as PMOS data. (Zeros are posted to the SPF SMOS code, and zeros are posted to the SPF SASI code.) The 34 appear on the AAC-P17 report.

h. PMOS final output processing. Before the PMOS transaction processing is terminated, the AAC-P01, AAC-P03, and AAC-P11 (with summary) reports are generated; the transaction mnemonic PMOS is posted to the matching SPF record under the Last Type of Transaction Personnel data element, and the transaction date is posted to the matching SPF record under the Date of Last Type of Transaction Personnel data element.

10–82. Position number

The position number (POSN) transaction (FID U) is processed as outlines in "a" through "h" below.

a. UPC check. Error mnemonic UPC is assigned if the transaction UPC does not match the SPF record UPC1.

b. RSC check. If SPF records have RSC or N, P, X, Y or M, error mnemonic xRSC is assigned.

c. POSN edit routine.

(1) Error mnemonic xPNO is assigned if the transaction position number code (positions 3 through 4) is 94, 95, 97, 98 or 99.

(2) Error mnemonic xPNO is assigned if the transaction position number code and UPC do not equal a SASF record position number code and UPC.

(3) Error mnemonic xP-S is assigned if the transaction and SASF record position number code and UPC are equal, but the SASF record position status code is G or R.

(4) Error mnemonic xPNO is assigned if the SPF record MPC is O and if the SASF record authorized identity code (by position number code or UPC) is not, R, L, O, B, D or F.

(5) Error mnemonic xPNO is assigned if the SPF record MPC is W and if the SASF record authorized identity code (by position number code or UPC) is not K, L, O, B, D, F, G, H, J, P, V or W.

(6) Error mnemonic xPNO is assigned if the SPF record MPC is E and if the SASF record authorized identity code (by position number code or UPC) is not A, E, I, M, N, or Q.

(7) If the authorized identity code is A, E, I, M, N, or Q, error mnemonic xPNO is assigned if the SASF record authorized MOS-SQI code (position 5) is X but the SPF record PMOS-SQI code (position 5) is not X. Error mnemonic xGRD is assigned if the SPF record grade abbreviation is not SP4, CPL, SGT, SSG, PSG or SFC.

(8) Error mnemonic xGRD is assigned if the SPF record grade abbreviation is SP4 or CPL but the SPF record sex code is M.

(9) If these edits passed without any errors, the SASF authorized MOS code is posted to the POSN transaction duty MOS code and PSC, the SASF record authorized ASI code is posted to the transaction duty ASI code, and the SASF record authorized language identity code is posted to the transaction duty language identity code

d. Duty data edit. Error mnemonic xDPS (SPF record MPC O) or xDMS (SPF record MPC W or E) is assigned if the transaction duty primary specialty code and duty MOS code is missing.

(1) If the transaction duty MOS code and duty primary specialty code are all zeros, the transaction duty ASI code is posted with zeros and the duty language identity code is posted with YY.

(2) If the MPC is W, the transaction duty primary specialty code is used to access the SMEF (MPC O and the first three positions of the transaction duty primary specialty code) if the transaction duty MOS code (position 4) is numeric. If the transaction duty MOS code (position 4) is not numeric, the SPF Record MPC and transaction duty MOS code (positions 1 through 4) are used.

(3) If the MPC is E, the SPF record MPC and transaction duty MOS code (positions 1 through 4) are used to access the SMEF.

(4) If the MPC is O, the SPF record MPC and transaction duty primary specialty code (positions 1 through 3) are used to access the SMEF.

(5) Error mnemonic xMOS is assigned if the transaction MOS code does not match the SMEF record MOS code (warrant officer and enlisted personnel).

(6) Error mnemonic xMOS is assigned if the transaction MOS code matches a SMEF record MOS code, but the SMEF RSC is not A, B or C (warrant officer and enlisted personnel).

(7) Error mnemonic xMOS is assigned if the transaction MOS code matches a SMEF record MOS code, and if the SMEF RSC is C, but the SMEF record MOS rescission date is not later than the current cycle date.

(8) Error mnemonic xMOS is assigned if the transaction MOS code matches a SMEF record MOS code and if the SMEF RSC is A, but the current cycle date is less than the SMEF record MOS implementation date.

(9) Error mnemonic xSEX is assigned if the SPF record MPC is W, but the SMEF record authorized identity code is not P, V or W.

(10) Error mnemonic xSEX is assigned if the SPF record MPC is E, and if the SPF record sex code is M, but the SMEF record authorized identity code is E or I.

(11) Error mnemonic xSEX is assigned if the SPF record MPC is E and if the SPF record sex code is F, but the SMEF record authorized identity code is A or I.

(12) Error mnemonic xSQI is assigned if the transaction duty MOS-SQI code (Position 5) is not matched by the authorized SQI code for that MOS code on the SMEF.

(13) Error mnemonic xSQI is assigned if the SPF record MPC is E and if the transaction duty MOS-SQI code (position 5) is X, but the SPF record PMOS code (position 5) is not X.

(14) Error mnemonic xGRD is assigned if the enlisted SPF record PMOS-SQI code (position 5) is X, but the SPF record grade abbreviation is not SP4, CPL, SGT, SSG, PSG or SFC. Error mnemonic xGRD is also assigned if the SPF record grade abbreviation is SP4 or CPL, but the SPF record sex code is not F.

(15) Error mnemonic xDMS is assigned if the transaction duty MOS code is 00R and does not match the SPF record PMOS code (positions 1 through 3).

(16) If the transaction Duty ASI code and language identity code are both missing, zeros are posted to the transaction duty ASI code and YY is posted to the transaction duty language identity code. If only the duty ASI code is missing, zeros are posted only to the duty ASI code. If the transaction duty ASI code is zeros and if the duty language identity code is missing, YY is posted to the transaction duty language identity code.

(17) Error mnemonic xASI is assigned if the transaction duty ASI code is present and is not zeros, but the ASI code is invalid and does not match an ASI on the SMEF record.

(18) If the duty ASI code is valid and if the Transaction Duty Language Identity Code is missing, YY is posted to this missing data element.

(19) Error mnemonic xDPS is assigned if the transaction duty primary specialty Code does not match a SMEF record SSI code.

(20) Error mnemonic xSEX is assigned if the transaction duty primary specialty code matches the SMEF record SSI code, but the same SMEF record authorized identity code is not K, L or O.

(21) Error mnemonic xDPS is assigned if the transaction passed the last check, but the matched SMEF RSC is not A, B or C.

(22) Error mnemonic xDPS is assigned if the SMEF record sex code is K, L or O and if the SMEF RSC is A, but the current cycle date is earlier than the SMEF record SSI implementation date.

(23) Error mnemonic xDPS is assigned if the SMEF RSC is C, but the current cycle date is not earlier than the SMEF record SSI rescission date.

(24) Error mnemonic xDPS is assigned if the duty primary specialty code is 00B, but the SPF record grade code is not A or B. Error mnemonic xDPS is also assigned if the duty primary specialty code is not 00B, but the grade indicator code is A.

(25) Error mnemonic xDPS is assigned if the transaction duty SSC (positions 4 and 5 of the primary specialty code) is missing.

(26) Error mnemonic xDPS is assigned if the transaction duty SSC is present but is not zeros and if the relative position in the matching SMEF record (by SSI code) is not one, (derived from the alternate requirement special code table within SMEF).

(27) If the transaction duty ASI code is missing, zeros are posted to the transaction duty ASI code.

(28) Error mnemonic xASI is assigned if the transaction duty ASI code (position 1) is not 1 through 9.

(29) Error mnemonic xASI is assigned if positions one of the transaction duty ASI code is valid, but position 2 is not A through Z.

e. POSN error routine. See Paragraph 10-13c.

f. RSC N check. See Paragraph 10-18c.

g. POSN output routine. If the transaction duty MOS code and primary specialty code are not zeros, type transaction UM (officer or enlisted duty MOS change) is generated for PERSCOM and appears on the AAC-P17 report. The AAC-P01, AAC-P03 and AAC-P11 (with summary) reports are generated.

h. POSN final output processing. Before the POSN transaction processing is terminated, the transaction mnemonic POSN is posted to the matching SPF record under the Last Type of Transaction Personnel data element, and the transaction date is posted to the matching SPF record under the Date of Last Type of Transaction Personnel data element.

10–83. Procurement program number

The procurement program number (PPN) transaction (FID U) is processed as outlined in “a” through “d” below.

a. PPN error routine. See Paragraph 10-13c.

b. RSC N check. See Paragraph 10-18c.

c. PPN output processing. If the SPF MPC is O or W, type transaction UH is generated for PERSCOM and appears on the AAC-P17 report. The AAC-P01, AAC-P03 and AAC-P11 (with summary) reports are generated.

d. PPN final output processing. Before the PPN transaction processing is terminated, the transaction mnemonic PPN is posted to the matching SPF record under the Last Type of Transaction Personnel data element, and the transaction date is posted to the matching SPF record under the Date of Last Type of Transaction Personnel data element

10–84. Previous permanent or temporary date of rank change

The previous permanent or temporary DOR change (PPTR) transaction (FID U) is processed for officers only as described in "a" through "e" below.

a. MPC check. Error xMPC is assigned if the SPF record MPC is E.

b. Promotion and MOS code edit processing. The previous grade code must be T, and the SPF record service component code cannot be G, T, or V, or the transaction is rejected with error mnemonic xPGI. The previous grade code must be present, or the transaction is rejected with error mnemonic xGRD. If the previous DOR is missing or if it is greater than the cycle date, the transaction is rejected with error mnemonic xDTE.

(1) If the previous grade code is T, the previous grade abbreviation must be 2LT, 1LT, W01, CW2 or MAJ, or the transaction is rejected with error mnemonic xTGD. The SPF authorized branch code must be MC if the grade abbreviation is MAJ, or the transaction is rejected with error mnemonic xCBR.

(2) If the previous grade code is not T, the grade abbreviation must be 2LT, 1LT, CPT, MAJ, LTC, COL, W01, CW2, CW3 or CW 4, with SPF record service component code G, V or T; if not the transaction is rejected with error mnemonic xPGD.

c. PPTR error routine. See Paragraph 10-13c.

d. PPTR output processing. If the transaction UT is generated for PERSCOM and appears on the AAC-P17 report. The AAC-P01, AAC-P03 and AAC-P11 (with summary) reports are generated.

e. PPTR final output processing. Before the PPTR transaction processing is terminated, the transaction mnemonic PPTR is posted to the matching SPF record under the Last Type of Transaction Personnel data element, and the transaction date is posted to the matching SPF record under the Date of Last Type of Transaction Personnel data element

10–85. Promotable indicator

The promotable indicator (PRMI) transaction (FID U) is processed for officers and warrant officers only as described in "a" through "f" below.

a. MPC check. If the SPF MPC is E, error mnemonic xMPC is assigned.

b. PRMI edit processing. Error mnemonic xPMI is assigned if the transaction promotable indicator code is missing.

(1) Error mnemonic xPMI is assigned if the transaction promotable indicator code is not P or Z.

(2) Error mnemonic xGRD is assigned if the transaction promotable indicator code is P, but the SPF record grade abbreviation is W01, 2LT or CW4.

(3) Error mnemonic xGRD is assigned if the transaction promotable indicator code is P and if the SPF record grade abbreviation is 1LT, but the SPF record authorized branch code is MC.

c. PRMI error routine. See Paragraph 10-13c.

d. RSC N check. See Paragraph 10-18c.

e. PRMI output routine. If the transaction promote able indicator code is Z, the SPF record promotable indicator code is blanked out. If the transaction promotable indicator code is P and if the SPF record grade abbreviation is not 1LT, the SPF record promotable indicator code is posted with P. The same action takes place for SPF record grade abbreviation 1LT if the SPF record authorized branch code is not MC.

f. PRMI final output processing. Before the PRMI transaction processing is terminated, the AAC-P01, AAC-P03 and AAC-P11 (with summary) reports are generated; the transaction mnemonic PRMI is posted to the matching SPF record under the Last Type of Transaction Personnel data element, and the transaction date is posted to the matching SPF record under the Date of Last Type of Transaction Personnel data element

10–86. Personnel reliability program assignment status

The personnel reliability program assignment status (PRPA) transaction (FID U) is processed as described in "a" through "d" below.

a. PRPA error routine. See Paragraph 10-13c.

b. PRPA update routine. SPF assigned record and attached record (RSC N) if present, are updated with transaction data.

c. PRPA output routine. If the transaction personnel reliability program assignment status code is not spaces, type

transaction SP is generated for PERSCOM and appears on the AAC-P17 report. The AAC-P01, AAC-P03 and AAC-P11 (with summary) reports are generated.

d. PRPA final output processing. Before the PRPA transaction processing is terminated, the transaction mnemonic PRPA is posted to the matching SPF record under the Last Type of Transaction Personnel data element, and the transaction date is posted to the matching SPF record under the Date of Last Type of Transaction Personnel data element.

10–87. Promotion or progression military occupational specialty

The promotion or progression (PRMS) transaction (FID U) is processed for enlisted personnel only. The processing stages are described in "a" through "e" below.

a. MPC check. If the SPF MPC is O or W, error mnemonic xT-T is assigned.

b. Promotion and MOS edit processing.

(1) Error mnemonic xPRS is assigned if the transaction MOS code (Positions 1 through 3) is 09D, 09S or 09W.

(2) Error mnemonic xGRD is assigned if the MPC is E and if the SPF grade code is 9 or R.

(3) Error mnemonic xPRS is assigned if the input transaction MOS code is 00OR and if the transaction contains either promotion points current, current promotion date, promotion points previous, or previous promotion date data elements.

(4) Error mnemonic xPRS is assigned if the transaction MOS code is 00OR and if the transaction promotion indicator code is P, but the SPF record promotion indicator code is not P or if the transaction promotion indicator code is not P, or if the transaction promotion indicator code is not P, but the SPF record promotion indicator code is P.

(5) Error mnemonic xPRS is also assigned if the transaction MOS code (position 4) is zero and if the transaction promotion indicator code is P.

(6) Error mnemonic xPRS is assigned if the transaction MOS code is not 00OR and if the transaction promotion indicator code is not P, but the SPF record promotion indicator code is P.

(7) Error mnemonic xMOS is assigned if the transaction MOS code does not match a SMEF record MOS code.

(8) Error mnemonic xMOS is assigned if the transaction and SMEF record MOS codes matches the SMEF record MOS code and if the SMEF RSC is D.

(9) Error mnemonic xMOS is assigned if the transaction and SMEF record MOS codes match, if the SMEF RSC is C, and if the current cycle date is not less than the SMEF record MOS rescission date.

(10) See 9 above. Error mnemonic xMOS is assigned if the SMEF RSC is A and if the current cycle date is less than the SMEF record MOS implementation date.

(11) Error mnemonic xPRS is assigned if the transaction MOS code (position 4) is 5 and if the SPF record PMOS code (position 4) is not 4 or 5.

(12) Error mnemonic xPRS is assigned if the transaction MOS code (position 4) is not zero or 5 and if the SPF record PMOS code (position 4 plus 1 added to the code there) does not equal the transaction MOS code.

c. PRMS output processing.

(1) If the transaction MOS code is 00OR, if the transaction promotion indicator code is P and if the SPF record promotion indicator code is P, the SPF record promotion or progression MOS code and promotion indicator, promotion points current, current promotion date, promotion points previous, and previous promotion date data elements are blanked out.

(2) If the transaction MOS code is 00OR, if the transaction promotion indicator code is not P, and if the SPF record promotion indicator code is not P, the SPF record promotion indicator code is blanked out.

(3) If the transaction MOS code (position 4) is not zero or five, if the SPF record PMOS code , and if the transaction promotion indicator code is P, the SPF record promotion indicator code is updated with P.

d. Promotion points edits. The initial edit is made on the SPF record grade abbreviation.

(1) If the SPF record grade abbreviation is not SP4, CPL or SGT and if the transaction promotion points current, current promotion date, promotion points previous or previous promotion date data elements are not spaces, error mnemonic xGRD is assigned, and these data elements are not updated on the SPF record.

(2) If SPF record grade abbreviation is SP4, CPL, or SGT, the transaction is edited for promotion points current, current promotion date, promotion points previous and previous promotion date data elements. These four data elements can be blank; however, SIDPERS edits data elements present in pairs. If the transaction promotion points current and current promotion date data element is present, then the other must also be present; or the transaction is rejected with error mnemonic xPBD. If the promotion points previous and previous promotion date data element is present, then the other must also be present, or the transaction is rejected with error mnemonic xPBD. If the transaction current promotion date is equal to or less than the SPF current promotion date, error mnemonic xPDT is assigned.

e. Promotion points output processing.

(1) If the transaction current promotion date or promotion points current data element is zeros, then the other must also be zeros, or error mnemonic xPBD is assigned, and these two data elements on the SPF record are not updated.

(2) If zeros have been entered in the transaction promotion points current and current promotion date data elements

and if the SPF record promotion points current data element contains data, but the SPF record promotion points previous data element is spaces, spaces are posted to the SPF record current promotion date and SPF record promotion points current data elements. If these conditions exist, but the SPF record promotion points previous data element contains data, spaces are posted to the SPF record current promotion date, promotion points current, previous promotion date, and promotion points previous data elements.

(3) If the SPF record promotion points current, transaction promotion points current, and transaction current promotion date data elements contain valid data, the SPF record promotion points current and SPF record current promotion date data elements are moved to the SPF record promotion points previous data element and to the SPF record previous promotion date data element, respectively. The transaction promotion points current and transaction current promotion date data elements are posted to the corresponding data elements on the SPF record.

(4) If the transaction previous promotion date or the transaction promotion points previous data element is zeros, then the other must also be zeros, or error mnemonic xPBD is assigned, and spaces are posted to those data elements on the SPF record.

(5) If zeros have been entered in the transaction previous promotion date and transaction promotion points previous data elements and if the SPF record promotion points previous data element contains valid data, spaces are posted to the SPF record previous promotion date and promotion points previous data elements.

(6) If the transaction previous promotion date, transaction promotion points previous, and SPF record promotion points current data elements contain valid data, the transaction pervious promotion date and promotion points previous data elements are posted to those data elements on the SPF record.

(7) If the transaction previous promotion date and transaction promotion points previous data elements contain valid data but the SPF record promotion points current data element is spaces, error mnemonic xPBD is assigned, and those data elements are not updated on the SPF record.

f. PRMS error routine. See Paragraph 10-13c.

g. Transaction promotion indicator processing control. If the transaction promotion indicator code is or is not P and if the SPF record grade code is 4 or 5, (converted) type transaction 34 is generated for PERSCOM using transaction promotion or progression MOS, transaction promotion indicator, transaction promotion points current, transaction promotion points current year and month, transaction promotion points previous, and transaction promotion points previous year and month data elements as PRMS data. The 34 appears on the AAC-P17 report. The AAC-P01, AAC-P03 and AAC-P11 (with summary) reports are generated.

h. PRMS final output processing. Before the PRMS transaction processing is terminated, the transaction mnemonic PRMS is posted to the matching SPF record under the Last Type of Transaction Personnel data element, and the transaction date is posted to the matching SPF record under the Date of Last Type of Transaction Personnel data element.

10–88. Race

The race (RACE) transaction (FID U) is processed as described in "a" through "d" below.

a. RACE error routine. See Paragraph 10-13c.

b. RSC N check. See Paragraph 10-18c.

c. RACE output routine. Type transaction UH (miscellaneous data) is generated for PERSCOM and appears on the AAC-P17 report. The AAC-P01, AAC-P03 and AAC-P11 (with summary) reports are generated.

d. RACE final output processing. Before the RACE transaction processing is terminated, the transaction mnemonic RACE is posted to the matching SPF record under the Last Type of Transaction Personnel data element, and the transaction date is posted to the matching SPF record under the Date of Last Type of Transaction Personnel data element.

10–89. Regular Army appointment

The regular Army appointment (RAPT) transaction (FID U) is valid only for commissioned and warrant officer personnel records. RAPT transaction processing is outlined in "a" through "i" below.

a. MPC check. If the SPF MPC is E, error mnemonic xMPC is assigned.

b. SPF record FLAG check. If SPF FLAG-1 and/or SPF FLAG-2 data are present and position 2 of SPF FLAG-1 and/or FLAG-2 is C, D or E, processing continues as described in "c" below.

(1) If the SPF FLAG-1 is present, but position 2 of SPF FLAG-1 is not C, D or E, error mnemonic xFLI is assigned.

(2) If the SPF FLAG-1 is present and SPF FLAG-2 is also present and if position 2 of the SPF FLAG-1 is not C, D or E, but position two of the SPF FLAG-2 is C, D or E, error mnemonic xFL1 is assigned.

(3) If only the SPF FLAG-2 is present and position 2 of the SPF FLAG-2 is not C, D or E, error mnemonic xFL2 is assigned.

(4) If SPF FLAG-1 and SPF FLAG-2 are both present and if position 2 of SPF FLAG-1 is C, D or E, but position 2 of SPF FLAG-2 is not C, D or E, error mnemonic xFL2 is assigned.

(5) If SPF FLAG-1 and SPF FLAG-2 are both present, but if position 2 of both SPF FLAG-1 and SPF FLAG-2 are not C, D or E, error mnemonics xFL1 and xFL2 are assigned.

c. SPF record grade code check. In the SIDPERS peacetime operating mode only, error mnemonic xMPC is assigned if the transaction basic branch code is present, but the SPF record MPC is not O. Error mnemonic xGRD is assigned if the SPF record grade code is A.

d. SPF record service component code check. Error mnemonic xCPT is assigned if the SPF record service component code is R.

e. RAPT error routine. See Paragraph 10-13c.

f. RAPT output processing in the wartime operating mode. R is posted to the SPF record service component code.

g. RAPT output processing in peacetime operating mode. If the transaction authorized branch code and the SPF record basic branch code are present, the SPF record authorized branch and basic branch codes are updated, the SPF record service component code is updated with R, and the applicable SPF record (year and month eligible to AFRM, service agreement, and expiration of service agreement) data elements are blanked out. If the SPF record basic branch code is not present, the processing is the same except that the basic branch code is not updated. If the transaction authorized branch or basic branch code is not present, the processing is the same, but the missing transaction data element prevents the same data element on the SPF record from being updated.

h. RSC N check. If there is an attached record present, the last stage of "f" or "g" above is also applicable to that SPF record.

i. RAPT final output processing. Before the RAPT transaction processing is terminated, the AAC-P01, AAC-P03 and AAC-P11 (with summary) reports are generated; the transaction mnemonic RAPT is posted to the matching SPF record under the Last Type of Transaction Personnel data element, and the transaction date is posted to the matching SPF record under the Date of Last Type of Transaction Personnel data element.

10–90. Revoke absent without leave

The revoke AWOL(RAWL) transaction (FID U) is submitted to correct or change a previous report of AWOL. The processing stages are outlined in "a" through "e" below.

a. UPC match check. Error mnemonic xUPC is assigned if the transaction UPC is not the same as the matching SPF record UPC1.

b. RAWL edit processing.

(1) Error mnemonic xRSC is assigned if the SPF RSC is X, Y, P, M or N.

(2) Error mnemonic xDYS is assigned if the SPF RSC is valid, but the transaction first erroneous duty status code is not AWC or AWL or the transaction second erroneous duty status code is SMA.

(3) Error mnemonic xDYS is assigned if the SPF RSC is valid and if the transaction first erroneous duty status code is valid, but the transaction first erroneous duty status code is the same as the transaction second erroneous duty status code.

(4) Error mnemonic xDSD is assigned if the checks in (1 through 3) above are valid, but the transaction first erroneous status date is not earlier than the second erroneous duty status date.

(5) Error mnemonic xDSD is also assigned if the checks in (1 through 4) above are valid, but the transaction second erroneous duty status date is later than the SPF record duty status date.

c. RAWL error routine. See Paragraph 10-13c.

d. RAWL output routine. If the edits in "b" above are passed successfully, type transaction 2J is generated for PERSCOM using the first erroneous duty status date as the transaction date, or type transaction 2L is generated for PERSCOM using the second erroneous duty status date as the transaction date, or transaction type 2E is generated for PERSCOM using the transaction date as the input second erroneous duty status date. The 2J, 2L or 2E appears on the AAC-P17 report. The AAC-P01, AAC-P03 and AAC-P11 (with summary) reports are generated.

e. RAWL final output processing. Before the RAWL transaction processing is terminated, the transaction mnemonic RAWL is posted to the matching SPF record under the Last Type of Transaction Personnel data element, and the transaction date is posted to the matching SPF record under the Date of Last Type of Transaction Personnel data element.

10–91. Revoke duty status

The revoke duty status (RDYS) transaction (FID U) is submitted to revoke an erroneously reported duty status. The processing is outlined in "a" through "h" below.

a. UPC match check. Error mnemonic xUPC is assigned if the transaction UPC is not the same as the SPF record UPC1.

b. RSC check. Error mnemonic xRSC is assigned if the matching SPF RSC is M, N, P, X or Y.

c. Duty status check.

(1) Error mnemonic xDYS is assigned if the transaction erroneous duty status code is the same as the transaction correct duty status code.

(2) Error mnemonic xDYS is assigned if the edit is valid, but the SPF record duty status code is ATC, DCH, DED, DFR, KIA, PDG, REL, RET, RSG, TFR, TMA (transfer military academy), or blank.

(3) Error mnemonic xDYS is assigned if the edits described in (1 and 2 above) are valid, but the transaction erroneous duty status code is not the same as the SPF record duty status code.

(4) Error mnemonic xRSC is assigned if the transaction correct duty status code is TRA, but the SPF RSC is not B, C, E or F.

(5) Error mnemonic xDYS is assigned if the transaction correct duty status code is TRA, but the transaction erroneous duty status code is not AWL, AWC, HOS, HOW, MIS (missing), or SCA.

d. Effective date check. Error mnemonic xDSD is assigned if the transaction date is not the same as the SPF record, duty status effective date.

e. RDYS error routine. See Paragraph 10-13c.

f. RDYS assigned strength output routine. This stage is applicable to transactions with matching SPF records with RSC other than B, C, E or F.

(1) If the transaction erroneous duty status code is AWL or AWC, and if the correct duty status code is ADM (administrative absence), CAP (captured), CMA, HOS, HOW, INT (intern), MIA (missing in action), OLV (ordinary leave), PDY, SLV (special leave), SND (sick), TDY (temporary duty) or XLV (excess leave), type transaction 2J is generated for PERSCOM and appears on the AAC-P17 report.

(2) If the transaction correct duty status code is not one of those listed in "1" above, type transaction 21 is generated for PERSCOM if the erroneous duty status is AWC or type transaction 2L is generated for PERSCOM if the erroneous duty status code is AWL. If the correct duty status code is SCA, type transactions 2F and 2J are generated for PERSCOM. If the correct duty status code is SMA, type transactions 2J and 2Q are generated for PERSCOM. If none of the preceding is true, only type transaction 2J is generated for PERSCOM. The pass record transactions appear on the AAC-P17 report.

(3) If the transaction erroneous duty status code is not ADM, CAP, CMA, HOS, HOW, INT, MIA, OLV, PDY, SLV, SND, TDY or XLV, type transaction 21 is generated for PERSCOM if the transaction correct duty status code is AWC or type transaction 2L is generated for PERSCOM if the transaction correct duty status code is AWL. The 21 or 2L appear on the AAC-P17 report.

(4) If the transaction erroneous duty status code is not AWL or AWC, the SOMF record counters are increased or decreased as necessary, the SPF record duty status code is updated, and the SPF record duty status date is updated.

(5) If the transaction erroneous duty status code is AWL or AWC and if the SPF record AWOL indicator is not Y, the update occurs as in "4" above. This stage is applicable to transactions with matching SPF records with RSC B, C, E or F.

(6) If the transaction erroneous duty status code is ADM, CAP, CMA, HOS, HOW, INT, MIA, OLV, PDY, SLV, SND, TDY or XLV, type transaction 21 is generated for PERSCOM if the correct duty status code is AWL. Type transaction 2L is generated for PERSCOM if the correct duty status is AWC. Of the correct duty status code is SMA, type transaction 2Q is generated for PERSCOM. If the correct duty status code is SMA, type transaction 2Q is generated for PERSCOM. If the correct duty status code is SCA, type transaction 2F is generated for PERSCOM. SOMF counters are increased or decreased as necessary, and the SPF record duty status and duty status date data elements are updated. The pass record transactions appear on the AAC-P17 report.

(7) If the transaction erroneous duty status code is SMA and if the correct duty status code is AWL, type transactions 2L and a 2P are generated for PERSCOM. In addition, if the transaction date is earlier than the cycle date, the SOMF record new AWOL this period counter is increased by 1 and the SPF record AWOL indicator is changed to Y. If the correct duty status code is SCA, type transaction 2F and 2P are generated for PERSCOM. If the correct duty status code is other than AWL or SCA, only type transaction 2P is generated for PERSCOM. The SOMF record counter is increased or decreased as necessary and the SPF record duty status code and duty status date are updated.

(8) If the transaction erroneous duty status code is SCA and if the correct duty status code is AWL or AWC, type transactions 2E and 2L are generated for PERSCOM. In addition, if the transaction date is earlier than the cycle date, the SOMF record new AWOL this period counter is increased by 1, and the SPF record AWOL indicator is changed to Y. If the transaction correct duty status code is SMA, type transactions 2E and 2Q are generated for PERSCOM. The pass record transactions appear on the AAC-P17 report. The SOMF record counters are increased or decreased as necessary, and the SPF record duty status code and duty status date is updated.

g. RDYS ASNJ output. This stage is applicable to transactions with RSC not identified in "f" (B, C, E or F) above.

(1) If the transaction erroneous duty status code is AWL or AWC, type transaction 2J is generated for PERSCOM if the correct duty status code is TRA. Type transaction 2L is generated for PERSCOM if the correct duty status code is AWC or AWL, and if the correct duty status code is SCA, type transactions 2F and 2J are generated for PERSCOM. If the correct duty status is SMA, type transactions 2Q and 2J are generated for PERSCOM. The pass record transactions appear on the AAC-P17 report. If the SPF record AWOL indicator is Y, the SOMF record error report of AWOL from previous period counter is increased, and the record SPF AWOL indicator is blanked out. The SOMF record for transaction correct duty status counter is increased, and the SOMF record for transactions erroneous duty status counter is decreased. The SPF record type and date of last transaction counters are updated.

(2) If the transaction erroneous duty status code is not AWL or AWC but is SMA and if the transaction correct duty status code is TRA, type transaction 2P is generated for PERSCOM. If the transaction correct duty status code is AWL, type transactions 2L and 2P are generated for PERSCOM. In addition, if the transaction date is earlier than the cycle date, the SOMF record new AWOL this period counter is increased, and the SPF record AWOL indicator is changed to Y. If the transaction date is not earlier than the cycle date, only the SPF record AWOL indicator is blanked out. If the transaction correct duty status code is SCA, type transactions 2F and 2P are generated for PERSCOM. The pass record transactions appear on the AAC-P17 report. The SOMF record counter for transaction correct duty status is increased, and the transaction erroneous duty status is decreased. The SPF record type and date of last transaction counters are updated.

(3) If the transaction erroneous duty status code is SCA and if the transaction correct duty status code is TRA, type transaction 2E is generated for PERSCOM. If the transaction correct duty status code is AWL or AWC, type transactions 2L and 2E are generated for PERSCOM. In addition, if the transaction date is earlier than the cycle date, the SOMF record counter for new AWOL this period is increased by 1, and the SPF record AWOL indicator is changed to Y. If the transaction date is not earlier, the SPF record AWOL indicator is blanked out. If the transaction correct duty status code is SMA, type transactions 2E and 2Q are generated for PERSCOM. If the transaction correct duty status code is other than TRA, AWL, AWC or SMA, then only type transaction 2E is generated for PERSCOM. The SOMF record counter for transaction correct duty status is increased, and the SOMF record counter for transaction correct duty status is decreased. The SPF record type and date of last transaction counters are updated. The pass record transactions appear on the AAC-P17 report.

(4) If the AWOL indicator is Y, the SOMF record counters are increased or decreased as necessary, the SOMF record erroneous report of AWOL from previous period country (by MPC) is increased, and the SPF record AWOL indicator is blanked out.

h. RDYS final output processing. Before the RDYS transaction processing is terminated, the AAC-P01, AAC-P03 and the AAC-P11 (with summary) reports are generated; the transaction mnemonic RDYS is posted to the matching SPF record under the Last Type of Transaction Personnel data element, and the transaction date is posted to the matching SPF record under the Date of Last Type of Transaction Personnel data element.

10–92. Regimental affiliation field-directed reassignment

The regimental affiliation field-directed reassignment (REGA) transaction (FID U) is used to notify PERSCOM of individuals who are scheduled for reassignment from a non-affiliated unit to a unit to which they are affiliated. Processing is described in "a" through "c" below.

a. REGA error routine. See Paragraph 10-13c.

b. REGA output routine. Type transaction UK is generated for PERSCOM and appears on the AAC-P17 report. The AAC-P01, AAC-P03 and the AAC-P11 (with summary) reports are generated.

c. REGA final output processing. Before the REGA transaction processing is terminated, the transaction mnemonic REGA is posted to the matching SPF record under the Last Type of Transaction Personnel data element, and the transaction date is posted to the matching SPF record under the Date of Last Type of Transaction Personnel data element.

10–93. Regimental affiliation

The regimental affiliation (REGT) transaction (FID U) is used to report an individual's regimental affiliation, including unit number and branch. The processing is described in "a" through "f" below.

a. REGT check. The transaction is checked to ensure that the regimental affiliation data element is present. Positions 1 through 4 must be numeric, and positions 5 through 6 must be a valid branch. If not, error mnemonic xRGT is assigned.

b. REGT error routine. See Paragraph 10-13c.

c. RSC N check. See Paragraph 10-18c.

d. REGT update routine. Data provided in the input transaction (two-position branch) are added to the SPF record.

e. REGT output routine. Type transaction UK is generated for PERSCOM and appears on the AAC-P17 report. The AAC-P01, AAC-P03 and the AAC-P11 (with summary) reports are generated

f. REGT final output processing. Before the REGT transaction processing is terminated, the transaction mnemonic REGT is posted to the matching SPF record under the Last Type of Transaction Personnel data element, and the transaction date is posted to the matching SPF record under the Date of Last Type of Transaction Personnel data element.

10–94. Religious denomination

The religious denomination (RELG) transaction (FID U) processed as described in "a" through "d" below.

a. RELG error routine. See Paragraph 10-13c.

b. RSC N check. See Paragraph 10-18c.

c. RELG output routine. Output processing depends on the matching SPF record MPC. Type transaction S1 (MPC

E) and UH (MPC O or W) are generated for PERSCOM and appear on the AAC-P17 report. The AAC-P01, AAC-P03 and the AAC-P11 (with summary) reports are generated

d. RELG final output processing. Before the RELG transaction processing is terminated, the transaction mnemonic RELG is posted to the matching SPF record under the Last Type of Transaction Personnel data element, and the transaction date is posted to the matching SPF record under the Date of Last Type of Transaction Personnel data element

10–95. Immediate enlistment or re-enlistment

The immediate enlistment or re-enlistment (RENL) transaction (FID U) is processed as described in "a" through "l" below.

a. SPF record FLAG check. See Paragraph 10-89b.

b. MPC check. Error mnemonic xT-T is assigned if the SPF record MPC is not E.

c. Movement designator code edit. Error mnemonic xMDC is assigned if the transaction MDC is not valid.

d. Immediate re-enlistment option code edit.

(1) Error mnemonic xIRO is assigned if the transaction re-enlistment option code (position 1) is D or I, but the transaction re-enlistment option code (positions 2 through 4) matches a SMEF record with MPC O or W. Error mnemonic xIRO is assigned if a match to a SMEF record is not found.

(2) Error mnemonic xIRO is also assigned if the edits in 1 above are valid and if the matching SMEF RSC is A or B, but the cycle date is not equal to or later than the transaction implementation date.

(3) Error mnemonic xIRO is assigned if the edits in (1 and 2 above) are passed and if the SMEF RSC is not A, B or C. Error mnemonic xIRO is also assigned if the SMEF RSC is C, but the cycle date is not earlier than the rescission date.

e. RENL edit check-expiration term of service. Error mnemonic xETS is assigned when the transaction ETS date is later than the transaction date plus 6 years. Any date that is at least 1 day less than the 6 years is valid.

f. Number of times enlisted or re-enlisted check. Error mnemonic xNER is assigned if t he transaction number of times enlisted or re-enlisted code is not 1, 2 or 3.

g. Re-enlistment AEA code check. Error mnemonics xAEA and xATD are assigned if the transaction AEA code and the AEA termination date are present, but the transaction AEA code is not U. Error mnemonics xAEA and xATD are assigned if the transaction AEA code is U, but the AEA termination date is later than the transaction date plus 36 months. If error mnemonics xAEA and xATD are assigned, the transaction AEA code and the AEA termination date are blanked out before processing continues.

h. Bonus MOS code and date edit check.

(1) Error mnemonic xBIC is assigned if the transaction bonus indicator code is G.

(2) Error mnemonic xBIC is assigned if the transaction bonus indicator code is zero or 1 and if the transaction bonus MOS code is present, but the transaction bonus indicator code does not equal the matching SMEF record MOS code (positions 1 through 3).

(3) Error mnemonic xBMS is assigned if the transaction bonus indicator code is zero or 1, but the transaction bonus MOS code is missing.

(4) If the transaction bonus indicator code is zero or 1, and if the transaction bonus MOS code is present, the SPF record variable re-enlistment bonus MOS code, SPF record variable re-enlistment bonus date, and transaction bonus MOS code are all blanked out.

(5) If the transaction bonus indicator code is zero or 1, if the transaction bonus MOS code is present and if the transaction bonus code is equal to the SMEF record MOS code (positions 1 through 3), the transaction date is posted to the SPF record under the variable re-enlistment bonus date.

i. TRENL error routine. See Paragraph 10-13c.

j. TRSC N check. See Paragraph 10-18c.

k. TRENL output routine. I After passing the edits described in "a" through "j" above, the transaction ETS date, using the additional commitment up to 6 years, is used to generate transactions for PERSCOM. The output processing includes the following:

(1) Type transaction UK is generated for PERSCOM.

(2) If the SPF record service component code is V, type transactions H3 and UK are generated for PERSCOM.

(3) If the SPF record service component code is G, type transactions H4 and UK are generated for PERSCOM.

(4) If the SPF record service component code is T, type transactions H7 and UK are generated for PERSCOM.

(5) The SPF record service component code is updated to R.

(6) The SPF record DSEP code is blanked out.

(7) Transactions generated for PERSCOM appear on the AAC-P17 report.

l. RENL final output processing. Before the RENL transaction processing is terminated, the AAC-P01, AAC-P03 and the AAC-P11 (with summary) reports are generated; the transaction mnemonic RENL is posted to the matching

SPF record under the Last Type of Transaction Personnel data element, and the transaction date is posted to the matching SPF record under the Date of Last Type of Transaction Personnel data element

10–96. Reserve promotions

The reserve promotions (RPRM) transaction (FID U) is submitted to promote commissioned and warrant officers to USAR and ARNG grade abbreviations 1LT and CW2. The processing is outlined in "a" through "f" below.

a. MPC check. If the SPF MPC is E, error mnemonic xMPC is assigned.

b. RPRM edit check. Error mnemonic xDOR is assigned if the transaction permanent DOR is later than the cycle date. Error mnemonic xDOR is assigned if the SPF record MPC is W, but the transaction permanent grade abbreviation is not CW2. Error mnemonic xDOR is also assigned if the SPF record MPC is O, but the transaction permanent grade abbreviation is not 1LT.

c. RPRM error routine. See Paragraph 10-13c

d. RSC N check. See Paragraph 10-18c.

e. RPRM output routine. If the edits described in "a" through "d" above are passed, the SPF record DOR is updated with the transaction DOR, the SPF record permanent grade abbreviation is updated with CW2W or 1LTF (as applicable), type transaction UJ is generated for PERSCOM and appears on the AAC-p17 report. The AAC-P01, AAC-P03, AAC-P11 (with summary), and AAC-P85 reports are generated.

f. RPRM final output processing. Before the RPRM transaction processing is terminated, the transaction mnemonic RPRM is posted to the matching SPF record under the Last Type of Transaction Personnel data element, and the transaction date is posted to the matching SPF record under the Date of Last Type of Transaction Personnel data element

10–97. Revoke previously reported return to duty from duty status sentenced by civilian authorities-confined over 30 days but less than six months-or sentenced by military authorities-confined 30 days or more

The revoke previously reported return to duty from duty status SCA or SMA (RSEN) transaction (FID U) is processed as described in "a" through "e" below.

a. UPC match check. Error mnemonic xUPC is assigned if the transaction UPC is not the same as the SPF record UPC1.

b. Duty status code check.

(1) If the SPF RSC is M, N, P, X or Y, error mnemonic xRSC is generated.

(2) If the SPF RSC is not M, N, P, X or Y and if the transaction first error duty status code is not SCA or SMA, error mnemonic xDYS is generated.

(3) If the SPF RSC is not M, N, P, X or Y, if the first error duty status code is SCA or SMA, and if the second error duty status code is not PDY, error mnemonic xDYS is generated.

(4) If the SPF RSC is not M, N, P, X or Y and if the transaction first error duty status code is SCA or SMA but the duty status date is not earlier than the transaction second error duty status date (duty status PDY only), error mnemonic xDSD is assigned.

(5) If the SPF RSC is not M, N, P, X or Y, and the transaction first error duty status code is SCA or SMA, and if the duty status date is earlier than the transaction second error duty status date (duty status PDY only), but the transaction second error duty status date is greater than the SPF record duty status date, error mnemonic xDSD is assigned.

(6) If the RSC is not M, N, P, X or Y, and the first error duty status code is SCA or SMA, the transaction second error duty status code is PDY, if the transaction first error duty status date is earlier than transaction second error duty status date, and the transaction second error duty status date is earlier than the SPF record duty status date, and if the first error duty status code is SCA, type transaction 2E is generated for PERSCOM. If all of the proceeding occurs, but the first error, duty status code is not SCA, type transaction 2P is generated for PERSCOM.

c. RSEN error routine. See Paragraph 10-13c.

d. RSEN output routine. Type transaction 2E or 2P is generated for PERSCOM as described in 6 above and appears on the AAC-P17 report. The AAC-P01, AAC-P03 and the AAC-P11 (with summary) reports are generated.

e. RSEN final output processing. Before the RSEN transaction processing is terminated, the transaction mnemonic RSEN is posted to the matching SPF record under the Last Type of Transaction Personnel data element, and the transaction date is posted to the matching SPF record under the Date of Last Type of Transaction Personnel data element.

10–98. Revoke transfer data record

The revoke transfer data record (RTDR) transaction (FID U) is for local use only and is used to delete a pending gain SPF record. The processing is outlined in "a" through "d" below.

a. RSC check. Error mnemonic xRSC is assigned if the SPF RSC is not Y.

b. RTDR error routine. See Paragraph 10-13c.

c. RTDR output routine. The matching SPF record is deleted from the local SIDPERS database. The AAC-P01, AAC-P03 and AAC-P11 (with summary) reports are generated.

d. RTDR final output processing. Before the TTDR transaction processing is terminated, the transaction mnemonic RTDR is posted to the matching SPF record under the Last Type of Transaction Personnel data element, and the transaction date is posted to the matching SPF record under the Date of Last Type transaction Personnel data element.

10–99. State bar membership

The state bar membership (SBAR) transaction (FID U) is used to report addition or deletion of state bar examination for commissioned and warrants officers. Only type change A or D is valid. If the changes are not A or D, the transaction is rejected with error mnemonic xCHG. The processing is described in a through e below.

a. MPC check. Error mnemonic xMPC is assigned if the SPF record MPC is not O or W.

b. SBAR edit routine. In addition to the type of change, the year of bar examination data element must be present in the transaction, or the transaction is rejected with error mnemonic of xSBR. If the year of bar examination data element is present but is greater than the cycle date, the transaction is rejected with error mnemonic xDTE. If the type of change is A, the state bar examination and branch code must be present and be JA. If not, the transaction is rejected with error mnemonic xSTB or xSBR. If the type of change is D, the state of bar examination and branch codes must not be present. If they are present, the transaction is rejected with error mnemonics xSTB and xSBR.

c. SBAR error routine. See Paragraph 10-13c.

d. SBAR output routine. Type transaction UL is generated for PERSCOM and appears on the AAC-P17 report. The AAC-P01, AAC-P03, AAC-P11 (with summary), and AAC-P85 reports are generated.

e. SBAR final output processing. Before the SBAR transaction processing is terminated, the transaction mnemonic SBAR is posted to the matching SPF record under the Last Type of Transaction Personnel data element, and the transaction date is posted to the matching SPF record under the Date of Last Type Transaction Personnel data element.

10–100. Special duty assignment payment

The special duty assignment pay (SDAP) change transaction (FID U) is submitted for enlisted personnel only. The processing stages are outlined in a through f below.

a. MPC check. Error mnemonic xMPC is assigned if the SPF record MPC is not E.

b. SDAP edit check. Error mnemonic xSDP is assigned if the transaction special duty assignment pay code is missing.

(1) Error mnemonic xPMS is assigned if the transaction special duty assignment pay code is present and is not a zero and if the SPF record PMOS code is zeros.

(2) Error mnemonic xDMS is assigned if the transaction special duty assignment pay code is present, but is not a zero and if the SPF record duty MOS code is zero. Error mnemonics xDMS and xPMS can be assigned to the same transaction.

(3) Error mnemonic xSDP is assigned if the transaction special duty assignment pay code and the SPF record special duty assignment pay code are also zero or blank.

(4) Error mnemonic xSDP is assigned if the transaction special duty assignment pay is code 1 or 6, but the SPF record PMOS-SQI code (position 5) is not X and if the SPF record duty MOS-SQI code (position 1) is also not X.

(5) Error mnemonic xSDP is assigned if the transaction special duty assignment pay code is 1 or 6, and if the SPF record grade abbreviation is not SP4, CPL, SGT, SSG or SFC. Error mnemonic xSDP is also assigned if the SPF grade abbreviation is SP4 or CPL and if the SPF record sex code is M.

c. SDAP error routine. See Paragraph 10-13c.

d. RSC N check. See Paragraph 10-18c.

e. SDAP output routine. If no error were found in the edits described in a through d above, the output is determined by the transaction special duty assignment pay data element, and various matching SPF record data elements. See Table 10-42. Type transaction 1X is generated for PERSCOM and appears on the AAC-P17 report. The AAC-P01, AAC-P03 and AAC-P11 (with summary) reports are generated.

f. SDAP final output processing. Before the SDAP transaction processing is terminated, the transaction mnemonic SDAP is posted to the matching SPF record under the Last Type of Transaction Personnel data element, and the transaction date is posted to the matching SPF record under the Date of Last Type of Transaction Personnel data element.

10–101. Sex

The sex (SEX) transaction (FID U) processing is outlined in a through c below.

a. SEX error routine. See Paragraph 10-13c.

b. SEX output processing. Depending on the matching SPF record MPC, the proper type transaction UH is generated for PERSCOM and appears on the AAC-P17 report. A five-card JUMPS transaction is generated for the DFAS-IN MMPF, and the transaction is displayed on the cyclic JUMPS Transaction Register (AAC-P57). The AAC-P01, AAC-P03 and AAC-P11 (with summary) reports are generated.

c. Final output processing. Before the SEX transaction processing is terminated, the transaction mnemonic SEX is posted to the matching SPF record under the Last Type of Transaction Personnel data element and the transaction date is posted to the matching SPF record under the Date of Last Type of Transaction Personnel data element.

10–102. Secondary military occupational specialty

The secondary military occupational specialty (SMOS) transaction (FID U) is submitted for enlisted personnel records only. The processing is outlined in a through g below.

a. MPC check. Error mnemonic xT-T is assigned if the SPF record is MPC O or W.

b. SMOS edit check. Error mnemonic xSMS is assigned if the transaction SMOS code is not zeros and the transaction SMOS code (positions 1 through 4) is equal to the SPF record PMOS code. If the transaction SMOS code is zeros, zeros are posted to the SPF record under the SASI code.

c. MOS validation check.

(1) Error mnemonic xMOS is assigned if the transaction SMOS code (positions 1 through 4) is not equal to a SMEF record MOS code.

(2) Error mnemonic xMOS is assigned if the transaction SMOS code equals a SMEF record MOS code, but the SMEF record EPMS designator is 2.

(3) Error mnemonic xMOS is assigned if the transaction SMOS code is valid and if the matching SMEF record EPMS is not 2, but the SMEF RSC is not A, B or C.

(4) Error mnemonic xMOS is assigned if the SMEF RSC is A, but the cycle date is earlier than the SMEF record implementation date.

(5) Error mnemonic xSQI is assigned if the SMEF RSC is A, and if the cycle date is not earlier than the SMEF record implementation date, but the transaction MOS-SQI code (position 5) is not valid. SQI codes are stored in table format on the SMEF record.

(6) Error mnemonic xMOS is assigned if the SMEF RSC is C, but the cycle date is equal to or later than the SMEF record rescission date.

(7) Error mnemonic xSQI is assigned if the cycle date is not equal to or later than the SMEF record rescission date, but the transaction MOS-SQI code (position 5) is invalid.

(8) Error mnemonic xSQI is assigned if the SMEF RSC is B, but the transaction MOS-SQI code is invalid.

(9) If the transaction SASI code is equal to spaces and if the SPF record SASI code is valid (zeros or has a matching SMEF record SMOS SASI code), the SPF record SASI code is posted to the transaction SASI code.

(10) If the transaction SASI code is equal to spaces and if the SPF record SASI code is invalid or equal to spaces, error mnemonic xASI is assigned.

(11) If the transaction SASI code and the SPF record SASI code are equal to spaces, error mnemonic xASI is assigned.

(12) Error mnemonic xASI is assigned if the transaction SASI code is present but is invalid (is not zeros or does not have a matching SMEF record SMOS SASI code).

d. SMOS error routine. See Paragraph 10-13c.

e. RSC N check. See Paragraph 10-18c.

f. SMOS output routine. If the transaction SMOS code equals the SPF record SMOS code, type transaction 34 is generated for PERSCOM and appears on the AAC-P17 report. If the transaction SMOS code is not equal to the SPF record SMOS code, type transaction 34 is generated for PERSCOM and appears on the AAC-P17 report. Spaces are posted to the SPF record verified and retained SMOS data element and to the SPF record year verified and retained SMOS data element. The AAC-P01, AAC-P03 and AAC-P11 (with summary) reports are generated.

g. SMOS final output processing. Before the SMOS transaction processing is terminated, the transaction mnemonic SMOS is posted to the matching SPF record under the Last Type of Transaction Personnel data element and the transaction date is posted to the matching SPF record under the Date of Last Type of Transaction Personnel data element.

10–103. Special pay

The special pay (SPAY) transaction (FID U) is processed as described in a through f below.

a. SPAY edit processing.

(1) Error mnemonic xSPY is assigned if the transaction action code is AUTH and the transaction SPAY code is FDP, but the matching SPF record MPC is not E.

(2) Error mnemonic xSPY is assigned if the transaction action code is AUTH, if the SPF record MPC is E or W, and if the transaction SPAY code is DENT, MED, RESP, OPTOM or VET.

(3) Error mnemonic xSPY is assigned if the transaction action code is not AUTH or STOP.

(4) Error mnemonic xSPY is assigned if the transaction action code is STOP, but the transaction SPAY code is not the same as the SPF record SPAY1 or SPAY2 code.

(5) Error mnemonic xSPY is assigned if the SPF record SPAY1 and SPAY2 codes are present and if the transaction SPAY code does not equal one of t hem.

b. SPAY error routine. See Paragraph 10-13c.

c. RSC N check. See Paragraph 10-18c.

d. SPAY output routine. If the transaction action code is STOP, and if the transaction SPAY code (positions 1 through 4) is DIVE, the transaction is processed as described in (1 through 8) below.

(1) If the SPF record MPC is E and if the SPF record IPAY1 code is blank or LEPER, type transaction 1X is generated for PERSCOM using a zero as the eligible for additional pay data element.

(2) If the SPF record MPC is O or W and if the SPF record IPAY1 code is blank or LEPER, type transaction W5 is generated for PERSCOM using a zero as the eligible for additional pay data elements.

(3) If the transaction SPAY code is DIVE-1, type transaction W5 is generated for PERSCOM with add pay code five.

(4) If the SPF record MPC is E and if t he transaction SPAY code is DIVE-1, type transaction 1X is generated for PERSCOM with add pay code 5.

(5) The transaction SPAY code dictates what the "add" pay code equals in the PERSCOM transaction; for example, the transaction SPAY code DIVE-2 equals add pay code 7, the transaction SPAY code DIVE-3 equals add pay code 8, the transaction SPAY code DIVE-4 equals add pay code 9, and the transaction SPAY code DIVE-5 equals add pay code R. Every time a pass record transaction is generated, the transaction appears on the AAC-P17 report.

e. SPAY update routine.

(1) If the transaction action code is STOP, and if the transaction SPAY code is the same as the SPAY1 code, the SPF record SPAY2 code is moved to SPAY1 code, and the SPF record SPAY2 code is blanked out.

(2) If the transaction action code is STOP, and if the transaction SPAY code does not equal the SPF record SPAY1 code but the transaction SPAY code does equal the SPAY 2 code, the SPF record SPAY2 code is blanked out.

(3) If the transaction action code is AUTH, the transaction SPAY code is moved to the SPF record SPAY1 or SPAY2 code. The SPAY1 code is checked first because the system searches for the first available blank data element.

f. SPAY final output processing. Before the SPAY transaction processing is terminated, the AAC-P01, AAC-P03 and AAC-P11 (with summary) reports are generated, the transaction mnemonic SPAY is posted to the matching SPF record under the Last Type of Transaction Personnel data element, and the transaction date is posted to the matching SPF record under the Date of Last Type of Transaction Personnel data element.

10–104. Spouse data record

The spouse date record (SPDR) transaction (FID U) provides PERSCOM with information maintained on the SPF and PERSCOM databases about spouses of active duty enlisted, officer, and warrant officer personnel. The processing is described in a through d below.

a. SPDR edit routine. The type of change code and SSN of spouse data element are essential and must be present in the transaction, or error mnemonics xCHG and zSNS are assigned.

(1) If the type of change code is not A, C or D, error mnemonic xCHG is assigned.

(2) If the transaction SSN data element equals the transaction SSN of spouse data element, error mnemonic xSNS is assigned.

(3) If the transaction type of change code is D, the transaction change to SSN of spouse, Department of Defense (DOD) component of active duty spouse, and MPC of active duty spouse data elements should not be present, or error mnemonics xCSS, xDOD and xSMP are assigned.

(4) If the transaction type of change code is C and if the transaction change to SSN of spouse data element equals the transaction SSN or the transaction SSN of spouse data element, error mnemonic xCSS is assigned.

(5) If the transaction type of change code is C, one of the following data elements must be present in the transaction: change to SSN of spouse, MPC of active duty spouse, or DOD component of active duty spouse, or error mnemonic xBLK is assigned.

(6) If the transaction type of change code is A, the transaction change to SSN of spouse data element should not be present, or error mnemonic xCSS is assigned.

(7) If the transaction type of change code is A, the MPC of active duty spouse and DOD component of active duty spouse data elements must both be present, or error mnemonics xSMP and xDOD are assigned, respectively.

b. SPDR error routine. See Paragraph 10-13c.

c. SPDR output routine. Type transaction UU is generated for PERSCOM and appears on the AAC-P17 report. The AAC-P01, AAC-P03 and AAC-P11 reports are generated.

d. SPDR final output processing. Before the SPDR transaction processing is terminated, the transaction mnemonic SPDR is posted to the matching SPF record under the Last Type of Transaction Personnel data element, and the transaction date is posted to the matching SPF record under the Date of Last Type of Transaction Personnel data element.

10–105. Skill qualification test

The skill qualification test (SQTT) transaction (FID U) is used to change or update enlisted records only. The processing stages are outlined in a through f below.

a. MPC check. Error mnemonic xT-T is assigned if the SPF record is MPC O or W.

b. SQTT edit processing.

(1) Error mnemonic xDTE is assigned if the transaction date-SQT-administered is late than the cycle date.

(2) Error mnemonic xDTE is assigned if the SPF record contains a date SQT administered-1 and if the transaction date-SQT-administered is not later than the SPF record date.

(3) Error mnemonic xDTE is assigned if the SPF record date-SQT-administered-1 is blank, if the SPF record date-SQT-administered-2 is present, and if the transaction date-SQT-administered is earlier than this second date on the matching SPF record.

c. SQTT error routine. See Paragraph 10-13c.

d. RSC N check. See Paragraph 10-18c.

e. SQTT output routine. If the edits in a through d are passed, the transaction date-SQT-administered is moved to the SPF record date-SQT-administered-1, the AAC-P87 report is generated, and one is added to the unit total of completed SQT data element. The AAC-P01, AAC-P03 and AAC-P11 (with summary) reports are generated.

f. SQTT final output processing. Before the SQTT transaction processing is terminated, the transaction mnemonic SQTT is posted to the matching SPF record under the Last Type of Transaction Personnel data element, and the transaction date is posted to the matching SPF record under the Date of Last Type of Transaction Personnel data element.

10–106. Variable re-enlistment bonus military occupational specialty

The variable re-enlistment bonus military occupational specialty (VRBM) transaction (FID U) is applicable when processed for enlisted personnel records only and is used locally with no output generated for JUMPS or PERSCOM. The processing is described in a through f below.

a. MPC check. Error mnemonic xT-T is assigned if the SPF record is not E or if both the transactions VRBM code and transaction enlistment or re-enlistment bonus indicator code is blank.

b. VRBM edit check.

(1) Error mnemonic xVMS is assigned if the transaction VRBM code is 09D, 09S or 09W.

(2) Error mnemonic xVRB is assigned if the variable re-enlistment bonus date is present and is later than the cycle date.

(3) Error mnemonic xVSM is assigned if the transaction VRBM code is not equal to the matching SMEF record MOS code (positions 1 through 3).

(4) Error mnemonic xVSM is assigned if the SMEF record EPMS designator is 2.

c. VRBM error routine. See Paragraph 10-13c.

d. RSC N check. See Paragraph 10-18c.

e. VRBM output routine. If the edits described in a through d above are passed, this stage is completed.

(1) If the transaction VRBM code is zeros, the SPF record VRBM code, variable re-enlistment bonus date, and enlistment or re-enlistment bonus indicator are blanked out to include attached personnel (RSC N).

(2) If the transaction VRBM code is present, this information is used to update the matching SPF record.

f. VRBM final output processing. Before the VRBM transaction processing is terminated, the AAC-P01, AAC-P03 and AAC-P11 (with summary) reports are generated; the transaction mnemonic VRBM is posted to the matching SPF record under the Last Type of Transaction Personnel data element, and the transaction date is posted to the matching SPF record under the Date of Last Type of Transaction Personnel data element.

10–107. Year and month of photograph suspense

The year and month of photograph suspense (YMPS) transaction (FID U) is used locally to indicate the year and month that an individual submitted a photograph to PERSCOM. The processing stages are outlined in a through e below.

a. YMPS edit check.

(1) Error mnemonic xYPS is assigned if the transaction YMPS is later than the cycle date or is blank.

(2) Error mnemonic xGRD is assigned if the SPF record MPC is E, but the SPF record grade indicator code is not R, X, Y, 6 through 9.

(3) Error mnemonic xYPS is assigned if the SPF record MPC is E, if the SPF record grade code is valid, and if the transaction YMPS is greater than the cycle date.

(4) Error mnemonic xYPS is assigned if the SPF record MPC is O or W, if the SPF record grade code is A or B, and if the transaction YMPS is greater than the cycle date.

(5) Error mnemonic xGRD is assigned if the SPF record MPC is O or W and if the SPF record grade code is not A through E, F, U, V, W, X, 5 or 6.

b. YMPS error routine. See Paragraph 10-13c.

c. RSC N check. See Paragraph 10-18c.

d. YMPS output routine. If the transaction YMPS is blank or zeros, the SPF record YMPS is blanked out. The AAC-P01, AAC-P03 and AAC-P11 (with summary) reports are generated.

g. YMPS final output processing. Before the YMPS transaction processing is terminated, the transaction mnemonic YMPS is posted to the matching SPF record under the Last Type of Transaction Personnel data element, and the transaction date is posted to the matching SPF record under the Date of Last Type of Transaction Personnel data element.

Section V
Format Identifications W, X, Z, 1 and 9

10–108. Format identification W, local address data or previous assignment data transactions

The local address data or previous assignment data transactions (FID W) are used to report officer current mailing address data and previous assignment data to the local SIDPERS database and PERSCOM.

10–109. Officer current mailing address

The officer current mailing address (UG-1/2) transaction is processed as described in a through g below.

a. Wartime check. Error mnemonic xT-T is assigned, and processing is terminated if the SIDPERS is in the wartime operating mode.

b. SSN check. Error mnemonic xUNM is assigned if the transaction SSN and the SPF record SSN are not the same.

c. Name check. Error mnemonic xNME is assigned if the transaction name (Positions 1 through 5) does not equal the SPF record name.

d. MPC check. Error mnemonic xMPC is assigned if the SPF record MPC is not O or W.

e. Transaction date check. Error mnemonic xTRD is assigned if the transaction date is greater than the cycle date.

f. UG-1/2 output routine. Type transaction UG is generated for PERSCOM if the transaction date and the SPF RSC are valid. Error mnemonic xRSC is assigned if the SPF RSC is X or Y. The UG appears on the AAC-P17 report.

g. UG-1/2 final output processing. Before the UG-1/2 transaction processing is terminated, the AAC-P01, AAC-P03 and AAC-P11 (with summary), and AAC-P85 reports are generated.

10–110. Officer previous assignment data

The officer previous assignment data (UR-1/2) transaction (FID W) processing is outlined in a through d below. Only type of change codes A, C and D authorized, or error mnemonic xCHG is assigned.

a. Pre-edit checks. See Paragraph 10-109a through e.

b. UR-1/2 transaction edits. The "from" date must be entered on both records 1 and 2 and cannot exceed the cycle date, or the transaction is rejected with error mnemonic xDTE.

(1) If the type of change code is A or C, record one must contain at least one of the data elements found in Table 10-43, or the transaction is rejected with the error mnemonics shown in Table 10-43.

Table 10–43
UR-1/2 transaction edits for type of change code A or C

Data Element	Error mnemonics
Unit number	xUNR
Unit designation	xUND
Station abbreviation	xSTA
Location code	xLOC
Command code	xCMD
Duty position	xDTY

(2) If type of change code is A or C, record 2 must contain duty title and/or months served data elements, or error mnemonics xDTY and xMON are assigned.

(3) If type of change is code D, record 1 must contain the "from" date, and all other data elements must be blank; if not, the transaction is rejected with the error mnemonics shown in Table 10-44.

Table 10–44
UR-1/2 transaction edits for type of change code D

Data Element	Error mnemonics
Unit number	xUNR
Unit designation	xUND
Station abbreviation	xSTA
Location code	xLOC
Command code	xCMD
Duty position	xDTY

(4) If type of change code is D, record 2 must not be submitted, or the transaction is rejected with error mnemonics xCRD and xCHG.

c. UR-1/2 error routine. See Paragraph 10-13c.

d. UR-1/2 output routine. Type transaction UR is generated for PERSCOM and appears on the AAC-P17 report.

e. UR-1/2 final output processing. Before the UR-1/2 transaction processing is terminated, the AAC-P01, AAC-P03 and AAC-P11 (with summary), and AAC-P85 reports are generated.

10–111. Post-separation home address data

The post-separation home address data (NX) transaction (FID W) is used to report post-separation home address for a separated individual for all MPCs. The only edit made against the transaction is the request for a two-record set. If either of the two records is missing, error mnemonic xCRD is generated. In addition, all data elements must be present in the transaction. If the transaction passes these edits, type transaction NX is generated for PERSCOM and appears on the AAC-P17 report. The AAC-P01 and AAC-P11 (with summary) reports are generated.

10–112. Format identification X, legal name and social security number change transactions

The processing of (FID X) transactions is divided into three separate mnemonic transactions that are submitted to change the name (legal or correction) or update SSN information.

10–113. Legal name change

The legal name change (LNAM) change transaction (FID X) is submitted to change an individual's name because of a court order or marriage. The processing stages are listed in a through h below.

a. General match check.

(1) Error mnemonic xUNM is assigned if the transaction SSN does not match a SPF record SSN.

(2) Error mnemonic xNME is assigned if the transaction name (positions 1 through 5) does not match the name of the SPF record that was originally matched on the SSN.

(3) Error mnemonic xRSC is assigned if the transaction matches a SPF record with the RSC X or Y.

b. PEBD check. The PEBD must be earlier than the transaction date or error mnemonic xC-D is assigned.

c. LNAM edit routine. If the entire name as changed equals the SPF record name, processing continues at "g" below. If the transaction name as changed (position 1 through 6) equals the SPF record name (positions 1 through 6), processing continues at "d" below. If the transaction name as changed (positions 1 through 6) does not equal the SPF record name (positions 1 through 6) and if the SPF record VSSSN is not V, R is posted to the SPF record VSSSN and to the attached record if present.

d. LNAM update processing.

(1) If the SPF RSC is M or P and if SIDPERS is in wartime or peacetime operating mode, the SPF record name is updated from the transaction name, DA Form 2 is produced, and processing continues at "g" below. If in the peacetime operating mode, the transaction mnemonic LNAM is posted to the matching SPF record under the Last Type of Transaction Personnel data element, and the transaction date is posted to the matching SPF record under the Date of Last Transaction Personnel data element.

(2) If the SPF RSC is not P and if SIDPERS is in the wartime or peacetime operating mode, the SPF record name is updated from the transaction, the attached record (RSC N) is also updated when present, DA Form 2 is produced, and processing continues at "e" below. If in the peacetime operating mode, the transaction mnemonic LNAM is posted to the matching SPF record under the Last Type of Transaction Personnel data element, and the transaction date is posted to the matching SPF record under the Date of Last Transaction Personnel data element. Processing of this transaction generates R in the SPF record VSSSN if the SPF record VSSSN is other than V.

e. SAIF check.

(1) If the peacetime operating mode, the transaction SSN is compared with the SAIF record. If the same SSN is on a SAIF record, the SOMF record and the SAIF record are matched on UPC-A. The comparison check allows specific information posted to or from the SOMF record to be posted to the SAIF record that controls the way some EDAS

reports are listed. The requested sequence is established on the SIDPERS control cards for listing the reports by RSC, mail code or PPA code. (The mail code is used as the sequence if one is not specified.)

(2) If the matching SAIF record SSN is found, the SAIF record name is updated, and the AAC-T05 report is generated. The SAIF record check is not applicable in the wartime operating mode.

f. LNAM output routine. If the processing described in "a" through "e" above are successfully passed, type transaction VL is generated for PERSCOM and appears on the AAC-P17 report. A five-card JUMPS transaction is generated for the DFAS-IN MMPF, and the transaction is displayed on the AAC-P54 report.

g. Late entry check. This stage is conducted if the SPF record UPC1 is on the SOMF record.

(1) The transaction is flagged as a late entry if the first-of-the-month cycle is being processed, and if the transaction date and the SOMF record mail lag (plus 10 days) is earlier than the cycle date.

(2) The transaction is flagged as a late entry if it is not the first-of-the-month cycle but the transaction date and the SOMF record mail lag (plus 5 days) is earlier than the cycle date.

h. LNAM final output processing. Before the LNAM transaction processing is terminated, the AAC-P01, AAC-P03 and AAC-P11 (with summary) reports are generated.

10–114. Name change

The name change (NAME) transaction (FID X) is generated to correct an individual's name for a reason other than a legal name change. The processing is outlined in a through h below.

a. General match check. See Paragraph 10-113a.

b. PEBD check. The PEBD must be earlier than the transaction date.

c. NAME edit check.

(1) If the transaction NAME data element (as changed) equals the SPF record NAME data element, processing skips this stage and continues at g below.

(2) If the transaction NAME data element (as changed) does not equal the SPF record NAME data element (positions 1 through 6) and if the SPF record VSSSN is not R, R is posted to the SPF record VSSSN and to the SPF attached record VSSSN if present.

d. NAME update processing.

(1) If the SPF RSC is M or P and if SIDPERS is in wartime or peacetime operating mode, the SPF record NAME data element is updated from the transaction NAME data element, and DA Form 2A, DA Form 2B or DA Form 2C is produced, and processing continues at "g" below. If SIDPERS is in the peacetime operating mode, the transaction mnemonic NAME is posted to the matching SPF record under the Last Type of Transaction Personnel data element, and the transaction date is posted to the matching SPF record under the Date of Last Type Transaction Personnel data element.

(2) If the SPF RSC is not P or M and if SIDPERS is in the wartime or peacetime operating mode, the SPF record NAME data element is updated from the transaction. The attached record (RSC N) is also updated when present, the DA Form 2A, DA Form 2B or DA Form 2C is produced, and processing continues at "e" below. In the peacetime operating mode, the transaction mnemonic NAME is posted to the matching SPF record under the Last Type of Transaction Personnel data element, and the transaction date is posted to the matching SPF record under the Date of Last Type Transaction Personnel data element.

e. SAIF check. See Paragraph 10-113e.

f. NAME output routine. If the processing edits described in a through e above are passed, type transaction VV is generated for PERSCOM and appears on the AAC-P17 report. A five-card JUMPS transaction is generated for the DFAS-IN MMPF, and the transaction is displayed on the AAC-P54 report.

g. Late entry check. See Paragraph 10-113g.

h. NAME final output processing. Before the NAME transaction processing is terminated, the AAC-P01, AAC-P03 and AAC-P11 (with summary) reports are generated.

10–115. Social security account number

The social security account number (SSAN) transaction (FID X) is submitted to change or correct an individual's SSN. The processing is outlined in a through g below.

a. General match check. See Paragraph 10-113a.

b. PEBD check. The PEBD must be earlier than the transaction date. If not, error mnemonic xC-D is assigned.

c. SSAN edit processing. Error mnemonic xDUP is assigned if the transaction SSN as changed is the same as the SPF record SSN. Processing continues as descried in f below. If the SPF record VSSSN is not B or r, this transaction assigns VSSSN R to the SPF record VSSSN and the attached record VSSSN if present.

d. SSAN output processing.

(1) If the SPF RSC is P or M, the SPF record SSN is updated from the transaction, DA Form 2A, DA Form 2B or DA Form 2C is produced, and processing continues at f below. In the peacetime operating mode, the transaction mnemonic SSAN is posted to the matching SPF record under the Last Type of Transaction Personnel data element, and

the transaction date is posted to the matching SPF record under the Date of Last Type of Transaction Personnel data element.

(2) If the matching SPF RSC is not P or M, the SPF record SSN is updated from the transaction, and the attached SPF record (RSC N) is also updated if present. Type transaction VV is generated for PERSCOM, and DA Form 2A, DA Form 2B, or DA Form 2C is produced. The VV appears on the AAC-P17 report. If SIDPERS is in the peacetime operating mode, the transaction mnemonic SSAN is posted to the matching SPF record under the Last Type of Transaction Personnel data element, and the transaction date is posted to the matching SPF record under the Date of Last Type of Transaction Personnel data element.

e. SAIF check. In the peacetime operating mode only, see Paragraph 10-113e. The comparison and update are based on matching the old SSN from the transaction.

f. Late entry check. See Paragraph 10-113g.

g. SSAN final output processing. Before the SSAN transaction processing is terminated, the AAC-P01, AAC-P03 and AAC-P11 (with summary) reports are generated.

10–116. Format identification Z, local reassignment losses

The local reassignment losses (FID Z) transactions include departures, relieved from attached, revocation of arrival and administrative delete transactions.

10–117. Departure

The departure (DPRT) transaction (FID Z) is submitted by an individual's assigned unit when the soldier departs (reassignment) the unit en route to a new assigned unit. A departure transaction is processed as described in a through v below.

a. General SSN and name match edit. Error mnemonic xUNM is assigned if the incoming transaction does not match a SPF record SSN. When this SSN match is completed, error mnemonic xNME is assigned if the transaction name does not agree with the matched SPF record name (positions 1 through 5).

b. Transaction date check. Error mnemonic xTRD is assigned if the transaction date is later than the cycle date.

c. Reporting date check. The reporting date check determines if the transaction reporting date is later than the transaction date.

(1) Error mnemonic xREP is assigned if the transaction reporting date is earlier than the transaction date. This comparison is the only one made if SIDPERS is in the wartime operating mode.

(2) Error mnemonic xREP is also assigned if the transaction reporting date is equal to or later than the transaction date and if the reporting date is earlier than a composite date derived from the transaction date, the number of temporary duty days, and the number of leave days minus 3 days.

(3) Error mnemonic xREP is assigned if the transaction reporting date is equal to or later than the transaction date but continues to be later than a composite date derived from the transaction date, the number of temporary duty days, and the leave date plus 30 days.

d. RSC check.

(1) Error mnemonic xRSC is assigned if the transaction matches a SPF RSC B, C, M, N, P or Y.

(2) Error mnemonic xRSC is assigned if the matching SPF record has RSC X, if the transaction losing UPC equals the SPF record UPC2, and if the SPF record UPC2 departure date is present.

(3) Error mnemonic xRSC is also assigned if the transaction losing UPC odes not equal the SPF record UPC2 in the wartime operating mode.

e. SPF record UPC2 check. The SPF record UPC2 check is completed if the transaction losing UPC equals the SPF record UPC2.

(1) Error mnemonic xEAR is assigned if the transaction date is earlier than the SPF record UPC2 arrival strength date.

(2) Error mnemonic xEAR is assigned if the transaction date is not earlier than the SPF record UPC2 arrival strength date, but the transaction date is later than the SPF record UPC1 arrival strength date.

f. SPF record UPC1 check. The SPF record UPC1 check is completed if the transaction losing UPC equals the SPF record UPC1. Error mnemonic xEAR is assigned if the transaction date is earlier than the SPF record UPC1 arrival strength date.

g. SPF record UPC2 arrival strength date check. The SPF record UPC2 arrival strength date check is made if the transaction losing UPC equals the SPF record UPC2.

(1) Error mnemonic xUPC is assigned if the SPF record UPC2 arrival strength date is missing.

(2) Error mnemonic xDPT is assigned if the SPF record UPC2 departure date is present. If the SPF record UPC2 arrival strength date is present and if the departure date is missing, the SPF record UPC1 is posted to the transaction potential gaining UPC.

h. SPF record UPC1 arrival strength date check. The SPF record UPC1 arrival strength date check is made if the transaction losing UPC equals the SPF record UPC1.

(1) Error mnemonic xUPC is assigned if the SPF record UPC1 arrival strength date is missing.

(2) Error mnemonic xDPT is assigned if the SPF record UPC1 departure date is present.

i. Potential gaining UPC check.

(1) Error mnemonic xPGU is assigned if the transaction potential gaining UPC equals the transaction losing UPC.

(2) Error mnemonic xPID is assigned if the transaction potential gaining UPC is present on the SOMF record, if the SOMF record PUID is zero, and if the SOMF record type is not X. If the SOMF record type is X, error mnemonic xOMF is also assigned.

(3) Error mnemonic xOMF is assigned if the transaction potential gaining UPC is present on the SOMF record, if the SOMF record PUID is not zero, and if the SOMF record type is X.

(4) Error mnemonic xPGU is assigned if the transaction potential gaining UPC is not on the SAF record.

(5) Error mnemonic xPGU is assigned if the SAF record OESTS code is C or I.

(6) Error mnemonic xPGU is assigned if the SAF record OESTS code is E, Q or S and the OESTS effective date is no later than the transaction reporting date.

(7) Error mnemonic xPGU is assigned if the SAF record OESTS code is B and if the OESTS effective date is later than the transaction reporting date.

(8) In the peacetime operating mode, error mnemonic xPGU is assigned if the SAF record OESTS code is not A, G, H, V or Z.

(9) In either the peacetime or wartime operating mode, error mnemonic xPGU is assigned if the SAF record OESTS code is U or Y.

j. Losing UPC check. Error mnemonic xUPC is assigned if the transaction losing UPC is not on the SOMF record.

k. Duty status code check.

(1) Error mnemonic xDYS is assigned if the SPF record duty status code is not PDY and if the transaction duty status code does not equal the SPF record duty status code.

(2) Error mnemonic xDSD is assigned if the transaction departure date is earlier than the SPF record duty status code.

l. Movement designator code edit. The movement designator code (MDC) edit is skipped if the transaction MDC is CB, DA, DB, DE, DF, DJ, DK, DL, DM or PM. In Addition, this edit is skipped if the transaction losing UPC is not on the SOMF record. The transaction MDC is compared with the SPF record MPC, the losing UPC unit status code, the gaining UPC unit status code, the losing UPC AREAX code, and the gaining UPC AREAX code. See Table 10-45 for criteria used for blanking out the number of months overseas transaction.

Table 10–45
Criteria for blanking out number of months overseas transaction

Transaction losing SPF record NCRA	UPC AREAX code 1
A	AK b
C	PQ b
G	GQ b
H	HI b
P	RQ b
S	AQ
U	VQ b

Notes:
[1] Three-position code with trailing blank.

(1) In the wartime operating mode, an invalid MDC causes the transaction MDC to be blanked out.

(2) In the peacetime operating mode, error mnemonic xMDC is assigned if the transaction does not pass the MDC edits.

(3) Error mnemonic xUPC is assigned if the proper comparison of gaining or losing UPC, gaining or losing UPC AREAX code, and gaining or losing unit status code indicates an invalid UPC.

m. AWOL check. The AWOL check is omitted if any compatibility errors are found in the edits described in a through l above. Error mnemonic xDYS is assigned if the SPF record duty status code is AWC or AWL and if the unit status code (potential gaining UPC) is not PS. If the unit status code is PS, the number of days AWOL is calculated, the result is added to the SOMF record AWOL statistics for losing UPC, and type transaction 2R is generated for PERSCOM and appears on the AAC-P17 report.

n. Departure UPC1 update. Type transaction 45 is generated for PERSCOM and appears on the AAC-P17 report. The transaction date is posted to the SPF record UPC1 date. The transaction date is posted to the SPF record effective date of duty status. The transaction date is posted to the matching SPF record under the Date of Type Transaction

Personnel data element (peacetime operating mode only) and the Date of Type Transaction Most Recent Strength data element (peacetime operating mode only); the transaction mnemonic DPRT is posted to the matching SPF record under the Last Type of Transaction Personnel data element (in peacetime operating mode only); and the departure is subtracted from the SOMF record (losing UPC) total accountable strength data element by MPC and strength by duty status code and MPC.

(1) If the unit status code (potential gaining UPC) is DP, the departure code is added to the SOMF record (losing UPC) record non-battle loss-hospital (by MPC).

(2) When the potential gaining UPC is serviced by the local SIDPERS, the SPF record duty status code is posted with TRA if the record originally had duty status code PDY.

(3) If the potential gaining UPC is not serviced by the local SIDPERS, RSG is posted to the SPF record duty status code, and X is posted to the SPF RSC.

o. Special pay check. The special paycheck is skipped if SIDPERS is in the wartime operating mode or if the potential gaining UPC is serviced by the local SIDPERS.

(1) If the SPF record SPAY1 code is FDP, HSTL, or SDP, but the SPAY2 code is not FDP, HSTL or SDP, the SPAY2 code is moved to the SPAY1 code, and the SPAY2 code is blanked out.

(2) If the SPF record SPAY2 code is FDP, HSTL or SDP, the SPAY2 code is blanked out. Both SPAY data elements may require blanking out.

p. Inter-departure or intra-departure SAIF record update. This check is not completed if SIDPERS is in the wartime operating mode, if the matching SPF record MPC is E, or if the transaction SSN does not match a SAIF record SSN (record type L).

(1) If the SAIF record UPC-A is present and if the report sequence code is required (either R for major report sequence, RS for major and intermediate report sequence, or RSC for major, intermediate, and minor report sequence), the report sequence code is taken from the SOMF report sequence code and posted to the SAIF record. This same processing is followed for the mail code (M for first position of mail code or MC for full mail code) or PPA code if either is required for report sequencing requirements. The mail code is moved to the SAIF record if no particular sequence is specified (default option).

(2) If the transaction potential gaining UPC is not present on the SOMF record, the SAIF record is deleted, and the AAC-T05 report is generated.

(3) If the transaction potential gaining UPC is on the SOMF record, the AAC-T05 report is generated, and the SAIF record is deleted if the PUD part of that UPC equals the SAIF record UPC-B (PUD).

q. TDR output. The TDR output (FID O) is only produced if the potential gaining UPC is not serviced by the current local SIDPERS. In addition, the TDR output is produced if the unit status code (potential gaining UPC) is not PS or if the PPA code (position 1) is not Z.

r. RSC N check. If an attached SPF record is also present, the attached SPF RSC is posted with P.

s. Late entry check. See Paragraph 10-12e.

t. Wartime check. If SIDPERS is in the wartime operating mode, The Army Personnel Roll-Up (TAPER) extract (AAC-P96) and the TAPER daily extract record are generated if requested on the SIDPERS cycle control card.

u. Losing UPC SOMF record unit status or losing UPC SOMF record replacement activity indicator check. If the losing UPC SOMF record unit status code is RE or if the losing UPC SOMF record replacement activity indicator is F, an F is entered in the transaction intra-permanent change of station processing indicator. (See position 11 of type transaction 45).

v. DPRT final output processing. Before the DPRT transaction processing is terminated, the AAC-P01, AAC-P03, AAC-P07 and AAC-P11 (with summary) reports are generated.

10–118. Relieved from attached

The relieved from attached (RATH) transaction (FID Z) is submitted by an individual's unit when the soldier departs an attached unit. The processing stages are outlined in a through f below.

a. General SSN and name match edit. See Paragraph 10-117a.

b. Transaction date check. Error mnemonic xTRD is assigned if the transaction date is later than the cycle date.

c. RSC check. Error mnemonic xRSC is assigned if the RSC on the SPF attached record is not M, N or P.

d. UPC edit and update. The UPC edit and update stage of the RATH transaction processing is directed at the SPF record UPC1 or UPC2 that is specified by the transaction UPC. Tables 10-46 and 10-47 outline the processing procedures, depending on which UPC is selected. Error mnemonic xUPC is assigned if the transaction UPC does not equal the matching SPF record UPC1 or UPC2. Error mnemonic xDTE is assigned if the transaction date is earlier than or equal to the SPF record arrival strength date of the corresponding UPC1 or UPC2.

e. Late entry check. See Paragraph 10-12e.

f. RATH final output processing. Before the RATH transaction processing is terminated, the AAC-P01, AAC-P03 and AAC-P11 (with summary) reports are generated.

10–119. Revocation of arrival

The revocation of arrival (REVA) transaction (FID Z) is used to revoke an arrival or assigned-not-joined transaction because errors were found in the original submission or because of some diverse situation. The processing is outlined in a through k below.

a. General SSN and name match edit. See Paragraph 10-117a.

b. Transaction date check. See Paragraph 10-117b.

c. Potential gaining UPC check. See Paragraph 10-117i.

d. Losing UPC check. Error mnemonic xUPC is assigned if the losing UPC is on the SOMF record.

e. UPC update processing.

(1) In the peacetime operating mode, if the transaction losing UPC equals the SPF record UPC, the revocation is subtracted from the SOMF record (losing UPC) total accountable strength data element by MPC and strength by duty status code and MPC. The transaction mnemonic REVA is posted to the matching SPF record under the Last Type of Transaction Personnel data element, the transaction date is posted to the matching SPF record under the Date of Last Type of Transaction Personnel data element, the transaction mnemonic REVA is posted to the SPF record under the Type of Transaction Most Recent Strength data element, and the transaction date is posted to the matching SPF record under the date of type of transaction most recent strength data element.

(2) If the record UPC2 arrival strength date and departure date are present, the SPF record is deleted if the RSC is not A or B. If the SPF record duty status code is PDY or TRA, TRA is posted to the SPF record duty status code, the UPC2 departure date is posted to SPF record effective date of duty status, RSC A is assigned, and the SPF record UPC2 is posted to the UPC1.

(3) If the record duty status code is not PDY or TRA, A is posted to the SPF RSC, and the SPF record UPC2 is posted to UPC1. If the SPF record UPC2 arrival strength date is not present and if an attached record is present, P is posted to the RSC of the SPF-attached record, and the assigned record is deleted. If the attached record is not present, PDG is posted to the SPF record duty status code. The SPF record effective date of duty status is blanked out, Y is posted to the SPF RSC; the SPF record UPC2 is posted to UPC1, the SPF record UPC2 is posted to the UPC1 potential gaining UPC, the SPF record UPC2 potential gaining UPC is posted to the UPC1, and the SPF record UPC2 is blanked out.

(4) If the record UPC2 departure date is not present, if the SPF record RSC is A or B, and if the duty status code is PDY or TRA, PDY is posted to the SPF record duty status code. A is posted to the SPF RSC, revocation is subtracted from the SOMF record (UPC2) in transit strength by MPC, revocation is added to the SOMF record (UPC2) strength by duty status and MPC, the SPF record UPC2 is posted to the UPC1, and the SPF record UPC2 arrival strength date is posted to the SPF record effective date of duty status code. If the SPF RSC is A or B, and if the duty status code is not PDY or TRA, A is posted to the SPF RSC, revocation is subtracted from the SOMF record (UPC2) in transit strength by the MPC, revocation is added to the SOMF record (UPC2) strength by duty status code and MPC, and the SPF record UPC2 is posted to the UPC1. If the SPF RSC is not A or B and if the duty status code is PDY or TRA, PDY is posted to the SPF record duty status code, revocation is subtracted from the SOMF record (UPC2) in transit strength by UPC revocation is added to the SOMF record (UPC2) in transit by duty status code and UPC, the SPF record UPC2 arrival strength date is posted to the SPF record effective date of duty status, the SPF record UPC1 arrival strength date is posted to the SPF record UPC2 arrival strength date, RSC D is posted to the SPF record, the SPF record UPC2 is posted to the potential gaining UPC, and the SPF record UPC2 is posted to the UPC1. If the SPF RSC is not A or B and if the duty status code is not PDY or TRA, revocation is subtracted from the SOMF record (UPC2) in transit strength by UPC, revocation is added to the SOMF record (UPC2) in transit by duty status code or UPC, the SPF record UPC1 arrival strength date is posted to UPC2, D is posted to the SPF RSC, the SPF record UPC1 potential gaining UPC is posted to the SPF record UPC2, and the SPF record UPC2 is posted to the UPC1.

(5) In the wartime operating mode, if the transaction losing UPC equals the SPF record UPC1, if the SPF record UPC2 arrival strength date and departure date are present, and if the RSC is not A or B, the SPF record is deleted. If the SPF record duty status code is PDY or TRA, TRA is posted to the SPF record duty status code, the SPF record UPC2 departure is posted to the SPF record effective date of duty status, A is posted to the SPF RSC, the SPF record UPC2 data are posted to the UPC1, and the SPF record UPC2 is blanked out. If the SPF record duty status code is not PDY or TRA, A is posted to the SPF RSC, the SPF record UPC2 is posted to the UPC1, and the SPF record UPC2 is blanked out. If the SPF record UPC2 arrival strength date is not present and if the attached record is present, P is posted to the RSC of the SPF-attached record, and the assigned record is deleted. If the attached record is not present, PDG is posted to the SPF record duty status code.

(6) If the transaction losing UPC equals the SPF record UPC2 and if the SPF record UPC2 is blanked out, the SPF record effective date of duty status is blanked out, Y is posted to the RSC of the SPF record, the SPF record UPC2 is posted to the UPC1, the SPF record UPC2 is posted to the UPC1 potential gaining UPC, the SPF record UPC2 potential gaining UPC is posted to the SPF record UPC1 and the SPF record UPC2 is blanked out. If the SPF record UPC2 departure date is not present, and if the SPF RSC is A or B, and if the duty status code is PDY or TRA, PDY is posted to the SPF record duty status code, A is posted to the RSC of the SPF record, the SPF record UPC2 arrival strength date is posted to the SPF record effective date of duty status and the SPF record UPC2 is posted to the UPC1.

If the SPF RSC is A or B, and if the duty status code is not PDY or TRA, A is posted to the RSC of the SPF record, the SPF record UPC2 is posted to the UPC1, and the SPF record UPC2 is blanked out. If the SPF RSC is not A or B and if the duty status code is PDY or TRA, PDY is posted to the SPF record duty status code. The SPF record UPC2 arrival strength date is posted to the SPF record effective date of duty status. The SPF record UPC1 arrival strength date is posted to the SPF record UPC2 arrival strength date, D is posted to the RSC of the record. The SPF record UPC1 potential gaining UPC is posted to the SPF record UPC2 potential gaining UPC, and the SPF record UPC2 is blanked out. If the SPF RSC is not A or B and if the duty status code is not PDY or TRA, the SPF record UPC1 arrival strength date is posted to the SPF record UPC2 arrival strength date, D is posted to the RSC of the SPF record. The SPF record UPC1 potential gaining UPC is posted to the SPF record UPC2 potential gaining UPC, and the SPF record UPC2 is posted to the UPC1.

f. RSC check. Error mnemonic xRSC is assigned if the SPF record RSC is N, P, M, X or Y.

g. Revocation of arrival or assigned-not-joined update. Error mnemonic xUPC is assigned if the transaction UPC does not match the SPF record UPC1 or UPC2. Error mnemonic xT-T is assigned if the transaction UPC matches the SPF record UPC1 or UPC2 with a departure date present. Error mnemonic xDTE is assigned if the transaction date does not match the associated SPF record UPC1 or UPC2 arrival strength date.

h. RSC N check. If an attached SPF record is also present, the attached SPF RSC is posted with P.

i. Late entry check. See Paragraph 10-12e.

j. Wartime check. See Paragraph 10-117t.

k. REVA final output processing. Before the REVA transaction processing is terminated, the AAC-P01, AAC-P03, AAC-P07 and AAC-P11 (with summary) reports are generated.

10–120. Administrative delete

The administrative delete (ADMD) transaction (FID Z) are used to delete an entire record from the SPF (attached and/or assigned record). No output is generated to PERSCOM. Processing is described in a through e below.

a. General SSN and name match edit. See Paragraph 10-117a.

b. Record deletion code (RDFC) check. The processing of the ADMD transaction is based on the RDFC entered in the transaction. The codes are SAT (attached records), SPF (assigned records), and ALL (both records). Processing by the RDFC is described in (1 through 3) below.

(1) If the RDFC is SAT, the transaction SSN is compared with the attached SPF record. If the SSN does not match, the transaction is rejected with error mnemonic xUNM. If the SSN matches, the record is deleted from the attached SPF record, and in the peacetime operating mode, one record is deleted from the SOMF record (UPC1) attached strength data element by MPC.

(2) If the RDFC is SPF, the transaction SSN is compared with the assigned SPF record. If the SSN does not match, the transaction is rejected with error mnemonic xUNM. If the SSN matches, the SPF record is edited for RSC M, N, P or X. If the SPF record has one of these RSC's, the transaction is rejected with error mnemonic xRSC. If the RSC is other than M, N, P or X, the SPF record is deleted. If in the peacetime operating mode, one record is deleted from the SOMF record (UPC1) strength by duty status data element and MPC, and one record is deleted from the SOMF record (UPC1) total accountable strength data element.

(3) If the RDFC is ALL, the transaction SSN is compared with the assigned SPF record. If they do not match, the transaction is rejected with error mnemonic xUNM. If the assigned SPF record has RSC M, N, P or X, the transaction is rejected with error mnemonic xRSC. If no errors are found, the matching SPF assigned and attached records are deleted. In the peacetime operating mode, one record is deleted from the SOMF record (UPC1) total accountable strength data element, strength by duty status data element, and MPC and from the attached strength data element by MPC (if a record was deleted from the attached SPF record).

c. Late entry check. See Paragraph 10-12e.

d. Wartime check. See Paragraph 10-117t.

e. ADMD final output processing. Before the ADMD transaction processing is terminated, the AAC-P01, AAC-P03, AAC-P07 and AAC-P11 (with summary) reports are generated.

10–121. Format identification 1, local separations from active service transactions

The local separation from active service transactions (FID 1) include processing entries about deceased, dropped-from-rolls, fraudulent enlistment, separation and service transfer data.

10–122. Deceased

The deceased (DECD) transaction (FID 1) processing is outlined in a through k below.

a. SSN and name match. Error mnemonic xUNM is assigned if the transaction SSN does not match a SPF record SSN. If the match on SSN is passed, error mnemonic xNME is assigned if the transaction name (positions 1 through 5) does not match the SPF record.

b. Transaction date check. Error mnemonic xC-D is assigned if the transaction date is later than the cycle date.

c. RSC check. Error mnemonic xRSC is assigned if the SPF record RSC is M, X, Y, N or P.

d. UPC check. Error mnemonic xUPC is assigned if the transaction UPC does not match the SPF record UPC1. Error mnemonic xUPC is also assigned if the transaction UPC is not on the SOMF record.

e. Transaction change number check. Error mnemonic xTCN is assigned if the transaction change number is not 944, 945 or 946, or if the transaction change number is 944 and if the SPF duty status code is SCA or SMA.

f. PEBD check. Error mnemonic xC-D is assigned if the transaction date is earlier than the PEBD.

g. DECD update processing. The update processing stage is completed if the edit checks described in a through f above are passed. The transaction date is posted to the SPF record UPC1 departure date.

(1) If the SPF record duty status code is AWL or AWC, type transaction 2R is generated for PERSCOM and appears on the AAC-P17 report. The number of days AWOL are calculated and added to the SOMF record statistics.

(2) When SIDPERS is in the peacetime operating mode, the deceased record is subtracted from the SOMF record totals by duty status code and MPC and assigned strength by MPC, the transaction mnemonic DECD is posted to the matching SPF record under the Last Type of Transaction Personnel and Type of Transaction Most Recent Strength data elements, and the transaction date is posted to the matching SPF record under the Date of Last Type of Transaction Personnel and Date of Transaction Most Recent Strength data elements.

(3) If the transaction control number is not 944, the type transaction NG is generated for PERSCOM and appears on the AAC-P17 report. The action is added to the SOMF record non-battle loss death data element by MPC, duty status code DED is posted to the SPF record duty status code, and the RSC of the SPF record becomes X. The transaction date is posted to the SPF record under the Effective Date of Duty Status data element.

h. Late entry check. See Paragraph 10-12e.

i. Wartime check. See Paragraph 10-117t.

j. DECD final processing. The matched SPF record is deleted.

k. DECD final output processing. Before the DECD transaction processing is terminated, the AAC-P01, AAC-P03, AAC-P07 and AAC-P11 (with summary) reports are generated.

10–123. Dropped from rolls

The dropped from rolls (DFR) transaction (FID 1) processing is outlined in a through m below.

a. SSN and name match. See Paragraph 10-122a.

b. Transaction date check. See Paragraph 10-122b.

c. RSC check. See Paragraph 10-122c.

d. UPC check. See Paragraph 10-122d.

e. Transaction change number and duty status code check. The transaction change number is compared with the matching SPF record duty status code.

(1) Error mnemonic xDYS is assigned if the transaction change number is 941 and if the SPF record duty status code is not AWL.

(2) Error mnemonic xDYS is assigned if the transaction change number is 942 but the SPF record duty status code is not PDY or CMA.

(3) Error mnemonic xDYS is assigned if the transaction change number is 943 but the SPF record duty status code is not MIA, CAP or INT.

(4) Error mnemonic xDYS is assigned if the transaction change number is 948 or 949 but the SPF record duty status code is not PDY.

(5) Error mnemonic xDYS is assigned if the transaction change number is 971, 972, 974 or 973, but the SPF record duty status code is AWC, AWL, CAP, INT or MIA.

(6) Error mnemonic xDYS is assigned if the transaction change number is 950 and if the SPF duty status code is not CMA or SMA.

(7) Error mnemonic xTCN is assigned if the transaction change number is invalid, it must be one of the transaction control numbers described in (1 through 6) above.

f. Date check (transaction, duty status, and arrival dates). Error mnemonic xDDS is assigned if the transaction change number is 941 or 943, and if the transaction date is earlier than the SPF record effective date of duty status. Error mnemonic xDPT is assigned if the transaction change number is not 941 or 943 and if the transaction date is earlier than the SPF record UPC1 arrival strength date.

g. MPC check. Error mnemonic xMPC is assigned if the transaction change number is 948 or 949, but the matching SPF record MPC is not E.

h. PEBD check. Error mnemonic xC-D is assigned if the transaction date is not later than the PEBD.

i. DFR update. If the edits in a through h above are passed, the DFR update stage is performed as descried in (1 through 3) below.

(1) The RSC on the SPF record is changed to X, and the transaction date is posted to the SPF record UPC1 departure date.

(2) If SIDPERS is in the peacetime operating mode, the transaction date is posted to the matching SPF record under

the Date of Last Type of Transaction Personnel and Date of Transaction Most Recent Strength data elements. The transaction mnemonic DFR is posted to the matching SPF record under the Last Type of Transaction Personnel and Transaction Most Recent Strength data elements, and the DFR data are subtracted from the SOMF record total assigned strength data element by duty status code and MPC.

Table 10–48
DFR transactions, type transaction generated for PERSCOM

Transaction change number	Type transaction prepared for PERSCOM	New duty status code
941	PA	DFR
942	PB	DFR
943	PC	DFR
948/949	PF	TMA
950	PG	DFR
971	PD	DFR
972	PE	DFR
973	PH	DFR
974	PK	DFR

(3) A transaction is generated for PERSCOM based on the transaction change number, the SPF record duty status code is changed based on the transaction change number, the transaction date is posted to the SPF record effective date of duty status, and the pass record transaction appears on the AAC-P17 report. See Table 10-48.

j. Late entry check. See Paragraph 10-12e.

k. Wartime check. See Paragraph 10-117t.

l. DFR final processing. The matching SPF record is deleted.

m. DFR final output processing. Before the DFR transaction processing is terminated, the AAC-P01, AAC-P03, AAC-P07 and AAC-P11 (with summary) reports are generated.

10–124. Fraudulent enlistment

The fraudulent enlistment (FENL) transaction (FID 1) is processed as described in a through n below.

a. SSN and name match. See Paragraph 10-122a.

b. Transaction date check. See Paragraph 10-122b.

c. RSC check. Error mnemonic xRSC is assigned if the RSC on the matching SPF record RSC is not A.

d. UPC check. See Paragraph 10-122d.

e. Duty status code check. Error mnemonic xDYS is assigned if the SPF record duty status code is not PDY.

f. Departure date check. Error mnemonic xDPT is assigned if the SPF record UPC1 departure date is present.

g. Arrival date check. Error mnemonic xADT is assigned if the transaction date is earlier than the SPF record UPC1 arrival strength date.

h. Transaction change number check. Error mnemonic xTCN is assigned if the transaction change number is invalid.

i. PEBD check. The PEBD must be earlier than the transaction date, or error mnemonic xC-D is assigned.

j. FENL update. During the update stage, the fraudulent enlistment data are subtracted from the SOMF record assigned strength data element by MPC and total strength data element by duty status code and MPC; type transaction NH is generated for PERSCOM and is used to prepare the AAC-P17 report, duty status code DCH is posted to the SPF record duty status code. The SPF record RSC is changed to X; and the transaction date is posted to the matching SPF record departure date and effective date of duty status. The transaction date is posted to the matching SPF record under the Date of Type of Transaction Personnel data element (in peacetime operating mode only) and Date of Transaction Most Recent Strength data element (in peacetime operating mode only). The transaction mnemonic FENL is posted to the matching SPF record under the Last Type Transaction Personnel data element (in peacetime operating mode only) and the Transaction Most Recent Strength data element (in peacetime operating mode only).

k. Late entry check. See Paragraph 10-12e.

l. Wartime check. See Paragraph 10-117t.

m. FENL final processing. The matched SPF record is deleted.

n. FENL final output processing. Before the FENL transaction processing is terminated, the AAC-P01, AAC-P03, AAC-P07 and AAC-P11 (with summary) reports are generated.

10–125. Separation

The separation (SEP) transaction (FID 1) is processed as described in a through o below.

a. SSN and name match. See Paragraph 10-122a

b. Transaction date check. See Paragraph 10-122b.

c. RSC check. See Paragraph 10-124d.

d. UPC check. See Paragraph 10-122c.

e. Departure date check. See Paragraph 10-124f.

f. Date of separation check. If the transaction date of separation is not present, the transaction date is posted to the transaction.

g. Eligibility for enlistment or re-enlistment. Error mnemonic xEFR is assigned in the peacetime operating mode only if the transaction eligibility for enlistment or re-enlistment data element is missing and if the matched SPF record MPC is E.

h. Separation program designator code compatibility edit check.

(1) Error mnemonic xTCN is assigned if the transaction type of discharge or transfer data element is K, but the transaction change number is not 938.

(2) Error mnemonic xSPD is assigned if the transaction separation program designator code is not valid w hen compared with the transaction type of transfer or discharge data element and the SPF record MPC. Valid separation program designator codes are maintained in table format within SIDPERS.

(3) Error mnemonic xSEX is assigned if the SPF record sex code does not match a valid sex code for a particular separation program designator code.

(4) Error mnemonic xCPT is assigned if the SPF record service component code does not match a valid service component code for a particular separation program designator code.

(5) Error mnemonic xSDI is also assigned if the transaction separation document issued or character service data element is invalid for a particular separation program designator code.

(6) Error mnemonic xSGI is assigned if the transaction type of discharge or transfer data element is not K and if the transaction service member group life insurance coverage data element is blank.

(7) More than one of these error mnemonics can be assigned to the same transaction.

(8) In the peacetime operating mode, error mnemonic xERC is assigned if the transaction eligibility for re-enlistment code is invalid for a particular separation program designator code.

i. Duty status code check. Error mnemonic xDYS is assigned if the SPF record duty status code is CAP, INT, MIA, SCA or SMA. If the edits outlined in a through i above are passed, and if the SPF record duty status code is AWL or AWC, type transaction 2R is generated for PERSCOM and appears on the AAC-P17 report. And the separation number of man-days data element is calculated and added to the SOMF record AWOL statistics.

j. PEBD check. See Paragraph 10-124i.

k. SEP update. The SEP update is performed if the transaction has successfully passed the edit checks described in a through j above.

(1) If SIDPERS is in the wartime operating mode, the RSC on the SPF record is changed to X, and the transaction date of separation is posted to the SPF record UPC1 departure date and effective date of status.

(2) If SIDPERS is in the peacetime operating mode, the separation data are subtracted from the SOMF record total of assigned strength data element by MPC and total by strength data element by duty status code and MPC, the transaction date is posted to the matching SPF record under the Date of Last Type of Transaction Personnel and Date of Transaction Most Recent Strength data elements, the transaction mnemonic SEP is posted to the matching SPF record under the Last Type of Transaction Personnel and the transaction Most Recent Strength data elements, the SPF RSC is changed to X, and the transaction date-of-separation is posted to the SPF record UPC1 departure date and effective date of duty status. The duty status code update of the SPF record and the type transaction generated for PERSCOM depend on the transaction type of transfer or discharge code. The generated PERSCOM transactions appear on the AAC-P17 report. See Table 10-49.

Table 10–49
SEP transactions, type transaction generated for PERSCOM

Transaction type of transfer or discharge code	Type transaction prepared for PERSCOM	New duty status code
A	NA	DCH
B	NB	REL
C	NC	RET
K	NK	REL

l. Late entry check. See Paragraph 10-12e.

m. Wartime check. See Paragraph 10-117t.

n. SEP final processing. The matched SPF record is deleted.

o. SEP final output processing. Before the SEP transaction is terminated, the AAC-P01, AAC-P03, AAC-P07 and AAC-P11 (with summary) reports are generated.

10–126. Service transfer

The service transfer (TRAN) transaction (FID 1) is generated to transfer Army officer personnel to another service of the Armed Forces. The processing stages are outlined in a through o below.

a. SSN and name match. See Paragraph 10-122a

b. Transaction date check. See Paragraph 10-122b.

c. RSC check. See Paragraph 10-122c.

d. UPC check. See Paragraph 10-122d.

e. MPC check. Error mnemonic xT-T is assigned if the transaction SPF record MPC is not O.

f. Separation program designator check. Error mnemonic xSPD is assigned if the transaction separation program designator is not MGP.

g. Departure date check. See Paragraph 10-124f.

h. Duty status code check. Error mnemonic xDYS is assigned if the SPF duty status code is AWC, AWL, CAP, INT, MIA, SCA or SMA.

i. Arrival date check. See Paragraph 10-124g.

j. TRAN update processing. This stage is performed after the input transaction has successfully passed the edits described in "a" through "i" above.

(1) If SIDPERS is in the wartime operating mode, MPC and the total strength data element subtract the transfer from the SOMF record total assigned strength data element by duty status code and MPC. The duty status code TFR is posted to the SPF record duty status code type transaction NJ is generated for PERSCOM and appears on the AAC-p17 report. The RSC on the SPF record is c hanged to X, and the transaction date is posted to the matching SPF record UPC1 departure date and effective date of duty status.

(2) If SIDPERS is in the peacetime operating mode, all the actions from "1" above are performed. In addition, the transaction date is posted to the matching SPF record under the Date of Last Type of Transaction Personnel and Date of Transaction Most Recent Strength data elements. The transaction mnemonic TRAN is posted to the matching SPF record under the Last Type of Transaction Personnel and Transaction Most Recent Strength data elements.

k. Late entry check. See Paragraph 10-12e.

l. Wartime check. See Paragraph 10-117t.

m. TRAN final processing. The matching SPF record is deleted.

n. PEBD check. See Paragraph 10-124i.

o. TRAN final output processing. Before the TRAN transaction processing is terminated, the AAC-P01, AAC-P03, AAC-P07 and AAC-P11 (with summary) reports are generated.

10–127. Format identification 9, inquiry to SIDPERS personnel file

The INQY transaction (FID 9) is a general-purpose inquiry action that takes a requested single record action against the SPF. (See Paragraph 9-4g3) for a discussion of the personnel OPER inquiries that can act against the complete file. Processing is described in "a" through "d" below.

a. General SSN and name match edit. See Paragraph 10-117a.

b. File query code check. Error mnemonic xVNR is assigned if the transaction voucher number (positions 1 through 2) is not the valid PPA for the PAS.

(1) If the transaction file queried code is one (SIDPERS/division or installation), see "c" below to determine output based on the code.

(2) If the transaction file queried code is two (SIDPERS/PERSCOM), type transaction 40 is generated for PERSCOM using the input voucher number and appears on the AAC-P17 report. PERSCOM responds to type transaction 40 via type transaction 41. Type transaction 41 is reflected on the HQDA Inquiry report (AAC-P47).

(3) If the transaction file queried code is three (SIDPERS/PERSCOM unique voucher number on PERSCOM type transaction 40 is SQTS), and if the MPC is E, type transaction 40 is generated for PERSCOM using SQTS data as the output type transaction 40 voucher number and appears on the AAC-P17 report. PERSCOM responds to type transaction 40 with type transaction S9 to SIDPERS reflecting EMF SQT designator MOS, date SQT administered, SQT score, percentile standing and SQT codes.

(4) If the transaction file queried code is three and if the MPC is O or W, type transaction 40 is generated for PERSCOM using CTSP data as the output voucher number and appears on the AAC-P17 report. PERSCOM responds to type transaction 40 via type transaction 5C reflecting OMF control specialty (officers), primary MOS (warrant officers), and control MOS (warrant officers) codes.

(5) If the transaction file queried code is four, type transaction 40 is generated for PERSCOM using REGT data as the output voucher number and appears on the AAC-P17 report. PERSCOM responds to type transaction 40 via type transactions 5D and SB. Type transaction 5D is applicable to officers and warrant officers and reflects OMF regimental affiliation and regimental home base data elements. Type transaction SB is applicable to enlisted personnel and reflects EMF regimental affiliation and regimental home base data elements.

(6) If the transaction file queried code is 5, type transaction 40 is generated for PERSCOM for personnel security data using the output voucher number of PSEC. Type transaction 40 appears on the AAC-P17 report, PERSCOM responds to type transaction 40 via type transaction SR. Type transaction SR contains personnel security investigation completed, date personnel security investigation completed, personnel security investigation initiated, and department-determined personnel security status data elements.

(7) If the transaction file queried code is six, type transaction 40 is generated for PERSCOM using BASD data as the output voucher number. Type transaction 40 appears on the AAC-P17 report. PERSCOM responds to type transaction 40 via type transaction 5F to SIDPERS. Type transaction 5F reflects BASD and PEBD data.

(8) If the transaction file queried code is seven, type transaction 40 is generated for PERSCOM using MLED data as the output voucher number. Type transaction 40 appears on the AAC-P17 report. PERSCOM responds to type transaction 40 via type transaction 5C to SIDPERS. Type transaction 5C reflects MLED data.

c. INQY output code check.

(1) If the transaction output code is C (preparation of FID N TDR cards) or M (preparation of DA Form 2A, DA Form 2B, or DA Form 2C and FID N TDR cards) and if SIDPERS is in wartime operating mode, the FID N TDR is generated with SPAY1 and SPAY 2 codes equal to spaces.

(2) If SIDPERS is in the peacetime operating mode, the FID N TDR is generated with SPAY codes presented in Table 10-50.

(3) If the transaction output code is L, DA Form 2A, DA Form 2B, or DA Form 2C is generated.

(4) If the transaction output code is D, type transaction 40 is generated to PERSCOM and appears on the AAC-P17 report.

(5) If the transaction output code is P, the entire SPF record is printed on the SPF Record Inquiry File Listing report (AAC-P97).

d. INQY output routine. After processing has been completed, the AAC-P01, AAC-P03, AAC-P07 and AAC-P11 (with summary) reports are generated.

Section VI
OUTPUT REPORTS, FORMATS, AND MAINTENANCE CONSIDERATIONS

10–128. Output reports

Paragraph 10-129 through 10-154 outline basic reports that are produced from processing directly to the SPF. The reports help to maintain the local SPF. 9See DA Pam 600-8-1 and DA Pam 600-8-2 for discussions of personnel management output reports.)

10–129. Personnel Transaction Register by Unit

The Personnel Transaction Register by Unit (AAC-P01) reports is generated for every SIDPERS cycle. The report lists transactions in the following sequence order: transaction mnemonic, transaction date, FID, name and SSN. Each printed transaction includes as a minimum, name (positions 1 through 5), SSN and appropriate data. If a compatibility error (error mnemonic Prefix C or M) is encountered in a transaction, the print line must be generated from the constant data on the SPF and is displayed to help with the error control number generated from the processing logic of the error resolution subsystem.

10–130. Personnel Transaction Summary by Transaction Mnemonic—Cyclic

The Personnel Transaction Summary by Transaction Mnemonic-Cyclic 9AAC-P03) report is produced for every SIDPERS cycle that contains personnel input transactions. This report lists transactions that were processed to the SPF and is used for review and quality control purposes. Produced in order of transaction mnemonic, this report listing is important for quality control. If an unusual number of rejected transactions appear on the report, the analyst should immediately determine the cause and input location. This report's total line shows the type of transaction mnemonics, the number of transaction mnemonics processed (by MPC) unprocessed because of essential error conditions.

10–131. Personnel Transaction Summary by Transaction Mnemonic—Monthly

The Personnel Transaction Summary by Transaction Mnemonic-Monthly (AAC-P05) report is a rollup of the cyclic AAC-P03 report. The AAC-P03 report totals for the current month are added to produce this AAC-P05 report. The AAC-P05 report is produced during the month end cycle.

10–132. Personnel Transaction Summary by Error Mnemonic—Cyclic

The Personnel Transaction Summary by Error Mnemonic-Cyclic (AAC-P07) report is produced at the end of each cycle that processes input transactions against the SPF. This report identifies problem areas experienced by originators of transactions and the most frequently encountered types of errors. Produced in error mnemonic sequence and with totals by error mnemonic, this report can determine a need for additional training, a problem with a system or a problem with input design.

10–133. Personnel Transaction Register and Summary by Error Mnemonic—Monthly

The Personnel Transaction Register and Summary by Error Mnemonic-Monthly (AAC-P09) report is the same as the AAC-P07 report but represents a monthly rollup of these totals. Individual totals of the AAC-P07 report are added to produce the AAC-P09 report during the month end processing cycle.

10–134. Personnel Transaction Register Summary by Originator-Cyclic

The Personnel Transaction Register Summary by Originator-Cyclic (AAC-P11) report is a register history and transaction summary (by originator) that is produced for the originator of the input data.

a. The register displays the local input transaction by originator code and indicates which error mnemonics are applicable. The originator can then use the register to resolve error conditions and to reprocess the transaction correctly.

b. The summary reflects the total transactions that processed correctly, processed with errors, and did not process in the cycle.

c. The report is generated in the following sorting sequence: register list of processed and unprocessed transactions, name, SSN and transaction mnemonic. Pages change when originator codes change.

d. The transaction summary is generated by transaction mnemonic by originator code.

10–135. Personnel Transaction Summary—Monthly

The Personnel Transaction Summary-Monthly (AAC-P15) report is the same as AAC-P11 report, but it is a month end rollup report of the cyclic information also used in the peacetime operating mode only.

10–136. Cyclic Department of the Army Transaction Listing

The Cyclic DA Transaction Listing (AAC-P17) report lists the 80-position image of the transaction output submitted to PERSCOM. The layout is displayed by MPC, name and SSN sequence. The actual output is either cards or magnetic tape for transmission through AUTODIN.

10–137. Headquarters, Department of the Army, Error Notice Listing, Part I

The HQDA Error Notice Listing, Part I, Automatically Resolved DA Error Notices (AAC-P19), report reflects the error notices that were received from PERSCOM and were successfully resolved automatically. In addition to the received error notice listed on the first line, the computer-generated transaction that was produced to resolve the error is listed on the second line. The type of error notice received is indicated under the heading TYPE TRAN. The report is produced in the following sequence: MPC, name and SSN.

10–138. Headquarters, Department of the Army, Error Notice Listing, Part II

The HQDA Error Notice Listing, Part II, Unresolved DA Error Notices (AAC-P21), report reflects the unresolved error notices from PERSCOM that could not be resolved automatically. The analyst must determine why the original transaction sent to PERSCOM failed to process and why it was returned to the locally system. The format of the report is the same as the AAC-P19 report. The report is produced in the following sequence: SSN, name, UPC and analyst code. If the automatic sequence option is 0, 2, the sequence is SSN, name, UPC and mail code.

10–139. Headquarters, Department of the Army, Error Notice Listing, Part III

The HQDA Error Notice Listing, Part III, DA Error Notice for Personnel Services Company Resolution (AAC-P22) report reflects type transactions XU forwarded from PERSCOM and generated from the monthly audit or PRIDE audit. These transactions require Personnel Service Company resolution.

10–140. Headquarters, Department of the Army, Inquiry report

The HQDA Inquiry report (AAC-P47) reflects the PERSCOM response to local INQY type transactions 40. The report is displayed in two parts. Part I identifies the returning transaction that successfully matches the OMF or EMF name and SSN. (See Paragraph 10-127 for a more complete discussion.) Part II identifies the returning transaction that did not match an OMF or EMF record at PERSCOM. An error notification accompanies the transaction.

10–141. Report of Change Notice

The report of Change Notice (AAC-P85) is generated each time an officer change notice is processed in SIDPERS.

This report is an audit trail of changes generated for PERSCOM. One copy of the AAC-P85 report is filed in the individual's MPRJ.

10–142. Output reports, Joint Uniform Military Pay System

Paragraphs 10-143 through 10-154 describe the reports that are produced from the processing between the SPF and the DFAS-IN JUMPS.

10–143. Cyclic Joint Uniform Military Pay System Transaction Register

The Cyclic JUMPS Transaction Register (AAC-P49) report provides information on the successful processing of GRCH transactions or JACT (FID U) and the subsequent generation of the five-card transactions to DFAS-IN JUMPS. This report reflects all advancements, promotions and reductions originating at unit, battalion S1, and Personnel Service Company levels and subsequent transactions generated to DFAS-IN JUMPS. The SIDPERS GRCH transactions or JACT (FID U) are displayed in print positions 1 through 80. The transactions generated to DFAS-IN JUMPS are displayed in print positions 53 through 132. The report is sequenced by mail code, UPC, MPC, grade and name. This report should be held by 6 months and then destroyed.

10–144. Joint Uniform Military Pay System Message Receipt Notification

The JUMPS Message Receipt Notification (AAC-P50) report is produced when type of notice Y6 is received and uniforms the PAS about which messages (batches) have been received at DFAS-IN JUMPS and which (batches) are missing. This report is in message number sequence. This report should be held for 3 months and then destroyed.

10–145. Joint Uniform Military Pay System Receipt Notice Listing

The JUMPS Receipt Notice Listing (AAC-P51) report is produced anytime type of notice Y5 is received from DFAS-IN. This report provides commanders with information about errors in the five-card transaction identified for resolution by SIDPERS. The report is sequenced by mail code, UPC, MPC, grade and name. This report should be held for 6 months and then destroyed.

10–146. Cyclic Joint Uniform Military Pay System Transaction Register

The Cyclic JUMPS Transaction Register (AAC-P54) report provides information on the successful processing of NAME or LNAM transactions (FID X) and the subsequent generation of a five-card transaction to DFAS-IN for updating the MMPF. This report reflects all NAME or LNAM transactions originating at unit, battalion S1, and Personnel Service Company levels and subsequent transactions generated to DFAS-IN JUMPS. The SIDPERS NAME or LNAM transactions (FID X) are displayed in print positions 53 through 132. The report is sequenced by mail code, UPC, MPC, grade and name.

10–147. Cyclic Joint Uniform Military Pay System Transaction Register

The Cyclic JUMPS Transaction Register (AAC-P55) report provides information on the successful processing of COMP transactions (FID U) and the subsequent generation of a five-card transaction to DFAS-IN for updating the MMPF. This report reflects all COMP transactions originating at the unit, battalion S1, and Personnel Service Company levels and subsequent transactions generated to DFAS-IN JUMPS. The SIDPERS COMP transactions (FID U) are displayed in print positions 1 through 80. The transactions generated to DFAS-IN JUMPS are displayed in print positions 53 through 132. The report is sequenced by mail code, UPC, MPC, grade and name.

10–148. Cyclic Joint Uniform Military Pay System Transaction Register

The JUMPS Transaction Register (AAC-P56) report provides information on the successful processing of DSCS transactions of (FID U) and the subsequent generation of a five-card transaction to DFAS-IN for updating the MMPF. This report reflects all DSCS transactions originating at the unit, battalion S1, and Personnel Service Company levels and subsequent transactions generated to DFAS-IN JUMPS. The SIDPERS DSCS transactions (FID U) are displayed in print positions 1 through 80. The transactions generated to DFAS-IN JUMPS are displayed in print positions 53 through 132. The report is sequenced by mail code, UPC, MPC, grade and name.

10–149. Cyclic Joint Uniform Military Pay System Transaction Register

The Cyclic JUMPS Transaction Register (AAC-P57) report provides information on the successful processing of SEX transactions of (FID U) and the subsequent generation of a five-card transaction to DFAS-IN for updating the MMPF. This report reflects all SEX transactions originating at the unit, battalion S1, and Personnel Service Company levels and subsequent transactions generated to DFAS-IN JUMPS. The SIDPERS SEX transactions (FID U) are displayed in print positions 1 through 80. The transactions generated to DFAS-IN JUMPS are displayed in print positions 53 through 132. The report is sequenced by mail code, UPC, MPC, grade and name.

10–150. Joint Uniform Military Pay System Receipt Notice Listing

The JUMPS Receipt Notice Listing (AAC-P58) report is produced when type of notice Y1 is received from DFAS-IN.

This report provides commanders with information about errors contained in SEX transaction change data forwarded to DFAS-IN in the five-card transaction. Errors are forwarded for resolution by SIDPERS. The report is sequenced by mail code, UPC, MPC, grade and name.

10–151. Joint Uniform Military Pay System Receipt Notice Listing

The JUMPS Receipt Notice Listing (AAC-P59) report is produced when type of notice Y2 is received from DFAS-IN. This report provides commanders with information about errors contained in NAME transaction change data forwarded to DFAS-IN in the five-card transaction. Errors are forwarded for resolution by SIDPERS. The report is sequenced by mail code, UPC, MPC, grade and name.

10–152. Joint Uniform Military Pay System Receipt Notice Listing

The JUMPS Receipt Notice Listing (AAC-P60) report is produced when type of notice Y3 is received from DFAS-IN. This report provides commanders with information about errors contained in COMP transaction change data to DFAS-IN in the five-card transaction. Errors are forwarded for resolution by SIDPERS. The report is sequenced by mail code, UPC, MPC, grade and name.

10–153. Joint Uniform Military Pay System Receipt Notice Listing

The JUMPS Receipt Notice Listing (AAC-P61) report is produced when type of notice Y4 is received from DFAS-IN. This report provides commanders with information about errors contained in DSCS transaction change data to DFAS-IN in the five-card transaction. Errors are forwarded for resolution by SIDPERS. The report is sequenced by mail code, UPC, MPC, grade and name.

10–154. Report of basic active service data and pay entry basic date adjustment

The report of BASD and PEBD adjustments (AAC-P84) lists all individuals for whom a type transaction 5F processed. The report provides information to commanders about changes or adjustments in an individual's BASD or PEBD. The report is sequenced by mail code, UPC, MPC, name (27 positions) and SSN. This report should be held for 3 months and then destroyed.

10–155. SIDPERS personnel file record format

Personnel record formats for enlisted and officer personnel (in peacetime or wartime operating modes) are listed in Tables 10-51 and 10-52.

10–156. File maintenance considerations

File maintenance of the SPF is concerned with valid and correctly formatted input transactions. Personnel Service Company and Unit personnel clerks keep information, procedures and recommendations current and correct. Transactions are compared with a matching SPF record, edits are performed, and the necessary processing actions occur. If this processing cycle is not completed, error mnemonics are assigned, SESF records are established to keep track of the unprocessed transactions, and output reports are printed for analysts. The SESF is discussed in more detail in Chapter 7. During normal SPF record updating, the records to be deleted from the file are identified. These records are actually removed when the SPF is reorganized to add new records to the file. There are two general categories used to identify SPF records for deletion.

a. Category-1 records. Category-1 records are marked for deletion and are no longer available to the local SIDPERS.

(1) SPF record with RSC X that matches an ADMD transaction.

(2) SPF record with RSC Y that matches an RTDR transaction.

(3) SPF record with RSC Y with a reporting date that is at least 60 days old.

(4) SPF record that has the RSC changed to X during the normal processing of DPRT, SEP, TRAN, DFR, DECD and FENL transactions. (This action is true only if SIDPERS is in wartime operating mode.)

b. Category-2 records. Category-2 records are marked for deletion under special circumstances. This category is only applicable in the peacetime operating mode.

(1) The SPF RSC has been X for 60 days or more with no failure-to-lose conditions present.

(2) The SPF RSC is X, and a PERSCOM receipt notification has processed locally.

c. SPF reorganization options. Records are actually deleted from the SPF during reorganization. The SIDPERS SPF reorganization options are described in (1 through 4) below.

(1) After every third update cycle, the SPF is automatically reorganized and drops all Category-1 records.

(2) Upon request, all Category-1 (RSC X) and Category-2 records are dropped.

(3) During MA (records 1 and 2) processing, on an as-required basis, Category-1 and Category-2 SPF records are dropped if their RSCs and UPCs match and selected transaction change numbers or duty status codes match.

(4) The cycle identified as the last cycle of the month drops Category-1 and Category-2 records. Information is sent

to PERSCOM for SPF records with RSC X, SPF records with a RSC X over 60 days old, and the records with duty status codes involving reassignments or separations (RSG, RET, FR, REL or DCH).

d. reports used to determine invalid SPF records. Two reports can identify invalid SPF records. The SPF data analyst in the PAS, in coordination with the unit and Personnel Service Company clerk, identifies and deletes invalid SPF records. These reports and their uses are described in 1 and 2 below.

(1) Suspected Duplicate Records (AAC-C84). The Suspected Duplicate Records report identifies suspected and confirmed duplicate SPF records. The report should be produced twice monthly and at least two cycles before the MA (records 1 and 2) generation. Records with RSC M, N, X or Y or test model UPCs are excluded from this report.

(a) To be considered duplicates, two or more records must have six corresponding SSN digits in the same order, match the first eight positions of the name and have no deletion code D.

(b) If a duplicate record is identified and the RSC is Y, a RTDR transaction is processed in the next SIDPERS cycle.

(c) If duplicate records are confirmed and if they both have RSC A, their SSNs match but their names do not match, an ADMD transaction is submitted to delete the erroneous duplicate record. The unit originator submits an OSTR transaction to balance the accountable strength to the OMF's reported strength.

(d) If duplicate records are confirmed, if they both have RSC A and if both their SSNs and names match but the name is in error, an ADMD transaction is processed to delete one record. A NAME transaction is then processed to correct the remaining record.

(e) If duplicate records involve different RSCs, the valid RSC must be determined and the processing continues as in "d" above. The ADMD transaction deletes the first record on file if the SSNs are equal. The report schedule card determines the specific type of zero balance desired.

(2) Personnel Strength Zero Balance report. The Personnel Strength Zero Balance report (AAC-C27) reconciles the reported strength on the OMF via the OSTR transaction and the actual strength includes RSCs, A through E, or F from the SPF. The report may be produced in two parts as described in "a" through "c" below.

(a) In Part I, Strength reconciliation by duty status, totals by MPC (O, W and E) of the SPF record actual strength data element by duty status are compared with the SOMF record reported strength data element by duty status. Differences are reflected as a plus or minus. This difference is generated by subtracting a SPF record duty status from its corresponding SOMF record duty status. A minus difference is generated if the SPF record actual duty status is greater than the SOMF record duty status. A plus difference is generated if the duty status is greater than the SPF record actual duty status. The attached strength is reflected in the same way by a separate total. Any unequal condition between the SPF record actual and the SOMF record reported strength data elements causes Part II to be generated.

(b) The Part II, Duty status list for reconciliation of Part I, report is produced if strength reconciliation shows out-of-balance units. The report lists all accountable personnel, including those with RSCs A through E, or F on the SPF record by duty status. The total accountable by MPC and the out-of-balance condition are printed for each UPC. Part II can be generated for all units on the SPF record or by select UPCs (up to 10).

(c) Out-of-balance conditions. Out-of-balance conditions are caused by a failure to gain or lose individuals, an erroneous OSTR transaction, an erroneous transaction (gain or loss) by originator, coding errors or erroneous error resolutions.

e. SIDPERS and PERSCOM reconciliation (MA records 1 and 2) generated loss transaction and inquiry VSSN. The interface between PERSCOM OMF and EMF is discussed in AR 600-8-23, Chapter 5. The primary vehicle for reconciling strength and personnel data difference is the Data Reconciliation Record, Monthly Audit (records 1 and 2) (AAC-X50). This report is produced in the final cycle for February, April, June, August, October and December. It may also be produced at other times by using the SPFM option is the cycle control card. If the MA (records 1 and 2) is not required for the processing month, the cycle control card must contain the SPFN option. No requirements exist for this reconciliation in wartime. See Chapter 17 for report schedule information. Output is a magnetic tape for transmission by AUTODIN and is identified on the AUTODIN out-logger (AAC-X50) by report control symbol (RSC) DI-ROE, Content indicator code (CIC) ADHC, record identification group (RIG) H, and record identification number (RIN) C. The second position of the cycle control number is always 9. A MA record is generated for each individual on the SPF with RSC other than N, X or Y. The MA processing is a record match between the MA (record 1 or 2) and the identical record from the OMF or EMF. The SIDPERS MA process depends on the integrity of the record closest to the individual. Therefore, throughout the process, the data in the SIDPERS MA records are necessary. At PERSCOM, MA records are reported in officers' files (including warrant officers) and enlisted personnel's files. In the process, duplicate records and test records are dropped. A strength audit is performed first; a data audit follows. The audits are different for the officer and enlisted systems and are described in (1 through 5) below.

(1) The officer strength audit compares the SIDPERS file with the OMF SSN, first six positions of name, MPC and assignment data (PUD, DD and PPA).

(a) If all of these data match, the record is considered audited and processing continues at 2 below.

(b) If the data do not match on any OMF SSN, an AE-7 error notice is created and sent to the PPA.

(c) If the SSNs match but the first six positions of the name differ, a 5G-2 error notice is created and the MA record is dropped.

(d) If the MPCs do not match, an AE-3 error notice is created and the MA record is dropped.

(e) If the OMF RSC is X, an AE-8 error notice is created and the MA record is dropped.

(f) If an individual's record is received from two different PPAs, a 47 receipt notice (RIN 9) is sent to the PPA with the earliest last strength date in the MA record, and the MA record from that PPA is dropped. The MA record that is received from the other PPA with the latest strength date is processed. If the unit of assignment in the MA record differs from that on the OMF and if the last strength date from the MA record is earlier than the OMF date departed or joined current command data element, a 47 receipt notice (RIN 9) is sent to the PPA that submitted the MA record. This MA record is not dropped. If the MA record last strength date is not earlier than the OMF date departed or joined current command date and if the MA record RSC is A, type transaction 47 (arrival) is generated and posted to the OMF. If the MA RSC is B or C and if the unit data do not match the gaining unit data on the OMF, an ME-2 error notice is sent to the PPA that submitted the MA record, and the MA record is dropped. If an MA record does not match an active OMF record, it is counted as a Central Transient Accounting System (CTAS) record or as not audited.

(2) In the data audit routine, each data element in the MA record is compared with the same data element on the OMF. See Figure 10-1. If the data are the same on both files, no action is taken. If the data differ, the actions outlined in a through p below are taken.

(a) If the first six characters of the OMF record name do not match the first six characters of the MA record name, a 5G-2 Error notice is sent.

(b) The OMF record DOB is changed to agree with the MA record DOB.

(c) The OMF record RACE code is updated with information from the MA record; if the MA record code is Z, no change is made.

(d) The OMF record MARS code is changed by the MA record MARS code; however, if the SPF record MARS code is blank, a 9J change notice is sent to change the SPF record.

(e) If the OMF record PEBD or BASD is different from the MA record PEBD or BASD, a 5F Change notice is sent to change the SPF record.

(f) The OMF record sex code is changed to agree with the MA record sex code. If the MA record sex code is blank or Z, an XU error notice is sent to SIDPERS.

(g) The MA record changes the OMF record temporary grade code if the MA grade code is W-2 or O-2 and the OMF grade code is W-1 or O-1. If not, a 6J (promotion) or 6K (demotion) change notice is sent to SIDPERS to change the SPF record to agree with the OMF record.

(h) The OMF record temporary DOR may be changed by the MA record if the DOR on the OMF record is blank.

(i) The MA record ethnic group designator updates the OMF record ethnic group designator. If the MA record is blank or Z, a 5C Change notice is sent to change the SPF record.

(j) The OMF record SPAY is updated by the MA record if the MA record is not blank or Z. If the MA record is blank or Z, an XU error notice is sent.

(k) The MA record if the OMF record is blank updates the OMF record service agreement; if not, a 5C Change notice is sent to the PPA to change the SPF record.

(l) The OMF record expiration of service agreements is updated if it is blank and if the service component code is not R.

(m) If the OMF record and MA record service component codes differ, a RI (regular Army) or 3C Change notice is sent to SIDPERS to change the SPF.

(n) The DROS is changed on the OMF record to agree with the MA record.

(o) If the OMF record control branch is blank, it is updated from information on the MA record; if not, a 5C Change notice is sent to SIDPERS to update the SPF.

(p) If the specialty, control, primary, alternate or PMOS and control MOS for warrant officer's codes differ on the OMF and MA records, a 5C Change notice is sent to SIDPERS to change the SPF.

(3) The enlisted strength audit is conducted I the same way as the officers strength audit but with the exceptions identified in a through f below.

(a) Receipt notices (type transaction 47) are RIN T.

(b) AE-3 error notices are not applicable.

(c) Type transaction HZ (revoke separation) is sent if an SPF record matches a separated EMF record that was separated administratively (type transaction NN).

(d) Type transaction GA (return to military control) is sent if an SPF record matches a dropped from the rolls record on the EMF.

(e) Type transaction 46 is sent if the SPF RSC is A and if the EMF contains a departure to a different PPA.

(f) Type transaction V5 (administrative accession) is processed to the EMF if the MA record does not match any SSN on the EMF but matches an active JUMPS record.

(4) The enlisted data audit is conducted in the same way as the Officers data audit. If data differ on the EMF and MA records, the actions outlined in a through e below are taken:

(a) If the first six characters of the EMF name do not match the MA record name, a 5G-2 error notice is sent to SIDPERS.

(b) The EMF record is updated from the MA record if the MA grade is the same as the JUMPS grade.

(c) If the EMF record PEBD or BASD differs from the MA record PEBD or BASD, a 5F change notice is sent to change the SPF record.

(d) The EMF record non-commissioned officer education system (NCOES) code changes if it differs from the MA record NCOES code. If the EMF record NCOES code is blank, the SPF record NCOES code updates the EMF record.

(e) All other data elements are changed on the EMF record to agree with the MA record if they pass the edits. See Figure 10-1.

(5) Arrival transactions created in both the officer and enlisted strength audits are compared with the SOMF record PUD, DD and PPA. If any of these data elements do not match, a ZF error notice is sent to SIDPERS.

(a) When the final cycle of a strength month is processed, officer and enlisted loss transactions are generated. These loss transactions and pass records are generated if the UPC1 departure date plus 60 days is equal to or less than the cycle date, if the RSC is X, and if the duty status code or transaction change number (separation program designator) are as shown in Table 10-53. Because these loss transactions are generated, the SPF records are deleted. These pass record transactions can be identified on the AAC-P17 report by RCS CTA-DB, CIC ADDD, RIG D and RIN B. These loss transactions notify PERSCOM that an individual has departed and that the departure should have been received at PERSCOM, but that no receipt notice has been received.

Table 10–53
Transaction type generated for specific duty status change or transaction change number

If the duty status is:	or the transaction change number (separation program designator) is:	then type transaction generated is:
DCH	947 or 948	NA
REL	982, 986, 987, or 988	NB
RET	—-	NC
KIA	—-	NF
DED	—-	NG
TFR	—-	NJ
RSG	—-	45
—-	941	PA
—-	942	PB
—-	943	PC
—-	971	PD
—-	972	PE
—-	950	PG
—-	948 or 949 (enlisted only)	PF
—-	979	NH
—-	938	NK
—-	973	PH
—-	974	PK

(b) SIDPERS generates type transaction 40 with voucher number VSSN to PERSCOM. During processing of the final cycle, the SPF RSC is checked. If the RSC is not X, P, M, N or Y, the VSSSN data element is checked; if the VSSSN is blank, H, I, N, P, or U, type transaction 40 is generated for PERSCOM with voucher number VSSN.

Table 10–1
SIDPRS input mnemonics (For more information, see referenced paragraphs.)

Code	Designation	FID	Created type transaction	Output report	Peace	Mobilization	War
AATC	Aptitude area test change-SPF (para 10-13)	U	S2	P01, P03, P11, P17	X	X	
ABCD	American board certification date-SPF (para 10-14)	U	UB	P01, P03, P11, P17, P85	X		
ACSI	Aircraft ASI-SPF (para 10-15)	U	UD	P01, P03, P11, P85, P17	X		
ADMA	Administrative addition-SPF (see para10-3)	Q	NONE	P01, P03, P11, P96(WT)	X		

Table 10–1
SIDPRS input mnemonics (For more information, see referenced paragraphs.)—Continued

Code	Designation	FID	Created type transaction	Output report	Peace	Mobilization	War
ADMD	Administrative deletion-SPF (para 10-120)	Z	NONE	P96-WT P01, P03, P11	X	X	X
ADSI	Additional ASI-SPF (para 10-16)	U	UD	P01, P03, P11 P17, P85	X		
AEA	Assignment eligibility and availability-SPF (para 10-17)	U	UH	P01, P03, P11	X	X	
AFRM	Armed Forces Reserve Medal eligibility-SPF (para 10-18)	U	NONE	P01, P03, P11	X	X	
AFS	Active federal service-SPF (para 10-19)	U	UJ	P01, P03, P11	X	X	
AFST	Area of current or last completed foreign service tour-SPF (para 10-20)	U	UH	P01, P03, P11, P17	X		
ALCT	Area of last combat tour-SPF (para 10-21)	U	NONE	P01, P03, P11	X		
ALOS	Delete SASF record (para 6-4)	H	NONE	A01	X	X	X
APRF	Continental United States or overseas area of preference-SPF (para 10-22)	U	S1/UJ	P01, P03, P11, P17	X		
APTD	Appointment data-SPF (para 10-23)	U	UL	P01, P03, P11, P17, P85	X		
ARR	Arrival-SPF amd SAIF (para 10-7)	R	42(RSCP) 47	P01, P03, P11, P17, P96-WT	X	X	X
ASI	ASI-SPF (para 10-24)	U K	UD(0) 1X/ 34(E)	P01, P03, P11 P17	X	X	X
ASLC	Change elements on SASF record para 6-4)	J	NONE	A01	X		
ASNJ	Assigned-not-joined-SPF and SAIF (para 10-8)	R	42(RSCP)47	P01, P03, P11, P17, P96-WT	X	X	X
ASTE	Add records to SASF (para 6-4)	I	NONE	A01	X	X	X
ATCH	Attached-SPF (para 10-9)	R	44	P01, P03, P11, P17, P96-WT	X	X	X
AVDA	Aviation data-SPF (para 10-25)	U	UL	P01, P03, P11, P17, P85	X		
AWDS	Awards or badges-SPF (para 10-26)	U	UV	P01, P03, P11, P17, P85	X		
BDAP	Basic date of appointment (para 10-27)	U	UT	P01, P03, P11, P17, P85	X		
BR	Basic or control branch-SPF (para 10-28)	U	UH	P01, P03, P11, P17, P85	X	X	
CDAT	Current duty assignment title-SPF (para 10-29)	U	UE	P01, P03, P11, P17, P85	X		
CITZ	Citizenship status-SPF (para 10-30)	U	UH/HH	P01, P03, P11, P17(E)	X	X	
COMP	Service component-SPF (para 10-31)	U	UH(E) 9Z/ 90(0) 5-Card JUMPS	P01, P03, P11, P17, P55	X	X	X
CPGD	Current grade or date of rank, permanent (para 10-32)	U	UT	P01, P03, P11, P17, P85	X		
CVED	Civilian education level-SPF (para 10-33)	U	S1(E)	P01, P03, P11, P17	X		
DDAR	Date dependents arrived overseas-SPF (para 10-34)	U	UF	P01, P03, P11, P17, P85	X		
DDPO	Date departed for overseas-SPF (para 10-35)	U	UF	P01, P03, P11	X		

Table 10–1
SIDPRS input mnemonics (For more information, see referenced paragraphs.)—Continued

Code	Designation	FID	Created type transaction	Output report	Peace	Mobilization	War
DECD	Deceased-SPF (para 10-122)	1	NF/NG	P01, P03, P11, P17, P96-WT	X	X	X
DEPD	Dependency data-SPF (para 10-36)	U	UF	P01, P03, P11, P17, P85	X		
DEPN	Number of dependents-SPF (para 10-37)	U	UH	P01, P03, P11, P17	X	X	
DERO	Date eligible to return from overseas-SPF (para 10-38)	U	UH	P01, P03, P11, P17	X	X	
DFR	Dropped from rolls-SPF (para 10-123)	1	P-Series	P01, P03, P11, P17, P85	X	X	X
DLAB	Defense language aptitude battery-SPF (para 10-39)	U	UF(0)	P01, P03, P11, P17, P85	X		
DLOS	Anticipated date of loss-SPF or SAIF (para 10-40)	U	DD, DL	P01, P03, P11	X	X	
DOB	Date of birth-SPF	U	UC(0) S1(E)	P01, P03, P11, P17, P85	X	X	
DOR	Date of rank-SPF (para 10-42)	U	1X	P01, P03, P11, P17(E)	X	X	X
DPLI	Deployment indicator-SPF (para 10-43)	U	DC	P01, P03, P11, P17	X	X	
DPRT	Departure-SPF and SAIF (para 10-117)	Z	45 TDR 0	P01, P03, P11, P17	X	X	X
DROS	Date returned from overseas-SPF (para 10-44)	U	UH	P01, P03, P11, P17	X	X	X
DSCS	Dual service component status-SPF and/or dual service component grade-SPF (para 10-45)	U	S1(E) 5-Card JUMPS	P01, P03, P11, P17, P56	X		
DSEP	Delay in separation-SPF (para 10-46)	U	3B(E)	P01, P03, P11, P17	X		
DYST	Duty status-SPF (para 10-47)	U	2A, 2C, 2H, 2M, 2I, NF	P01, P03, P11, P17	X	X	X
	ADM-Administrative absence		2C, 2S, 2T		X	X	X
	ATC-Attached		47, 44		X	X	X
	AWC-AWOL (confined in hands of civilian authorities		21, 2S, 2T		X	X	X
	AWC-AWOL		2A, 2S, 2T		X	X	X
	CAP-Captured		2C, 2S, 2T		X	X	X
	CCA-Confined in hands of civilian authorities		2S, 2T		X	X	X
	CLV-Convalescent leave		2S, 2T		X	X	X
	CMA-Confined by military authorities		2C, 2S, 2T		X	X	X
	DCH-Discharged		NONE		X	X	X
	DED-Deceased		NONE		X	X	X
	DFR-Dropped from rolls		NONE		X	X	X
	HOS-hospital (non-battle-related)		2C, 2H, 2S, 2T		X	X	X
	HOW-Hospital (battle-related)		2C, 2H, 2S, 2T		X	X	X
	INT-Interned		2C, 2S, 2T		X	X	X
	KIA-Killed in action		NF		X	X	X
	MIA-Missing in action		2C, 2S, 2T		X	X	X
	MIS-Missing		2M		X	X	X
	OLV-Ordinary leave		2C, 2S, 2T		X	X	X
	PDG-Pending gain		NONE		X	X	X
	PDY-Present for duty		2C, 2S, 2T		X	X	X
	REL-Released		NONE		X	X	X
	RET-Retired		NONE		X	X	X
	RSG-Reassinged		NONE		X	X	X
	SCA-Sentence over 30 days but less than 6 months civil confinement		2C, 2D, 2S		X	X	X
	SLV-Special leave		2C, 2S, 2T		X	X	X
	SMA-Sentence military court-confined 30 days or more		2C, 2G, 2T		X	X	X
	SND-Sick		2C, 2S, 2T		X	X	X

Table 10–1
SIDPRS input mnemonics (For more information, see referenced paragraphs.)—Continued

Code	Designation	FID	Created type transaction	Output report	Peace	Mobilization	War
	TDY-Temporary duty		2C		X	X	X
	TFR-Computer-generated for 'TRAN' type transaction		NONE		X	X	X
	TMA-Transfer military academy		NONE		X	X	X
	TRA-Intransit		NONE		X	X	X
	TRO-(See AR 680-29.)		NONE		X	X	X
	XLV-Excess leave		2C		X	X	X
EDAT	Entry date on active duty and home of record on entry active duty-SPF (para 10-48)	U	UL	P01, P03, P11, P17, P85	X		
EDUI	Enlistment education incentive-SPF (para 10-49)	U	UH	P01, P03, P11, P17	X		
EGD	Ethnic group designator-SPF (para 10-50)	U	UH	P01, P03, P11, P17	X		
ERPT	Year and month of efficiency report suspense-SPF (para 10-51)	U	NONE	P01, P03, P11	X		
ERUP	Eligibility for immediate enlistment or reenlistment (para 10-52)	U	UH	P01, P03, P11, P17	X	X	
ETS	Expiration term of service (extension of active regular USAR or ARNG, revocation, add, change, and corrections)-SPF (para 10-53)	U	3B, 3F, 3G, 3H(E)	P01, P03, P11, P17	X	X	
FDPS	Field-determined personnel security status (para 10-54)	U	NONE	P01, P03, P11	X	X	X
FENL	Fraudulent enlistment-SPF (para 10-124)	1	NH	P01, P03, P11	X	X	X
FLAG	Flag for suspense of favorable personnel action-SPF (para 10-55)	U	UW	P01, P03, P11, P17	X	X	
FSVD	Foreign service date (para 10-56)	U	UD	P01, P03, P11, P17, P85	X		
GCMS	Year and month of Good Conduct Medal suspense-SPF (para 10-57)	U	NONE	P01, P03, P11	X		
GRCH	Grade change promotion or demotion-SPF	U	1XZ/34(E) 1B/1k(0)	P01, P03, P11,	X P17, P49	X	X
	(para 10-58)		5-Card JUMPS				
GRDC	Grade code change-SPF (para 10-59)	U	NONE	P01, P03, P11	X	X	X
GTAS	General technical aptitude score-SPF (para 10-60)	U	S2(E)	P01, P03, P11, P17	X		
HIV	(Submitted by PERSCOM only)	U	UU	P01, P03, P11, P17	X	X	
HOBA	Regimental home base-SPF (para 10-61)	U	UK	P01, P03, P11, P17	X	X	
INQY	Inquiry-SPF (para 10-127)	9	40	901, P03, P11, P17	X	X	X
IPAY	Incentive pay-SPF (para 10-62)	U	W5(0) 1X(E)	P01, P03, P11, P17	X		
JACT	Joint Uniform Military Pay System (JUMPS) Army corrector transaction	U	1X(E) 1B(0) 5-Card JUMPS	P01, P03, P11, P17, P49	X	X	X
JOIN	Joined-SPF (para 10-64)	U	46/47	P01, P03, P11, P17	X	X	X
LNAM	Legal name change-SPF and SAIF (para 10-113)	X	VL 5-Card JUMPS	P01, P03, P11, P17, P54	X	X	X
LOCO	Local data-personnel (para 10-65)	U	NONE	P01, P03, P11	X		
LPCS	Date of last permanent change of station-SPF (para 10-66)	U	UH(E) UL(0)	P01, P03, P11, P17, P85	X		
MADC	Major area of discipline or college-SPF (para 10-67)	U	S1	P01, P03, P11, P17	X		
MARS	Marital status-SPF (para 10-68)	U	UH S1(E)	P01, P03, P11, P17	X	X	

Table 10–1
SIDPRS input mnemonics (For more information, see referenced paragraphs.)—Continued

Code	Designation	FID	Created type transaction	Output report	Peace	Mobilization	War
MCVO	Main civilian occupation-SPF (para 10-69)	U	UL	P01, P03, P11, P17, P85	X		
MEDI	Medical internship-SPF (para 10-70)	U	UB	P01, P03, P11, P17, P85	X		
MEDR	Medical residency or fellowship-SPF (para 10-71)	U	UB	P01, P03, P11, P17, P85	X		
MLED	Highest military education level-SPF (para 10-72)	U	UC	P01, P03, P11, P17, P85	X		
MTDR	Move TDR data-SPF (para 10-73)	U	NONE	P01, P03, P11	X	X	X
NAME	Name change-SPF (para 10-114)	X	VV 5-Card JUMPS	P01, P03, P11, P17, P54	X	X	X
NCOG	Noncommissioned Officer Academy graduate-SPF (para 10-74)	U	S1(E)	P01, P03, P11, P17	X		
NSLT	Number of overseas tours (para 10-75)	U	UD	P01, P03, P11, P17, P85	X		
OADC	Add or change ADCON UIC-SOMF (para 9-4)	F	NONE	U01, U02	X	X	X
OADL	Administrative deletions SOMF or SROF (para 9-4)	8	NONE	U01, U02	X	X	X
OADN	Change organization ADN-SOMF or SROF (para 9-4)	F	NONE	U01, U02	X	X	X
OANL	Add or change analyst code-SOMF (para 9-4)	F	NONE	U01, U02	X	X	X
OAUT	Authorized strength inquiry-SASF (para 9-4)	9	NONE		X	X	X
OCVE	Officer civilian education-SPF (para 9-76)	U	UN	P01, P03, P11, P17, P85	X		
ODMO	Organization demobilization of USAR or ARNG unit-SOMF (para 9-4)		G	NONE	U01, U02		XXX
ODSN	Add or change DSSN-SOMF (para 9-4)	F	NONE	U01, U02	X	X	X
OIUG	Intact unit deletion of SOMF, SPF, SASF (para 9-4)	8	NONE	U01, U02	X	X	X
OIUT	Intact unit transfer creation of TDR (FID P) for gaining SOMF, SASF, or SPF (para 9-4)	B	FID I,E, O, P, and F	P01, U01, P63, and P96 W/T	X	X	X
OJT	Year and month of on-the-job training completion-SPF (para 10-77)	U	NONE	P01, P03, P11	X	X	
OLDA	Add or change local data-SOMF (para 9-4)	F	NONE	U01, U02	X	X	X
OLOS	Inactivation, discontinuation, or release from military service-SOMF (para 9-4)	8	NONE	U01, U02	X	X	X
OMCD	Add or change mail code-SOMF (para 9-4)	F	NONE	U01, u02	X	X	X
OMEX	Organization master file inquiry (para 9-4)	F	NONE	U01, U02	X	X	X
OMOB	Organization mobilization of USAR or ARNG unit (para 9-4)	F	NONE	U01, U02	X	X	X
OOPC	Add or change OPCON UIC-SOMF (para 9-4)	F	NONE	U01, U02	X	X	X
OPER	Unit personnel inquiry-SOMF (para 9-4)	9	NONE	U01, U02	X	X	X
OPID	Change PUID-SOMF (para 9-4)	F	NONE	U01, U02	X	X	X
OREP	Add or change report sequence code-SOMF (para 9-4)	F	NONE	U01, U02	X	X	X
OSTR	Change report strength-SOMF (para 9-4)	F	NONE	U01, P01	X	X	X
OTCO	Add or change TCO-SOMF (para 9-4)	F	NONE	U01, U02	X	X	X
OUPC	Change UPC-SOMF, SPF, SASF, or SAIF (para 9-4)	F	F9	P01, P17, U01	X	X	X
PADR	Privacy Act disputed record-SPF (para 10-78)	U	NONE	P01, P03, P11	X		
PCER	Professional certification status-SPF (para 10-79)	U	UL	P01, P03, P11, P17, P85	X		

Table 10–1
SIDPRS input mnemonics (For more information, see referenced paragraphs.)—Continued

Code	Designation	FID	Created type transaction	Output report	Peace	Mobilization	War
PHYS	Physical-SPF (para 10-80)	U	UC(0) UH/ S1(E)	P01, P03, P11, P17, P85	X	X	X
PMOS	Primary MOS-SPF (para 10-81)	U	34/1X	P01, P03, P11, P17	X	X	X
POSN	Position number-SPF (para 10-82)	U	UM	P01, P03, P11, P17	X	X	
PPN	Procurement program number-SPF (para 10-83)	U	UH	P01, P03, P11, P17	X		
PPTR	Previous permanent or temporary DOR (para 10-84)	U	UT	P01, P03, P11, P17, P85	X		
PRMI	Promotable indicator-SPF (para 10-85)	U	NONE	P01, P03, P11	X		
PRMS	Promotion or progression MOS-SPF (para 10-87)	U	34	P01, P03, P11, P17	X		
PRPA	Personnel reliability program assignment status-SPF (para 10-86)	U	SP	P01, P03, P11	X	X	
RACE	Race-SPF (para 10-88)	U	UH	P01, P03, P11, P17	X	X	X
RAPT	Regular Army appointment-SPF (para 10-89)	U	NONE	P01, P03, P11	X	X	X
RATH	Relieved from attached-SPF (para 10-118)	Z	42	P01, P03, P11, P17, P96-WT	X	X	X
RAWL	Revoke AWOL-SPF (para 10-90)	U	2J, 2I, 2E	P01, P03, P11, P17	X	X	X
RDFR	Returned from or revocation of dropped from the rolls-SPF (para 10-4)	Q	G-Series	P01, P03, P11, P17, P96-WT	X	X	X
RDYS	Revoke duty status-SPF (para 10-91)	U	2I, 2E, 2F, 2Q, 2J, 2L	P01, P03, P11, P17	X	X	X
REGA	Regimental affiliation field-directed reassignment-SPF (para 10-92)	U	UK	P01, P03, P11	X	X	
REGT	Regimental affiliation-SPF (para 10-93)	U	UK	P01, P03, P11, P17	X	X	
RELG	Religious denomination-SPF (para 10-94)	U	UH(0) S1(E)	P01, P03, P11, P17	X		
RENL	Immediate enlistment or reenlistment-SPF (para 10-95)	U	H4, UK, H7, H1, H3	P01, P03, P11, P17	X	X	
REVA	Revocation of arrival-SPF (para 10-119)	Z	NONE	P01, P03, P11, P96-WT	X	X	X
REVD	Revocation of departure-SPF (para 10-10)	R	46, UM	P01, P03, P11, P17, P96-WT	X	X	X
RPRM	Reserve promotions-SPF (para 10-96)	U	UJ	P01, P03, P11, P17, P85	X		
RSEN	Revoke previously reported return to duty from duty status sentenced by civilian authorities or sentenced by military authorities (para 10-97)	U	2E, 2P	P01, P03, P11, P17	X	X	X
RTDR	Revoke TDR-SPF (para 10-98)	U	NONE	P01, P03, P11	X	X	X
SBAR	State bar membership-SPF (para 10-99)	U	UL	P01, P03, P11, P17, P85	X		
SDAP	Special duty assignment pay-SPF (para 10-100)	U	1X	P01, P03, P11, P17	X		
SEP	Separation-SPF (para 10-125)	1	N-Series	P01, P03, P11, P17, P96-WT	X	X	X
SEX	Sex-SPF (para 10-101)	U	UH 5-Card	P01, P03, P11, P17, P57	X	X	X
SMOS	Secondary MOS-SPF (para 10-102)	U	JUMPS 34	P01, P01, P11, P17	X	X	

Table 10–1
SIDPRS input mnemonics (For more information, see referenced paragraphs.)—Continued

Code	Designation	FID	Created type transaction	Output report	Peace	Mobilization	War
SPAY	Special pay-SPF (para 10-103)	U	W5(0) X(E)	P01, P03, P11, P17	X		
SPDR	Spouse data record-SPF (para 10-104)	U	UU	P01, P03, P11, P17	X		
SQTT	Skill qualification test-SPF (para 10-105)	U	NONE	P01, P03, P11, P17, P87	X		
SSAN	Social security account number-SPF (para 10-115)	X	VV	P01, P03, P11	X	X	X
TDR	Transfer data record (para 10-5)	L	NONE	P01, P03, FORM 2	X	X	X
TDR	Transfer data record (transaction type 'TR'/'UH' created if TDR-N is present when processing an ARR transaction) (para 10-5)	N	NONE	P01, P03, P11, P17, FORM 2	X	X	X
TDR	Transfer data record (automatically generated when processing a DPRT transaction to gaining PPA) (para 10-5)	O	NONE	P01, P03,P11, P17, FORM 2	X	X	X
TDR	Accession (para 10-3)	Q	H-Series G-Series	P01, P03, P07, P11, P17	X	X	X
TRAN	Transfer Army officer personnel to another service-SPF (para 10-126)	I	NJ(O)	P01, P03, P11, P17, P96-WT	X	X	X
UG-1/2	Officer current mailing address PERSCOM (para 10-109)	W	UG(1/2)	P01, P03, P11, P17, P85	X		
UR-1/2	Officer previous assignment data-PERSCOM (para 10-110)	W	UR(1/2)	P01, P03, P11, P17, P85	X		
VRBM	Variable re-enlistment bonus MOS-SPF (para 10-106)	U	NONE	P01, P03, P11	X		
YMPS	Year and month of photograph suspense-SPF (paras 10-107)	U	NONE	P01, P03, P11	X		
NX	Post-separation home address data-PERSCOM (para 10-111)	W	NX	P01, P11, P17	X	X	X

Table 10–2
SIDPRS mobilization, wartime, or peacetime input record format, FID Q, officer or warrant officer, card 1

Line	Data element	Size	Positions
1.	SSN[1]	9	01-09
2.	Name, individual[1]	27	10-36
3.	MPC (O-W)[1]	1	37-37
4.	Grade [1]:	4	38-41
	a. Abbreviation	(3)	(38-40)
	b. Code	(1)	(41-41)
5.	DOR (YYMMDD)	6	42-47
6.	Sex[1]	1	48-48
7.	Race[1]	1	49-49
8.	Component[1,2]	1	50-50
9a.	PSSI[1]	3	51-53
9b.	ASII (MCP-O)	2	54-55
	-or-		
9c.	PMOS (MPC W)[1]	(5)	(51-55)
10a.	PMOS ASI (MPC W)	2	56-57
	-or-		
10b.	ASI2	(2)	(56-57)
11.	Duty status	3	58-60
12.	Effective date of duty status (YYMMDD)	6	61-66
13.	First language identity	2	67-68
14.	Second language identity	2	69-70
15.	Blank	1	71-71
16.	RSC	1	72-72
17.	Blank	2	73-74
18.	Blank[3]	2	75-76

Table 10–2
SIDPRS mobilization, wartime, or peacetime input record format, FID Q, officer or warrant officer, card 1—Continued

Line	Data element	Size	Positions
19.	Originator code	2	77-78
20.	Card number 1[1]	1	79-79
21.	FID Q [1]	1	80-80

Notes:

[1] Essential data element.

[2] G=National Guard, V=Reserve, R=Regular.

[3] Personnel mobilization category code is in position 76 when card 1 is generated from reserve center.

Table 10–3
SIDPRS mobilization, wartime, or peacetime input record format, FID Q, officer or warrant officer, card 2

Line	Data element	Size	Positions
22.	SSN[1]	9	01-09
23.	Physical profile	6	10-15
24.	Physical category code	1	16-16
25.	Arrival date (YYMMDD) [1, 2, 3]	6	17-22
26.	Report date (YYMMDD)	6	23-28
27.	UPC (Gaining)[1]	5	29-33
	a. PUD	(3)	(29-31)
	b. DD	(2)	(32-33)
28.	Type transaction to be forwarded [1,4]	4	34-37
29.	MDC	2	38-39
30.	POSNO [5]	4	40-43
31.	DSEP code[5]	1	44-44
32.	ESA (YYMMDD)[1,5]	6	45-50
33.	Serviced agreement[1,5]	1	51-51
34.	DROS (YYMMDD)[5]	6	52-57
35.	DEROS (YYMMDD)[5]	6	58-63
36.	Anticipated date of loss (YYMMDD)[5]	6	64-69
37.	Blank[5]	2	70-71
38.	DOB (YYMMDD)[5]	6	72-77
39.	Privacy Act disputed record[5]	1	78-78
40.	Card number 2[1,5]	1	79-79
41.	FID Q[1]	1	80-80

Notes:

[1] Essential data element.

[2] Effective date of order to active duty.

[3] Arrival date may be entered in card 2 by reserve center.

[4] See AR 680-29. HE=advanced part personnel, HT=Individual Ready Reserve personnel and unit personnel.

[5] Peacetime only.

Table 10–4
SIDPRS peacetime input record format, FID Q, officer or warrant officer, card 3

Line	Data element	Size	Positions
42.	SSN[1]	9	01-09
43.	BASD (YYMMDD)	6	10-15
44.	PEBD (YYMMDD)	6	16-21
45.	Year and month of last official photograph (YYMM)	4	22-25
46.	Year and month eligible for AFRM (YYMM)	4	26-29
47.	Year and month officer efficiency report suspense (YYMM)	4	30-33
48.	Year and month completed last combat tour (YYMM)	4	34-37
49.	Area of last combat tour	1	38-38
50.	Marital status	1	39-39
51.	Number of dependents	2	40-41
52.	Number of accompanying command-sponsored dependents on permanent change of station	2	42-43
53.	SPAY 1	5	44-48
54.	SPAY 2	5	49-53
55.	IPAY 1	5	54-58
56.	IPAY 2	5	59-63
57.	EGD	1	64-64

Table 10–4
SIDPRS peacetime input record format, FID Q, officer or warrant officer, card 3—Continued

Line	Data element	Size	Positions
58.	Religious denomination	2	65-66
59.	Blank	1	67-67
60.	Dual service component status	1	68-68
61.	Dual service component grade:	4	69-71
	a. Abbreviation	(3)	(69–71)
	b. Code	(1)	(72-72)
62.	Procurement program number (AR 601-110)	2	73-74
63.	Citizenship status	1	75-75
64.	Civilian education level	1	76-76
65.	Highest military education level	1	77-77
66.	Blank	1	78-78
67.	Card number 3[1]	1	79-79
68.	FID Q[1]	1	80-80

Notes:
[1] Essential data element.

Table 10–5
SIDPERS peacetime input record format, FID Q, officer or warrant officer, card 4

Line	Data element	Size	Positions
69.	SSN[1]	9	01-09
70.	Blank	1	10-10
71a.	MOS (MPC W)	5	11-15
	-or-		
71b.	Duty position speciality code (MPC O)		11-15
	(1) Duty primary specialty code (MPC O)	(2)	(11-12)
	(2) Duty skill identifier (MPC O)	(1)	(13-13)
	(3) Duty secondary specialty code (MPC O)	(2)	(14-15)
72.	Duty ASI	2	16-17
73.	Duty language identity code	2	18-19
74a.	Alternate SSI (MPC O)	3	20-22
74b.	ASI3 (MPC O)	2	23-24
	-or-		
74c.	Control MOS (MPC W)	5	20-24
75a.	ASI4 (MPC W)	2	25-26
	-or-		
75b.	Secondary ASI (MPC W)	2	25-26
76.	Control branch	2	27-28
77a.	Control specialty (MPC O)	2	29-30
	-or-		
77b.	Blank (MPC W)	2	29-30
78a.	Basic branch (MPC O)	2	31-32
	-or-		
78b.	Blank (MPC W)	2	31-32
79.	AFS (MMM)	3	33-35
80.	AFCS (MMMDD)	5	36-40
81.	AFS verification code	1	41-41
82.	Permanent grade:	4	42-45
	a. Abbreviation	(3)	(42-44)
	b. Code	(1)	(45-45)
83.	Permanent DOR (YYMMDD)	6	46-51
84.	Promotable indicator	1	52-52
85.	State of residence on entry to active duty	2	53-54
86.	Regimental affiliation	6	55-60
	a. Regimental number	(4)	(55-58)
	b. Regimental branch	(2)	(59-60)
87.	Regimental home base	(2)	(61-62)
88.	Year and month of HIV screening test last administered	(4)	(63-66)
89.	Blank	4	67-70
90.	Overseas assignment preference 1	2	71-72
91.	Overseas assignment preference 2	2	73-74
92.	Overseas assignment preference 3	2	75-76
93.	Number of accompanying noncommand-sponsored dependents on permanent change of station	2	77-78
94.	Card number 4[1]	1	79-79

Table 10–5
SIDPERS peacetime input record format, FID Q, officer or warrant officer, card 4—Continued

Line	Data element	Size	Positions
95.	FID Q[1]	1	80-80

Notes:
[1] Essential data element.

Table 10–6
SIDPERS mobilization, wartime, or peacetime input record format, FID Q, enlisted, card 1

Line	Data element	Size	Positions
1.	SSN[1]	9	01-09
2.	Name individual[1]	27	10-36
3.	MPC (E)[1]	1	37-37
4.	Grade[1]:	4	38-41
	a. Abbreviation	(3)	(38-40)
	b. Code	(1)	(41-41)
5.	DOR (YYMMDD)	6	42-47
6.	Sex[1]	1	48-48
7.	Race or population group[1]	1	49-49
8.	Component[1,2]	1	50-50
9.	PMOS code[1]	5	51-55
10.	PMOS ASI	2	56-57
11.	Duty status	3	58-60
12.	Effective date of duty status (YYMMDD)	6	61-66
13.	First language identity	2	67-68
14.	Second language identity	2	69-70
15.	Blank	1	71-71
16.	RSC	1	72-72
17.	Blank	1	73-73
18.	Blank	1	74-74
19.	Blank[3]	2	75-76
20.	Originator code (Constant Z9)	2	77-78
21.	Card number 1[1]	1	79-79
22.	FID Q[1]	1	80-80

Notes:
[1] Essential data element.
[2] G=National Guard, V=Reserve, R=Regular.
[3] Personnel mobilization category code is in position 76 when the card is generated from reserve center.

Table 10–7
SIDPERS mobilization, wartime, or peacetime input record format, FID Q, enlisted, card 2

Line	Data element	Size	Positions
23.	SSN[1]	9	01-09
24.	Physical profile	6	10-15
25.	Physical category code	1	16-16
26.	Arrival date (YYMMDD) [1,2,3]	6	17-22
27.	Report date (YYMMDD)	6	23-28
28.	UPC (gaining)[1]	5	29-33
	a. PUD	(3)	(29-31)
	b. DD	(2)	(32-33)
29.	Type transaction to be forwarded[1,4]	4	34-37
30.	MDC[5]	2	38-39
31.	POSNO[5]	4	40-43
32.	DSEP code[5]	1	44-44
33.	Expiration term of service (YYMMDD) [1,5]	6	45-50
34.	Term of enlistment[1,5]	1	51-51
35.	DROS (YYMMDD)[5]	6	52-57
36.	DEROS (YYMMDD)[5]	6	58-63
37.	Anticipated date of loss (YYMMDD) [5]	6	64-69
38.	AFST and travel status[5]	1	70-70
39.	SDAP status designator[5]	1	71-71
40.	DOB (YYMMDD)[5]	6	72-77
41.	Privacy Act disputed record[5]	1	78-78

Table 10–7
SIDPERS mobilization, wartime, or peacetime input record format, FID Q, enlisted, card 2—Continued

Line	Data element	Size	Positions
42.	Card number 2[1]	1	79-79
43.	FID Q[1]	1	80-80

Notes:

[1] Essential data element.

[2] Effective date of order to active duty.

[3] Arrival date may be entered in card 2 by reserve center.

[4] Refer to AR 680-29. HE=advance party personnel, HT=Individual Ready Reserve personnel, HY=unit personnel.

[5] Peacetime only.

Table 10–8
SIDPERS peacetime input record format, FID Q, enlisted, card 3

Line	Data element	Size	Positions
44.	SSN[1]	9	01-09
45.	BASD (YYMMDD)	6	10-15
46.	PEBD (YYMMDD)	6	16-21
47.	Year and month of last official photograph (YYMM)	4	22-25
48.	Year and month eligible for AFRM (YYMM)	4	26-29
49.	Year and month EER (YYMM)	4	30-33
50.	Year and month completed last combat tour (YYMM)	4	34-37
51.	Area of last combat tour	1	38-38
52.	Marital status	1	39-39
53.	Number of dependents	2	40-41
54.	Number of accompanying command-sponsored dependents on permanent change of station	2	42-43
55.	SPAY1	5	44-48
56.	SPAY2	5	49-53
57.	IPAY1	5	54-58
58.	IPAY2	5	59-63
59.	Ethnic group designator	1	64-64
60.	Religious denomination	2	65-66
61.	NCOER verification code[2]	1	67-67
62.	Dual service component status	1	68-68
63.	Dual service component grade:	4	69-72
	a. Abbreviation	(3)	(69-71)
	b. Code	(1)	(72-72)
64.	Procurement program number	(1)	(72-72)
65.	Citizenship status	2	73-74
66.	Civilian education level	1	76-76
67.	NCO Academy graduate	1	77-77
68.	Blank	1	78-78
69.	Card number 3[1]	1	79-79
70.	FID Q[1]	1	80-80

Notes:

[1] Essential data element.

[2] Used for ADMA transaction only.

Table 10–9
SIDPERS peacetime input record format, FID Q, enlisted, card 4

Line	Data element	Size	Positions
71.	SSN[1]	9	01-09
72.	Blank	1	10-10
73.	Duty MOS	5	11-15
74.	Duty ASI	2	16-17
75.	Duty language identity code	2	18-19
76.	Secondary MOS	5	20-24
77.	Secondary ASI	2	25-26
78.	CONUS area of preference	2	27-28
79.	Blank	1	29-32
80.	Enlistment or reenlistment bonus indicator	1	33-33
81.	Variable reenlistment bonus MOS	2	34-36

Table 10–9
SIDPERS peacetime input record format, FID Q, enlisted, card 4—Continued

Line	Data element	Size	Positions
82.	Variable reenlistment bonus date (YYMMDD)	6	37-42
83.	Promotion or progression MOS	4	43-46
84.	AEA	1	47-47
85.	Year and month of termination of AEA (YYMM)	4	48-51
86.	General technical aptitude score	3	52-54
87.	Year and month of Good Conduct suspense	4	55-58
88.	Date SQT administered (YYMM)	4	59-62
89.	Promotion indicator	1	63-63
90.	Year and month of HIV screening test last administered	4	64-67
91.	Blank	3	68-70
92.	Overseas assignment preference 1	2	71-72
93.	Overseas assignment preference 2	2	73-74
94.	Overseas assignment preference 3	2	75-76
95.	Number of accompanying noncommand-sponsored dependents on permanent change of station	2	77-78
96.	Card number 4[1]	1	79-79
97.	FID Q[1]	1	80-80

Notes:
[1] Essential data element.

Table 10–10
SIDPERS peacetime input record format, FID Q, enlisted, card 5

Line	Data element	Size	Positions
98.	SSN[1]	9	01-09
99.	State of residence on entry to active duty	2	10-11
100.	State entered active duty	2	12-13
101.	Armed Forces qualification test score	3	14-16
102.	Number times enlisted or reenlisted	1	17-17
103.	Enlistment or reenlistment waiver	1	18-18
104.	Blank	2	19-20
105.	Enlistment option code	4	21-24
106.	Blank	54	25-78
107.	Card number 5[1]	1	79-79
108.	FID Q[1]	1	80-80

Notes:
[1] Essential data element.

Table 10–11
PERSCOM output FID L, record 1, officer TDR for SIDPERS, wartime and peacetime

Line	Data element	Size	Record positions
1.	SSN	9	01-09
2.	Name, individual	27	10-36
3.	MPC	1	37-37
4.	Grade:		
	a. Abbreviation	3	38-40
	b. Code	1	41-41
5.	DOR (YYMMDD)	6	42-47
6.	Sex	1	48-48
7.	Race or population group	1	49-49
8.	Service component	1	50-50
9.	PSSI and ASI1 (commissioned officer) or PMOS code (warrant officer	5	51-55
10.	ASI2 (commissioned officer) or ASI for MOS code (warrant officer	2	56-57
11.	First language identifier-1	2	58-59
12.	Second language identifier-2	2	60-61
13.	Personnel reliability program assignment status	1	62-62
14.	VSSSN	1	63-63
15.	Physical profile (PULHES)	6	64-69
16.	Physical category code	1	70-70
17.	Personnel security investigation completed	1	71-71

Table 10–11
PERSCOM output FID L, record 1, officer TDR for SIDPERS, wartime and peacetime—Continued

Line	Data element	Size	Record positions
18.	Report date (YYMMDD)	6	72-77
19.	Blank	1	78-78
20.	Record number 1	1	79-79
21.	FID L	1	80-80

Table 10–12
PERSCOM output FID L, record 2, officer TDR for SIDPERS, wartime and peacetime

Line	Data element	Size	Record positions
1.	SSN	9	01-09
2.	PUD (losing)	3	10-12
3.	DD (losing)	2	13-14
4.	PUD (gaining)	3	15-17
5.	DD (gaining)	2	18-19
6.	Year and month HIV screening test last administered (YYMM)	4	20-23
7.	Number of dependents	2	24-25
8.	ESA (YYMMDD)[1]	6	26-31
9.	DROS (YYMMDD)[2]	6	32-37
10.	DEROS (YYMMDD)[3]	6	38-43
11.	DOB (YYMMDD)	6	44-49
12.	BASD (YYMMDD)	6	50-55
13.	PEBD (YYMMDD)	6	56-61
14.	Year and month of last officer efficiency report (YYMM)	4	62-65
15.	Year and month completed last combat tour (YYMM)	4	66-69
16.	Area of last combat tour	1	70-70
17.	Marital status	1	71-71
18.	Enlistment education incentive	1	72-72
19.	Service agreement[1]	1	73-73
20.	SPAY	5	74-78
21.	Record number 2	1	79-79
22.	FID L.	1	80-80

Notes:

[1] Data apply to non-Regular Army individuals only. Twelve-zone punches in the ESA data element (position 26 through 31) indicate that the individual's period of active duty is indefinite.

[2] No in positions 32 and 33 indicates that the individual has not served a foreign service tour.

[3] Twelve-zone punches in the DEROS data element (positions 38 through 43) indicate that the individual's length of foreign service tour is indefinite.

Table 10–13
PERSCOM output FID L, record 3, officer TDR for SIDPERS, peacetime only

Line	Data element	Size	Record positions
1.	SSN	9	01-09
2.	IPAY1	5	10-14
3.	IPAY2	5	15-19
4.	EGD	1	20-20
5.	Religious denomination	2	21-22
6.	Procurement program number	2	23-24
7.	Citizenship status	1	25-25
8.	Civilian education level	1	26-26
9.	Department-determined personnel security status	1	27-27
10.	Personnel security investigation initiated	1	28-28
11.	Alternate SSI and ASI3 (commissioned officer) or control MOS code (warrant officer)	5	29-33
12.	ASI4 (commissioned officer) or ASI for additional MOS code (warrant officer)	2	34-35
13.	Control branch (commissioned officer) or management group (warrant officer)	2	36-37
14.	Control speciality[1]	2	38-39
15.	Basic branch[1]	2	40-41
16.	AFS (MMM)[3]	3	42-44
17.	AFCS (MMMDD)[3]	5	45-49
18.	AFS verification code	1	50-50
19.	Promotable indicator	1	51-51
20.	Highest military education level	11	52-52

Table 10–13
PERSCOM output FID L, record 3, officer TDR for SIDPERS, peacetime only—Continued

Line	Data element	Size	Record positions
21.	Overseas assignment preference 1	2	53-54
22.	Overseas assignment preference 2	2	55-56
23.	Overseas assignment preference 3	2	57-58
24.	Regimental affiliation		
	a. Regimental number		
		4	59-62
	b. Regimental branch	2	63-64
25.	Regimental home base	2	65-66
26.	Date personnel security investigation completed (YYMMDD)	6	67-72
27.	Date personnel security investigation initiated (YYMMDD)	6	73-78
28.	Record number 3	1	79-79
29.	FID L	1	80-80

Notes:
[1] Data apply to commissioned officers only.
[2] Total months AFS.
[3] Total months and days AFCS.

Table 10–14
PERSCOM output FID L, record 1, enlisted TDR FOR SIDPERS, wartime and peacetime

Line	Data element	Size	Record positions
1.	SSN	9	01-09
2.	Name, individual	27	10-36
3.	MPC	1	37-37
4.	Grade		
	a. Abbreviation	3	38-40
	b. Code	1	41-41
5.	DOR (YYMMDD)	6	42-47
6.	Sex	1	48-48
7.	Race or population group	1	49-49
8.	Service component	1	50-50
9.	PMOS	5	51-55
10.	PMOS ASI	2	56-57
11.	First language identity	2	58-59
12.	Second language identity	2	60-61
13.	Blank	1	62-62
14.	VSSSN	1	63-63
15.	Physical profile (PULHES)	6	64-69
16.	Physical category code	1	70-70
17.	Personnel security investigation completed	1	71-71
18.	Report date	6	72-77
19.	Blank	1	78-78
20.	Record number 1	1	79-79
20.	FID L	1	80-80

Table 10–15
PERSCOM output FID L, record 2, enlisted TDR for SIDPERS, wartime and peacetime

Line	Data element	Size	Record positions
1.	SSN	9	01-09
2.	PUD (losing)	3	10-12
3.	DD (losing)	2	13-14
4.	PUD (gaining)	3	15-17
5.	DD (gaining)	2	18-19
6.	Year and month HIV screening test administered (YYMM)	4	20-23
7.	Number of dependents	2	24-25
8.	ETS (YYMMDD)[1]	6	26-31
9.	DROS (YYMMDD)	6	32-37
10.	DEROS (YYMMDD)[2]	6	38-43
11.	DOB (YYMMDD)	6	44-49
12.	BASD (YYMMDD)	6	50-55
13.	PEBD (YYMMDD)	6	56-61
14.	Blank	4	62-65
15.	Year or month completed last combat tour (YYMM)	4	66-69

Table 10–15
PERSCOM output FID L, record 2, enlisted TDR for SIDPERS, wartime and peacetime—Continued

Line	Data element	Size	Record positions
16.	Area of last combat tour	1	70-70
17.	Martial status	1	71-71
18.	Enlistment education incentive	1	71-71
19.	Term of service	1	73-73
20.	Special pay	5	74-78
21.	Record number 2	1	79-79
22.	FID L	1	80-80

Notes:

[1] Twelve-zone punches indicate that the individual's period of active duty is indefinite.

[2] Twelve-zone punches indicate that the individual's length of foreign service tour is indefinite.

Table 10–16
PERSCOM output FID L, record 3, enlisted TDR for SIDPERS, peacetime only

Line	Data element	Size	Record positions
1.	SSN	9	01-09
2.	IPAY1	5	10-14
3.	IPAY2	5	15-19
4.	EGD	1	20-20
5.	Religious denomination	2	21-22
6.	Blank	1	23-23
7.	AFST and travel status	1	24-24
8.	Citizenship status	1	25-25
9.	Civilian education level	1	26-26
10.	SDAP status	1	27-27
11.	Blank	1	28-28
12.	Secondary MOS code	4	29-33
13.	Secondary ASI	2	34-35
14.	CONUS area of preference	2	36-37
15.	Blank	1	38-38
16.	Enlistment or reenlistment bonus MOS code	3	39-41
17.	Enlistment or reenlistment bonus date (YYMMDD)	6	42-47
18.	Promotion or progression MOS	4	48-51
19.	Blank	8	52-59
20.	Eligibility for immediate enlistment or reenlistment	2	60-62
21.	Overseas assignment preference 1	2	62-63
22.	Overseas assignment preference 2	2	64-65
23.	Overseas assignment preference 3	2	66-67
24.	Regimental affiliation		
	a. Regimental number	4	68-71
	b. Regimental branch	2	72-73
25.	Regimental home base	2	74-75
26.	Blank	3	76-78
27.	Record number 3	1	79-79
28.	FID L	1	80-80

Table 10–17
PERSCOM output FID L, record 4, enlisted TDR for SIDPERS, peacetime only

Line	Data element	Size	Record positions
1.	SSN	9	01-09
2.	Date personnel security investigation completed (YYMMDD)	6	10-15
3.	Department-determined personnel security status	1	16-16
4.	Personnel security investigation initiated	1	17-17
5.	Date personnel security investigation initiated (YYMMDD)	6	18-23
6.	Personnel reliability program assignment status	1	24-24
7.	Current promotion points (YYMM)	4	25-28
8.	Promotion points, current	3	29-31
9.	Previous promotion points (YYMM)	4	32-35
10.	Promotion points, previous	3	36-38
11.	Blank	40	39-78
12.	Record number 4	1	79-79
13.	FID L	1	80-80

Table 10–18
FIDs N and O, record 1, officer TDR for SIDPERS, wartime and peacetime

Line	Data element	Size	Record positions
1.	SSN	9	01-09
2.	Name, individual	27	10-36
3.	MPC	1	37-37
	a. Abbreviation	3	38-40
	b. code	1	41-41
5.	DOR (YYMMDD)	6	42-47
6.	Sex	1	48-48
7.	Race or population group	1	49-49
8.	Service component	1	50-50
9.	PSSI and ASI1 (commissioned officer) or PMOS code (warrant officer)	5	51-55
10.	ASI2 (commissioned officer) or ASI for PMOS code (warrant officer)	2	56-5
11.	First language identity	2	58-59
12.	Second language identity	2	60-61
13.	Blank	1	62-62
14.	VSSSN	1	63-63
15.	Physical profile (PULHES)	6	64-69
16.	Blank	1	70-70
17.	Physical category code	1	71-71
18.	Personnel security investigation completed	1	72-72
19.	Most recent strength type of transaction	4	73-76
20.	Originator code[1]	2	77-78
21.	Record number 1	1	79-79
22.	FIDs N and O	1	80-80

Notes:
[1] If the TDR FID is O, generate originator code ZZ.

Table 10–19
FIDs N and O, record 2, officer TDR for SIDPERS, wartime and peacetime

Line	Data element	Size	Record positions
1.	SSN	9	01-09
2.	PUD (gaining)	3	10-12
3.	DD (gaining)	2	13-14
4.	Reporting date (YYMMDD)	6	15-20
5.	PUS (losing)	3	21-23
6.	DD (losing)	2	24-25
7.	Departure date (YYMMDD)	6	26-31
8.	DSEP code	1	32-32
9.	ESA (YYMMDD)	6	33-38
10.	DROS (YYMMDD)	6	39-44
11.	DEROS (YYMMDD)	6	45-50
12.	DOB	6	51-56
13.	BASD (YYMMDD)	6	57-62
14.	PEBD (YYMMDD)	6	63-38
15.	Year and month photograph suspense (YYMM)	4	69-72
16.	Year and month eligible for AFRM (YYMM)	4	73-76
17.	Service agreement	1	77-77
18.	Blank	1	78-78
19.	Record number 2	1	79-79
20.	FIDs N or O	1	80-80

Table 10–20
FIDs N and O, record 3, officer TDR for SIDPERS, peacetime only

Line	Data elemnet	Size	Record positions
1.	SSN	9	01-09
2.	Year and month completed last combat tour (YYMM)	4	10-13
3.	Area of last combat tour	1	14-14
4.	MDC	2	15-16
5.	Martial status	1	17-17
6.	Number of dependents	2	18-19
7.	Number of accompanying command-sponsored dependents on permanent change of station[1]	2	20-21
8.	SPAY1	5	22-26
9.	SPAY2	5	27-31
10.	IPAY1	5	32-36
11.	IPAY2	5	37-41
12.	EGD	1	42-42
13.	Religious denomination	2	43-44
14.	Privacy Act disputed record	1	45-45
15.	Dual service component status	1	46-46
16.	Dual service component grade:		
	a. Abbreviation	3	47-49
	b. Code	1	50-50
17.	Procurement program number	2	51-52
18.	Citizenship status	1	53-53
19.	Civilian education level	1	54-54
20.	Highest military education level	11	55-55
21.	Blank	4	56-59
22.	Alternate SSI and ASI (commissioned officer), control MOS code (warrant officer)	5	60-64
23.	ASI4 (commissioned officer) or ASI (warrant officer)	2	65-66
24.	Control branch (commissioned officer) or management group (warrant officer)	2	67-68
25.	Blank	2	69-70
26.	Basic branch (commissioned officer only)	2	69-70
27.	Year and month HIV screening test last administered (YYMM)	4	73-76
28.	Blank	2	77-78
29.	Record number 3	1	79-79
30.	FIDs N or O	1	80-80

Notes:
[1] This data element is blank in a FID N TDR generated by INQY and OPER transactions and in a FID O TDR generated by a DPRT transaction.

Table 10–21
FIDs N and O, record 4, officer TDR for SIDPERS, peacetime only

Line	Data elemnet	Size	Record positions
1.	SSN	9	01-09
2.	AFS (MMM)[1]	3	10-12
3.	Blank	1	13-13
4.	AFCS (MMMDD)[2]	5	14-18
5.	AFS verification code	1	19-19
6.	Permanent grade:		
	a. Abbreviation	3	20-22
	b. Code	1	23-23
7.	Permanent DOR (YYMMDD)	6	24-29
8.	Promotable indicator	1	30-30
9.	Blank	6	31-36
10.	Overseas assignment preference 1	2	37-38
11.	Overseas assignment preference 2	2	39-40
12.	Overseas assignment preference 3	2	42-42
13.	Regimental affiliation		
	a. Regimental number	4	43-46
	b. Regimental branch	2	47-48
14.	Regimental home base	2	49-50
15.	Date personnel security investigation completed (YYMMDD)		
16.	Department-determined personnel security status	6	51-56
17.	Personnel security investigation initiated	1	58-58
18.	Date personnel security investigation initiated (YYMMDD)	6	59-64

Table 10–21
FIDs N and O, record 4, officer TDR for SIDPERS, peacetime only—Continued

Line	Data elemnet	Size	Record positions
19.	Personnel reliability progam assignment status	1	65-65
20.	Blank	12	66-77
21.	Number of accompanying, noncommand-sponsored dependents on permanent change of station[3]	2	77-78
22.	Record number 4	1	79-79
23.	FID N or O	1	80-80

Notes:

[1] Total months AFS.

[2] Total months and days AFCS.

[3] This data element is blank in a FID N TDR generated by INQY and OPER transactions and in a FID O TDR generated by a DPRT transactions.

Table 10–22
FIDs N and O, record 1, enlisted TDR for SIDPERS, wartime and peacetime

Line	Data element	Size	Record positions
1.	SSN	9	01-09
2.	Name, individual	27	10-36
3.	MPC	1	37-37
4.	Grade:		
	a. Abbreviation	3	38-40
	b. Code	1	41-41
5.	DOR (YYMMDD)	6	42-47
6.	Sex	1	48-48
7.	Race or population group	1	49-49
8.	Service component	1	50-50
9.	PMOS	5	51-55
10.	PMOS ASI	2	56-57
11.	First language identifier	2	58-59
12.	Second language identifier	2	60-61
13.	Blank	1	62-62
14.	VSSSN	1	63-63
15.	Physical profile (PULHES)	6	64-69
16.	Citizenship status	1	70-70
17.	Physical category code	1	71-71
18.	Personnel security investigation completed	1	72-72
19.	Most recent strength type of transaction	4	73-76
20.	Originator code[1]	2	77-78
21.	Record number 1	1	79-79
22.	FID N or O	1	80-80

Notes:

[1] If TDR is O, generate originator code ZZ.

Table 10–23
FIDSs N and O, record enlisted TDR for SIDPERS, wartime and peacetime

Line	Data element	Size	Record positions
1.	SSN	9	01-09
2.	PUD (gaining)	3	10-12
3.	DD (gaining)	2	13-14
4.	Reporting date (YYMMDD)	6	15-20
5.	PUD (losing)	3	21-23
6.	DD (losing)	2	24-25
7.	Departure date (YYMMDD)	6	26-31
8.	DSEP code	1	32-32
9.	ETS (YYMMDD)	6	33-38
0.	DROS (YYMMDD)	6	39-44
11.	DEROS (YYMMDD)	6	45-50
12.	DOB	6	51-56
13.	BASD (YYMMDD)	6	57-62
14.	PEBD (YYMMDD)	6	63-68
15.	Year and month photograph suspense (YYMM)	4	69-72
16.	Year and month eligible for AFRM (YYMM)	4	73-76
17.	Term of service	1	77-77

Table 10–23
FIDSs N and O, record enlisted TDR for SIDPERS, wartime and peacetime—Continued

Line	Data element	Size	Record positions
18.	Civilian education level	1	78-78
19.	Record number 2	1	79-79
20.	FID N or O	1	80-80

Table 10–24
FIDs N and O, record 3, enlisted TDR for SIDPERS, peacetime only

Line	Data element	Size	Record positions
1.	SSN	9	01-09
2.	Year and month completed last combat tour (YYMM)	4	10-13
3.	Area of last combat tour	1	14-14
4.	MDC	2	15-16
5.	Martial status	1	17-17
6.	Number of dependents	2	18-19
7.	Number of accompanying command-sponsored dependents on permanent change of station[1]	2	20-21
8.	SPAY1[2]	5	22-26
9.	SPAY2[2]	5	27-31
10.	IPAY1	5	32-36
11.	IPAY2	5	37-41
12.	EGD	1	42-42
13.	Religious denomination	2	43-44
14.	Privacy Act disputed record	1	45-45
15.	Dual service component status	1	46-46
16.	Dual service component grade:		
	a. Abbreviation	3	47-49
	b. Code	1	50-50
17.	Procurement program number	2	51-52
18.	Year and month HIV screening test last administered (YYMM)	4	53-56
19.	Enlistment or reenlistment bonus MOS	3	57-59
20.	Enlistment or reenlistment bonus date (YYMMDD)	6	60-65
21.	Promotion or progression MOS	4	66-69
22.	Year and month Good Conduct Medal suspense (YYMM)	4	70-73
23.	Year and month skill qualification test administered (YYMM)	4	74-77
24.	Promotion indicator	1	78-78
25.	Record number 3	1	79-79
26.	FID N or O	1	80-80

Notes:

[1] This data element is blank in a FID N TDR generated by INQY and OPER transactions and in a FID O TDR generated by a DPRT transaction.

[2] If SPAY1 is foreign duty, then the Special Pay 1 is blank. If SPAY1 is foreign duty, then the Special Pay 2 is blank.

Table 10–25
FIDs N and O, record 4, enlisted TDR for SIDPERS, peacetime only

Line	Data element	Size	Record positions
1.	SSN	9	01-09
2.	General Aptitude Test score	3	10-12
3.	Blank	1	13-13
4.	AFST and travel status	1	14-14
5.	SDAP status	1	15-15
6.	Secondary MOS code	5	16-20
7.	Secondary ASI	2	21-22
8.	CONUS area of preference	2	23-24
9.	Current promotion points (YYMM)	4	25-28
10.	Enlistment or reenlistment bonus indicator	1	29-29
11.	EER verification code[1]	1	30-30
12.	Year and month EER (YYMM)	5	31-34
13.	Eligibility for immediate enlistment or reenlistment	2	35-36
14.	Overaseas assignment preference 1	2	37-38
15.	Overaseas assignment preference 2	2	39-40
16.	Overaseas assignment preference 3	2	41-42
17.	Regimental affiliation		
	a. Regimental number	4	43-46

Table 10–25
FIDs N and O, record 4, enlisted TDR for SIDPERS, peacetime only—Continued

Line	Data element	Size	Record positions
	b. Regimental branch	2	47-48
18.	Regimental home base	2	49-50
19.	Date personnel security investigation completed (YYMMDD)	6	51-56
20.	Department-determined personnel security status	1	57-57
21.	Personnel security investigation initiated (YYMMDD)	1	58-58
22.	Date personnel security investigation initiated (YYMMDD)	6	59-64
23.	Personnel reliability program assignment status	1	65-65
24.	Promotion points, current	3	66-68
25.	Previous promotion points (YYMM)	4	69-72
26.	Promotion points, previous	3	73-75
27.	NCO Academy graduate	1	76-76
28.	Number of accompanying noncommand-sponsored dependents on permanent change of station	2	77-78
29.	Record number 4	1	79-79
30.	FID N or O	1	80-80

Notes:
[1] U=unverified; V=verified.

Table 10–26
TDR processing priority and criteria

TDR	Conditions	Action
FIDs N and O	1. No SPF record is present on gaining SIDPERS database.	Creates new SPF record (RSC Y, duty status PDG). If the transaction most recent strength is ATCH (personnel attached for duty), RSC P and duty status ATC are assigned. If the transaction most recent strength is ATAD (personnel attache awaiting disposition, RSC M and duty status ATC are assigned.
FID L	1. No SPF record is present on gaining SIDPERS database.	Creates new SPF record (RSC Y and duty status PDG).
FID L	1. A SPF record is present on gaining SIDPERS database (created via another TDR or an ARR or ASNJ transaction with TDR override option present). 2. SPF RSC is not X.	Updates blank data on SPF (will not update UPC1, potential gain UPC1, and UPC1 departure date). Overlays name on SPF if SPF name is only five positions in length (indicates SPF record was the result of an ARR transaction with TDR override option present).
FIDs L, N, or O	1. A SPF record is present on gaining SIDPERS database (created via another TDR or an ARR or ASNJ transaction with TDR override option present). 2. SPF PSC is X (inactive record). 3. Transaction report date is less than SPV UPC1 departure date (indicates that a DPRT or SEP (separation) transaction has processed against this SPF record).	Updates blank data on SPF (will not update UPC1, potential gain UPC1, and UPC1 departure date). Overlays name on SPF if SPF name is only five positions in length (indicates SPF record was the result of an ARR transaction with TDR override option present).
FIDs L and N	1. A SPF record is present on the gaining SIDPERS database (created via another TDR or an ARR or ASNJ transaction with TDR override option present). 2. RSC is X (inactive record). 3. Transaction report date is equal to or greater than SPF UPC1 departure date (indicates that a DPRT or SEP transaction has processed against this SPF record and individual is being reassigned to unit departed or separated from).	Overlays all SPF data. Overlays SPF name if SPF name is only five positions in length (indicates SPF record was the result of an ARR transaction with TDR override present).
FID N or O	1. A SPF record is present on gaining SIDPERS database (created via another TDR). 2. SIDPERS is in peacetime operating mode. 3. SPF RSC is Y. (A prior TDR has processed, but individual has not arrived, been attached, or assigned not-joined.) 4. SPF last type-transaction is equal to L (indicates FID L TDR processed before this FID. 5. Transaction report date is less than SPF	Updates blank data on SPF.

Table 10–26
TDR processing priority and criteria—Continued

TDR	Conditions	Action
	UPC1 departure date (indicates that this TDR has an earlier report date than the FID L TDR). -or- 1. A SPF record is present on gaining SIDPERS database (created via another TDR). 2. SIDPERS is in wartime operating mode. 3. RSC is Y. (A prior TDR has processed, but individual has not arrived, been attached, or assigned-not-joined.) 4. Transaction report date is less than SPF UPC1 departure date (indicates that this TDR has an earlier report date than the prior TDR that processed). -or- 1. A SPF record is present on gaining SIDPERS database (created via another TDR). 2. SPF RSC is Y. (A prior TDR has processed, but individual has not arrived, been attached, or assigned-not-joined.) 3. SIDPERS is in the peacetime operating mode. 4. SPF last type transaction processed was N or O.	
FID N or O	1. A SPF record is present on gaining SIDPERS database. 2. SIDPERS is in writing operating mode. 3. SPF RSC is Y. (A prior TDR has processed, but individuals has not arrived, been attached, or assigned-not-joined.) 4. SPC last type transaction processed equals L (indicates that FID L TDR processed before this TDR). 5. Transaction report date is equal to or greater than SPF UPC1 departure date (indicates that this TDR is later dated or more recent TDR than previously processed FID L TDR).	Overlay all SPF data.
FID N or O	1. A SPF record is present on gaining SIDPERS database (created via another TDR or an ARR or ASNJ transaction with TDR override option present). 2. Transaction MPC differs from SPC MPC. 3. Transaction report date is equal to or greater than SPF UPC1 departure date. 4. SPF RSC equals X (inactive record) or Y (a prior TDR has processed, but individual has not arrived, been attached, or assigned-not-joined). If SPF RSC is Y, this TDR is dated later or more recent than the TDR that previously processed; if SPF RSC is X, a DPRT or SEP transaction has processed against this SPF record and individual is being reassigned to unit departed from.1 [1]	Overlays SPF blank data (will not overlay UPC1, potential gain UPC1, and UPC1 depature date). Overlays name if name is only five positions in length (indicates that SPF record was the result of an ARR transaction with TDR override option present).
FID N or O	1. A SPF record is present on gaining SIDPERS database (created via another TDR or an ARR or ASNJ transaction with TDR override option present). 2. SPF RSC does not equal X or Y.	Updates blank data on SPF (will not update UPC1, potential gain UPC1, and UPCI departure date). Overlays name on SPF if SPF name is only five positions in length (indicates that SPF record was the result of an ARR transaction with TDR override option present).

Notes:

[1] The above conditions indicate that the individual on the SPF was probably separated from the service and is being accessed back into the service with a different MPC, for example, an enlisted person being accessed back into the service as a warrant officer.

Table 10–27
SIDPERS wartime or peacetime FID P TDR format for commissioned officer or warrant officer, record 1

Line	Data element	Size	Positions
1.	SSN	9	01-09
2.	Name, individual	27	10-36
3.	MPC	1	37-37
4.	Grade:	4	38-41
	a. Abbreviation	(3)	(38-40)
	b. Code	(1)	(41-41)
5.	DOR (YYMMDD)	6	42-47
6.	Sex	1	48-48
7.	Race or population group	1	49-49
8.	Component	1	50-50
9a.	PSSI	3	51-53
9b.	ASI1 (commissioned officer)	2	54-55
	-or-		
9c.	PMOS (warrant officer)	5	51–55
10a.	PMOS ASI (warrant officer)	2	56–57
	-or-		
10b.	ASI2 (commissioned officer)	2	56-57
11.	Duty status	3	58-60
12.	Effective date of duty status (YYMMDD)	6	61-66
13.	First language identity	2	67-68
14.	Second language identity	2	69-70
15.	Personnel security investigation completed	1	71-71
16.	RSC	1	72-72
17.	VSSSN	1	73-73
18.	Blank	3	74-76
19.	Originator code	2	77-78
20.	Record number 1	1	79-79
21.	FID P	1	80-80

Table 10–28
SIDPERS wartime or peacetime FID P TDR format for commissioned officer or warrant officer, record 2

Line	Data element	Size	Positions
1.	SSN	9	01-09
2.	Physical profile	6	10-15
3.	Physical category code	1	16-16
4.	Arrival date (YYMMDD)	6	17-22
5.	Report date(YYMMDD)	6	23-28
6.	UPC (gaining)	5	29-33
	a. PUD	(3)	(29-31)
	b. DD	(2)	(32-33)
7.	Strength type of transaction	4	34-37
8.	MDC[1]	2	38-39
9.	POSNO[1]	4	40-43
10.	DSEP code[1]	1	44-44
11.	ESA (YYMMDD)[1]	6	45-50
12.	Service agreement[1]	1	51-51
13.	DROS (YYMMDD)[1]	6	52-57
14.	DEROS (YYMMDD)[1]	6	58-63
15.	Anticipated date of loss (YYMMDD)[1]	6	64-69
16.	Enlistment education incentive[1]	2	70-71
17.	DOB (YYMMDD)[1]	6	72-77
18.	Blank	1	78-78
19.	Record number 2	1	79-79
20.	FID P	1	80-80

Notes:
[1] Peacetime only.

Table 10–29
SIDPERS peacetime FID P TDR format for commissioned officer or warrant officer, record 3

Line	Data element	Size	Positions
1.	SSN	9	01-09
2.	BASD (YYMMDD)	6	10-15
3.	PEBD (YYMMDD)	6	16-21
4.	Year and month of last official photograph (YYMM)	4	22-25
5.	Year and month eligible for AFRM (YYMM)	4	26-29
6.	Year and month officer efficiency report suspense (YYMM)	4	30-33
7.	Year and month completed last combat tour (YYMM)	4	34-37
8.	Area of last combat tour	1	38-38
9.	Martial status	1	39-39
10.	Number of dependents	2	40-41
11.	Blank	2	42-43
12.	SPAY1	5	44-48
13.	SPAY2	5	49-53
14.	IPAY1	5	54-58
15.	IPAY2	5	59-63
16.	EGD	1	64-64
17.	Religious denomination	2	65-66
18.	Blank	1	67-67
19.	Dual service component status	1	68-68
20.	Dual service component grade:	4	69-72
	a. Abbreviation	(3)	(69-71)
	b. Code	(1)	(72-72)
21.	Procurement program number	2	73-74
22.	Citizenship status	1	75-75
23.	Civilian education level	1	76-76
24.	Highest military education level	1	77-77
25.	Blank	1	78-78
26.	Record number 3	1	79-79
27.	FID P	1	80-80

Table 10–30
SIDPERS peacetime FID P TDR format for commissioned officer or warrant officer, record 4

Line	Data element	Size	Positions
1.	SSN	9	01-09
2.	Deployment indicator	1	10-10
3a.	Duty MOS code (warrant officer)	5	11-15
	-or-		
3b.	Duty position specialty code (commissioned officer)	5	(11-15)
	(1)Duty primary specialty code	(2)	(11-12)
	(2)Duty skill identifier	(1)	(13-13)
	(3)Duty secondary specialty code	(2)	(14-15)
4.	Duty ASI	2	16-17
5.	Duty language identity code	2	18-19
6.	Alternate SSI (commissioned officer)	3	20-22
7a.	ASI3 (commissioned officer)	2	23-24
	-or-		
7b.	Control MOS (warrant officer)	5	20-24
8a.	ASI4 (commissioned officer)	2	25-26
	-or-		
8b.	Secondary ASI (warrant officer)	2	25-26
9.	Control branch	2	27-28
10a.	Control specialty (commissioned officer)	2	29-30
	-or-		
10b.	Blank (warrant officer only)	2	29-30
11a.	Basic branch (commissioned officer)	2	31-32
	-or-		
11b.	Blank (warrant officer only)	2	31-32
12.	AFS (MMM)	3	33-35
13.	AFCS (MMMDD)	5	36-40
14.	AFS verification code	1	41-41
15.	Permanent grade:	4	42-45
	a. Abbreviation	(3)	(42-44)
	b. Code	(1)	(45-45)
16.	Permanent DOR (YYMMDD)	6	46-51

Table 10–30
SIDPERS peacetime FID P TDR format for commissioned officer or warrant officer, record 4—Continued

Line	Data element	Size	Positions
17.	Promotable indicator	1	52-52
18.	Overseas assignment preference 1	2	53-54
19.	Overseas assignment preference 2	2	55-56
20.	Overseas assignment preference 3	2	57-58
21.	Regimental affiliation	6	59-64
	a. Regimental number	(4)	59-62
	b. Regimental branch	(2)	63-64
22.	Regimental home base	2	65-66
23.	Blank	6	67-72
24.	Privacy Act disputed record	1	73-73
25.	Blank	1	74-74
26.	Year and month last permanent change of station (YYMM)	4	75-78
27.	Record number 4	1	79-79
28.	FID P	1	80-80

Table 10–31
SIDPERS peacetime FID P TDR format for commissioned officer or warrant officer, record 5

Line	Data element	Size	Positions
1.	SSN	9	01-09
2.	Date personnel security investigation completed	6	10-15
3.	Blank	28	16-43
4.	Department-determined personnel security status	1	44-44
5.	Personnel security investigation initiated	1	45-45
6.	Date personnel security investigation initiated	6	46-51
7.	Personnel reliability program assignment status	1	52-52
8.	Year and month HIV screening test last administered (YYMM)	4	53-56
9.	Blank	22	57-78
10.	Record number 5	1	79-79
11.	FID P	1	80-80

Table 10–32
SIDPERS wartime or peacetime FID P TDR format for enlisted personnel, record 1

Line	Data element	Size	Position
1.	SSN	9	01-09
2.	Name, individual	27	10-36
3.	MPC	1	37-37
4.	Grade:	4	38-41
	a. Abbreviation	(3)	(38-40)
	b. Code	(1)	(41-41)
5.	DOR (YYMMDD)	6	42-47
6.	Sex	1	48-48
7.	Race or population group	1	49-49
8.	Component	1	50-50
9.	PMOS code	5	51-55
10.	PMOS ASI	2	56-57
11.	Duty status	3	58-60
12.	Effective date of duty status (YYMMDD)	6	61-66
13.	First language identity	2	67-68
14.	Second language identity	2	69-70
15.	Personnel security investigation completed	1	71-71
16.	RSC	1	72-72
17.	VSSSN	1	73-73
18.	Blank	3	74-76
19.	Originator code	2	77-78
20.	Record number 1	1	79-79
21.	FID P	1	80-80

Table 10–33
SIDPERS wartime or peacetime FID P TDR format for enlisted personnel, record 2

Line	Data element	Size	Positions
1.	SSN	9	01-09
2.	Physical profile	6	10-15
3.	Physical category code	1	16-16
4.	Arrival date (YYMMDD)	6	17-22
5.	Report date (YYMMDD)	6	23-28
6.	UPC (gaining)	5	29-33
	a. PUD	(3)	(29-31)
	b. DD	(2)	(32-33)
7.	Most recent strength type transaction	4	34-37
8.	MDC[1]	2	38-39
9.	POSNO[1]	4	40-43 [1]
10.	DSEP code[1]	1	44-44
11.	ETS (YYMMDD)[1]	6	45-50
12.	Term of service[1]	1	51-51
13.	DROS (YYMMDD)[1]	6	52-57
14.	DEROS (YYMMDD)[1]	6	58-63
15.	Anticipated date of loss (YYMMDD)[1]	6	64-69
16.	AFST and travel status[1]	1	70-70
17.	SDAP status designator[1]	1	71-71
18.	DOB (YYMMDD)[1]	6	72-77
19.	Enlistment education incentive[1]	1	78-78
20.	Record number 2	1	79-79
21.	FID P	1	80-80

Notes:
[1] Peacetime only.

Table 10–34
SIDPERS peacetime FID P TDR format for enlisted personnel, record 3

Line	Data element	Size	Positions
1.	SSN	9	01-09
2.	BASD (YYMMDD)	6	10-15
3.	PEBD (YYMMDD)	6	16-21
4.	Year and month of last official photograph (YYMM)	4	22-25
5.	Year and month eligible for AFRM (YYMM)	4	26-29
6.	Year and month NCOER suspense (YYMM)	4	30-33
7.	Year and month completed last combat tour (YYMM)	4	34-37
8.	Area of last combat tour	1	38-38
9.	Martial status	1	39-39
10.	Number of dependents	2	40-41
11.	Eligibility for immediate enlistment or reenlistment	2	42-43
12.	SPAY1	5	44-48
13.	SPAY2	5	49-53
14.	IPAY1	5	54-58
15.	IPAY2	5	59-63
16.	EGD	1	64-64
17.	Religious denomination	2	65-66
18.	NCOER verification code[1]	1	67-67
19.	Dual service component status	1	68-68
20.	Dual service component grade:	4	69-72
	a. Abbreviation	(3)	(69-71)
	b. Code	(1)	(72-72)
21.	Procurement program number	2	73-74
22.	Citizenship status	1	75-75
23.	Civilian education level	1	76-76
24.	NCO Academy graduate	1	77-77
25.	Blank	1	78-78
26.	Record number 3	1	79-79
27.	FID P	1	80-80

Notes:
[1] U=unverified; V=verified.

Table 10–35
SIDPERS peacetime FID P TDR format for enlisted personnel, record 4

Line	Data element	Size	Positions
1.	SSN	9	01-09
2.	Deployment indicator	1	10-10
3.	Duty MOS	5	11-15
4.	Duty ASI	2	16-17
5.	Duty language identity code	2	18-19
6.	Secondary MOS	5	20-24
7.	Secondary ASI	2	25-26
8.	CONUS area of preference	2	27-28
9.	Blank	4	29-32
10.	Enlistment or reenlistment bonus indicator	1	33-33
11.	Variable enlistment or reenlistment bonus MOS	3	34-36
12.	Variable reenlistment bonus date (YYMMDD)	6	37-42
13.	Promotion or progression MOS	4	43-46
14.	Blank	5	47-51
15.	General technical aptitude score	3	52-54
16.	Date SQT administered-2 (YYMM)	4	55-58
17.	SQT designator	4	59-62
18.	Date SQT administered (YYMM)	4	63-66
19.	SQT score	3	67-69
20.	Percentile standing	2	70-71
21.	Promotion indicator	1	72-72
22.	Privacy Act disputed record	1	73-73
23.	SQT code	1	74-74
24.	Year and month last permanent change of station (YYMM)	4	75-78
25.	Record number 4	1	79-79
26.	FID P	1	80-80

Table 10–36
SIDPERS peacetime FID P TDR format for enlisted personnel, record 5

Line	Data element	Size	Positions
1.	SSN	9	01-09
2.	Current promotion points date (YYMM)	4	10-13
3.	Promotion points, current	3	14-16
4.	Previous promotion points date (YYMM)	4	17-20
5.	Promotion points, previous	3	21-23
6.	Overseas assignment preference 1	2	24-25
7.	Overseas assignment preference 2	2	26-27
8.	Overseas assignment preference 3	2	28-29
9.	Regimental affiliation	6	30-35
	a. Regimental affiliation	(4)	(30-33)
	b. Regimental branch	(2)	(34-35)
10.	Regimental homebase	2	36-37
11.	Date personnel security investigation completed (YYMMDD)	6	38-43
12.	Department-determined personnel security status	1	44-44
13.	Personnel security investigation initiated	1	45-45
14.	Date personnel security investigation initiated(YYMMDD)	6	46-51
15.	Personnel reliability program assignment status	1	52-52
16.	Year and month HIV screening test last administered (YYMM)	4	53-56
17.	Blank	22	57-78
18.	Record number 5	1	79-79
19.	FID P	1	80-80

Table 10–37
Duty status AWOL check processing activity

Transaction old DYST code	Transaction new DYST code	SPF DYST code	Comments	Processing actions
AWL	AWL	AWL	SPF DYST date is earlier than current cycle date (YYMM01).	1. Prepare type transaction 21 for PERSCOM. 2. Prepare AAC-P17 report. 3. Post Y to SPF record AWOL report indicator.
			SPF DYST date is not earlier than 1. current cycle date (YYMM01).	Prepare type transaction 21 for PERSCOM. 2. Prepare AAC-P17 report. 3. Blank out SPF record AWOL report indicator.
AWL	Not AWC	AWL	SPF DYST date is earlier than current cycle date (YYMM01).	1. Prepare type transaction 2C for PERSCOM. 2. Prepare AAC-P17 report. 3. Subtract cycle date from transaction date. Add answer to SOMF record man-days lost this period data element. 4. Blank out SPF record AWOL report indicator.
			SPF DYST date is not earlier than current cycle date (YYMM01).	1. Prepare type transaction 2C for PERSCOM. 2. Prepare AAC-P17 report. 3. Subtract SPF record DYST date from transaction date. Add answer to SOMF record man-days lost this period data element. 4. Blank out SPF record AWOL report indicator.
AWL or AWC	AWL	AWC	SPC DYST date is earlier than current cycle date (YYMM01).	1. Prepare type transaction 2A for PERSCOM. 2. Prepare AAC-P17 report. 3. Blank out SPF record AWOL.
			SPF DYST date is not earlier than current cycle date (YYMM01).	1. Prepare type transaction 2A for PERSCOM. 2. Prepare AAC-P17 report. 3. Post Y to SPF record AWOL report indicator.
AWL or AWC	Not AWL	AWC	SPF DYST date is earlier than current cycle date (YYMM01).	1. Prepare type transaction 2C for PERSCOM. 2. Prepae AAC-P17 report. 3. Subtract cycle date from transaction date. Add answer to SOMF record man-days lost this period data element. 4. Blank out SPF record AWOL report indicator.
			SPF DYST date is not earlier than1. current cycle date (YYMM01).	Prepare type transaction 2C for PERSCOM. 2. Prepare AAC-P17 report. 3. Subtract SPF record DYST date from transaction date. Add answer to SOMF record man-days lost this 4. Blank out SPF record AWOL report.
Not AWL or AWC	AWL	—	Transaction date is earlier than	1. Prepare type transaction 2A for current cycle date. PERSCOM. 2. Prepare AAC-P17 report. 3. Add 1 to SOMF record new AWOL this period data element. 4. Post Y to SPF record AWOL report indicator.
Not AWL or AWC	AWC	—	Transaction date is later than	1. Prepare type transaction 2A for current cycle date. PERSCOM. 2. Prepare AAC-P17 report. 3. Add 1 to SPF record new AWOL this period data element 4. Blank out SPF record AWOL report indicator.

Table 10–37
Duty status AWOL check processing activity—Continued

Transaction old DYST code	Transaction new DYST code	SPF DYST code	Comments	Processing actions
Not AWL or AWC	AWC	—	Transaction date is earlier than	1. Prepare type transaction 2A for current cycle date. PERSCOM. 2. Prepare type transaction 21 for PERSCOM. 3. Prepare AAC-P17 report. 4. Add 1 SOMF record new AWOL this period data element. 5. Post Y to SPF record AWOL report indicator.
			Transaction date is not earlier than current cycle date (YYMM01).	1. Prepare type transaction 2A for PERSCOM. 2. Prepare type transaction 21 for PERSCOM. 3. Prepare AAC-P17 report. 4. Add 1 to SOMF record new AWOL this period data element. 5. Blank out SPF record AWOL report indicator. (See next action below.)
Not AWL or AWC	HOS or HOW	—	SPF RSC is B or C.	1. Prepare type transaction 2H for PERSCOM. 2. Prepare AAC-P17 report. 3. Add 1 to SOMF record wounded in action data element (by MPC).
—	HOW	—	SPF RSC is not B or C.	1. Add 1 to SOMF record wounded in action data element (by MPC).
Not TRA	—	—	—	No action.
TRA		—	—	1. Add 1 to SOMF record intransit to AWOL data element (by MPC).
—	PDY	—	SPF RSC is B.	1. Prepare type transaction 47 for PERSCOM. 2. Prepare AAC-P17 report. 3. Prepare JUMPS PRUN transaction. 4. Post transaction date to SPF record UPC1 arrival strength date.
			SPF RSC is C.	1. Prepare type transaction 47 for PERSCOM. 2. Prepare AAC-P17 report. 3. Prepare JUMPS ARV transaction. 4. Post A to SPF record RSC. 5. Post transaction date to SPF record UPC1 and UPC1 arrival strength date.
—	MIA (missing in action)	—	—	1. Add 1 to SOMF record missing in action date element (by MPC).
—	MIA	—	—	1. Add 1 to SOMF record missing data element (by MPC).
CAP (captured), INT (interned) or TRA	PDY	—	SPF RSC not B or C.	1. Add 1 to SOMF record return to duty data element (by MPC).
—	Not HOW MIA, MIS (missing), or PDY	—	—	No action required.

Table 10–42
SDAP transaction output

If the transaction SDAP code is	and the SPF record	then the following type transaction is generated for PERSCOM
0	SDAP code is present but is not zero	None
1, 6, or 7	PMOS and duty MOS SQI codes are X and grade abbreviation is SGT, SSG, PSG, SFC, or MSG	None
1, 6, or 7	PMOS and duty MOS SQI codes are X, and sex code is F, and grade abbreviation is SP4 or CPL	1X
not 0, 1, 6, or 7	PMOS and duty MOS SQI code is not zeros.	None

Table 10–46
RATH transaction (exceptional case) UPC update processing, peacetime operating mode

	Transaction UPC matches the SPF record UPC1	
If the SPF record UPC2 is present, then	If the SPF record UPC2 is not present, then	If transaction UPC matches the SPF record UPC2, then
Move the UPC2 data to UPC1.	Subtract the RATH code from the SOMF record (transaction losing UPC) attached strength by MPC.	Clear UPC2 data.
Blank out UPC2.	Format type transaction 42 using transaction date as DPRT date.	Subtract the RATH code from the SOMF record (transaction losing UPC) attached strength by MPC.
Subtract the RATH code from the SOMF record (transaction losing UPC) attached strength by MPC.	Format AAC-P17 report.	Post transaction date to SPF date of transaction personnel data element.
Post transaction date to SPF date of transaction personnel data element.	Delete attached SPF record.	Post RATH to matching SPF record type of transaction personnel data element
Post transaction mnemonic RATH to matching SPF record type of transaction personnel data element.	Clear attached indicator on SPF-assigned record if present.	Format type transaction 42 using transaction date as DPRT date.
Format type transaction 42 using transaction date as DPRT date.		Format AAC-P17 report.
Format AAC-P17 report.		

Table 10–47
RATH transaction (exceptional case) UPC update processing, wartime operating mode

	Transaction UPC matches the SPFC record UPC1	
If the SPF record UPC2 is present, then	If the SPF record UPC2 is not present, then	If transaction UPC matches the SPF record UPC2, then
Move UPC2 data to UPC1.	Format type transaction 42 using transaction date as DPRT date.	Clear UPC2 data.
Clear SPF UPC2 data.	Format the AAC-P17 report.	Format type transaction 42 using transaction date as DPRT date.
Format type transaction 42 using transaction date as DPRT date.	Delete attached SPF record.	Format AAC-P17 report.
Format AAC-P17 report.	Clear attached indicator on SPF-assigned record if present.	

Table 10–50
SPAY codes in generated FID N TDR (peacetime only)

SPF SPAY1	SPF SPAY2	TDR N SPAY1	TDR N SPAY2
FDP, HSTL, or SDP	FDP, HSTL, or SDP	Blank	Blank
FDP, HSTL, or SDP	Not FDP, HSTL, or SDP	SPF SPAY2	Blank
FDP, HSTL, or SDP	Blank	Blank	Blank
Not FDP, HSTL, or SDP	FDP, HSTL, or SDP	See SPAY1	Blank
Not FDP, HSTL, or SDP	Not FDP, HSTL, or SDP	SPF	SPF SPAY2
Not FDP, HSTL, or SDP	Blank	SPF SPAY1	Blank
Blank	FDP, HSTL, or SDP	Blank	Blank
Blank	Not FDP, HSTL, or SDP	SPF SPAY2	Blank
Blank	Blank	Blank	Blank

Table 10–51
Enlisted personnel record format, peacetime or wartime

Line	Data element	Size	Position
1.	Delete code	1	01-01
2.	SSN	9	02-10
3.	Attached indicator[1]	1	11-11
4.	Name, individual	27	12-38
5.	MPC	1	39-39
6.	Grade	4	40-43
7.	DOR	6	44-49
8.	sex	1	50-50
9.	Race	1	51-51
10.	Service component	1	52-52
11.	PMOS code	5	53-57
12.	PMOS ASI	2	58-59
13.	Duty status code	3	60-62
14.	Effective date of duty status	6	63-68
15.	First language identifier	2	69-70
16.	Second language identifier	2	71-72
17.	Field-determined personnel security status	1	73-73
18.	RSC	1	74-74
19.	VSSSN	1	75-75
20.	Physical profile	6	76-81
21.	Physical category code	1	82-82
22.	Personnel security investigation completed	1	83-83
23.	AWOL report indicator	1	84-84
24.	Arrival strength date 1[2]	6	85-90
25.	Report date 1[2]	6	91-96
26.	UPC1[2]	5	97-101
27.	Departure date-1[2]	6	102-107
28.	Potential gaining UPC1	5	108-112
29.	Ultimate gaining UPC1	5	113-117
30.	Arrival strength date-2[2]	6	118-123
31.	Report date-2	6	124-129
32.	UPC2[2]	5	130-134
33.	Departure date-2[2]	6	135-140
34.	Potential gaining UPC2	5	141-145
35.	Attached indicator (assigned) [3]	1	146-146
36.	POSNO-1	4	147-150
37.	Number of days temporary duty-1	3	151-153
38.	Number of days leave-1	2	154-155
39.	MDC-1	2	156-157
40.	POSNO-1	4	158-161
41.	Number of days temporary duty-2	3	162-164
42.	Number of days leave-2	2	165-166
43.	MDC-2	2	167-168
44.	Regimental number	4	169-172
45.	Regimental branch	2	173-174
46.	Regimental home base	2	175-176
47.	SSN of spouse	9	177-185
48.	Overseas assignment preference-1	2	186-187
49.	Overseas assignment preference-2	2	188-189
50.	Overseas assignment preference-3	2	190-191
51.	Current promotion points (year and month)	4	192-195

Table 10–51
Enlisted personnel record format, peacetime or wartime—Continued

Line	Data element	Size	Position
52.	Promotion points, current	3	196-198
53.	Previous promotion points (year and month)	4	199-202
54.	Promotion points, previous	3	203-205
55.	Number of accompanying noncommand-sponsored dependents on permanent change of station	2	206-207
56.	SPD	3	208-210
57.	Type of transaction most recent strength	4	211-214
58.	Date of type of transaction most recent strength	6	215-220
59.	Type of transaction personnel	4	221-224
60.	Date of type of transaction personnel	6	225-230
61.	DSEP code	1	231-231
62.	ETS	6	232-237
63.	Term of service	1	238-238
64.	DROS	6	239-244
65.	DEROS	6	245-250
66.	Antipated date of loss	6	251-256
67.	DOB	6	257-262
68.	BASD	6	263-268
69.	PEBD	6	269-274
70.	Year and month of last official photograph	4	275-278
71.	Year and month last permanent change of station	4	279-282
72.	Year and month eligible for AFRM	4	283-286
73.	Year and month of efficiency report suspense	4	287-290
74.	Year and month completed last combat tour	4	291-294
75.	Area of last combat tour	1	295-295
76.	Martial status	2	296-296
77.	Number of dependents	2	297-298
78.	Number of accompanying command-sponsored dependents on permanent change of station	2	299-300
79.	SPAY1	5	301-305
80.	SPAY2	5	306-310
81.	IPAY1	5	311-315
82.	IPAY2	5	316-320
83.	EGD	1	321-321
84.	Religious denomination	2	322-323
85.	Promotion bar	1	324-324
86.	Privacy Act disputed record	1	325-325
87.	Dual service component status	1	326-326
88.	Dual service component grade and code	4	327-330
89.	Program procurement number	2	331-332
90.	Citizenship status	1	333-333
91.	Civilian education level	1	334-334
92.	NCO Academy graduate	1	335-335
93.	MPC of active duty spouse	1	336-336
94.	Deployment indicator	1	337-337
95.	Eligibility for immediate enlistment or reenlistment	2	338-339
96.	DOD component of active duty spouse	1	340-340
97.	Duty MOS code	5	341-345
98.	Duty MOS ASI	2	346-347
99.	Duty language identity code	2	348-349
100.	AFST and travel status	1	350-350
101.	SDAP status	1	351-351
102.	SMOS code	5	352-356
103.	SASI	2	357-358
104.	CONUS area of preference	2	359-360
105.	Year and month of HIV screening test last administered	4	361-364
106.	Enlisted or reenlistment bonus indicator	1	365-365
107.	Variable reenlistment bonus MOS	3	366-368
108.	Variable reenlistment bonus date	6	369-374
109.	Promotion MOS	4	375-378
110.	Year and month of on-the-job training completion	6	379-382
111.	Enlistment education incentive	1	383-383
112.	NCOER verification code	1	384-384
113.	AEA	1	385-385
114.	Year and mmonth of termination of AEA	4	386-389
115.	General technical aptitude score	3	390-392
116.	Year and month of Good Conduct Medal suspense	4	393-396
117.	SQT designator	4	397-400
118.	Date SQT administered-2	4	401-404
119.	SQT score	3	405-407
120.	Percentile standing	2	408-409

Table 10–51
Enlisted personnel record format, peacetime or wartime—Continued

Line	Data element	Size	Position
121.	Promotion indicator	1	410-410
122.	SQT code	1	411-411
123.	Date SQT administered-1	4	412-415
124.	Date personnel security investigation completed	6	416-421
125.	Personnel security investigation initiated	1	422-422
126.	Date personnel security investigation completed	6	423-428
127.	Personnel reliability program assignment status	1	429-429
128.	Department-determined personnel security status	1	430-430
129.	FLAG-1 for suspension of favorable personnel action	2	431-432
130.	FLAG-1 date for suspension of favorable personnel action	6	433-438
131.	FLAG-2 for suspension of favorable personnel action	2	439-440
132.	FLAG-2 date for suspension of favorable personnel action	6	441-446
133.	Previous weight control program date	6	447-452
134.	Grade how-acquired code	1	453-453
135.	Effective date of pay grade	6	454-459
136.	Local data	40	460-499

Notes:

[1] A on file identifies this as an attached record (ATCH).

[2] When attached indicator is present, and the RSC is N, M, or P, this data element pertains to attached status (ATCH).

[3] A indicates the presence of another record for this individual

Table 10–52
Commissioned or warrant officer personnel record format, peacetime or wartime

Line	Data element	Size	Position
1.	Delete code	1	01-01
2.	SSN	9	02-10
3.	Attached indicator[1]	1	11-11
4.	Name, individual	27	12-38
5.	MPC	1	39-39
6.	Grade	4	40-43
7.	DOR	6	44-49
8.	Sex	1	50-50
9.	Race	1	51-51
10.	Service component	1	52-52
11.	PMOS (warrant officer)	5	53-57
	-or-		
12.	PSSI (officer)	3	53-55
13.	ASI1 (officer)	2	56-57
14.	PMOS-ASI (warrant officer)	2	58-59
15.	ASI2 (officer)	2	58-59
16.	Duty status	3	60-62
17.	Effective date of duty status	6	63-68
18.	First language identifier	2	69-70
19.	Second language identifier	2	71-72
20.	Field-determined personnel security status	1	73-73
21.	RSC	1	74-74
22.	VSSSN	1	75-75
23.	Physical profile	6	76-81
24.	Physical category	1	82-82
25.	Personnel security investigation completed	1	83-83
26.	AWOL report indicator	1	84-84
27.	Arrival strength date-1[2]	6	85-90
28.	Report date	6	91-96
29.	UPC1[2]	5	97-101
30.	Departure date-1[1]	6	102-107
31.	Potential gaining UPC1	5	108-112
32.	Ultimate gaining UPC1	5	113-117
33.	Arrival strength date-2[1]	6	118-123
34.	Report date-2[1]	6	124-129
35.	UPC2[1]	5	130-134
36.	Departure date-2[1]	6	135-140
37.	Potential gaining UPC2	5	141-145
38.	Attached indicator(assigned)[3]	1	146-146
39.	POSNO-1	4	147-150
40.	Number of days temporary duty-1	3	151-153
41.	Number of days leave	2	154-155

Table 10–52
Commissioned or warrant officer personnel record format, peacetime or wartime—Continued

Line	Data element	Size	Position
42.	MDC-1	2	156-157
43.	Position number-2	4	158-161
44.	Number of days temporary duty-2	3	162-164
45.	Number of days leave-2	2	165-166
46.	MDC-2	2	167-168
47.	Regimental number	4	169-172
48.	Regimental branch	2	173-174
49.	Regimental home base	2	175-176
50.	Blank	9	177-185
51.	Overseas assignment preference 1	2	186-187
52.	Overseas assignment preference 2	2	188-189
53.	Overseas assignment preference 3	2	190-191
54.	Blank	14	192-204
55.	Enlistment education incentive	1	205-205
56.	Number of accompanying noncommand-sponsored dependents on permanent change of station	2	206-207
57.	SPD	3	208-210
58.	Type of transaction most recent strength	4	211-214
59.	Date of type of transaction most recent strength	6	215-220
60.	Type of transaction personnel	4	221-224
61.	Date of type of transaction personnel	6	225-230
62.	DSEP code	1	231-231
63.	ESA	6	232-237
64.	Service agreement	1	238-238
65.	DROS	6	239-244
66.	DEROS	6	245-250
67.	Anticipated date of loss	6	251-256
68.	DOB	6	257-262
69.	BASD	6	263-268
70.	PEBD	6	269-274
71.	Year and month of last official photograph	4	275-278
72.	Year and month last permanent change of station	4	279-282
73.	Year and month eligible for AFRM	4	283-286
74.	Year and month of efficiency report suspense	4	287-290
75.	Year and month completed last combat tour	4	291-294
76.	Area of last combat tour	1	295-295
77.	Marital status	1	296-296
78.	Number of dependents	2	297-298
79.	Number of accompanying command-sponsored dependents on permanent change of station	2	299-300
80.	SPAY1	5	301-0305
81.	SPAY2	5	306-310
82.	IPAY1	5	311-315
83.	IPAY2	5	316-320
84.	EGD	1	321-321
85.	Religious denomination	2	322-323
86.	Blank	1	324-324
87.	Privacy Act disputed record	1	325-325
88.	Dual service component status	1	326-326
89.	Dual service component grade and code	4	327-330
90.	Program procurement number	2	331-332
91.	Citizenship status	1	333-333
92.	Civilian education level	1	334-334
93.	Military education level	1	335-335
94.	MPC of active duty spouse	1	336-337
95.	Deployment indicator	1	337-337
96.	Blank	2	338-339
97.	DOD component of active duty spouse	1	340-340
98.	Duty MOS (warrant officer)	5	341-345
	-or-		
99.	Duty primary speciality code-officer	2	341-342
100.	Skill identifier-officer	1	343-343
101.	Duty secondary specialty code-officer	2	344-345
102.	DASI	2	346-347
103.	Duty language identity code	2	348-349
104.	Blank	2	350-351
105.	Control MOS-warrant officer	5	352-356
	-or-		
106.	ASSI-officer	3	352-354
107.	ASI3-officer	2	355-356
108.	Secondary ASI-warrant officer	2	357-358

Table 10–52
Commissioned or warrant officer personnel record format, peacetime or wartime—Continued

Line	Data element	Size	Position
109.	ASI4-officer	2	357-358
110.	Control branch	2	359-360
111.	Control specialty-officer	2	361-362
	-or-		
112.	Blank	2	361-362
113.	Basic branch-officer	2	363-364
	-or-		
114.	Blank	3	363-365
115.	AFS	3	366-368
116.	AFC service	5	369-373
117.	AFS verification code	1	374-374
118.	Permanent grade	3	374-377
119.	Permanent grade code	1	378-378
120.	Permanent date of rank	6	379-384
121.	Promotable indicator	1	385-385
122.	Year and month HIV screening test last administered	4	386-389
123.	Blank	26	390-415
124.	Date personnel security investigation completed	6	416-421
125.	Personnel security investigation initiated	1	422-422
126.	Date personnel security investigation initiated	6	423-428
127.	Personnel reliability program assignment status	1	429-429
128.	Department-determined personnel security status	1	430-430
129.	FLAG-1 for suspension of favorable personnel action	2	431-432
130.	FLAG-1 date for suspension of favorable personnel action	6	433-438
131.	FLAG-1 for suspension of favorable personnel action	2	439-440
132.	FLAG-2 date for suspension of favorable personnel action	6	441-446
133.	Previous weight control program date	6	447-452
134.	Grade how-acquired code	1	453-453
135.	Effective date of pay grade	6	454-459
136.	Local data	40	460-499

Notes:

[1] A on file identifies this as an attached record (atch).

[2] When attached indicator is present and the RSC is N, M, or P, this data element pertains to attached status (ATCH).

[3] A indicates the presence of another record for this individual.

OMF--

ADP DAY	DOB	NAME
ARST	DOR	PEBD
BASD	DROS	PMOS
COMP	DMOS	PPA
CTL BR	DY ASI	RACE
CT MOS	DY LANG	SEX
CT SPEC	ETH GP	SRV AG
DEPN	ETS DT	UIC
DEROS	GRADE	VSSSN

EMF--

AEA/TERM	DEROS	HOBA	RELG
AFST	DMOS	MARS	SDAP
AMOS	DOB	PPA	SEX
ASI	DOR	PEBD	SMOS
BASD	DROS	PHYS CAT	UIC
COMP	DSEP	PMOS	VSSSN
CVED	EGD	RACE	
DEPN	ETS	REGT	

Figure 10–1. OMF and EMF data elements changed as a result of the monthly audit

Chapter 11
SIDPERS reports Control File

11–1. SIDPERS reports control file interface

The SIDPERS reports control file (SRCF) controls the preparation of automatic and scheduled reports transmission through AUTODIN to various remote sites supported by the PAS. The file consists of a routing indicator code (RIC) table and a report control information record. For more detailed information about the SRCF, see chapter 27. The SRCF is maintained in both peacetime and wartime operating modes.

11–2. Not used

Not used.

Chapter 12
SIDPERS Stacker File

12–1. SIDPERS stacker file interface

The SSF stores transactions until the effective date to enter them in the proper processing cycle. This file is available during the peacetime operating mode only.

12–2. File description

Whenever a transaction enters a SIDPERS processing cycle with a future effective date, the SSF can store that data until the proper date. Currently, the SSF can only store GRCH transactions (FID U). These transactions are generated from the local SIDPERS month end processing or the GRCH transactions that originate at PERSCOM.

a. Input considerations. The SSF stores transactions from two sources: PERSCOM and local GRCH transactions.

(1) *PERSCOM.* Every cycle, SIDPERS searches for incoming GRCH transactions that have an effective date later than the current cycle date. If this effective date is not more than 2 months in the future, the GRCH transactions (FID

U) are stored on the SSF for future processing. The affected grades or ranks are automatically advanced to E2, E7 through E9, W3 through W4, and O3 through O10.

(2) *Local GRCH transactions.* Local GRCH transaction changes are limited to the local automatic promotion system. (Submitted GRCH transactions are rejected with an improper effective date or predated effective date.) While part I of the Enlisted Promotion report (AAC–C01) is being generated, a record (an image of a GRCH transaction) is created on the SSF for each individual meeting the selection criteria. These GRCH transaction records are automatically entered in the SIDPERS cycle as the record transaction date becomes equal to or is less than the cycle as-of date. Edit criteria to determine eligibility are—

(a) Time in service (TIS) codes.

(b) Time in current grade (TIG) codes.

(c) SPF RSC A, D, or P.

(d) Unit status code other than ES, PC, PR, or PS.

b. File processing. A record is processed from the SSF to promote an eligible soldier. For the actual promotion, the GRCH transaction stored on the SSF is entered in the processing cycle. This processing is based on two edit criteria—

(1) The effective date of the SSF record must be equal to or earlier than the current cycle date.

(2) A bar to promotion flag cannot exist on the matching SPF record.

c. Output considerations or procedures. The output from the promotion processing against the SSF is outlined in (1) and (2) below.

(1) *Finance promotion card.* For promoted individuals, this card is generated on the output of SIDPERS processing and is forwarded to JUMPS. (See AR 600–8–23, para 5–6.)

(2) *SIDPERS Stacker File Maintenance report.* The SIDPERS Stacker File Maintenance report (AAC–P83) is produced during peacetime and during local month end processing. All transactions are compared with the SPF record SSN. SSF records that do not match (RSC not X) are deleted from the SSF and appear in part I of the AAC–P83 report. All remaining records on the SSF are displayed in part II of the AAC–P83 report.

d. File maintenance. The SSF is not maintained by the analyst but relies on the system to sustain its data.

Chapter 13
Test Model

13–1. Test model generation considerations

a. The test model is a local, self-checking system and evaluates additions, changes, and deletions to SIDPERS. Before processing any transaction to the test model, the PAS analyst ensures that the cycle control card for that cycle contains a Y in column 35. If the test model is not activated, transactions with PUD 0CQ or 0J4 are rejected with error mnemonic xTST. Records that are selected for the test must be chosen carefully; for example, classified records should not be created or used for the test so that local testing of input and processing will not adversely affect the actual data. The local PAS analyst can trace error conditions and prepare system changes that show validation by actual test results. The test model primarily tests programs relating to file maintenance and incident reporting. This ability is available only during the SIDPERS peacetime operating mode.

b. The presence of the test model function in SIDPERS does not carry a direct or implied requirement that program testing is the responsibility of the local SIDPERS activity. Responsibility for program testing and validation remains with PERSCOM and U.S. Army Information Systems Engineering Command (USAISEC).

c. The test model can be used to test programs and train users on the SIDPERS system. It can also be used to provide supporting documentation for incidents relating to file maintenance. The test model is applicable to only six of the SIDPERS files: the SAF, SOMF, SASF, SPF, SAIF, and SESF. However, the test model accomplishes two basic areas of any computerized operation database testing and training without affecting the database as a whole. Testing is critical to keep the system functioning adequately.

13–2. Test model configuration

a. The test model is not a special series of files within the SIDPERS database but uses records on the normal database files. To allow for this type of operation, the test model uses special reserved PUDs.

b. Using special designators allows the system to identify the test model records and ignore them in normal processing unless specifically instructed to use them. The reserved designators are PUD 0CQ and 0J4.

13–3. Establishment of test model records

Because test model records are organic to the normal SIDPERS files, the procedures to input records to the various files also apply to input test model records. All transactions requiring UPCs must be either PUD 0CQ or 0J4. SIDPERS is programmed to reject all inputs containing PUD 0CQ or 0J4 unless the test model feature is switched on by placing a Y in card column 35 of the cycle parameter card. Input procedures are summarized in a through g below for those

SIDPERS files used by the test model. For more detailed information, see input procedures for each of the files as described in this pamphlet or the SIDPERS sustainment training package number three.

a. SAF. Only a specified UPC is used for test model units. The name data element for each unit should have an easily understood name such as TEST MODEL UNIT 1 or TEST MODEL UNIT 5. All other data are arbitrary if they remain consistent with information placed on other files when the test model units are created. Records are established in accordance with chapter 4.

b. SOMF. Organization gain transactions (FID E) can be prepared and processed for test model records. All data elements common to the SAF are identical to those on the SOMF. To ensure that codes actually assigned for real world processing are not used, special attention must be given to the following data elements: analyst code, mail code, and report sequence code. Test model records should not be mixed with regular transaction records because the output will be embedded in nontest model reports and may cause confusion.

c. SASF. The desired number of authorized strength record add transactions can be prepared and processed for test model records. (See chapter 6.) Data in these records may vary if they fit records already on the SAF and SOMF.

d. SPF. The desired number of personnel TDRs or accessions are prepared and processed to create test model records on the SPF. If a TDR is used to establish a record on the SPF, an ARR transaction or ASNJ transaction must be used to activate the SPF record. Names and SSNs must be carefully assigned for the test model SPF. Names should follow the form of TEST MODEL XXXXXX, for example, TEST MODEL SMITH or TEST MODEL JONES or other common names, so that displayed records are easily recognized. If the test model is activated during a normal SIDPERS cycle, the test model records appear in cyclic reports. Using the TEST MODEL XXXXXX configuration for names of test model personnel allows the analyst to recognize immediately the processing as it occurred. To ensure that actual SSNs are not used, the SSNs must be assigned in the 979-1X-XXXX series, for example, 979-16-1234. Records should also contain a variety of conditions to ensure valid testing. For example, officer and enlisted records should vary in data elements, such as sex, age, name, MOS, grade, duty status, control branch, and arrival dates.

e. SAIF. The desired number of SAIF records can be prepared and processed for test model SPF records. (See AR 600–8–11.) To facilitate this process, valid assignment instruction records received from PERSCOM may be copied with modifications to SSN and to UPC with the losing PUD matching the test model SPF records. The SAIF test model records do not have to be present to operate the test model. If they have not been previously established, test model records can be placed on the file at the time of testing. Test model SASF, SPF, SOMF, and SAF records must be established before the SAIF can be used to process a test.

f. SESF. Entries cannot be directly placed on the SESF without inputting incorrect data on a test model SPF record and producing an error. Any test model transaction that contains errors is placed on the SESF. The error appears with all other errors displayed on cyclic reports and is identified by PUD 0CQ and 0J4 or originator code. When testing is completed, errors should be corrected or deleted.

13–4. Test model processing

a. The test model input is processed with all other transactions for that update cycle. Transactions are listed on all output reports and error registers as if they were transactions belonging to an operating unit. For example, a test model SPF transaction appears on the personnel transaction register by originator (ACC–P11). Processed test model transactions that transfer information to PERSCOM, such as inter-SIDPERS departures, are automatically cleared by the receiving activity upon receipt. Analysts do not need to delete this information from the output sent to other PPAs.

b. In addition to the normal cyclic outputs produced by test model processing, a special display called the test model display is produced. The test model display traces the actual processing of an input transaction, reveals processing errors, and isolates incorrect editing or updating. To illustrate this function, a sample transaction is described in (1) through (5) below.

(1) The NAME transaction is in question as to its proper functioning in the system. A SPF test model input transaction is prepared and input to the system.

(2) Header line one contains the title of the report TEST MODEL DISPLAY. This title appears on each page of the test model output report. Line one also contains the preparation date, number of the report (product control number (PCN): AAC–X04), and the page number.

(3) Header line two contains the part number applicable to this portion of the test model output. The number is keyed as part 1, SAF update; part 2, SOMF update; part 3, SASF update; part 4, SPF update; and part 5, SAIF update.

(4) Header line three contains an index line to compare the record position numbers.

(5) Detail lines in the display are identified by descriptive literals found in the first 29 positions on the report. The identifying literals are—

(a) ORIGINAL INPUT TRANS. This literal is a display of the input transaction as it entered the system.

(b) VALIDITY EDITED TRANS. This literal describes the record that is passed from the edit or update program to the transaction register of the file involved. Several registers may be involved for any one file.

(c) GENERATED ERROR SUSP. This literal identifies the error record generated by a personnel transaction. This literal appears only on part 4, SPF update.

13–5. The test model and training

a. SIDPERS sustainment training packages can be used with the test model either to activate records or to supplement data. If the test model is used with the training packages, the training NCO has a hard copy of input and output so that students can actually see the checks and balances of SIDPERS.

b. Training packages are available for use with the test model and are described in (1) through (3) below. These training packages can be used in either a classroom environment or at a desk.

(1) The unit or battalion S1-level data originator package is used to train unit or battalion S1 clerks in SIDPERS procedures, including input and output procedures and type of reports.

(2) The Personnel Service Company-level data originator package is used to enhance the Personnel Service Company clerk's training on input and output procedures and on procedures to update the SPF daily.

(3) The PERSINS management specialist package can establish and maintain the test model on the database. This package can also be used for cross-training personnel in the PAS.

c. Three training packages are available for supervisors or managers and can be taught in a classroom environment or used as a desk reference. They are described in (1) through (3) below.

(1) The unit or battalion S1 manager or staff package is used by the NCO or officer at the unit or battalion S1 to ensure that proper procedures are followed.

(2) The Personnel Service Company-level manager staff package can provide the NCO or officer at the Personnel Service Company with additional guides to improve operations by using SIDPERS.

(3) The PAS or SID manager package can provide a new NCO or officer of a PAS with internal procedures and can be used as a desk reference guide.

d. The command and staff package is available for commanders and staff at battalion levels and above. It provides an overview of SIDPERS and insights into its application for personnel information.

Chapter 14
Standard Information Retrieval Capability for Users

14–1. Standard information retrieval capability for users overview

The SIRCUS produces specially prepared reports according to user requests. The SIRCUS reports provide users with information that is not available in a normal recurring report or inquiry. A SIRCUS report may include data from more than one SIDPERS file.

14–2. Standard information retrieval capability for users library maintenance

The AAC SIRCUS Source Library Management System provides a reliable and easy-to-use means for source program maintenance, extraction, and queuing for subsequent execution by the SIRCUS system.

14–3. General description

a. The AAC SIRCUS Source Library Management System provides the following six basic services:

(1) The catalog service adds the user source program (PCN) to the library.

(2) The delete service removes the user source program (PCN) from the library.

(3) The list service generates an 80/80 listing of a user source program (PCN).

(4) The punch service lists and punches an 80/80 copy of the user source program (PCN).

(5) The update service makes changes and lists the changed user source program (PCN).

(6) The queue service extracts or transfers valid user source input to the SIRCUS system interface queue.

b. These six basic services all affect single source programs (PCN) whether they were input for transfer to the SIRCUS system interface queue or for processing against the source library tape. In addition to these six services, the following services are automatic:

(1) A new library tape is produced in each run.

(2) A SIRCUS system interface queue is created in each run.

(3) An AAC SIRCUS Source Statement Management report is produced in each run. This management report consists of three parts described in *(a)* through *(c)* below.

(a) Part I, automatic or requested PCN listings, provides the user with PCN listings as a result of either list, punch, or update service requests.

(b) Part II, service request transaction register, provides the user with a listing of all POVAACS control cards, processing remarks, and user source program (PCN) statements. The submitted user source program (PCN) statements are reflected on the report only if a service request is not processed.

(c) Part III, library tape PCN directory, provides user source program (PCN) statistics by PCN for each PCN maintained on the library tape.

(4) The statistics provided by PCN are listed in (a) through (e) below. In addition, part III reflects POVAACS run statistics (time started, time ended, and total elapsed time in hour/minute/second (HH.MM.SS.) format.

(a) The RCD TOTAL statistic provides total PCN source statements plus directory recording record.

(b) The DC statistic provides the date that the PCN was catalogued (Julian).

(c) The DLU statistic provides the date of the last update (Julian).

(d) The DLSR statistic provides the date of the last service request (Julian).

(e) The LSTSVC statistic provides last service performed information: C, catalog service; U, update service; P, punch service; and Q, queue service.

14–4. Specifications for user control card input

The following two types of cards are input to the AAC SIRCUS Source Library Management System:

a. User source statements.

b. AAC SIRCUS source library management service control cards. A PCN must be present in all AAC SIRCUS Library Management System service control cards.

14–5. Overall processing requirements

a. The SIRCUS source library management system. The SIRCUS source library management system was designed to run as a step within SIDPERS cycles or to run separately from SIDPERS cycles as a stand-alone job. All services are available in either run mode except for the queuing of other than category I and II SIRCUS for subsequent report production within a SIDPERS cycle. SIRCUS source library management inputs should be separated and identified according to the scheduled run mode, the SIDPERS cyclic mode or the stand-alone mode. This identification should be made before the SIRCUS source library management input is sent to the DPI.

b. Card input (IAOVAAC) versus tape input (IBOVAAC). In the event that a user has both tape and card input with a particular service request contained in each against the same PCN, the service request on the tape has priority over the request submitted on card input.

c. Formats for SIRCUS maintenance control cards. See table 14–1.

Table 14–1
SIRCUS maintenance control card formats

Run title: SIDPERS SIRCUS cycle.
Control card title: AAC SIRCUS source management maintenance service.
Run ID: AACR03.
Control card ID: POVAAC-CNTL01.
Control card purpose: To delete a single statement from a SIRCUS source program on the AAC SIRCUS source library tape (COVAAC).
User information:
a. User source statements are not required behind the POVAACS control card.
b. Service request priority processing code is 4.
c. No other service function can be processed against this PCN in the same cycle.
Instructions:
a. Type service request; card column 01; enter 1.
b. Service function; card column 02; enter D.
c. Source program PCN; card columns 03-05; enter the source program PCN to be updated.
d. Sequence number; card columns 06-10; enter the sequence number of the source program statement to be deleted.
e. Blank; card columns 11-80; leave blank.

Run title: SIDPERS SIRCUS cycle.
Control card title: AAC SIRCUS source management maintenance service.
Run ID: AACR03.
Control card ID: POVAAC-CNTL01.
Control card purpose: To delete multiple statements from a SIRCUS source program on the AAC SIRCUS source library tape (COVAAC).
User information:
a. User source statements are not required behind the POVAACS control card.
b. Service request priority processing code is 4.
c. No other service function can be processed against this PCN in the same cycle.
Instructions:
a. Type service request; card column 01; enter 1.
b. Service function; card column 02; enter D.
c. Source program PCN; card columns 03-05; enter the source program PCN to be updated.
d. Sequence number; card columns 06-10; enter the sequence number of the first source program statement to be deleted.
e. Sequence number separator; card column 11; enter a hyphen (-).
f. Sequence number; card columns 12-16; enter the sequence number of the last source program statement to be deleted.

Table 14–1
SIRCUS maintenance control card formats—Continued

g. Blank; card columns 17-80; leave blank.

Run title: SIDPERS SIRCUS cycle.
Control card title: AAC SIRCUS source management maintenance service.
Run ID: AACR03.
Control card ID: POVAAC-CNTL01.
Control card purpose: To replace a single statement in a SIRCUS source program.
User information:
a. User source statements are required behind the POVAACS control card.
b. Service request priority processing code is 4.
c. No other service function can be processed against this PCN in the same cycle.
Instructions:
a. Type service request; card column 01; enter 1.
b. Service function; card column 02; enter D.
c. Source program PCN; card columns 03-05; enter the source program PCN to be updated.
d. Sequence number; card columns 06-10; enter the sequence number of the source program statement to be replaced.
e. Blank; card columns 11-80; leave blank.

Run title: SIDPERS SIRCUS cycle.
Control card title: AAC SIRCUS source management maintenance service.
Run ID: AACR03.
Control card ID: POVAAC-CNTL01.
Control card purpose: To replace multiple statements in a SIRCUS source program.
User information:
a. User source statements are required behind the POVAACS control card.
b. Service request priority processing code is 4.
c. No other service function can be processed against this PCN in the same cycle.
Instructions:
a. Type service request; card column 01; enter 1.
b. Service function; card column 02; enter D.
c. Source program PCN; card columns 03-05; enter the source program PCN to be updated.
d. Sequence number; card columns 06-10; enter the sequence number of the first source program statement to be replaced.
e. Sequence number separator; card column 11; enter a hyphen (-).
f. Sequence number; card columns 12-16; enter the sequence number of the last source program statement to be replaced.
g. Blank; card columns 17-80; leave blank.

Run title: SIDPERS SIRCUS cycle.
Control card title: AAC SIRCUS source management maintenance service.
Run ID: AACR03.
Control card ID: POVAAC-CNTL01.
Control card purpose: To add a single statement or multiple statements to a SIRCUS source program on the AAC SIRCUS source library tape (COVAAC).
User information:
a. User source statements are required behind the POVAACS control card.
b. Service request priority processing code is 5.
c. No other service function can be processed against this PCN in the same cycle.
Instructions:
a. Type service request; card column 01; enter 1.
b. Service function; card column 02; enter A.
c. Source program PCN; card columns 03-05; enter the source program PCN to be updated.
d. Sequence number; card columns 06-10; enter the sequence number of the source program statement after which the statements will be added.
e. Blank; card columns 11-80; leave blank.

Run title: SIDPERS SIRCUS cycle.
Control card title: AAC SIRCUS source management special service.
Run ID: AACR03.
Control card ID: POVAAC-CNTL02.
Control card purpose: To accept POVAAC input from the IBOVAAC tape.

Table 14–1
SIRCUS maintenance control card formats—Continued

User information:
a. User source statements are required behind the POVAACS control card.
b. Service request priority processing code is 0.
c. No other service function can be processed against this PCN in the same cycle.

Instructions:
a. Type service request; card column 01; enter 2.
b. Service function; card column 02; leave blank.
c. Source program PCN; card columns 03-05; enter TPE.
d. Blank; card columns 06-80; leave blank.

Run title: SIDPERS SIRCUS cycle.

Control card title: AAC SIRCUS source management maintenance service.

Run ID: AACR03.

Control card ID: POVAAC-CNTL02.

Control card purpose: To delete the entire SIRCUS source programs on the AAC SIRCUS library tape (COVAAC).

User information:
a. User source statements are required behind the POVAACS control card.
b. Service request priority processing code is 1.
c. No other service function can be processed against this PCN in the same cycle.

Instructions:
a. Type service request; card column 01; enter 2.
b. Service function; card column 02; enter D.
c. Source program PCN; card columns 03-05; enter the source program PCN to be deleted.
d. Blank; card columns 06-80; leave blank.

Run title: SIDPERS SIRCUS cycle.

Control card title: AAC SIRCUS source management catalog service.

Run ID: AACR03.

Control card ID: POVAAC-CNTL02.

Control card purpose: To replace the entire SIRCUS source programs on the AAC SIRCUS library tape (COVAAC).

User information:
a. The entire SIRCUS source program is required behind the POVAACS control card.
b. Service request priority processing code is 2.
c. No other service function can be processed against this PCN in the same cycle.

Instructions:
a. Type service request; card column 01; enter 2.
b. Service function; card column 02; enter R.
c. Source program PCN; card columns 03-05; enter the source program PCN to be replaced.
d. Blank; card columns 06-80; leave blank.

Run title: SIDPERS SIRCUS cycle.

Control card title: AAC SIRCUS source management maintenance service.

Run ID: AACR03.

Control card ID: POVAAC-CNTL02.

Control card purpose: To add the entire SIRCUS source programs on the AAC SIRCUS library tape (COVAAC).

User information:
a. The entire SIRCUS source program is required behind the POVAACS control card.
b. Service request priority processing code is 3.
c. No other service function can be processed against this PCN in the same cycle.

Instructions:
a. Type service request; card column 01; enter 2.
b. Service function; card column 02; enter A.
c. Source program PCN; card columns 03-05; enter the source program PCN to be added.
d. Blank; card columns 06-80; leave blank.

Table 14–1
SIRCUS maintenance control card formats—Continued

Run title: SIDPERS SIRCUS cycle.

Control card title: AAC SIRCUS source management punch service.

Run ID: AACR03.

Control card ID: POVAAC-CNTL03.

Control card purpose: To punch a copy of an entire SIRCUS source program on the AAC SIRCUS source library tape (COVAAC).

User information:

a. User source statements are not required behind the POVAACS control card.

b. Service request priority processing code is 6.

Instructions:

a. Type service request; card column 01; enter 3.

b. Service function; card column 02; enter P.

c. Source program PCN; card columns 03-05; enter the source program PCN to be punched from the AAC SIRCUS source library tape (COVAAC).

d. Additional source program PCNs; card columns 06-80; if only one PCN is requested, card columns 06-80 will be blank; if two or more PCNs are requested, they must be entered consecutively as three-position entities beginning in card column 06; these PCNs do not need to be in ascending sequence.

Run title: SIDPERS SIRCUS cycle.

Control card title: AAC SIRCUS source management list service.

Run ID: POVAAC-CNTL03.

Control card ID: AACR03.

Control card purpose: To list a copy of an entire SIRCUS source program from the AAC SIRCUS source library tape (COVAAC).

User information:

a. User source statements are not required behind the POVAACS control card.

b. Service request priority processing code is 7.

Instructions:

a. Type service request; card column 01; enter 3.

b. Service function; card column 02; enter L.

c. Source program PCN; card columns 03-05; enter the source PCN to be listed from the AAC SIRCUS source library tape (COVAAC).

d. Additional source program PCN(s) or blank; card columns 06-80; if only one PCN is requested, card columns 06-80 will be blank; if two or more PCNs are requested, they must be entered consecutively as three-position entities beginning in card column 6; these PCNs do not need to be in ascending sequence.

Run title: SIDPERS SIRCUS cycle.

Control card title: AAC SIRCUS source management queue service.

Run ID: AACR03.

Control card ID: POVAAC-CNTL04.

Control card purpose: To extract SIRCUS source programs (PCNs) for processing from the AAC SIRCUS source library tape (COVAAC).

User information:

a. User source statements are not required behind the POVAACS control card.

b. Service request priority processing code is 8.

Instructions:

a. Type service request; card column 01; enter 4.

b. Blank; card column 02; leave blank.

c. Source program PCN; card columns 03-05; enter the source PCN to be processed from the AAC SIRCUS source library tape (COVAAC).

d. Additional source program PCN(s) or blank; card columns 06-80; if only one PCN is requested, card columns 06-80 will be blank; if two or more PCNs are requested, they must be entered consecutively as three-position entities beginning in card column 6; these PCNs do not need to be in ascending sequence.

Run title: SIDPERS SIRCUS cycle.

Control card title: AAC SIRCUS source management queue service.

Run ID: AACR03.

Control card ID: POVAAC-CNTL04.

Control card purpose: To process a SIRCUS source program from card input.

User information:

a. User source statements are required behind the POVAACS control card.

b. Service request priority processing code is 9.

c. No other service function can be processed against this PCN in the same cycle.

Instructions:

Table 14–1
SIRCUS maintenance control card formats—Continued

a. Type service request; card column 01; enter 4.
b. Service function; card column 02; enter C.
c. Source program PCN or blank; card columns 03-05; enter the source PCN to be processed. This PCN must match the PCN in the SIRCUS source statements that follow this control card. For inputting SIRFD maintenance transactions, this field is blank.
d. Blank; card columns 06-80; leave blank.

Chapter 15
Database Split

15–1. SIDPERS database split

In this chapter, the procedures necessary for a PAS to establish a new PPA are explained. These procedures help analysts to extract SIDPERS files from an existing PPA to a newly established PPA in both the peacetime and wartime (mobilization) operating modes. All files on a database are affected, and those records pertinent to the new database must be transferred when a database split is executed. In a mobilization environment, the mobilization station's PAS may need to perform additional functions of database conversion. Any conversion process assumes a comprehensive knowledge of SIDPERS and third-generation computer techniques. Therefore, the SIDPERS manager must know conversion techniques. The SIDPERS manager at both the losing and gaining PPA should contact the servicing data processing activity as soon as possible for extension support from USAISEC. (See figure 15–1.)

15–2. Preconversion survey

The preconversion survey ensures that all necessary actions relating to units that must be serviced, to communications requirements, and to personnel have been identified, and that plans have been developed to effect a smooth, efficient conversion. In a peacetime environment, these actions must be completed between 30 and 45 days before the effective date of database establishment. When possible, the preconversion survey is conducted onsite by personnel from USAISEC and PERSCOM at both the losing and gaining PPA. These same actions are generally accomplished to prepare for mobilization during phase I, preparatory planning, and phase II, alert. Beginning with the alert phase, personnel from PERSCOM should be available onsite. Additional assistance can be obtained from PERSCOM FACTS, DSN 221-9410. Tasks that must be completed during any preconversion survey are defined in *a* through *i* below.

a. Staff identification. Installation or activity personnel are identified to staff the PAS, and requisitions are submitted for all personnel that are not available. Trained personnel are available to perform the tasks involved in transferring a database.

b. Identification and registration of units to be serviced. All units are identified to ensure that the appropriate records are extracted during conversion. Each UIC is compared with the SAF to ensure that the UIC is valid and has been properly registered. The appropriate MACOM UICIO is notified of any unmatched UIC. In addition, MACOM UICIO submits changes to the SORTS and identifies all new PPA codes before the effective date of the database split. At the same time, the Field Systems Directorate PERSCOM (TAPC–FS) notifies the U.S. Army Command and Control Support Agency (CCSA) about the establishment of a new SIDPERS database and the units requiring PPA changes. CCSA is the proponent for the SORTS. In addition, the ODCSOPS (DAMO–FDZ) is provided with the new PPA codes and units to be serviced. This action occurs at least 6 weeks before the database split to effect the required VTAADS changeover.

c. Availability of units. The SOMF or SROF at the losing PPA is checked to ensure that all units to be transferred are present. Any units that are missing are added to the SOMF or SROF before the database split by submitting type transaction 1 or 2 (FID E) for adding to the SOMF and submitting type transaction 3 or 4 for adding to the SROF. (The type transaction used depends on whether the unit is on the SAF.) (See para 4–6.)

d. Credibility of control data. The gaining PPA obtains a copy of the AAC–C29 Organizational Master List, from the losing PPA. Which data elements are to be changed is determined, that is, RSC, mail code, originator code, and analyst code. If changes are necessary, type transaction 2 (FID F) and card sequence 2 are prepared for input to the first processing cycle at the gaining PPA.

e. RIC. The PAS, DPI, and the communication activity determine the RIC. The RIC designates transmission and receipt of SIDPERS data to the proper destination, and is determined no later than 30 days before the effective date establishing the new PPA. Once the RIC has been determined, the FACTS representative at PERSCOM is contacted so that all SIDPERS activities worldwide can be notified.

f. Upgrading and purifying the files. The accuracy of the files is improved before the pending transfer. First, all personnel verify the DA Form 2 records. Second, if the losing PPA agrees, the suspense delineator is designated for the

last completed cycle to enable management to enforce error resolution before the transfer. Third, emphasis is placed on reducing out-of-balance conditions on the AAC–C27 and the AAC–C40 reports.

g. Scheduling the database split. The losing DPI, USAISEC, and the losing PPA develop a schedule for the database split. The split should be scheduled immediately upon completion of a month end cycle and before the first cycle of the next month; however, the cycle control number for the split is the first cycle of the month. The output type transaction type F9 is merged with the output from the actual first-of-the-month cycle for transmission to PERSCOM.

h. Processing schedule. The gaining PPA and the supporting DPI develop a SIDPERS processing schedule. The schedule provides for a database-build cycle before any other actions. There must be adequate time to load the programs and files that are being transferred from the losing PPA. The first regular processing cycle of the effective month contains changes to the SOMF. For format information, see table 15–1 for cycle parameter cards and table 15–2 for AUTODIN schedule cards. Tables 15–3 and 15–4 list suggested reports to be generated from the first cycle after the database split (losing and gaining PPAs).

Table 15–1
Cycle parameter card format

Line	Data element	Size	Position
1.	Card definition *CTRL*CRD*	10	01-10
2.	Shipment control code	2	11-12
3.	Cycle as-of date (YYMMDD)	6	13-18
4.	JUMPS code	7	19-25
	a. Processing month (MM)	(2)	(19-20)
	b. Document number 5 (XXXX)	(5)	(21-25)
5.	Blank	6	26-31
6.	Error suspense cycle delimiter	2	32-33
7.	Tape input indicator	1	34-34
8.	Test model activation code	1	35-35
9.	Last cycle of month indicator	1	36-36
10.	SIDPERS environment code	1	37-37
11.	PPA code	2	38-39
12.	Database create or substitute code	36	40-75
13.	Part paper for SRCF	1	76-76
14.	Major sequence option for EDAS	1	77-77
15.	EDAS DA Form 2A option code	1	78-78
16.	Mobilization or test indicator	1	79-79
17.	TDR override indicator	1	80-80

Table 15–2
AUTODIN schedule card format

Line	Data element	Size	Position
1.	Card definition *OOS	4	01-04
2.	AUTODIN label AUTODIN	7	05-11
3.	Blank	1	12-12
4.	Routing indicator of batches to tape for sister location	7	13-19
5.	Blank	1	20-20
6.	Julian date (DDD)	3	21-23
7.	Local time	4	24-27
8.	Blank	1	28-28
9.	Start station serial number	4	29-32
10.	High station serial number [1]	4	33-36
11.	Low station serial number [1]	4	37-40
12.	report precedence [2]	4	41-44
	report ID	(2)	(41-42)
	Precedence	(1)	(43-43)
	Classification	(1)	(44-44)
13.	Repeating field [2]	27	45-72
14.	Routing indicator of batches to cards for sister locations	7	73-79
15.	Blank	1	80-80

Notes:

[1] After low and high station serial numbers are loaded, these data elements do not need to be present until either the station serial number changes or the edit table file is initialized.

[2] This data element is optional. It is used to create a precedence of other than routing and may be repeated up to 10 times.

Table 15–3
reports to be generated after database split (losing PPA)

PCN	Title of report
AAC-C11	Alpha Roster
AAC-C27	Personnel Strength Zero Balance report
AAC-C29	Organizational Master List
AAC-C40	Unit Accountability Notices
AAC-C61	Daily Strength Summary
AAC-A11	Authorized Strength Inquiry report

Table 15–4
reports to be generated after database split (gaining PPA)

PCN	Title of report
AAC-C11	Alpha Roster
AAC-C27	Personnel Strength Zero Balance report
AAC-C29	Organizational Master List
AAC-C40	Unit Personnel Accountability Notices
AAC-C51	AALOC
AAC-C61	Daily Strength Summary
AAC-MO5	MOS Master List
AAC-A11	Authorized Strength Inquiry report

Table 15–5
Parameter control card format for database split

Position	Description of data elements
01-01	Either 3 or 5 (3 equals selection on three-position PUD; 5 equals selection on five-position UPC) [1]
02-02	Blank
03-04	PPA code to be assigned to the extracted unit's new SIDPERS code. See AR 680-29 for authorized code (verify with gaining PAS).
05-06	Current PPA code (current SIDPERS)
07-21	Blank
22-23	Activity shipment control number. Must be coordinated with PERSCOM, TAPC-FSO-T, DSN 221-9410.
24-24	Blank
25-25	If in wartime operating mode, enter 1; if not, leave blank.
26-80	Blank

Notes:
[1] UPC equals PUD and DD.

Table 15–6
Data control card for database split, card 1

Position	Description of data elements
01-01	Constant of 1
02-02	Blank
03-05	Three-position PUD
06-07	Two-position DD a. If the parameter control card contains a 3 in column 1, the DD is blank. b. If the parameter control card contains a 5 in column 1, enter the DD (last two positions of the UPC).
08-80	Blank

Table 15–7
Data control card for database split, card 2

Position	Description of data elements [1]
01-01	Constant of 2
02-02	Blank
03-04	Enter the originator code assigned to the unit at the losing PPA. This old originator code is used to select error suspense records for the new error suspense file on the new database.
05-80	Blank

Notes:
[1] This card is not required in the wartime operating mode because the SESF is not an active file in the wartime operating mode.

i. Selection criteria for database split at the losing PPA. Execution of the database can be either PUD (three positions) or UPC (PUD—three positions and DD—two positions). If any units or elements of any PUD remain, the entire split must be selected on UPC. Format for the parameter control card is shown in table 15–5, and the format for the data control cards is shown in tables 15–6 and 15–7.

15–3. Conversion database split

During the conversion, the actual split is accomplished; files are transferred, loaded at the gaining DPA, tested, and purified. Onsite assistance is provided from PERSCOM. Required conversion actions are described in *a* through *d* below.

a. Control and data cards submitted to DPI. The losing PAS prepares and verifies the parameter control card and data cards. These cards are provided to the DPA for performing the database split.

b. Conversion results. The gaining PPA must check the operator hard copy console output (SYSLST) and the operating hard copy system output (SYSOUT) generated from the database split. See figure 15–2 for a sample of the listing.

(1) Verify that all requested units and originators were selected from the losing database.

(2) Verify that all of the files, by record count, were selected from the losing database and that they remain correct.

(3) *Note the SRCF*. If any records are included in the file, ascertain if they are for a remote site (satellite) that is supposed to be serviced by the gaining PPA. The records may be the ones used by the losing PPA to support the gaining PPA before the conversion occurred; if so, the gaining PPA transmits reports to itself until these SRCF records are deleted. The remaining valid SRCF records should be checked for proper mail codes, report sequence codes, and so on.

c. PERSCOM notified of the conversion. The losing PPA checks for the creation of type transaction F9 from the database split. These transactions notify PERSCOM of the change in PPA and are merged with the output transactions from the first cycle that are transmitted to PERSCOM. Notify PERSCOM FACTS and the PERSCOM requirements branch via AUTODIN of the station serial number of transmission for type transaction F9. Type transactions F9 may not be available during mobilization because the database split may not have been previously accessed to the database. Type transaction F9 has the PPA code of the gaining PPA entered in print positions 79 to 80, and the previous servicing PPA code is entered in print positions 5 to 6. Type transactions F9 may be verified by using the AAC–P17 report. (There is one type transaction F9 per individual.)

d. reports to monitor conversion. The losing PPA selects the reports (table 15–3) for output from the first cycle after the conversion. The PAS can identify all remaining records on the database files from these reports.

15–4. Follow-on phase

The follow-on phase assists the personnel at the gaining PPA to process the month end cycle, select schedule reports, and prepare and validate these reports. The output information is essential for performance evaluation within the SIDPERS environment. During mobilization, this phase may not be required. The follow-on phase helps to ensure that—

a. The month end cycle parameter card contains a Y in position 9.

b. The month end AUTODIN schedule card contains a P in position 11, indicating a priority transmission of output.

c. The PAS chief is thoroughly familiar with the Standards of Performance and Measurement Techniques. (See AR 600–8–23.)

15–5. Database checklist of events and split timetables for losing and gaining personnel automation sections

The checklist of events and sample timetables, shown in figures 15–3 and 15–4, help the losing and the gaining PASs prepare and complete a database split.

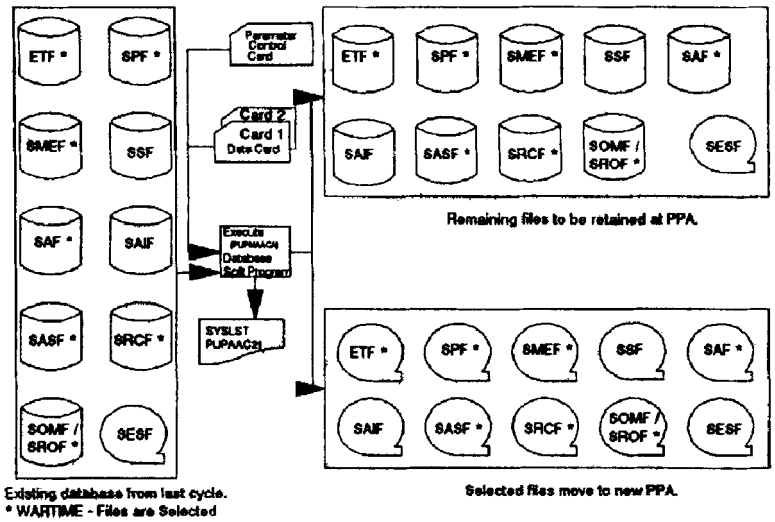

Figure 15–1. SIDPERS database split cycle

```
Selection criteria[1]

TYPE 1 UPC = 030A1.
   Type 2 ORIGINATOR = BC
TYPE 1 UPC = 044AA
   Type 2 ORIGINATOR = CD
TYPE 1 UPC = 044AA
   Type 2 ORIGINATOR = CE

Records input              Records remaining          Records selected

ETF IN = 01196             ETF NONSELECTED = 01196    ETF SELECTED = 01196
MOS IN = 02983             MOS NONSELECTED = 02983    MOS SELECTED = 02983
ALC IN = 13500             ALC NONSELECTED = 13500    ALC SELECTED = 13500
ASF IN = 13885             ASF NONSELECTED = 12000    ASF SELECTED = 01885
OMF IN = 00272             OMF NONSELECTED = 00172    OMF SELECTED = 00100
SPF IN = 14745             SPF NONSELECTED = 10000    SPF SELECTED = 04745
RNF IN = 00000             RNF NONSELECTED = 00000    RNF SELECTED = 00000
AIF IN = 03738             AIF NONSELECTED = 03700    AIF SELECTED = 00038
RCF IN = 00000             RCF NONSELECTED = 00030    RCF SELECTED = 00030
E-S IN = 00938             E-S NONSELECTED = 00900    E-S SELECTED = 00038

11 RESET ALL
```

```
Notes:

1. This report identifies the records that remained after the split and those
that were selected for transfer. Type 1 identifies that a split occurred on
UPC and that units were selected. Type 2 identifies the originator selected to
extract errors from the SESF.
```

Figure 15–2. Database split verification (sample SYSLST or SYSOUT)

	Action required	Timeframe
1.	Appointment of point of contact?	Upon notification to activate new PAS.
2.	Initial contact made with PERSCOM point of contact?	Upon notification to activate new PAS.
3.	PERSCOM point of contact contacted for database split support?	60 to 90 days before activation date.
4.	DPI point of contact notified for Information Systems Software Command database split support?	60 to 90 days before activation date.
5.	Schedule to reconcile the appropriate DA Form 2 completed?	60 to 90 days before activation date.
6.	AAC-C51 produced?	60 to 90 days before activation date.
7.	Verification of units to be extracted against SAF completed?	60 to 90 days before activation date.
8.	UICIO informed of unit(s) not on SAF?	60 to 90 days before activation date.
9.	Arrangements completed for survey before database split?	60 to 90 days before activation date.
10.	Survey before database split completed?	45 to 60 days before effective date.
11.	Schedule database split or establish new PAS?	30 to 45 days coordinated with DPI) before effective date.
12.	AAC-C29 produced for new PAS?	20 to 30 days before split date.
13.	SOMF verified for units to be split? Transactions processed to add unit(s) to SOMF or SROF as appropriate? UICIO informed of unit(s) not on SAF?	20 to 30 days before split date.
14.	Established date for cutoff of personnel and organizational changes?	20 to 30 days before split date.

Figure 15–3. Sample timetable of events for database split—losing PPA

15.	Established date for commencement of input to new PPA?	20 to 30 days before split date.
16.	Established controls and procedures for processing input to new PPA?	20 to 30 days before split date.
17.	Produced AAC-C27 for each unit?	20 to 25 days before split date.
18.	Unit out-of-balance strength conditions resolved?	7 to 20 days before split date.
19.	Final local inputs processed in SIDPERS cycle?	3 to 7 days before split date.
20.	Unprocessed transactions, unresolved errors, and notices from final input cycle resolved and processed in monthend cycle?	3 to 7 days before split date.
21.	DA error notices from monthend cycle resolved and corrected?	1 to 3 days before split date.
22.	Parameter control card and data cards prepared?	1 to 2 days before split date.
23.	Parameter control card and data cards verified?	1 to 2 days before split date.
24.	Database split executed?	Effective date of database split.
25.	Database split verification completed?	Upon completion of database split.
26.	Documents and tapes hand-carried to new PAS site?	Upon completion of database split.
27.	The AAC-C11, -C27, -C29, -C40, -C39, and -C61 produced?	First cycle after database split.
28.	P17 verified for creation to type transactions F9?	Upon receipt of output from first cycle after database split.
29.	PERSCOM point of contact notified of cycle and cycle date? Type transactions F9 transmitted to PERSCOM?	Upon verification of transmission by the telecommunications center or DPI.

Figure 15–3. Sample timetable of events for database split—losing PPA—Continued

	Action required	Timeframe
1.	Appointment of point of contact?	Upon approval to activate a new PPA.
2.	Losing PAS notified of approval to activate a new PPA?	Upon approval to activate a new PPA.
3.	Initial contact made with PERSCOM point of contact?	Upon approval to activate a new PPA.
4.	Plan to establish PPA completed?	8 to 12 months before activation date.
5.	Change to modified TOE or TDA for personnel and equipment authorization submitted?	8 to 12 months before activation date.
6.	Personnel identified to staff PAS and equipment authorization submitted?	Upon approval of activation date.
7.	Coordination made with telecommunications center to obtain new RIC?	4 to 8 months before activation date.
8.	PERSCOM point of contact notified of assigned new RIC?	Upon receipt of new RIC.
9.	PAS operational policies and procedures developed?	4 to 8 months before activation date.
10.	Internal training program established and implemented?	4 to 8 months before activation date.
11.	Operating procedures or instructions for the units and PAS elements developed?	2 to 4 months before activation date.
12.	Support agreements developed and coordinated with UICIO, Force Development Office, telecommunications center, and DPI?	2 to 4 months before activation date.
13.	Requisitions for office supplies, blank forms, and reference materials submitted?	2 to 4 months before activation date.
14.	Adequate office space and equipment assigned and programmed for the PAS?	2 to 4 months before activation date.

Figure 15–4. Sample timetable of events for database split—gaining PPA

15.	Site security clearance granted?	2 to 4 months before activation date.
16.	Procedures for handling privacy information developed?	2 to 4 months before activation date.
17.	External training program developed?	2 to 4 months before activation date.
18.	SIDPERS performance monitoring and measuring program developed?	2 to 4 months before activation date.
19.	PERSCOM point of contact notified for database split support?	60 to 90 days before activation date.
20.	DPI point of contact notified for USAISEC database split support?	60 to 90 days before activation date.
21.	Procedures for standard entry and exit system (SEES) of HQDA output tape developed and coordinated?	60 to 90 days before activation date.
22.	Procedures for establishing product control table developed and coordinated?	60 to 90 days before activation date.
23.	Reports and distribution schedule and list developed for SIDPERS output?	60 to 90 days before activation date.
24.	Support agreements developed and coordinated with the--	60 to 90 days before activation date.
	a. Commands and activities outside the command? b. Satellite units and activities? c. Remote site(s)? d. Reserve Component units?	
25.	PPA changes made to the AALOC by the UICIO through SORTS?	60 to 90 days before effective date.
26.	Arrangements for pre-database split survey completed?	60 to 90 days before effective date.
27.	Pre-database split survey completed?	45 to 60 days before effective date.

Figure 15–4. Sample timetable of events for database split—gaining PPA—Continued

28.	SIDPERS processing schedule developed and coordinated with DPI and new PAS?	30 to 45 days before effective date.
29.	Operating procedures and instructions distributed to unit and Personnel Service Company elements?	14 to 30 days before split date.
30.	Local codes changed to SOMF identified? Change transactions prepared for input to first cycle?	14 to 30 days before split date.
31.	Documents and tapes from losing PPA received? Coordination made with DPI to process first cycle?	Upon receipt of documents and tapes from losing PPA.
32.	Input for first cycle provided to DPI?	In accordance with cycle schedule.
33.	The AAC-C27, AAC-C29, AAC-C39, AAC-C51, AAC-L53, and AAC-M05 produced?	First cycle.
34.	First cycle verification completed?	Upon receipt of first cycle output.
35.	Input for second cycle provided to DPI?	In accordance with cycle schedule.
36.	The AAC-C11, AAC-C40, and AAC-C61 produced?	Second cycle.
37.	Second cycle verification completed?	Upon receipt of second cycle output.

Figure 15–4. Sample timetable of events for database split—gaining PPA—Continued

Chapter 16
Intact Unit Gain or Loss

16–1. Intact unit gain or loss, transfer of servicing

This chapter explains how a SID or PAS transfers SIDPERS servicing units and the individuals assigned to these units. The outlined procedures help to extract SIDPERS files from a PPA and another PPA to receive them. This situation affects only the SPF, SOMF, and SASF.

16–2. Coordination

Close coordination is maintained between PERSCOM, SID or PAS, and other activities at the losing and gaining installations. A point of contact should be appointed 30 to 35 days before the proposed effective date of transfer for each activity involved. The PERSCOM point of contact may be contacted at DSN 221-9410.

16–3. Losing Personnel Information Systems processing activity actions

The point of contact of the losing PPA notifies the losing installation's UICIO to ensure that the proper changes are made to the AALOC (SAF record) through the SORTS by the effective date. In addition, SORTS changes should coincide with the rotation or cohort unit moves. As a minimum, the PPA code, AREAX code, location name, ARLOC, and the ZIP code or APO number should be changed.

a. Advance party sent to new duty station. If an advance party is sent to a new duty station, the processing is accomplished as described in (1) and (2) below.

(1) *INQY transaction.* Approximately 7 to 14 days before the departure of an advance party, an INQY transaction is generated for each soldier in the advance party.

(2) *DA Form 2A, DA Form 2B, or DA Form 2C inquiry.* The appropriate DA Form 2 is hand-carried by the advance party to the new duty station and is immediately turned over to the gaining PSC.

b. Other considerations. Within 20 to 30 days before the unit's scheduled departure date, the transactions considerations described in (1) and (2) are considered.

(1) *Processing cutoff date.* A date is established for the cutoff of personnel and organizational changes and to begin input of changes to the gaining SIDPERS database. Established controls should be rigid and strictly followed. DA Form 3812 (TEST) (SIDPERS Input and Control Data—Organizational Change) and DA Form 3813 (SIDPERS Input and Control Data—Personnel Organization Change) are used for all changes after the cutoff date. Originator codes, RSCs, analyst codes, and mail codes from the gaining SID or PAS are used after the date. Changes that are prepared after the cutoff date are forwarded to the gaining SID or PAS or turned in as the accompanying unit(s) arrives.

(2) *Operating procedures.* Copies of the operating procedures or instructions that are received from the gaining SID or PAS are distributed to the Personnel Service Company and affected units.

c. Personnel Strength Zero Balance report. Approximately 15 to 20 days before the unit's scheduled departure date, an AAC–C27 report is prepared. The unit(s) are at zero balance before the transfer.

d. Final local inputs. Final local inputs are processed 7 to 10 days before the unit's scheduled departure date. No other personnel or organizational changes should be locally processed after that date. All unresolved errors remain after the cutoff date. These unresolved errors are identified and forwarded to the gaining PAS or SID on DA Form 3812 and DA Form 3813.

e. Intact unit transfer. Four days before the effective date or date of departure, whichever occurs first, an OIUT transaction is processed. See table 16–1 for format of the OIUT transaction. This type of transaction extracts records from the SASF, SPF, and SOMF by UPC. Selected records are identified on the SPF records on the AAC–P01 report (FID P and O), the SASF records on the AAC–A01 report (FID I), and the SOMF records on the AAC–U01 report (FID E and F). The data in the extract records are verified at this point. The SASF records' PSCs are changed to L, and the PSD is changed to effective assumption of servicing date plus 1 month. The last type transaction and date of last type transaction are changed to those of the OIUT transaction and the transaction date. The SOMF RSC is changed to E, and the planned action date is changed to the input effective date (assumption of servicing date). The SPF last type of transaction personnel data element is changed to that of the OIUT transaction; the type most recent strength transaction code is either A2, A7, or B2; the date of the last Personnel Service Company is changed to the input date of loss if the unit and personnel actually move. The extracted cards (SASF, SPF, and SOMF) should be forwarded to the gaining SID or PAS. These extracts should be hand-carried. The OIUT transaction generates an output tape that is used to produce the hard-copy AAC–P63 report and corresponding cards. One copy of the report is forwarded with the cards to the gaining installation.

f. Previously reported intact unit transfer. Upon notification from the gaining SID or PAS that the extracts (cards previously sent to them) have successfully processed to their database, and OIUG transaction is submitted by the losing PPA. Processing of an OIUG transaction from the losing PPA changes the records selected when the OIUT transaction was processed. The successful processing of a OIUG transaction causes the following actions:

(1) The SPF RSC is changed to X, and the entry appears on the AAC–P01 report.

(2) The SOMF record type is changed to X, and the entry appears on the AAC–U01 report.

(3) The SASF records are deleted, and an entry appears on the AAC–A01 report.

16–4. Gaining Personnel Information Systems processing activity actions

The responsibilities of the gaining servicing activity begin approximately 1 month before the arrival of the advance party.

a. Operating procedures or instructions. The gaining SID or PAS formulates operating procedures and instructions approximately 20 to 30 days before the effective date. This information is provided to the losing PAS to ensure a smooth transition. The losing SID or PAS uses this information when completing input forms after the established cutoff date. This information includes—

(1) Assignment of originator codes.

(2) Assignment of RSC.

(3) Assignment of analyst codes.

(4) Assignment of mail codes.

b. FID N TDRs. When the advance party arrives, the TDRs (FID N) are prepared by using the hand-carried DA Form 2 for processing to the gaining database. This action attaches the individual members of the party. Table 16–2 illustrates needed changes to the TDR (FID N).

c. Change to unit strength. The OSTR transaction is submitted by the unit of attachment for the advance party members. When the unit(s) actually arrive, another OSTR transaction is submitted to reduce the attached accountable strength.

d. Relieved from attached. See *b* above. When the unit(s) arrives, a RATH transaction is submitted with the second OSTR transaction on the previously attached advance party member(s).

e. Input FIDs (I, P, E, and F). Upon receipt of FIDs I, P, E, and F, the extracted records from the losing SID or PAS are validated before processing.

(1) *SOMF addition and change transactions (FID E and F).* These transactions are received in a three-card set. The three cards are essential to processing in both peacetime and wartime operating modes. The FID E formats for these three-card sets are shown in tables 16-3 through 16-5. Table 16–6 shows the necessary data for cards 4 through 8 for FID F inputs during the peacetime operating mode only. These additional FID F cards are optional to the processing cycle. Once the FID E (three-card set) has been entered, the SOMF change transactions (FID F) can be entered (cards 4 through 8). The UPC originator code, type transaction, and transaction date are entered identically on every card in the set. If not, the entire card set (cards 1 through 3 and cards 4 through 8 if entered) is rejected.

(2) *Intact unit gains and inter-TDRs (FID O and P).* The FID O and P cards are validated normally in four-card sets. Cards 1 and 2 are essential to processing during SIDPERS peacetime and wartime operating modes. Cards 3 and 4 are accepted if present in the peacetime operating mode but are ignored if SIDPERS is in the wartime operating mode. TDRs (FID O) are normally sent over AUTODIN to the gaining PPA during an OIUT transaction processing cycle, represent the pending gains to the losing unit, and are produced with FID P in card format.

(3) *Authorized strength additions (FID I).* Authorized strength addition transactions are validated as they are received. There is no requirement that any FID I be present.

f. Processing successfully validated transactions (FIDs). The following processing schedule is recommended:

(1) *FID E and F transactions.* The FID I, P, and O transactions are omitted from the first cycle to allow the FID E and F transaction to process. These FIDs appear on the AAC–U01 report and can be identified on the AAC–C29 report.

(2) *FID I, P, and O transactions and accumulated changes.* These FID I, P, and O transactions and changes are prepared by the losing PPA and are processed in the second cycle.

(3) *Notification of PERSCOM.* The PERSCOM point of contact, FACTS, is notified (TAPC–FSO–T, DSN 221-9410) of the cycle control number and the date that the FID O and P transactions were processed.

g. Notification of losing PPA of successful processing. The losing SID or PAS is notified that the FIDs have successfully processed. At this point, the losing SID or PAS processes their OIUG transactions. (See para 16–3f.)

h. Recommended reports. Table 16–7 lists recommended production reports to be scheduled. These reports are necessary to identify fully the files and records transferred.

i. Intact unit gain or loss timetable. A sample timetable in figures 16–1 and 16–2 provides assistance in preparing and completing events for an intact unit gain or loss.

Table 16–1
Format of OIUT transaction

Line	Data element	Size	Position
1.	Transaction date (YYMMDD)	6	01-06
2.	Transaction mnemonic OIUT	4	07-10
3.	UPC (PUD, DD)	5	11-15
4.	POSNO (blank)	5	16-20
5.	Originator code	2	21-22
6.	ARLOC-gaining [1]	5	23-27
7.	Constant / (slash)	1	28-28
8.	PPA-gaining	2	29-30
9.	Constant / (slash)	1	31-31
10.	Date of loss (YYMMDD)	6	32-37
11.	Constant / (slash)	1	38-38
12.	Effective date of assumption of servicing (YYMMDD)[2]	6	39-44
13.	Constant . (period)	1	45-45

Notes:

[1] May be unchanged from current locations if unit is not actually relocating.

[2] Cannot be less than cycle date on date of loss.

Table 16–2
Changes needed to TDR FID N

Card	Change	Column
1	Most recent strength type transaction ATCH	73-76
2	Gaining UPC (unit of attachment, PUD, and DD.	10-14
2	reporting date (date of arrival at new duty station) YYMMDD	15-20
2	Losing UPC (current unit of assignment)	21-25

Table 16–3
Format of FID E input at gaining PPA, card 1

Line	Data element [1]	Size	Position
1.	UPC (PUD, DD)	5	01-05
2.	Originator code [2]	2	06-07
3.	Unit name	30	08-37
4.	AREAX code [2]	3	38-40
5.	Location name [2]	9	41-49
6.	ZIP code or APO number [2]	5	50-54
7.	OESTS code	1	55-55
8.	Effective date of OESTS (YYMMDD)	6	56-61
9.	PPA	2	62-63
10.	CAC	2	64-65
11.	Organization class [2]	1	66-66
12.	ARLOC-Gaining	5	67-71
13.	Type transaction [2]	1	72-72
14.	Transaction date (YYMMDD) [2]	6	73-78
15.	Card sequence number 1	1	79-79
16.	FID E	1	80-80

Notes:

[1] All data elements are essential to processing.

[2] Entered at gaining PPA. Type transaction is 2 if there is no SAF record; if SAF record is present, this card is not needed.

Table 16–4
Format of FID E input at gaining PPA, card 2

Line	Data element	Size	Position
1.	UPC (PUD, DD) [1]	5	01-05
2.	Originator code [1, 2]	2	06-07
3.	Unit status [2]	2	08-09
4.	PUID [1]	1	10-10
5.	Record type [1]	1	11-11
6.	Planned action date (YYMMDD) [1]	6	12-17
7.	ADN [1]	15	18-32
8.	Mail code [1, 2]	2	33-34
9.	Mail lag [2]	1	35-35
10.	Analyst code [1, 2]	1	36-36
11.	RSC [1, 2]	3	37-39
12.	DSSN [1, 2]	4	40-43
13.	Blank	2	44-47
14.	Unit assignment priority	1	48-48
15.	Unit percentage critical strength	3	49-51
16.	Airborne Special Forces indicator	1	52-52
17.	Replacement activity	1	53-53
18.	Blank	1	54-54
19.	Concurrent travel status [2]	1	55-55
20.	Blank	1	46-56
21.	Effective date of document (YYMMDD) [1]	6	57-62
22.	Effective date of projected document (YYMMDD)	6	63-68
23.	TCO [2]	3	69-71
24.	Type transaction [1, 2, 3]	1	72-72
25.	Transaction date (YYMMDD) [1, 2]	6	73-78
26.	Card sequence number 2 [1]	1	79-79

Table 16–4
Format of FID E input at gaining PPA, card 2—Continued

Line	Data element	Size	Position
27.	FID E [1]	1	80-80

Notes:

[1] Essential data elements to complete processing.

[2] Entered at gaining PPA.

[3] Type transaction is 2 if there is no SAF record; if SAF record is present, type transaction is 1.

Table 16–5
Format of FID E input at gaining PPA, card 3

Line	Data element	Size	Position
1.	UPC (PUD, DD) [1]	5	01-05
2.	Originator code [1, 2]	2	06-07
3.	ADCON UIC (W, PUD, DD) [2]	6	08-13
4.	OPCON UIC (W, PUD, DD) [2]	6	14-19
5.	Officer number personnel date (YYMMDD)	6	20-25
6.	Enlisted number personnel date (YYMMDD)	6	26-31
7.	Local data element [2]	10	32-41
8.	Blank	30	42-71
9.	Type transaction [1, 2, 3]	1	72-72
10.	Transaction date (YYMMDD) [1, 2]	6	73-78
11.	Card sequence number 3 [1]	1	79-79
12.	FID E [1]	1	80-80

Notes:

[1] Essential data elements to complete processing.

[2] Entered at gaining PPA.

[3] Type transaction is 2 if no SAF record is present; if SAF record is present, type transaction is 1.

Table 16–6
Data essential to processing of FID F, cards 4 through 8

Line	Data element	Size	Position
1.	Originator code	2	06-07
2.	Type transaction 2	1	72-72
3.	Transaction date (YYMMDD)	6	73-78
4.	Card sequence number 4, 5, 6, 7, or 8	1	79-79
5.	FID F	1	80-80

Table 16–7
reports reproduced at gaining PPA

PCN	Name
AAC-A11	Authorized Strength Inquiry report
AAC-C11	Alpha Roster
AAC-C27	Personnel Strength Zero Balance
AAC-C29	Organization Master Test
AAC-C40	Unit Personnel Accountability Notices
AAC-C51	AALOC
AAC-C61	Daily Strength Summary

	Action required	Timeframe
1.	Appointment of point of contact?	60 to 65 days before effective date.
2.	Local SIDPERS codes established for unit(s)?	45 to 60 days before effective date.
3.	Operating procedures and instructions established and copies furnished to losing PAS for distribution to unit(s)?	7 to 14 days before effective date.
4.	Advance party personnel have been attached and SIDPERS transactions processed?	Upon arrival of advance party.
5.	Advance party personnel have been relieved from attached and SIDPERS transactions processed?	Upon arrival of unit.
6.	AAC-C51 produced?	Upon arrival of unit.
7.	SPF, SASF, and SOMF TDR cards validated and prepared for cycle processing.	
8.	UICIO informed of unit(s) not on SAF?	Upon arrival of unit.
9.	SOMF transactions (FID E and F) cards processed and verified?	Effective date of transfer.
10.	SASF transactions (FID I) and SPF TDR (FID O and P) cards processed?	First cycle after SOMF transactions processed.
11.	Unprocessed SPF and SASF transactions resolved and processed?	First cycle after SAF and SASF transactions processed.
12.	PERSCOM point of contact notified of cycle FID O and P processed?	Upon receipt of date and cycle output.
13.	Losing PAS notified of FID processing?	Upon receipt of cycle output.
14.	PSC point of contact notified of unit(s) TDR processing?	Upon receipt of cycle output.
15.	The AAC-A11, -C11, -C27, -C29, -C40, -C51, and -C61 produced?	First cycle after FID processed.

Figure 16–1. Sample timetable of events for intact unit gain

	Action required	Timeframe
1.	Appointment of point of contact?	60 to 65 days before effective date.
2.	Organizational changes made to the AALOC by UICIO through SORTS?	45 to 60 days before effective date.
3.	Processed INQY transactions for TDR (FID N) cards for advance party?	7 to 14 days before departure of advance party.
4.	Established date for cutoff of personnel and organizational changes?	20 to 30 days before departure of unit.
5.	Copies of gaining PAS operating procedures and instructions distributed to unit?	20 to 30 days before departure of unit.
6.	Established date for commencement of input to gaining PAS?	20 to 30 days before departure of unit.
7.	Established controls and procedures for processing input to gaining PAS?	20 to 30 days before departure of unit.
8.	AAC-C27 produced for each unit?	20 to 25 days before departure of unit.
9.	Strength accountability completed by units?	14 to 20 days before departure of unit.
10.	Final local input processed in SIDPERS cycle?	7 to 10 days before departure of unit.
11.	Unprocessed transactions from final cycle resolved?	4 to 7 days before departure of unit.
12.	Processed OIUT transaction(s) for intact unit loss TDR cards?	4 days before departure of unit or effective date of transfer.
13.	TDR cards have been validated and all records extracted for the unit(s)?	3 days before departure of unit or effective date of transfer.
14.	Unit(s) received documents to be turned in to gaining PAS?	1 day before departure of unit.
15.	PERSCOM point of contact notified of unit(s) departure?	Date of unit departure.
16.	Processed OIUG transaction(s) for intact unit(s) gained by gaining PAS?	First cycle after notification from gaining PAS.
17.	All unit(s) changes and deletions from SIDPERS files processed?	Upon receipt of transaction register from cycle when OIUG transaction was processed.

Figure 16–2. Sample timetable of events for intact unit loss

Chapter 17
Command and Staff report Guidelines and Procedures

Section I
Command and Staff report Guidelines

17–1. Procedural guidelines

a. Overview. Command and staff reports primarily assist commanders in their personnel management and administration tasks. The reports contain personnel management data on soldiers and units and satisfy information needs of each operating echelon within a division or installation. These reports also provide systems control, audit trails, and data reconciliation. This chapter provides procedural guidance to the PAS on the preparation, control, maintenance, and distribution of SIDPERS command and staff reports.

b. Scope. Command and staff reports are flexible to provide essential personnel management data throughout the operating environment. By using mail code or report sequence code sequencing options, the PAS can provide tailor–made reports for all elements of divisions or installations and MACOMs reporting directly to PERSCOM.

17–2. report processing requirements

a. The PAS in conjunction with the Adjutant General coordinates and controls requirements for processing each report. These requirements include as–of date, due date, sequence (such as mail code or report sequence code), number of copies, security classification, and a distribution system. Due dates must be established to satisfy user requirements for timely information and yet avoid overloading computer operations with peak requirements. The PAS schedules reports based on the following factors:

(1) User requirements.

(2) SIDPERS cycle capacity (number of input transactions) and amount of any backlog in file update transactions.

(3) Amount of computer time available for each cycle to run the system.

(4) Internal relationship of one SIDPERS report to another SIDPERS report (those that serve as a cross–check) ensures system accuracy and data validity. These reports are run in the same cycle (that is, AAC–C01, AAC–C10, AAC–C52, and AAC–C54).

b. SIDPERS maintains two assignment units on the SPF to reflect one current and one previous assignment. For report purposes, two rules determine an individual's unit—

(1) *Rule 1.* Personnel are selected as accountable to unit 1 unless a departure date is shown. If a departure date is shown, the unit 1 potential gaining unit is selected. This rule provides for strength accountability for each individual only once.

(2) *Rule 2.* Personnel are selected as accountable to each unit for which an arrival date, but no departure date, is shown. This rule informs units about what has been reported to SIDPERS.

17–3. report input

a. SIDPERS command and staff reports are written in common business–oriented language (COBOL), SIRCUS language, or interactive query facility (IQF) language. COBOL is a language common to the Army Standard Information Management System (ASIMS), International Business Machines Corporation (IBM), and Decentralized Automated Service Support System (DAS3) computers. SIRCUS runs on ASIMS and IBM computers, and IQF runs on the DAS3 computers.

b. Command and staff reports are grouped in the following three categories:

(1) Category I reports are written in SIRCUS language; the user can change content and format as long as the report's original use is maintained. Once released, USAISEC and PERSCOM maintenance ceases, and the user makes any changes. Local update of these procedures for category I is authorized and encouraged.

(2) Category II reports are written in SIRCUS language and are maintained by USAISEC and PERSCOM. The user cannot change the content or format of the report. Users can only change source statements as specified in the report procedure. In addition, users can add statements to facilitate remote site AUTODIN transmission.

(3) Category III reports are written in COBOL and are maintained by USAISEC and PERSCOM. These reports require more than the 32,000 maximum core available for SIRCUS object language programs and interface with other systems. Their content and format are governed by regulation. These reports are controlled by the various report schedule card formats.

c. COBOL and SIRCUS reports are produced by including the proper schedule records or SIRCUS queue records in the SIDPERS cycle. IQF reports are produced by an operator entry over the computer console. report schedule card formats and preparation instructions are listed in tables 17–1 through 17–57. Instructions for preparation of SIRCUS

queue records are contained in chapter 14. SIRCUS and IQF source language programs are distributed, concurrent with a systems change package, by the Information Systems Software Support Command.

17–4. Information requirement control

SIDPERS data collection requests are assigned a requirements control symbol (RCS) or CSGPA–1223 (except for some strength accounting reports that contain unique RCSs because strength account data requirements were preestablished and later incorporated into the SIDPERS database). PCNs are used by the PAS for maintaining a product or reports control ledger. The format for this ledger may be appropriately designed for each PAS. The ledger reflects the report title, requestor(s), the as–of date (last date for the cycle processed), the due date (date user is scheduled to receive the report), the optional sequence, and the distribution and dispatch date of the report (date the report was released from the PAS to the user). The report control ledger should be reviewed periodically to ensure that time requirements are realistic and that copies of issued reports are used.

17–5. reports distribution

Tables 17–58 and 17–59 list the SIDPERS automated reports. The title, disposition, retention, distribution, Modern Army Recordkeeping System file number, and output media recommended by PERSCOM are included for each report. A two–character code is used to reflect the recommended disposition and retention (first character) and the necessity to maintain the reports (second character). The codes are listed in table 17–58. SIDPERS automated reports are listed in table 17–59. Certain distribution is required by some reports for specific users. Each PAS analyzes and modifies the recommended distribution according to servicing area needs. Some users should receive complete reports and others should receive only segments of reports. For example, company units normally receive reports for their unit only. Personnel Service Company and battalion personnel staff NCO normally receive reports for their subunits. Requirements state that a maximum of six copies can be reproduced because of readability problems. The PAS can change the distribution if more than six copies of a report cannot be provided.

Table 17–58
SIDPERS automated reports retention codes

Code	Meaning
A	Cyclic report. Destroy report when a new report is received.
B	Cyclic report. Cutoff is at end of month; hold 1 month and then destroy.
C	Cyclic report. Cutoff is at end of 3 months; hold 3 months and then destroy.
D	Cyclic report. Cutoff is semiannually; hold 6 months and then destroy.
E	Cyclic report. Cutoff is annually; hold 1 year and then destroy.
F	Weekly report. Destroy report when a new report is received.
G	Weekly report. Cutoff is at end of month; hold 1 month and then destroy.
H	Weekly report. Cutoff is at end of 3 months; hold 3 months and then destroy.
I	Weekly report. Cutoff is semiannually; hold 6 months and then destroy.
J	Semimonthly report. Destroy report when a new report is received.
K	Semimonthly report. Cutoff is at end of month; hold 1 month and then destroy.
L	Semimonthly report. Cutoff is at end of 3 months; hold 3 months and then destroy.
M	Semimonthly report. Cutoff is semiannually; hold 6 months and then destroy.
N	Monthly report. Destroy report when a new report is received.
O	Monthly report. Cutoff is at end of month; hold 1 month and then destroy.
P	Monthly report. Cutoff is quarterly; hold 3 months and then destroy.
Q	Monthly report. Cutoff is semiannually; hold 6 months and then destroy.
R	Monthly report. Cutoff is annually; hold 1 year and then destroy.
S	Quarterly report. Destroy report when a new report is received.
T	Quarterly report. Cutoff is quarterly; hold 3 months and then destroy.
U	Quarterly report. Cutoff is semiannually; hold 6 months and then destroy.
V	Quarterly report. Cutoff is annually; hold 1 year and then destroy.
W	Semiannual report. Destroy report when a new report is received.
X	Semiannual report. Cutoff is semiannually; hold 6 months and then destroy.
Y	Semiannual report. Cutoff is annually; hold 1 year and then destroy.
Z	Upon reassignment. Cutoff is annually; hold 1 year and then retire to records holding area.
9	Disposition and retention are other than above and are explained in table 17–59.
1	Retention is optional (second character).
2	Retention is mandatory (second character).

Table 17–59
SIDPERS automated reports

PCN: A01
report title: Authorized Strength Transaction Register by Unit
Disposition and retention: C2
Distribution: PAS and SID
File number: 600–8b
Recommended output media: Microfiche

PCN: A07
report title: Authorized Strength Error Cards
Disposition and retention: 92 (Retain until errors are resolved.)
Distribution: PAS and SID
File number: 600–8b
Recommended output media: Hard copy

PCN: A09
report title: Authorized Strength ALOS TDR Cards
Disposition and retention: 92 (User's request; retain until action is completed.)
Distribution: PAS and SID
File number: 600–8b
Recommended output media: Hard copy

PCN: A11
report title: Authorized Strength Inquiry report
Disposition and retention: 91 (User's request; retain until action is completed.)
Distribution: Originator, PAS and SID
File number: 600–8b
Recommended output media: Hard copy

PCN: A13
report title: SIDPERS/VTAADS Processing Summary, part A (current SASF update)
Disposition and retention: P2
Distribution: PAS and SID
File number: 600–8b
Recommended output media: Microfiche

PCN: A15
report title: SIDPERS/VTAADS Processing Summary, part B (SOMF change)
Disposition and retention: P2
Distribution: PAS and SID
File number: 600–8b
Recommended output media: Microfiche

PCN: A17
report title: SIDPERS/VTAADS Processing Summary, part C (PAF unmatched SOMF)
Disposition and retention: P2
Distribution: PAS and SID
File number: 600–8b
Recommended output media: Microfiche

PCN: A19
report title: SIDPERS/VTAADS Processing Summary, part D (SOMF unmatched PAF)
Disposition and retention: P2
Distribution: PAS and SID
File number: 600–8b
Recommended output media: Microfiche

Table 17–59
SIDPERS automated reports—Continued

PCN: A21
report title: SIDPERS/VTAADS Processing Summary, part E (ASTE transaction list)
Disposition and retention: P2
Distribution: PAS and SID
File number: 600–8b
Recommended output media: Microfiche

PCN: A23
report title: SIDPERS/VTAADS ASTE Generated Output (cards generated for parts A and E)
Disposition and retention: P2
Distribution: PAS and SID
File number: 600–8b
Recommended output media: Hard copy

PCN: C01
report title: Enlisted Promotion report
Disposition and retention: P2 (Except when file numbers 600–200d, 600–200e, 624–100c, and 140–158b apply.)
Distribution: Unit, battalion, and Personnel Service Company
File number: 600–8b
Recommended output media: Hard copy

PCN: C02
report title: Veterans Educational Assistance Suspense Roster
Disposition and retention: N1
Distribution: Education center
File number: 600–8b
Recommended output media: Microfiche

PCN: C03
report title: Weekly report of AWOL by Name
Disposition and retention: F2
Distribution: Unit, battalion, Personnel Service Company, and provost marshal
File number: 600–8b
Recommended output media: Microfiche

PCN: C05
report title: Unit Strength Recap
Disposition and retention: O2
Distribution: Unit, battalion, brigade, Personnel Service Company, and G2
File number: 600–8b
Recommended output media: Microfiche

PCN: C07
report title: Unit Manning report Position and Incumbent Data
Disposition and retention: K2
Distribution: Unit, battalion, and Personnel Service Company
File number: 600–8b
Recommended output media: Hard copy

PCN: C09
report title: AWOL Statistical report
Disposition and retention: O2
Distribution: Battalion, brigade, Personnel Service Company, G–1, and Adjutant General
File number: 600–8b
Recommended output media: Microfiche

Table 17–59
SIDPERS automated reports—Continued

PCN: C10
report title: Recommended List for Promotion of Enlisted Personnel (general by C01)
Disposition and retention: O2 (except when file numbers 600–200d, 600–200e, 624–100c, and 140–158b apply.)
Distribution: Unit, battalion, and Personnel Service Company
File number: 600–8b
Recommended output media: Hard copy

PCN: C11
report title: Alpha Roster
Disposition and retention: N2
Distribution: Personnel Service Company, G1, and post locator
File number: 600–8b
Recommended output media: Microfiche

PCN: C13
report title: Loss Roster Monthly
Disposition and retention: N2
Distribution: Battalion, Personnel Service Company, FAO, Adjutant General, reenlistment office, and transfer point
File number: 600–8b
Recommended output media: Hard copy

PCN: C15
report title: Projected DEROS Roster
Disposition and retention: N2
Distribution: Unit, Personnel Service Company, G1, and Adjutant General
File number: 600–8b
Recommended output media: Microfiche

PCN: C17
report title: Education Level Survey
Disposition and retention: W2
Distribution: Battalion, brigade, Personnel Service Company, and education office
File number: 600–8b
Recommended output media: Hard copy

PCN: C18
report title: Human Immunodeficiency Screening Roster
Disposition and retention: N2
Distribution: Medical facility
File number: 600–8b
Recommended output media: Hard copy

PCN: C19
report title: Enlisted Skills Inventory and Projection by MOS
Disposition and retention: N2
Distribution: Unit, battalion, and Personnel Service Company
File number: 600–8b
Recommended output media: Microfiche

PCN: C20
report title: Personnel Actions Suspense Roster
Disposition and retention: O2
Distribution: Unit, battalion, and Personnel Service Company
File number: 600–8b
Recommended output media: Hard copy

Table 17–59
SIDPERS automated reports—Continued

PCN: C21
report title: Officer Skills Inventory and Projection by Specialty
Disposition and retention: N2
Distribution: Battalion, brigade, Personnel Service Company, and G1
File number: 600–8b
Recommended output media: Microfiche

PCN: C22
report title: Personnel Photo Suspense Roster
Disposition and retention: N2
Distribution: Unit, battalion, and Personnel Service Company
File number: 600–8b
Recommended output media: Hard copy

PCN: C23
report title: Monthly Edit report MOS Verification
Disposition and retention: O2
Distribution: Unit and Personnel Service Company
File number: 600–8b
Recommended output media: Hard copy

PCN: C24
report title: Good Conduct Medal Suspense Roster
Disposition and retention: N2
Distribution: Unit, battalion, and Personnel Service Company
File number: 600–8b
Recommended output media: Hard copy

PCN: C26
report title: Personnel Medical Suspense Roster
Disposition and retention: N2
Distribution: Unit, battalion, and Personnel Service Company
File number: 600–8b
Recommended output media: Hard copy

PCN: C27 (End–of–month certified copy)
report title: Personnel Strength Zero Balance report
Disposition and retention:
a. PAS—Cutoff is annually or when the reporting unit or activity is reduced to zero strength. Hold 1 year in current files area or records holding area. It is then retired to the National Personnel Records Center. Destroy 75 years after cutoff.
b. Unit and battalion—R2
Distribution: Unit, battalion, and PAS (history file)
File number: 600–8c
Recommended output media: Hard copy

PCN: C28
report title: Personnel Dental Suspense Roster
Disposition and retention: N2
Distribution: Unit, battalion, and Personnel Service Company
File number: 600–8b
Recommended output media: Hard copy

PCN: C29
report title: Organization Master List
Disposition and retention: O2
Distribution: PAS and SID
File number: 600–8b
Recommended output media: Microfiche

Table 17–59
SIDPERS automated reports—Continued

PCN: C30
report title: Personnel Qualification reports Check Suspense
Disposition and retention: N2
Distribution: Unit, battalion, and Personnel Service Company
File number: 600–8b
Recommended output media: Hard copy

PCN: C31
report title: Enlisted MOS Inventory (by name)
Disposition and retention: N2
Distribution: Personnel Service Company
File number: 600–8b
Recommended output media: Hard copy

PCN: C33
report title: Enlisted MOS Inventory (Statistics)
Disposition and retention: N2
Distribution: Personnel Service Company
File number: 600–8b
Recommended output media: Hard copy

PCN: C34
report title: Military Personnel Office/Finance Verification of MPRJ and Personnel Financial Record
Disposition and retention: As required
Distribution: Personnel Service Company and FAO
File number: 600–8b
Recommended output media: Hard copy

PCN: C35
report title: Authorized/Accountable Strength by UPC (Wartime only)
Disposition and retention: N2
Distribution: PAS and SID
File number: 600–8b
Recommended output media: Hard copy

PCN: C37
report title: Personnel Qualification Roster
Disposition and retention: N2
Distribution: Unit, battalion, brigade, Personnel Service Company, G2, and S2
File number: 600–8b
Recommended output media: Hard copy

PCN: C39
report title: Authorized Strength Zero Balance report
Disposition and retention: N1
Distribution: PAS and SID
File number: 600–8b
Recommended output media: Microfiche

PCN: C40
report title: Unit Personnel Accountability Notices
Disposition and retention: K2
Distribution: Battalion, brigade, and unit
File number: 600–8b
Recommended output media: Hard copy

Table 17–59
SIDPERS automated reports—Continued

PCN: C40
report title: Unit Personnel Accountability Notices
Disposition and retention: Destroy upon completion of error resolution
Distribution: Personnel Service Company and PAS
File number: 600–8b
Recommended output media: Hard copy

PCN: C43
report title: Family Care Counseling report
Disposition and retention: S2
Distribution: Unit and Personnel Service Company
File number: 600–8b
Recommended output media: Hard copy

PCN: C45
report title: Company Grade Officer or Warrant Officer Eligible for Promotion
Disposition and retention: N2
Distribution: Battalion and Personnel Service Company
File number: 600–8b
Recommended output media: Hard copy

PCN: C46
report title: Enlisted PASI Inventory (by name)
Disposition and retention: N2
Distribution: Personnel Service Company and unit
File number: 600–8b
Recommended output media: Microfiche

PCN: C47
report title: Roster of Senior Enlisted Personnel
Disposition and retention: N2
Distribution: Battalion, brigade, Personnel Service Company, Director of Personnel and Community Activities, G1, Adjutant General
File number: 600–8b
Recommended output media: Microfiche

PCN: C48
report title: Enlisted PASI Inventory (Statistics)
Disposition and retention: N2
Distribution: Unit and Personnel Service Company
File number: 600–8b
Recommended output media: Microfiche

PCN: C49
report title: Roster of Officers
Disposition and retention: N2
Distribution: Battalion, brigade, Personnel Service Company, Director of Personnel and Community Activities, G1, and Adjutant General
File number: 600–8b
Recommended output media: Microfiche

PCN: C51
report title: AALOC File Listing
Disposition and retention: N2
Distribution: Personnel Service Company, PAS, and SID
File number: 600–8b
Recommended output media: Microfiche

Table 17–59
SIDPERS automated reports—Continued

PCN: C52
report title: SIDPERS/VTAADS Strength Recap
Disposition and retention: N2
Distribution: PAS and SID
File number: 600–8b
Recommended output media: Hard copy

PCN: C54
report title: Personnel Authorization File Listing
Disposition and retention: N2
Distribution: PAS and SID
File number: 600–8b
Recommended output media: Hard copy

PCN: C55
report title: Religious Denomination Statistical report
Disposition and retention: 91 (User's request; destroy upon receipt of new report.)
Distribution: Chaplain
File number: 600–8b
Recommended output media: Microfiche

PCN: C60
report title: Eligibility for Immediate Enlistment or Reenlistment report
Disposition and retention: 91 (As required or user's determination.)
Distribution: Career counselor
File number: 600–8b
Recommended output media: Microfiche

PCN: C61
report title: Daily Strength Summary
Disposition and retention: B2
Distribution: Battalion, brigade, Personnel Service Company, Director of Personnel and Community Activities, G1, and Adjutant General
File number: 600–8b
Recommended output media: Microfiche

PCN: C64
report title: Enlisted Levy Status report
Disposition and retention: F2
Distribution: Management
File number: 600–8b
Recommended output media: Hard copy

PCN: C69
report title: Personnel Security Notices
Disposition and retention: N2
Distribution: Personnel Service Company and S3
File number: 600–8b
Recommended output media: Microfiche

PCN: C71
report title: Senior Enlisted Efficiency report Suspense Roster Disposition and retention:
a. Part I, P2
b. Part II, process per AR 623–205
c. Part III, process per DA Pamphlet 600–8
Disposition and retention: N/A
Distribution: Personnel Service Company
File number: 600–8b
Recommended output media: Hard copy

Table 17–59
SIDPERS automated reports—Continued

PCN: C73
report title: Military Labor report
Disposition and retention: P2
Distribution: FAO
File number: 600–8b
Recommended output media: Microfiche

PCN: C75
report title: Personnel Eligible for Skill Qualification Test
Disposition and retention: 92 (As required by the training standard officer of the Personnel Service Company.)
Distribution: Personnel Service Company and TCO
File number: 600–8b
Recommended output media: Hard copy

PCN: C76
report title: Civilian Education Counseling report, part I
Disposition and retention: 91 (As required by installation education service office or disposition to be determined by the users.)
Distribution: Personnel Service Company and education center
File number: 600–8b
Recommended output media: Hard copy

PCN: C77
report title: Civilian Education Counseling report, part II
Disposition and retention: 91 (As required by installation education center office. Disposition to be determined by the users.)
Distribution: Personnel Service Company
File number: 600–8b
Recommended output media: Microfiche

PCN: C78
report title: SPF Data Sampling report
Disposition and retention: N2
Distribution: Personnel Service Company
File number: 600–8b
Recommended output media: Hard copy

PCN: C79
report title: Assignment Instruction File Listing
Disposition and retention: N1
Distribution: Management and PAS
File number: 600–8b
Recommended output media: Microfiche

PCN: C80
report title: Requisition Status report
Disposition and retention: O1
Distribution: Management
File number: 600–8b
Recommended output media: Microfiche

PCN: C82
report title: SIDPERS Personnel File Edit report
Disposition and retention: S2
Distribution: Personnel Service Company and PAS
File number: 600–8b
Recommended output media: Hard copy

Table 17–59
SIDPERS automated reports—Continued

PCN: C84
report title: Suspected Duplicate Records
Disposition and retention: J2 (Or destroy when no longer needed.)
Distribution: PAS, SID, and records
File number: 600–8b
Recommended output media: Microfiche

PCN: C86
report title: Malslotted Personnel report
Disposition and retention: N1
Distribution: Personnel Service Company
File number: 600–8b
Recommended output media: Hard copy

PCN: C87
report title: Personnel Qualification Record, part I, DA Form 2 (Promotion)
Disposition and retention: 91 (As requested or as required.)
Distribution: Personnel Service Company
File number: 600–8b
Recommended output media: Hard copy

PCN: C93
report title: Personnel Qualification Record, part I, DA Form 2 (Reconciliation)
Disposition and retention: S2 (Quarterly reconciliation (review) is not mandatory. Request per local commander's policy
Distribution: Individual, unit, battalion, and Personnel Service Company
File number: 600–8b
Recommended output media: Hard copy

PCN: C94
report title: Reconciliation Listing (DA Form 2A, DA Form 2B, and DA Form 2C)
Disposition and retention: T2
Distribution: Personnel Service Company
File number: 600–8b
Recommended output media: Hard copy

PCN: C95
report title: Suspension of Favorable Personnel Action report
Disposition and retention: N2
Distribution: Personnel Service Company and unit
File number: 600–8b
Recommended output media: Hard copy

PCN: C97
report title: Enlisted Evaluation report Form
Disposition and retention: Part II process per AR 623–205
Distribution: Personnel Service Company (further distributed)
File number: 600–8b
Recommended output media: Hard copy

PCN: L01
report title: AALOC Reconciliation report by Command Assignment Code
Disposition and retention: S2
Distribution: PAS and SID
File number: 600–8b
Recommended output media: Microfiche

Table 17–59
SIDPERS automated reports—Continued

PCN: L03
report title: AALOC Transaction Register
Disposition and retention: C1
Distribution: PAS and SID
File number: 600–8b
Recommended output media: Hard copy

PCN: L53
report title: SAF, SOMF, and SROF Error Detection report
Disposition and retention: N2
Distribution: PAS and SID
File number: 600–8b
Recommended output media: Hard copy

PCN: M01
report title: MOS Transaction Register File Substitution
Disposition and retention: N2
Distribution: PAS and SID
File number: 600–8b
Recommended output media: Microfiche

PCN: M03
report title: MOS Transaction Register by SIDPERS Processing
Disposition and retention: N2
Distribution: PAS and SID
File number: 600–8b
Recommended output media: Microfiche

PCN: M05
report title: MOS Master File Listing
Disposition and retention: N2
Distribution: PAS and SID
File number: 600–8b
Recommended output media: Microfiche

PCN: P01
report title: Personnel Transaction Register by Unit
Disposition and retention: C2
Distribution: Unit, battalion, Personnel Service Company, PAS, and SID
File number: 600–8b
Recommended output media: Hard copy

PCN: P03
report title: Personnel Transaction Summary by Transaction Mnemonic (cyclic)
Disposition and retention: C2 (SID and PAS)
Distribution: Management, SID, and PAS
File number: 600–8b
Recommended output media: Microfiche

PCN: P05
report title: Personnel Transaction Summary by Transaction Mnemonic (monthly)
Disposition and retention: P2
Distribution: PAS and SID
File number: 600–8b
Recommended output media: Microfiche

Table 17–59
SIDPERS automated reports—Continued

PCN: P07
report title: Personnel Transaction Summary by Error Mnemonic (cyclic)
Disposition and retention: C2
Distribution: PAS and SID
File number: 600–8b
Recommended output media: Microfiche

PCN: P09
report title: Personnel Transaction Summary by Error Mnemonic (monthly)
Disposition and retention: P2
Distribution: PAS and SID
File number: 600–8b
Recommended output media: Microfiche

PCN: P11
report title: Personnel Transaction Summary by Originator
Disposition and retention: C2
Distribution: Originator, battalion, Personnel Service Center, PAS, and SID
File number: 600–8b
Recommended output media: Hard copy

PCN: P15
report title: Personnel Transaction Summary by Originator (monthly)
Disposition and retention: Q2
Distribution: Originator, battalion, Personnel Service Center, PAS, and SID
File number: 600–8b
Recommended output media: Microfiche

PCN: P17
report title: Cyclic DA Transaction Listing
Disposition and retention: C2
Distribution: PAS and SID
File number: 600–8b
Recommended output media: Microfiche

PCN: P19
report title: DA Error Notice Listing, part I, automatically resolved DA error notices
Disposition and retention: C2
Distribution: PAS and SID
File number: 600–8b
Recommended output media: Microfiche

PCN: P21
report title: DA Error Notice Listing, part II, unresolved DA error notices
Disposition and retention: C2
Distribution: PAS and SID
File number: 600–8b
Recommended output media: Hard copy

PCN: P22
report title: DA Error Notice Listing, part III, unresolved DA error notices for Personnel Service Company resolution
Disposition and retention: 92 (Produced as a result of data reconciliation of MA (records 1 and 2) or PRIDE. Cutoff at end of 3 months; hold inactive for 3 months and destroy.)
Distribution: Personnel Service Company and SID
File number: 600–8b
Recommended output media: Hard copy

Table 17–59
SIDPERS automated reports—Continued

PCN: P27
report title: Unresolved Error report, part I, DA error notices
Disposition and retention: C2
Distribution: PAS and SID
File number: 600–8b
Recommended output media: Microfiche

PCN: P29
report title: Unresolved Error report, part II, SIDPERS data with originator code
Disposition and retention: PAS and Personnel Service Company—B2; originator and battalion—92
Distribution: PAS, Personnel Service Company, battalion, and originator
File number: 600–8b
Recommended output media: Microfiche

PCN: P31
report title: Unresolved Error report, part III, SIDPERS data less originator code
Disposition and retention: C2
Distribution: SID and originator
File number: 600–8b
Recommended output media: Microfiche

PCN: P33
report title: Error Deletions Processed, DA error notices
Disposition and retention: C2
Distribution: SID and PAS
File number: 600–8b
Recommended output media: Microfiche

PCN: P37
report title: Error Deletions Processed, inter–SIDPERS TDR
Disposition and retention: C2
Distribution: SID and PAS
File number: 600–8b
Recommended output media: Microfiche

PCN: P39
report title: Error Deletions Processed, intact unit gains and local accessions
Disposition and retention: C2
Distribution: Originator, PAS, and SID
File number: 600–8b
Recommended output media: Microfiche

PCN: P41
report title: Error Deletions Processed, local input originator number
Disposition and retention: C2
Distribution: Battalion, Personnel Service Company, SID, and originator
File number: 600–8b
Recommended output media: Microfiche

PCN: P43
report title: Error Deletions Processed, DA pass records
Disposition and retention: C2
Distribution: PAS and SID
File number: 600–8b
Recommended output media: Microfiche

Table 17–59
SIDPERS automated reports—Continued

PCN: P47
report title: DA Inquiry report
Disposition and retention: B2
Distribution: PAS, SID, and originator
File number: 600–8b
Recommended output media: Microfiche

PCN: P49
report title: Cyclic JUMPS Transaction Register (JACT and GRCH transactions)
Disposition and retention: D2
Distribution: Unit, Personnel Service Company, and PAS
File number: 600–8b
Recommended output media: Hard copy

PCN: P50
report title: JUMPS Message Receipt Notification (Y6)
Disposition and retention: C2
Distribution: PAS and SID
File number: 600–8b
Recommended output media: Hard copy

PCN: P51
report title: JUMPS Receipt Notice Listing (Y5) (JACT and GRCH transactions)
Disposition and retention: C2
Distribution: Personnel and Administration Center, Personnel Service Company, PAS, and SID
File number: 600–8b
Recommended output media: Microfiche

PCN: P54
report title: JUMPS Transaction Register (LNAM and NAME transactions)
Disposition and retention: C2
Distribution: Unit, Personnel Service Company, and PAS
File number: 600–8b
Recommended output media: Hard copy

PCN: P55
report title: JUMPS Transaction Register (COMP transactions)
Disposition and retention: C2
Distribution: Unit, Personnel Service Company, and PAS
File number: 600–8b
Recommended output media: Hard copy

PCN: P56
report title: JUMPS Transaction Register (DSCS transactions)
Disposition and retention: C2
Distribution: Unit, Personnel Service Company, and PAS
File number: 600–8b
Recommended output media: Hard copy

PCN: P57
report title: JUMPS Transaction Register (SEX transactions)
Disposition and retention: C2
Distribution: Unit, Personnel Service Company, and PAS
File number: 600–8b
Recommended output media: Hard copy

Table 17–59
SIDPERS automated reports—Continued

PCN: P58
report title: JUMPS Receipt Notice Listing (Y1) (SEX transactions)
Disposition and retention: C2
Distribution: Unit, Personnel Service Company, PAS, and SID
File number: 600–8b
Recommended output media: Hard copy

PCN: P59
report title: JUMPS Receipt Notice Listing (Y2) (NAME transactions)
Disposition and retention: C2
Distribution: Unit, Personnel Service Company, PAS, and SID
File number: 600–8b
Recommended output media: Hard copy

PCN: P60
report title: JUMPS Receipt Notice Listing (Y3) (COMP transactions)
Disposition and retention: C2
Distribution: Unit, Personnel Service Company, PAS, and SID
File number: 600–8b
Recommended output media: Hard copy

PCN: P61
report title: JUMPS Receipt Notice Listing (Y4) (DSCS transactions)
Disposition and retention: C2
Distribution: Unit, Personnel Service Company, PAS, and SID
File number: 600–8b
Recommended output media: Hard copy

PCN: P63
report title: Intact Unit Loss (FIDs E, F, I, and P TDR cards)
Disposition and retention: 92 (At user's request; gaining unit to destroy after intact unit gain is successful.)
Distribution: Transmit to gaining PPA
File number: 600–8b
Recommended output media: Hard copy

PCN: P69
report title: DA Form 2 CAP III Losing Assignments
Disposition and retention: N2
Distribution: Management
File number: 600–8b
Recommended output media: Hard copy

PCN: P71
report title: Personnel Qualification Record, part I, incoming personnel
Disposition and retention: 92 (Destroy upon receipt of updated P73.)
Distribution: Unit and records
File number: 600–8b
Recommended output media: Hard copy

PCN: P73
report title: Personnel Qualification Record, part II, inquiry
Disposition and retention: 9 (User's request; destroy upon receipt of new P73.)
Distribution: Originator and records
File number: 600–8b
Recommended output media: Hard copy

Table 17–59
SIDPERS automated reports—Continued

PCN: P75
report title: Personnel Inquiry List
Disposition and retention: A1
Distribution: Originator
File number: 600–8b
Recommended output media: Hard copy

PCN: P77
report title: CT Transaction Error Detected at Activity
Disposition and retention: 91 (See para 18–3f.)
Distribution: PERSCOM and PAS
File number: 600–8b
Recommended output media: Microfiche

PCN: P79
report title: CT Turnaround Transaction (produced as punched cards only as a byproduct of an incoming CT notice being unmatched to the SPF SSN or RSC Y.)
Disposition and retention: A1
Distribution: PAS
File number: 600–8b
Recommended output media: Microfiche

PCN: P83
report title: SIDPERS Stacker File Maintenance report
Disposition and retention: N2
Distribution: PAS and SID
File number: 600–8b
Recommended output media: Microfiche

PCN: P84
report title: report of BASD or PEBD Adjustment
Disposition and retention: C2
Distribution: Personnel and Administration Center, Personnel Service Company, and PAS
File number: 600–8b
Recommended output media: Hard copy

PCN: P85
report title: report of Change Notice
Disposition and retention: A2 (Destroy upon receipt of evidence that changes have occurred.)
Distribution: Personnel Service Company
File number: 600–8b
Recommended output media: Hard copy

PCN: P87
report title: SQT Transmittal Roster
Disposition and retention: B2
Distribution: TCO and PAS
File number: 600–8b
Recommended output media: Hard copy

PCN: P94
report title: TDR Inquiry Request report
Disposition and retention: N1
Distribution: Personnel Service Company
File number: 600–8b
Recommended output media: Hard copy

Table 17–59
SIDPERS automated reports—Continued

PCN: P97
report title: SPF Record Inquiry File Listing (Wartime and peacetime)
Disposition and retention: A1
Distribution: As required
File number: 600–8b
Recommended output media: Microfiche

PCN: T01
report title: CAP III Roster and Card Output
Disposition and retention: G2
Distribution: Management and PAS
File number: 600–8b
Recommended output media: Hard copy

PCN: T02
report title: CAP III Control report and Card Output
Disposition and retention: G2
Distribution: Management and PAS
File number: 600–8b
Recommended output media: Microfiche

PCN: T05
report title: Assignment Instruction File Transaction Register
Disposition and retention: G2
Distribution: Management and PAS
File number: 600–8b
Recommended output media: Microfiche

PCN: T07
report title: Assignment Instruction File Purge
Disposition and retention: P2
Distribution: Management and PAS
File number: 600–8b
Recommended output media: Microfiche

PCN: U01
report title: Active Army Organizational Transaction Register
Disposition and retention: B2
Distribution: SID and PAS
File number: 600–8b
Recommended output media: Microfiche

PCN: U02
report title: Reserve–NGB–Component Organizational Transaction Register
Disposition and retention: B2
Distribution: PAS and SID
File number: 600–8b
Recommended output media: Microfiche

PCN: U03
report title: SOMF Inquiry report
Disposition and retention: 91 (Destroy upon receipt of new report.)
Distribution: PAS and SID
File number: 600–8b
Recommended output media: Microfiche

Table 17–59
SIDPERS automated reports—Continued

PCN: U05
report title: SROF Inquiry report
Disposition and retention: 91 (Destroy upon receipt of new report.)
Distribution: PAS and SID
File number: 600–8b
Recommended output media: Microfiche

PCN: X01
report title: Cycle Input Transaction Summary
Disposition and retention: 92 (Destroy when no longer needed.)
Distribution: PAS and SID
File number: 600–8b
Recommended output media: Microfiche

PCN: X03
report title: report Control File Register
Disposition and retention: 92 (Destroy when no longer needed.)
Distribution: PAS and SID
File number: 600–8b
Recommended output media: Microfiche

PCN: X04
report title: Test Model Listing
Disposition and retention: 92 (Destroy when no longer needed.)
Distribution: PAS and SID
File number: 600–8b
Recommended output media: Microfiche

PCN: X05
report title: AUTODIN Logger (out)
Disposition and retention: 92 (Destroy when no longer needed.)
Distribution: SID and DOIM
File number: 600–8b
Recommended output media: Microfiche

PCN: X07
report title: AUTODIN Logger (in)
Disposition and retention: 92 (Destroy when no longer needed.)
Distribution: SID and DOIM
File number: 600–8b
Recommended output media: Microfiche

PCN: X09
report title: AUTODIN Printout
Disposition and retention: 92 (Destroy when no longer needed.)
Distribution: SID and DOIM
File number: 600–8b
Recommended output media: Microfiche

PCN: X50
report title: Monthly Strength Audit Extract report (MA records 1 and 2 cards)
Disposition and retention: 92
Distribution: SID
File number: N/A
Recommended output media: Tape generated to DA

Table 17–59
SIDPERS automated reports—Continued

PCN: X58
report title: Strength Evaluation report
Disposition and retention: 92
Distribution: As required
File number: N/A
Recommended output media: Tape generated to DA

PCN: X99
report title: Audit Trail of Automatic report, part I
Disposition and retention: 92 (Destroy when no longer needed.)
Distribution: SID
File number: 600–8b
Recommended output media: Microfiche

PCN: X99
report title: Audit Trail of Requested report, part II
Disposition and retention: 92 (Destroy when no longer needed.)
Distribution: SID
File number: 600–8b
Recommended output media: Microfiche

PCN: Not applicable
report title: AUTODIN Output Tape
Disposition and retention: Not applicable
Distribution: Not applicable
File number: Not applicable
Recommended output media: Not applicable

PCN: Not applicable
report title: SEES Output Message Log
Disposition and retention: Not applicable
Distribution: Not applicable
File number: Not applicable
Recommended output media: Not applicable

PCN: Not applicable
report title: SEES Registers
Disposition and retention: Not applicable
Distribution: Not applicable
File number: Not applicable
Recommended output media: Not applicable

17–6. Standard header line description

For command and staff reports, the following standard header lines are used and displayed: the standard title header line (STHL), the standard parent unit header line (SPUHL) or the standard UPC header line (SUHL), and the PPA header line. Data elements contained in the standard header lines are described in *a* through *d* below.

a. STHL. If the STHL is used, data are displayed as follows:

(1) PREPARED YY MM DD—actual date the report is prepared.
(2) AAC—???—report program control number.
(3) report title.
(4) CD YY MMM DD—SIDPERS cycle date or report as–of date.
(5) SCN XX—shipment control number (SCN) corresponding to report preparation date.
(6) PAGE XXXX—four–digit page count.

b. SPUHL. Where applicable, the following data are taken from SOMF record for DD AA:

(1) UNIT NAME XXXXXXXXXXXXXXXXXXXXXX.
(2) MC XX—unit mail code.
(3) DA CODES—ASG XX—command assignment code.
(4) STATUS XX—unit status code.

(5) AREAX XXX—AREAX code.
(6) PUD XXX—PUD.
(7) ANALYST X—unit analyst code.
(8) RPT SEQ CODE XXX—unit report sequence code.

c. SUHL. Where applicable, the following data are taken from SOMF record for each UPC.
(1) UNIT NAME XXXXXXXXXXXXXXXXXXXXX.
(2) MC XX—unit mail code.
(3) DA CODES—ASG XX—command assignment code.
(4) STATUS XX—unit status code.
(5) AREAX XXX—AREAX code.
(6) UIC W XXX XX—PUD and subunit.
(7) UPC XXXXX—UPC.
(8) ANALYST X—unit analyst code.
(9) RPT SEQ CODE XXX—unit report sequence code.

d. PPA header line. The PPA header line of information is shown below either the SPUHL or subunit header line, whichever is applicable. If neither applies, the PPA header line is shown below the STHL. The data contained on this line are the literal PPA code and the actual PPA code.

Section II
Command and Staff report Procedures

17–7. Enlisted Promotion report (AAC–C01)

a. PCN and category. The Enlisted Promotion report (AAC–C01), category III, is produced in the peacetime operating mode only.

b. Description. The Enlisted Promotion report is used for current grades E1 through E5. The report has four parts:
(1) Part 1 lists personnel eligible for advancement to E2, E3, and E4 without waiver.
(2) Part 2 lists personnel eligible for advancement to E2, E3, and E4 with waiver.
(3) Part 3 lists personnel not advanced to E2, E3, and E4, and the reason why they were not advanced.
(4) Part 4 lists personnel eligible for promotion consideration to pay grades E5 and E6 with and without waiver.

c. Projection. At the user's discretion, the promotion report can be projected as much as 3 months from the cycle month. Promotion consideration is based on HQDA policy for time–in–grade and time–in–service requirements. Waiver allocations are displayed at unit levels to help promotion authorities in their distribution.

d. Update. The SSF transaction updates the SPF on the effective date unless the personnel record indicates that the soldier is in a nonpromotable status. If the record is flagged, the GRCH transaction is rejected.

e. Input requirements. The format for schedule card 1 is shown in tables 17–1 and 17–2.

f. Frequency. The report is produced monthly, preferably in the first cycle of the month.

g. Sequence. The report is displayed in major to minor sequence (parts 1 through 4) as follows:
(1) report sequence code or mail code.
(2) UPC.
(3) Part number.
(4) Pay grade.
(5) Name.

h. Selection criteria. Personnel in pay grades other than E1 through E5 are bypassed. Personnel assigned to units with unit status codes of ES, PR, PC, and PS are bypassed. Personnel with RSC codes other than A, D, or P are bypassed. Personnel with promotion indicator and no promotion points are bypassed. Personnel with promotion points and no promotion indicator are bypassed. Test model records are bypassed.

i. Data elements. Data elements for parts 1 through 4 only include the following:
(1) Name.
(2) SSN.
(3) Promotion MOS.
(4) Promotion grade.
(5) BASD.
(6) Time in service to projected promotion month.
(7) Date of rank.
(8) Time in grade to projected promotion month.
(9) CVED level.
(10) Personnel security status.

(11) Physical category code.

j. Total. The totals for each UPC and PUD are as follows:

(1) For each UPC—

(a) Total eligible for promotion.

(b) Total eligible with waiver.

(c) Total ineligible.

(d) Total eligible for primary zone.

(e) Total eligible for secondary zone.

(f) Total that can be promoted with waiver to pay grades E1 through E4.

(2) For each PUD, a computation section is produced after each change in PUD.

k. Retention or disposition. The report is destroyed after 3 months except for file numbers 600–200d, 600–200e, 624–100c, and 140–158b.

17–8. Veterans' Educational Assistance Suspense Roster (AAC–C02)

a. PCN and category. The Veterans' Educational Assistance Suspense Roster (AAC–C02), category I, is produced in the peacetime operating mode only.

b. Description. The suspense roster for the education office is used to schedule and counsel officers and enlisted personnel. This report is produced monthly for individuals who are to be counseled 2 months in the future.

c. Input requirements. The SIRCUS C02 queue card or source program is submitted.

d. Frequency. The report is produced monthly.

e. Sequence. The report is displayed in major to minor sequence as follows:

(1) UPC.

(2) MPC.

(3) Name.

f. Selection criteria. RSC equals A, B, D, E, or N. BASD is later than or equal to 1 January 1977. Anniversary month of BASD equals cycle month plus 2 months. Officers have less than 5 years active duty. Enlisted personnel have less than 3 years active duty. (BASD plus 5 years or BASD plus 3 years).

g. Totals. The total is produced for individuals by UPC.

h. Retention or disposition. The report is retained at the user's discretion.

i. SIRCUS options. There are no SIRCUS options.

17–9. Weekly report of Absent Without Leave (by name) (AAC–C03)

a. PCN and category. The Weekly report of AWOLs (by name) (AAC–C03), category III, is produced during the peacetime and wartime operating modes.

b. Description.

(1) *Peacetime.* A by–name report shows those individuals who are currently in AWOL duty status (AWL); AWOL, confined by civilian authorities (AWC); and those dropped from the rolls (DFR) as deserters as of the effective date of the report.

(2) *Wartime.* A by–name report shows those individuals who are currently in AWOL duty status (AWL) or AWOL, confined by civilian authorities (AWC) as of the effective date of the report.

c. Input requirements. The format for schedule card 2 is shown in 17–3.

d. Frequency. The report is produced weekly.

e. Sequence. The report is displayed in major to minor sequence as follows:

(1) report sequence code or mail code (optional).

(2) UPC.

(3) MPC.

(4) Name, individual.

f. Selection criteria. The report is produced according to the following selection criteria:

(1) *Peacetime.* All individuals on the SPF currently in duty status AWL, AWC, OR DFR with TCN 941 or 971 are selected. UPC1 is always selected.

(2) *Wartime.* All individuals on the SPF currently in duty status of AWL or AWC are selected. UPC1 is always selected.

g. Totals. Totals are shown at UPC and major sequence levels as number AWOL and number dropped from the rolls (peacetime only).

h. Retention or disposition. The report is destroyed when a new report is received.

17–10. Unit Strength Recap (AAC–C05)

a. PCN and category. The Unit Strength Recap (AAC–C05), category III, is produced during the peacetime and wartime operating modes.

b. Description. This five–part statistical report displays the number of personnel authorized and assigned to a unit by duty status. Included are assigned–not–joined and intra– or inter–attached personnel and the number of intransit in and out personnel that are chargeable to a specific unit. A plus or minus (current accountable strength versus current authorized strength) difference is calculated at grade and MPC level. Test model units are controlled through a change in the schedule card. The user can print and total these units as needed. The authorized strength in wartime operating mode is the required strength data.

c. Input requirements. The format for schedule card 3 is shown in table 17–4.

d. Frequency. The AAC–C05 report is used to prepare the unit status report (AR 220–1). The as–of date of the unit status report is the 15th of each month. The AAC–C05 report is scheduled so that it is produced in the cycle preceding the 15th and so that users have it by the 15th of each month.

e. Sequence. The report is displayed in major to minor as follows:

(1) Part I.
(a) UPC.
(b) MPC.
(c) Grade (descending).
(2) Part II.
(a) report sequence code or mail code.
(b) MPC.
(c) Grade (descending).
(3) Part III.
(a) report sequence code (major sequence option only).
(b) MPC.
(c) Grade (descending).
(4) Part IV.
(a) report sequence code (major sequence option only).
(b) MPC.
(c) Grade (descending).
(5) Part V.
(a) PPA code.
(b) MPC.
(c) Grade (descending).

f. Selection criteria. All Active Army accountable units operating under SIDPERS are selected. All active SOMF, SPF, and attached records (except RSCs X and Y) are selected.

g. Totals. Totals are generated at the UPC level for part I. For parts II through V, totals are generated at report sequence code, mail code, and SIDPERS level.

(1) Part I reflects totals by grade and MPC for the current authorized and accountable strength by duty status. Totals for assigned–not–joined, intransit–in, intransit–out, and attached data elements are also shown for the unit selected. Intransit–in totals show failure to gain by new unit but reported departed from old unit. Intransit–out totals show failure to lose by old unit but reported gained by new unit. Accountable strength includes all columns except attached and intransit–in.

(2) Parts II through V totals are roll–up figures for units selected by grade, MPC within report sequence code, mail code, or SIDPERS. Intransit–in totals show failure to gain by new unit but reported departed from old unit. Intransit–out totals show failure to lose by old unit but reported gained by new unit. Accountable strength includes intransit–in totals not accounted for in part I but excludes intransit–out and attached.

h. Retention or disposition. The cutoff date is at the end of the month. reports are held for 1 month then destroyed or retained as local requirements deem necessary.

17–11. Unit Manning report, Position and Incumbent Data (AAC–C07)

a. PCN and category. The Unit Manning report, Position and Incumbent Data, (AAC–C07), category III, is produced in the peacetime operating mode only.

b. Description. This report lists authorized positions and personnel assets of each permanent party unit. The SASF and the SPF produce the authorized and personnel data, respectively. The data for each unit are divided into two parts.

(1) Part 1 includes the following data elements:
(a) Authorized positions by position number and personnel assets (incumbents) filling these positions. When an

incumbent does not have the qualifications for a position, mnemonics identify the disqualification's and are entered in the remarks.

(b) Authorized positions by position number that are not filled by incumbents.

(c) Personnel assets without authorized positions.

(d) Excess personnel assets identified by position numbers with a 9 in the third position.

(e) Personnel assets who are intradepartures. These individuals are identified by RSC A with a departure date for UPC1. Each individual is displayed in the departing unit (UPC1) and in the potential gaining unit UPC1. For UPC1, the individual is identified by remarks reflecting departure date 1, the literal (D) identifying the type date, and UPC1. For potential gaining UPC1, the individual is identified by remarks reflecting reporting date 1, the literal (R) identifying the type date, and UPC1. Intradepartures are personnel who are available to fill authorized positions. These records always have asterisks in the position number.

(2) Part 2 includes all excess personnel assets identified by position numbers with a 9 in the third position. Parts 1 and 2 include identical assets when and only when the position number has a 9 in the third position and not a 99 in the first two positions.

c. Input requirements. The format for schedule card 4 is shown in table 17–5.

d. Frequency. The report is produced semimonthly or as required.

e. Sequence. The report is displayed in the following sequence:

(1) report sequence code (major, intermediate, or minor sequence option) or mail code (optional).

(2) UPC.

(3) Position number.

f. Selection criteria and data elements. The selection criteria and data elements are as follows:

(1) All SASF records are selected for this report, and they apply only to part 1.

(2) All SPF records are selected except those with RSC X.

(3) SASF data elements include—

(a) TOE or TDA document number (TOE/TDA No).

(b) Position number (POSNO).

(c) Position title (POS TITLE).

(d) Paragraph and line number (PARA LINE).

(e) Position specialty code for commissioned officers or MOS for warrant officers and enlisted personnel.

(f) ASI.

(g) Language identity (LNG).

(h) Grade (GRD).

(i) Position personnel security status.

(j) Branch or control specialty.

(k) Identity.

(l) PSC.

(m) PSD (P–Date).

(n) Position assignment priority code (PC).

(o) Requisition code (RQ).

(4) SPF data elements include—

(a) Position number (POS NUM).

(b) Name.

(c) SSN.

(d) SSI and ASI1 for commissioned officers or PMOS for warrant officers and enlisted personnel.

(e) ASI2 for commissioned officers or PASI for warrant officers and enlisted personnel.

(f) Language identifier.

(g) Grade title.

(h) Field–determined personnel security status (FDPS).

(i) Secondary MOS (SMOS) for enlisted personnel; additional MOS for warrant officers, or alternate specialty skill identifier for commissioned officers.

(j) Selective reenlistment bonus MOS or enlistment bonus MOS.

(k) Control specialty for commissioned officers, control branch for warrant officers, or SDAP for enlisted personnel.

(l) Duty MOS for warrant officers and enlisted personnel, or duty position specialty code for commissioned officers.

(m) Converted identity (table 17–6).

Table 17–6
Converted identity

MPC	Sex	Nonmobilization	Mobilization
O	M	O	B
O	F	L	D
O	M	K[1]	F
W	F	W	G
W	Either	V	H
W	Either	P[2]	J

Notes:
[1] Interchangeable for male or female commissioned officers (See AR 680–29, para 3–4.)
[2] Interchangeable for male or female warrant officers.

(n) Promotable indicator.

(o) Loss date reflects either DLOS or DEROS depending on the location of the individual. If individual is a resident of CONUS, DLOS applies; if not, DEROS applies. When the ESA or ETS or DEROS data element contains ampersands, the literal INDEF is displayed.

(p) ESA or ETS. When the ESA or ETS or DEROS data element contains ampersands, the literal INDEF is displayed.

(q) DOR.

(r) Remarks. These mnemonics are used to identify data elements that disqualify or question the qualifications of the individual filling the position. If more than one error mnemonic applies to a record, each is separated by an asterisk in the remarks field. (See table 17–7 for identity mnemonics for the AAC–C07 report.)

g. Totals. UPC totals are produced by counting SPF records and displaying them by MPC. The following records are included in the counts:

(1) All part 1 records except intradepartures and records with a 9 in the third position of the position number.

(2) All part 2 records with PUD totals produced by summarizing UPC totals and report sequence code or mail code totals obtained by summarizing previous totals.

h. Retention or disposition. The cutoff date is at the end of the month. The report is held for 1 month and then destroyed.

17–12. Absent Without Leave Statistical report (AAC–C09)

a. PCN and category. The AWOL Statistical report (AAC–C09), category III, is produced during the peacetime operating mode only.

b. Description. This monthly report provides AWOL and DFR statistics by unit. report totals are accumulated from data on the SOMF and the SPF. At the conclusion of the report, all SOMF AWOL counters are set to zero, except for the AWOL from previous reporting period counter, which is set to the figure shown in the report actual now AWOL data element.

c. Input requirements. The format for schedule card 3 is shown in table 17–4.

d. Frequency. The report is produced monthly and at the end of the month cycle.

e. Sequence. The report is displayed in major to minor sequence as follows:

(1) report sequence code or mail code (optional).

(2) UPC.

(3) MPC.

f. Selection criteria. AWOL statistics are displayed for all active units that have AWOL statistics.

g. Data elements. Data elements are as follows:

(1) MPC.

(2) Previous AWOL (from SOMF).

(3) New AWOL (from SOMF).

(4) Returned from AWOL (from SOMF).

(5) AWOL to DFR (from SOMF).

(6) Erroneously reported as AWOL (from SOMF).

(7) Calculated now AWOL (previous AWOL data elements plus new AWOL data element minus returned from AWOL, AWOL to DFR, erroneously reports as AWOL data elements).

(8) Actual now AWOL (from SPF).

(9) Man–days lost to AWOL (from SOMF plus active SPF records with duty status codes AWL and AWC that are not included in the SOMF count).

(10) Assigned–not–joined or intransit AWOL (from SOMF).

(11) Percentage accountable now AWOL (actual now AWOL data element divided by authorized strength).

h. Totals. The totals are as follows: detailed AWOL statistical total by PUD within mail code or report sequence code (optional) overall total for SIDPERS.

i. Retention or disposition. The cutoff date is monthly; the report is held for 1 month and then destroyed.

17–13. Recommended List for Promotion of Enlisted Personnel (AAC–C10)

a. PCN and category. The Recommended List for Promotion of Enlisted Personnel (AAC–C10), category III, is produced during the peacetime operating mode only.

b. Description. This report lists all soldiers in pay grades E4 and E5 who have been selected but not yet promoted. Individuals are listed by grade and zone in ascending MOS and descending promotion point score order. Soldiers whose names are being transferred to the primary zone list appear in both the primary and secondary zones during the interim period. Individuals with a blank BASD are listed in a zone labeled XZ.

c. Input requirement. The format for schedule card 5 is shown in table 17–8.

d. Frequency. The report is produced monthly.

e. Sequence. The report is displayed in major to minor sequence as follows:

(1) report sequence code or mail code.

(2) Grade (descending).

(3) Zone.

(4) MOS (ascending).

(5) Current promotion points (descending).

f. Selection criteria. Personnel in pay grades other than E4 and E5 are bypassed. Personnel with no current promotion points are bypassed. Personnel assigned to units with unit status codes PR, ES, PC, and PS are bypassed. Personnel with RSCs other than A, D, or P are bypassed. Personnel with blank promotion indicator are bypassed. Test model records are excluded.

g. Data elements. Data elements are as follows:

(1) Name.

(2) SSN.

(3) Grade.

(4) BASD.

(5) Unit of assignment.

(6) Promotion MOS.

(7) Current promotion points.

(8) Current year and month of points (YYMM).

(9) Previous promotion points.

(10) Previous year and month of points (YYMM).

(11) ETS.

h. Retention or disposition. The report is destroyed after 3 months except when file numbers 600–200d, 600–200e, 624–100c, and 140–158b apply (AR 25–400–2).

17–14. Alpha Roster (AAC–C11)

a. PCN and category. The Alpha Roster (AAC–C11), category III, is produced during the peacetime and wartime operating modes.

b. Description. This alphabetic report lists all records of personnel contained on the SPF. Assigned, attached, assigned–not–joined, pending gains, reassignment losses, and dead records are included.

c. Input requirements. The format for schedule card 6 is shown in table 17–9.

d. Frequency. The report is produced bimonthly or as required.

e. Sequence. The report is displayed in major to minor sequence as follows:

(1) report sequence code, mail code, or PPA code (user option).

(2) Name (27 positions).

f. Selection criteria. Data elements from active SPF records are selected.

g. Data elements for active records. Data elements for active records are as follows:

(1) Name.

(2) SSN.

(3) VSSSN.

(4) Grade.

(5) PMOS or PSSI.

(6) Control branch (warrant officers only) (peacetime only).

(7) Loss or report date.

(a) The loss date indicates the date that the individual departed or is expected to depart.
(b) The report date indicates the date that the individual is expected to arrive.
(8) *Type.* The type code refers to the loss or report date.
(a) R indicates report date 1.
(b) E indicates the ETS or ESA (peacetime only).
(c) A indicates anticipated date of loss (peacetime only).
(d) D indicates DEROS (peacetime only).
(e) L indicates depart date 1.
(9) UPC1.
(10) Unit name.
(11) RSC.
(12) Duty status.
(13) Gaining, losing, or disputed UPC—
(a) The gaining UPC is shown when the RSC is A and the type is L. It is also shown when the RSC is X.
(b) The losing UPC is shown when the RSC is D, E, or F.
h. Data elements for dead records. Data elements for dead records are as follows:
(1) Name.
(2) SSN.
(3) UPC1.
(4) RSC.
(5) Duty status code.
i. Totals. The totals are produced as follows:
(1) Total records (total of nondead records).
(a) Assigned (RSC A and D).
(b) ASNJ (RSC B, C, E, and F).
(c) Intra–attached (RSC N).
(d) Interattached (RSC P or M).
(e) Losses (RSC X).
(f) Pending gains (RSC Y).
(2) Total dead records.
j. Retention or disposition. The report is destroyed when a new roster is received.

17–15. Loss Roster (AAC–C13)

a. PCN and category. The Loss Roster (AAC–C13), category III, is produced during the peacetime operating mode only.

b. Description. The Loss Roster reports by UPC, individuals scheduled for separation from the Army and departure from the unit, and overseas individuals eligible to return to CONUS. The report is listed in groups of 30–, 60–, 90–, 120–, 150–, 180–, 270–, and 300–day personnel losses by month–of–loss date and non–CONUS residence code so that special separation action can begin.

c. Input requirements. The format for schedule card 2 is shown in table 17–3.

d. Frequency. The report is produced monthly.

e. Sequence. The report is displayed in the following sequence:
(1) Part I. Loss details—
(a) report sequence code or mail code (optional).
(b) UPC.
(c) Loss date (day within month within year).
(d) Alphabetical name.
(2) Part II. Loss details—
(a) report sequence code or mail code (optional).
(b) UPC.

f. Selection criteria. The loss date is determined as the nonblank DLOS, DEROS (overseas commands), or ETS or ESA. Selection of losses are listed in ascending sequence starting with 30– (including previous and current month losses), 60–, 90–, 120–, 150–, 180–, 270–, and 300–day losses, by month–of–loss date.

g. Data elements. Data elements are as follows:
(1) Name.
(2) SSN.
(3) Grade abbreviation.

(4) Loss date (DLOS, ETS or ESA or DEROS (overseas only)).

(5) Type of loss.

h. Totals. Totals are shown for parent unit by MPC, type of loss, and month of loss in 30–day increments within summary A and B. ETS or ESA totals are also divided by service component. Totals are given on report sequence code or mail code break if this option is used.

(1) Summary A (loss action summary) shows the accountability of all loss actions pending within the timeframe of this report for each SPF record.

(2) Summary B (personnel loss summary) shows the accountability of only the loss action closer to cycle date YYMM per SPF record. An individual can be identified as a loss more than once.

i. Retention or disposition. The report is destroyed when a new roster is received.

17–16. Projected Date Eligible to Return from Overseas Roster (AAC–C15)

a. PCN and category. The Projected DEROS Roster (AAC–C15), category III, is produced during peacetime operating mode only.

b. Description. This report summarizes the number of officers, warrant officers, and their accompanying dependents scheduled to depart an overseas command because of DEROS. For military personnel, separate totals are displayed for each MPC with one total for dependents. Totals are spread horizontally by month and vertically by day of month. Losses by DEROS are projected for 6 months starting with the month following the month in which the report is produced. The report primarily projects transportation requirements for personnel and accompanying dependents.

c. Input requirements. The format for schedule card 2 is shown in table 17–3.

d. Frequency. The report is produced monthly on or about the 20th of the month.

e. Sequence. The report is displayed in major to minor sequence as follows:

(1) report sequence code or mail code (optional).

(2) UPC.

(3) Day of DEROS.

f. Selection criteria and data elements. All Active Army personnel scheduled for departure from overseas within the next 6 months are selected (except those with RSC X and Y). Strength rule 1 is used.

g. Totals. Totals are shown by MPC and month for each unit and parent unit with a break on report sequence code or mail code if this option is used.

h. Retention or disposition. The report is destroyed when a new report is received.

17–17. Education Level Survey (AAC–C17)

a. PCN and category. The Education Level Survey (AAC–C17), category I, is produced during the peacetime operating mode only.

b. Description. This report depicts the number of personnel by various education levels by MPC within UPC, PUD, and PPA code with optional intermediate sequence and totals by report sequence code or mail code.

c. Input requirements. The SIRCUS C17 source program or queue card is submitted.

d. Frequency. The report is produced semiannually or upon receipt of information.

e. Sequence. The report is displayed in major to minor sequence as follows:

(1) PPA code.

(2) report sequence code (major, intermediate, or minor sequence option) or mail code (user option).

(3) PUD.

(4) UPC.

(5) MPC (officer, warrant officer, enlisted personnel (E9–E4, E3–E1).

f. Selection criteria. Active personnel records (except RSC N, P, X, or Y) are selected for this report.

g. Totals. The following totals are reflected in the report.

(1) Total of education level groups by MPC for each level of sequence: UPC, PUD, report sequence code, or mail code.

(2) Total by education level group for each level of sequence: UPC, PUD, report sequence code, or mail code (optional), and PPA code.

h. Retention or disposition. The report is destroyed when a new report is received.

i. SIRCUS options. To obtain the sequence option, the SIRCUS source program, card type 2, for the alphanumeric accumulator, $SCHEDULE, is changed. The following format applies: (b=blank): $ SCHEDULE/3/RSC. The RSC may be replaced by RSb, Rbb, or MCb.

17–18. Human Immunodeficiency Virus Screening Roster (AAC–C18)

a. PCN and category. The Human Immunodeficiency Virus (HIV) Screening Roster (AAC–C18), category III, is produced during the peacetime operating mode only.

b. Description. This report lists individuals who need to be scheduled for HIV screening or testing.

c. Input requirements. The format for schedule card 7 is shown in table 17–10.

d. Frequency. The report is produced monthly or as requested.

e. Sequence. The report is displayed in major to minor sequence as follows:

(1) PPA.

(2) Mail code or report sequence code (optional).

(3) UPC.

(4) Name.

f. Selection criteria. SPF records selected for this report are records that do not have RSC M, N, X, or Y, or do not have an accountable UPC with PUD 0CQ or 0J4 (test model PUDs), or do not have an accountable UPC with unit status code EN, ES, PR, PS, RE, RR, or TR. SPF records are then selected based on the UPC and the Yr–Mo–HIV–Scrn–Test–Last–Admin data element.

g. Totals. No totals are reflected on the report.

h. Retention or disposition. The report is retained until the test is completed.

17–19. Enlisted Skills Inventory and Projection by Military Occupational Specialty (AAC–C19)

a. PCN and category. The Enlisted Skills Inventory and Projection by MOS report (AAC–C19), category III, is produced during the peacetime operating mode only.

b. Description. A strength inventory in four parts, this report lists current authorized and accountable enlisted personnel by MOS, PMOS, and authorized MOS projected variable through 16 months. The report is detailed by MOS, ASI, grade, and sex code or authorized identity. At the requestor's discretion, in addition to current data, each part of the report may contain projections displayed in up to three sections with each section containing four projection periods defined by the requestor. Strength for a projection period is determined by using the previous calculated strength as a base and then adding gains and subtracting losses that occur during the defined period.

c. Input requirements. The format for schedule card 8 is shown in table 17–11. An example of coding projection periods is shown in table 17–12.

d. Frequency. The report is produced monthly.

e. Sequence. The basic fixed sequence of detail lines for all parts is sex code or authorized identity code within grade (descending) within ASI within five–position MOS within four–position MOS. report parts are sequenced in the following order:

(1) Part 1. UPC.

(2) Part 2. PUD, or PUD/Army locator code.

(3) Part 3. report sequence code (major, intermediate, or minor sequence option) or mail code.

(4) Part 4. SIDPERS (PAS code).

f. Selection criteria.

(1) *General.* Test model units (PUD 0CQ or 0J4) and nonpermanent party units (unit status codes DP, EN, ES, FP, FS, PR, PS, RE, RR, ST, TN, or TR) are excluded from this report. The SAIF requisition grade, MOS, and ASI data elements are used as the report grade, MOS, and ASI data elements when the SSN on the SPF record and the SSN on SAIF record match.

(2) *Current authorization.* An SASF record is considered to be a current authorization when—

(a) The PSC is G and the position effective date (year and month) is equal to or less than the cycle date (year and month).

(b) The PSC is L and the position effective date (year and month) is greater than cycle date (year and month).

(c) The PSC is not G or L.

(3) *Projected authorization.* Authorization for a projection period is determined by using the previous period's authorization as a base and then increasing or decreasing that base by SASF gain and loss records that fall within the projection period.

(a) Authorization for a projection period is increased when the PSC is G and when the position effective date (year and month) is greater than the previous period date (year and month).

(b) Authorization for a projection period is decreased when the PSC is L and when the position effective date (year and month) is greater than the previous period date (year and month) and equal to or less than the projection period date (year and month).

(4) *Strength.* Strength figures are derived by examining the contents of the SPF and SAIF.

(a) A SPF record is used when the RSC is not M, N, P, or X, when the MPC is E with a valid enlisted grade code, when the sex code is M or F, and when the accountable UPC matches a UPC of the SOMF (excluding test model units and nonpermanent party units). The accountable UPC is UPC1 if the RSC is not Y and if the depart date–1 is numeric; or the potential gaining UPC1 is used.

(b) A SAIF record is used when the record type is G, when the assignment pay grade is 1 through 9, when the sex

code is M or F, when the UPC–A matches a UPC of the SOMF (excluding test model units and nonpermanent party units), and when the SSN does not match a SSN of a selected SPF record.

(c) Selected SPF records increase the current strength when the RSC is not Y.

(d) Projected gain figures are increased by selected SAIF records and selected SPF records with RSC Y. The reporting date determines the projection period in which these records are used for increasing. For SAIF records, the arrival date is used as the reporting date. For SPF records, the report date–1 is used as the reporting date. The projected gain for the first projection period is increased when the reporting date (year and month) is equal to or greater than cycle date (year and month) and less than or equal to the projection period date (year and month). The projected gain for all other projection periods is increased when the reporting date (year and month) is greater than the previous projection period date (year and month) and less than or equal to the projection period date (year and month).

(e) Projected loss figures are increased by selected SPF records with RSC other than Y or X. The loss date determines the projection period in which these records are used for increasing. The loss date is determined by various factors. For overseas units, the DEROS is used as the loss date unless it is blank; then the ETS is used as the loss date if it meets certain qualifications. The ETS qualifies as a loss date if it is not blank, and if the ETS (year and month) is 4 years or less than the BASD (year and month), or if the ETS (year and month) is more than 4 years from the BASD (year and month) and if the AEA code is A. For nonoverseas units, the DLOS is used as the loss date unless it is blank; if it is blank, the ETS is used as the loss date when it meets the qualifications described above. The projected loss for the first projection period is increased when the loss date (year and month) is equal to or greater than the cycle date (year and month) and less than or equal to the projection period date (year and month). The projected loss for all other projection periods is increased when the loss date (year and month) is greater than the previous projection period date (year and month) and less than or equal to the projection period date (year and month).

g. Data elements. The data elements are as follows:

(1) MOS.

(2) ASI.

(3) Grade (for example, E9, E8, E7, E6, E5, E4, E3, E2; grades E1 and E2 are combined and shown as E3).

(4) Sex (authorized identity I or sex codes F and M. Authorized identity A is converted to sex code F, and authorized identity E is converted to sex code M.)

(5) Current authorized (Authorizations as of the cycle month).

(6) Current strength (Accountable strength as of the cycle month).

h. Projection periods 01 through 12. Accountable strength is shown as cumulative totals (STR= ACTB STR) from the previous period through the end of the period being calculated minus losses for same timeframe. Projected gains and losses are those projected since the end of the previous period; that is, projection period 01 is MAR 83, and projection period 02 is JUN 83; gains and losses for period 02 are those occurring in APR, MAY, and JUN 83. This projection schedule is also true for projected authorizations. (See tables 17–11 and 17–12.)

i. Totals. Summary totals are displayed for strength figures at break in MOS (less SQI) and grade for parts 1 through 4. Summary totals are displayed at UPC change (part 1), PUD or PUD/ARLOC change (part 2, option), report sequence code (major, intermediate, or minor sequence option) or mail code (part 3, option), and SIDPERS level (part 4).

j. Retention or disposition. The report is destroyed when a new report is received.

17–20. Personnel Action Suspense Roster (AAC–C20)

a. PCN and category. The Personnel Action Suspense Roster (AAC–C20), category III, is produced during the peacetime operating mode.

b. Description. This report displays suspense notices for individuals requiring specified personnel actions that are generally accomplished during the month following the strength month for the report.

c. Input requirements. The format for schedule card 9 is shown in table 17–13.

d. Frequency. The report is produced monthly. Rosters should be produced in midmonth to provide adequate notice to the service members concerned.

e. Sequence. The report is displayed in the following sequence:

(1) The PPA code, report sequence code (major, intermediate, or minor sequence option), or mail code (first position or full mail code option) (optional user major sequence).

(2) UPC.

(3) MPC.

(4) Name (first 10 positions only).

f. Selection criteria. Unit of assignment rule 1 applies. SPF records selected for this report do not have RSC M, N, X, or Y; do not have an accountable UPC with PUD 0CQ or 0J4; do not have an accountable UPC with unit status code EN, ES, PR, PS, RE, RR, or TR. SPF records are then selected based on eligible dates. Displays include name, SSN, and grade title for each individual selected. If more than one suspense is generated for an individual, the above information prints only once although each suspense has a separate message line.

g. Totals. None.

h. Retention or disposition. The cutoff date is at the end of the month; the report is held for 1 month and then destroyed.

17–21. Officer Skills Inventory and Projection report (AAC–C21)

a. PCN. The Officer Skills Inventory and Projection report (AAC–C21), category III, is produced during the peacetime and wartime operating modes.

b. Description. This report depicts officer–authorized strength positions and the number of incumbent personnel who fill those positions. There are two sections, three parts, and two versions of the reports. Section 1 reflects statistics derived from the SASF and SPF records of commissioned officers. Section 2 reflects statistics derived from the SASF and SPF records of warrant officers. Each section applies to a part. The report consists of three parts. Any number of parts can be requested by a user. Part 1 is sequenced by minor sequence factors within PUD, unit status code, and ARLOC. Part 2 is sequenced by minor sequence factors within report sequence code or mail code. Part 3 is sequenced by minor sequence factors only. All parts apply to each version. The peacetime version projects the number of personnel across seven projection periods. Excluding the first period, each period begins with the month after the end month of the previous period. The first period begins with the month obtained by adding the corresponding month from the schedule card to the cycle as–of date. Projected gain totals are obtained by counting SPF records according to the DLOS, ESA or ETS, and DEROS. For CONUS or non–CONUS area residents, the DLOS and ESA or ETS apply. The DLOS is used when its date is equal to or greater than the cycle as–of date. If not, the ESA or ETS is used if its date is numeric. For overseas residents, the DEROS and ESA or ETS apply. The DEROS is used when its date is numeric; if not, the ESA or ETS is used if its date is numeric. The accountable strength for a period is obtained by adding projected gains to and subtracting projected losses from the previous accountable strength total. In the first period, projected gains are added to and projected losses are subtracted from the current accountable strength total. The wartime version does not project gains or losses; its totals are derived from SASF records and accountable SPF records. The totals for section 1 are displayed by grade, with each grade reflecting an authorized and an accountable strength total.

c. Input requirements. The format for schedule card 10 is shown in tables 17–14 and 17–15.

d. Frequency. The report is produced monthly.

e. Sequence. The report is displayed in major to minor sequence as follows:

(e) *Major sequence factors.*

(a) Part 1. PUD, unit status code, and ARLOC.

(b) Part 2. report sequence code (major, intermediate, or minor sequence option) or mail code.

(c) Part 3. PPA code.

(2) *Minor sequence factors.*

(a) Peacetime version. The SASF, section 1, contains the primary specialty code (first two positions only), grade code, and identity code.

(b) Peacetime version. The SPF, section 1, contains control specialty code, grade code, and converted identity code. (See table 17–6).

(c) Peacetime version. The SASF, section 2, contains branch, MOS, and identity codes.

(d) Peacetime version. The SPF, section 2, contains control branch, control MOS, and converted identity codes. (See table 17–6.)

(e) Wartime version. The SASF, section 1, contains primary specialty code (first two positions) and identity code.

(f) Wartime version. The SPF, section 1, contains PSSI (first two positions) and converted identity codes. (See table 17–6.)

(g) Wartime version. The SASF, section 2, contains MOS and identity codes.

(h) Wartime version. The SPF, section 2, contains PMOS and converted identity codes. (See table 17–6.)

f. Selection criteria.

(1) SASF records that have any one of the following conditions are excluded from the report:

(a) The PSC is G, and the position effective date is greater than the cycle as–of date.

(b) The PSC is L, and the position effective date is equal to or less than the cycle as–of date.

(c) The identity code is A, E, or I.

(d) The UPC is 0CQ or 0J4.

(e) The matching SOMF record has unit status code DP, EN, ES, FP, FS, PR, PS, RE, RR, ST, TN, or TR.

(2) SPF records that have any one of the following conditions are excluded from the report:

(a) The RSC is N, P, or X.

(b) Pending gain (RSC Y) and report date 1 are equal to or less than the cycle as–of date.

(c) UPC1 or potential gain UPC1 are 0CQ or 0J4.

(d) The matching SOMF record has unit status code DP, EN, ES, FP, FS, PR, PS, RE, RR, ST, TN, or TR.

(e) The MPC is E.

(3) The data elements for the peacetime version, section 1, are as follows:

(a) Control specialty. Reflected data are SASF primary specialty code and SPF control specialty codes.

(b) Grade.

(c) Identity. Reflected data are SASF identity and SPF converted identity codes. (See table 17–6).

(d) Current authorized strength (literal AUTH). Produced by counting selected SASF records.

(e) Current accountable strength (literal ACTB). Produced by counting selected SPF records.

(f) Projected gains, losses, and accountable strength totals. Produced by counting selected SPF records and displaying by projection periods.

(4) The data elements for the peacetime version, section 2, are as follows:

(a) Control branch. Reflected data are SASF branch and SPF control branch codes.

(b) Control MOS. Reflected data are SASF branch and SPF control MOS codes.

(c) Identity. Reflected data are SASF identity and SPF converted identity codes. (See table 17–6).

(d) Current authorized strength.

(e) Current accountable strength.

(f) Projected gains, losses, and accountable strength.

(5) The data elements for the wartime version, section 1, are as follows:

(a) PSSI. Reflected data are SASF primary specialty code and SPF primary SSI codes.

(b) Identity. Reflected data are SASF identity and SPF converted identity codes. (See table 17–6.)

(c) Aggregate authorized total. Produced by adding authorized strength totals from selected SASF records.

(d) Aggregate accountable strength total. Produced by counting selected SPF records.

(e) Grade authorized strength totals. Produced by adding authorized strength totals from selected SASF records by grade.

(f) Grade accountable strength totals. Produced by counting selected SPF records by grade.

g. Totals. Totals are reflected on the report as follows:

(1) For the peacetime version, minor totals are produced by counting SASF and SPF records by minor sequence factors. The SPF count is divided into a current accountable strength total and seven projection period totals. Each period consists of losses and accountable strength totals; in addition, the first four periods include gain totals. The SASF count produces the current authorized strength total.

(2) For the wartime version, minor totals are produced by adding the authorized strength total from the SASF records and by counting SPF records by minor sequence factors. The total derived from the SASF records produces the aggregate current accountable strength total of all grades. For section 2, these totals are displayed as total authorized strength and total accountable strength.

(3) Part 1 totals consist of minor totals plus summary totals by PUD, unit status code, and ARLOC and by PPA code.

(4) Part 2 totals consist of minor totals plus summary totals by report sequence code (major, intermediate, or minor sequence option) or mail code and by PPA code.

(5) Part 3 totals consist of minor totals plus summary totals by PPA code.

h. Retention or disposition. The report is destroyed when a new report is received.

17–22. Personnel Photo Suspense Roster (AAC–C22)

a. PCN and category. The Personnel Photo Suspense Roster (AAC–C22), category III, is produced during the peacetime operating mode.

b. Description. This report displays suspense notices for individuals requiring new photographs. The report is generally produced during the month following the strength month for the report.

c. Input requirements. The format for schedule card 11 is shown in table 17–16.

d. Frequency. The report is produced monthly. Rosters should be produced in midmonth to provide enough notice to the service members concerned.

e. Sequence. The report is displayed in the following sequence:

(1) report sequence code, mail code, or PUD are user optional major sequences.

(2) MPC.

(3) Grade.

(4) Name (first 10 positions only).

f. Selection criteria. Unit of assignment rule 1 applies. SPF records selected for this report do not have RSC M, N, X, or Y; do not have an accountable UPC with PUD 0CQ or 0J4; do not have an accountable UPC with unit status code EN, ES, PR, PS, RE, RR, or TR. SPF records are then selected based on MPC, grade, and date of last photo suspense.

g. Totals. The reports is divided into three parts.

(1) Part I, personnel due, provides a list of personnel currently due a photo.

(2) Part II, personnel overdue or blank, identifies individuals who failed to have their photo taken or have an invalid photo suspense.

(3) Part III, recap, provides a rollup of personnel in each company–sized unit. The counters can provide a total for each company–sized unit of personnel due and personnel overdue and a percentage of personnel overdue based on the total number of suspense's due. In addition, the counters provide totals and percentages for battalion–sized units. Each company and battalion total is a separate report to be distributed to the individual company or battalion.

h. Retention or disposition. The report is destroyed when a new report is received.

17–23. Monthly Edit report–SIDPERS Personnel File Military Occupational Specialty Verification (AAC–C23)

a. PCN and category. The Monthly Edit report–SIDPERS Personnel File Verification (AAC–C23), category III, is produced during the peacetime operating mode only.

b. Description. This report provides the Personnel Service Company with a list of SPF records that have MOS or ASI codes that are incompatible with the SMEF.

c. Input requirements. The format for schedule card 2 is shown in table 17–3.

d. Frequency. The report is produced monthly.

e. Sequence. The report is displayed in the following sequence:

(1) report sequence code or mail code (user option).

(2) UPC.

(3) Name.

(4) SSN.

f. Selection criteria. SPF records that contain the following conditions are selected for this report.

(1) The SPF record PUD is not 0J4 or 0CQ.

(2) The SPF RSC is not X, Y, or M.

(3) One or more of the SPF data elements listed in (a) through (l) below are incompatible with the SMEF.

(a) MPC.

(b) Sex.

(c) Primary specialty (officers).

(d) Alternate specialty (officers).

(e) Duty position specialty (officers).

(f) PMOS (warrant officers and enlisted personnel).

(g) Duty MOS (warrant officers and enlisted personnel).

(h) Control MOS (warrant officers).

(i) Control branch (warrant officers).

(j) PMOS–ASI (warrant officers and enlisted personnel).

(k) SMOS (enlisted personnel).

(l) Promotion MOS (enlisted personnel).

g. Totals. No totals are produced.

h. Retention or disposition. The cutoff date is monthly; the report is held 1 month and then destroyed.

17–24. Good Conduct Medal Suspense Roster (AAC–C24)

a. PCN and category. The Good Conduct Medal Suspense Roster (AAC–C24), category III, is produced during the peacetime operating mode.

b. Description. This report displays suspense notices for individuals eligible to receive the Good Conduct Medal. This suspense is normally generated 3 months in advance.

c. Input requirements. The format for schedule card 12 is shown in table 17–17.

d. Frequency. The report is produced monthly.

e. Sequence. The report is displayed in the following sequence:

(1) PPA code, report sequence code (major, intermediate, or minor sequence option), or mail code (first position or full mail code option) (optional user major sequence).

(2) UPC.

(3) Part number.

(4) MPC.

(5) Name, individual.

f. Selection criteria. Unit of assignment rule 1 applies. SPF records selected for this report do not have RSC M, N, X, or Y; do not have an accountable UPC with unit status code of EN, ES, PR, PS, RE, RR, or TR; do not have an

accountable UPC with PUD of 0CQ or 0J4. Records are then selected based on MPC, ETS, time in service, and flag action data elements.

g. Totals. The report is divided into four parts—

(1) Part I, personnel eligible and due for Good Conduct Medal, lists all individuals who are currently due for a Good Conduct Medal and also includes those soldiers eligible upon ETS.

(2) Part II, personnel eligible and overdue for Good Conduct Medal, provides the commander and personnel managers with a list of personnel who are past due action.

(3) Part III, invalid Good Conduct Medal suspense, provides the commander with a list of assigned personnel with incorrect dates entered or blanks in the Good Conduct Medal data element. This part also includes soldiers who are eligible but who have one or more flag actions pending.

(4) Part IV, recap, counters provide totals for each UPC with personnel due or overdue and a percentage of personnel overdue based on the current suspense's due to that unit.

(a) The recap also provides totals by report sequence code, mail code, or PUD that is optional through the report schedule card.

(b) The recap contains a final total by PPA code. The formula for overdue suspense's is reached by dividing the assigned strength into the total overdue.

i. Retention or disposition. The report is destroyed when a new report is received.

17–25. Personnel Medical Suspense Roster (AAC–C26)

a. PCN and category. The Personnel Medical Suspense Roster (AAC–C26), category III, is produced during the peacetime operating mode.

b. Description. This report displays suspense notices for individuals requiring medical and/or eye examinations. These suspense notices are usually generated during the month following the strength month for the report.

c. Input requirements. The format for schedule card 13 is shown in tables 17–18 and 17–19.

d. Frequency. The report is produced monthly. Rosters should be produced in midmonth to provide enough notice to the individuals concerned.

e. Sequence. The report is displayed in the following sequence:

(1) PPA code, report sequence code (major, intermediate, or minor sequence option), or mail code (first position or full mail code option) (optional user major sequence).

(2) UPC.

(3) MPC.

(4) Name (first 10 positions only).

f. Selection criteria. Unit of assignment rule 1 applies. SPF records selected for this report do not have RSC M, N, X, or Y; do not have an accountable UPC with PUD of 0CQ or 0J4; or do not have an accountable UPC with unit status code EN, ES, PR, PS, RE, RR, or TR. SPF records are then selected based on age, date of birth, and, in some cases, PMOS and/or duty MOS. Records are not selected for individuals over age 60.

g. Totals. No totals are displayed.

h. Retention or disposition. The report is destroyed when a new report is received.

17–26. Personnel Strength Zero Balance report (AAC–C27)

a. PCN and category. The Personnel Strength Zero Balance report (AAC–C27), category III, is produced during the peacetime and wartime operating modes.

b. Description.

(1) In the peacetime mode, the AAC–C27 provides a two–part reconciliation between the accountable strength of the SPF and the accountable and reported accountable strength (from the OSTR transaction) and the personnel file strength by MPC and duty status on the SOMF. Totals are displayed by MPC or SPF accountable strength by duty status. Differences are displayed in part 1 of the report. A plus difference is shown when the SPF strength is greater than the SOMF strength. A minus difference is shown when the SOMF strength is greater than the SPF strength. The attached strength is shown similarly but as separate totals.

(2) In the wartime mode, the AAC–C27 provides a reconciliation between the total accountable strength by MPC and UPC on the SPF and the reported accountable strength (from the OSTR transaction) by MPC and UPC on the SOMF. Attached strength is similarly reconciled but as separate totals. A plus difference is shown when the SPF strength is greater than the reported accountable strength. A minus difference is shown when the SPF strength is less than the reported accountable strength. SOMF counters are not adjusted when SIDPERS is in the wartime operating mode.

(3) Part 2 lists SPF accountable personnel for each unit. Part 2 with a fixed sequence is automatically produced for units having a difference in SPF strength and SOMF OSTR transaction strength (wartime and peacetime operating modes) or SOMF personnel file strength (peacetime operating mode). This list contains all accountable personnel only in the MPC for which a difference exists (that is, if the only difference exists in warrant officer personnel only the SPF

accountable warrant officers are listed for the unit). The Y display option (Y in column 18 of schedule card 6 [table 17–20]) produces part 2. Part 2 lists all personnel for each UPC appearing in part 1.

(4) A zero balance report (parts 1 and 2) can be prepared for all units whether a matching SOMF record or matching SPF records are present. This effort includes SPF records for UPC2 (peace or wartime) and/or UPC3 (peacetime only) with blank departure dates for which a TRO duty status (intransit out) is generated). When a TRO duty status is generated, all SPF records except those with RSC Y are considered. Only in this case is a RSC X used. A zero balance report (peace or wartime mode) prepared for a unit not on the SOMF shows a unit name of ***NO OMF REC*** in parts 1 and 2. In addition, part 2 (peacetime operating mode only) shows the literal **FAILED TO UPDATE OMF RECORD*** on the third report header line.

c. Input requirements. The format for schedule card 14 is shown in table 17–20.

d. Frequency. The report is produced bimonthly.

e. Sequence. The report is displayed in major to minor sequence as follows:

(1) Part 1, analyst code, UPC, and duty status code.

(2) Part 2, analyst code, UPC, MPC, duty status code, and 10–position name, individual.

f. Selection criteria and data elements. RSCs X and Y are excluded, except that RSC X is searched for blank departure dates for UPC2 (peace or wartime) and/or UPC3 (peacetime only), in which case a TRO duty status is generated, and the record is included in a zero balance for the UPC.

g. Data elements, part I. All data elements are displayed in both peacetime and wartime operating modes except as noted in (1) through (8) below.

(1) MPC.

(2) SOMF strength (peacetime only).

(3) SPF strength (peacetime only); SPF strength (commissioned officer, warrant officer, and enlisted) (wartime only).

(4) SOMF–SPF strength difference (peacetime only).

(5) reported accountable strength.

(6) Accountable versus reported accountable strength difference.

(7) Attached versus reported attached strength difference.

(8) Duty status—

(a) PDY (present for duty).

(b) TDY (temporary duty).

(c) ADM (administrative leave), CLV (convalescent leave), OLV (ordinary leave), SLV (special leave), and XLV (excess leave).

(d) HOS (nonbattle–related), HOW (battle–related), and SND (sick).

(e) CMA (confined by military authorities) and CCA (confined by civilian authorities).

(f) AWC (AWOL, confined by civilian authorities) and AWL (AWOL).

(g) MIA (missing in action), MIS (missing), CAP (captured), and INT (interned).

(h) TRA (intransit) and TRO (intransit out).

(i) ATC (attached).

h. Data elements, part 2. All data elements are displayed in both peacetime and wartime operating modes except as noted in (1) through (15) below.

(1) Name, individual.

(2) SSN.

(3) Grade.

(4) Duty status code.

(5) Effective date of duty status.

(6) Position number (peacetime only).

(7) Arrival date, unit 1.

(8) Unit 1 UPC.

(9) Departure date, unit 1.

(10) Potential gaining UPC, unit 1.

(11) Arrival date, unit 2.

(12) Unit 2 UPC.

(13) Departure date, unit 2.

(14) RSC, unit 1.

(15) Last strength transaction (peacetime only).

i. Totals. The totals are displayed as follows:

(1) *Part 1.* In peacetime, the totals are shown in a Matrix. In wartime, the totals are displayed by duty status code by MPC. Another total is displayed by duty status code.

(2) *Part 2.* One subtotal is displayed by duty status code by MPC, another subtotal is shown by MPC, and the aggregate total is displayed by UPC.

j. Retention or disposition. The cutoff date is quarterly; the report is held for 3 months and then destroyed.

17–27. Personnel Dental Suspense Roster (AAC–C28)

a. PCN and category. The Personnel Dental Suspense Roster (AAC–C28), category III, is produced during the peacetime operating mode.

b. Description. This report displays suspense notices for individuals requiring dental services. This suspense is generally accomplished during the month following the strength month for the report.

c. Input requirements. The format for schedule card 15 is shown in table 17–21.

d. Frequency. The report is produced monthly. Rosters should be prepared in midmonth to provide enough notice to the service members concerned.

e. Sequence. The report is displayed in the following sequence:

(1) PPA code, report sequence code (major, intermediate, or minor sequence option), or mail code (optional user major sequence).

(2) UPC.

(3) MPC.

(4) Name (first 10 positions only).

f. Selection criteria. Unit of assignment rule 1 applies. SPF records selected for this report do not have RSC M, N, X, or Y; do not have an accountable UPC with unit status code of EN, ES, PR, PS, RE, RR, or TR; and do not have an accountable UPC with PUD 0CQ or 0J4. Records are then selected based only on date of birth month.

g. Totals. No totals are displayed for this report.

h. Retention or disposition. The report is destroyed when a new report is received.

17–28. Organization Master List (AAC–C29)

a. PCN and category. The Organization Master List (AAC–C29), category III, is produced during the peacetime and wartime operating modes.

b. Description. This report is used to verify the accuracy of the SOMF or SROF.

c. Input requirement. The format for schedule card 16 is shown in table 17–22.

d. Frequency. The report is produced monthly or as requested.

e. Sequence. The report is displayed in the following sequence:

(1) PPA code, report sequence code (major, intermediate, or minor sequence option), or mail code (optional user major sequence).

(2) UPC.

f. Selection criteria. Active SOMF or SROF records may be selected for this report.

g. Totals. No totals are produced for this report.

h. Retention or disposition. The report is destroyed when a new report is received.

17–29. Personnel Qualification Records Check Suspense (AAC–C30)

a. PCN and category. The Personnel Qualification Records Check Suspense (AAC–C30), category III, is produced during the peacetime operating mode only.

b. Description. This alphabetical roster by unit lists personnel qualification data for all personnel assigned or attached to a unit serviced by a SIDPERS database.

c. Input requirements. The format for schedule card 17 is shown in table 17–23.

d. Frequency. The report is produced monthly. The report should be generated by the 21st day of the month so that it can be used to prepare the unit readiness report.

e. Sequence. The report is displayed in major to minor sequence as follows:

(1) PPA code, report sequence code (major, intermediate, or minor sequence option), or mail code (first position or full mail code option) (optional user major sequence).

(2) UPC.

(3) MPC.

(4) Name, individual.

f. Selection criteria. All accountable personnel on the SPF are selected (except RSC X and Y and test model units). Strength rule 2 is used to select unit of assignment.

g. Totals. Totals are displayed by MPC, within UPC, within the major sequence option.

h. Retention or disposition. The report is destroyed when a new roster is received or as local policy dictates.

17–30. Enlisted Military Occupational Specialty Inventory (by name) (AAC–C31)

a. PCN and category. The Enlisted MOS Inventory (AAC–C31), category III, is produced during the peacetime and wartime modes.

b. Description.

(1) In peacetime, the AAC–C31 lists current and projected Active Army permanent party enlisted personnel by PMOS. This roster lists individuals by name to provide personnel managers with information for enlisted requirements by MOS. If this report is to be a companion to the Enlisted MOS Inventory (Statistics) (AAC–C33), both reports should be run in the same cycle with the same sequence and projection period. For the purposes of record selection and data generation, the first termer record is defined as a record in which the ETS is equal to or less than the BASD plus 48 months.

(2) In wartime, the AAC–C31 lists current Active Army permanent party enlisted personnel by PMOS. Like the peacetime version, this roster lists individuals by name to provide personnel managers with information to help manage personnel by MOS. Unlike the peacetime AAC–C31, this version does not contain names of projected gains and does not identify projected assets or projected losses.

c. Input requirements. The format of schedule card 18 is shown in table 17–24.

d. Frequency. The report is produced monthly.

e. Sequence. The report is displayed in major to minor sequence as follows:

(1) PPA code, report sequence code (major, intermediate, or minor sequence option), or mail code (optional user major sequence).

(2) PMOS.

(3) UPC.

(4) Name, individual.

f. Selection criteria. The record selection criteria are relative to the operating mode (peacetime or wartime) of the database. Strength rule 1 is used to determine accountable unit for both modes. The SAIF requisition grade, MOS, and ASI data elements are used as the report grade, MOS, and ASI data elements when the SSNs on the SPF record and SAIF record match. Specific criteria are as follows:

(1) *Peacetime SIDPERS.* SPF records with RSC A, B, C, D, E, F, and Y are included unless the unit status code of the accountable unit is DP, ES, FP, PR, PS, RE, RR, ST, TN, EN, or TR. EDAS gains (SAIF type G records) are also included if the SSN does not match the SSN of a selected SPF record.

(2) *Wartime SIDPERS.* SPF records with RSC A, B, C, D, E, and F are included unless the unit status code of the accountable unit is DP, EN, ES, FP, FS, PR, PS, RE, RR, ST, TN, or TR. SPF pending gains (RSC Y) and SAIF type G records are not included.

g. Data elements. The following data elements are displayed in the peacetime AAC–C31 report. Only data elements listed in (1) through (9) below are displayed in the wartime report.

(1) PMOS.

(2) PMOS ASI.

(3) NAME (*D* in the last three positions of the name field is a Privacy Act disputed record indicator. It applies to the peacetime operating mode only).

(4) SSN.

(5) Grade.

(6) Sex code.

(7) Physical profile.

(8) Field–determined personnel security status.

(9) UPC.

(10) Position number. (Duty status PDG is used for pending gains, RSC Y; duty status PTG is used for potential gains, intra–SIDPERS; and duty status AIFG is used for EDAS gains, SAIF type G record.)

(11) Duty MOS.

(12) SMOS.

(13) Bonus MOS and indicator. (Variable reenlistment bonus MOS and indicator: E for EB, first termer; O for VRB or SRB, other than first termer.)

(14) BASD.

(15) Loss or reporting date.

(a) The reporting date is prefixed with R and is identified as pending gains (RSC Y), potential gains (intra–SIDPERS), and EDAS gains from SAIF (record type G).

(b) The loss date is prefixed with L and is identified as a projected loss of current personnel assets. For CONUS, the date represents DLOS, the ETS for all first termers, or ETS also for other than first termers if the AEA code is A. For

outside continental United States (OCONUS), the date represents the DEROS; but if the DEROS is blank or invalid, the ETS is used in the same way as for CONUS.

(16) AEA code.

(17) Year and month of AEA termination.

(18) Number of dependents. (OCONUS, number of accompanying legal dependents on PCS; CONUS, number of legal dependents).

h. Totals. No totals are displayed on this report.

i. Retention or disposition. The roster is destroyed when a new roster is received.

17–31. Enlisted Military Occupational Specialty Inventory (statistics) (AAC–C33)

a. PCN and category. The Enlisted MOS Inventory (statistics) (AAC–C33), category III, is produced during the peacetime and wartime operating modes.

b. Description. During the wartime operating mode, the AAC–C33 contains only current personnel and authorization strengths by grade and unit within optional sequence within MOS. During the peacetime operating mode, the AAC–C33 contains current and projected personnel and authorization strengths by grade and unit within optional sequence within MOS. SPF potential gains (intra–SIDPERS departures) are considered current personnel assets to the potential gaining UPC1. Current data are followed by projected data. Projected gains are the SPF pending gain (RSC Y); EDAS (SAIF) gains and projected authorizations are added during the projection period. Loss data for CONUS units are based on DLOS or ETS and authorized positions to be deleted during the projection period. For overseas units, loss data are based on the DEROS or ETS and authorized positions to be deleted during the projection period. ETS is used only to project losses for first termers and other than first termers if the AEA code is A. For purposes of record selection and data generation, a first termer is defined as a record in which the ETS is equal to or less than the BASD plus 48 months.

c. Input requirements. The format of schedule card 19 is shown in table 17–25.

d. Frequency. The report is produced monthly.

e. Sequence. The report is displayed in MOS (5, 4, or 3 positions), grade, mail code, or report sequence code (major, intermediate, or minor level) (optional), and PUD, unit status code, and ARLOC sequence.

f. Selection criteria. Records are selected by the following criteria:

(1) *Wartime AAC–C33.* SPF records with RSC M, N, P, X, or Y are excluded. Record in which the unit status code of the accountable unit is DP, EN, ES, FP, FS, FR, PS, RE, RR, ST, TN, or TR are also excluded. Strength rule 1 is used to determine accountable unit. Only current authorizations and current accountable strength are included in the report.

(2) *Peacetime AAC–C33.* SPF records with RSC N, P, or X are excluded. Nonpermanent party records with unit status code DP, EN, ES, FP, FS, PR, PS, RE, RR, ST, TN, or TR are excluded. EDAS gains (SAIF record type G) records are included if the SSN does not match a SSN of a selected SPF record. SPF potential gains (intra–SIDPERS departures) records are included as current personnel assets to the potential gaining UPC1. SASF records with PSC A, R, or U are always included, but PSC G records are included only if the position effective date is within the projection period. PSC L records are included as current authorized if the position effective date is greater than the cycle date (year and month). They are included as projected authorized only if the position effective date is greater than the projection period. The maximum projection period is 24 months. Strength rule 1 is used to determine the accountable unit.

(3) *Peacetime and wartime AAC–C33.* The SAIF requisition grade, MOS, and ASI data elements are used as the report grade, MOS, and ASI data elements if the SSN on the SPF record and the SSN on the SAIF record match.

g. Data elements. Displayed data elements are parent unit name with lines of current authorized and accountable strength by grade within MOS. In peacetime only, similar data lines for the projection period specified in the report schedule format follow the current data lines. Vertical and horizontal line totals are displayed.

h. Totals. MOS totals for authorized strength, assigned strength, and the balance are provided by report sequence code or mail code when the optional sequence is requested. MOS current (wartime and peacetime) and projected (peacetime only) totals and SIDPERS level totals are displayed.

i. Retention or disposition. The report is destroyed when a new report is received.

17–32. Authorized and Accountable Strength by Unit Processing Code (AAC–C35)

a. PCN and category. The Authorized and Accountable Strength by UPC report (AAC–C35), category III, is produced during the wartime operating mode only.

b. Description. This report summarizes, by UPC, current authorized and accountable strength by three–position MOS and report grade for enlisted personnel only.

c. Input requirements. The format of schedule card 20 is shown in table 17–26.

d. Frequency. The report is produced as requested.

e. Sequence. The report is displayed in UPC, three–position MOS code, and report grade code sequence.

f. Selection criteria. SPF records with RSC M, N, P, X, or Y are excluded. SPF records with unit status code of the accountable unit is DP, ES, FP, FS, PR, PS, RE, RR, ST, TN, or TR are also excluded. Strength rule 1 is used to determine SPF accountable unit. Only current accountable and current authorizations for permanent party units are included in this report. SASF records are excluded—

(1) If the PSC is G and if the PSC effective date is greater than report month.

(2) If the PSC is L and if the PSC effective date is not greater than report month.

(3) If the unit status code is DP, ES, FP, FS, PR, PS, RE, RR, ST, TN, or TR.

g. Data elements. The data elements are as follows:

(1) Standard UPC header line.

(2) Three–position MOS.

(3) report grade (E1, E2, E3, E4, E5, E6, E7, E8, and E9).

h. Totals. The total is displayed as the number of authorized, accountable, and net by MOS and grade for each unit. The net figure is displayed as a plus if the accountable total exceeds the authorized total and as a minus if the authorized total exceeds the accountable total.

i. Retention or disposition. The report is destroyed when a new report is received.

17–33. Personnel Qualification Roster (AAC–C37)

a. PCN and category. The Personnel Qualification Roster (AAC–C37), category III, is produced during the peacetime operating mode only.

b. Description. This alphabetical roster by unit lists personnel qualification data for all personnel assigned and attached to a unit serviced by the SIDPERS database.

c. Input requirements. The format for schedule card 21 is shown in table 17–27.

d. Frequency. The roster is produced monthly and should be run on the 21st of each month so that it can be used to prepare the unit readiness report.

e. Sequence. The report is displayed in major to minor sequence as follows:

(1) report sequence code or mail code (user option).

(2) UPC.

(3) Name, individual.

f. Selection criteria. Records are selected by the following criteria:

(1) All accountable personnel on the SPF are selected except records with RSC X or Y. Strength rule 2 is used to select unit of assignment.

(2) To select specific UPCs, up to 12 five–position UPCs can be entered in columns 18–77 of the schedule card. If left blank, all units are selected.

g. Totals. Totals are displayed by grade within UPC.

h. Retention or disposition. The roster is destroyed when a new roster is received.

17–34. Authorized Strength Zero Balance report, parts I, II, and III (AAC–C39)

a. PCN and category. The Authorized Strength Zero Balance report, parts I, II, and III, (AAC–C39), category III is produced during the peacetime operating mode only.

b. Description. This report provides for a continuing balance between the SASF records and the authorized strength totals on the SOMF records. Part I (strength reconciliation by grade) and part II (strength reconciliation by identity) are produced each time that the report is requested. Part III (authorized strength file list for reconciliation of part I or part II) is produced only when differences in strength totals on parts I and II are reflected.

c. Input requirement. The format for schedule card 22 is shown in table 17–28.

d. Frequency. The report is produced at the end of the month or as requested.

e. Sequence. The report is displayed in the following sequence:

(1) Parts I and II by UPC.

(2) Part III.

(a) UPC.

(b) Position number.

f. Selection criteria. Parts I and II select all records except those with PSC G and position number headers. Parts I and II are always produced if parts I and II differ, if the SOMF record type is not A, C, or E, and if the PUID is zero.

g. Totals. Parts I and II display totals for OM Strength, As Recorded, and difference for commissioned officers, warrant officers, and enlisted personnel. Parts I and II also provide reported accountable strength for commissioned officers, warrant officers, and enlisted personnel. Part III prints the total number of SASF records printed for UPC.

h. Retention or disposition. This monthly report is destroyed when a new report is received.

17–35. Unit Personnel Accountability Notices (AAC–C40)

a. PCN and category. The Unit Personnel Accountability Notices (AAC–C40), category III, are produced during the peacetime and wartime operating modes.

b. Description. These notices list individuals whose personnel SPF records contain specified unit accountability conditions for which action must be taken at the unit. The report displays conditions, such as failure to gain, failure to lose, and so forth.

c. Input requirements. The format for schedule card 2 is shown in table 17–3.

d. Frequency. The report is produced semimonthly.

e. Sequence. The report is displayed in major to minor sequence as follows:

(1) report sequence code or mail code (optional).

(2) UPC.

(3) Name.

f. Selection criteria. Each SPF record is checked for accountability notice conditions. For each condition detected, the name, SSN, and grade of the individual is displayed with the appropriate accountability notice and related data. If more than one notice applies to the same individual, the name, SSN, and grade are printed only for the first notice and suppressed for all other notices. The notices and selection criteria for each are—

(1) *Failure to gain.* The failure–to–gain notice applies if the SPF record contains a departure date in unit 1 and if the unit 1 reporting date is less than the cycle date. The unit indicated on the report as the FROM unit submitted a departure transaction that processed to the SPF. The unit 1 potential gaining UPC, for which the notice is produced, has failed to submit an arrival transaction for the individual. The effective date shown is the potential gaining UPC1 reporting date as reported in the departure transaction.

(2) *Failure to lose.*

(a) Intra–SIDPERS. The failure–to–lose notice applies if the SPF record contains a UPC in unit 2, but the departure date in unit 2 is blank. The unit indicated on the report as the TO unit is UPC1 and submitted an arrival transaction that processed to the SPF. The losing UPC, unit 2, for which the notice is produced, has failed to submit a departure transaction for the individual. The effective date shown on the report is the unit 1 arrival date as reported in the arrival transaction.

(b) Inter–SIDPERS. The failure–to–lose notice applies if the SPF RSC is D, E, or F. The unit indicated on the report as the TO unit is the unit 1 potential gaining, which is not serviced by this SIDPERS but did report the arrival as indicated by a PERSCOM feedback transaction (RIN 9 or T) that processed to the SPF. The losing unit, UPC1, for which the notice is produced, determines whether the individual has actually been reassigned.

(3) *Assigned–not–joined over 10 days.* The assigned–not–joined–over–10–days notice applies if the SPF RSC is B or C and if the duty status date is at least 10 days before the effective date of the report. The date shown on the report is the actual reporting date indicated in the assigned–not–joined transaction (UPC1 reporting date).

(4) *AWOL over 25 days.* The AWOL–over–25–days notice applies if the duty status code on the SPF record is AWL and if the duty status date is at least 25 days before the effective date of the report. This notice is produced for UPC1 to notify the unit of an individual who has been in an AWOL status for over 25 days and possibly requires a DFR transaction. The date shown on the report is the SPF duty status date.

(5) *Expired ESA or ETS.* The expires–ESA–or–ETS notice applies if the SPF record has an ESA or ETS before the effective date of the report and if the DSEP code is blank. If the departure date is present in UPC1, this notice is prepared for the potential gaining UPC1; if the departure date is blank, this notice is prepared for UPC1. The report reflects the actual ESA or ETS, with the message Check Departure indicated. The unit determines whether it has failed to submit a departure transaction reassigning the individual to a transfer activity. All other causes for the expired ESA or ETS are researched and corrected by the Personnel Service Company. This procedure applies only for the SIDPERS peacetime operating mode.

(6) *Expired DEROS.* The expired–DEROS notice applies only to non–CONUS units. (The first character of the unit AREAX code on the SOMF is alphabetical.) The SPF record contains a DEROS that is before the effective date of the report. If the departure date is present in unit 1, this notice is produced for unit 2 potential gaining UPC; if the departure date is blank, this notice is prepared for UPC1. This procedure applies only for the SIDPERS peacetime operating mode.

(7) *Expired report dates.* The expired–report–dates notice applies only to FID N and FID O TDRs. This message appears on this report if the report date–1 is less than the cycle date minus 10 days. The type of TDR is printed as part of the message and is derived from the last type transaction processed. This procedure applies only for the SIDPERS peacetime operating mode.

(8) *Blank or invalid report date.* The blank–or–invalid–report–date notice applies to FID N and FID O TDRs only. The message appears on this report if the report date–1 is not numeric.

g. Totals. Totals are displayed at each break on report sequence code or mail code when either sequence is requested and for overall SIDPERS for each type of notice displayed. Displayed totals are—

(1) AWOL over 25 days.

(2) Assigned–not–joined over 10 days.
(3) Failure to gain.
(4) Failure to lose (UPC1, UPC2, and subtotals).
(5) Expired DEROS.
(6) Expired ESA or ETS.
(7) Expired report date.
(8) Total notices.
(9) Blank or invalid report date.

h. Retention or disposition. The cutoff date is at the end of the month; the report is held for 1 month and then destroyed.

17–36. Family Care Counseling report (AAC–C43)

a. PCN and category. The Family Care Counseling report (AAC–C43), category III, is produced during the peacetime operating mode.

b. Description. This report is prepared on a quarterly basis or as requested by the Personnel Service Company. The report is used to identify sole parents or service members married to other service members with dependents. Commanders use this report to counsel subordinates on the need to prepare a dependent care plan.

c. Input requirements. The format for schedule card 23 is shown in table 17–29.

d. Frequency. The report is produced quarterly or as requested.

e. Sequence. The report is displayed in major to minor sequence as follows:
(1) Mail code (user option).
(2) UPC.
(3) MPC.
(4) Name (27 positions).

f. Selection criteria. Records are selected by birth month. An option is provided to select records of individuals whose birth month occurs 1 to 6 months less than the cycle month. This option is included in the schedule card. If located in CONUS (first position of the SOMF AREAX code numeric), the number of dependents field is checked. If located overseas (first position of the SOMF AREAX code alphabetic), both the number of accompanying command–sponsored dependents on the permanent change of station and the number of accompanying noncommand–sponsored dependents on the permanent change of station are checked for their numeric values.

g. Totals. Totals are displayed by MPC.

h. Retention or disposition. The report is destroyed when a new report is received.

17–37. Company Grade Officers and Warrant Officers Eligible for Promotion (AAC–C45)

a. PCN and category. The Company Grade Officers and Warrant Officers Eligible for Promotion report (AAC–C45), category I, is produced during the peacetime operating mode only.

b. Description. This report lists, by parent unit of Active Army, second lieutenants (2LTs) and warrant officers one (W01s) who are eligible for temporary promotion in the next 2 months.

c. Input requirements. The SIRCUS C45 queue card or source program is submitted.

d. Frequency. The report is produced monthly.

e. Sequence. The report is displayed in major to minor sequence as follows:
(1) Mail code or report sequence code (user option).
(2) PUD.
(3) Grade.
(4) Name.

f. Selection criteria. Eligibility is determined by comparing cycle date, plus 2 months, less DOR, with required time in grade. Strength rule 1 is used to select unit of assignment.

g. Totals. The total includes the number of second lieutenants and warrant officers one eligible by parent unit, optional mail code or report sequence code, and overall PPA.

h. Retention or disposition. The report is destroyed when a new report is received.

i. SIRCUS options. To change sequence or promotion criteria, card type 2, the alphanumeric accumulator, $SEQUENCE, is changed. The format is $SEQUENCE/17/RSCbW01=102LT=15. To change the sequence, the report sequence code may be replaced by RSb, Rbb, or MCb. (b equals blank.) The number after the grade code equals the number of months from the individual's date of rank for promotion criteria.

17–38. Interactive query facility for the AAC–C45 report

a. Input requirements. A memorandum is submitted with the cycle input.

b. Sequence.

(1) report sequence code.
(2) PUD.
(3) Grade.
(4) Name.

c. IQF options. To change sequence or promotion criteria, the IQF programmer modifies the source code.

17–39. Enlisted Primary Additional Skill Identifier Inventory (by name) (AAC–C46)

a. PCN and category. The Enlisted PASI Inventory (by name) (AAC–C46), category III, is produced during the peacetime and wartime operating modes.

b. Description.

(1) In peacetime, the AAC–C46 lists current and projected Active Army permanent party enlisted personnel by PASI. This roster lists individuals by name to provide personnel managers with information to help manage enlisted personnel by ASI. If this report is to be a companion to the AAC–C48, both reports are run in the same cycle in the same sequence and projection period. For the purposes of record selection and data generation, a first termer is defined as a record in which the ETS is equal to or less than the BASD plus 48 months.

(2) In wartime, the AAC–C46 lists current Active Army permanent party enlisted personnel by PASI. Like the peacetime version, this roster lists individuals by name to provide personnel managers with information to help manage personnel by ASI. Unlike the peacetime AAC–C46, this version does not contain names of projected gains and does not identify projected assets or projected losses.

c. Input requirements. The format for schedule card 24 is shown in table 17–30.

d. Frequency. The report is produced monthly.

e. Sequence. The report is displayed in major to minor sequence as follows:

(1) PPA code, report sequence code (major, intermediate, or minor sequence option), or mail code (optional user major sequence).
(2) PASI.
(3) PMOS.
(4) UPC.
(5) Name, individual.

f. Selection criteria. SPF records and SAIF records with a blank PASI are not selected for the report. The record selection criteria also depends on the operating mode (peacetime or wartime) of the database. Strength rule 1 is used to determine the accountable unit for both operating modes. The SAIF requisition grade, MOS, and ASI data elements are used as the report grade, MOS, and ASI data elements if the SSNs on the SPF record and SAIF record match. Specific criteria are as follows:

(1) *Peacetime SIDPERS.* SPF records with RSCs A, B, C, D, E, F, and Y are included unless the unit status code of the accountable unit is DP, ES, FP, FS, PR, PS, RE, RR, ST, TN, or TR. EDAS gains (SAIF type G records) are included if the SSN does not match the SSN of a selected SPF record.

(2) *Wartime SIDPERS.* SPF records with RSCs A, B, C, D, E, and F are included unless the unit status code of the accountable unit is DP, ES, FP, FS, PR, PS, RE, RR, ST, TN, or TR. SPF pending gains (RSC Y) and SAIF type G records are not included.

g. Data elements. The following data elements are displayed in the peacetime AAC–C46 report. Only the data elements shown in (1) through (9) below are displayed in the wartime AAC–C46 report.

(1) PASI.
(2) PMOS.
(3) Name. (*D* in last three positions of name field is a Privacy Act disputed record indicator. It applies to the peacetime operating mode only.)
(4) SSN.
(5) Grade abbreviation.
(6) Sex code.
(7) Physical profile.
(8) Field–determined personnel security status.
(9) UPC.
(10) Duty MOS.
(11) Duty ASI.
(12) SMOS.
(13) SASI.
(14) Bonus MOS and indicator. (variable reenlistment bonus MOS and indicator: E for EB, first termer; O for VRB or SRB, other than first termer.)
(15) Loss or reporting date:

(a) The report date is prefixed with R if an individual is a pending gain (RSC Y), potential gain (intra–SIDPERS), or EDAS gain from SAIF (record type G).

(b) The loss date is prefixed with L if an individual is a projected loss of current personnel assets. For CONUS, the loss date is DLOS, then ETS for all first termers, or ETS for other than first termers if the AEA code is A. For overseas, the loss date is DEROS, but if the DEROS is blank or invalid, the ETS is used in the same way as for CONUS.

(16) AEA code.

(17) Year and month of AEA termination.

(18) Remarks literal field.

h. Totals. No totals are produced for the report.

i. Retention or disposition. The roster is destroyed when a new roster is received.

17–40. Roster of Senior Enlisted Personnel (AAC–C47)

a. PCN and category. The Roster of Senior Enlisted Personnel (AAC–C47), category I, is produced during the peacetime operating mode only.

b. Description. This alphabetical roster lists, by grade, all senior enlisted personnel in grades E7, E8, or E9 when they are assigned and/or attached to a unit serviced by the PAS.

c. Input requirements. The SIRCUS C47 queue card or source program is submitted.

d. Frequency. The report is produced monthly.

e. Sequence. The report is displayed in major to minor sequence as follows:

(1) report sequence code or mail code (optional).

(2) Grade code.

(3) Name.

f. Selection criteria. All Active Army senior enlisted personnel in grades E7, E8 and E9 and serviced by the PAS (excluding RSCs M, N, X, and Y) are selected. Selection rule 1 is used for unit of assignment.

g. Totals. Totals are displayed by change in grade code, change in pay grade, or change in report sequence code or mail code (optional). Major totals are shown at the end of the reported grade.

h. Retention or disposition. The report is destroyed when a new report is received.

i. SIRCUS options. To obtain sequence options, card type 2, the alphanumeric accumulator, $SEQUENCE, is changed. The following formats apply: $SEQUENCE/3/RSC (report sequence code), $SEQUENCE/3/RSb, $SEQUENCE/3/Rbb, and $SEQUENCE/3/MCb (mail code). (b equals blank.) Only one of these cards may be input for any run. If none of these cards is input, the system defaults to name within grade.

17–41. Interactive query facility for the AAC–C47 report

a. Input requirements. A memorandum is submitted with the cycle input.

b. Sequence.

(1) report sequence code.

(2) Grade.

(3) Name.

c. IQF options. IQF sequence changes are made to the source program by the IQF programmer.

17–42. Enlisted Primary Additional Skill Identifier Inventory (statistics) (AAC–C48)

a. PCN and category. The Enlisted PASI Inventory (statistics) (AAC–C48), category III, is produced during the peacetime and wartime operating modes.

b. Description. Produced in the wartime mode, the AAC–C48 contains only current personnel and authorization strengths by grade and unit within optional sequence within MOS within PASI. The peacetime AAC–C48 contains current and projected personnel and authorization strengths by grade and unit within optional sequence within MOS within PASI. SPF potential gains (intra–SIDPERS departures) are considered current personnel assets to the potential gaining UPC1. Current data are followed by projected data. Projected gains are the SPF pending gain (RSC Y), EDAS (SAIF) gains, and projected authorizations to be added during the projection period. Loss data for CONUS units are based on the DLOS or ETS and authorized positions to be deleted during the projection period. For overseas units, loss data are based on the DEROS or ETS and authorized positions to be deleted during the projection period. The ETS is used only to project losses for first termers or for other than first termers if the AEA code is A. For purposes of record selection and data generation, a first termer is defined as a record in which the ETS is equal to or less than the BASD plus 48 months.

c. Input requirements. The format for schedule card 25 is shown in table 17–31.

d. Frequency. The report is produced monthly.

e. Sequence. The report is displayed in PASI code, PUD, report sequence code (major, intermediate, or minor level) (optional), three–position MOS code, and grade code sequence.

f. Selection criteria. The report is produced according to the following selection criteria:

(1) In the wartime AAC–C48, SPF records with RSC M, N, P, X, or Y are excluded. Records in which the unit status code of the accountable unit is DP, EN, ES, FP, FS, FR, PS, RE, RR, ST, TN, or TR are also excluded. Strength rule 1 is used to determine the accountable unit. Only current authorizations and current accountable strength are included in the report.

(2) In the peacetime AAC–C48, SPF records with RSC M, N, P, or X are excluded. Nonpermanent party with unit status code DP, EN, ES, FP, FS, PR, PS, RE, RR, ST, TN, or TR are also excluded. EDAS gains (SAIF record type G) are included in the report if the SSN does not match a SSN on a selected SPF record. SPF potential gains (intra–SIDPERS departures) are included as current personnel assets to the potential gaining UPC1. SASF records with PSC A, R, or U are always included, but PSC G records are included only if the position effective date is within the projection period. PSC L records are included as current authorized if the position effective date is greater than the projection period. The maximum projection is 24 months. Strength rule 1 is used to determine the accountable unit.

(3) In the peacetime and wartime AAC–C48, the SAIF requisition grade, MOS, and ASI data elements are used as the report grade, MOS, and ASI data elements if the SSN on the SPF record and the SSN on the SAIF record match.

g. Data elements. Displayed data elements are parent unit name with lines of current authorized and accountable strength by grade within MOS within PASI. In the peacetime report only, similar data lines for the projection period specified in the report schedule card follow the current data lines. Vertical and horizontal line totals are displayed.

h. Totals. PASI totals for authorized strength, assigned strength, and the balance are displayed by report sequence code or mail code when the optional sequence is requested. PASI current (wartime and peacetime) and projected (peacetime only) totals and SIDPERS level totals are displayed.

i. Retention or disposition. The report is destroyed when a new report is received.

17–43. Roster of Officers (AAC–C49)

a. PCN and category. Roster of Officers (AAC–C49), category I, is produced during the peacetime operating mode only.

b. Description. This alphabetical roster lists, by grade, all commissioned officers and warrant officers assigned or attached to a unit serviced by the PAS (except RSC N).

c. Input requirements. The SIRCUS C49 queue card or source program is submitted.

d. Frequency. The report is produced monthly.

e. Sequence. The report is displayed in the following sequence:

(1) report sequence code, mail code, or PPA code (user option).

(2) Grade.

(3) Name.

f. Selection criteria. All Active Army commissioned and warrant officer personnel serviced by the SIDPERS (except RSC M, N, Y, and X) are selected. Selection rule 1 is used for unit of assignment.

g. Totals. The total is displayed as the number of officer personnel assigned and attached to the SIDPERS by grade, with total at the report sequence code or mail code level (optional).

h. Retention or disposition. The report is destroyed when a new report is received.

i. SIRCUS options. To obtain sequence options, card type 2, the alphanumeric accumulator, $SEQUENCE, is changed. The following formats apply (b= blank): $SEQUENCE/3bb (PPA code), $SEQUENCE/3Rbb (major report sequence), $SEQUENCE/3RSb (major and intermediate report sequence), $SEQUENCE/3RSC (major, intermediate, and minor report sequence), and $SEQUENCE/3MCb (mail code).

17–44. Interactive query facility for the AAC–C49 report

a. Input requirements. A memorandum is submitted with the cycle input.

b. Sequence. The report is displayed in the following sequence:

(1) report sequence code.

(2) Grade code.

(3) Name.

c. IQF options. IQF sequence changes are made to the source program by the IQF programmer.

17–45. SIDPERS Active Army Locator File Listing (AAC–C51)

a. PCN and category. The SAF File Listing (AAC–C51), category III, is produced during the peacetime and wartime operating modes.

b. Description. This report is management oriented to help prepare orders and to determine which servicing PAS can correct errors.

c. Input requirements. The format of schedule card 26 is shown in table 17–32.

d. Frequency. The report is produced monthly or as requested.

e. Sequence. The report is displayed in the following sequence:

(1) PPA code, ARLOC, AREAX code, unit number, or no major sequence (optional).
(2) UPC.
f. Selection criteria. All SAF records are selected.
g. Totals. No totals are displayed.
h. Retention or disposition. The report is destroyed when a new report is received.

17–46. SIDPERS–Vertical–The Army Authorization Documents System Strength Recap, parts 1 and 2 (AAC–C52)

a. PCN and category. The SIDPERS–VTAADS Strength Recap, parts I and II, (AAC–C52), category III, is produced during the peacetime operating mode only.
b. Description. This report provides local force development office and the SIDPERS activity with a means to research differences. Part 1 reflects the total PAF versus SASF authorization with variance total, and part 2 lists SASF records that require reconciliation against the AAC–C54.
c. Input requirements. The format for schedule card 27 is shown in table 17–33.
d. Frequency. The report is scheduled when the PAF is received or prior to VTAADS interface.
e. Sequence. The report is displayed in major to minor fixed sequence with no options as follows:
(1) UPC.
(2) Paragraph number.
(3) Line number.
f. Selection criteria. The PAF is compared with the SASF based on document number and effective date of document on the SOMF file.
g. Totals. No totals are displayed.
h. Retention or disposition. The report is retained as locally determined.

17–47. Personnel Authorization File Listing (AAC–C54)

a. PCN and category. The PAF Listing (AAC–C54), category III, is produced during the peacetime operating mode only.
b. Description. This report documents all data contained in the VTAADS or ITAADS for units serviced by the PAS. It is used for research purposes and to maintain accuracy between the PAF and the SASF.
c. Input requirements. The format for schedule card 27 is shown in table 17–33.
d. Frequency. The report is produced when the PAF is received.
e. Sequence. The report is displayed in the following sequence:
(1) UPC.
(2) Document effective date.
(f) *Selection criteria.* Only military positions are selected.
g. Totals. No totals are displayed.
h. Retention or disposition. The report is retained as locally determined.

17–48. Religious Denomination Statistical report (AAC–C55)

a. PCN and category. The Religious Denomination Statistical report (AAC–C55), category II, is produced during the peacetime operating mode only.
b. Description. This report summarizes, by UPC, the religious preferences of personnel serviced by the PAS.
c. Input requirements. The SIRCUS C55 queue card or source program is submitted.
d. Frequency. The total is produced upon request by post or division chaplain.
e. Sequence. The report is displayed in the following sequence:
(1) report sequence code, or mail code or no major sequence (user option).
(2) UPC.
(3) Religious denomination.
f. Selection criteria. Upon selection, religious denominations are converted to religious denomination abbreviations and are displayed with the total number of personnel for each religious denomination.
g. Totals. Totals are produced for overall PPA at the end of the report.
h. Retention or disposition. The report is destroyed when a new report is received.
i. SIRCUS options. To obtain sequence options, card type 2, the alphanumeric accumulator, $SEQUENCE, is changed. The following formats apply (b= blank): $SEQUENCE/3/bbb (no major sequence), $SEQUENCE/3/RSC (report sequence code), and $SEQUENCE/3/MCb (mail code).

17–49. Interactive query facility for the AAC–C55 report

a. Input requirements. A memorandum is submitted with the cycle input.

b. Sequence. The report is displayed in the following sequence:

(1) report sequence code.

(2) UPC.

(3) Religious denomination.

c. IQF options. IQF sequence changes are made by the IQF programmer.

17–50. Reenlistment Eligibility or Ineligibility report (AAC–C60)

a. PCN and category. The Reenlistment Eligibility or Ineligibility report (AAC–C60) is produced in the peacetime operating mode only, category III.

b. Description. This report lists all enlisted soldiers with an ETS date within 1 to 12 months from the cycle processing date; the year and month portions of both dates are used. The report is divided into three distinct groups of soldiers:

(1) Group 1 consists of soldiers who will complete their first term of service upon ETS.

(2) Group 2 consists of soldiers who will have less than 10 years of service but will complete more than one term upon ETS.

(3) Group 3 consists of soldiers who will have a minimum of 10 years of service upon ETS.

c. Input requirements. The format of schedule card 28 is shown in table 17–34.

d. Frequency. The report is produced as required.

e. Sequence. The report is displayed in major to minor sequence as follows:

(1) Name.

(2) Grade.

(3) ETS (YYMMDD).

(4) Group code.

(5) UPC.

(6) Mail code or report sequence code (optional).

(7) PPA code.

f. Selection criteria. This report selects all active records minus pending gains that contain an ETS date that falls within 12 months from the cycle date (year and month only).

g. Totals. T–1 totals are displayed by loss month (first through twelfth), reenlistment eligibility, and a crossfoot total. For UPC, level T–2 totals are the same as T–1 totals for mail code or report sequence code. T–3 totals are the same as T–1 totals for PPA code.

h. Retention or disposition. The user determines how long to retain the report.

i. Options. No options are available.

17–51. Daily Strength Summary (AAC–C61)

a. PCN and category. The Daily Strength Summary (AAC–C61), category II, is produced during the peacetime operating mode only.

b. Description. This statistical report provides cyclic strength status for units serviced by SIDPERS. It reflects each unit's authorized strength, reports accountable strength, and percentage of actual strength compared with authorized strength for each UPC.

c. Input requirements. The SIRCUS C61 queue card or source program is submitted.

d. Frequency. The report is produced cyclically.

e. Sequence. The report is displayed in the following major to minor sequence: report sequence code or mail code, PUD, unit status code, ARLOC, and DD.

f. Selection criteria. Strength figures are displayed for all Active Army units serviced by the SIDPERS database.

g. Totals. The total is a rollup for PUD, unit status code, and ARLOC, report sequence code or mail code (user option), and overall by SIDPERS for each type of strength. Totals are shown for each MPC, followed by aggregate totals.

h. Retention or disposition. The cutoff date is monthly; the report is held for 1 month and then destroyed.

i. SIRCUS options. To obtain sequence options, SIRCUS source program, card type 2, the alphanumeric accumulator, $SEQUENCE, is changed. The following formats apply (b=blank): $SEQUENCE/3/bbb (PPA code), $SEQUENCE/3/RSC (major, intermediate, and minor report sequence), $SEQUENCE/3/RSb (major and intermediate report sequence), $SEQUENCE/3/Rbb (major report sequence), and $SEQUENCE/3/MCb (mail code).

17–52. Interactive query facility for the AAC–C61 report

a. Input requirements. A memorandum is submitted with the cycle input.

b. Sequence. The report is displayed in the following sequence:

(1) Mail code.

(2) PUD.
(3) Unit status code.
(4) ARLOC.
(5) DD.

c. IQF options. IQF sequence changes are made by the IQF programmer.

17–53. Enlisted Levy Status report (AAC–C64)

a. PCN and category. The Enlisted Levy Status report (AAC–C64), category III, is produced during the peacetime operating mode only.

b. Description. This report lists all assignment loss records on the SAIF for the personnel management officer. This report includes selected data elements from the SPF for records that match a SAIF record. The report identifies processing requirements for soldiers on the SAIF. The processing notes are used as identifiers to check proper and timely processing of each soldier for reassignment.

c. Input requirements. The format for schedule card 29 is shown in table 17–35.

d. Frequency. The report is produced concurrently with the receipt of each EDAS cycle.

e. Sequence. The report is displayed in fixed sequence only, alphabetic by name.

f. Selection criteria. Only loss records from the SAIF are selected for this report. Selected data elements from the SPF are included when the SPF record matches a SAIF record. Records that meet one or several of the following conditions are identified with the corresponding processing notes. Those conditions and their note codes are—

(1) A indicates assignments received over 1 month ago for which no action has been taken.
(2) B indicates assignments received within 3 months, or past, arrival date for which no action has been taken.
(3) C indicates that a deletion or deferment suspense response from PERSCOM is overdue.
(4) D indicates that a service member has 19 years and 6 months active federal service.
(5) E indicates an airborne assignment.
(6) F indicates a special management command assignment.
(7) G indicates that a service member has an AEA code other than L.
(8) H indicates that a service member has a duty status code other than PDY.
(9) I indicates that a service member has a Berlin assignment.
(10) J indicates that a service member has an ETS of less than 12 months.
(11) K indicates that the PMOS and assignment MOS are not compatible.
(12) L indicates that a service member has exceeded the assignment month and still has duty status code PDY with no action pending.
(13) M indicates an RSC other than A.
(14) N indicates that a service member has a physical profile containing a 3 or higher.

g. Totals. End–of–report processing generates a total of the number of occurrences of each individual processing note condition. An overall total of all processed loss records is also shown.

h. Retention or disposition. The report is destroyed when a new weekly report is received.

17–54. Personnel Security Notices (AAC–C69)

a. PCN and category. The Personnel Security Notices (AAC–C69), category III, are produced during the peacetime operating mode only.

b. Description. The report displays messages when there is a discrepancy between the local command access level and the access level granted by the central clearance facility.

c. Input requirements. The format for schedule card 30 is shown in table 17–36.

d. Frequency. The report is produced monthly.

e. Sequence. The report is displayed in major to minor sequence as follows:

(1) PPA code, report sequence code (major, intermediate, or minor sequence option), or mail code (optional user major sequence).
(2) UPC1.
(3) MPC.
(4) Name.

f. Selection criteria. All active SPF records are selected, with the following exceptions: records with RSC of X or Y; records in the UPC 0J4 or 0CQ (test model); or records in units with a unit status code DP, EN, ES, FP, FS, NF, NP, NX, PR, PS, RE, RF, RO, RP, RR, RX, ST, TN, or TR. Messages are displayed if the SPF field–determined personnel security status is greater than SPF department–determined personnel security status or if the SASF position personnel security status is greater than either the SPF field–determined personnel security status or the SPF department–determined personnel security status. The remaining two error messages are displayed if the SASF personnel security

investigation–required data element is greater than either the SPF personnel security investigation–initiated or the SPF personnel security investigated–completed data elements.

g. Totals. Totals are not required.

h. Retention or disposition. This report is destroyed when a new report is received.

17–55. Enlisted Evaluation report Suspense report (AAC–C71 and AAC–C97)

a. PCN and category. The EER Suspense report (AAC–C71), category III, (AAC–C97), category III, is produced during the peacetime operating mode only.

b. Description. This report has three parts. Part I (AAC–C71) lists personnel who have been identified as requiring an annual or change of rater EER. Part II (AAC–C97) consists of DA Form 2166–7 (NCO Evaluation report) with preprinted personnel and organizational data. Part III consists of skeleton ERPT transaction punch cards.

c. Input requirements. The format for schedule card 31 is shown in table 17–37.

d. Frequency. The report is produced monthly.

e. Sequence. The report is displayed in the following major to minor sequence: Mail code, report sequence code, or PPA code (user option), UPC (user option), and name.

f. Selection criteria. If the RSC is A, B, D, E, or P, if the grade indicator code is 5, 6, 7, X, 8, Y, 9, or R, if the UPC1 (PUD) is not 0CQ or 0J4, and if the SOMF unit status code is not DP, EN, ES, FP, FS, PC, PR, PS, RE, RR, ST, TN, or TR, the record is screened further to determine if it qualifies for selection as follows:

(1) *Annual.*

(a) If the SPF date (year and month) of efficiency report suspense is equal to the annual efficiency report date on the schedule card minus 1 year, the individual appears on the AAC–C71 report and on the AAC–C97 report.

(b) If the SPF date (year and month) of efficiency report suspense is more than 1 year from the annual efficiency report date on the schedule card, the individual only appears on the AAC–C71 report. That person does not appear on the AAC–C97 report.

(c) If the grade code is 5 and the date of rank is equal to the annual efficiency report date on the schedule card minus 1 year, the individual appears on the AAC–C71 report and on the AAC–C97 report.

(d) If the grade code is 5 and the DOR is more than 1 year, the SPF efficiency report suspense date is checked. If no date exists, the individual appears on the AAC–C71 report only. If the E5 has a suspense date, the individual is handled as in (a) or (b) above and may appear on one or both reports.

(2) *Change of rater.* If the ETS or DLOS (DEROS used for overseas units) equals the change of rater efficiency report date on the schedule card, the individual appears on the AAC–C71 report and on the AAC–C97 report.

g. Totals. No totals are displayed.

h. Retention or disposition.

(1) In part I, the cutoff date is quarterly; the report is held for 3 months and then destroyed.

(2) Part II is processed per AR 623–205.

(3) Part III is processed per DA Pam 600–8.

17–56. Military Labor report (AAC–C73)

a. PCN and category. The Military Labor report (AAC–C73), category III, is produced during the peacetime and wartime operating modes.

b. Description. The report of accountable strength for officer and enlisted personnel is contained on the military labor tape file, produced monthly by SIDPERS for use as input to the Standard Financial System (STANFINS). (See AR 37–108.) Strength is shown by grade for each subunit.

c. Input requirements. The format for schedule card 32 is shown in table 17–38.

d. Frequency. The report is produced monthly or upon request of the FAO at the end of the month cycle.

e. Sequence. The report is displayed in the following major to minor sequence:

(1) PPA code.

(2) UPC.

(3) MPC.

f. Selection criteria. All Active Army accountable units serviced by the SIDPERS database are selected.

g. Totals. The total is displayed as accountable MPC totals for subunit and the overall SIDPERS database.

h. Retention or disposition. The cutoff date is quarterly; the report is held for 3 months and then destroyed.

17–57. Personnel Eligible for Skill Qualification Test (AAC–C75)

a. PCN and category. The Personnel Eligible for SQT (AAC–C75), category III, is produced during the peacetime operating mode only.

b. Description. This report has four parts. Part I lists all enlisted personnel eligible and required to complete an annual SQT. Part II consists of the SQTT transaction used as a turnaround document for input in a future cycle to update personnel records. Part III displays the statistical counts for all PMOSs tested; these PMOSs are displayed

sequentially by training standards officer codes. Part IV displays all unmatched training standards officer codes entered through the schedule card, a short message, and the actual training standards officer number entered. If there are no unmatched training standards officer numbers, part IV is not produced.

c. Input requirements. The format of schedule card 33 is shown in tables 17–39 through 17–41.

d. Frequency. The report is produced as required by the training standards officer or the Personnel Service Company. Test periods are completed in accordance with the published test schedule established by ODCSOPS in conjunction with the Office of the Deputy Chief of Staff for Personnel (ODCSPER) and PERSCOM.

(e) *Sequence.* The report is displayed in the following major to minor sequence:

(1) PPA.

(2) Training standards officer.

(3) UPC or mail code (optional).

(4) PMOS.

(5) Grade.

(6) Name.

f. Selection criteria. The selection criteria used for this report are based on the requirements contained in AR 600–200, chapter 5, and on control data elements from the SPF. Criterion that does not apply to SIDPERS or with which SIDPERS cannot comply is bypassed.

g. Totals. Totals are displayed by change in PMOS, UPC, PUD, mail code, and training standards officer code. An overall total by PPA code is also generated at the end of the job. Mail code totals are used as optional totals for UPC.

h. Retention or disposition.

(1) *Training standards officer.* The report is held as required.

(2) *Personnel Service Company.* The cutoff date is at the end of the month; the report is held for 1 month and then destroyed.

17–58. Civilian Education Counseling report, part I (AAC–C76)

a. PCN and category. The Civilian Education Counseling report, part I, (AAC–C76), category III, is produced during the peacetime operating mode only.

b. Description. This report has three sections. Section A contains selected records for enlisted personnel with MOS skill levels 1, 2, or 3 that match MOSs recorded on schedule card 1. Section B contains selected records for enlisted personnel with MOS skill levels 4 and 5 that match MOSs recorded on schedule card 2. Section C contains selected records for warrant officers that match MOSs recorded on schedule card 3. All sections are based on a user–supplied, four–position MOS.

c. Input requirements. The format for schedule card 34 is shown in table 17–42.

d. Frequency. The report is produced as required by installation education service offices.

e. Sequence. The report is displayed in the following minor to major sequence:

(1) Name.

(2) Record type.

(3) UPC to include page break.

(4) Mail code or report sequence code (optional).

(5) PPA code.

f. Selection criteria. All active records are selected, except RSC M, N, X, or Y and nonpermanent party personnel in the categories listed in (1) through (7) below.

(1) SQT score under 60.

(2) General technical score under 100.

(3) Nonhigh school graduates.

(4) Completed high school or general equivalency diploma (GED) but no diploma.

(5) High school or GED diploma or lower level college.

(6) 2 to 4 years of college completed but no degree.

(7) College graduate but no master's degree.

g. Totals. Totals are displayed by category, change in UPC, mail code, report sequence code, or PPA.

h. Retention or disposition. The report is retained as the installation education office or Personnel Service Company determines.

i. Options. The following options apply: mail code and report sequence code (user option).

17–59. Civilian Education Counseling report, part II (AAC–C77)

a. PCN and category. The Civilian Education Counseling report, part II, (AAC–C77), category III, is produced during the peacetime operating mode only.

b. Description. This three–section report lists names based on user–specified MOS, skill level, and level of education completed. It includes all enlisted personnel with skill level 3, 4, or 5 and warrant officers.

c. Input requirements. The format for schedule card 35 is shown in tables 17–43 through 17–45.

d. Frequency. The report is produced as required by the installation education services officer.

e. Sequence. The report is displayed in the following major to minor sequence:

(1) Mail code or report sequence code (optional).

(2) UPC.

(3) Section.

(4) Individual name.

f. Selection criteria. All active records are selected except RSC X or Y. Attached personnel and all nonpermanent party personnel are also excluded. Enlisted personnel whose PMOS matches the apprentice MOS in schedule card 1 are selected for section A. Enlisted personnel whose PMOS matches enlisted Service Members Opportunity College Associates Degree (SOCAD) MOS entered in schedule card 2 and who have a high school or GED diploma and less than 2 years of college are selected for section B. Section C contains warrant officer personnel whose PMOS matches warrant officer (SOCADS) MOS entered in schedule card 3 and who have a high school or GED diploma and less than 2 years of college.

g. Totals. Totals are accumulated by sections A, B, and C. An overall UPC total is also displayed. Optional totals can be obtained by mail code or report sequence code.

h. Retention or disposition. This report is retained as the installation education officer or Personnel Service Company determines.

i. Options. No options are available.

17–60. SIDPERS Personnel File Data Sampling report (AAC–C78)

a. PCN and category. The SPF Data Sampling report (AAC–C78), category III, is produced during the peacetime operating mode only.

b. Description. This two–part report is used for data quality monitoring. (part I, name listing; part 2, totals).

c. Input requirements. The format for schedule card 36 is shown in table 17–46.

d. Frequency. The report is produced monthly.

e. Sequence. The report is displayed in the following sequence:

(1) *Name list.*

(a) report sequence code, mail code, or PPA code.

(b) UPC.

(c) MPC.

(2) *Summary totals.*

(a) report sequence code or mail code.

(b) Data element.

f. Selection criteria. SPF records whose RSC is not M, N, P, X, or Y and whose unit of assignment unit status code is not DP, EN, ES, FP, FS, PR, PS, RE, or RR are eligible for this report. Random selection is based on SSN terminal digits (eighth and ninth positions).

g. Data elements displayed. See table 17–47 for the SPF systematic data sampling matrix.

h. Totals. Aggregate totals are shown for selected records for each report sequence code, mail code, or PPA code with totals displayed for commissioned officers, warrant officers, and enlisted personnel within UPC.

i. Retention or disposition. The report is destroyed when a new report is received.

17–61. SIDPERS Assignment Instruction File Listing (AAC–C79)

a. PCN and category. The SAIF Listing (AAC–C79), category III, is produced during the peacetime operating mode only.

b. Description. The report lists all assignment gain and loss records on the SAIF. This report includes selected data elements from the SPF file for those records that match an SAIF record.

c. Input requirements. The format for schedule card 37 is shown in table 17–48.

d. Frequency. The report is produced as required.

e. Sequence. The report is displayed in the following sequence: MPC within record type within enlisted personnel directorate control and line number.

f. Selection criteria. The complete assignment instruction file is selected.

g. Totals. Aggregate totals are displayed for record types G and L and total of matching SPF records.

h. Retention or disposition. The report is destroyed when a new report is received.

17–62. Requisition Status report (AAC–C80)

a. PCN and category. The Requisition Status report (AAC–C80), category III, is produced during the peacetime operating mode only.

b. Description. This report tabulates a 12–month projection of requisitions and enlisted potential gains recorded on the SAIF.

c. Input requirements. The format for schedule card 38 is shown in table 17–49.

d. Frequency. The report is produced as required.

e. Sequence. The report is displayed in the following major to minor sequence:

(1) PPA code, mail code, or report sequence code (user option).
(2) UPC–A (user option).
(3) Requisition MOS.
(4) Requisition ASI.
(5) Requisition pay grade.
(6) Assignment MOS.
(7) Assignment ASI.
(8) Assignment pay grade.

f. Selection criteria. SAIF records with record type G and with transaction code other than C are selected.

g. Totals. Totals are generated as follows:

(1) Requisition quantity.
(2) EDAS fill quantity.
(3) EDAS fill quantity by arrival month.

h. Retention or disposition. The cutoff date is at the end of 1 month; the report is held for 1 month and then destroyed.

17–63. SIDPERS Personnel File Edit report (AAC–C82)

a. PCN and category. The SPF Edit report (AAC–C82), category III, is produced during the peacetime operating mode only.

b. Description. This report helps the Personnel Service Company and PAS to maintain the validity and integrity of the SPF continuously. All SPF records are edited except RSC X or Y. Specific validity and compatibility edits and related statistics are outlined in *g* below.

c. Input requirements. The format for schedule card 39 is shown in table 17–50.

d. Frequency. The report is produced quarterly or more often as locally determined.

e. Sequence.

(1) PPA code, report sequence code (major, intermediate, or minor sequence option), or mail code (first position or full mail code option) (optional user major sequence).
(2) UPC (user option).
(3) Default sequence is MPC and name.

f. Selection criteria. All SPF records are selected except test model records and records with RSC X or Y.

g. Totals. Totals for each invalid or incompatible condition and the count of edited records are listed in (1) through (24) below. Totals are taken at each intermediate and major sequence option requested.

(1) SSN invalid.
(2) Sex code not M or F.
(3) Race code invalid.
(4) Grade or grade indicator code invalid or not compatible with MPC.
(5) MPC invalid.
(6) Martial status invalid.
(7) Date of birth invalid.
(8) Date of birth less than age 17.
(9) Date of rank invalid.
(10) BASD invalid.
(11) PEBD invalid.
(12) PEBD greater than BASD.
(13) ETS or ESA invalid or expired.
(14) ETS more than 6 years away.
(15) CONUS area of preference blank.
(16) Overseas area of preference blank.
(17) DROS invalid or expired.

(18) DEROS invalid or expired.
(19) Area of current or last foreign service tour completed invalid.
(20) Number of accompanying command–sponsored dependents invalid.
(21) Ethnic group designator code invalid or blank.
(22) AEA code invalid or blank.
(23) Number of active records edited (total).
(24) Number of active records edited by sex (male, female, and unknown).
h. Retention or disposition. The report is destroyed when it is no longer needed.

17–64. Suspected Duplicate Records (AAC–C84)

a. PCN and category. The Suspected Duplicate Records report (AAC–C84), category III, is produced during the peacetime operating mode only.
b. Description. this alphabetic report lists all Active Army personnel records suspected of being erroneous duplicates on the SPF.
c. Input requirements. The format for schedule card 40 is shown in table 17–51.
d. Frequency. The report is produced twice monthly at least two cycles before producing the monthly strength audit extract cards (MA records 1 and 2) to allow time to delete any duplicate SPF records.
e. Sequence. The report is displayed in the following fixed sequence: name (27 characters) and SSN.
f. Selection criteria. All SPF records are selected except those with deletion code D or RSC M, N, or X. Test model records are also excluded.
g. Totals. The total displays suspected duplicate record sets for SIDPERS. Each set of qualified records is counted as one suspected duplicate record.
h. Retention or disposition. The report is destroyed when it is no longer needed or when a new report is received.

17–65. Malslotted Personnel report (AAC–C86)

a. PCN and category. The Malslotted Personnel report (AAC–C86), category III, is produced during the peacetime operating mode only.
b. Description. This report lists all enlisted personnel within the SIDPERS database considered to be malslotted based on MOS criteria.
c. Input requirements. The format for schedule card 41 is shown in table 17–52.
d. Frequency. The report is produced monthly or as requested.
e. Sequence. The report is displayed in the following major to minor sequence:
(1) Mail code, report sequence code, or PPA code (user option).
(2) UPC.
(3) Authorized MOS.
(4) Authorized grade (high to low).
(5) Position number.
(6) SSN.
(7) SASF or SPF record type.
f. Selection criteria.
(1) SPF records selected for this report must meet all the following qualifications:
(a) RSC is not X, Y, M, or N.
(b) Third position of the position number is not 9.
(c) Fourth position (skill level) of duty MOS is not zero.
(d) MPC is E.
(e) UPC and position number match a SASF record.
(2) Selected SPF records are considered malslotted—
(a) If the fifth position of the SPF duty MOS is X and if the fifth position of the SPF PMOS is not X.
(b) If the SPF grade is E9 and if the SASF grade is other than E9.
(c) If the SPF grade is E1 through E8 and if the SASF grade is three grades higher or two grades lower.
(d) If the SPF VRB MOS differs from the SPF PMOS.
(e) If the SPF VRB MOS is the same as the SPF PMOS, but if neither the SPF VRB MOS nor its substitute (from the SMEF) matches the first three positions of the SASF authorized MOS.
(f) If the SPF SDAP status is blank or zero and if neither the SPF PMOS nor its substitute (from the SMEF) matches the first three positions of the SASF authorized MOS.
(g) If the SPF promotion MOS, PMOS, and SMOS or its substitute (from the SMEF) do not match the first three positions of the SASF authorized MOS.
g. Totals. The following totals are generated:

(1) Totals of malslotted personnel by major sequence option.
(2) Total of malslotted personnel by intermediate sequence option.
(3) Total of malslotted personnel by MPC within intermediate sequence option code.
h. Retention or disposition. The report is destroyed when a new report is received.

17–66. Personnel Qualification Record, part I, DA Form 2A, Promotion (AAC–C87)

a. PCN and category. DA Form 2A, Promotion, (AAC–C87), category III, is produced during the peacetime operating mode only.
b. Description. This report is produced based on grade and date of rank parameters. It is used to request DA Form 2A for personnel being considered for promotion to E7, E8, or E9.
c. Input requirements. The format of schedule card 42 is shown in table 17–53.
d. Frequency. The report is produced as requested.
e. Sequence. The report is displayed in the following major to minor sequence:
(1) Mail code (optional).
(2) UPC1.
(3) Name.
f. Selection criteria. SPF records are selected if the pay grade matches the pay grade on the schedule card and if the date of rank is less than or equal to the date of rank on the schedule card.
g. Totals. No totals are generated.
h. Retention or disposition. The report is retained as required.

17–67. Personnel Qualification Record, part I, DA Form 2A, DA Form 2B, and DA Form 2C, Reconciliation (AAC–C93)

a. PCN and category. DA Form 2A, DA Form 2B, or DA Form 2C, (AAC–C93), category III, is produced during the peacetime and wartime operating modes.
b. Description. This report displays personnel and position data for selected personnel serviced by SIDPERS. DA Form 2A, DA Form 2B, and DA Form 2C contain data carried on the SPF, SASF, and SOMF and are a part of the MPRJ.
c. Input requirements. The format for schedule card 43 is shown in table 17–54.
d. Frequency. The report is produced as determined by the local commander.
e. Sequence. The report is displayed in the following major to minor sequence:
(1) Mail code (optional).
(2) MPC.
(a) Officer (MPC O and W) is equal to commissioned officer and warrant officer.
(b) Enlisted (MPC E) is equal to grades E9 through E1.
(3) UPC1.
(4) Name.
f. Selection criteria. For reconciliation, DA Form 2A, DA Form 2B, and DA Form 2C are produced based on birth month if in peacetime; in wartime, forms are produced based on the last digit of the SSN. DA Form 2A, DA Form 2B, and DA Form 2C are produced for Active Army individuals with RSC A, D, M, N, or P. It is not produced for individuals accountable to units with unit status code ST (enlisted only), DP, ES, PR, PS, RE, RR, or TR. DA Form 2A, DA Form 2B, and DA Form 2C are produced for commissioned and warrant officers with unit status code ST. In peacetime, the report is not produced for individuals within 30 days of ETS or ESA or DEROS. Strength rule 1 is used to determine the accountable units. The schedule card also allows selection of records based on reconciliation two or four times each year. Table 17–55 displays the selection logic during the reconciliation schedule.
g. Totals. No totals are generated.
h. Retention or disposition. The report is destroyed when a new report is received.

17–68. Reconciliation Listing (AAC–C94)

a. PCN and category. The Reconciliation Listing (AAC–C94), category III, is produced during the peacetime and wartime operating modes.
b. Description. This report lists the individuals who were selected for the AAC–C93 Reconciliation (DA Form 2A, DA Form 2B, and DA Form 2C) report. It is used by the Personnel Service Company to control the suspense's.
c. Input requirements. The format for schedule card 20 is shown in table 17–26.
d. Frequency. The report is produced as determined by the local commander.
e. Sequence. The report is produced in major to minor sequence. (See para 17–67e.)
f. Totals. No totals are generated.
g. Retention or disposition. The cutoff date is quarterly; the report is held for 3 months and then destroyed.

17–69. Suspension of Favorable Personnel Action Roster (AAC–C95)

a. PCN and category. The Suspension of Favorable Personnel Action Roster (AAC–C95), category I, is produced during the peacetime operating mode only.

b. Description. This report lists officers and enlisted personnel who have had their records flagged for the suspension of any favorable personnel action (AR 600–8–2). The report shows only current active records with RSC, B, C, or E. This report is classified for official use only.

c. Input requirements. A SIRCUS C95 queue card or source program is submitted.

d. Frequency. The report is produced in midmonth or as required.

e. Sequence. The report is displayed in the following major to minor sequence:

(1) report sequence code or mail code (optional).

(2) UPC.

(3) MPC.

(4) Name of individual.

f. Selection criteria. All current active officer and enlisted personnel records with RSC A, B, C, D, or E and flagged for the suspension of any favorable personnel action or with a previous weight control program date are selected.

g. Totals. The total reflects the number of all personnel by MPC (O, W, and E) with total change in UPC and report sequence code or mail code (optional).

h. Retention or disposition. A copy of this report is forwarded to the custodian of the MPRJ, and one copy is sent to the appropriate unit commander. The report is held until the next report is received, and then it is destroyed.

i. SIRCUS options. To obtain sequence option, card type 2, the alphanumeric accumulator $SCHEDULE is changed. Format $SCHEDULE/3/RSC (report sequence code) and $SCHEDULE/3/MCb (mail code) apply.

17–70. Spacing of local data (brief)

a. PCN and category. The spacing of local data (brief) report, category III, is produced during the peacetime operating mode only.

b. Description. This parameter card 1 allows spacing of local data as required by the PAS.

c. Input requirements. The format for schedule card 44 is shown in table 17–56 to specify sequence, part paper, and local data spacing requirements for AAC–P71 and AAC–P73.

d. Frequency. The report is cyclic or is produced as requested.

e. Sequence. The sequence is manipulated by the PAS following the procedure shown in schedule card format 27. (See table 17–33.)

f. Selection. The selection is based on PQR, part I.

g. Totals. No totals are generated.

h. Retention or disposition. The report is retained as required.

17–71. Military Occupational Specialty Master File Listing (AAC–M05)

a. PCN and category. The MOS Master File Listing (AAC–M05), category III, is produced during the peacetime and wartime operating modes.

2. Description. This report is management oriented to process personnel and authorization data relating to the SPF and SASF.

c. Input requirements. The format of schedule card 45 is shown in table 17–57.

d. Frequency.

(1) The report is produced as requested.

(2) The report is produced bimonthly and is automatically produced when the MOS substitution is processed.

e. Sequence. The report is displayed as follows:

(1) ASI table records.

(2) MOS substitution records.

(3) Enlisted personnel MOS records.

(4) Officer SSI records.

(5) Warrant officer MOS records.

f. Selection criteria. All SMEF records are selected.

g. Totals. The totals are—

(1) Total officers.

(2) Total warrant officers.

(3) Total enlisted personnel.

(4) Total ASI records.

(5) Total enlisted substitution records.

h. Retention or disposition. The report is destroyed according to local procedures when the new report is received. (See table 17–58 for SIDPERS automated reports retention codes.)

Table 17–1
Schedule card 1 for the AAC–C01, Enlisted Promotion report

Record position	Field name	Instructions
01–04	Schedule card	Enter *00S.
05–07	PCN	Enter C01.
08–12	Blank	Leave blank.
13–13	Part paper	User will specify requirement. Enter 1, 2, 3, 4, 5, or 6. Any other entry defaults to the part paper entry on the cycle control card.
14–14	report classification	Enter P for official use only–Privacy Act data, U for unclassified, O for official use only, or leave blank for no classification.
15–17	Sequence	User will specify. Enter MCb, Rbb, RSb, or RSC.
18–18	report projections	Enter number of months the report is to project advancements and promotion considerations from the current month up to a maximum of 3 months. Default is 1 month.[1]
19–20	MO–TIS,E2	Enter the number of months time in service required for advancement to pay grade E2.
21–22	MO, E2–MIN	Enter the minimum number of months time in service required for accelerated advancement of pay grade E2.
23–24	MO–TIS, E3	Enter the number of months time in service required for advancement to pay grade E3.
25–26	MO–TIG	Enter number of months time in grade required for advancement to pay grade E3.
27–28	MO–TIS, WAV–E3	Enter minimum number of months time in service required for accelerated advancement to pay grade E3.
29–30	MO–TIG, WAV–E3	Enter the minimum number of months time in grade needed for accelerated advancement to pay grade E3.
31–32	MO–TIS, E4	Enter the number of months time in service required for promotion to pay grade E4.
33–34	MO–TIG, E4	Enter the number of months time in grade required for promotion to pay grade E4.
35–36	MO–TIS, WA–E4	Enter the minimum number of months time in service needed to qualify with waiver to pay grade E4.
37–38	MO–TIG WAV–E4	Enter the minimum number of months time in grade needed to qualify with waiver to pay grade E4.
39–40	MO–FAC, E32	Enter the number of months time in service that a percentage of the total E3 population (assigned or attached) must not exceed.
41–42	MO–FAC, E42	Enter the number of months time in service used when comparing the combined E4 and E3 assigned strength (same as positions 35 and 36) so that a percentage of that combined strength (maximum allowed in grade E4) can be promoted to E4 with waiver.
43–44	MO–TIS, PZ–E5	Enter the number of months time in service required for promotion to pay grade E5 in the primary zone.
45–46	MO–TIG, E5	Enter the number of months time in grade required for promotion to pay grade E5.
47–48	MO–TIG, WAV–E5	Enter the minimum number of months time in grade needed to qualify with waiver to pay grade E5.
49–50	MO–TIS, SZB–E5	Enter the number of months time in service needed for a promotion board appearance in the secondary zone to pay grade E5.
51–52	MO–TIS, PZB–E5	Enter the number of months time in service needed for a promotion board appearance in the primary zone to pay grade E5.
53–54	MO–TIS, SZB–E6	Enter the number of months time in service needed for a promotion board appearance in the secondary zone to pay grade E6.
55–56	MO–TIS, PZB–E6	Enter the number of months time in service needed for a promotion board appearance in the primary zone to pay grade E6.
57–58	MO–TIS, PZ–E6	Enter the number of months time in service required for promotion to pay grade E6 in the primary zone.
59–60	MO–TIG, E6	Enter the number of months time in grade required for promotion to pay grade E6 in the primary zone.
61–62	MO–TIG, WAV–E6	Enter the minimum months time in grade needed to qualify with waiver to pay grade E6.
63–64	MO–PER RATE–E2[2]	Enter the percentage of a commands assigned attached E2 strength that can be used for accelerated advancement to pay grade E2.
65–66	MO–PER RATE–E3[2]	Enter the percentage of a commands assigned attached E3 strength that can be used for accelerated advancement to pay grade E3.
67–68	MO–PER RATE–E4[2]	Enter the percentage of a commands E3 and E4 assigned strength that is used to determine the number of E4s that the command can have in pay grade E4.
69–70	MO–PER RATE–E4[2]	Enter the percentage of a commands E4 allowable strength that can be used for promotion with waiver to pay grade E4.
71–72	MO–INT, TIS–E5	Enter the required number of months time in service for transfer from the secondary zone promotion list to the primary zone promotion list for pay grade E5.
73–74	MO–INT, TIS–E6	Enter the required number of months time in service for transfer from the secondary zone promotion list to the primary zone promotion list for pay grade E6.
75–75	SIDPERS stacker	If X is entered, a GRCH file indicator transaction is posted to the stacker file. If left blank, a GRCH transaction is not formatted or placed on the stacker file.
76–79	Blank	Leave blank.

Table 17–1
Schedule card 1 for the AAC–C01, Enlisted Promotion report—Continued

Record position	Field name	Instructions
80–80	Strength option[2]	Enter A if attached personnel are to be reported in unit of attachment (RSC=N). Leave blank if attached personnel are to be reported in unit of assignment.

Notes:

[1] User specifies projection period. report projection entered in position 18 should remain the same from one month to another. For example, if a 2–month projection is used for this month, then a 2–month projection should be used for all following months. If it becomes necessary to change the report projection, the AAC–C01 report may have to be run up to three times in the same month or not run at all. See table 17–2 for an example.

[2] User provides promotion factors contained in AR 600–200, chapter 7. The accuracy of the AAC–C01 report depends on the data entered in the promotion factor fields. User should double check the entries in each column to verify correctness.

Table 17–2
Examples of report projections

Example	Actual Month	(plus)	Desired Projection	(equals)	Projected Month	Number of C01 to run
A[1]	Jan		1		Feb	1
B[2]	Feb		1		Mar	
			2		Apr	2
C[3]	Mar		2		May	1
D[4]	Apr		1		May	0
E[5]	May		1		Jun	1
F[6]	Jun		1		July	
			2		Aug	
			3		Sep	3

Notes:

[1] In cycle month January, the user needs a projection of 1 month. The resulting projection month is February.

[2] In cycle month February, the user needs to change to a 2–month projection. The resulting projection is April. To pick up soldiers eligible for promotion in March, the AAC–C01 should be run twice (1–month projection and 2–month projection).

[3] In cycle month March, the user needs a projection of 2 months. The resulting projection month is May.

[4] In cycle month April, the user needs to change to a 1–month projection. The resulting projection month is May. Because the user has already received a AAC–C01 report for projection month May (example C), the AAC–C01 report is not run during cycle month April.

[5] In cycle month May, the user needs a projection of 1 month. The resulting projection month is June.

[6] In cycle month June, the user needs to change to a 3–month projection. The resulting projection month is September. To pick up the soldiers eligible for promotion in July and August, the AAC–C01 report should be run three times (1–month projection, 2–month projection, and 3–month projection).

Table 17–3
Schedule card 2 for the AAC–C03, Weekly report of AWOLs (by name); AAC–C13, Loss Roster; AAC–C15, Projected DEROS Roster; AAC–C23, Monthly Edit report–SPF MOS Verification; and AAC–C40, Unit Personnel Accountability Notices

Record position	Field name	Instructions
01–04	Schedule card	Enter *00S.
05–07	PCN	Enter the three–position PCN number.
08–12	Blank	Leave blank.
13–13	Part paper	Enter 1, 2, 3, 4, 5, or 6 as specified by the user. Any other entry defaults to the part paper entry on the cycle control card.
14–14	report classification	Enter user–specified P for official use only–Privacy Act data, U for unclassified, O for official use only, or leave blank for no classification.
15–17	Sequence	User specifies desired sequence. Enter one of the following (b=blank): MCb=major mail code, UPC, default; Rbb= major report sequence code, UPC, default; RSb=major and intermediate report sequence UPC, default; RCS=major intermediate and minor report sequence code, UPC, default; or bbb=default sequence, only.
18–80	Blank	Leave blank.

Table 17–4
Schedule card 3 for the AAC–C05, Unit Strength Recap; and AAC–C09, AWOL Statistical report

Record position	Field name	Instructions
01–04	Schedule card	Enter *00S.
05–07	PCN	Enter the three–position PCN.
08–12	Blank	Leave blank.
13–13	Part paper	Enter 1, 2, 3, 4, 5, or 6 as specified by the user. Any other entry defaults to the part paper entry on the cycle control card.
14–14	report classification	Enter user–specified P to designate for official use only–Privacy Act data, U to designate unclassified, O to designate for official use only, or leave blank for no classification.
15–17	Sequence	User specifies desired sequence. Enter one of the following (b=blank): MCb=mail code, MPC, grade; Rbb=report sequence code, MPC, grade; RSb=report sequence code, MPC, grade; RSC=report sequence code, UPC, MPC, grade; bbb=default sequence UPC, MPC, grade.
18–18	Test model option	For AAC–C05 report, enter a switch Y if test model units are to be included; if not, leave blank. For all other PCNs leave blank.
19–80	Blank	Leave blank.

Table 17–5
Schedule card 4 for the AAC–C07, Unit Manning report, Position and Incumbent Data

Record position	Field name	Instructions
01–04	Schedule card[1]	Enter *00S.
05–07	PCN	Enter C07.
08–12	Blank	Leave blank.
13–13	Part paper	Enter 1, 2, 3, 4, 5, or 6 as specified by the user. Any other entry defaults to the part paper entry on the cycle control card.
14–14	report classification	Enter user–specified P to designate for official use only–Privacy Act data, U to designate unclassified, O to designate for official use only, or leave blank for no classification.
15–17	Sequence	Enter report sequence code (RSC, RSB, Rbb) or mail code (MCb) as required by user (b=blank).
18–77	UPC option	Enter continuously all user–specified UPCs for this selection; multiple cards may be used to satisfy the number of UPCs to be selected.
78–80	Blank	Leave blank. If UPC option was not selected, leave positions 18–80 blank.

Notes:
[1] If more than one schedule card is required, positions 1 through 17 must be duplicated in all cards for system recognition.

Table 17–7
Data element identity mnemonics for the AAC–C07 report

Mnemonic	MPC	Explanation
ASI	E, W	Primary ASI is unequal to authorized ASI.
CSC	O	Control specialty code is unequal to either first two or last two positions of authorized position specialty code.
EB	E, W	Enlisted bonus, MOS, or its substitutable MOS is unequal to authorized MOS (first three positions).
GRD	E, O, W	Grade is not compatible with position grade. Grade is more than one grade higher or more than two grades lower than the authorized grade.
LNG	E, O, W	First language identity or second language identity is unequal to required language identity.
MOS	E, W	Primary MOS or its substitutable MOS is unequal to authorized MOS. Equality is measured by the first four or three positions of the MOS for warrants and enlisted, respectively.
MPC	E, O, W	Authorization specifies a position to be filled by a particular MPC of an individual; however, the position is filled by another MPC of an individual.
PMS	E	Promotion MOS or its substitutable MOS is unequal to authorized MOS (first three positions).
SDAP	E	PMOS or substitutable MOS in which individual is receiving special duty assignment pay is unequal to authorized MOS (first three positions), or fifth position in some cases is not equal.
SMOS	E	Secondary MOS is not equal to authorized MOS (first three positions).
SRB	E	SRB or variable reenlistment bonus MOS or its substitutable MOS is unequal to authorized MOS (first three positions).

Table 17–8
Schedule card 5 for the AAC–C10, Recommended List for Promotion of Enlisted Personnel

Record position	Field name	Instructions
01–04	Schedule card	Enter *00S.
05–07	PCN	Enter C10.
08–12	Blank	Leave blank.
13–13	Part paper	Enter 1, 2, 3, 4, 5, or 6 as specified by the user. Any other entry defaults to the part paper entry on the cycle control card.
14–14	report classification	Enter user–specified P to designate for official use only–Privacy Act data, U to designate unclassified, O to designate for official use only, or leave blank for no classification.
15–17	Sequence	Enter PUD, MCb, Rbb, RSb, RSC, or PPA as specified by user (b=blank).
18–18	Blank	Leave blank.
19–20	Min–TIS PZ–E6[1]	Enter the minimum number of months time in service required for an individual to be placed in the primary zone of consideration to E6.
21–22	Min–TIS SZ–E6[1]	Enter the minimum number of months time in service required for an individual to be placed in the secondary zone of consideration to E6.
23–24	Min–TIS PZ–E5[1]	Enter the minimum number of months time in service required for an individual to be placed in the primary zone of consideration to E5.
25–26	Min–TIS SZ–E5[1]	Enter the minimum number of months time in service required for an individual to be placed in the secondary zone of consideration to E5.
27–80	Blank	Leave blank.

Notes:
[1] User provides zones of consideration factors (AR 600–200, chap 7).

Table 17–9
Schedule card 6 for the AAC–C11, Alpha Roster

Record position	Field name	Instructions
01–04	Schedule card	Enter *00S.
05–07	PCN	Enter C11.
08–12	Blank	Leave blank.
13–13	Part paper	Enter 1, 2, 3, 4, 5, or 6 as specified by the user. Any other entry defaults to the part paper entry on the cycle control card.
14–14	report classification	Enter user–specified P to designate for official use only–Privacy Act data, U to designate unclassified, O to designate for official use only, or leave blank for no classification.
15–17	Sequence	Enter one of the following user specified sequence options (b=blank): MCb=mail code, name; RSC=report sequence code, name; PPA=PERSINS processing activity, name; bbb=default sequence, name.
18–80	Blank	Leave blank.

Table 17–10
Schedule card 7 for the AAC–C18, Human Immunodeficiency Virus Screening Roster

Record position	Field name	Instructions
01–04	Schedule card	Enter *00S.
05–07	PCN	Enter C18.
08–12	Blank	Leave blank.
13–13	Part paper	Enter 1, 2, 3, 4, 5, or 6 as specified by the user. Any other entry defaults to the part paper entry on the cycle control card.
14–14	report classification	Enter user–specified P to designate for official use only–Privacy Act data, U to designate unclassified, O to designate for official use only, or leave blank for no classification.
15–17	Sequence	Enter one of the following sequence options specified by the user (b=blank): MCb for mail code; Mbb for first position of mail code option; RSC for full report sequence code; RSb for first two positions of report sequence code option; Rbb for first position of report sequence code option; or bbb for default, fixed sequence PPA, UPC, NAME.
18–19	Months required	Enter the user–supplied number of months testing requirements. Use bb for 12–month default.
20–80	Blank	Leave blank.

Table 17–11
Schedule card 8 for the AAC–C19, Enlisted Skills Inventory and Projection by MOS

Record position	Field name	Instructions
01–04	Schedule card	Enter *00S.
05–07	PCN	Enter C19.
08–12	Blank	Leave blank.
13–13	Part paper	Enter 1, 2, 3, 4, 5, or 6 as specified by the user. Any other entry defaults to the part paper entry on the cycle control card.
14–14	report classification	Enter user–specified P to designate for official use only–Privacy Act data, U to designate unclassified, O to designate for official use only, or leave blank for no classification.
15–26	report part or sequence	As specified by the user,, complete field(s) for report part(s) to be produced. At least one field must be filled to produce the report. Each report part is produced only if it is requested. Basic fixed sequences for detail lines for all report parts are specific.[1]
(15–17)	Part 3	Leave blank if part 3 is not requested. If required, enter, left justified: MC for mail code, R for report sequence code with major totals, RS for report sequence code with intermediate and major totals, or RSC for report sequence code with minor, intermediate, and major totals.
(18–26)	Parts 1, 2, and 4	To request parts 1, 2, 4, or any combination, enter in columns 18–26, left justified, sequence code(s): for part 1–UPC for UPC sequence; for part 2–PUD for PUD sequence or P/S for PUD/Army location sequence (ARLOC Code); for part 4–SID for SIDPERS sequence.[2]
27–50	Projection	User specifies desired projection period. The periods12 projection periods are variable from 1 to 16 periods or months at the discretion of the requestor. Authorized and projection periods determine the number of report accountable strength sections to be produced. Each section contains four projection periods. The first period must, as a minimum, represent cycle month plus 1 month. Each succeeding period must minimally represent the previous period plus 1 month. Therefore, each period reflects the effect of known projected gain or loss activity in authorized and accountable strength since the previous period. The report must contain at least four projection periods or up to 12 periods. Four periods produce only section 1 of the report part(s) requested; eight periods produce sections 1 and 2; 12 periods produce sections 1, 2, and 3. See table 17–12 for an example for coding projection periods.
51–80	Blank	Leave blank.

Notes:

[1] The basic fixed sequence for parts 1, 2, 3, and 4 is SEX (authorized identity or sex code) within five–position MOS within four–position MOS.

[2] Examples: if parts 1, 2 (PUD sequence), and 4 are required, enter UPCPUDSID in positions 18–26; if parts 1 and 4 are required, enter UPCSID or SIDUPC in positions 18–23; if parts 1 and 2 (PUD/ARLOC sequence) are required, enter UPCP/S or P/SUPC in positions 18–23; if only part 1 is required, enter UPC in positions 18–20.

Table 17–12
Example for coding projection periods

Example	Projection period	Defined as	Insert (Cycle month + XX)	Columns	Data will be in part
1. Cycle month is Dec 75; need month–by–month projections for next 7 months	01	Jan	01	27–28	1
	02	Feb	02	29–30	1
	03	Mar	03	31–32	1
	04	Apr	04	33–34	1
	05	May	05	35–36	2
	06	Jun	06	37–38	2
	07	Jul	07	39–40	2
	08	Aug	08	41–42	2
2. Cycle month is Dec 75; need projections for next 10 months	01	Jan	01	27–28	1
	02	Feb	02	29–30	1
	03	Mar	03	31–32	1
	04	Apr	04	33–34	1
	05	May	05	35–36	2
	06	Jun	06	37–38	2
	07	Jul	07	39–40	2
	08	Aug	08	41–42	2
	09	Sep	09	43–44	3
	10	Oct	10	45–46	3
	11	Nov	11	47–48	3
	12	Dec	12	49–50	3
3. Cycle month is Nov 75; need projections through Jun 76 to be displayed only in part 1	01	Dec 75–Jan 76	02	27–28	
	02	Feb 76	03	29–30	
	03	Mar–Apr 76	05	31–32	
	04	May–Jun 76	07	33–34	

Table 17–13
Schedule card 9 for the AAC–C20, Personnel Actions Suspense Roster

Record position	Field name	Instructions
01–04	Schedule card	Enter *00S.
05–07	PCN	Enter C20.
08–12	Blank	Leave blank.
13–13	Part paper	Enter 1, 2, 3, 4, 5, or 6 as specified by the user. Any other entry defaults to the part paper entry on the cycle control card.
14–14	report classification	Enter user–specified P to designate for official use only–Privacy Act data, U to designate unclassified, O to designate for official use only, or leave blank for no classification.
15–17	Sequence	Enter one of the following user specified codes for type sequence (b – blank): MCb for mail code, or Rbb for report sequence code, major breaks, or RSb for report sequence code, major and intermediate breaks or RSC for report sequence code, major, intermediate, and minor breaks.
18–80	Blank	Leave blank.

Table 17–14
Schedule card 10 for the AAC–C21, Officer Skills Inventory and Projection report

Record position	Field name	Instructions
01–04	Schedule card	Enter *00S.
05–07	PCN	Enter C21.
08–12	Blank	Leave blank.
13–13	Part paper	Enter 1, 2, 3, 4, 5, or 6 as specified by the user. Any other entry defaults to the part paper entry on the cycle control card.
14–14	report classification	Enter user–specified P to designate for official use only–Privacy Act data, U to designate unclassified, O to designate for official use only, or leave blank for no classification.
15–17	Sequence	Enter one of the following user specified codes for type sequence options (b=blank): MCb for mail code sequence, RSC for RSC sequence, RSb for RS sequence, or Rbb for R sequence. These entries will produce part 2.
18–23	Additional optional sequence	These entries produce parts 1 and 3. To produce part 1, enter PUDbbb; to produce part 3, enter PPAbbb; to produce part 1 and part 3, enter PUDPPA or PPAPUD.
24–37	Projection periods	These entries are used to define seven projection periods (PPD) specified by the user. Positions 24 and 25 correspond to the first PPD; positions 26 and 27 correspond to second PPD; and so on. A PPD begins 1 month after the ending date of the previous PPD. In the case of the first PPD, the beginning month is 1 month after the cycle as–of date. A PPD ends with the month obtained by adding the value from the corresponding entry to the cycle as–of date. A PPD can consist of more than 1 month; however, the seventh PPD cannot end over 24 months from cycle as–of date. Enter blanks for wartime operating mode. (See table 17–15.)
38–80	Blank	Leave blank.

Table 17–15
report schedule card format

	Example 1[1]				
Line	Date[2]	PPD[3]	Number[4]	Value[5]	Position[6]
1	79 Dec X	1	1	01	24–25
2	80 Jan	2			
3	Feb	2			
4	Mar	2			
5	Apr	2	4	04	26–27
6	May	3			
7	Jun	3			
8	Jul	3			
9	Aug	3	4	08	28–29
10	Sep	4			
11	Oct	4			
12	Nov	4			
13	Dec	4	4	12	30–31
14	81 Jan	5	1	13	32–33
15	Feb	6			
16	Mar	6			

Table 17–15
report schedule card format—Continued

17	Apr	6			
18	May	6			
19	Jun	6	5	18	34–35
20	Jul	7			
21	Aug	7			
22	Sep	7			
23	Oct	7	4	22	36–37
24	Nov				
25	Dec				
26	82 Jan				

Example 2

Line	Date	PPD	Number	Value	Position
1	79 Dec				
2	80 Jan X	1	1	01	24–25
3	Feb	2	1	02	26–27
4	Mar	3	1	03	28–29
5	Apr	4	1	04	30–31
6	May	5	1	05	32–33
7	Jun	6	1	06	34–35
8	Jul	7	1	07	36–37

Example 3

Line	Date	PPD	Number	Value	Position
1	79 Dec				
2	80 Jan				
3	Feb X	1			
4	Mar	1			
5	Apr	1			
6	May	1	4	03	24–25
7	Jun	2	1	04	26–27
8	Jul	3			
9	Aug	3	2	06	28–29
10	Sep	4	1	07	30–31
11	Oct	5			
12	Nov	5			
13	Dec	5	3	10	32–33
14	81 Jan	6			
15	Feb	6			
16	Mar	6			
17	Apr	6			
18	May	6			
19	Jun	6			
20	Jul	6			
21	Aug	6			
22	Sep	6			
23	Oct	6	0	20	34–35
24	Nov	7			
25	Dec	7			
26	82 Jan	7	3	23	36–37

Notes:

[1] User needs a report as of Dec 79. The following PPDs are required: first PPD (Dec 79), second PPD (Jan–Apr 80), third PPD (May–Aug 80), fourth PPD (Sep–Dec 80), fifth PPD (Jan81), sixth PPD (Feb–Jun 81), seventh PPD (Jul–Oct 81).

[2] As–of date of report.

[3] Projection periods and inclusive months by name.

[4] Number of months included in PPD.

[5] The value required to define the PPD.

[6] Positions where the value is entered.

Table 17–16
Schedule card 11 for the AAC–C22, Personnel Photo Suspense Roster

Record position	Field name	Instructions
01–04	Schedule card	Enter *00S.
05–07	PCN	Enter C22.
08–12	Blank	Leave blank.
13–13	Part paper	Enter 1, 2, 3, 4, 5, or 6 as specified by the user. Any other entry defaults to the part paper entry in the cycle control card.
14–14	report classification	Enter user–specified P to designate for official use only–Privacy Act data, U to designate unclassified, O to designate for official use only, or leave blank for no classification.
15–17	Sequence	Enter one of the following user–specified sequence options (b=blank): PUD for parent unit description option, RSC for full report sequence code option, RSb for first two positions of report sequence code option, Rbb for first position of report sequence code option, MCb for full mail code option, or Mbb for first position of mail code option. All other blanks or entries default to fixed report sequence, UPC, MPC, grade code descending, and name.
18–21	Suspense codes	Enter the number of years required to be added to the SPF year–month last official photo field.
(18–18)	Suspense codes	Number required for general officers.
(19–19)	Suspense codes	Number required for colonels.
(20–20)	Suspense codes	Number required for all other officers and warrant officers.
(21–21)	Suspense codes	Number required for enlisted personnel.
22–80	Blank	Leave blank.

Table 17–17
Schedule card 12 for the AAC–C24, Good Conduct Medal Suspense Roster

Record position	Field name	Instructions
01–04	Schedule card	Enter *00S.
05–07	PCN	Enter C24.
08–12	Blank	Leave blank.
13–13	Part paper	Enter 1, 2, 3, 4, 5, or 6 as specified by the user. Any other entry defaults to the part paper entry in the cycle control card.
14–14	report classification	Enter user–specified P to designate for official use only–Privacy Act data, U to designate unclassified, O to designate for official use only, or leave blank for no classification.
15–17	Sequence	Enter one of the following user–specified sequence options (b=blank): PUD for parent unit description option, Rbb for first position of report sequence code option, RSb for first two positions of report sequence code option, RSC for full report sequence code option, Mbb for first position of mail code option, or MCb for full mail code option. All blanks or any other entries default to the fixed sequence of UPC, MPC, and name.
18–80	Blank	Leave blank.

Table 17–18
Schedule card 13 (card 1) for the AAC–C26, Personnel Medical Suspense Roster

Record position	Field name	Instructions
01–04	Schedule card	Enter *00S.
05–07	PCN	Enter C26.
08–12	Blank	Leave blank.
13–13	Part paper	Enter 1, 2, 3, 4, 5, or 6 as specified by the user. Any other entry defaults to the part paper entry in the cycle control card.
14–14	report classification	Enter user–specified P to designate for official use only–Privacy Act data, U to designate unclassified, O to designate for official use only, or leave blank for no classification.
15–17	Sequence	Enter one of the following codes specified by the user for type sequence (b=blank): Mbb for first position of mail code option, or MCb for full mail code option, or Rbb for first position of report sequence code option, or RSb for first two positions of report sequence code option, or RSC for full report sequence code, or PPA for PERSINS processing code option. Blanks or any other entries default to the fixed sequence of UPC, MPC, and name.
18–18	Card sequence number	Enter 1.
19–54	Attained age in years	Enter four–digit age with suffix: (2000250030003500400045005000550060000)
55–80	Blank	Leave blank.

Table 17–19
Schedule card 13 (card 2) for the AAC–C26, Personnel Medical Suspense Roster

Record position	Field name	Instructions
01–17	Schedule card	Repeat data elements as shown in table 17–18.
18–18	Card sequence number	Enter 2.
19–54	Attained age in years	Enter four–digit age with suffix: (19002100230025002700290031003300 3500)
55–80	Blank	Leave blank.

Table 17–20
Schedule card 14 for the AAC–C27, Personnel Strength Zero Balance report, parts 1 and 2

Record position	Field name	Instructions
01–04	Schedule card	Enter *00S.
05–07	PCN	Enter C27.
08–12	Blank	Leave blank.
13–13	Part paper	Enter 1, 2, 3, 4, 5, or 6 as specified by the user. Any other entry defaults to the part paper entry on the cycle control card.
14–14	report classification	Enter user–specified P to designate for official use only–Privacy Act data, U to designate unclassified, O to designate for official use only, or leave blank for no classification.
15–17	Sequence	Enter one of the following user–specifiedsequence options (b=blank): Rbb for major report sequence code; or RSb for major and intermediate report sequence code; or RSC for major, intermediate, and minor report sequence code; or MCb for major mail code sequence. Leave blank for default sequence of analyst code, UPC, and duty status.
18–18	Part 2	Enter Y to list all individuals for each unit processing code displayed. Leave blank to display individuals for out–of–balance units only.
19–20	Blank	Leave blank.
21–80	Unit processing	If desired, the AAC–C27 report can be run for code certain units only by entering the five–position UPCs in column 21. One to twelve UPCs may be selected. Leave positions 21–80 blank if report is to be run for all units.

Table 17–21
Schedule card 15 for the AAC–C28, Personnel Dental Suspense Roster

Record position	Field name	Instructions
01–04	Schedule card	Enter *00S.
05–07	PCN	Enter C28.
08–12	Blank	Leave blank.
13–13	Part paper	Enter 1, 2, 3, 4, 5, or 6 as specified by the user. Any other entry defaults to the part paper entry in the cycle control card.
14–14	report classification	Enter user–specified P to designate for official use only–Privacy Act data, U to designate unclassified, O to designate for official use only, or leave blank for no classification.
15–17	Sequence	Enter one of the following user specified codes for type sequence (b=blank): MCb for mail code; or Rbb for report sequence code, major breaks; or RSb for report sequence code, major and intermediate breaks; or RSC for report sequence code, major, intermediate, and minor breaks.
18–80	Blank	Leave blank.

Table 17–22
Schedule card 16 for the AAC–C29, Organization Master List

Record position	Field name	Instructions
01–04	Schedule card	Enter *00S.
05–07	PCN	Enter C29.
08–12	Blank	Leave blank.
13–13	Part paper	Enter 1, 2, 3, 4, 5, or 6 as specified by the user. Any other entry defaults to the part paper entry in the cycle control card.
14–14	report classification	Enter user–specified P to designate for official use only–Privacy Act data, U to designate unclassified, O to designate for official use only, or leave blank for no classification.
15–17	Sequence	Enter one of the following user–specified sequence options (b=blank): Rbb for major report sequence code; or RSb for major and intermediate report sequence code; or RSC for major, intermediate, and minor report sequence code; MCb for major mail code sequence; or leave blank for unit processing code sequence only; or PPA for PERSINS processing code option.
18–18	report selection	As user specified, enter: 1 for SOMF Active Army organization master (OM) list only; or 2 for SROF OM list only; or 3 for both SOMF and SROF OM lists. If blank, default is SOMF OM list.
19–80	Blank	Leave blank.

Table 17–23
Schedule card 17 for the AAC–C30, Personnel Qualification Record Check Suspense

Record position	Field name	Instructions
01–04	Schedule card	Enter *00S.
05–07	PCN	Enter C30.
08–12	Blank	Leave blank.
13–13	Part paper	Enter user–specified 1, 2, 3, 4, 5, or 6. Any other entry defaults to the part paper entry in the cycle control card.
14–14	report classification	Enter user–specified P to designate for official use only–Privacy Act data, U to designate unclassified, O to designate for official use only, or leave blank for no classification.
15–17	Sequence	Enter one of the following user–specified sequence options (b=blank): PPA for PERSINS processing code option; or Rbb for major level of report sequence code option, or RSb for intermediate and major level of report sequence code option, or RSC for major, intermediate, and minor level of report sequence code option, or Mbb for first position of mail code option, or MCb for full mail code option. All blanks or any other entries default to the fixed sequence of UPC, MPC and name.
18–80	Blank	Leave blank.

Table 17–24
Schedule card 18 for the AAC–C31, Enlisted MOS Inventory (by name)

Record position	Field name	Instructions
01–04	Schedule card	Enter *00S.
05–07	PCN	Enter C31.
08–12	Blank	Leave blank.
13–13	Part paper	Enter user–specified 1, 2, 3, 4, 5, or 6. Any other entry defaults to the part paper entry in the cycle control card.
14–14	report classification	Enter user–specified P to designate for official use only–Privacy Act data, U to designate unclassified, O to designate for official use only, or leave blank for no classification.
15–17	Sequence	Enter one of the following user–specified codes for type sequence (b=blank): MCb for mail code, or Rbb for major level of report sequence code, or RSb for intermediate level of report sequence code, or RSC for minor level or report sequence code, or leave blank for fixed sequence (name within UPC within PMOS) only.
18–19	Project period	Enter user–specified number of months projected. Projection must be within the 00–24 range. For wartime mode, enter 00 only. For peacetime mode and for the report to contain the names for the numbers indicated in the AAC–C33 report, use the same projection period and run in the same cycle.
20–80	Blank	Leave blank.

Table 17–25
Schedule card 19 for the AAC–C33, Enlisted MOS Inventory (statistics)

Record position	Field name	Instructions
01–04	Schedule card	Enter *00S.
05–07	PCN	Enter C33.
08–12	Blank	Leave blank.
13–13	Part paper	Enter user–specified 1, 2, 3, 4, 5, or 6. Any other entry defaults to the part paper in the cycle control card.
14–14	report classification	Enter user–specified P to designate for official use only–Privacy Act data, U to designate unclassified, O to designate for official use only, or leave blank for no classification.
15–17	Sequence	Enter one of the following user–specified sequence options (b=blank): MCb for mail code; Rbb for major level of report sequence code; RSb for major and intermediate level of report sequence code; RSC for major, intermediate, and minor level of report sequence code; or leave blank for fixed sequence only. (Fixed sequence is a five–position MOS, Army location code within United States within PUD).
18–19	Projection period	User–specified. If SIDPERS cycle mode is peacetime, enter the two–digit projection period (number of months). The projection period must be in the range of 01–24 months. Enter 00 if SIDPERS is in the wartime operating mode.
20–20	MOS inventory level	Enter one of the following user–specified codes that indicate the desired level MOS inventory. Enter 1 for an inventory by a five–position MOS; enter 2 for an inventory by a four–position MOS; enter 3 for an inventory by a three–position MOS; or leave blank for an inventory by a four–position MOS.
21–21	Blank	Leave blank.
22–22	Sort sequence	If sort sequence is Y, major sequence of report is mail code or report sequence code (user option); PUD/ARLOC, MOS (5, 4, or 3 positions); ASI (user option); and grade. If sort sequence is blank, major sequence of report is MOS (5, 4, or 3 positions); ASI (user option); grade; mail code, or report sequence code (user option); and PUD/ARLOC.
23–80	Blank	Leave blank.

Table 17–26
Schedule card 20 for the AAC–C35, Authorized and Accountable Strength by UPC (wartime only); and AAC–C94, Reconciliation Listing

Record position	Field name	Instructions
01–04	Schedule card	Enter *00S.
05–07	PCN	Enter the three–position PCN.
08–12	Blank	Leave blank.
13–13	Part paper	Enter user–specified 1, 2, 3, 4, 5, or 6. Any other entry defaults to the part paper in the cycle control card.
14–14	report	Enter user–specified P to designate for classification official use only–Privacy Act data, U to designate unclassified, O to designate official use only, or leave blank for no classification.
15–80	Blank	Leave blank.

Table 17–27
Schedule card 21 for the AAC–C37, Personnel Qualification Roster

Record position	Field name	Instructions
01–04	Schedule card	Enter *00S.
05–07	PCN	Enter C37.
08–12	Blank	Leave blank.
13–13	Part paper	Enter user–specified 1, 2, 3, 4, 5, or 6. Any other entry defaults to the part paper in the cycle control card.
14–14	report classification	Enter user–specified P to designate for official use only–Privacy Act data, U to designate unclassified, O to designate official use only, or leave blank for no classification.
15–17	Sequence	Enter one of the following user–specified sequence options (b=blank): MCb for mail code; Rbb for major level report sequence code; RSb for major and intermediate level report sequence code; RSC for major, intermediate, and minor level report sequence code; or leave blank for fixed sequence only. Fixed sequence is name within UPC.
18–77	Selected UPCs	Enter up to 12 five–position UPCs of specified units to be selected. If blank, all units are selected.
78–80	Blank	Leave blank.

Table 17–28
Schedule card 22 for the AAC–C39, Authorized Strength Zero Balance report

Record position	Field name	Instructions
01–04	Schedule card	Enter *00S.
05–07	PCN	Enter C39.
08–12	Blank	Leave blank.
13–13	Part paper	Enter user–specified 1, 2, 3, 4, 5, or 6. Any other entry defaults to the part paper in the cycle control card.
14–14	report classification	Enter user–specified P to designate for official use only–Privacy Act data, U to designate unclassified, O to designate for official use only, or leave blank for no classification.
15–19	UPC1[1]	
20–24	UPC2[1]	
25–29	UPC3[1]	
30–34	UPC4[1]	
35–39	UPC5[1]	
40–44	UPC6[1]	
45–49	UPC7[1]	
50–54	UPC8[1]	
55–59	UPC9[1]	
60–64	UPC10[1]	
65–69	UPC11[1]	
70–74	UPC12[1]	
75–79	UPC13[1]	
80–80	Blank	Leave blank.

Notes:
[1] Leave columns 15–79 blank to report for all units. To select one or more units, enter UPCs in any sequence. Multiple schedule cards are permitted to request more than 13 units.

Table 17–29
Schedule card 23 for the AAC–C43, Family Care Counseling report

Record position	Field name	Instructions
01–04	Schedule card	Enter *00S.
05–07	PCN	Enter C43.
08–12	Blank	Leave blank.
13–13	Part paper	Enter user–specified 1, 2, 3, 4, 5, or 6. Any other entry defaults to the part paper in the cycle control card.
14–14	report classification	Enter user–specified P to designate for official use only–Privacy Act data, U to designate unclassified, O to designate for official use only, or leave blank for no classification.
15–17	Sequence	Enter MCb for user optional sequence. Blank is fixed sequence of UPC1, MPC, name (b=blank).
18–18	Birth month range	Enter either 1, 2, 3, 4, 5, or 6, depending on number of months before cycle month.
19–80	Blank	Leave blank.

Table 17–30
Schedule card 24 for the AAC–C46, Enlisted PASI Inventory (by name)

Record position	Field name	Instructions
01–04	Schedule card	Enter *00S.
05–07	PCN	Enter C46.
08–12	Blank	Leave blank.
13–13	Part paper	Enter user–specified 1, 2, 3, 4, 5, or 6. Any other entry defaults to the part paper in the cycle control card.
14–14	report classification	Enter user–specified P to designate for official use only–Privacy Act data, U to designate unclassified, O to designate for official use only, or leave blank for no classification.
15–17	Sequence	Enter one of the following user–specified sequence options (b=blank): MCb for mail code, Rbb for major level of report sequence code, RSb for major and intermediate level of report sequence code, RSC for major, intermediate, and minor level of report sequence code, or leave blank for fixed sequence only. (Fixed sequence is name within UPC within PMOS within PASI.)

Table 17–30
Schedule card 24 for the AAC–C46, Enlisted PASI Inventory (by name)—Continued

Record position	Field name	Instructions
18–19	Projection period	Enter user–specified number of months projected. Projection must be within the 00–24 range. For wartime mode enter 00 only. For peacetime mode: For the report to contain the names for the numbers indicated in the AAC–C48 report, use the same projection period and run in the same cycle.
20–80	Blank	Leave blank.

Table 17–31
Schedule card 25 for the AAC–C48, Enlisted PASI Inventory (statistics)

Record position	Field name	Instructions
01–04	Schedule card	Enter *00S.
05–07	PCN	Enter C48.
08–12	Blank	Leave blank.
13–13	Part paper	Enter user–specified 1, 2, 3, 4, 5, or 6. Any other entry defaults to the part paper in the cycle control card.
14–14	report classification	Enter user–specified P to designate for official use only–Privacy Act data, U to designate unclassified, O to designate for official use only, or leave blank for no classification.
15–17	Sequence	Enter one of the following user–specified sequence options (b=blank): Rbb for major level report sequence code; RSb for major and intermediate level report sequence code; RSC for major, intermediate, and minor level report sequence code; or leave blank for fixed sequence only. (Fixed sequence is grade within three–position MOS within PASI by parent unit.)
18–19	Projection period	User–specified. If SIDPERS is in the peacetime operating mode, enter the two–digit projection period (number of months). The projection period must be in the range of 01–24 months. Enter zeros in projection period if SIDPERS is in the wartime operating mode.
20–80	Blank	Leave blank.

Table 17–32
Schedule card 26 for the AAC–C51, SAF Listing

Record position	Field name	Instructions
01–04	Schedule card	Enter *00S.
05–07	PCN	Enter C51.
08–12	Blank	Leave blank.
13–13	Part paper	Enter user–specified 1, 2, 3, 4, 5, or 6. Any other entry defaults to the part paper in the cycle control card.
14–14	report classification	Enter user–specified P to designate for official use only–Privacy Act data, U to designate unclassified, O to designate for official use only, or leave blank for no classification.
15–25	Sequence	Enter user–specified UPCbbbbbbbb or UNITbNUMBER or ARLOCbbbbbb or PPAbbbbbbbb or AREAXbbbbbb (b=blank).
26–80	Blank	Leave blank.

Table 17–33
Schedule card 27 for the AAC–C52, SIDPERS–VTAADS Strength Recap; AAC–C54, Personnel Authorization File Listing; and AAC–L53, SAF/SOMF/SROF Error Detection report

Record position	Field name	Instructions
01–04	Schedule card	Enter *00S.
05–07	PCN	Enter the three–position PCN.
08–12	Blank	Leave blank.
13–13	Part paper	Enter user–specified 1, 2, 3, 4, 5, or 6. Any other entry defaults to the part paper in the cycle control card.
14–14	report classification	Enter user–specified P to designate for official use only–Privacy Act data, U to designate unclassified, O to designate for official use only, or leave blank for no classification.
15–80	Blank	Leave blank.

Table 17–34
Schedule card 28 for the AAC–C60, Reenlistment Eligibility or Ineligibility report

Record position	Field name	Instructions
01–04	Schedule card	Enter *00S.
05–07	PCN	Enter C60.
08–12	Blank	Leave blank.
13–13	Part paper	Enter user–specified 1, 2, 3, 4, 5, or 6. Any other entry defaults to the part paper in the cycle control card.
14–14	report classification	Enter user–specified P to designate for official use only–Privacy Act data, U to designate unclassified, O to designate for official use only, or leave blank for no classification.
15–17	Sequence	Enter one of the following user–specified sequence options (b=blank): MCb for mail code; Rbb for major level of report sequence code, RSb for major and intermediate level of report sequence code, RSC for major, intermediate, and minor level of report sequence code, or leave blank for fixed sequence only (name within grade within ETS within group code within UPC).
18–80	Blank	Leave blank.

Table 17–35
Schedule card 29 for the AAC–C64, Enlisted Levy Status report

Record position	Field name	Instructions
01–04	Schedule card	Enter *00S.
05–07	PCN	Enter C64.
08–12	Blank	Leave blank.
13–13	Part paper	Enter user–specified 1, 2, 3, 4, 5, or 6. Any other entry defaults to the part paper in the cycle control card.
14–14	report classification	Enter user–specified P to designate for official use only–Privacy Act data, U to designate unclassified, O to designate for official use only, or leave blank for no classification.
15–80	Blank	Leave blank.

Table 17–36
Schedule card 30 for the AAC–C69, Personnel Security Notices

Record position	Field name	Instructions
01–04	Schedule card	Enter *00S.
05–07	PCN	Enter C69.
08–12	Blank	Leave blank.
13–13	Part paper	Enter user–specified 1, 2, 3, 4, 5, or 6. Any other entry defaults to the part paper in the cycle control card.
14–14	report classification	Enter user–specified P to designate for official use only–Privacy Act data, U to designate unclassified, O to designate for official use only, or leave blank for no classification.
15–17	Sequence	Enter one of the following user–specified sequence options (b=blank): RSC for major, intermediate, and minor level report sequence code; RSb for major and intermediate level report sequence code; Rbb for major level report sequence code; or MCb for mail code optional major sequences; or leave blank for fixed sequence, UPC1, MPC, and name.
18–80	Blank	Leave blank.

Table 17–37
Schedule card 31 for the AAC–C71, EER Suspense report; AAC–C97, DA Form 2166 (NCO Evaluation report); and ERPT Transaction Punch Cards

Record position	Field name	Instructions
01–04	Schedule card	Enter *00S.
05–07	PCN	Enter C71.
08–12	Blank	Leave blank.
13–13	Part paper	Enter user–specified 1, 2, 3, 4, 5, or 6. Any other entry defaults to the part paper in the cycle control card.
14–14	report classification	Enter user–specified P to designate for official use only–Privacy Act data, U to designate unclassified, O to designate for official use only, or leave blank for no classification.
15–17	Sequence	Enter one of the following user–specified sequence options (b=blank): PPA for the PERSINS processing code, or Mbb for the first position of the mail code, or MCb for the full mail code, or Rbb for major level of the report sequence code; RSb for major and intermediate level of the report sequence code; or RSC for major, intermediate, and minor level of the report sequence code. All blanks or other than the above codes default to the PPA code sequence.
18–18	Intermediate sequence option	Enter 1 for UPC A with page breaks. Leave blank to suppress the intermediate sequence option.
19–22	Annual NCOER date[1]	Enter the desired ending date for an annual NCOER (YYMM). Default to 1 month after the cycle date (YYMM).
23–26	Change of rater NCOER date[1]	Enter the date desired (YYMM) which will be compared with the individual's DLOS, ETS, or DEROS (for overseas units) to generate a change of rater NCOER. Default to 2 months after the cycle date (YYMM).
27–80	Blank	Leave blank.

Notes:
[1] User also supplies NCO evaluation report due date for annual NCO evaluation reports. The evaluation report due date to change of rater NCO evaluation reports and number of copies of NCO evaluation reports desired.

Table 17–38
Schedule card 32 for the AAC–C73, Military Labor report

Record position	Field name	Instructions
01–04	Schedule card	Enter *00S.
05–07	PCN	Enter C73.
08–12	Blank	Leave blank.
13–13	Part paper	Enter user–specified 1, 2, 3, 4, 5, or 6. Any other entry defaults to the part paper in the cycle control card.
14–14	report classification	Enter user–specified P to designate for official use only–Privacy Act data, U to designate unclassified, O to designate for official use only, or leave blank for no classification.
15–18	Mode	Enter one of the following user–specified options: PRNT for printed listing output only, TAPE for magnetic tape output only, or BOTH for printed listings and magnetic tape outputs.
19–80	Blank	Leave blank.

Table 17–39
Schedule card 33 (card 1) for the AAC–C75, Personnel Eligible for Skill Qualification Test

Record position	Field name	Instructions
01–04	Schedule card	Enter *00S.
05–07	PCN	Enter C75.
08–12	Blank	Leave blank.
13–13	Part paper	Enter user–specified 1, 2, 3, 4, 5, or 6. Any other entry defaults to the part paper in the cycle control card.
14–14	report classification	Enter user–specified P to designate for official use only–Privacy Act data, U to designate unclassified, O to designate for official use only, or leave blank for no classification.
15–17	Sequence	Enter one of the following user–specified codes (b=blank) for selected sequence: MCb for mail code option; UPC for UPC option; leave blank for default sequence (name within grade within PMOS within training standards officer within PPA).
18–18	Card number	Enter 1.
19–24	Test beginning date	Enter YYMMDD specified by user.
25–30	Test ending date	Enter YYMMDD specified by user.
31–31	SQTT trans punch	Enter Y for transaction output.
32–80	Blank	Leave blank.

Table 17–40
Schedule card 33 (card 2) for the AAC–C75, Personnel Eligible for Skill Qualification Test

Record position	Field name	Instructions
01–17	Schedule card	Repeat data elements entered in table 17–39.
18–18	Card number	Enter 2.
19–78	Training standards officer (TSO) and originator code	Enter information continuously as follows: three–position TSO followed by a two–position originator code followed by additional TSO and originator codes through position number 78. Use only three of these cards per run.
79–80	Blank	Leave blank.

Table 17–41
Schedule card 33 (card 3) for the AAC–C75, Personnel Eligible for Skill Qualification Test

Record position	Field name	Instructions
01–17	Schedule card	Repeat data elements entered in table 17–39.
18–18	Card number	Enter 3.
19–78	MOSs to be tested	Enter information continuously as follows: four–position MOS followed by additional MOSs through position number 78. Use as many number 3 cards as are needed to fulfill the MOS configuration being tested per run.
79–80	Blank	Leave blank.

Table 17–42
Schedule card 34 for the AAC–C76, Civilian Education Counseling report, part I

Record position	Field name	Instructions
01–04	Schedule card	Enter *00S.
05–07	PCN	Enter C76.
08–12	Blank	Leave blank.
13–13	Part paper	Enter user–specified 1, 2, 3, 4, 5, or 6. Any other entry defaults to the part paper in the cycle control card.
14–14	report classification	Enter user–specified P to designate for official use only–Privacy Act data, U to designate unclassified, O to designate for official use only, or leave blank for no classification.
15–17	Sequence	Enter one of the following user–specified sequence options (b=blank): MCb=mail code; RSC=report sequence code; or all blanks=UPC, record type, name.
18–80	Blank	Leave blank.

Table 17–43
Schedule card 35 (card 1) for the AAC–C77, Civilian Education Counseling report, part II

Record position	Field name	Instructions
01–04	Schedule card	Enter *00S.
05–07	PCN	Enter C77.
08–12	Blank	Leave blank.
13–13	Part paper	Enter user–specified 1, 2, 3, 4, 5, or 6. Any other entry defaults to the part paper in the cycle control card.
14–14	report classification	Enter user–specified P to designate for official use only–Privacy Act data, U to designate unclassified, O to designate for official use only, or leave blank for no classification.
15–17	Sequence	Enter one of the following user–specified options (b=blank): MCb for mail code, or RSC for report sequence code, or all blanks default to sequence UPC, section, and individual name.
18–18	Card number	Enter 1.
19–78	Control MOSs	Enter user–specified four–position MOSs desired for selection to produce part 1, apprenticable MOS recap. A maximum of 15 MOSs per card and a two–card maximum per request.
79–80	Blank	Leave blank.

Table 17–44
Schedule card 35 (card 2) for the AAC–C77, Civilian Education Counseling report, part II

Record position	Field name	Instructions
01–17	Schedule card	Repeat data elements entered in table 17–43.
18–18	Card number	Enter 2.
19–78	Control MOSs	Enter user–specified four–position MOSs desired for selection to produce part II, Enlisted SOCADS MOS recap. A maximum of 15 MOSs per card, and a two–card maximum per request.
79–80	Blank	Leave blank.

Table 17–45
Schedule card 35 (card 3) for the AAC–C77, Civilian Education Counseling report, part II

Record position	Field name	Instructions
01–17	Schedule card	Repeat data elements entered in table 17–43.
18–18	Card number	Enter 3.
19–78	Control MOSs	Enter user–specified four–position MOSs desired for selection to produce part III, Warrant Officer SOCADS MOS recap. A maximum of 15 MOSs per card and a two–card maximum per request.
79–80	Blank	Leave blank.

Table 17–46
Schedule card 36 for the AAC–C78, SPF Data Sampling report

Record position	Field name	Instructions
01–04	Schedule card	Enter *00S.
05–07	PCN	Enter C78.
08–12	Blank	Leave blank.
13–13	Part paper	Enter user–specified 1, 2, 3, 4, 5, or 6. Any other entry defaults to the part paper in the cycle control card.
14–14	report classification	Enter user–specified P to designate for official use only–Privacy Act data, U to designate unclassified, O to designate for official use only, or leave blank for no classification.
15–17	Sequence	Enter one of the following user–specified sequence options (b=blank): MCb for mail code, UPC, MPC; or Rbb for major report sequence code, UPC, MPC; or RSb for major and intermediate report sequence code, UPC, MPC; or RSC for major, intermediate, and minor report sequence code, UPC, MPC; or bbb for default sequence, UPC, MPC, name.
18–29	Last two digits of SSN for	Enter up to six pair of numbers specified by the user and that represent the last selection two digits of SSN of those records to be selected for sampling.
30–80	Blank	Leave blank.

Table 17–47
SPF systematic data sampling matrix

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Category I—identification data												
Name (27 positions)	X	X	X	X	X	X	X	X	X	X	X	X
SSN	X	X	X	X	X	X	X	X	X	X	X	X
Category II—key personnel data												
Grade and grade code	X	X	X	X	X	X	X	X	X	X	X	X
ETS or ESA	X	X	X	X	X	X	X	X	X	X	X	X
UPC	X	X	X	X	X	X	X	X	X	X	X	X
PMOS or PSSI or ASI	X		X		X		X		X		X	
AEA code and year and month	X		X		X		X		X		X	
VRB MOS and VRB year	X		X		X		X		X		X	
SMOS and ASI or alternate SSI	X		X		X		X		X		X	
Duty MOS, SSI, or ASI	X		X		X		X		X		X	

Table 17–47
SPF systematic data sampling matrix—Continued

SPAY status		X		X		X		X		X		X
SPAY1, SPAY2		X		X		X		X		X		X
IPAY1, IPAY2		X		X		X		X		X		X
DOR		X		X		X		X		X		X
Area current or last foreign service tour			X				X				X	
DEROS or DROS				X				X				X
				Category III—miscellaneous data								
RACE and EGD		X		X		X		X		X		X
Religious denomination		X				X				X		
CONUS area of preference				X				X				X
Anticipated date of loss	X				X				X			
General technical aptitude score (enlisted)	X				X				X			
Service component	X				X				X			
PEBD	X				X				X			
				Category I—identification data								
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
BASD	X				X				X			
Citizenship status	X				X				X			
Term of service		X				X				X		
Civilian education		X				X				X		
Year, month last permanent change of station		X				X				X		
NCO education		X				X				X		
Sex			X				X				X	
Number of dependents			X				X				X	
Area last combat tour			X				X				X	
Marital status			X				X				X	
Field–determined personnel security status			X				X				X	
Personnel reliability program assignment status			X				X				X	
Control branch				X				X				X
Date of birth				X				X				X
Physical category or PULHES				X				X				X
First language identity or second language identity				X				X				X
Overseas assignment preference 1, 2, 3				X				X				X

Table 17–48
Schedule card 37 for the AAC–C79, Assignment Instruction File Listing

Record position	Field name	Instructions
01–04	Schedule card	Enter *00S.
05–07	PCN	Enter C79.
08–12	Blank	Leave blank.
13–13	Part paper	Enter user–specified 1, 2, 3, 4, 5, or 6. Any other entry defaults to the part paper in the cycle control card.
14–14	report classification	Enter user–specified P to designate for official use only–Privacy Act data, U to designate unclassified, O to designate for official use only, or leave blank for no classification.
15–80	Blank	Leave blank.

Table 17–49
Schedule card 38 for the AAC–C80, Requisition Status report

Record position	Field name	Instructions
01–04	Schedule card	Enter *00S.
05–07	PCN	Enter C80.
08–12	Blank	Leave blank.
13–13	Part paper	Enter user–specified 1, 2, 3, 4, 5, or 6. Any other entry defaults to the part paper in the cycle control card.
14–14	report classification	Enter user–specified P to designate for official use only–Privacy Act data, U to designate unclassified, O to designate for official use only, or leave blank for no classification.
15–17	Sequence	Enter one of the following user–specified options (b=blank): PPA for PERSINS processing code, Mbb for first position of mail code, MCb for full mail code, Rbb for major level of report sequence code, RSb for major and intermediate level of report sequence code, RSC for major, intermediate, and minor level of report sequence code, or all blanks or other than the above codes default to PPA code sequence.
18–18	Intermediate sequence option	Enter one of the following user–specified options: 1 for UPC A with page breaks or 2 for UPC A without page breaks.
19–80	Blank	Leave blank.

Table 17–50
Schedule card 39 for the AAC–C82, SPF Edit report

Record position	Field name	Instructions
01–04	Schedule card	Enter *00S.
05–07	PCN	Enter C82.
08–12	Blank	Leave blank.
13–13	Part paper	Enter user–specified 1, 2, 3, 4, 5, or 6. Any other entry defaults to the part paper in the cycle control card.
14–14	report classification	Enter user–specified P to designate for official use only–Privacy Act data, U to designate unclassified, O to designate for official use only, or leave blank for no classification.
15–17	Sequence	Enter one of the following user–specified codes for type sequence (b=blank): MCb for full mail code; Mbb for first position of mail code; Rbb for major level report sequence code; RSb for major and intermediate level report sequence code; RSC for major, intermediate, and minor level report sequence code; or blanks for fixed sequence only. (Fixed sequence is name within MPC.)
18–20	Intermediate	Enter UPC for intermediate sequence option sequence of UPC break. All blanks suppress this intermediate sequence option.
21–80	Blank	Leave blank.

Table 17–51
Schedule card 40 for the AAC–C84, Suspected Duplicate Records

Record position	Field name	Instructions
01–04	Schedule card	Enter *00S.
05–07	PCN	Enter C84.
08–12	Blank	Leave blank.
13–13	Part paper	Enter user–specified 1, 2, 3, 4, 5, or 6. Any other entry defaults to the part paper in the cycle control card.
14–14	report classification	Enter user–specified P to designate for classification official use only–Privacy Act data, U to designate unclassified, O to designate for official use only, or leave blank for no classification.
15–80	Blank	Leave blank.

Table 17–52
Schedule card 41 for the AAC–C86, Malslotted Personnel report

Record position	Field name	Instructions
01–04	Schedule card	Enter *00S.
05–07	PCN	Enter C86.
08–12	Blank	Leave blank.
13–13	Part paper	Enter user–specified 1, 2, 3, 4, 5, or 6. Any other entry defaults to the part paper in the cycle control card.
14–14	report classification	Enter user–specified P to designate for official use only–Privacy Act data, U to designate unclassified, O to designate for official use only, or leave blank for no classification.
15–17	Sequence	Enter one of the following user–specified codes for type sequence (b=blank): MCb for mail code, UPC, MPC; or Rbb for major level report sequence code, UPC, MPC; or RSb for major and intermediate level report sequence code, UPC, MPC; or RSC for major, intermediate, and minor level report sequence code, UPC, MPC; or blanks for default sequence, UPC, MPC, grade.
18–80	Blank	Leave blank.

Table 17–53
Schedule card 42 for the AAC–C87, Personnel Qualification Record, part I, DA Form 2A, Promotion

Record position	Field name	Instructions
01–04	Schedule card	Enter *00S.
05–07	PCN	Enter C87.
08–12	Blank	Leave blank.
13–13	Part paper	Enter user–specified 1, 2, 3, 4, 5, or 6. Any other entry defaults to the part paper in the cycle control card.
14–14	report classification	Enter user–specified P to designate for official use only–Privacy Act data, U to designate unclassified, O to designate for official use only, or leave blank for no classification.
15–17	Sequence	Enter MCb for user optional mail code major sequence, or leave blank for fixed sequence, UPC1, name (b=blank).
18–18	Grade	Enter user–specified 6, 7, or 8 for the current pay grade of the individual being considered for promotion.
19–24	Date of rank	Enter user–specified date (YYMMDD). Individuals with a DOR less than or equal to this date are selected.
25–79	Local data spacing	For spacing local data, enter in columns 25–26 the number of characters (group 1) to be printed before spacing one space, number of group 2 in columns 27–28; and so on. If local data on the SPF is in a contiguous character format (all fields together with no embedded spaces) and if spaces are wanted when the data is printed, the length of the field (such as 07 for phone number first field) is entered in positions 25–26. For example, first data field is seven–position phone number if SPF positions 1–7, followed by ten–position name in positions 8–17, followed by 23–position address in positions 18–40. To print these data fields separated by a space, enter 071023 in columns 25–30. The result will appear as XXXXXXX XXXXXXXXXX XXXXXXXXXXXXXXXXXXXXXXX. If local data elements have embedded spaces on the SPF, enter the total number of positions to be displayed, that is, 40 in columns 25–26.
80–80	Blank	Leave blank.

Table 17–54
Schedule card 43 for the AAC–C93, Personnel Qualification Record, part I, DA Form 2A, DA Form 2B, and DA Form 2C

Record position	Field name	Instructions
01–04	Schedule card	Enter *00S.[1]
05–07	PCN	Enter C93.
08–12	Blank	Leave blank.
13–13	Part paper	Enter user–specified 1, 2, 3, 4, 5, or 6. Any other entry defaults to the part paper in the cycle control card.
14–14	report classification	Enter user–specified P to designate for official use only–Privacy Act data, U to designate unclassified, O to designate for official use only, or leave blank for no classification.
15–17	Sequence	Enter user–specified option (b=blank): MCb for mail code optional major sequence, or leave blank for fixed sequence that is officers (MPC=O, W); enlisted (MPC=E) (grades E6–E9, grades E1–E5); UPC; name.
18–18	Selection code	User–specified selection code. Enter A to bypass the birth month and SSN portion of the record selection criteria. Enter 2 to select two–times–per–year option. Enter 4 to select four–times–per–year option.

Table 17–54
Schedule card 43 for the AAC–C93, Personnel Qualification Record, part I, DA Form 2A, DA Form 2B, and DA Form 2C—Continued

Record position	Field name	Instructions
19–80	Local data	User–specified. For spacing local data, spacing enter in columns 19–20 the number of characters (group 1) to be printed before spacing one space, number of group 2 in columns 21–22; and so on. If local data on SPF are in a contiguous character format (all fields together with no embedded spaces) and spaces are wanted when the data are printed, the length of the field (that is, 07 for phone number first field) is entered in positions 19–20. For example, first data field is seven–position phone number in SPF positions 1–7, followed by ten–position name in positions 8–17, followed by 23–position address in positions 18–40. To print these data elements separated by a space, enter 071023 in columns 19–24. The result appears as XXXXXXX XXXXXXXXXX XXXXXXXXXXXXXXXXX–XXXXXX. If local data elements have embedded spaces on the SPF, enter the total number of positions to be displayed, that is, 40 in columns 19–20.

Notes:
[1] Whenever schedule card 43 is used to request AAC–C93, DA Form 2A, Reconciliation, DA Form 2B, and DA Form 2C schedule card 20, must also be used to request AAC–C94, Reconciliation Listing.

Table 17–55
Reconciliation schedule

If operating mode is	and audits are done	and the cycle month is	the DA Form 2A, DA Form 2B, and DA Form 2C are produced for soldiers with
Peacetime	four times each year	Jan, Apr, Jul, or Oct	birth months of Jan, Apr, Jul, and Oct
		Feb, May, Aug. or Nov	birth months of Feb, May, Aug, and Nov
		Mar, Jun, Sep, or Dec	birth months of Mar, Jun, Sep, and Dec
	two times each year	Jan or Jul	Jan and Jul
		Feb or Aug	Feb and Aug
		Mar or Sep	Mar and Sep
		Apr or Oct	Apr and Oct
		May or Nov	May and Nov
		Jun or Dec	Jun and Dec
Wartime	four times each year	Jan, Apr, Jul, or Oct	last SSN digit of 0, 1, and 2
		Feb, May, Aug, or Nov	last SSN digit of 3, 4, 5, and 6
		Mar, Jun, Sep, or Dec	last SSN digit of 7, 8, and 9
	two times each year	Jan or Jul	0 and 1
		Feb or Aug	2 and 3
		Mar or Sep	4
		Apr or Oct	5 and 6
		May or Nov	7 and 8
		Jun or Dec	9

Table 17–56
Schedule card 44 to specify sequence, part paper, and local data spacing requirements for PCN P71 and P73

Record position	Field name	Instructions
01–04	Parameter card	Enter *00P.
05–09	Literal	Enter BRIEF.
10–12	Blank	Leave blank.
13–13	Part paper	Enter user–specified 2 or 4.
14–14	Sequence	Enter X for mail code sequence, or leave blank for fixed sequence or as specified by the user.

Table 17–56
Schedule card 44 to specify sequence, part paper, and local data spacing requirements for PCN P71 and P73—Continued

Record position	Field name	Instructions
15–80	Local data spacing	Specified by the user. For spacing local data, enter in columns 15–16 the number (two digits) of characters (group 1) to be printed before spacing one space, number for group 2 in columns 17–18, number for group 3 in columns 19–20, and so on. If local data on SPF are in a contiguous character format (all fields together with no embedded spaces) and if spaces are wanted when the data are printed, the length of the field (that is, 07 for phone number–first field) is entered in positions 15–16. For example, first data field is seven–position phone number in SPF local data positions 1–7, followed by ten–position name in local data positions 8–17, followed by 23–position address in positions 18–40. To print these data fields separated by a space, enter 071023 in columns 15–20. The result is XXXXXXX XXXXXXXXXX XXXXXXXXXXXXXXXXXXXXXXX. If local data elements have embedded spaces on the SPF, enter total number of positions to be displayed. For example, to display 40 positions of SPF local data with embedded spaces, enter 40 in columns 15–16.

Table 17–57
Schedule card 45 for the AAC–M05, MOS Master File Listing

Record position	Field name	Instructions
01–04	Schedule card	Enter *00M.
05–07	PCN	Enter M05.
08–12	Blank	Leave blank.
13–13	Part paper	Enter user–specified 1, 2, 3, 4, 5, or 6. Any other entry defaults to the part paper in the cycle control card.
14–80	Blank	Leave blank.

Chapter 18
Feedback Notices

18–1. Processing and correcting

a. This chapter provides general guidance to the PAS for processing and correcting PERSCOM and JUMPS feedback notices that are sent to SIDPERS activities. Each type of feedback is discussed in detail in later chapters. These notices are categorized by reconciliations (FID 2), receipts (FIDs 3 and S), changes (FID T), PERSCOM errors (FID V), and JUMPS errors (FID Y). See AR 600–8–23 for a generalized discussion of system interfaces between PERSCOM and SIDPERS activities.

b. Table 18–1 identifies, by feedback transaction—

(1) Type of action.
(2) Whether SIDPERS can resolve the situation automatically.
(3) FID.
(4) SIDPERS report involved.
(5) PERSCOM file affected (OMF or EMF).
(6) Wartime processing availability.
(7) JUMPS MMPF.

18–2. Duties of the Personnel Automation Section analyst

The PAS data analyst should review the AAC–P01, AAC–P17, AAC–P19, AAC–P21, AAC–P49, AAC–P50, AAC–P51, AAC–P54, AAC–P55, AAC–P56, AAC–P57, AAC–P58, AAC–P59, AAC–P60, AAC–P61, and AAC–P84 reports each cycle for PERSCOM and JUMPS feedback notices. Processing these notices has considerable effect on SIDPERS, and the PAS analyst determines what action has occurred and notifies responsible personnel. Upon receipt of a PERSCOM error notice, the analyst reviews the AAC–P17 report to determine the cycle in which the transaction was generated to PERSCOM. This review facilitates identification of discrepancies. Resources pertaining to JUMPS feedback notices are discussed in chapter 24.

18–3. Assistance in resolving feedback notices

The research sources available to the PAS analyst when attempting to resolve PERSCOM feedback notices are discussed in*a* through *h* below.

a. Personnel Transaction Register by Unit (AAC–P01). The AAC–P01 report should be reviewed each cycle by the PAS analyst to determine receipt of PERSCOM feedback notices. Notices are readily recognized by the FID code (2, 3,

S, T, or V) in position 119 of the AAC–P01 report. The PAS analyst and Personnel Service Company clerks review the AAC–P01 report to determine the effect that the processed feedback notices have had on the SPF and what, if any, input needs to be prepared by the PAS analyst. In addition, the PAS analyst resolves the unprocessed notices. If the same feedback notice appears in positions 124 through 127 of the AAC–P21 report and in positions 82 through 95 of the AAC–P01 report, the AAC–P01 report does not need to be worked.

b. Cyclic DA Transaction Listing (AAC–P17). The AAC–P17 report is used by the PAS analyst to identify to PERSCOM the original input that caused the feedback notice. It is most often used to resolve error notice FID V. Positions 61 through 62 of this report correspond with positions 9 through 10 of the error notice. Positions 74 through 78 on both reports agree.

c. DA Error Notices Listing, part I, Automatically Resolved DA Error Notices (AAC–P19). The AAC–P19 report is used by the PAS analyst to determine those feedback notices that were automatically resolved. This automatic resolution may be in the form of a generated transaction to PERSCOM or an internal adjustment to the SPF. An automatic resolution is shown on the line below the error notice and is identified by SIDPERS CORRECTED REPLY. (See table 18–1.)

d. DA Error Notice Listing, part II, Unresolved DA Error Notices (AAC–P21). The AAC–P21 report reflects unresolved error notices processed in cycles that could not be automatically resolved. The PAS analyst researches these errors, determines the reason for rejection by PERSCOM, and takes corrective action. Corrective action may be a SIDPERS transaction or a pass record (FID K) depending on whether the SPF must be changed. Two punch card outputs are produced with the AAC–P21 report; one output is the mirror image of the error notice received from PERSCOM, and the other output is the error delete card. The AAC–P21 report and cards are explained in more detail in chapter 19.

e. DA Inquiry report (AAC–P47). The AAC–P47 report identifies a PERSCOM response (type transaction 41) to a previously submitted SIDPERS inquiry (type transaction 40). The report is published in two parts: matched identifies SIDPERS inquiries that matched a OMF or EMF record, and unmatched identifies SIDPERS inquiries that did not match an OMF or EMF record. This report is used by the PAS analyst and Personnel Service Company clerks to identify differences between the PERSCOM file and SIDPERS. The Personnel Service Company clerk may need to submit transactions to update the SPF, or the PAS analyst may use the pass record (FID K) to change the PERSCOM file.

f. CT Transaction Error Detected at Activity (PPA code) (AAC–P77). The AAC–P77 report identifies CT notices that failed validity edits, that is, essential checks on name, SSN, MPC, UPC, or notification (inquiry) code. One copy of this report and its card output are sent to Commander, PERSINSCOM, ATTN: ASQNI–ASM, 200 Stovall Street, Alexandria, VA 22332-1500. One copy of DA Form 200 (Transmittal Record), used to transmit the report, is maintained on file with the AAC–P77 report at the PAS.

g. CT Transaction Turnaround (AAC–P79). The AAC–P79 report is produced as punched cards only if an incoming CT notice was unmatched to the SPF on SSN or was matched to the SPF on SSN with RSC code Y.

h. report of Change Notice (AAC–P85). The AAC–P85 report reflects officer transactions pertinent to the officer record brief that processed during the current cycle. It may be used as a point of reference between the PAS analyst and the Personnel Service Company clerk to identify and resolve feedback notices.

Table 18–1
PERSCOM feedback to local SIDPERS activity

Type transaction	Automatic resolution	Purpose	FID	Local output report	File affected
41 [1]	YES	Respond to a SIDPERS INQY (FID 9)	2	P-47, P-19 part I	OMF or EMF
SA	YES or NO	Inquiry to PAS. Questionable SPF data elements (DROS, DEROS, DMOS, ETS)	2	P-01, P-19 part I	EMF
SS	YES or NO	Inquiry to PAS. Questionable strength data or lack of input within specific time	2	P-01, P-19 part I	OMF or EMF
RA [1]	YES or NO	Advise PAS that certain transactions have processed at PERSCOM (accession, immediate enlistment or reenlistment or extension)	3	P-01, P-19 part I	OMF or EMF
RS	YES or NO	Verification of loss to Army processed (N or P series), individual record deleted	3	P-01, P-19	OMF or EMF

Table 18–1
PERSCOM feedback to local SIDPERS activity—Continued

Type transaction	Automatic resolution	Purpose	FID	Local output report	File affected
NA, NB, NC, NF, NG, or NJ [1]	YES or NO	SEP transaction from another PPA processed individual record (Officer only) deleted from EMF or OMF	3	P-01, P-19 part I	OMF or EMF
PA, PB, PC, PD, PE, PH, or PK	YES or NO	DFR transaction processed while individual was being carried INTRA. Record now deleted from EMF or OMF	3	P-01, P-19 part I	OMF or EMF
NN [1]	YES or NO	Transaction received at PERSCOM that matches an inactive OMF record	3	P-01, P-19 part I	OMF
A2, A7, or B2 [1]	YES or NO	Servicing of individual has been assumed due to intact unit transfer	3	P-01, P-19 part I	OMF or EMF
45 [1]	YES or NO	DPRT transaction processed and accountability for individual transferred to CTAS	3	P-01	OMF or EMF
46 [1]	YES or NO	Erroneous departure transaction	3	P-01	OMF or EMF
47 [1]	YES or NO	ARR transaction processed with another PPA assuming accountability	3	P-01	OMF or EMF
RD [1]	NO	Update blank data elements on local SPF	S	P-01	OMF or EMF
RG [1]	YES or NO	PERSCOM initiated and processed a report of death (DD Form 1300)	T	P-01, P-21 part II or P-19 part I	OMF or EMF
RI [1]	NO	PERSCOM initiated and processed a Regular Army appointment	T	P-01	OMF
RR	YES or NO	Initiated and processed an officer retirement	T	P-01, P-19 part I or P-21 part II	OMF
RV	YES or NO	Notification of an officer retirement revocation	T	P-01, P-19 part I or P-21 part II	OMF
RT [1]	YES or NO	PERSCOM initiated and processed an AA strength loss N-series, and the OMF or EMF record was deleted	T	P-01, P-19 part I or P-21 part II	OMF or EMF
SB [1]	NO	PERSCOM initiated and processed an administrative miscellaneous change or correction	T	P-01	EMF
S9	NO	PERSCOM processed enlisted evaluation and/or enlistment bonus data change	T	P-01	EMF
1X [1]	NO	PERSCOM initiated and processed a centralized promotion or reduction	T	P-01	EMF
3C [1]	NO	PERSCOM initiated and processed and input to correct an erroneous service component	T	P-01	OMF
5G-P [1]	NO	PERSCOM made name change in input so that transaction would process, or type transaction VV was received and OMF or EMF had VSSSN B, R, or V	T	P-01	OMF or EMF
5C [1]	NO	Officer miscellaneous data change or correction	T	P-01	OMF
5D [1]	NO	Officer miscellaneous correction	T	P-01	OMF
5F	NO	PERSCOM processed a change to individual's BASD or PEBD from DFAS-IN and forwarded type transaction 5F to change SIDPERS	T	P-01, P-84	OMF or EMF

Table 18–1
PERSCOM feedback to local SIDPERS activity—Continued

Type transaction	Automatic resolution	Purpose	FID	Local output report	File affected
5G-2 [1]	NO	SSN matched, name unmatched, or SSN duplicates another name on OMF or EMF	V	P-21 part II	OMF or EMF
5W [1]	NO	Additional pay transaction (type transaction W5) organizational data inconsistent with organizational data on OMF	V	P-21 part II	OMF
5X or 56 [1]	NO	Officer or enlisted name change or correction	T	P-01	OMF or EMF
5Y or 57 [1]	NO	Officer or enlisted SSN change or correction	T	P-01	OMF-EMF
5Z [1]	NO	Officer or enlisted VSSSN change	T	P-01	OMF or EMF
6E [1]	NO	Officer grade change correction other than promotion or demotion	T	P-01	OMF
6J or 6K [1]	NO	Officer promotion or demotion	T	P-01	OMF
9J [1]	NO	Officer miscellaneous data change or correction	T	P-01	OMF
AA [1]	NO	Unacceptable data and blank data elements (typ transaction H)	T	P-21 part II	EMF
AB [1]	NO	Unacceptable and/or blank data elements in type transaction H1, H3, H4, or H7	V	P-21 part II	EMF
AC [1]	NO	Unacceptable and/or blank data elements in SEP, DECD, FENL, or DFR, N or P series transaction	V	P-21 part II	EMF
AD [1]	NO	Second accession transaction (H or G series) received (other than type transaction HE)	V	P-21	OMF or EMF
AE-3[1]	NO	Officer transaction with invalid MPC	V	P-21 part II	OMF
AE-7 [1]	NO	Officer or enlisted transaction input unmatched to OMF or EMF on SSN	V	P-21	OMF or EMF
AE-8 [1]	YES or NO	Officer or enlisted transaction rejected due to previously processed loss to AA strength (SEP, DFR, N or P series transaction)	V	P-19 part I or P-21 part II	OMF or EMF
AW-A [1]	NO	Enlisted AWOL processed after ARR to a different unit with effective date equal to or later than AWOL effective date	V	P-21 part II	EMF
AW-D [1]	NO	Enlisted ARR processed after AWOL. ARR date was equal to or later than AWOL date	V	P-21 part II	EMF
AW-S [1]	NO	Enlisted ARR processed after AWOL. ARR data earlier than AWOL but later than departure effective date	V	P-21 part II	EMF
ME-2 [1]	NO	Officer or enlisted type transaction NH, P-series, UH, 2A, 2J, or 2M. Rejected because PPA input does not match OMF or EMF PPA	V	P-21 part II	OMF or EMF
N1 [1]	NO	Enlisted type transaction S1 rejected because of unacceptable and/or blank data elements	V	P-21 part II	EMF
SE [1]	NO	Officer or enlisted type transaction UU with unacceptable data and/or blank data or essential error	V	P-21	OMF or EMF

Table 18–1
PERSCOM feedback to local SIDPERS activity—Continued

Type transaction	Automatic resolution	Purpose	FID	Local output report	File affected
UA	NA	Response to DA Inquiry type transaction SA	NA [2]	P-17	EMF
US	NA	Response to DA Inquiry type transaction SS	NA [2]	P-17	OMF or EMF
XD [1]	NO	Officer miscellaneous transaction with unacceptable data, but was processed after data changed or corrected	V	P-21 part II	OMF or EMF
XE [1]	NO	Officer or enlisted miscellaneous transaction with unacceptable data and/or blank data or essential error	V	P-21 part II	OMF or EMF
XF [1]	NO	Enlisted SMOS and/or promotion MOS (34 type transaction) contains unacceptable or blank data	V	P-21 part II	EMF
XU [1]	NO	Unacceptable and/or blank nonessential data, MA or PRIDE audits or master file processing	V	P-21 part II P-22 part III	OMF or EMF
X4 [1]	NO	DPRT, REVD, or ARR (type transaction 45, 46, or 47,) rejected due to essential error	V	P-21 part II	EMF
Y5	NO	Enlisted or officer grade change with inconsistent, erroneous, or incomplete data	Y	P-51	OMF or EMF
Y6	NO	Advises SIDPERS what batches have been received at DFAS-IN (JUMPS) and what batches are missing	Y	P-50	None
ZB [1]	NO	Transaction organizational data inconsistent with data on OMF (type transaction F9)	V	P-21 part II	OMF
ZC [1]	YES or NO	Blank, erroneous, or unmatched organizational data on the OMF or EMF	V	P-19 part I or P-21 part II	OMF or EMF
ZF [1]	NO	Organizational data in type transaction 45, 46, A2, A7, or B2 are inconsistent with data on the OMF or EMF	V	P-21 part II	OMF or EMF
ZG [1]	NO	Accession rejected due to previously processed accession (type transaction HE) as an advance party member (ARNG or USAR)	V	P-21 part II	OMF or EMF

Notes:
[1] Peace and Wartime operating mode only.

Chapter 19
Error Notices

19–1. Scope

This chapter describes record formats for PERSCOM error notices. These notices are generated to identify error conditions that were detected when the input transactions were edited or when the transactions were later processed for the OMF or EMF update.

a. Error notices are generated from PERSCOM to SIDPERS during validity editing of input transactions or when a transaction attempts to process (update) the EMF or OMF. Error notices are also generated during the MA (records 1 and 2) and personnel research information data extract (PRIDE) audit and during month–end processing of the EMF or OMF. These types of notices appear on the AAC–P21 report. They may also contain an additional error mnemonic in positions 124 through 127 that was generated when the record was entered into the SIDPERS cycle. Such errors are caused by unmatched or incompatible conditions between the PERSCOM notice and SPF SSN, name, or MPC.

b. All PERSCOM error notices are entered into the SESF and must be cleared when the error conditions are resolved. An error control number is assigned by the system and is printed on each error notice appearing on the

AAC–P21 report. Error control numbers must be deleted to remove the notice from the SESF. The error notice must be resolved before the error control number is deleted.

c. In addition to the AAC–P21 report and the SPF compatibility printline, analysts may need to refer back to the AAC–P17 report to identify the original input to PERSCOM that resulted in the error notice. Print positions 13 and 14 on the AAC–P21 report provide the type of transaction and correspond with positions 61 and 62 on the AAC–P17 report. Positions 70 and 71 on the AAC–P17 report (print positions 87 and 88 on the AAC–P21 report) identify the SIDPERS shipment control cycle number.

d. Print positions indicate where specific information can be found on the AAC–P21 report. The print positions on the figures in this chapter facilitate the use of the compatibility print ruler. Figures 19–1 through 19–24 show the format of the error notices as shown on the AAC–P21 report.

19–2. Types of errors

Input transaction errors result from incorrect data characters, blank data elements when data are required, or data that are incompatible with other data in the input transaction or on the OMF or EMF. Error conditions are labeled nonessential or essential; the results are described in a and b below.

a. In nonessential errors, some input transaction data are rejected, but the remaining data for the OMF or EMF update are accepted. This concept is most significant when input transactions affect personnel strength of the Active Army and its units, such as strength accessions, strength losses, reassignment departures, and reassignment arrivals. Although these input transactions for the OMF or EMF update are accepted, nonessential errors still need to be resolved by SIDPERS.

b. Essential errors can cause total rejection of input transaction data from further PERSCOM processing.

19–3. Error notification codes

Error notification codes applicable to PERSCOM error notices are further defined in AR 680–29, chapter 4.

19–4. SIDPERS follow-up actions

a. It is impractical to set an Army–wide standard for completing SIDPERS follow-up action on PERSCOM error notices. However, it is important that the notices be resolved in the shortest possible time to prevent rejection of future valid transactions and an unnecessary buildup of error conditions. Unresolved error notices result in—

(1) Exceptions to database reconciliations.

(2) Inaccurate strength statistics.

(3) Increased workload in researching error conditions.

(4) Increased computer run time.

b. When PERSCOM error notices are resolved, priority is given to those that affect personnel strength of the Active Army and its units, including strength accessions, strength losses, reassignment departures, and reassignment arrivals.

c. When follow-ups require that initial input transactions be resubmitted or revoked, the appropriate record format in chapter 22 will apply with the following exceptions—

(1) Pass records require RIN M for officers and RIN K for enlisted personnel.

(2) The full input transaction is not required if the record formats specify ‘control data.’ Control data consist of—

(a) Individual’s name, MPC, and SSN.

(b) RIG and RIN.

(c) SCN.

(d) Sending and receiving PPA.

(e) PUD and DD.

(f) Unit status code and command assignment code when applicable.

19–5. Errors common to error notices

a. Three essential errors are possible (xUNM (unmatched), xMPC, and xNME (name)) and may occur when PERSCOM error notices are entered into SIDPERS. These errors and their resolutions are discussed in (1) through (3) below.

(1) *Error mnemonic xUNM.* Compare the SSN in the transaction with the latest alpha roster (AAC–C11) to determine if there is a similar SSN on the SPF. If so and if the name matches, change the original input type transaction to agree with the SSN on the SPF, and resubmit the transaction as a pass record to PERSCOM. In addition, check for a SSN change on the individual that may have processed between the time the original transaction was sent to PERSCOM and the error notice was received. If no similar SSN can be found, disregard the error notice. Annotate the AAC–P21 report with action taken. This error does not generate an SPF compatibility printline.

(2) *Error mnemonic of xMPC.* Contact the Personnel Service Company to determine the correct MPC. If the MPC on the SPF is correct and agrees with the MPC in the error notice, delete the individual from erroneous PERSCOM OMF or EMF then access to the appropriate PERSCOM file. This action may be accomplished by submitting type transaction NB and HU as a pass record using information provided by the Personnel Service Company on DD Form

4/1 and 4/2 (Enlistment/Reenlistment Document–Armed Forces of the United States) or order to active duty. However, if the SPF and error notice are incorrect, the record is deleted from the SPF by processing an ADMD transaction and then added to the SPF by processing an ADMA transaction with the correct MPC. Before processing the ADMD transaction, process an INQY transaction to extract the information on file to be used when the ADMA transaction is prepared. After the SPF is corrected, change the MPC in the original input type transaction, and resubmit it as a pass record to PERSCOM. Return to the error notice. This error generates an SPF compatibility printline.

(3) *Error mnemonic of xNME.* Error mnemonic xNME usually indicates that the name on the SPF was changed between the time original input transaction was processed to PERSCOM and the time the error notice was received. Determine if a NAME or LNAM transaction did process.

(a) If a name change transaction was submitted before this notice was received but after the effective date of the original input transaction (print positions 73 through 78 of the AAC–P21 report), change the original input to agree with the SPF, and resubmit it.

(b) If a name change transaction was submitted before the notice was received and before the effective date of the original input, the change was possibly rejected or processed incorrectly. Check for other PERSCOM error notices or change notices. Submit type transaction VV (change or correction to name or SSN) or VL (legal name change) as a pass record transaction depending on the purpose of the original name change. Change the original input to agree with the SPF, and resubmit it as a pass record.

(c) If a name change transaction was not processed, have the Personnel Service Company check DD Form 4 to determine the correct name. If the name agrees with the SPF record, submit type transaction VV as a pass record to process at PERSCOM. Resubmit the original input as a pass record.

(d) If the name on the Personnel Service Company record does not agree with the SPF record, submit a NAME or LNAM transaction as applicable to correct the discrepancy. Correct and resubmit the original input as a pass record after the SIDPERS transaction processes. Return to the error notice.

b. If the RSC is Y, contact the Personnel Service Company or unit to determine if the individual is currently present or should be accounted for. If the individual is not present or should not be accounted for, process a RTDR transaction. If the individual should be accounted for, an ARR or ASNJ transaction must be processed with an arrival date equal to or earlier than the date of the rejected transaction, and the reporting date must equal the reporting date or arrival date in the error notice. Resubmit the original input after the SIDPERS transaction has processed, and annotate the AAC–P21 report to show all actions taken.

c. If the RSC is X, contact the Personnel Service Company or unit to determine if the individual is currently present and should be accounted for. If RSC X is correct, no further action is required, but the error control number must be deleted. If RSC X is incorrect, process the appropriate SIDPERS transaction(s) to correct the RSC. Resubmit the original input as a pass record after the SIDPERS transaction has processed, and annotate AAC–P21 report with all actions taken.

19–6. Error notice AA

Error notice AA (enlisted accession to Active Army strength) is generated from PERSCOM to SIDPERS when an error or unacceptable condition is detected in type transaction HH forwarded from SIDPERS to PERSCOM. Error notice AA displays blank or unacceptable data; however, correct information contained on type transaction HH processes to the EMF. See figure 19–1 for an example of error notice AA.

a. To resolve error notice AA, use the AAC–P17 and AAC–P21 reports. Print positions 61 and 62 on the AAC–P17 report identify the original input transaction (HH) that generated the error notice AA. Print positions 13 and 14 on the AAC–P21 report indicate that type transaction HH generated the error.

b. Compare print positions 87 and 88 (SCN of the original input) on the AAC–P21 report and print positions 70 and 71 (SCN) on the AAC–P17 report. Unacceptable or erroneous data on type transaction HH are displayed on error notice AA, and blank data elements are reflected by a + or & in the low–order position (last position) of the data elements.

c. Error notice AA appears on the AAC–P21 report with error mnemonic xUNM in print positions 124 through 127 to indicate that the SSN present in the error notice (print positions 24 through 32 on the AAC–P21 report) did not match a SSN on the SPF. For this error, there is no compatibility printline because no SPF record was located.

(1) Compare the SSN and name in the error notice with the latest AAC–C11 to determine if there is a similar SSN or name on the SPF.

(2) If a similar SSN is on the SPF and if the name in the error notice matches the name on the AAC–C11 report, check if a FID X SSAN transaction was processed for the individual. Proceed as described in (a) through (f) below.

(a) If a SSAN transaction was processed before error notice AA was received and after the effective date of the original input (print positions 73 through 78 on the AAC–P21 report), change the original input transaction SSN to agree with the SSN on the SPF, and resubmit it as a pass record.

(b) If a SSAN transaction was processed before error notice AA was received and before the effective date of the original input (print positions 73 through 78 on the AAC–P21 report), submit type transaction VV as a FID K pass record. Resubmit the original input transaction as a pass record.

(c) If a SSAN transaction was not processed, contact the Personnel Service Company or unit to determine the correct SSN.

(d) If the SSN on the AAC–C11 report is correct, submit type transaction VV as a FID K pass record. Resubmit the original input transaction as a pass record.

(e) If the SSN in the individual's MPRJ (DD Form 4) does not agree with the SSN on the AAC–C11 report and if the SSN on the SPF is incorrect, submit a SSAN transaction to correct the SSN on the SPF. Correct and resubmit the original input transaction as a pass record after the SSAN transaction has processed.

(f) If no similar SSN or name is located, delete the error control number, and annotate the AAC–P21 report with all actions taken.

d. Error notice AA appears on the AAC–P21 report with error mnemonic xNME present in print positions 124 and 127 to indicate that the individual's name on the SPF was changed between the time that the original input transaction was processed at PERSCOM and the time the error notice was received.

(1) Determine if a FID X NAME or LNAM transaction processed.

(2) If a NAME or LNAM transaction was processed before error notice AA was received, but after the effective date of the original input (print positions 73 through 78 on the AAC–P21 report), change the original input transaction name to agree with the SPF name, and resubmit it as a pass record.

(3) If a NAME or LNAM transaction was processed before error notice AA was received and before the effective date of the original input (print positions 73 through 78 on the AAC–P21 report), submit type transaction VV or VL as a FID K pass record, depending on the purpose of the original name change. Resubmit the original input as a pass record.

(4) If a NAME or LNAM transaction has not processed, contact the Personnel Service Company or unit to determine the correct name. If the name in the MPRJ (DD Form 4) agrees with the SPF record, submit type transaction VV as a FID K pass record. Resubmit the original input transaction as a pass record. If the name in the MPRJ (DD Form 4) does not agree with the SPF record, submit a NAME or LNAM transaction to correct the discrepancy. Correct and resubmit the original input transaction as a pass record after the NAME or LNAM transaction has processed.

e. Error notice AA appears on the AAC–P21 report with error mnemonic xMPC in print positions 124 through 127 to indicate that the MPC present in the error notice (print position 23 on the AAC–P21 report) did not match the SPF MPC (position 8 on the compatibility printline). Contact the Personnel Service Company or unit to determine correct MPC.

(1) If the SPF MPC is correct, based on DD Form 4/1 and 4/2 or order to active duty, submit type transaction NB (relief from active duty) as a FID K pass record to PERSCOM. This action deletes the record from the EMF or OMF.

(a) In the next cycle, process type transaction HU (ordered voluntarily into active military service as an individual) as a FID K pass record to PERSCOM. This action adds the individual's record with the correct MPC to the EMF or OMF. This transaction should be dated later than type transaction NB.

(b) Process type transaction UK (enlisted accession to Active Army Strength, supplemental record) as a FID K pass record with type transaction HU to ensure that the individual's name is reported up through the DOD standard maximum of 27 characters.

(c) After the EMF or OMF is corrected, resubmit the original input transaction as a pass record.

(2) If the SPF MPC is incorrect and if the MPC as reflected on the error notice is correct, take the actions listed in *(a)* through *(c)* below.

(a) Process a FID 9 INQY transaction with inquiry code 1 and output code L. This action generates a copy of the appropriate DA Form 2.

(b) In the next cycle, submit a FID Z ADMD transaction. This action deletes the individual's record from the SPF.

(c) In the third cycle, submit a FID Q accession transaction (ADMA) using the data on DA Form 2 generated from the INQY transaction. After the SPF is corrected, resubmit the original input transaction as a pass record. These transactions must be processed in separate, consecutive cycles.

f. If the SPF RSC is X (print position 45 on the compatibility printline), contact the Personnel Service Company or unit to determine if the individual should or should not be accounted for.

(1) If the individual should not be accounted for, delete the error control number, and annotate the AAC–P21 report with all actions taken.

(2) If the individual should be accounted for, based on the circumstances that generated RSC X, submit either the FID R REVD transaction, FID R ARR transaction with an arrival date later than the SPF UPC1 departure date (positions 69 through 74 of the compatibility printline), FID R ASNJ transaction with an assigned–not–joined date later than the SPF UPC1 departure date (positions 69 through 74 of the compatibility printline), or a TDR transaction with a report date later than the SPF UPC1 departure date (positions 69 through 74 of the compatibility printline).

g. If the SPF RSC is Y (print position 45 of the compatibility printline), contact the Personnel Service Company or unit to determine if the individual should or should not be accounted for.

(1) If the individual should not be accounted for, submit a FID U RTDR transaction, delete the error control number, and annotate the AAC–P21 report with all actions taken.

(2) If the individual should be accounted for, process a FID R ARR or ASNJ transaction to change the RSC on the SPF. Resubmit the original input transaction as a pass record.

(3) Continue with additional information based on the error condition on error notice AA.

h. If error notice AA (as displayed on the AAC–P21 report) appears with a + or & in the last position of a data element (indicates blank data) or if data are present in a data element (indicates that data are in error or unacceptable), take the actions outlined in (1) through (4) below.

(1) Contact the Personnel Service Company or unit to verify the originally submitted information.

(2) If the SPF is also erroneous or blank, prepare a SIDPERS transaction to correct the SPF. The SIDPERS transactions that update the SPF data elements are shown in table 19–1. Delete the error control number, and annotate the AAC–P21 report with all actions taken.

Table 19–1
SIDPERS transactions that update specific SPF data fields

Data shown in error on AAC–P21 and SPF data element to be updated	SIDPERS transaction
Grade abbreviation	GRCH
Grade code	GRCH
DOB	DOB
Citizenship status	CITZ
Civilian education level	CVED

(3) If the SPF is correct but if the original type transaction HH (as displayed on the AAC–P17 report) is incorrect, resubmit a corrected type transaction HH as a FID K pass record, delete the error control number, and annotate the AAC–P21 report with all actions taken.

(4) If the original transaction was correct, prepare a duplicate of the transaction, and mail it to Commander, PERSINSCOM, ATTN: ASQNI–DAA, 200 Stovall Street, Alexandria, VA 22332–1500. Explain the circumstances and identify the PERSCOM SCN (print positions 82 and 83 on the AAC–P21 report). Delete the error control number, and annotate the AAC–P21 report with all actions taken.

19–7. Error notice AB

Error notice AB (immediate reenlistment) is generated from PERSCOM to SIDPERS when an error or unacceptable condition is detected in type transaction H1 (immediate reenlistment in Regular Army on day following date of separation from Regular Army), type transaction H3 (immediate enlistment in Regular Army on day following date of separation from Active Army in USAR enlisted status), type transaction H4 (immediate enlistment in Regular Army on day following date of separation from Active Army in ARNG enlisted status), or type transaction H7 (immediate enlistment in Regular Army on day following date of separation from Active Army in Army of the United States enlisted status) forwarded from SIDPERS to PERSCOM. See Figure 19–2 for an example of error notice AB.

a. To resolve error notice AB, use the AAC–P17 and AAC–P21 reports. Print positions 61 and 62 of the AAC–P17 report identify the original input transaction that generated error notice AB. Print positions 13 and 14 on the AAC–P21 report indicate the type transaction that generated the error.

b. Compare print positions 87 and 88 (SCN of the original input) on the AAC–P21 report, and print positions 70 and 71 (SCN) on the AAC–P17 report. The unacceptable or erroneous data elements are displayed on error notice AB and blank data are displayed by a + or & in the low–order position (last position) of the data element(s).

c. If error mnemonic xUNM is in print positions 124 through 127, see paragraph 19–6c.

d. If error mnemonic xNME is in print positions 124 through 127, see paragraph 19–6d.

e. If error mnemonic xMPC is in print positions 124 through 127, see paragraph 19–6e.

f. If the SPF RSC is Y (print position 45 of the compatibility printline), contact the Personnel Service Company or unit to determine if the individual should or should not be accounted for.

(1) If the individual should not be accounted for, submit a FID U RTDR transaction. Contact the career counselor to obtain information about the individual. Prepare and submit a corrected type transaction HI, H3, H4, or H7 as a FID K pass record. Delete the error control number, and annotate the AAC–P21 report with all actions taken.

(2) If the individual should be accounted for, process a FID R ARR or ASNJ transaction to change the RSC on the SPF. Correct and resubmit the original input transaction as a pass record.

(3) Continue with additional information based on the error condition on error notice AB.

g. If the SPF RSC is X (print position 45 on the compatibility printline), contact the Personnel Service Company or unit to determine if the individual should or should not be accounted for.

(1) If the individual should not be accounted for, determine if the individual has been dropped from the strength of the Army. If the individual has been dropped from the strength of the Army, delete the error control number, and

annotate the AAC–P21 report with all actions taken. If the individual has been reassigned, contact the career counselor to obtain correct information. Prepare and submit a corrected type transaction H1, H3, H4, or H7 as a FID K pass record. Delete the error control number, and annotate the AAC–P21 report with all actions taken.

(2) If individual should be accounted for, based on the circumstances that generated the RSC X, submit either the FID R REVD transaction, FID R ARR transaction with an arrival date later than the SPF UPC1 departure date (positions 69 through 74 of the compatibility printline), FID R ASNJ transaction with an assigned–not–joined date later than the SPF UPC1 departure date (positions 69 through 74 of the compatibility printline), or a TDR transaction with a report date later than the SPF UPC1 departure date (positions 69 through 74 of the compatibility printline).

(3) Continue with additional information based on the error condition on error notice AB.

h. If error notice AB appears on the AAC–P21 report, contact the Personnel Service Company to verify information originally submitted.

(1) If the SPF is incorrect, prepare a SIDPERS transaction to correct and update the SPF. Table 19–2 shows the SIDPERS transactions that update SPF data elements. Submit the transaction, delete the error control number, and annotate the AAC–P21 report with all actions taken.

Table 19–2
SIDPERS transactions that update specific SPF data fields

Data shown in error on AAC–P21 and SPF data element to be updated	SIDPERS transaction
AEA code	AEA
AEA termination date	AEA
Enlistment or reenlistment bonus indicator	RENL
Bonus MOS code	VRBM
Term of service	ETS or RENL
ETS date	ETS or RENL

(2) If the SPF is correct but if the original type transaction H1, H3, H4, or H7 (as displayed on the AAC–P17 report) was incorrect, resubmit a corrected type transaction H1, H3, H4, or H7 as a FID K pass record. Delete the error control number, and annotate the AAC–P21 report with all actions taken.

(3) If the original transaction is correct and if the SPF is correct, prepare a duplicate of the transaction and mail it to Commander, PERSINSCOM, ATTN: ASQNI–DAA, 200 Stovall Street, Alexandria, VA 22332–1500. Explain the circumstances and identify the PERSCOM SCN (print positions 82 and 83 on the AAC–P21 report). Delete the error control number, and annotate the AAC–P21 report with all actions taken.

19–8. Error notice AC

Error notice AC (enlisted loss to Active Army strength when not followed by immediate enlistment or reenlistment) is generated from PERSCOM to SIDPERS when an error or unacceptable condition is detected in the N– or P–series type transactions forwarded from SIDPERS to PERSCOM. These transactions are generated to PERSCOM when a FID 1 FENL, DECD, DFR, or SEP transaction is processed in a SIDPERS cycle. See figure 19–3 for an example of error notice AC.

a. To resolve error notice AC, use the AAC–P17 and AAC–P21 reports. Print positions 61 and 62 of the AAC–P17 report identify the original input transaction that generated error notice AC. Print positions 13 and 14 on the AAC–P21 report indicate the type transaction that generated the error.

b. Compare print positions 87 and 88 (SCN of the original input) on the AAC–P21 report, and print positions 70 and 71 (SCN) on the AAC–P17 report. The erroneous or unacceptable data are displayed on error notice AC, and blank data are displayed by a + or & in the low–order position (last position) of the data element(s).

c. If error mnemonic xUNM is in print positions 124 through 127, see paragraph 19–6c.

d. If error mnemonic xNME is in print positions 124 through 127, see paragraph 19–6d.

e. If error mnemonic xMPC is in print positions 124 through 127, see paragraph 19–6e.

f. If the SPF RSC is Y (print position 45 of the compatibility printline), contact the Personnel Service Company or unit to determine if the individual should or should not be accounted for.

(1) If individual should not be accounted for, submit a FID U RTDR transaction, delete the error control number, and annotate the AAC–P21 report with all actions taken.

(2) If the individual should be accounted for, process a FID R ARR or ASNJ transaction to change the RSC on the SPF. Correct and resubmit the original input transaction as a pass record.

(3) Continue with additional information based on the error condition on error notice AC.

g. If the SPF RSC is X (position 45 on the compatibility printline), contact the Personnel Service Company or unit to determine if the individual should or should not be accounted for or is a loss.

(1) If the individual should not be accounted for (a loss), contact the Personnel Service Company or separation transfer activity to verify information originally submitted.

(a) If incorrect information was submitted, prepare and submit a corrected N– or P–series type transaction as a FID K pass record.

(b) Delete the error control number, and annotate the AAC–P21 report with all actions taken.

(2) If the original transaction was correct, prepare a duplicate of the transaction and forward it to Commander, PERSINCOM, ATTN: ASQNI–DAA, 200 Stovall Street, Alexandria, VA 22332–1500. Explain the circumstances and identify the PERSCOM SCN (positions 82 and 83 on the AAC–P21 report). Delete the error control number, and annotate the AAC–P21 report with all actions taken.

(3) If the individual should be accounted for (not a loss), based on the circumstances that generated the RSC X, submit either the FID Q RDFR transaction, FID R REVD transaction, FID R ARR transaction with an arrival date later than the SPF UPC1 departure date (positions 69 through 74 on the compatibility printline), FID R ASNJ transaction with an assigned–not–joined date later than the SPF UPC1 departure date (positions 69 through 74 of the compatibility printline), FID Q accession transaction, or a TDR transaction with a report date later than the SPF UPC1 departure date (positions 69 through 74 of the compatibility printline). Delete the error control number, and annotate the AAC–P21 report with all actions taken.

h. If the SPF RSC (position 45 on the compatibility printline) is not X, contact the Personnel Service Company or separation transfer activity to verify information originally submitted and to determine if the individual is actually a loss to Army strength.

(1) If the individual is not a loss to Army strength, delete the error control number, and annotate the AAC–P21 report with all actions taken.

(2) If the individual is a loss to Army strength, submit a FID 1 DFR, DECD, SEP, or FENL transaction. Delete the error control number, and annotate the AAC–P21 report with all actions taken.

19–9. Error notice AD

Error notice AD (officer or enlisted accession to Active Army strength rejected due to previously processed accession other than as advance party member of mobilized ARNG or USAR unit) is generated from PERSCOM to SIDPERS when an Active Army strength accession is submitted after a previously reported accession (H– and G–series other than type transaction HE, (involuntarily ordered to active duty as an advance party member of a mobilized ARNG or USAR unit)). See figure 19–4 for an example of error notice AD.

a. To resolve error notice AD, use the AAC–P17 and AAC–P21 reports. Print positions 61 and 62 of the AAC–P17 report identify the original input transaction that generated error notice AD. Print positions 13 and 14 on the AAC–P21 report indicate the type of transaction that generated the error.

b. Compare print positions 87 and 88 (SCN of the original input) on the AAC–P21 report and print positions 70 and 71 (SCN) on the AAC–P17 report. Contact the Personnel Service Company to verify the accuracy of the rejected accession transaction and the status of the involved individual. Accession transactions that can result in the generation of error notice AD are listed in AR 680–29, chapter 4, section II.

c. If error mnemonic xUNM is in print positions 124 through 127, see paragraph 19–6c.

d. If error mnemonic xNME is in print positions 124 through 127, see paragraph 19–6d.

e. If error mnemonic xMPC is in print positions 124 through 127, see paragraph 19–6e.

f. If the SPF RSC is X (print position 45 on the compatibility printline), contact the Personnel Service Company or unit to determine if the individual should or should not be accounted for.

(1) If the individual should not be accounted for, delete the error control number, and annotate the AAC–P21 report with all actions taken.

(2) If the individual should be accounted for, based on the circumstances that generated the RSC X, submit either the FID R REVD transaction, FID R ARR transaction with an arrival date later than the SPF UPC1 departure date (positions 69 through 74 of the compatibility printline), FID R ASNJ transaction with an assigned–not–joined date later than the SPF UPC1 departure date (positions 69 through 74 of the compatibility printline) or a TDR transaction with a report date later than the SPF UPC1 departure date (positions 69 through 74 of the compatibility printline). Delete the error control number, and annotate the AAC–P21 report with all actions taken.

g. If the SPF RSC is Y (print position 45 of the compatibility printline), contact the Personnel Service Company or unit to determine if the individual should or should not be accounted for.

(1) If the individual should not be accounted for, submit a FID U RTDR transaction, delete the error control number, and annotate the AAC–P21 report with all actions taken.

(2) If the individual should be accounted for, process a FID R ARR or ASNJ transaction to change the RSC on the SPF. Delete the error control number, and annotate the AAC–P21 report with all actions taken.

h. If the SPF RSC is not X or Y, if the individual is correctly assigned to the UPC indicated in print positions 64 through 68 of the compatibility printline (SPF UPC), and if this UPC does not match the UPC in positions 53 through 57 (as reported on OMF or EMF) of error notice AD (displayed on the AAC–P21 report), take the actions described in (1) and (2) below.

(1) Submit type transaction 47 (officer and enlisted reassignment arrival as an individual) as a FID K pass record to PERSCOM.

(2) Delete the error control number, and annotate the AAC–P21 report with all actions taken.

i. If the SPF RSC (print position 45 on the compatibility printline) is not X or Y, if the individual is correctly assigned to the UPC indicated in print positions 64 through 68 of the compatibility printline (SPF UPC), and if this UPC matches the UPC in print positions 53 through 57 (reported on OMF or EMF) of error notice AD (displayed on the AAC–P21 report), delete the error control number, and annotate the AAC–P21 report with all actions taken.

j. If the SPF RSC (print position 45 on the compatibility printline) is not X or Y, and if the individual is not properly assigned (incorrect UPC in print positions 64 through 68 of the compatibility printline), take the actions outlined in (1) through (3) below.

(1) Submit a FID Z DPRT transaction to depart the individual from the incorrect UPC. This DPRT transaction generates type transaction 45 (officer and enlisted reassignment departure) to PERSCOM and a FID O TDR transaction to the gaining PPA. If the individual is being departed to a PPA in Europe, a TDR 01 is also generated and forwarded to 1st PERSCOM.

(2) Submit a FID R ARR transaction to arrive the individual to the proper UPC. This action generates type transaction 47 to PERSCOM. This action should be performed only if the individual is arriving to a UPC at the analyst's PPA and only in a cycle after the cycle in which the DPRT transaction processes.

(3) Delete the error control number, and annotate the AAC–P21 report with all actions taken.

19–10. Error notice AE–3

Error notice AE–3 (officer transaction (other than an accession) does not match MPC on the OMF) is generated from PERSCOM to SIDPERS when an input transaction generated from SIDPERS to PERSCOM matches the OMF on name and SSN, but not the MPC. See figure 19–5 for an example of error notice AE–3.

a. To resolve error notice AE–3, use the AAC–P17 and AAC–P21 reports. Print positions 61 and 62 of the AAC–P17 report identify the original input transaction that generated error notice AE–3. Print positions 13 and 14 on the AAC–P21 report indicate the type of transaction that generated the error.

b. Compare print positions 87 and 88 (SCN of the original input) on the AAC–P21 report and print positions 83 through 84 (SCN) on the AAC–P17 report. Error notice AE–3 reflects an error notification code of 3 in print position 58 on the AAC–P21 report. Contact the Personnel Service Company to verify the submitted information and to determine the correct MPC.

c. If error mnemonic xUNM is in print positions 124 through 127, see paragraph 19–6c.

d. If error mnemonic xNME is in print positions 124 through 127, see paragraph 19–6d.

e. If error mnemonic xMPC is in print positions 124 and 127, see to paragraph 19–6e.

f. If the SPF MPC (print position 8 of the compatibility printline) and if the MPC forwarded to PERSCOM (print position 23 of the AAC–P21 report and print position 19 on the AAC–P17 report) are correct and if the OMF MPC (position 33 on the AAC–P21 report) is incorrect, take the actions described in (1) through (4) below.

(1) Submit type transaction NB (relief from active duty) as a pass record to PERSCOM. This action deletes the record from the OMF.

(2) Submit type transaction HU as a pass record. This action adds the record with the correct MPC to the OMF. This transaction should be dated later than type transaction NB. Also submit type transaction UK as a pass record.

(3) Resubmit the original input transaction as a FID K pass record to PERSCOM. This transaction should be dated later than type transaction HU.

(4) Delete the error control number, and annotate the AAC–P21 report with all actions taken.

g. If the OMF MPC (print position 33 on the AAC–P21 report) is correct and if the SPF MPC (print position 8 on the compatibility printline) and the MPC forwarded to PERSCOM (print position 23 on the AAC–P21 report) are incorrect, take the actions described in (1) through (5) below.

(1) Submit a FID 9 INQY transaction with inquiry code 1 and output code L. This action generates a copy of DA Form 2.

(2) Submit a FID Z ADMD transaction. This action deletes the individual's record from the SPF.

(3) Submit a FID Q accession (ADMA) using DA Form 2 generated from the INQY transaction.

(4) Resubmit the original input transaction as a FID K pass record to PERSCOM. Submit the transactions in separate, consecutive cycles.

(5) Delete the error control number, and annotate the AAC–P21 report with all actions taken.

h. If error notice AE–3 (displayed on the AAC–P21 report) appears with 3 in print position 58 and if the error mnemonic xMPC exists in print positions 124 through 127 on the AAC–P21 report, the MPC on the transaction forwarded to PERSCOM is incorrect. If the SPF MPC (print position 8 on the compatibility printline) and the MPC on the OMF (print position 33 on the AAC–P21 report) are correct, take the actions outlined in (1) and (2) below.

(1) Resubmit the original input transaction as a FID K pass record with the correct MPC to PERSCOM.

(2) Delete the error control number, and annotate the AAC–P21 report with all actions taken.

19–11. Error notice AE–7

Error notice AE–7 (officer or enlisted transaction (other than accession) does not match SSN on the EMF or OMF) is generated from PERSCOM to SIDPERS when an input transaction generated from SIDPERS to PERSCOM did not match the SSN on the OMF or EMF. See figure 19–6 for an example of error notice AE–7.

a. To resolve error notice AE–7, use the AAC–P17 and AAC–P21 reports. Print positions 61 and 62 of the AAC–P17 report identify the original input transaction that generated error notice AE–7. Print positions 13 and 14 on the AAC–P21 report indicate the type transaction that generated the error.

b. Compare print positions 87 and 88 (SCN of the original input) on the AAC–P21 report and print positions 70 and 71 (SCN) on the AAC–P17 report. Error notice AE–7 reflects error notification code of 7 in print position 58 on the AAC–P21 report. Contact the Personnel Service Company to determine the accuracy of the SSN forwarded to PERSCOM. Research the PERSCOM microfilmed transaction research file (MTRF) for a similar name or SSN. The MTRF consists of an officer and enlisted microfilm tape in SSN sequence and separate officer or enlisted microfilm tapes in alphabetical name sequence.

c. If error mnemonic xUNM is in print positions 124 through 127, see paragraph 19–6c.

d. If error mnemonic xNME is in print positions 124 through 127, see paragraph 19–6d.

e. If error mnemonic xMPC is in print positions 124 through 127, see paragraph 19–6e.

f. If the SPF RSC is X (print position 45 on the compatibility printline), contact the Personnel Service Company or unit to determine if the individual should or should not be accounted for.

(1) If the individual should not be accounted for, delete the error control number, and annotate the AAC–P21 report with all actions taken.

(2) If the individual should be accounted for, based on the circumstances that generated the RSC X, submit either the FID Q RDFR transaction, FID R REVD transaction, FID R ARR transaction with an arrival date later than the SPF UPC1 departure date (positions 69 through 74 of the compatibility printline), FID R ASNJ transaction with an arrival date later than the SPF UPC1 departure date (positions 69 through 74 of the compatibility printline), FID Q accession transaction, or a TDR transaction with a report date later than the SPF UPC1 departure date (positions 69 through 74 of the compatibility printline). Continue with additional information based on the error conditions on error notice AE–7.

g. If the SPF RSC is Y (print position 45 of the compatibility printline), contact the Personnel Service Company or unit to determine if the individual should or should not be accounted for.

(1) If the individual should not be accounted for, submit a FID U RTDR transaction, delete the error control number, and annotate the AAC–P21 report with all actions taken.

(2) If the individual should be accounted for, process a FID R, ARR or ASNJ transaction to change the RSC on the SPF, and continue with additional information based on the error conditions on error notice AE–7.

h. If the SPF SSN (print positions 10 through 18 on the compatibility printline) and the SSN forwarded to PERSCOM (print positions 24 through 32 on the AAC–P21 report) are correct and if the MTRF does not produce a similar SSN but a name match is found, and if the SSN on the MTRF is incorrect, take the actions defined in (1) and (2) below.

(1) Submit type transaction VV as a FID K pass record.

(2) Resubmit the original input transaction as a FID K pass record to PERSCOM. Delete the error control number, and annotate the AAC–P21 report with all actions taken.

i. If the SPF SSN (print positions 10 through 18 of the compatibility printline) and the SSN forwarded to PERSCOM (print positions 24 through 32 on the AAC–P21 report) are correct and if the MTRF does not produce a similar SSN or name, take the actions described in (1) through (3) below.

(1) Ensure that the individual is Active Army. If the individual is not Active Army, delete the error control number, and annotate the AAC–P21 report with all actions taken.

(2) If the individual is Active Army, submit type transaction HU as a FID K pass record. Submit type transaction UK to ensure that the individual's name is reported up through the DOD standard of 27 characters.

(3) Resubmit the original input type transaction as a FID K pass record to PERSCOM. Delete the error control number, and annotate the AAC–P21 report with all actions taken.

j. If the SPF SSN (print positions 10 through 18 of the compatibility printline) and the SSN forwarded to PERSCOM (print positions 24 through 32 on the AAC–P21 report) are incorrect, take the actions described in (1) through (3) below.

(1) Contact the Personnel Service Company or unit to determine the correct SSN.

(2) Submit a FID X SSAN transaction to correct the SSN on the SPF.

(3) Resubmit the original type transaction as a FID K pass record after the SSAN transaction is processed. Delete the error control number, and annotate the AAC–P21 report with all actions taken.

k. If the SPF SSN (print positions 10 through 18 of the compatibility printline) and the SSN forwarded to PERSCOM (print positions 24 through 32 on the AAC–P21 report) are correct and if the SSN and name on the MTRF

match, this situation indicates a delay between receipt of the error notice and processing of the SSAN transaction or type transaction VV. Delete the error control number, and annotate the AAC–P21 report with all actions taken.

19–12. Error notice AE–8

Error notice AE–8 (officer or enlisted transaction rejected due to a previously processed loss to Active Army strength) is generated from PERSCOM to SIDPERS when a transaction is submitted to PERSCOM after a previously processed loss to Active Army strength (N– or P– series type transaction). See figure 19–7 for an example of error notice AE–8.

a. To resolve error notice AE–8, use the AAC–P17 and AAC–P21 reports. Print positions 61 and 62 of the AAC–P17 report identify the original input transaction that generated error notice AE–8. Print positions 13 and 14 on the AAC–P21 report indicate the type transaction that generated the error.

b. Compare print positions 87 and 88 (SCN of the original input) on the AAC–P21 report and print positions 70 and 71 (SCN) on the AAC–P17 report. Error notice AE–8 reflects error notification code of 8 in print position 58 on the AAC–P21 report. Contact the Personnel Service Company to determine if the individual is currently present and should be accounted for.

c. If error mnemonic xUNM is in print positions 124 through 127, see paragraph 19–6c.

d. If error mnemonic xNME is in print positions 124 through 127, see paragraph 19–6d.

e. If error mnemonic xMPC is in print positions 124 through 127, see paragraph 19–6e.

f. If the name and SSN on error notice AE–8 match the SPF name and SSN, if the RSC on the SPF is X, if the SPF duty status is DCH (discharged), REL (released), RET (retired), or RSG (reassigned), error notice AE–8 is automatically resolved. Error notice AE–8 appears on the AAC–P19 report (PERSCOM Error Notice Listing, part I, Automatically Resolved PERSCOM Error Notices) with the literal RECORD DELETED. The SPF record is then deleted. No further action is required.

g. If the SPF RSC (position 45 on the compatibility printline) is X, if the SPF duty status (print positions 47 through 49 of the compatibility printline) is not DCH, REL, RET, or RSG, and if the individual is a loss to Active Army strength, delete the error control number, and annotate the AAC–P21 report with all actions taken.

h. If the SPF RSC (print position 45 on the compatibility printline) is not X or Y and if the individual is a loss to Active Army strength, take the actions described in (1) and (2) below.

(1) Submit a FID Z ADMD transaction. This action deletes the SPF record.

(2) Delete the error control number, and annotate the AAC–P21 report with all actions taken.

i. If the SPF RSC (print position 45 on the compatibility printline) is not X, and if the individual should be accounted for (not a loss to Active Army strength), take the actions defined in (1) through (4) below.

(1) Determine the transaction forwarded to PERSCOM that generated the loss to Active Army strength. When the MPC is E, check print positions 37 and 38 on the AAC–P21 report to determine the type of previous separation transaction forwarded to PERSCOM that caused the loss to Active Army strength. When the MPC is O or W, check print positions 39 through 41 of the AAC–P21 report for the SPD or TCN. A three–position alphabetic code (SPD) indicates that a N–series type transaction processed. A three–position numeric code (TCN) can indicate that either a N– or P–series type transaction processed. AR 680–29 relates the TCN to the type transaction. SPDs are identified in AR 635–5–1.

(2) If the type transaction is in the P–series, submit a G–series type transaction as a FID K pass record. (Table 19–3 identifies the G–series type transactions depending on the P–series type transaction originally submitted.) Also submit type transaction UK as a FID K pass record. This action ensures that the individual's name is reported through the DOD standard of 27 characters. Resubmit the original input transaction as a FID K pass record. Delete the error control number, and annotate the AAC–P21 report with all actions taken.

Table 19–3
G–series type transactions to be submitted based on originally submitted P–series type transactions

P–series type transaction:	G–series type transaction:
PA (DFR as deserter)	GA (returned to military control from DFR as a deserter) –OR– GD (erroneously reported as DFR as deserter)
PB (DFR as military prisoner sentenced with bad conduct or dishonorable discharge)	GB (restored to duty from DFR as military prisoner with bad conduct dishonorable discharge) –OR– GE (erroneously reported as DFR as military prisoner)

Table 19–3
G–series type transactions to be submitted based on originally submitted P–series type transactions—Continued

P–series type transaction:	G–series type transaction:
PC (DFR as missing or captured)	GC (returned to military control from missing or captured) –OR– GH (erroneously reported as DFR as missing or captured)
PE (erroneously reported as restored to duty from DFR as military prisoner	GB (restored to duty from DFR as military prisoner with bad conduct or dishonorable discharge
PF (dropped from Army strength by reassignment to U.S. Military Academy or academy of any service)	GF (returned to Army strength by reassignment from the U.S Military Academy or academy of service)
PG (DFR sentenced 6 months or more by civilian authority)	GJ (erroneously reported as DFR as civilian prisoner sentenced for 6 months or more)
PK (erroneously reported as restored to duty from DFR as sentenced to 6 months or more by civilian authority)	GG (restored to duty from DFR as civilian prisoner sentenced to 6 months or more)

(3) If the type transaction is NC, submit type transaction HV (erroneously reported as retired) as a FID K pass record. Submit a type transaction UK as a FID K pass record. This action ensures that the individual's name is reported through the DOD standard of 27 characters. Resubmit the original input transaction as a FID K pass record. Delete the error control number, and annotate the AAC–P21 report with all actions taken.

(4) If the type transaction is a N–series (other than NC), submit type transaction HZ (erroneously reported as separated from the service) as a FID K pass record. Submit type transaction UK as a FID K pass record. This action ensures that the individual's name is reported through the DOD standard of 27 characters. Resubmit the original input transaction as a FID K pass record. Delete the error control number, and annotate the AAC–P21 report with all actions taken.

19–13. Error notice AW–A

Error notice AW–A (enlisted AWOL transaction inconsistent with data on the EMF) is generated from PERSCOM to SIDPERS when SIDPERS submits an AWOL transaction on an individual after the individual arrives at a different unit with an arrival date equal to or later than the AWOL effective date. See figure 19–8 for an example of error notice AW–A.

a. To resolve error notice AW–A, use the AAC–P17 and AAC–P21 reports. Print positions 61 and 62 of the AAC–P17 report identify the original input transaction that generated error notice AW–A. Print positions 13 and 14 on the AAC–P21 report indicate the type transaction that generated the error.

b. Compare print positions 87 and 88 (SCN of the original input) on the AAC–P21 report and print positions 70 and 71 (SCN) on the AAC–P17 report. Error notice AW–A reflects error notification code of A in print position 58 on the AAC–P21 report.

c. If error mnemonic xUNM is in print positions 124 through 127, see paragraph 19–6c.

d. If error mnemonic xNME is in print positions 124 through 127, see paragraph 19–6d.

e. If error mnemonic xMPC is in print positions 124 through 127, see paragraph 19–6e.

f. If the SPF RSC is X (print position 45 on the compatibility printline) and if the SPF duty status is DFR, take the actions defined in (1) through (4) below.

(1) Determine if DFR is the correct duty status. (Research shows that the individual was physically present, went AWOL, and subsequently a DFR transaction was submitted, and duty status date is later than AWOL effective date but earlier than reporting date.)

(2) If DFR is the correct duty status, process type transaction 2J or 2C as a FID K pass record. Delete the error control number, and annotate the AAC–P21 report with all actions taken.

(3) If DFR is the incorrect duty status and if the individual should be accounted for on the SPF, process a RDFR transaction with the same effective date as entered in positions 51 through 56 of the compatibility printline.

(a) Submit a DYST transaction to correct the duty status, and use the same effective date as in print positions 73 through 78 of the AAC–P21 report.

(b) Delete the error control number, and annotate the AAC–P21 report with all actions taken.

(4) If the DFR duty status resulted because the individual was never physically present (accountability for individual was not valid), if an AWL duty status was processed, and if a DFR transaction was submitted (assignment to the PPA was erroneous), take the actions described in (a) through (c) below.

(a) Submit a RDFR transaction with the same effective date as entered in print positions 51 through 56 of the compatibility printline. Submit a RAWL transaction with the same effective date as in print positions 73 through 78 of the AAC–P21 report.

(b) Submit a REVA transaction with the same effective date as print positions 58 through 63 of the compatibility printline, and process a RTDR transaction.

(c) Delete the error control number, and annotate the AAC–P21 report with all actions taken.

g. If the SPF RSC is X (print position 45 on the compatibility printline) and if the SPF duty status is not DFR, contact the Personnel Service Company or unit to determine if the individual should or should not be accounted for.

(1) If the individual should not be accounted for, submit type transaction 2J or 2C as a FID K pass record, delete the error control number, and annotate the AAC–P21 report with all actions taken.

(2) If the individual should be accounted for, take the actions defined in *(a)* through *(c)* below.

(a) Based on the circumstances that generated RSC X, submit either the FID Q RDFR transaction, FID R REVD transaction, FID R ARR transaction with an arrival date later than the SPF UPC1 departure date (positions 69 through 74 of the compatibility printline), FID R ASNJ transaction with an assigned–not–joined date later than the SPF UPC1 departure date (positions 69 through 74 of the compatibility printline), or FID Q accession transaction.

(b) Process a DYST transaction to change the SPF duty status, if applicable.

(c) Delete the error control number, and annotate the AAC–P21 report with all actions taken.

h. If the SPF RSC is Y (print position 45 of the compatibility printline), contact the Personnel Service Company or unit to determine if the individual should or should not be accounted for.

(1) If the individual should not be accounted for—

(a) Submit a FID U RTDR transaction.

(b) Submit type transaction 2J or 2C as a FID K pass record.

(c) Delete the error control number, and annotate the AAC–P21 report with all actions taken.

(2) If the individual should be accounted for—

(a) Submit a FID R ARR or ASNJ transaction to change the RSC on the SPF.

(b) Submit a DYST transaction to change SPF duty status to AWL or AWC, if applicable.

(c) Delete the error control number, and annotate the AAC–P21 report with all actions taken.

i. If the individual was reported AWOL from duty and was subsequently reassigned to another unit and the AWOL condition that resulted in error notice AW–A was never terminated (SPF duty status AWL or AWC, print positions 47 through 49 of the compatibility printline), take the actions described in (1) through (3) below.

(1) Contact the Personnel Service Company or unit to determine correct assignment information. Terminate the AWOL status by submitting a RDYS or DYST transaction. The effective date of AWOL termination must be equal to print positions 73 through 78 of the AAC–P21 report and equal to or less than the effective date of the DPRT transaction.

(2) Submit a DPRT transaction with an effective date equal to the actual departure date or the reporting date on error notice AW–A (print positions 46 through 51 of the AAC–P21 report.

(3) Delete the error control number, and annotate the AAC–P21 report with all actions taken.

j. If the individual was reported AWOL from duty and remains in this status with no record of reassignment (SPF duty status AWL or AWC, print position 47 through 49 of the compatibility printline), determine if the two units involved are serviced by this PAS (print positions 17 through 19 on the AAC–P21 report (gaining PUD from EMF) and print positions 60 through 64 on the AAC–P21 report (PUD, DD)).

(1) If both units involved are serviced by this PAS, determine if the SPF UPC1 (print positions 64 through 68 on the compatibility printline) identifies the UPC of assignment.

(a) If the SPF UPC1 properly identifies the UPC of assignment and if the SPF UPC1 does not agree with EMF PUD (print positions 17 through 19 on the AAC–P21 report), submit type transaction 47 as a FID K pass record using SPF UPC1 data. The effective date of type transaction 47 must be equal to or later than the arrival report date (EMF) from error notice AW–A (print positions 46 through 51 of the AAC–P21 report). Delete the error control number, and annotate the AAC–P21 report with all actions taken.

(b) If the SPF UPC1 properly identifies the UPC of assignment and if the SPF UPC1 agrees with the EMF PUD (print positions 17 through 19 on the AAC–P21 report), delete the error control number, and annotate the AAC–P21 report with all actions taken.

(c) If the SPF UPC1 does not identify the UPC of assignment, process a RDYS or DYST transaction. The effective date of AWOL termination must be equal to print positions 73 through 78 of the AAC–P21 report and equal to or less than the effective date of the DPRT transaction. Process a DPRT transaction with an effective date equal to the actual departure date or the reporting date on error notice AW–A (print positions 46 through 51 of the AAC–P21 report). Process an ASNJ transaction to the proper UPC. Process a DYST transaction to change the duty status from TRA to AWL. The date of this transaction should be equal to print positions 73 through 78 of the AAC–P21 report. Delete the error control number, and annotate the AAC–P21 report with all actions taken.

(2) If units involved are not serviced by the same PAS, prepare type transaction 2A (AWOL) as originally submitted on the AAC–P17 report. The SCN of the original transaction on the AAC–P17 report can be identified by print positions 87 and 88 on the AAC–P21 report. Forward type transaction 2A with a memorandum of explanation to Commander, PERSINSCOM, ATTN: ASQNI–DAA, 200 Stovall Street, Alexandria, VA 22332–1500. Delete the error control number, and annotate the AAC–P21 report with all actions taken.

k. If the individual was in AWOL status during the time that the assigned unit was inactivated and if the individual

was subsequently reassigned to another unit for reporting or controlling purposes (SPF duty status AWL or AWC) (print positions 47 through 49 of the compatibility printline on the AAC–P21), take the actions defined in (1) and (2) below.

(1) If the UPC is not serviced by this PPA, terminate the AWOL status by submitting a RDYS or DYST transaction. The effective date of AWOL termination must be equal to print positions 73 through 78 of the AAC–P21 report and equal to or less than the effective date of the DPRT transaction. Submit a DPRT transaction with an effective date equal to the actual departure date or the reporting date on error notice AW–A (print positions 46 through 51 of the AAC–P21 report). Contact the gaining PAS by memorandum with complete status information on the individual, including original date of AWOL and status before the AWOL. Delete the error control number, and annotate the AAC–P21 report with all actions taken.

(2) If the UPC is serviced by this PPA, submit a RDYS or DYST transaction to terminate the duty status. The effective date must be equal to print positions 73 through 78 of the AAC–P21 report. Process a DPRT transaction. The effective date must be equal to the actual departure date or the reporting date on error notice AW–A (print positions 46 through 51 of the AAC–P21 report). If required, reopen the AWOL status at the gaining UPC by submitting a DYST transaction. The effective date of the DYST transaction should be the same as the date forwarded on the AWOL transaction that generated error notice AW–A (print positions 73 through 78 of the AAC–P21 report). Delete the error control number, and annotate the AAC-P21 report with all actions taken.

l. If the SPF duty status is not AWL or AWC, take the actions described in (1) through (3) below.

(1) Submit type transaction 2J or 2C as a FID K pass record to clear the AWOL on the EMF.

(2) Submit a DPRT transaction to depart individual, if necessary.

(3) Delete the error control number, and annotate the AAC–P21 report with all actions taken.

19–14. Error notice AW–D

Error notice AW–D (enlisted AWOL transaction inconsistent with data on the EMF) is generated from PERSCOM to SIDPERS when an individual was reported AWOL and was then arrived with the arrival date equal to or later than the AWOL effective date. See figure 19–9 for an example of error notice AW–D.

a. To resolve error notice AW–D, use the AAC–P17 and AAC–P21 reports. Print positions 61 and 62 of the AAC–P17 report identify the original input transaction that generated error notice AW–D. Print positions 13 and 14 on the AAC–P21 report indicates the type transaction that generated the error.

b. Compare print positions 87 and 88 (SCN of the original input) on the AAC–P21 report and print positions 70 and 71 (SCN) on the AAC–P17 report. Error notice AW–D reflects error notification code of D in print position 58 on the AAC–P21 report.

c. If error mnemonic xUNM is in print positions 124 through 127, see paragraph 19–6c.

d. If error mnemonic xNME is in print positions 124 through 127, see paragraph 19–6d.

e. If error mnemonic xMPC is in print positions 124 through 127, see paragraph 19–6e.

f. If the SPF RSC is X (print position 45 on the compatibility printline), contact the Personnel Service Company or unit to determine if the individual should or should not be accounted for.

(1) If individual should not be accounted for, delete the error control number, and annotate the AAC–P21 report with all actions taken.

(2) If individual should be accounted for, take the actions described in *(a)* and *(b)* below.

(a) Based on the circumstances that generated RSC X, submit either the FID Q RDFR transaction, FID R REVD transaction, FID R ARR transaction with a arrival date later than the SPF UPC1 departure date (positions 69 through 74 of the compatibility printline), FID R ASNJ transaction with an assigned–not–joined date late than the SPF UPC1 departure date (positions 69 through 74 of the compatibility printline), FID Q accession transaction, or a TDR transaction with a report date later than the SPF UPC1 departure date (positions 69 through 74 of the compatibility printline).

(b) Continue with additional information based on the error conditions on error notice AW–D.

g. If the SPF RSC is Y (print position 45 of the compatibility printline), contact the Personnel Service Company or unit to determine if the individual should or should not be accounted for.

(1) If individual should not be accounted for, submit a FID U RTDR transaction, delete the error control number, and annotate the AAC–P21 report with all actions taken.

(2) If individual should be accounted for, submit a FID R ARR or ASNJ transaction to change the RSC on the SPF. Continue with additional information based on the error conditions on error notice AW–D.

h. If the PUD on the EMF after the AWOL duty status transaction processed (print positions 60 through 62 of the AAC–P21 report) and the PUD on the EMF after the ARR transaction processed (print positions 42 through 44 of the AAC–P21 report) are from units serviced by the same PAS, determine the SPF duty status (print positions 47 through 49 of the compatibility printline).

(1) If the SPF duty status is AWL, determine if the SPF UPC2 departure date (print positions 92 through 97 of the compatibility printline) is blank.

(a) If the SPF UPC2 departure date is blank, submit a RDYS transaction to terminate the AWOL status. The effective date should equal print positions 73 through 78 of the AAC–P21 report. Submit a DPRT transaction from SPF UPC2. The effective date must be equal to or earlier than print positions 73 through 78 of the AAC–P21 report. Delete the error control number, and annotate the AAC–P21 report with all actions taken.

(b) If the UPC2 departure date is not blank, submit a RDYS transaction to terminate the AWOL status, if applicable. Delete the error control number, and annotate the AAC–P21 report with all actions taken.

(2) If the SPF duty status (print positions 47 through 49 of the compatibility printline) is not AWL, determine if the SPF UPC2 departure date is blank (print positions 92 through 97 of the compatibility printline).

(a) If the SPF UPC2 departure date is blank, submit a DPRT transaction to depart the individual from SPF UPC2. The effective date must be equal to or earlier than print positions 73 through 78 of the AAC–P21 report. Submit type transaction 2J (erroneously reported as AWOL) or type transaction 2C (return from AWOL) as a FID K pass record. The effective date must be equal to or less than print positions 73 through 78 of the AAC–P21 report. Delete the error control number, and annotate the AAC–P21 report with all actions taken.

(b) If the SPF UPC2 departure date contains a date, process type transaction 2J or 2C as a FID K pass record. The effective date must be equal to or less than print positions 73 through 78 of the AAC–P21 report. Delete the error control number, and annotate the AAC–P21 report with all actions taken.

i. If the PUD on EMF after AWOL duty status transaction processed (print positions 60 through 62 of the AAC–P21 report) and the PUD on the EMF after the ARR transaction processed (print positions 42 through 44 of the AAC–P21) are from units serviced by two different PPAs, take the actions defined in (1) and (2) below.

(1) Prepare a memorandum to Commander, PERSINSCOM, ATTN: ASQNI–DAA, 200 Stovall Street, Alexandria, VA 22332–1500. Indicate receipt of error notice AW–D, and indicate current status of individual involved.

(2) Delete the error control number, and annotate the AAC–P21 report with all actions taken.

19–15. Error notice AW–S

Error notice AW–S (enlisted AWOL transaction inconsistent with data on the EMF) is generated from PERSCOM to SIDPERS to indicate that a type transaction 47 was processed at PERSCOM (EMF) after an AWOL transaction was processed. The arrival date was earlier than the AWOL effective date but later than the reassignment departure date. See figure 19–9 for an example of error notice AW–S.

a. To resolve error notice AW–S, use the AAC–P17 and AAC–P21 reports. Print positions 61 and 62 of the AAC–P17 report identify the original input transaction that generated error notice AW–S. Print positions 13 and 14 on the AAC–P21 report indicate the type transaction that generated the error.

b. Compare print positions 87 and 88 (SCN of the original input) on the AAC–P21 report and print positions 70 and 71 (SCN) on the AAC–P17 report. Error notice AW–S reflects error notification code of S in print position 58 on the AAC–P21 report.

c. If error mnemonic xUNM is in print positions 124 through 127, see paragraph 19–6c.

d. If error mnemonic xNME is in print positions 124 through 127, see paragraph 19–6d.

e. If error mnemonic xMPC is in print positions 124 through 127, see paragraph 19–6e.

f. If the SPF RSC is X (print position 45 on the compatibility printline), contact the Personnel Service Company or unit to determine if the individual should or should not be accounted for.

(1) If the individual should not be accounted for, delete the error control number, and annotate the AAC–P21 report with all actions taken.

(2) If individual should be accounted for, take the actions described in *(a)* and *(b)* below.

(a) Based on the circumstances that generated RSC X, submit either the FID Q RDFR transaction, FID R REVD transaction, FID R ARR transaction with an arrival date later than the SPF UPC1 departure date (positions 69 through 74 of the compatibility printline), FID R ASNJ transaction with an assigned–not–joined date later than the SPF UPC1 departure date (positions 69 through 74 of the compatibility printline), FID Q accession transaction, or a TDR transaction with a report date later than the SPF UPC1 departure date (positions 69 through 74 of the compatibility printline).

(b) Continue with additional information based on the error conditions on error notice AW–S.

g. If the SPF RSC is Y (print position 45 of the compatibility printline), contact the Personnel Service Company or unit to determine if the individual should or should not be accounted for.

(1) If the individual should not be accounted for, submit a FID U RTDR transaction. Delete the error control number, and annotate the AAC–P21 report with all actions taken.

(2) If individual should be accounted for, process the a FID R ARR or ASNJ transaction to change the RSC on the SPF. Continue with additional information based on the error conditions on error notice AW–S.

h. If the individual has departed from a unit serviced by this PAS to a unit serviced by another PAS, determine SPF duty status (print positions 47 through 49 of the compatibility printline).

(1) If the SPF duty status is not AWL, submit type transaction 2J as a FID K pass record. The effective date must

equal print positions 46 through 51 of the AAC–P21 report. Process a DPRT transaction. Delete the error control number, and annotate the AAC–P21 report with all actions taken.

(2) If the SPF duty status is AWL, submit a RDYS transaction to terminate the AWOL status. Submit a DPRT transaction to depart the individual. Delete the error control number, and annotate the AAC–P21 report with all actions taken.

i. If the individual is assigned and will remain assigned to the SPF UPC1 (print positions 64 through 68 of the compatibility printline) and if the unit identified in print positions 60 through 64 of the AAC–P21 report is serviced by this PAS, determine the SPF duty status (print positions 47 through 49 of the compatibility printline).

(1) If the SPF duty status is AWL, determine if the SPF UPC2 departure date (print positions 92 through 97 of the compatibility printline) is blank.

(a) If the SPF UPC2 departure date is blank, submit a RDYS transaction to terminate the AWOL status. The effective date should equal print positions 46 through 51 of the AAC–P21 report. Submit a DPRT transaction from the SPF UPC2. The effective date must be equal to or earlier than print positions 73 through 78 of the AAC–P21 report.

(b) If the SPF UPC2 departure date is not blank, submit a RDYS transaction to terminate the AWOL status, if applicable. Delete the error control number, and annotate the AAC–P21 report with all actions taken.

(2) If the SPF duty status (print positions 47 through 49 of the compatibility printline) is other than AWL, determine if the SPF UPC2 departure date is blank. (See print positions 92 through 97 of the compatibility printline.)

(a) If the SPF UPC2 departure date is blank, submit a DPRT transaction to depart the individual from the SPF UPC2 with an effective date equal to or earlier than print positions 73 through 78 of the AAC–P21 report. Submit type transaction 2J as a pass record. The effective date must equal print positions 46 through 51 of the AAC–P21 report.

(b) If the SPF UPC2 departure date is not blank, submit type transaction 2J as a FID K pass record. The effective date must equal print positions 46 through 51 of the AAC–P21 report. Delete the error control number, and annotate the AAC–P21 report with all actions taken.

j. If the individual is assigned and will remain assigned to the SPF UPC1 (print positions 64 through 68 of the compatibility printline), if the SPF UPC1 differs from print positions 60 through 64 of the AAC–P21 report, and if the two UPCs are serviced by different PPAs, take the actions outlined in (1) and (2) below.

(1) Forward a memorandum to the PAS servicing the UPC in print positions 60 through 64 of the AAC–P21 report. Indicate the name, SSN, grade of the individual, and the current organization and status, including the assignment authority. Attach a copy of the authorized document. Also indicate that error notice AW–S was received, and request that the AWOL status be revoked because the AWOL status was preceded by the arrival on the individual from this PAS. Attach a cop of the AAC–P21 report for error notice AW–S. Send a copy of this memorandum to Commander, PERSINSCOM, ATTN: ASQNI–DAA, 200 Stovall Street, Alexandria, VA 22332–1500.

(2) Delete the error control number, and annotate the AAC–P21 report with all actions taken.

19–16. Error notice ME–2

Error notice ME–2 (officer and warrant officer or enlisted transaction PPA is inconsistent with data on the EMF or OMF (peacetime only)) is generated from PERSCOM to SIDPERS when transactions are forwarded from SIDPERS to PERSCOM with a PPA that differs from the PPA recorded on the OMF or EMF. See figure 19–10 for an example of error notice ME–2.

a. To resolve error notice ME–2, use the AAC–P17 and AAC–P21 reports. Print positions 61 and 62 of the AAC–P17 report identify the original input transaction that generated error notice ME–2. Print positions 13 and 14 on the AAC–P21 report indicate the type transaction that generated the error.

b. Compare print positions 87 and 88 (SCN of the original input) on the AAC–P21 report and print positions 70 and 71 (SCN) on the AAC–P17 report. Error notice ME–2 reflects error notification code of 2 in print position 58 on the AAC–P21 report. Contact the Personnel Service Company or unit to determine if individual is present and should be accounted for.

c. If error mnemonic xUNM is in print positions 124 through 127, see paragraph 19–6c.

d. If error mnemonic xNME is in print positions 124 through 127, see paragraph 19–6d.

e. If error mnemonic xMPC is in print positions 124 through 127, see paragraph 19–6e.

f. If the unit identified in print positions 60 through 64 of error notice ME–2 matches the SPF UPC1 (print positions 64 through 68 of the compatibility printline), if the SPF duty status is compatible with the original input transaction that generated error notice ME–2, and if the individual is accountable on the SPF, there is a problem with the PPA.

(1) Check the SAF to see which PPA is assigned to this unit. If the PPA is incorrect, contact the UICIO to have a change submitted. Any processing to this unit causes the same error to be generated until the PPA is changed.

(2) Resubmit the original input transaction as a FID K pass record. This action should be accomplished after the PPA has been changed.

(3) Delete the error control number, and annotate the AAC–P21 report with all actions taken.

g. If the SPF RSC (print position 45 on the compatibility printline) is Y, and if the individual is accountable on the

SPF, then an ARR or ASNJ transaction has not processed for this individual. Take the actions described in (1) and (2) below.

(1) Submit an ARR or ASNJ transaction to change the RSC on the SPF. This action generates type transaction 47 to PERSCOM and changes the PPA on the EMF or OMF to the correct PPA.

(2) Resubmit the original type transaction that generated error notice ME–2 (type transaction P–series, NH, 2A, 2H, 2M, or UH). Delete the error control number, and annotate the AAC–P21 report with all actions taken.

h. If the SPF RSC is Y, and if the individual is not accountable to this PPA, submit a FID U RTDR transaction, delete the error control number, and annotate the AAC–P21 report with all actions taken.

i. If the SPF RSC is not X or Y, if the original input transaction (identified on error notice ME–2) UPC matches the SPF UPC1 (print positions 64 through 68 on the compatibility printline), and if the individual is accountable to the SPF UPC1 (print positions 64 through 68 on the compatibility printline), take the actions defined in (1) and (2) below.

(1) Submit type transaction 47 as a pass record. This action assigns the individual to this PPA. Resubmit the original transaction that generated error notice ME–2 as a FID K pass record.

(2) Delete the error control number, and annotate the AAC–P21 report with all actions taken.

j. If the SPF RSC (position 45 on the compatibility printline) is X, if the original type transaction is not UH, 2A, 2H, or 2M, (print positions 13 and 14 on the AAC–P21 report), and if the SPF duty status is compatible with the transaction forwarded to PERSCOM that generated error notice ME–2, take the actions described in (1) through (4) below.

(1) See table 19–4 for appropriate SPF duty status codes applicable to the type transaction forwarded to PERSCOM.

Table 19–4
SPF duty status codes applicable to the type transaction forwarded to PERSCOM

Type transaction generated to PERSCOM	SPF duty status
NH	DCH
PA	DFR
PB	DFR
PC	DFR
PD	DFR
PE	DFR
PF	TMA
PG	DFR
PH	DFR
PK	DFR

(2) Submit type transaction 47 FID K as a pass record. This action assigns the individual to this PPA.

(3) Resubmit the original transaction that generated error notice ME–2 as a FID K pass record.

(4) Delete the error control number, and annotate the AAC–P21 report with all actions taken.

k. If the SPF RSC (position 45 on the compatibility printline) is X, if the original type transaction forwarded to PERSCOM is UH, 2A, 2H, or 2M, and if the individual should be accounted for, take the actions described in (1) through (3) below.

(1) Based on the circumstances that generated the RSC X, submit either the FID Q RDFR transaction, FID R REVD transaction, FID R ARR transaction with an arrival date later than the SPF UPC1 departure date (positions 69 through 74 of the compatibility printline), FID R ASNJ transaction with an assigned–not–joined date later than the SPF UPC1 departure date, or FID Q accession transaction.

(2) Resubmit the original SIDPERS transaction that generated error notice ME–2. This action will also ensure that the SPF is in correct status.

(3) Delete the error control number, and annotate the AAC–P21 report with all actions taken.

l. If the SPF RSC (position 45 on the compatibility printline) is X, and if the individual was not accountable or should not be accountable to this PPA, delete the error control number, and annotate the AAC–P21 report with all actions taken.

19–17. Error notice N1

Error notice N1 (enlisted miscellaneous data) is generated from PERSCOM to SIDPERS when unacceptable, erroneous or blank data are detected in type transaction S1 (enlisted miscellaneous data) forwarded from SIDPERS to PERSCOM. Any correct information contained on type transaction S1 forwarded from SIDPERS processes to the EMF; only unacceptable or erroneous data are sent back on error notice N1. See Figure 19–11 for an example of error notice N1.

a. To resolve error notice N1, use the AAC–P17 and AAC–P21 reports. Print positions 61 and 62 on the AAC–P17

report identify the original input transaction (S1) that generated error notice N1. Print positions 13 and 14 on the AAC–P21 report indicate the type transaction (S1)that generated the error.

b. Compare print positions 87 and 88 (SCN of the original input) on the AAC–P21 report and print positions 70 and 71 (SCN) on the AAC–P17 report. Unacceptable or erroneous data on type transaction S1 are displayed on error notice N1 and blank data elements are reflected by a + or & in the low–order position (last position) of the data element(s).

c. If error mnemonic xUNM is in print positions 124 through 127, see paragraph 19–6c.

d. If error mnemonic xNME is in print positions 124 through 127, see paragraph 19–6d.

e. If error mnemonic xMPC is in print positions 124 through 127, see paragraph 19–6e.

f. If the SPF RSC is X (print position 45 on the compatibility printline), contact the Personnel Service Company or unit to determine if the individual should or should not be accounted for.

(1) If the individual should not be accounted for, delete the error control number, and annotate the AAC–P21 report with all actions taken.

(2) If the individual should be accounted for, take the actions outlined in *(a)* and *(b)* below.

(a) Based on the circumstances that generated RSC X, submit either the FID Q RDFR transaction, FID R REVD transaction, FID R ARR transaction with an arrival date later than the SPF UPC1 departure date (positions 69 through 74 of the compatibility printline), FID R ASNJ transaction with an assigned–not–joined date later than the SPF UPC1 departure date (positions 69 through 74 of the compatibility printline), FID Q accession transaction, or a TDR transaction with a report date later that the SPF UPC1 departure date (positions 69 through 74 of the compatibility printline).

(b) Continue with additional information based on error conditions on error notice N1.

g. If the SPF RSC is Y (print position 45 of the compatibility printline), contact the Personnel Service Company or unit to determine if the individual should or should not be accounted for.

(1) If the individual should not be accounted for, submit a FID U RTDR transaction, delete the error control number, and annotate the AAC–P21 report with all actions taken.

(2) If the individual should be accounted for, submit a FID R ARR or ASNJ transaction to change the RSC on SPF, and continue with additional information based on the error conditions on error notice N1.

h. If error notice N1 (as displayed on the AAC–P21 report) appears with a + or & in the last position of a data element(s) (blank data) or if data are present in a data element(s) (erroneous or unacceptable data), contact the Personnel Service Company or unit to verify the information originally submitted, and take the actions described in (1) and (2) below.

(1) Determine if the SPF is also incorrect or blank.

(a) If the SPF is also incorrect and/or blank, prepare a SIDPERS transaction to correct or update the SPF. See table 19–5 for the SIDPERS transactions that will update the SPF data elements. Delete the error control number, and annotate the AAC–P21 report with all actions taken.

Table 19–5
SIDPERS transactions that update the SPF data elements for error notice N1

Data shown in error on AAC–P21 report and SPF data element to be updated	SIDPERS transaction
Marital status	MARS
NCO education	NCOG
CONUS area of preference	APRF
Civilian education level	CVED
Religious denomination	RELG
Physical profile	PHYS
DOB	DOB
Dual service component status	DSCS
Dual service component grade	DSCS
General technical aptitude score	GTAS

(b) If the SPF is correct and if the original type transaction S1 (as displayed on the AAC–P17 report) is incorrect, resubmit a corrected type transaction S1 as a FID K pass record. Delete the error control number, and annotate the AAC–P21 report with all actions taken.

(2) If the original transaction is correct, prepare a duplicate of the transaction, and forward it to Commander, PERSINSCOM, ATTN: ASQNI–DAA, 200 Stovall Street, Alexandria, VA 22332–1500. Explain the circumstances, and identify the PERSCOM SCN (print positions 82 and 83 on the AAC–P21 report). Delete the error control number, and annotate the AAC–P21 report with all actions taken.

19–18. Error notice SE

Error notice SE (spouse data record) is generated from PERSCOM to SIDPERS when type transaction UU (spouse data record) forwarded from SIDPERS to PERSCOM contains unacceptable or blank data. See figure 19–12 for an example of error notice SE.

a. To resolve error notice SE, use the AAC–P17 and AAC–P21 reports. Print position 61 and 62 of the AAC–P17 report identify the original input transaction (UU) that generated error notice SE. Compare print positions 87 and 88 (SCN of the original input type transaction UU) on the AAC–P21 report and print positions 70 and 71 (SCN) on the AAC–P17 report.

b. Error notice SE displays erroneous, unacceptable, or blank data elements. A + or & in print position 16 on the AAC–P21 report indicates that the DOD component of active duty spouse is unacceptable or blank. A + or & in print position 52 of the AAC–P21 report indicates that the MPC of active duty spouse is unacceptable or blank. A + or & in print position 53 of the AAC–P21 report indicates that the SSN of active duty spouse is unacceptable or blank. A + or & in print position 54 of the AAC–P21 report indicates that a change to SSN of active duty spouse is unacceptable or blank.

c. If error mnemonic xUNM is in print positions 124 through 127, see paragraph 19–6c.

d. If error mnemonic xNME is in print positions 124 through 127, see paragraph 19–6d.

e. If error mnemonic xMPC is in print positions 124 through 127, see paragraph 19–6e.

f. If the SPF RSC is X (print position 45 on the compatibility printline), contact the Personnel Service Company or unit to determine if the individual should or should not be accounted for.

(1) If the individual should not be accounted for, delete the error control number, and annotate the ACCP–P21 report with all actions taken.

(2) If the individual should be accounted for, take the actions described in *(a)* and *(b)* below.

(a) Based on the circumstances that generated RSC X, submit either the FID Q RDFR transaction, FID R REVD transaction, FID R ARR transaction with an arrival date later than the SPF UPC1 departure date (positions 69 through 74 of the compatibility printline), FID R ASNJ transaction with an assigned–not–joined date later than the SPF UPC1 departure date (positions 69 through 74 of the compatibility printline), a FID Q accession transaction, or a TDR transaction with a report date later than the SPF UPC1 departure date (positions 69 through 74 of the compatibility printline).

(b) Continue with additional information based on the error conditions on error notice SE.

g. If the SPF RSC is Y (print position 45 of the compatibility printline), contact the Personnel Service Company or unit to determine if the individual should or should not be accounted for.

(1) If the individual should not be accounted for, submit a FID U RTDR transaction, delete the error control number, and annotate the AAC–P21 report with all actions taken.

(2) If the individual should be accounted for, process a FID R ARR or ASNJ transaction to change the RSC on the SPF. Continue with additional information based on the error conditions on error notice SE.

h. If error notice SE appears on the AAC–P21 report with a + or & in one of the error notification code fields, take the actions defined in (1) through (3) below.

(1) Contact the Personnel Service Company or unit to determine the accuracy of the submitted information.

(2) Resubmit the corrected type transaction UU as a FID K pass record.

(3) Delete the error control number, and annotate the AAC–P21 report with all actions taken.

19–19. Error notice SG

Error notice SG (flag transaction data inconsistent with data contained on EMF or OMF) is generated from PERSCOM to SIDPERS when type transaction UW (flag action transaction) forwarded from SIDPERS to PERSCOM contains data that are inconsistent with data contained on EMF or OMF. See figure 19–13 for an example of error notice SG.

a. To resolve error notice SG, use the AAC–P17 and AAC–P21 reports. Print positions 61 and 62 of the AAC–P17 report identify the original input transaction (UW) that generated error notice SG. Compare positions 87 and 88 (SCN of the original input) on the AAC–P21 report and print positions 70 and 71 (SCN) on the AAC–P17 report.

b. Verify the individual's current assignment. Check the SPF (print positions 64 through 68 on the compatibility printline) to identify the SPF UPC1.

c. If error mnemonic xUNM is in print positions 124 through 127, see paragraph 19–6c.

d. If error mnemonic xNME is in print positions 124 through 127, see paragraph 19–6d.

e. If error mnemonic xMPC is in print positions 124 through 127, see paragraph 19–6e.

f. If the SPF RSC is Y (print position 45 of the compatibility printline), contact the Personnel Service Company or unit to determine if the individual should or should not be accounted for.

(1) If the individual should not be accounted for, submit a FID U RTDR transaction, delete the error control number, and annotate the AAC–P21 report with all actions taken.

(2) If the individual should be accounted for, submit a FID R ARR or ASNJ transaction to change the RSC on the SPF. Continue with additional information based on the error conditions on error notice SG.

g. If error notice SG appears on the AAC–P21 report, the data in print positions 15 through 22 and 49 through 56 are inconsistent with data forwarded on type transaction UW (print positions 33 through 48 on the AAC–P21 report). For example, type transaction UW may show that an individual completed a suspension of favorable personnel action, with a reason and type of report code of KE (final favorable completion of weight flag program), but the OMF does not have the individual flagged for weight program (position 1 of either FLAG1 or FLAG2 data elements on the OMF does not equal K); or type transaction UW may show that an individual was initially flagged with one of the suspension of favorable personnel action reason codes, but the OMF or EMF FLAG1 or FLAG2 data elements are already occupied with different reason codes. (Only two flags can be reported and stored on the system). Take the actions defined in (1) through (3) below.

(1) Contact the Personnel Service Company or unit to verify the originally submitted information.

(2) Determine the validity of the SPF.

(a) If the SPF is in error and agrees with type transaction UW data, prepare a FID U FLAG transaction with the appropriate type of suspension of favorable personnel action report code (second position of flag for suspension of favorable personnel action). A type of report code Z in position 2 deletes an erroneously reported suspension of favorable personnel action reason code. Delete the error control number, and annotate the AAC–P21 report with all actions taken.

(b) If the SPF is correct and is identical to the OMF or EMF data, but type transaction UW is incorrect, delete the error control number, and annotate the AAC–P21 report with all actions taken.

(c) If the SPF is correct, if type transaction UW is incorrect, and if the SPF flag data and OMF or EMF flag data are compatible, but not identical (original input transaction UW contained erroneous data), resubmit a corrected type transaction UW as a FID K pass record. Delete the error control number, and annotate the AAC–P21 report with all actions taken.

(d) If the SPF and type transaction UW are correct, determine if an initial type transaction UW should have processed at PERSCOM to change flag data elements on the OMF or EMF. If an initial type transaction UW should have processed and if the OMF or EMF is in error (not current), process type transaction UW as a FID K pass record so that the OMF or EMF agrees with the SPF. Resubmit the original type transaction UW as a FID K pass record. Ensure that the resubmitted type transaction UW is dated later than the initial type transaction UW that was missing. Delete the error control number, and annotate the AAC–P21 report with all actions taken.

(3) If it cannot be determined that the OMF or EMF is actually in error, prepare a duplicate of the transaction, and forward it to Commander, PERSINSCOM, ATTN: ASQNI–DAA, 200 Stovall Street, Alexandria, VA 22332–1500. Explain the circumstances, and identify the PERSCOM SCN (print positions 82 and 83 on the AAC–P21 report). Delete the error control number, and annotate the AAC–P21 report with all actions taken.

19–20. Error notice XD

Error notice XD (officer transaction corrected by PERSCOM) is generated from PERSCOM to SIDPERS to advise the PAS analyst that a transaction was processed at PERSCOM after data were changed or corrected. See figure 19–14 for an example of error notice XD.

a. To resolve error notice XD, use the AAC–P17 and AAC–P21 reports. Print positions 61 and 62 of the AAC–P17 report identify the original input that generated error notice XD. Print positions 13 and 14 on the AAC–P21 report indicate the type of transaction that generated the error. Error notice XD displays the changed or corrected data elements and the complete transaction as forwarded from SIDPERS.

b. Compare the original input transaction with error notice XD to identify the changed or corrected data elements. Print positions 11 through 18, 29 through 55, 69, and 72 through 78 of error notice XD as forwarded from PERSCOM can contain corrected or changed data items. Table 19–6 shows how the print positions correlate on the AAC–P17 and AAC–P21 reports.

Table 19–6
Error notice XD correlation table

Print positions on the ACC–P21 report	Print positions on the AAC–P17 report
15–22	13–20
33–59	31–57
79–79	75–75
82–88	78–84

c. If error mnemonic xUNM is in print positions 124 through 127, see paragraph 19–6c.

d. If error mnemonic xNME is in print positions 124 through 127, see paragraph 19–6d.

e. If error mnemonic xMPC is in print positions 124 through 127, see paragraph 19–6e.

f. If the SPF RSC is X (print position 45 on the compatibility printline), contact the Personnel Service Company or unit to determine if the individual should or should not be accounted for.

(1) If the individual should not be accounted for, delete the error control number, and annotate the AAC–P21 report with all actions taken.

(2) If the individual should be accounted for, take the actions described in (a) and (b) below.

(a) Based on the circumstances that generated RSC X, submit either the FID Q RDFR transaction, FID R REVD transaction, FID R ARR transaction with an arrival date later than the SPF UPC1 departure date (positions 69 through 74 of the compatibility printline), FID R ASNJ transaction with an assigned–not–joined date later than the SPF UPC1 departure date (positions 69 through 74 of the compatibility printline), FID Q accession transaction, or a TDR transaction with a report date later than the SPF UPC1 departure date (positions 69 through 74 of the compatibility printline).

(b) Continue with additional information based on the error conditions on error notice XD.

g. If the SPF RSC is Y (print position 45 of the compatibility printline), contact the Personnel Service Company or unit to determine if the individual should or should not be accounted for.

(1) If the individual should not be accounted for, submit a FID U RTDR transaction, delete the error control number, and annotate the AAC–P21 report with all actions taken.

(2) If the individual should be accounted for, submit a FID R ARR or ASNJ transaction to change the RSC on the SPF. Continue with additional information based on the error conditions on error notice XD.

h. If error notice XD appears on the AAC–P21 report and if the changed data element(s) equal the corresponding data element(s) on the SPF, delete the error control number, and annotate the AAC–P21 report with all actions taken.

i. If error notice XD appears on the AAC–P21 report and if the changed data elements do not equal the corresponding data element(s) on the SPF, contact the Personnel Service Company or unit to determine if the information on the SPF is correct.

(1) If the SPF is correct, submit the appropriate FID K type transaction as a pass record to change the data elements on the OMF. Delete the error control number, and annotate the AAC–P21 report with all actions taken.

(2) If the SPF is incorrect, submit the appropriate SIDPERS transaction to correct the data elements as they appear on the SPF. Delete the error control number, and annotate the AAC–P21 report with all actions taken.

19–21. Error notice XE

Error notice XE (officer and warrant officer or enlisted transaction rejected due to essential edit error) is generated from PERSCOM to SIDPERS when unacceptable data or blank data elements are detected in a transaction forwarded from SIDPERS to PERSCOM. Error notice XE identifies essential errors that prevent the input transaction from processing to the OMF or EMF. No information on the input transaction processes. See figure 19–15 for an example of error notice XE.

a. To resolve error notice XE, use the AAC–P17 and AAC–P21 reports. Print positions 61 and 62 of the AAC–P17 report identify the original input transaction that generated error notice XE. Print positions 13 and 14 on the AAC–P21 report indicate the type transaction that generated the error.

b. Compare print positions 87 and 88 (SCN of the original input) on the AAC–P21 report and print positions 70 and 71 (SCN) on the AAC–P17 report. Corresponding data elements relate to the same data elements forwarded from SIDPERS to PERSCOM on the original input transaction that generated error notice XE. Because the original input transaction was reformatted for display on the AAC–P17 report, the corresponding data elements differ. Table 19–7 shows how print positions correlate on the AAC–P17 and AAC–P21 reports.

Table 19–7
Error notice XE correlation table

Print positions on the ACC–P21 report	Print positions on the AAC–P17 report
15–22	13–20
33–59	31–57
79–79	75–75
82–88	78–84

c. If error mnemonic xUNM is in print positions 124 through 127, see paragraph 19–6c.

d. If error mnemonic xNME is in print positions 124 through 127, see paragraph 19–6d.

e. If error mnemonic xMPC is in print positions 124 through 127, see paragraph 19–6e.

f. If the SPF RSC is X (print position 45 on the compatibility printline), contact the Personnel Service Company or unit to determine if the individual should or should not be accounted for.

(1) If the individual should not be accounted for, delete the error control number, and annotate the AAC–P21 report with all actions taken.

(2) If the individual should be accounted for, take the actions defined in *(a)* and *(b)* below.

(a) Based on the circumstances that generated RSC X, submit either the FID Q RDFR transaction, FID R REVD transaction, FID R ARR transaction with an arrival date later than the SPF UPC1 departure date (positions 69 through 74 of the compatibility printline), FID R ASNJ transaction with an assigned–not–joined date later than the SPF UPC1 departure date (positions 69 through 74 of the compatibility printline), FID Q accession transaction, or a TDR transaction with a report date later than the SPF UPC1 departure date (positions 69 through 74 of the compatibility printline).

(b) Continue with additional information based on the error conditions on error notice XE.

g. If the SPF RSC is Y (print position 45 of the compatibility printline), contact the Personnel Service Company or unit to determine if the individual should or should not be accounted for.

(1) If the individual should not be accounted for, submit a FID U RTDR transaction, delete the error control number, and annotate the AAC–P21 report with all actions taken.

(2) If the individual should be accounted for, submit a FID R ARR or ASNJ transaction to change the RSC on the SPF. Continue with additional information based on the error conditions on error notice XE.

h. Error notice XE identifies unacceptable or blank data elements as reported by the input transaction, and if the MPC on error notice XE (print position 23 on the AAC–P21 report) is E, the situations in (1) through (4) occur.

(1) If error notice XE is generated because of unacceptable data, only that data are displayed on error notice XE.

(2) A blank data element is identified by a + in the low–order position (last position), except in the situations listed in *(a)* through *(c)* below.

(a) A + in print position 17 of error notice XE (as displayed on the AAC–P21 report) indicates that the miscellaneous input transaction was blank in all data elements that are authorized for reporting a change in personnel data.

(b) A + in print position 15 of error notice XE (as displayed on the AAC–P21 report) indicates an error in name.

(c) A + in print position 16 of error notice XE (as displayed on the AAC–P21 report) indicates an error in SSN.

(3) If the input type transaction (print positions 13 and 14 of error notice XE displayed on the AAC–P21 report) is VV, VL, or UK and if a + is in print position 79 of error notice XE displayed on the AAC–P21 report, an error has been detected in the new name.

(4) If the type transaction that generated error notice XE (print positions 13 and 14 of error notice XE displayed on the AAC–P21 report) is VV, VL, or UK and if a + is in print position 33 of error notice XE displayed on the AAC–P21 report, an error has been detected in the new SSN.

i. If the MPC of error notice XE is E (print position 23 on the AAC–P21 report) and if a + is in print position 17 of the AAC–P21 report, the input type transaction is blank in all data elements used to report changes to personnel data. Determine if the SPF is also blank.

(1) If the SPF is also blank, submit a SIDPERS transaction to update the SPF. Submit a corrected type transaction (same as indicated in print positions 13 and 14 on the AAC–P21 report) as a FID K pass record to PERSCOM. Delete the error control number, and annotate the AAC–P21 report with all actions taken.

(2) If the SPF is not blank, submit a corrected type transaction (same as indicated in print positions 13 and 14 on the AAC–P21 report) as a FID K pass record to PERSCOM. Delete the error control number, and annotate the AAC–P21 report with all actions taken.

j. If the MPC of error notice XE is E (print position 23 on the AAC–P21 report), if a + is in print position 15 of error notice XE displayed on the AAC–P21 report, and if a + is in print position 16 of error notice XE displayed on the AAC–P21 report, an error was detected in the name and/or SSN. Take the actions outlined in (1) and (2) below.

(1) Submit a corrected type transaction (same as indicated in print positions 13 and 14 on the AAC–P21 report) as a FID K pass record to PERSCOM.

(2) Delete the error control number, and annotate the AAC–P21 report with all actions taken.

k. If the MPC of error notice XE is E (print position 23 on the AAC–P21 report), if the type transaction forwarded to PERSCOM is VV, VL, or UK (print positions 13 and 14 of error notice XE displayed on the AAC–P21 report), and if a + is in print position 79 and/or print position 33 of the AAC–P21 report, an edit error has been detected in the new name or new SSN. Take the actions described in (1) and (2) below.

(1) Submit a corrected type transaction (same as indicated in print positions 13 and 14 on the AAC–P21 report) as a FID K pass record to PERSCOM.

(2) Delete the error control number, and annotate the AAC–P21 report with all actions taken.

l. If the MPC of error notice XE is E (print position 23 of the AAC–P21 report) and if data are present in one of the

corresponding data elements, the data displayed in the corresponding data elements are incorrect. Compare the data on error notice XE with the SPF and the individual's MPRJ. Contact the Personnel Service Company or unit to determine if the forwarded information is correct.

(1) If the SPF and the transaction forwarded to PERSCOM are both incorrect, submit a SIDPERS transaction to correct the data on the SPF. Submit a corrected type transaction (same as indicated in print positions 13 and 14 on the AAC–P21 report) as a FID K pass record to PERSCOM. The FID K pass record transaction is necessary only if the SIDPERS transaction did not generate the same type transaction that generated error notice XE. Delete the error control number, and annotate the AAC–P21 report with all actions taken.

(2) If the SPF is correct, submit a corrected type transaction (same as indicated in print positions 13 and 14 on the AAC–P21 report) as a FID K pass record to PERSCOM. Delete the error control number, and annotate the AAC–P21 report with all actions taken.

m. If the MPC of error notice XE (print position 23 on the AAC–P21 report) is O or W, the situations in (1) and (2) below occur.

(1) If error notice XE identifies unacceptable or blank data as reported by the input transaction and if error notice XE is generated because of unacceptable data, the erroneous data are omitted from the applicable data elements and a + is placed in the high–order position of the erroneous data element (first position). Correct data are displayed in the same print positions as originally reported. A blank data element is also identified by a + in the high–order position (first position) except in the situation described in (2) below.

(2) If the original input transaction (print positions 13 and 14 on the AAC–P21 report) is UH (officer miscellaneous data) and if a + in print position 33, all data elements used to report authorized changes in personnel data are blank.

n. If the MPC of error notice XE is O or W and if the original input transaction (print positions 13 and 14 on the AAC–P21) is UH, all data elements used to report authorized changes in personnel data are blank.

(1) Compare the data on error notice XE with the SPF and the individual's MPRJ.

(2) If the SPF data are also blank, submit a SIDPERS transaction to correct the data on the SPF. Submit a corrected type transaction UH to PERSCOM as a FID K pass record. Delete the error control number, and annotate the AAC–P21 report with all actions taken.

o. If the MPC of error notice XE is O or W (print position 23 of the AAC–P21 report) and if a + is in the high–order position of a corresponding data element, the data element is either blank or in error.

(1) Compare the data on error notice XE with the SPF and the individual's MPRJ. Contact the Personnel Service Company or unit to determine the accuracy of the forwarded information.

(2) If the SPF data are incorrect, submit a SIDPERS transaction to correct the data on the SPF. Submit a corrected type transaction (same as indicated in print positions 13 and 14 on the AAC–P21 report) as a FID K pass record. Delete the error control number, and annotate the AAC–P21 report with all actions taken.

19–22. Error notice XF

Error notice XF (enlisted secondary MOS code or promotion MOS code) is generated from PERSCOM to SIDPERS when unacceptable or blank data are detected in type transaction 34 (enlisted secondary MOS code or promotion MOS code) forwarded from SIDPERS to PERSCOM. Any correct information contained on type transaction 34 processes to the EMF. Error notice XF displays only information that would not process. See figure 19–16 for an example of error notice XF.

a. To resolve error notice XF, use the AAC–P17 and AAC–P21 reports. Print positions 61 and 62 of the AAC–P17 report identify the original input transaction (34) that generated error notice XF. Print positions 13 and 14 on the AAC–P21 report indicate the type transaction (34) that generated the error.

b. Compare print positions 87 and 88 (SCN of the original input) on the AAC–P21 report and print positions 70 and 71 (SCN) on the AAC–P17 report. The incorrect data elements are printed on the AAC–P21 report. If a data element is blank, a + or & appears in the low–order position (last position) of the data element(s).

c. If error mnemonic xUNM is in print positions 124 through 127, see paragraph 19–6c.

d. If error mnemonic xNME is in print positions 124 through 127, see paragraph 19–6d.

e. If error mnemonic xMPC is in print positions 124 through 127, see paragraph 19–6e.

f. If the SPF RSC is X (print position 45 on the compatibility printline), contact the Personnel Service Company or unit to determine if the individual should or should not be accounted for.

(1) If individual should not be accounted for, delete the error control number, and annotate the AAC–P21 report with all actions taken.

(2) If individual should be accounted for, based on the circumstances that generated RSC X, submit either the FID Q RDFR transaction, FID R REVD transaction, FID R ARR transaction with an arrival date later than the SPF UPC1 departure date (positions 69 through 74 of the compatibility printline), FID R ASNJ transaction with an assigned–not–joined date later than the SPF UPC1 departure date (positions 69 through 74 of the compatibility printline), FID Q accession transaction, or a TDR transaction with a report date later than the SPF UPC1 departure date (positions 69 through 74 of the compatibility printline).

(3) Continue with additional information based on the error conditions on error notice XF.

g. If the SPF RSC is Y (print position 45 of the compatibility printline), contact the Personnel Service Company or unit to determine if the individual should or should not be accounted for.

(1) If individual should not be accounted for, submit a FID U RTDR transaction, delete the error control number, and annotate the AAC–P21 report with all actions taken.

(2) If individual should be accounted for, process a FID R ARR or ASNJ transaction to change the RSC on the SPF. Continue with additional information based on the error conditions on error notice XF.

h. If error notice XF appears on the AAC–P21 report, a + or & in the low–order position (last position) of a data element indicates blank data. If data are present in a data element, the data are unacceptable. Contact the Personnel Service Company or unit to verify the originally submitted information.

(1) Determine if the SPF is incorrect or blank.

(a) If the SPF is incorrect or blank, prepare a SIDPERS transaction to update the SPF. See table 19–8 for SIDPERS transactions that update the SPF data elements. Delete the error control number, and annotate the AAC–P21 report with all actions taken.

Table 19–8
SIDPERS transactions that update the SPF data elements

Data shown in error on AAC–P21 report and SPF data element to be updated	SIDPERS transactions
Grade abbreviation	GRCH
Grade code	GRCH
SMOS	GRCH, PMOS, SMOS
SASI	ASI, GRCH, PMOS, SMOS
Promotion or progression MOS	GRCH, PRMS
Promotion MOS indicator	GRCH, PRMS

(b) If the SPF is correct but if the original type transaction 34 was incorrect, resubmit a corrected type transaction 34 as a FID K pass record, delete the error control number, and annotate the AAC–P21 report with all actions taken.

(2) If the original type transaction is correct, prepare a duplicate of the transaction and forward it to Commander, PERSINSCOM, ATTN: ASQNI–DAA, 200 Stovall Street, Alexandria, VA 22332–1500. Explain the circumstances, and identify the PERSCOM SCN (print positions 82 and 83 on the AAC–P21 report). Delete the error control number, and annotate the AAC–P21 report with all actions taken.

19–23. Error notice XU

Error notice XU (officer and warrant officer or enlisted transaction or record contains nonessential errors) is generated from PERSCOM to SIDPERS when a transaction is received at PERSCOM with unacceptable or blank nonessential data, for the MA (record 1 or 2), PRIDE, and month–end master file processing. See figure 19–17 for an example of error notice XU.

a. To resolve error notice XU, use the AAC–P17 and AAC–P21 reports. Print positions 61 and 62 of the AAC–P17 report identify the original input transaction that generated error notice XU. Print positions 13 and 14 on the AAC–P21 report indicate the type transaction that generated the error.

b. Compare print positions 87 and 88 (SCN of the original input) on the AAC–P21 report and print positions 70 and 71 (SCN) on the AAC–P17 report.

c. If error mnemonic xUNM is in print positions 124 through 127, see paragraph 19–6c.

d. If error mnemonic xNME is in print positions 124 through 127, see paragraph 19–6d.

e. If error mnemonic xMPC is in print positions 124 through 127, see paragraph 19–6e.

f. If the SPF RSC is X (print position 45 on the compatibility printline), contact the Personnel Service Company or unit to determine if the individual should or should not be accounted for.

(1) If the individual should not be accounted for, delete the error control number, and annotate the AAC–P21 report with all actions taken.

(2) If the individual should be accounted for, take the actions described in (a) and (b) below.

(a) Based on the circumstances that generated RSC X, submit either the FID Q RDFR transaction, FID R REVD transaction, FID R ARR transaction with an arrival date later than the SPF UPC1 departure date (positions 69 through 74 of the compatibility printline), FID R ASNJ transaction with an assigned–not–joined date later than the SPF UPC1 departure date (positions 69 through 74 of the compatibility printline), FID Q accession transaction, or a TDR transaction with a report date later than the SPF UPC1 departure date (positions 69 through 74 of compatibility printline).

(b) Continue with additional information based on the error conditions on error notice XU.

g. If the SPF RSC is Y (print position 45 of the compatibility printline), contact the Personnel Service Company or unit to determine if the individual should or should not be accounted for.

(1) If the individual should not be accounted for, submit a FID U RTDR transaction, delete the error control number, and annotate the AAC–P21 report with all actions taken.

(2) If the individual should be accounted for, submit a FID R ARR or ASNJ transaction to change the RSC on the SPF. Continue with additional information based on the error conditions on error notice XU.

h. To determine what generated error notice XU, check print positions 13 and 14 on the AAC–P21 report. Error notice XU displays errors in different ways depending on what conditions generated the error notice.

i. If error notice XU appears on the AAC–P21 report and if MA or PR is in print positions 13 and 14, error notice XU is generated because of the MA or PRIDE audit. (See para 10–156e for a discussion of the MA (records 1 and 2) processing.) Error notice XU also appears on the AAC–P22 report. An error literal is displayed in print positions 37 through 63 of the AAC–P22 report and 33 through 59 of the AAC–P21 report. See table 19–9 for a list of error literals, conditions that cause the errors, and required corrective action.

Table 19–9
Error literals produced from MA and PRIDE audits and month–end master file processing

Error message: SEND AEA DATA–DA BLANK
Conditions: SPF or EMF AEA code is blank and/or SPF or EMF AEA date (year and month) of term is blank.
Restrictions: AR 614–200, paragraph 2–7
Corrective action: Process AEA transaction. Ensure AEA date (year and month) of term is updated with AEA code when applicable.
Type audit: MA

Error message: SEND AFST DATA–DA BLANK
Conditions: SPF or EMF area current or last foreign service tour is blank.
Restrictions: DEROS or DROS error messages are not generated.
Corrective action: Process AFST transaction. report DEROS or DROS for other than AFST code Z.
Type audit: MA

Error message: SEND CDAT–DA BLANK
Conditions: OMF duty title is blank.
Restrictions: None.
Corrective action: Process CDAT transaction.
Type audit: PRIDE

Error message: UPDTE CIV EDUC–DA?
Conditions: SPF or EMF civilian education level is not compatible.
Restrictions: None.
Corrective action: Process CVED transaction.
Type audit: MA

Error message: SEND CIV EDUC–DA BLANK
Conditions: SPF or EMF civilian education level is blank.
Restrictions: None.
Corrective action: Process CVED transaction.
Type audit: MA

Error message: SEND COMP
Conditions: SPF or EMF service component is blank.
Restrictions: None.
Corrective action: Process COMP transaction.
Type audit: MA

Error message: SEND CONAP–DA BLANK
Conditions: SPF or EMF CONUS area of preference is blank.
Restrictions: None.
Corrective action: Process APRF transaction.
Type audit: MA

Error message: UPDTE CONAP–DA?
Conditions: SPF or EMF CONUS area of preference is not compatible.
Restrictions: None.
Corrective action: Process APRF transaction.
Type audit: MA

Table 19–9
Error literals produced from MA and PRIDE audits and month–end master file processing—Continued

Error message: SEND DEP–ADULT–DA BLANK
Conditions: OMF number of dependent adults is blank.
Restrictions: None.
Corrective action: Process DEPD transaction.
Type audit: PRIDE

Error message: SEND DEP–CHILD–DA BLANK
Conditions: OMF number of dependent children is blank.
Restrictions: None.
Corrective action: Process DEPD transaction.
Type audit: PRIDE

Error message: SEND DEROS–DA BLANK
Conditions: SPF or EMF or OMF DEROS is blank.
Restrictions: Soldier must be assigned to an overseas organization. Not applicable if AFST DATA error message is generated.
Corrective action: Process DERO transaction.
Type audit: MA

Error message: UPDTE DEROS–DA?
Conditions: SPF or OMF DEROS is not compatible.
Restrictions: Officer must be assigned to an overseas organization.
Corrective action: Process DERO transaction.
Type audit: MA

Error message: SEND DMOSC–DA BLANK
Conditions: SPF or EMF DMOSC is blank.
Restrictions: Soldier must be assigned to other than basic combat training, advanced individual training or student organization. Soldier must be assigned to current PPA for 60 days.
Corrective action: Process POSN transaction.
Type audit: MA

Error message: UPDTE DMOSC–DA?
Conditions: SPF or EMF DMOSC is not compatible.
Restrictions: See SEND DMOSC–DA BLANK restrictions above.
Corrective action: Process POSN transaction.
Type audit: MA

Error message: SEND DOB–DA BLANK
Conditions: SPF or EMF or OMF DOB is blank.
Restrictions: None.
Corrective action: Process DOB transaction.
Type audit: MA

Error message: SEND DOR–DA BLANK
Conditions: SPF or EMF date of rank is blank.
Restrictions: SEND DOR–DA BLANK error message is not generated if the SEND GRADE–DA BLANK is generated.
Corrective action: Process DOR transaction.
Type audit: MA

Error message: SEND DROS–DA BLANK
Conditions: SPF or EMF or OMF DROS is blank.
Restrictions: Soldier must be assigned to other than basic combat training, advanced individual training, or student organization. BASD must be 3 or more years less than audit date. SEND DROS–DA BLANK error message is not generated if the SEND AFST DATA–DA BLANK error message is generated.
Corrective action: Process DROS transaction.
Type audit: MA

Error message: SEND DSSI/MOS–DA BLANK
Conditions: SPF or OMF DSSI OR DMOSC is blank.
Restrictions: Officer must be assigned to other than student organization. Officer must be assigned to current PPA for 60 days.
Corrective action: Process POSN transaction.
Type audit: MA

Table 19–9
Error literals produced from MA and PRIDE audits and month–end master file processing—Continued

Error message: UPDATE DSSI/MOS–DA?
Conditions: SPF or OMF DSSI or DMOSC is not compatible.
Restrictions: See SEND DSSI/MOS–DA restrictions above.
Corrective action: Process POSN transaction.
Type audit: MA

Error message: SEND EDAT–DA BLANK
Conditions: OMF home of record on entry to active duty is blank.
Restrictions: None.
Corrective action: Process EDAT transaction.
Type audit: PRIDE

Error message: SEND EGD–DA BLANK
Conditions: SPF or EMF or OMF EGD is blank.
Restrictions: None.
Corrective action: Process EGD transaction.
Type audit: MA

Error message: SEND EGD–DA 'Z'
Conditions: SPF or EMF or OMF EGD is Z (unknown).
Restrictions: None.
Corrective action: Process EGD transaction.
Type audit: MA

Error message: SEND EGD–DA?
Conditions: SPF or EMF EGD is not compatible.
Restrictions: None.
Corrective action: Process EGD transaction.
Type audit: MA

Error message: SEND ESA–DA BLANK
Conditions: SPF or OMF expiration service agreement is blank.
Restrictions: Service component must be other than R.
Corrective action: Process COMP transaction.
Type audit: MA

Error message: SEND ETS–DA BLANK
Conditions: SPF or EMF ETS is blank.
Restrictions: None.
Corrective action: Process ETS transaction.
Type audit: MA

Error message: SEND GRADE DATA–DA BLANK
Conditions: SPF or EMF grade or grade and DOR are blank.
Restrictions: When SEND GRADE DATA–DA BLANK error message is generated, the SEND DOR–DA BLANK error message is not generated.
Corrective action: Process GRCH transaction. DOR must be included.
Type audit: MA

Error message: SEND MARS–DA BLANK
Conditions: SPF or EMF or OMF marital status is blank.
Restrictions: None.
Corrective action: Process MARS transaction.
Type audit: MA

Error message: UPDTE MARS–DA?
Conditions: SPF or EMF marital status is not compatible.
Restrictions: None.
Corrective action: Process MARS transaction.
Type audit: MA

Table 19–9
Error literals produced from MA and PRIDE audits and month–end master file processing—Continued

Error message: SEND MLED–DA BLANK
Conditions: OMF military education level is blank.
Restrictions: None.
Corrective action: Process MLED transaction.
Type audit: PRIDE

Error message: SEND MADC–DA BLANK
Conditions: EMF major subject of college education is blank.
Restrictions: EMF education level must indicate 2 or more years of college.
Corrective action: Process MADC transaction.
Type audit: PRIDE

Error message: SEND NCOES–DA BLANK
Conditions: SPF or EMF NCOES is blank.
Restrictions: Soldier must be assigned to other than basic combat training or advanced individual training organization.
Corrective action: Process NCOG transaction.
Type audit: MA

Error message: SEND NR DEPN–DA BLANK
Conditions: SPF or EMF number of dependents is blank.
Restrictions: Marital status must be M.
Corrective action: Process DEPN transaction.
Type audit: MA

Error message: SEND OCVE LVL–DA BLANK
Conditions: OMF civilian education level is blank.
Restrictions: Send MADC–DA BLANK error message is not generated when the SEND OCVE LVL–DA BLANK error message is generated.
Corrective action: Process OCVE transaction. Enter major subject of college education.
Type audit: PRIDE

Error message: SEND ORSAP–DA BLANK
Conditions: SPF or EMF overseas area of preference is blank.
Restrictions: None.
Corrective action: Process APRF transaction.
Type audit: MA

Error message: UPDTE ORSAP–DA?
Conditions: SPF or EMF overseas area of preference is not compatible.
Restrictions: None.
Corrective action: Process APRF transaction.
Type audit: MA

Error message: SEND PHYS CAT–DA BLANK
Conditions: SPF or EMF physical category is blank.
Restrictions: None.
Corrective action: Process PHYS transaction.
Type audit: MA

Error message: SEND PMOS–DA BLANK
Conditions: SPF or EMF PMOS code is blank.
Restrictions: None.
Corrective action: Process PMOS transaction.
Type audit: MA

Error message: SEND RACE–DA?
Conditions: SPF or EMF or OMF race is not compatible.
Restrictions: None.
Corrective action: Process RACE transaction.
Type audit: MA

Table 19–9
Error literals produced from MA and PRIDE audits and month–end master file processing—Continued

Error message: UPDTA RACE–DA 'Z'
Conditions: SPF or EMF or OMF race is Z (unknown).
Restrictions: None.
Corrective action: Process RACE transaction.
Type audit: MA

Error message: SEND RACE–DA BLANK
Conditions: SPF or EMF or OMF race is blank.
Restrictions: None.
Corrective action: Process RACE transaction.
Type audit: MA

Error message: SEND RELG–DA BLANK
Conditions: SPF or EMF religious denomination is blank.
Restrictions: None.
Corrective action: Process RELG transaction.
Type audit: MA

Error message: SEND SEX–DA BLANK
Conditions: SPF or EMF or OMF sex is blank.
Restrictions: None.
Corrective action: Process SEX transaction.
Type audit: MA

Error message: UPDTE SEX–DA?
Conditions: SPF or EMF or OMF sex is not compatible.
Restrictions: None.
Corrective action: Process SEX transaction.
Type audit: MA

Error message: SEND SMOS–DA BLANK
Conditions: SPF or EMF SMOS code is blank.
Restrictions: Grade must be SSG or higher.
Corrective action: Process SMOS transaction.
Type audit: MA

Error message: UPDTE SMOS–DA?
Conditions: SPF or EMF SMOS code is not compatible.
Restrictions: Grade must be SSG or higher.
Corrective action: Process SMOS transaction.
Type audit: MA

Error message: UPDTE SPEC PAY–DA?
Conditions: SPF or EMF or OMF SPAY is not compatible.
Restrictions: None.
Corrective action: Process SPAY transaction.
Type audit: MA

Error message: SEND SVC AGR–DA BLANK
Conditions: SPF or OMF service agreement is blank.
Restrictions: Service component must be other than R.
Corrective action: Process COMP transaction.
Type audit: MA

j. If error notice XU appears on the AAC–P21 report and if print positions 13 and 14 of the AAC–P21 report are blank, error notice XU is generated because of the month–end master file processing. The error message OPEN AWOL SINCE (YYMMDD) is displayed in positions 33 through 59 on the AAC–P21 report. This error message indicates that the EMF has an open AWOL condition over 30 days. To correct this error condition, follow the procedures in (1) through (6) below.

(1) If the SPF duty status is AWL, if the SPF effective date of duty status is greater than the AWOL date displayed

on error notice XU, and if the individual was never AWOL, submit a RDYS transaction (generates type transaction 2J to PERSCOM). Delete the error control number, and annotate the AAC–P21 report with all actions taken.

(2) If the individual was AWOL over 30 days, submit a DFR transaction (generates the appropriate P–series transaction to PERSCOM). Delete the error control number, and annotate the AAC–P21 report with all actions taken.

(3) If the individual was AWOL but returned, submit a DYST transaction (generates type transaction 2C to PERSCOM). Delete the error control number, and annotate the AAC–P21 report with all actions taken.

(4) If the previous AWOL (date present in error message) was incorrect, submit type transaction 2J as a FID K pass record (revokes the previous AWOL) and process type transaction 2A as a FID K pass record (reports new AWOL). Delete the error control number, and annotate the AAC–P21 report with all actions taken.

(5) If the SPF duty status is not AWL and if the AWOL condition on the EMF was previously correct but if the individual has returned from AWOL (indicates that the SIDPERS–generated transaction to PERSCOM to report return from AWOL did not process), submit type transaction 2C as a FID K pass record. Delete the error control number, and annotate the AAC–P21 report with all actions taken.

(6) If the SPF duty status is not AWL and if the individual should never have been reported AWOL, submit a RAWL transaction (generates type transaction 2J to PERSCOM). Delete the error control number, and annotate the AAC–P21 report with all actions taken.

k. If error notice XU is generated because of a specific input transaction, that type of transaction is displayed in print positions 13 and 14 on the AAC–P21 report. Compare print positions 61 and 62 on the AAC–P17 report. These positions indicate the original input transaction forwarded to PERSCOM. Also compare print positions 87 and 88 (SCN of the original input) on the AAC–P21 report and print positions 70 and 71 (SCN) on the AAC–P17 report.

(1) If error notice XU is generated because of a specific input transaction to PERSCOM, if the SPF MPC (print position 8 of the compatibility printline) is O or W, if a G– or H–series type transaction appears in print positions 13 and 14 on the AAC–P21 report, and if a + or & is in the first position of the corresponding data element(s), error notice XU is generated as a result of nonessential error(s) present in an officer or warrant officer G– or H–series type transaction forwarded to PERSCOM. Determine if the SPF is also incorrect. Corresponding data elements relate to the same data elements forwarded from SIDPERS to PERSCOM on the input transaction that generated error notice XU. Table 19–10 shows how the print positions correlate on the AAC–P17 and AAC–P21 reports.

(a) If the SPF is also incorrect or blank, submit an appropriate SIDPERS transaction to correct the SPF. Do not resubmit the FID Q accession transaction that generated the G– or H–series transaction to PERSCOM because error notice XU indicates nonessential errors only. (Processing another FID Q accession transaction generates error notice Ad.) The correct information contained on the input transaction processed to the OMF. Delete the error control number, and annotate the AAC–P21 report with all actions taken.

(b) If the SPF is correct and if the forwarded transaction was incorrect, process an appropriate FID K pass record transaction to update the OMF. Do not resubmit the original G– or H–series type transaction because error notice XU indicates nonessential errors only. (Processing another G– or H–series type transaction generates error notice Ad.) The correct information contained on the input transaction processed to the OMF. If there is no appropriate transaction for the information desired, send a memorandum to Commander, PERSINSCOM, ATTN: ASQNI–DAA, 200 Stovall Street, Alexandria, VA 22332–1500, and outline all information relative to error notice XU. Delete the error control number, and annotate the AAC–P21 report with all actions taken.

(2) If error notice XU is generated because of a specific input transaction to PERSCOM, if the SPF MPC (print position 8 of the compatibility printline) is E, if data are present in corresponding data elements, (indicates erroneous data), and/or if a + or & is in the last position of a corresponding data element (indicates blank data), determine if the SPF is also erroneous or blank. Corresponding data elements relate to the same data elements forwarded from SIDPERS to PERSCOM on the input transaction that generated error notice XU. Table 19–10 shows the correlation between the print positions as they appear on the AAC–P17 and AAC–P21 reports.

Table 19–10
Error notice XU correlation table

Print positions on the AAC–P21 report	Print positions on the AAC–P17 report
15–22	13–20
33–59	31–57
79–79	75–75
82–88	78–84

(a) If the SPF is also in error or blank, submit an appropriate SIDPERS transaction to correct the SPF. If the type transaction that generated error notice XU is a G–, H–, N–, or P–series, do not resubmit the original FID Q accession transaction that generated the G– or H–series type transaction or the FID 1 loss transaction that generated the N– or P–series type transaction. (Processing another FID Q accession transaction generates error notice AD. Processing another FID 1 loss transaction generates error notice AE–8.) Submit a transaction applicable to the information to be corrected. Error notice XU relates to nonessential errors only. The correct information contained on the input transaction processed to the EMF. Delete the error control number, and annotate the AAC–P21 report with all actions taken.

(b) If the SPF is correct and if the original transaction was incorrect, resubmit a corrected FID K pass record transaction (as indicated in print positions 13 and 14 on the AAC–P21 report). If the original transaction forwarded was an accession (G– or H–series type transaction) or a loss (N– or P–series type transaction), do not resubmit the original transaction. Submit a transaction applicable to the information to be corrected.

19–24. Error notice X4

Error notice X4 (enlisted departure, departure revocation, or reassignment rejected due to essential error) is generated from PERSCOM to SIDPERS when unacceptable or blank data are detected in type transaction 45, 46, and 47. Error notice X4 identifies essential error(s) that prevent the input type transaction 45, 46, or 47 from processing to the EMF. None of the information in type transactions 45, 46, and 47 processes. See figure 19–18 for an example of error notice X4.

a. To resolve error notice X4, use the AAC–P17 and AAC–P21 reports. Print positions 61 and 62 on the AAC–P17 report identify the original input transaction that generated error notice X4. Print positions 13 and 14 on the AAC–P21 report indicate the type transaction that generated the error.

b. Compare print positions 87 and 88 (SCN of the original input) on the AAC–P21 report and print positions 70 and 71 (SCN) on the AAC–P17 report. The erroneous data elements are displayed of the error notice X4. If the data element is blank, a + or & is shown in the last position of the data elements. Because of the extensive validity and compatibility editing done within SIDPERS, error notice X4 should be received only when an error actually occurred in AUTODIN transmission or when PERSCOM receives a corrupted input tape. The SPF cannot be incorrect for those data elements indicated on error notice X4.

c. If error mnemonic xUNM is in print positions 124 through 127, see paragraph 19–6c.

d. If error mnemonic xNME is in print positions 124 through 127, see paragraph 19–6d.

e. If error mnemonic xMPC is in print positions 124 through 127, see paragraph 19–6e.

f. If the SPF RSC is X (print position 45 on the compatibility printline), contact the Personnel Service Company or unit to determine if the individual should or should not be accounted for.

(1) If the individual should not be accounted for, delete the error control number, and annotate the AAC–P21 report with all actions taken.

(2) If the individual should be accounted for, take the actions described in *(a)* and *(b)* below.

(a) Based on the circumstances that generated RSC X, submit either the FID Q RDFR transaction, FID R REVD transaction, FID R ARR transaction with an arrival date later than the SPF UPC1 departure date (positions 69 through 74 of the compatibility printline), FID R ASNJ transaction with an assigned–not–joined date later than the SPF UPC1 departure date (positions 69 through 74 of the compatibility printline), FID Q accession transaction, or a TDR transaction with a report date later than the SPF UPC1 departure date (positions 69 through 74 of the compatibility printline).

(b) Continue with additional information based on the error conditions on error notice X4.

g. If the SPF RSC is Y (print position 45 of the compatibility printline), contact the Personnel Service Company or unit to determine if the individual should or should not be accounted for.

(1) If the individual should not be accounted for, submit a FID U RTDR transaction, delete the error control number, and annotate the AAC–P21 report with all actions taken.

(2) If the individual should be accounted for, submit a FID R ARR or ASNJ transaction to change the RSC on the SPF. Continue with additional information based on the error conditions on error notice X4.

h. If error notice X4 appears on the AAC–P21 report, a + or & is in the last position of a data element(s) (blank data), or if data are present in a data element(s) (erroneous or unacceptable date), resubmit the original type transaction 45, 46, or 47 as a FID K pass record. Delete the error control number, and annotate the AAC–P21 report with all actions taken.

19–25. Error notice ZB

Error notice ZB (officer transaction organizational data inconsistent with data on the OMF) is generated from PERSCOM to SIDPERS when type transaction F9 (officer, warrant officer, or enlisted change or correction to organizational data) is received at PERSCOM with an old PUD that does not match the PUD on the OMF. See figure 19–19 for an example of error notice ZB.

a. To resolve error notice ZB, use the AAC–P17 and AAC–P21 reports. Print positions 61 and 62 of the AAC–P17

report identify the original input transaction (F9) that generated error notice ZB. Print positions 13 and 14 on the AAC–P21 report indicate the type transaction (F9) that generated the error.

b. Compare print positions 87 and 88 (SCN of the original input) on the AAC–P21 report and print positions 70 and 71 (SCN) on the AAC–P17 report. Verify the individual's current assignment. Check positions 64 through 68 on the compatibility printline to identify the SPF UPC1.

c. If error mnemonic xUNM is in print positions 124 through 127, see paragraph 19–6c.

d. If error mnemonic xNME is in print positions 124 through 127, see paragraph 19–6d.

e. If error mnemonic xMPC is in print positions 124 through 127, see paragraph 19–6e.

f. If the SPF RSC is X (print position 45 on the compatibility printline), contact the Personnel Service Company or unit to determine if the individual should be accounted for.

(1) If the individual should not be accounted for, delete the error control number, and annotate the AAC–P21 report with all actions taken.

(2) If the individual should be accounted for, take the actions defined in *(a)* and *(b)* below.

(a) Based on the circumstances that generated RSC X, submit either the FID Q RDFR transaction, FID R REVD transaction, FID R ARR transaction with an arrival date later than the SPF UPC1 departure date (positions 69 through 74 of the compatibility printline), FID R ASNJ transaction with an assigned–not–joined date later than the SPF UPC1 departure date (positions 69 through 74 of the compatibility printline), or FID Q accession transaction. This action changes the organizational data on the OMF.

(b) Delete the error control number, and annotate the AAC–P21 report with all actions taken.

g. If the SPF RSC is Y (print position 45 on the compatibility printline), contact the Personnel Service Company or unit to determine if the individual should be accounted for.

(1) If the individual should not be accounted for, submit a FID U RTDR transaction, delete the error control number, and annotate the AAC–P21 report with all actions taken.

(2) If the individual should be accounted for, submit a FID R ARR or ASNJ transaction to change the RSC on the SPF. This action generates type transaction 47 to PERSCOM, changes the organizational data on the OMF, and eliminates the need to resubmit type transaction F9. Delete the error control number, and annotate the AAC–P21 report with all actions taken.

h. If error notice ZB appears on the AAC–P21 report and if the OMF PUD (print positions 40 through 42 of the AAC–P21 report) differs from the new SPF UPC1 PUD (positions 64 through 66 of the compatibility printline), determine if the SPF UPC1 PUD (positions 64 through 66 of the compatibility printline) is current and correct.

(1) If the SPF UPC1 PUD is current and correct (the individual needs to be arrived to this UPC at PERSCOM), submit type transaction 47 as a FID K pass record. This action arrives the individual to the correct UPC, changes the organizational data on the OMF, and eliminates the need to resubmit type transaction F9. Delete the error control number, and annotate the AAC–P21 report with all actions taken.

(2) If the SPF UPC1 new PUD is incorrect but if the OMF PUD is correct, check the SOMF. If the OMF PUD (print positions 40 through 42 of the AAC–P21 report) is present on the SOMF, process a FID 9 INQY transaction with inquiry code 1 and output code L. This action generates a copy of the appropriate DA Form 2. Submit a FID Z ADMD transaction. This action deletes the individual's record from the SPF. Submit a FID Q accession transaction (ADMA) by using data from DA Form 2 generated from the INQY transaction and the correct UPC data (OMF PUD). In addition, delete the error control number, and annotate the AAC–P21 report with all actions taken.

(3) If the OMF PUD (print positions 40 through 42 of the AAC–P21 report) is not present on the SOMF, submit a FID F OUPC transaction to change the current UPC to the correct UPC. Delete the error control number, and annotate the AAC–P21 report with all actions taken.

i. If error notice ZB appears on the AAC–P21 report and if the OMF PUD (print positions 40 through 42 of the AAC–P21) equals the SPF new UPC1 PUD (positions 64 through 66 of the compatibility printline), the OMF already contains the new UPC PUD. Delete the error control number, and annotate the AAC–P21 report with all actions taken.

19–26. Error notice ZC

Error notice ZC (OMF or EMF has blank, erroneous, or unmatched organizational data) is generated from PERSCOM to SIDPERS when a review of the OMF or EMF indicates that the PUD and DD data elements are blank, have erroneous data, or identify a unit for which there is no matching record on the PMOF. See figure 19–20 for an example of error notice ZC.

a. If error mnemonic xUNM is in print positions 124 through 127, see paragraph 19–6c.

b. If error mnemonic xNME is in print positions 124 through 127, see paragraph 19–6d.

c. If error mnemonic xMPC is in print positions 124 through 127, see paragraph 19–6e.

d. If the SPF RSC is X (print position 45 on the compatibility printline), contact the Personnel Service Company or unit to determine if the individual should or should not be accounted for.

(1) If the individual should not be accounted for, delete the error control number, and annotate the AAC–P21 report with all actions taken.

(2) If the individual should be accounted for, take the actions listed in *(a)* and *(b)* below.

(a) Based on the circumstances that generated RSC X, submit either the FID Q RDFR transaction, FID R REVD transaction, FID R ARR transaction with an arrival date later than the SPF UPC1 departure date (positions 69 through 74 of the compatibility printline), FID R ASNJ transaction with an assigned–not–joined date later than the SPF UPC1 departure date (positions 69 through 74 of the compatibility printline), or FID Q accession transaction. This action changes the organizational data on the EMF or OMF.

(b) Delete the error control number, and annotate the AAC–P21 report with all actions taken.

e. If the SPF RSC is Y (print position 45 of the compatibility printline), contact the Personnel Service Company or unit to determine if the individual should be accounted for.

(1) If the individual should not be accounted for, submit a FID U RTDR transaction, delete the error control number, and annotate the AAC–P21 report with all actions taken.

(2) If individual should be accounted for, submit a FID R ARR or ASNJ transaction to change the RSC on the SPF. This action changes the EMF or OMF organizational data. Delete the error control number, and annotate the AAC–P21 report with all actions taken.

f. If the incoming error notice ZC matches the SPF name and SSN, if the SPF RSC is A, if no SPF UPC1 departure date is present, and if the SPF UPC1 does not equal error notice ZC PUD and DD data (print positions 60 through 64 on the AAC–P21 report), error notice ZC is automatically resolved. Error notice ZC appears on the AAC–P19 report (PERSCOM Error Notice Listing, part I, Automatically Resolved PERSCOM Error Notices). Type transaction F9 is generated to PERSCOM using—

(1) SPF UPC1 data as type transaction F9 gaining UPC data (positions 56 through 60 of type transaction F9).

(2) Error notice ZC UPC (print positions 60 through 64 of the AAC–P21 report) as type transaction F9 old UPC data (positions 33 through 37 of type transaction F9).

(3) SPF UPC1 arrival or strength date as type transaction F9 date.

g. If an error mnemonic appeared in print positions 124 through 127 of the AAC–P21 report and the error condition was corrected, error notice ZC must be resubmitted for automatic resolution. See table 19–11 for the format of error notice ZC. Delete the error control number, and annotate the AAC–P21 report with all actions taken.

Table 19–11
Error notice ZC (wartime and peacetime), OMF or EMF has blank, erroneous, or unmatched organizational data

Line	Data element	Record positions
1.	Receiving PPA[1]	01–02
2.	Name, individual[2]	03–10
3.	Blank	11–18
4.	MPC[2]	19–19
5.	SSN[2]	20–28
6.	Grade[2]	
	a. Abbreviation	29–31
	b. Code	32–32
7.	Blank	33–35
8.	PUD (on EMF or OMF)	56–58
9.	DD (on EMF or OMF)	59–60
10.	Error notification code	61–62
11.	Date of error notice (YYMMDD)[3]	63–68
12.	Error indicator (MPC E only)[4]	69–69
13.	RIG (A for officers, B for enlisted)	70–70
14.	RIN (8 for officers, S for enlisted)	71–71
15.	PERSCOM SCN	72–73
16.	Blank	74–78
17.	Sending PPA (blank and 0)	79–80

Notes:

[1] This record indicates that PUD and DD data fields on the midmonth or month–end OMF or EMF are blank, have erroneous data, or identify a unit for which there is no matching record on SORTS.

[2] Wartime and peacetime.

[3] Instead of day in positions 67 and 68, the officer record has MM, PM, or ME to indicate that the notice was generated during midmonth, pre–midmonth, or month–end processing, respectively.

[4] An 8 indicates that the PUD and DD are on SORTS, but the PPA does not match. A 9 indicates that the PUD and DD do not match SORTS.

h. If the PAS PPA and the SPF UPC1 (positions 64 through 68 of the compatibility printline) equal the receiving PPA (print positions 5 and 6 of the AAC–P21 report) and the UPC data (print positions 60 through 64 on the AAC–P21 report), check the AAC–C51 report to determine the status of the unit.

(1) If the unit has been recently inactivated or discontinued, contact the Personnel Service Company to determine the disposition of the individual involved. Submit a FID Z DPRT transaction for the individual. This action removes the individual from the SPF UPC1 and from that unit of assignment on the OMF or EMF. Do not submit a DPRT transaction if the individual has already departed.

(2) If the unit has been recently activated or organized or if the unit has been active for some time, contact the installation UICIO to register the PUD, DD, and PPA. Delete the error control number, and annotate the AAC–P21 report with all actions taken.

i. If the SPF UPC1 (positions 64 through 68 of the compatibility printline) do not equal the error notice ZC UPC data (print positions 60 through 64 on the AAC–P21 report), and if the SPF RSC (position 45 on the compatibility printline) is A with a SPF UPC1 departure date present (positions 69 through 74 of the compatibility printline) or B, C, D, E, F, M, N, or P, take the actions defined in (1) and (2) below.

(1) Delete the error control number.

(2) Annotate the AAC–P21 report with all actions taken.

19–27. Error notice ZF

Error notice ZF (officer and warrant officer or enlisted selected input transaction contains organizational data inconsistent with the OMF or EMF) is generated from PERSCOM to SIDPERS when the OMF or EMF PUD, DD, and/or PPA differ from the PUD, DD, and/or PPA contained on the officer, warrant officer, or enlisted input type transaction. The officer and warrant officer input transactions include type transactions 45 (officer and enlisted reassignment departure), 46 (officer and enlisted reassignment departure revocation), A2 (gain of an intact unit by reassignment within CONUS with change of station), A7 (gain of an intact unit by reassignment from CONUS or another overseas command with change of station), and B2 (gain of an intact unit by transfer to servicing PPA without change in station). The enlisted input transactions includes type transactions 46, A2, A7, B2, and MA (data reconciliation records). See figure 19–21 for an example of error notice ZF.

a. When the MA (record 1) contains PUD, DD, and/or PPA data elements that differ from the EMF, PERSCOM generates a transaction to update the EMF. Before the update, this transaction PUD, DD, and/or PPA data are compared with the PMOF data. If the transaction PUD, DD, and/or PPA match the PMOF data, the EMF is updated to include the PUD, DD, and PPA from the MA (record 1). Error notice ZF is generated if the transaction (from the MA records) contains PUD, DD, and/or PPA data elements that differ from the PMOF. Type transaction MA (print positions 12 and 13 on the AAC–P21 report) and RIN C (position 79 on the AAC–P21) indicate that the PUD and/or DD data elements (print positions 60 through 64 on the AAC–P21 report) are either unmatched to the PMOF or, if matched, the PPA data element (print positions 5 and 6 of the AAC–P21) differs. If the PPA differs, the PPA from the PMOF is in print positions 84 and 85 on the AAC–P21 report. The SCN (print positions 82 and 83 and 87 and 88 on the AAC–P21 report) is a 9 prefixed with the month code for the as–of month of the MA records 1 and 2.

b. To resolve error notice ZF, use the AAC–P17 and AAC–P21 reports. Print positions 61 and 62 of the AAC–P17 report identify the original input transaction that generated error notice ZF. Print positions 12 and 13 on the AAC–P21 report indicate the type transaction that generated the error. Compare print positions 87 and 88 (SCN of the original input) on the AAC–P21 report and print positions 70 and 71 (SCN) on the AAC–P17 report. Verify the individual's current assignment. Check positions 64 through 68 on the compatibility printline to identify the SPF UPC1.

c. If error mnemonic xUNM is in print positions 124 through 127, see paragraph 19–6c.

d. If error mnemonic xNME is in print positions 124 through 127, see paragraph 19–6d.

e. If error mnemonic xMPC is in print positions 124 through 127, see paragraph 19–6e.

f. If the SPF RSC is X (print position 45 on the compatibility printline), contact the Personnel Service Company or unit to determine if the individual should or should not be accounted for.

(1) If the individual should not be accounted for, delete the error control number, and annotate the AAC–P21 report with all actions taken.

(2) If the individual should be accounted for, take the actions described in *(a)* and *(b)* below.

(a) Based on the circumstances that generated RSC X, submit either the FID Q RDFR transaction, FID R REVD transaction, FID R ARR transaction with an arrival date later than the SPF UPC1 departure date (positions 69 through 74 of the compatibility printline), FID R ASNJ transaction with an assigned–not–joined date later than the SPF UPC1 departure date (positions 69 through 74 of the compatibility printline), or FID Q accession transaction.

(b) Delete the error control number, and annotate the AAC–P21 report with all action taken.

g. If the SPF RSC is Y (print position 45 on the compatibility printline), contact the Personnel Service Company or unit to determine if the individual should or should not be accounted for.

(1) If individual should not be accounted for, submit a FID U RTDR transaction, delete the error control number, and annotate the AAC–P21 report with all actions taken.

(2) If the individual should be accounted for, submit a FID R ARR or ASNJ transaction to change the RSC on the

SPF. This action generates type transaction 47 to PERSCOM and changes the organizational data on the EMF or OMF. Delete the error control number, and annotate the AAC–P21 report with all actions taken.

h. If the type transaction that generated error notice ZF is 45 (print positions 12 and 13 of the AAC–P21), and if the individual is assigned to the UPC as displayed in print positions 60 through 64 on the AAC–P21 report, determine if type transaction 46 or 47 processed for this individual at PERSCOM. Check earlier AAC–P17 and AAC–P01 reports and the PERSCOM MTRF. The MTRF indicates if type transaction 46 or 47 processed at PERSCOM.

(1) If type transaction 46 or 47 did not process at PERSCOM, submit type transaction 46 or 47 as a FID K pass record. Resubmit type transaction 45 as a FID K pass record. This action departs the individual from the correct UPC or PPA. Type transaction 45 must have an effective date later than type transaction 46 or 47. Delete the error control number, and annotate the AAC–P21 report with all actions taken.

(2) If type transaction 46 or 47 processed at PERSCOM, take action based on conditions that existed between type transaction 45 and the OMF or EMF.

(a) If type transaction 45 UPC matches the OMF or EMF UPC but if the PPA did not match, process type transaction B2 as a FID K pass record to change the PPA. Resubmit type transaction 45 that generated error notice ZF as a FID K pass record. Delete the error control number, and annotate the AAC–P21 report with all actions taken.

(b) If the type transaction 45 PPA matched the OMF or EMF PPA but if the UPC did not match, process type transaction F9 as a FID K pass record to change the OMF or EMF UPC data. Resubmit type transaction 45 that generated error notice ZF as a FID K pass record. Delete the error control number, and annotate the AAC–P21 report with all actions taken.

i. If the type transaction that generated error notice ZF is 45 (print positions 12 and 13 of the AAC–P21 report) and if the individual is not assigned to the UPC as displayed in print positions 60 through 64 on the AAC–P21 report, delete the error control number, and annotate the AAC–P21 report with all actions taken.

j. If the type transaction that generated error notice ZF is 46, A2, A7, or B2 (print positions 12 and 13 of the AAC–P21 report), determine if the individual is assigned to the UPC as displayed in print positions 60 through 64 of the AAC–P21 report.

(1) If the individual is assigned to that UPC, process type transaction 47 as a FID K pass record. This action assigns the individual to the UPC on the OMF or EMF. Delete the error control number, and annotate the AAC–P21 report with all actions taken.

(2) If the individual is not assigned to that UPC, delete the error control number, and annotate the AAC–P21 report with all actions taken.

k. If error notice ZF was generated because of the MA audit (data reconciliation records) and if MA appears in print positions 12 and 13 of the AAC–P21 report, determine if the SPF UPC1 (positions 64 through 68 on the compatibility printline) equal error notice ZF UPC data in print positions 60 through 64 of the AAC–P21 report.

(1) If the SPF UPC1 data equal the UPC data in print positions 60 through 64 of the AAC–P21 report and if the SPF UPC1 data are incorrect, determine the correct organizational data by checking the SOMF.

(a) If the correct organizational data are present on the SOMF, process a FID 9 INQY transaction with inquiry code 1 and output code L. This action generates a copy of DA Form 2. Submit a FID Z ADMD transaction to delete the individual's record from the SPF. Submit a FID Q accession transaction (ADMA) with the correct UPC data, and use the generated DA Form 2 from the INQY transaction. Delete the error control number, and annotate the AAC–P21 report with all actions taken. Submit these transactions in separate, consecutive cycles.

(b) If the correct organizational data are not present on the SOMF, process a FID F OUPC transaction to change the current UPC data to the correct UPC data. Ensure that all attached personnel are relieved from attached before processing the OUPC transaction. Resubmit the ATCH transaction for appropriate personnel after the OUPC transaction processes. Processing the OUPC transaction generates type transaction F9 to PERSCOM and changes the organizational data on the EMF. Delete the error control number, and annotate the AAC–P21 report with all action taken.

(2) If the SPF UPC1 data equal the UPC data in print positions 60 through 64 of the AAC–P21 report, and if the SPF UPC1 data are correct, check the AAC–C51 report to determine the status of the unit.

(a) If the unit has been recently inactivated or discontinued, contact the Personnel Service Company to determine the SPF status of the individual. Submit a FID Z DPRT transaction for that individual. This action removes the individual from the SPF UPC1. Do not submit a DPRT transaction if the individual has already departed.

(b) If the unit has been recently activated or organized or if the unit has been active for some time, contact the installation UICIO to register the correct UPC data. Delete the error control number, and annotate the AAC–P21 report with all actions taken.

(3) If the SPF UPC1 (positions 64 through 68 of the compatibility printline) do not equal the UPC data in print positions 60 through 64 of the AAC–P21 report, submit type transaction F9 as a FID K pass record to forward organizational data to the EMF. Delete the error control number, and annotate the AAC–P21 report with all actions taken.

19–28. Error notice ZG

Error notice ZG (officer and warrant officer or enlisted accession to Active Army strength rejected due to a previously processed accession as advance party member of a mobilized ARNG or USAR unit) is generated from PERSCOM to SIDPERS when an accession transaction is submitted from SIDPERS after type transaction HE (involuntarily ordered to active duty as an advance party member of a mobilized ARNG or USAR unit) is processed to the OMF or EMF. See figure 19–22 for an example of error notice ZG.

a. To resolve error notice ZG, use the AAC–P17 and AAC–P21 reports. Print positions 61 and 62 of the AAC–P17 report identify the original input transaction that generated error notice ZG. Print positions 13 and 14 on the AAC–P21 report indicate the type transaction that generated the error.

b. Compare print positions 87 and 88 (SCN of the original input) on the AAC–P21 report and print positions 70 and 71 (SCN) on the AAC–P17 report.

c. If error mnemonic xUNM is in print positions 124 through 127, see paragraph 19–6c.

d. If error mnemonic xNME is in print positions 124 through 127, see paragraph 19–6d.

e. If error mnemonic xMPC is in print positions 124 through 127, see paragraph 19–6e.

f. If the SPF RSC is X (print position 45 on the compatibility printline), contact the Personnel Service Company or unit to determine if the individual should or should not be accounted for.

(1) If individual should not be accounted for, delete the error control number, and annotate the AAC–P21 report with all actions taken.

(2) If the individual should be accounted for, take the actions described in *(a)* and *(b)* below.

(a) Based on the circumstances that generated RSC X, submit either the FID Q RDFR transaction, FID R REVD transaction, FID R ARR transaction with an arrival date later than the SPF UPC1 departure date (positions 69 through 74 of the compatibility printline), FID R ASNJ with an assigned–not–joined date later than the SPF UPC1 departure date (positions 69 through 74 of the compatibility printline), FID Q accession transaction, or a TDR transaction with a report date later than the SPF UPC1 departure date (positions 69 through 74 of the compatibility printline).

(b) Continue with additional information based on the error conditions on error notice ZG.

g. If the SPF RSC is Y (print position 45 of the compatibility printline), contact the Personnel Service Company or unit to determine if the individual should or should not be accounted for.

(1) If the individual should not be accounted for, submit a FID U RTDR transaction, delete the error control number, and annotate the AAC–P21 report with all actions taken.

(2) If the individual should be accounted for, submit a FID R ARR or ASNJ transaction to change the RSC on the SPF. Continue with additional information based on the error conditions on error notice ZG.

h. If error notice ZG appears on the AAC–P21 report, contact the Personnel Service Company or unit to determine if the individual should be accounted for.

(1) If the individual should be accounted for as an accession other than type transaction HE, submit type transaction NK (relief from active duty as an advance party member of an ARNG or USAR unit that is mobilized) (previously reported under type transaction HE). Resubmit the accession transaction that generated error notice ZG (same as reflected in print positions 13 and 14 on the AAC–P21 report). Delete the error control number, and annotate the AAC–P21 report with all actions taken.

(2) If the individual should not be accounted for, delete the error control number, and annotate the AAC–P21 report with all actions taken.

19–29. Error notice 5G–2

Error notice 5G–2 (officer and warrant officer or enlisted transaction does not match name or duplicates another SSN on the OMF or EMF) is generated from PERSCOM to SIDPERS when a SIDPERS input transaction matches the OMF or EMF on SSN but the names do not match, or a SIDPERS input transaction matches the OMF or EMF name but the SSN does not match. See figure 19–23 for an example of error notice 5G–2.

a. To resolve error notice 5G–2, use the AAC–P17 and AAC–P21 reports. Print positions 61 and 62 of the AAC–P17 report identify the original input transaction that generated error notice 5G–2. Print positions 13 and 14 on the AAC–P21 report indicate the type transaction that generated the error.

b. Compare print positions 87 and 88 (SCN of the original input) on the AAC–P21 report and print positions 70 and 71 (SCN) on the AAC–P17 report. Error notice 5G–2 reflects error notification code of 2 in print position 58 on the AAC–P21 report.

c. If error mnemonic xUNM is in print positions 124 through 127, see paragraph 19–6c.

d. If error mnemonic xNME is in print positions 124 through 127, see paragraph 19–6d.

e. If error mnemonic xMPC is in print positions 124 through 127, see paragraph 19–6e.

f. If the SPF RSC is X (print position 45 on the compatibility printline), contact the Personnel Service Company or unit to determine if the individual should or should not be accounted for.

(1) If the individual should not be accounted for, delete the error control number, and annotate the AAC–P21 report with all action taken.

(2) If the individual should be accounted for, take the actions described in *(a)* and *(b)* below.

(a) Based on the circumstances that generated RSC X, submit either the FID Q RDFR transaction, FID R REVD transaction, FID R ARR transaction with an arrival date later than the SPF UPC1 departure date (positions 69 through 74 of the compatibility printline), FID R ASNJ transaction with an assigned–not–joined date later than the SPF UPC1 departure date (positions 69 through 74 of the compatibility printline), FID Q accession transaction, or a TDR transaction with a report date later than the SPF UPC1 departure date (positions 69 through 74 of the compatibility printline).

(b) Continue with additional information based on the error conditions on error notice 5G–2.

g. If the SPF RSC is Y (print position 45 of the compatibility printline), contact the Personnel Service Company or unit to determine if the individual should or should not be accounted for.

(1) If the individual should not be accounted for, submit a FID U RTDR transaction, delete the error control number, and annotate the AAC–P21 report with all actions taken.

(2) If the individual should be accounted for, submit a FID R ARR or ASNJ transaction to change the RSC on the SPF. Continue with additional information based on the error conditions on error notice 5G–2. Verify the individual's name and SSN from a valid source, such as the individual's SSN card, MPRJ, MTRF, and SPF.

h. If error notice 5G–2 appears on the AAC–P21 report, see table 19–12 for resolution. Table 19–12 indicates possible conditions that can arise when all the source documents discussed in (2) above are compared. These conditions are discussed in (1) through (6) below.

(1) Condition A, although highly improbable, must be brought to the attention of PERSCOM. Send correspondence to Commander, PERSINSCOM, ATTN: ASQNI–DAA, 200 Stovall Street, Alexandria, VA 22332–1500. Outline all facts. Resubmit the original transaction as a FID K pass record with data in print positions 33 through 57 and 84 and 85 of the AAC–P21 report that agree with the MTRF. Delete the error control number, and annotate the AAC–P21 report with all actions taken.

(2) Condition B indicates that files have been changed since the original input transaction that generated error notice 5G–2 was submitted. Resubmit the original input transaction (print positions 13 and 14 on the AAC–P21 report) as a FID K pass record. Delete the error control number, and annotate the AAC–P21 report with all actions taken.

(3) Condition C indicates that an unauthorized change was made to the SPF. The SPF must be changed to agree with the other source documents unless proof exists of their error. Determine if the name or the SSN on the SPF is incorrect.

(a) If the name on the SPF is incorrect, submit a FID X LNAM or NAME transaction. This action changes the name on the SPF. Resubmit the original input transaction that generated error notice 5G–2 (print positions 13 and 14 on the AAC–P21 report) after the SPF has been changed. Delete the error control number, and annotate the AAC–P21 report with all actions taken.

(b) If the SSN on the SPF is incorrect, submit a FID X SSAN transaction. This action changes the SSN on the SPF. Resubmit the original input type transaction (print positions 13 and 14 on the AAC–P21 report) after the SPF has been changed. Delete the error control number, and annotate the AAC–P21 report with all actions taken.

(4) Condition D indicates that the MTRF has been changed since error notice 5G–2 was generated but the MPRJ is incorrect. Resubmit the original input transaction (print positions 13 and 14 on the AAC–P21) as a FID K pass record. Change the MPRJ, delete the error control number, and annotate the AAC–P21 report with all actions taken.

(5) Condition E indicates that the EMF or OMF must be changed. Determine if the MTRF name or SSN is incorrect.

(a) If the name is incorrect, submit type transaction VL or VV as a FID K pass record. Resubmit the original input transaction (print positions 13 and 14 on the AAC–P21 report) as a FID K pass record after the MTRF (OMF or EMF) is changed. Delete the error control number, and annotate the AAC–P21 report with all actions taken.

(b) If the SSN is incorrect, submit type transaction VV as a FID K pass record. Resubmit the original input transaction (print positions 13 and 14 on the AAC–P21 report) as a FID K pass record after the MTRF (OMF or EMF) is changed (after type transaction VV is processed to the OMF or EMF). Delete the error control number, and annotate the AAC–P21 report with all actions taken.

(6) Condition F indicates that the individual was possible issued two SSN cards and that the PERSCOM files (OMF or EMF) were changed after error notice 5G–2 was generated. Resubmit the original input transaction (print positions 13 and 14 on the AAC–P21 report) as a FID K pass record. Delete the error control number, and annotate the AAC–P21 report with all actions taken. Contact the Personnel Service Company to resolve the SSN card difference with the Social Security Administration.

19–30. Error notice 5W

Error notice 5W (officer additional pay transaction organizational data is inconsistent with data on the OMF) is generated from PERSCOM to SIDPERS when type transaction W5 (officer eligibility for additional pay) is forwarded from SIDPERS to PERSCOM with organizational data (PUD, DD, and/or PPA) that do not match the organizational data contained on the OMF. Type transaction W5 is rejected. See figure 19–24 for an example of error notice 5W.

a. To resolve error notice 5W, use the AAC–P17 and AAC–P21 reports. Print positions 61 and 62 of the AAC–P17

report identify the original input transaction (W5) that generated error notice 5W. Compare print positions 87 and 88 (SCN of the original input W5) on the AAC–P21 report and print positions 70 and 71 (SCN) on the AAC–P17 report.

b. Verify the individual's current assignment. Check positions 64 through 68 on the compatibility printline to identify the SPF UPC1.

c. If error mnemonic xUNM is in print positions 124 through 127, see paragraph 19–6c.

d. If error mnemonic xNME is in print positions 124 through 127, see paragraph 19–6d.

e. If error mnemonic xMPC is in print positions 124 through 127, see paragraph 19–6e.

f. If the SPF RSC is X (print position 45 on the compatibility printline), contact the Personnel Service Company or unit to determine if the individual should be accounted for.

(1) If the individual should not be accounted for, delete the error control number, and annotate the AAC–P21 report with all actions taken.

(2) If the individual should be accounted for, take the actions described in *(a)* and *(b)* below.

(a) Based on the circumstances that generated RSC X, submit either the FID Q RDFR transaction, FID R REVD transaction, FID R ARR with an arrival date later than the SPF UPC1 departure date (positions 69 through 74 of the compatibility printline), FID R ASNJ transaction with an assigned–not–joined date later than the SPF UPC1 departure date (positions 69 through 74 of the compatibility printline), FID Q accession transaction, or a TDR transaction with a report date later than the SPF UPC1 departure date (positions 69 through 74 of the compatibility printline).

(b) Continue with additional information based on the error conditions on error notice 5W.

g. If the SPF RSC is Y (print position 45 of the compatibility printline), contact the Personnel Service Company or unit to determine if the individual should or should not be accounted for.

(1) If the individual should not be accounted for, submit a FID U RTDR transaction, delete the error control number, and annotate the AACP–P21 report with all actions taken.

(2) If the individual should be accounted for, submit a FID R ARR or ASNJ transaction to change the RSC on the SPF. Continue with additional information based on the error conditions on error notice 5W.

h. If error notice 5W appears on the AAC–P21 report and if the individual is assigned to the SPF UPC data (as displayed in print positions 64 through 68 of the compatibility printline), determine if the SPF UPC1 data match the UPC data on the AAC–P21 report.

(1) If the SPF UPC1 data match the UPC data forwarded on type transaction W5 (print positions 5 and 6 and 60 through 64 of the AAC–P21 report), submit type transaction 47 as a FID K pass record by using the SPF UPC and arrival date. This action arrives the individual to the UPC as displayed on the SPF. Resubmit the original type transaction W5 as a FID K pass record, delete the error control number, and annotate the AAC–P21 report with all actions taken.

(2) If the SPF UPC1 data do not match the UPC data forwarded on type transaction W5 (print positions 5 and 6 and 60 through 64 of the AAC–P21 report) but if the SPF UPC1 data match the OMF UPC data (print positions 40 through 46 of the AAC–P21 report), resubmit the original input transaction W5 as a FID K pass record using the SPF UPC1 data as the organizational data. Delete the error control number, and annotate the AAC–P21 report with all actions taken.

(3) If the SPF UPC1 data do not match the UPC data forwarded on type transaction W5 (print positions 5 and 6 and 60 through 64 of the AAC–P21 report) or the OMF UPC data (print positions 40 through 46 of the AAC–P21 report), submit type transaction 47 as a FID K pass record using the SPF UPC and arrival date. This action arrives the individual to the SPF UPC1 on the OMF. Resubmit type transaction W5 as a FID K pass record by using the SPF UPC1 data as the organizational data. Delete the error control number, and annotate the AAC–P21 report with all actions taken.

i. If error notice 5W appears on the AAC–P21 report and if the individual is not assigned to the SPF UPC1 data as displayed in print positions 64 through 68 of the compatibility printline, determine if the individual is assigned to this PPA.

(1) If the individual is not assigned to this PPA, delete the error control number, and annotate the AAC–P21 report with all actions taken.

(2) If the individual is assigned to this PPA, submit a FID Z DPRT transaction to depart the individual from the SPF UPC. Submit a FID R ARR transaction to arrive the individual to the correct UPC. Resubmit type transaction W5 using the new organizational data. Delete the error control number, and annotate the AAC–P21 report with all actions taken.

Table 19–12
Possible error notice 5G–2 error conditions

Condition	Card	MTRF	MPRJ	SPF	Positions 7–12	Positions 33–57/ 84–85	VSSN
A	MATCH	MATCH	MATCH	MATCH	MATCH	UNMATCH	N/A
B	MATCH	MATCH	MATCH	MATCH	UNMATCH	MATCH	N/A
C	MATCH	MATCH	MATCH	UNMATCH	MATCH	MATCH	B, R, V
D	MATCH	MATCH	UNMATCH	MATCH	MATCH	MATCH	N/A
E	MATCH	UNMATCH	MATCH	MATCH	MATCH	MATCH	B, R, V
F	UNMATCH	MATCH	MATCH	MATCH	MATCH	MATCH	N/A

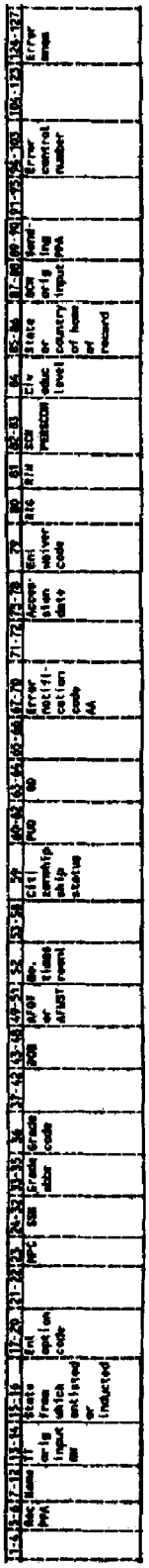

Figure 19–1. Error notice AA as displayed on the AAC–P21 report

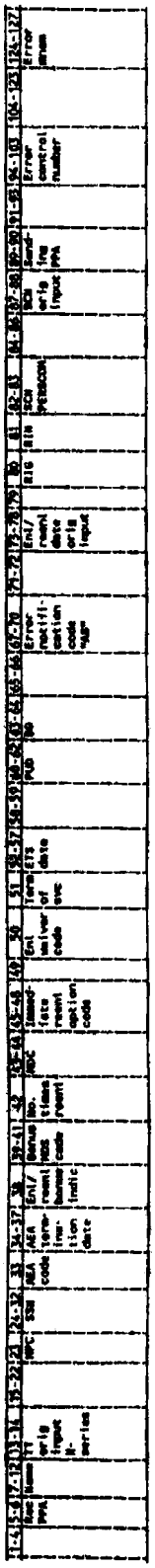

Figure 19–2. Error notice AB as displayed on the AAC–P21 report

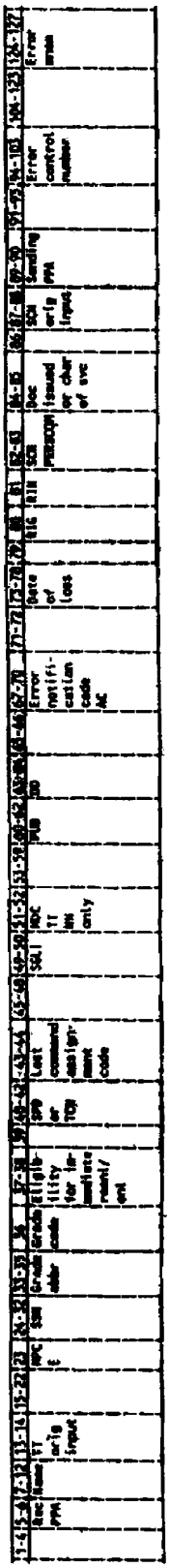

Figure 19–3. Error notice AC as displayed on the AAC–P21 report

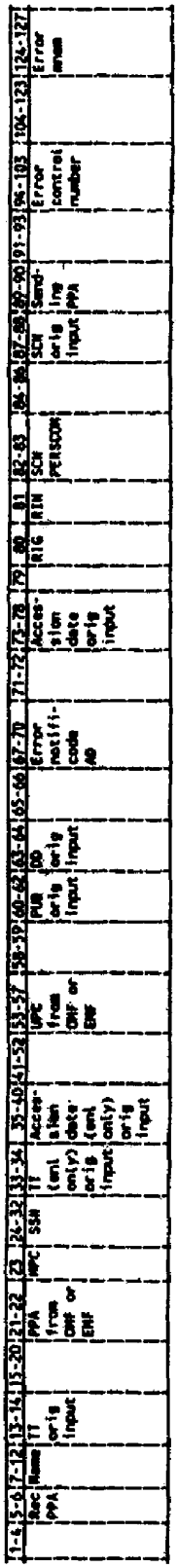

Figure 19–4. Error notice AD as displayed on the AAC–P21 report

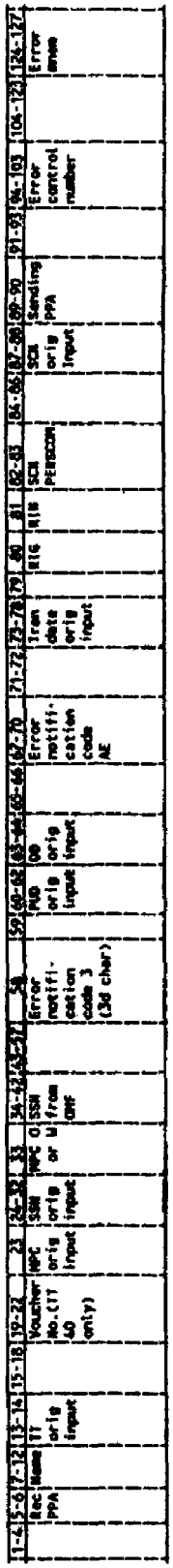

Figure 19–5. Error notice AE–3 as displayed on the AAC–P21 report

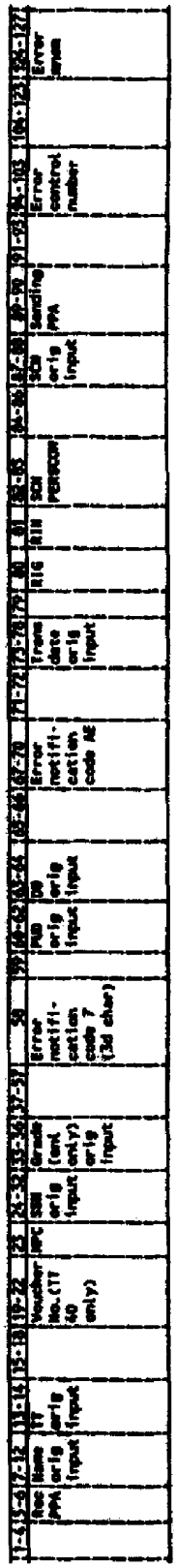

Figure 19–6. Error notice AE–7 as displayed on the AAC–P21 report

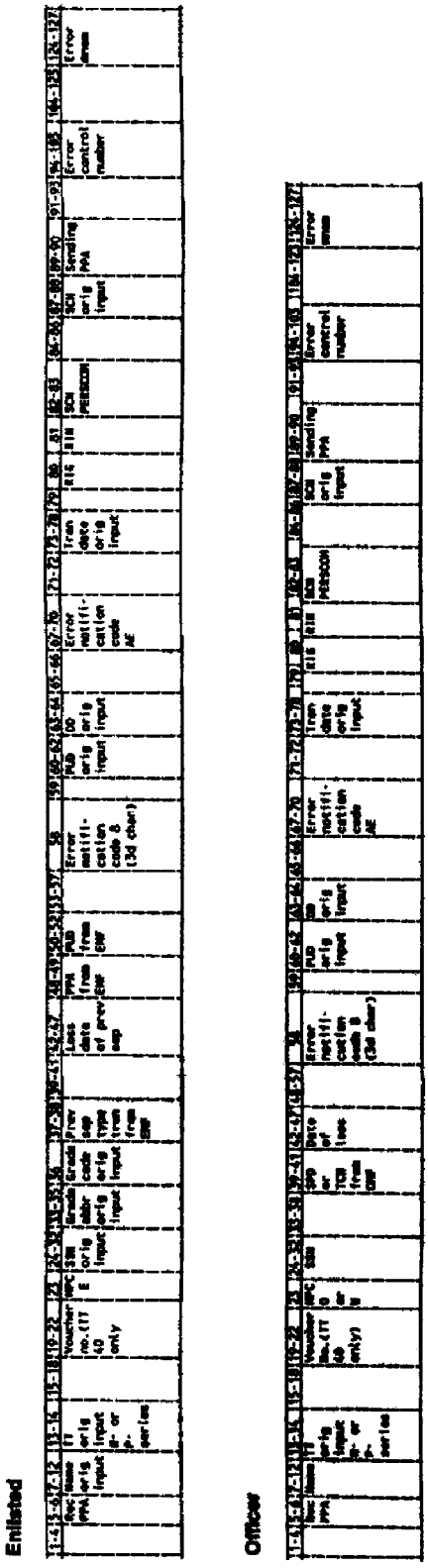

Figure 19–7. Error notice AE–8 as displayed on the AAC–P21 report

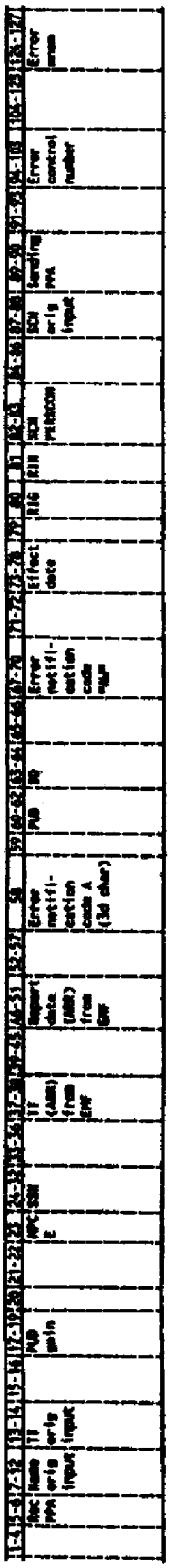

Figure 19–8. Error notice AW–A as displayed on the AAC–P21 report

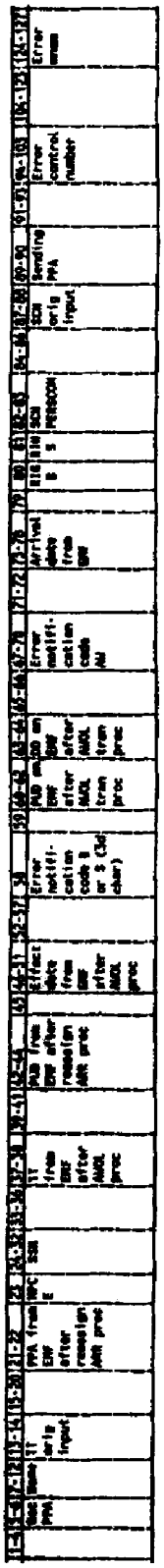

Figure 19–9. Error notice AW–D and AW–S as displayed on the AAC–P21 report

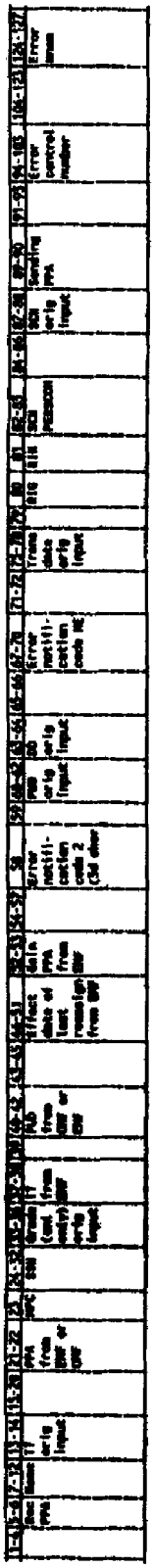

Figure 19–10. Error notice ME–2 as displayed on the AAC–P21 report

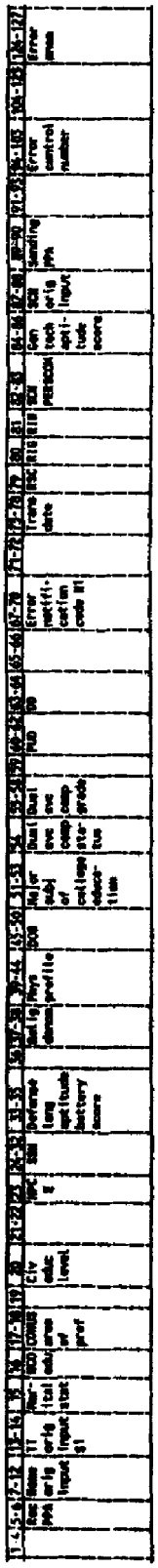

Figure 19–11. Error notice N1 as displayed on the AAC–P21 report

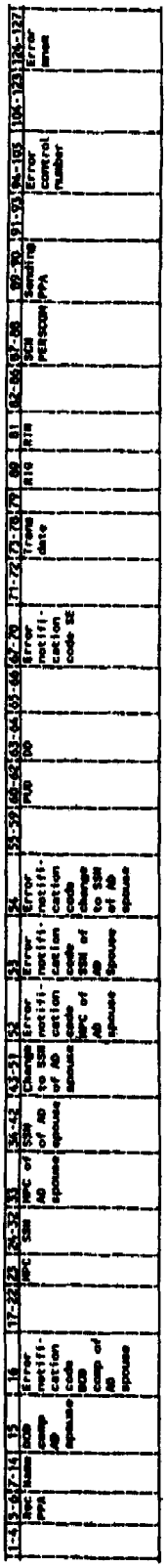

Figure 19–12. Error notice SE as displayed on the AAC–P21 report

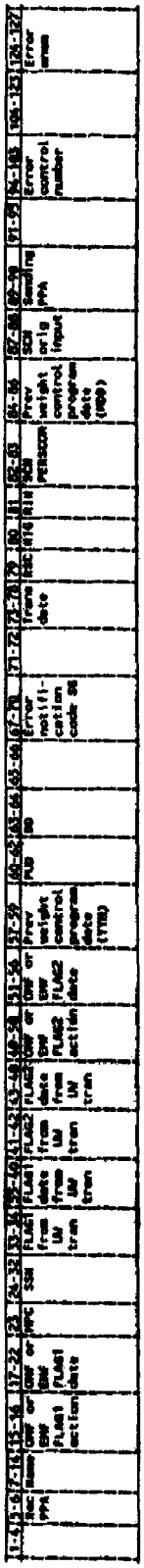

Figure 19–13. Error notice SG as displayed on the AAC–P21 report

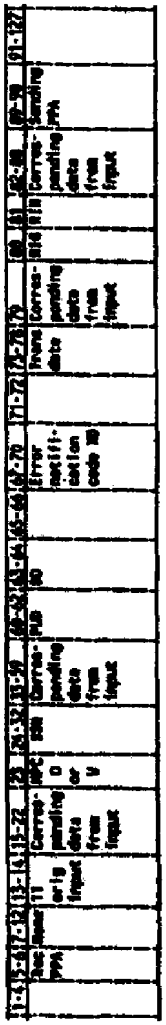

Figure 19–14. Error notice XD as displayed on the AAC–P21 report

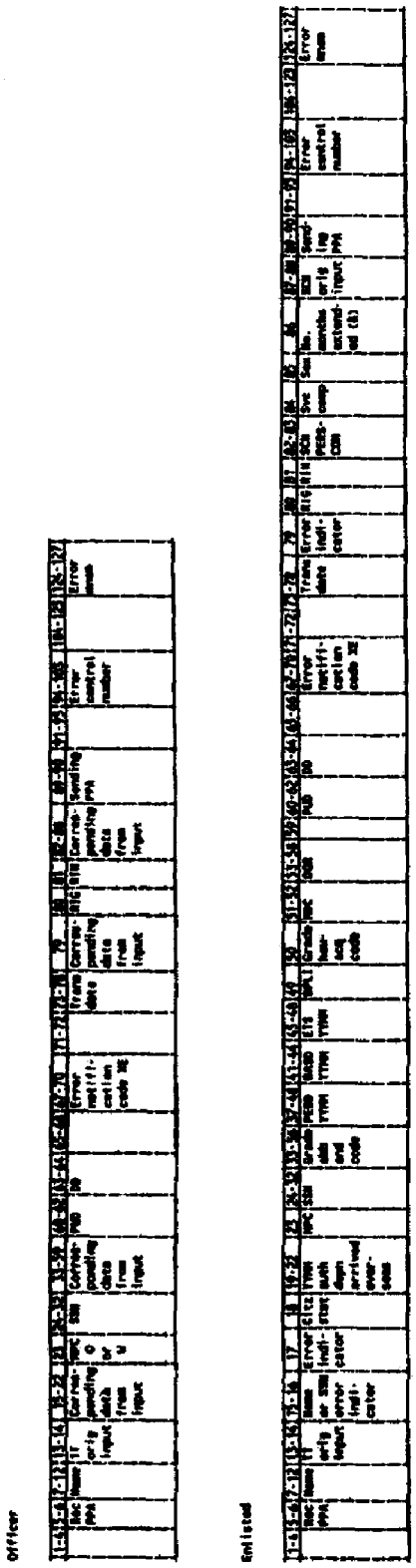

Figure 19–15. Error notice XE as displayed on the AAC–P21 report

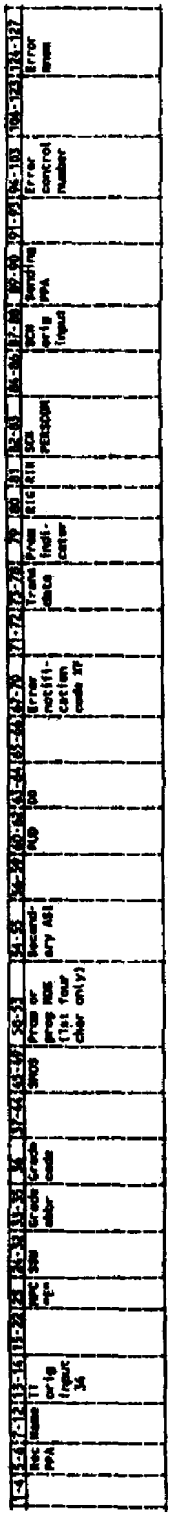

Figure 19–16. Error notice XF as displayed on the AAC–P21 report

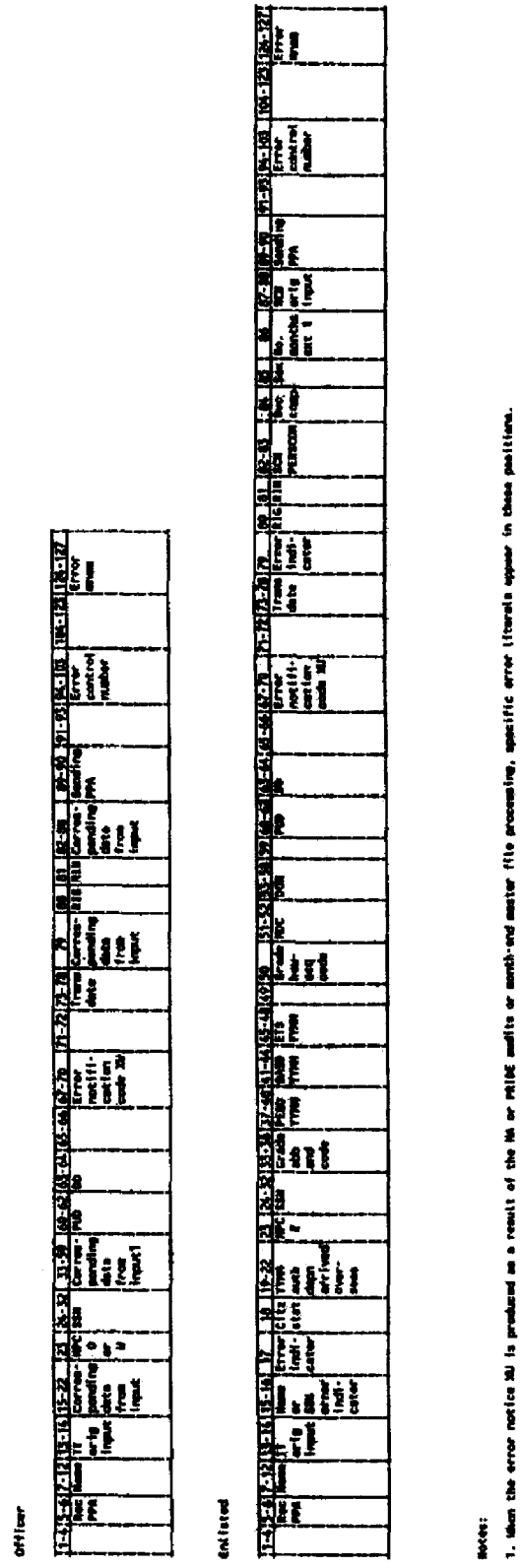

Figure 19–17. Error notice XU as displayed on the AAC–P21 report

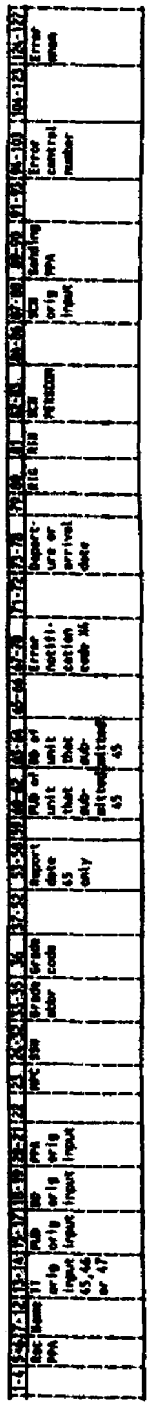

Figure 19–18. Error notice X4 as displayed on the AAC–P21 report

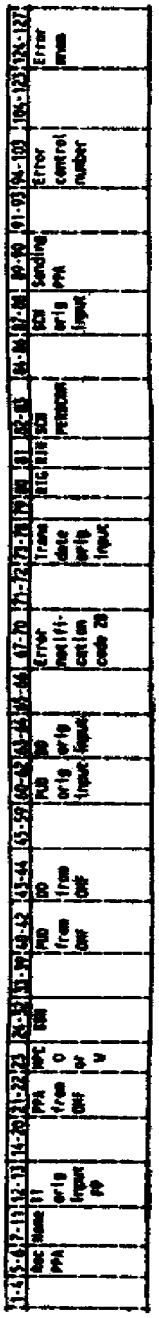

Figure 19–19. Error notice ZB as displayed on the AAC–P21 report

Notes:

1. In lieu of day in print positions 77 and 78, the officer and warrant officer record has MA, PA, or RE to indicate that the notice was generated during midmonth, pre-midmonth, or month-end processing, respectively.

2. Applies to enlisted record only. An 8 indicates that the PUD and DD are on the PERSCOM EMF, but the PPA does not match. A 9 indicates that the PUD and DD do not match the PERSCOM EMF.

Figure 19–20. Error notice ZC as displayed on the AAC–P21 report

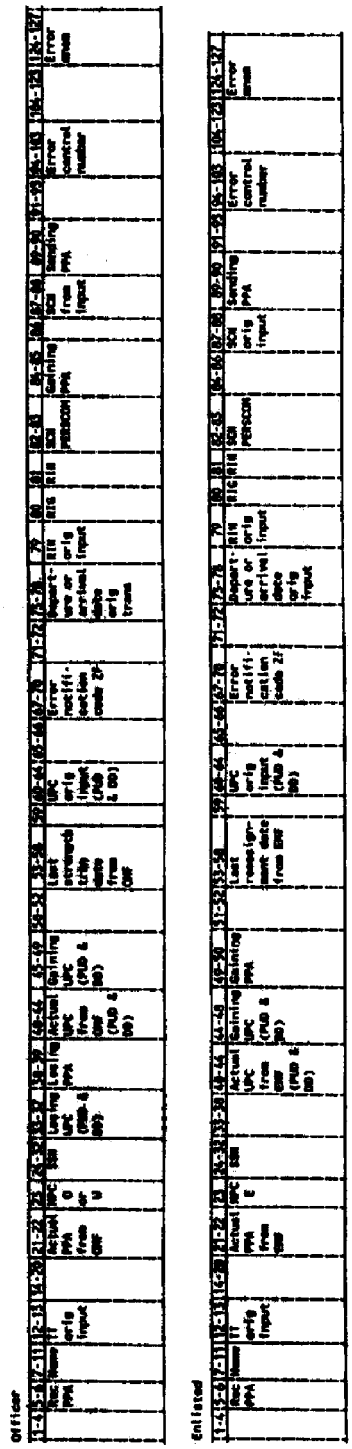

Figure 19–21. Error notice ZF as displayed on the AAC–P21 report

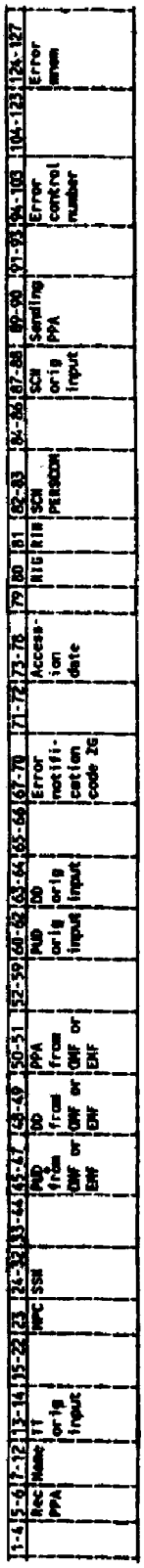

Figure 19–22. Error notice ZG as displayed on the AAC–P21 report

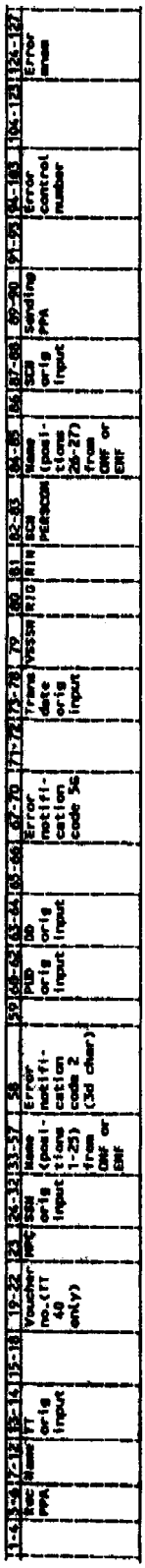

Figure 19–23. Error notice 5G–2 as displayed on the AAC–P21 report

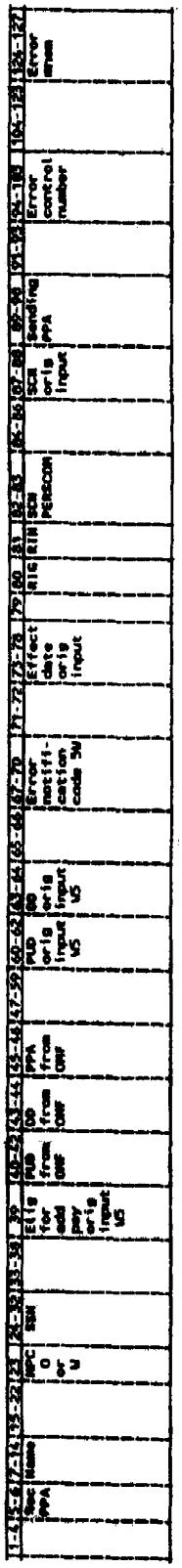

Figure 19–24. Error notice 5W as displayed on the AAC–P21 report

Chapter 20
Receipt Notices

20–1. Scope

This chapter describes record formats for PERSCOM receipt notices that are generated for SIDPERS. These notices verify that PERSCOM processed input transactions affecting the Active Army personnel strength, including strength accessions, strength losses, reassignment departures, and reassignment arrivals.

20–2. Record format index

Table 20–1 is an index to PERSCOM receipt notice formats. The actual record formats are shown in tables 20–2 through 20–10. Type transactions are defined in AR 680–29, chapter 4.

Table 20–2
PERSCOM receipt notices 45, 46, 47, A2, and A7, officer and enlisted reassignment departure, departure revocation, or arrival as an individual or member of an intact unit, wartime and peacetime

Line	Data element	Record positions
1.	Receiving PPA	01-02
2.	Name, individual	03-09
3.	Blank	10-16
4.	PPA gaining	17-18
5.	MPC	19-19
6.	SSN	20-28
7.	Grade:	
	a. Abbreviation	29-31
	b. Code	32-32
8.	Blank	33-48
9.	reporting date (YYMMDD)	49-54
10.	Blank	55-55
11.	PUD	56-58
12.	DD	59-60
13.	Type transaction	61-62
14.	Departure or arrival date (YYMMDD)	63-68
15.	Blank	69-69
16.	RIG (A for officers, B for enlisted)	70-70
17.	RIN (9 for officers, T for enlisted)	71-71
18.	PERSCOM SCN	72-73
19.	Blank	74-76
20.	SCN	77-78
21.	Sending PPA (blank or 0)	79-80

Table 20–3
PERSCOM receipt notices NA, NB, NC, NF, NG, and NJ, officer loss to Active Army strength reported by another PPA, or receipt notices PA, PB, PC, PD, PE, PG, PH, and PK, DFR while en route on reassignment, wartime and peacetime

Line	Data element	Record positions
1.	Receiving PPA	01-02
2.	Name, individual	03-10
3.	Blank	11-16
4.	PPA that submitted the loss or DFR transaction	17-18
5.	MPC	19-19
6.	SSN	20-28
7.	Blank	29-44
8.	SPD or TCN	45-47
9.	Blank	48-55
10.	PUD	56-58
11.	DD	59-60
12.	Type transaction	61-62
13.	Loss or DFR date (YYMMDD)	63-68
14.	Blank	69-69
15.	RIG (A)	70-70
16.	RIN (9)	71-71
17.	PERSCOM SCN	72-73
18.	Blank	74-76

Table 20–3
PERSCOM receipt notices NA, NB, NC, NF, NG, and NJ, officer loss to Active Army strength reported by another PPA, or receipt notices PA, PB, PC, PD, PE, PG, PH, and PK, DFR while en route on reassignment, wartime and peacetime—Continued

Line	Data element	Record positions
19.	SCN	77-78
20.	Sending PPA	79-80

Table 20–4
PERSCOM receipt notices NA, NB, NC, NF, NG, and P-series, enlisted loss to Active Army strength reported by another PPA, wartime and peacetime

Line	Data element	Record positions
1.	Receiving PPA	01-02
2.	Name, individual	03-10
3.	Blank	11-16
4.	PPA that submitted the loss transaction	17-18
5.	MPC	19-19
6.	SSN	20-28
7.	Grade:	
	a. Abbreviation	29-31
	b. Code	32-32
8.	Blank	33-55
9.	PUD (original input)	56-58
10.	DD (original input)	59-60
11.	Type transaction	61-62
12.	Loss date (YYMMDD) (original input)	63-68
13.	Blank	69-69
14.	RIG (B)	70-70
15.	RIN (T)	71-71
16.	PERSCOM SCN	72-73
17.	Blank	74-76
18.	SCN (original input)	77-78
19.	Sending PPA	79-80

Table 20–5
PERSCOM receipt notice NN, officer transaction received after loss to Active Army strength, wartime and peacetime

Line	Data element	Record positions
1.	Receiving PPA	01-02
2.	Name, individual	03-08
3.	Type transaction (original input)	09-10
4.	Blank	11-18
5.	MPC	19-19
6.	SSN	20-28
7.	Blank	29-44
8.	SPD or TCN	45-47
9.	Blank	48-60
10.	Type transaction	61-62
11.	Transaction date (YYMMDD) (original input)	63-68
12.	Blank	69-69
13.	RIG (A)	70-70
14.	RIG (9)	71-71
15.	PERSCOM SCN	72-73
16.	Blank	74-76
17.	SCN (original input)	77-78
18.	Sending PPA (blank or 0)	79-80

Table 20–6
Applicable accession transactions

Affected file: OMF
Title: Officer accession
Type transactions: GA, GB, GC, GD, GE, GH, HS, HT, HU, HV, HW, HY, and HZ

Affected file: EMF
Title: Enlisted accessions
Type transactions: GA, GB, GC, GD, GE, GF, GH, HT, HU, HV, HW, HY, and HZ

Affected file: EMF
Title: Immediate enlistment or reenlistment
Type transactions: H1, H3, H4, and H7

Affected file: EMF
Title: Extensions
Type transactions: 3F, 3G, and 3H

Table 20–7
PERSCOM receipt notices RA and RS, officer and enlisted accession or loss to Active Army strength, wartime and peacetime

Line	Data element	Record positions
1.	Receiving PPA	01-02
2.	Name, individual	03-10
3.	Blank	11-18
4.	MPC	19-19
5.	SSN	20-28
6.	Blank	29-55
7.	PUD [1,2]	56-58
8.	DD [1, 2]	59-60
9.	Type transaction	61-62
10.	Accession or loss date (YYMMDD)	63-68
11.	Blank	69-69
12.	RIG (A for officers, B for enlisted)	70-70
13.	RIN (7 for officers, P for enlisted) [3]	71-71
14.	PERSCOM SCN	72-73
15.	Blank	74-76
16.	SCN	77-78
17.	Sending PPA	79-80

Notes:
[1] Data elements apply for enlisted type transaction RA only.
[2] As reported in the input transaction.
[3] Officer type transaction RA has RIN 7; RS has RIN 9; enlisted type transaction RA has RIN P; RS has RIN T.

Table 20–8
PERSCOM receipt notice RD, officer personnel data record, wartime and peacetime

Line	Data element	Record positions
1.	Receiving PPA	01-02
2.	Name, individual	03-10
3.	AFCS (MMMDD)	11-15
4.	AFS verification V	16-16
5.	Service agreement	17-17
6.	Sex	18-18
7.	MPC	19-19
8.	SSN	20-28
9.	Regimental affiliation	
	a. Regimental number	29-32
	b. Regimental branch	33-34
10.	Regimental home base	35-36
11.	Control specialty (commissioned officer only)	37-38

Table 20–8
PERSCOM receipt notice RD, officer personnel data record, wartime and peacetime—Continued

Line	Data element	Record positions
12.	Race or population group	39-39
13.	Service component	40-40
14.	ESA (YYMMDD)	41-46
15.	DROS (YYMMDD)	47-52
16.	Blank	53-53
17.	Control branch (commissioned officer) or management group (warrant officer)	54-55
18.	PUD	56-58
19.	DD	59-60
20.	Type transaction	61-62
21.	Arrival date (YYMMDD)	63-68
22.	VSSSN	69-69
23.	RIG A	70-70
24.	RIN 7	71-71
25.	PERSCOM SCN	72-73
26.	AFS	74-76
27.	SCN	77-78
28.	Sending PPA (blank or 0)	79-80

Table 20–9
PERSCOM receipt notice RD enlisted personnel data record, wartime and peacetime

Line	Data element	Record positions
1.	Receiving PPA	01-02
2.	Name, individual	03-10
3.	SDAP status	11-11
4.	Physical category code	12-12
5.	Blank	13-13
6.	DSEP code	14-14
7.	Service component	15-15
8.	Sex	16-16
9.	Blank	17-18
10.	MPC	19-19
11.	SSN	20-28
12.	Regimental affiliation	
	a. Regimental number	29-32
	b. Regimental branch	33-34
13.	Race or population group	35-35
14.	ETS (YYMMDD)	36-41
15.	AFST and travel status	42-42
16.	DROS (YYMMDD) [1]	43-48
17.	Blank	49-53
18.	Number of dependents	54-55
19.	PUD	56-58
20.	DD	59-60
21.	Type transaction	61-62
22.	Arrival date (YYMMDD)	63-68
23.	VSSSN	69-69
24.	RIG B	70-70
25.	RIN P	71-71
26.	PERSCOM SCN	72-73
27.	Ethnic group designator	74-74
28.	Regimental home base	75-76
29.	SCN	77-78
30.	Sending PPA (blank or 0)	79-80

Notes:

[1] Data apply only when the individual is reassigned within CONUS residence area; otherwise, this data field is blank.

20–3. SIDPERS follow-up actions

PERSCOM requirements for SIDPERS follow-up action on receipt notices are noted on the record formats. When follow-up actions require resubmission or revocation of initial input transactions, see the appropriate record format in chapter 22; however, pass records require RIN M for officers and K for enlisted personnel in record position 71. Details of SIDPERS follow-up actions are discussed in each particular notice.

20–4. Errors common to receipt notices

Three essential errors are possible. xUNM, xMPC, and xNME may occur when PERSCOM receipt notices are entered in SIDPERS. These errors and their resolutions are discussed in a through c below.

a. Error mnemonic xUNM. Compare the SSN in the transaction with the latest alpha roster to determine if a similar SSN is on the SPF. If a similar SSN is on the SPF and if the name matches, change the incoming transaction to agree with the SSN on file, and resubmit the receipt notice. In addition, check for a SSN change that may have processed between the date that the original transaction was sent to PERSCOM and the date that the receipt notice was returned. If no similar SSN can be found, disregard the receipt notice. Annotate the transaction register to show all actions taken. This error does not generate an SPF compatibility printline.

b. Error mnemonic xMPC. Contact the Personnel Service Company to determine the correct MPC. If the SPF MPC is correct and agrees with the receipt notice MPC, delete the individual from the erroneous PERSCOM file (OMF or EMF) and access the individual to the correct PERSCOM file with type transactions NB (relief from active duty) and HU (ordered voluntarily into active military service as an individual) as pass records. Use information provided by the Personnel Service Company (DD Form 4 or order to active duty). If the SPF and receipt notice are incorrect, process an ADMD transaction from and an ADMA transaction to the SPF for the individual. Before the ADMD transaction, process an INQY transaction to extract the information on the SPF to be used when the ADMA transaction is processed. After the SPF is corrected, change the MPC in the original transaction, and resubmit it as a pass record to PERSCOM. This error generates an SPF compatibility printline.

c. Error mnemonic xNME. The name on the SPF was changed between the time the original transaction was processed to PERSCOM and the receipt notice was received locally. Determine if a NAME or LNAM change transaction processed.

(1) If a name change transaction was submitted before this notice was received but after the effective date of the receipt notice (positions 63 through 68), change the PERSCOM receipt notice to agree with the SPF, and resubmit it.

(2) If a name change transaction was submitted before the notice was received and before the effective date of the receipt notice, the change was possibly rejected or processed incorrectly. Check the AAC–P01 and AAC–P21 reports for error or change notices. Submit type transaction VV or VL as a pass record. The transaction selected depends on the purpose of the original name change. Change the receipt notice to agree with the SPF, and resubmit it.

(3) If a name change transaction did not process, have the Personnel Service Company check DD Form 4 to determine the correct name. If the name agrees with the SPF record, submit type transaction VV as a pass record to process at PERSCOM. Change the receipt notice to agree with the SPF, and resubmit it.

(4) See (3) above. If the name on DD Form 4 does not agree with the SPF record, submit a NAME or LNAM transaction as applicable to correct the discrepancy. Resubmit the receipt notice after the SIDPERS transaction processes. Return to the receipt notice.

d. RSC Y. Contact the Personnel Service Company or unit to determine if the individual is currently present or should be accounted for. If the individual should not be accounted for, process a RTDR transaction. If the individual should be accounted for, process an ARR or ASNJ transaction. Resubmit the receipt notice after the SIDPERS transaction is processed, and annotate the AAC–P01 report to show all actions taken.

e. RSC X. Contact the Personnel Service Company or unit to determine if the individual is currently present or should be accounted for. If the RSC X is correct, no further action is required. If RSC X is incorrect, then process a SIDPERS transaction(s) to change the SPF to the correct status. Resubmit the receipt notice if the SIDPERS transaction is processed, and annotate the AAC–P01 report to show all actions taken.

20–5. Notice of servicing transfer (receipt notices A2 and A7)

This receipt notice relates to movement of a unit from one location to another or transfer of the SIDPERS servicing the unit from one PPA to another PPA (type transactions A2, A7, and B2). These notices (printed on the AAC–P01 report) notify the losing activity that a gaining SIDPERS activity has assumed responsibility for an intact unit transfer. This notice is treated as information by the losing command, and no action is required by the analyst. See table 20–2 for format. Proceed as described in a through f below.

a. If the AAC–P01 report lists the receipt notice as an unprocessed transaction with error mnemonic xUNM, see paragraph 20–4a for error resolution instructions. Annotate the AAC–P01 report to show all actions taken.

b. If the AAC–P01 report lists the receipt notice as an unprocessed transaction with error mnemonic xTRD, if the receipt notice UPC is the same as UPC1 on the SPF, and if the RSC is not X, contact the Personnel Service Company to determine if the individual is present or has departed. If the individual has departed, take the actions described in (1) through (3) below.

(1) If an OIUT transaction was not submitted, submit one. Resubmit type transaction A2, A7, or B2. Annotate the AAC–P01 report to show all actions taken.

(2) If an OIUT transaction was submitted previously, process a DPRT transaction 1 day after the SPF strength date. Annotate the AAC–P01 report to show all actions taken.

(3) For further guidance, see chapter 16.

c. If the AAC–P01 report lists the receipt notice as an unprocessed transaction with error mnemonic xTRD, if the receipt notice UPC does not match the SPF record PUD and DD for UPC1, and if the RSC is other than X, contact the Personnel Service Company to determine the status of the individual. If the individual if present, see d below. If the individual is not present, see (1) through (5) below.

(1) If the RSC is A, B, D, or E, submit a DPRT transaction. Resubmit the receipt notice. Annotate the AAC–P01 report to show all actions taken.

(2) If the RSC is C, submit a REVA transaction. Resubmit the receipt notice, and annotate the AAC–P01 report to show all actions taken.

(3) If the RSC is N, submit a RATH transaction against the attached unit and submit a DPRT transaction against the assigned unit. Annotate the AAC–P01 report to show all actions taken.

(4) If the RSC is P, submit a RATH transaction, and annotate the AAC–P01 report to show all actions taken.

(5) If the RSC is Y, submit a RTDR transaction, and annotate the AAC–P01 report to show all actions taken.

d. If the AAC–P01 report displays the notice as an unprocessed transaction, with error mnemonic xTRD and if the individual is present, check the RSC and taken one of the actions described in (1) and (2) below.

(1) If the RSC is A, B, D, or E, submit type transaction 46 as a pass record. Annotate the AAC–P01 report to show all actions taken.

(2) If the RSC is C or F, submit a REVA transaction, and annotate the AAC–P01 report to show all actions taken. Check for ATCH status.

e. If the notice appears on the AAC–P01 report as an unprocessed transaction with error mnemonic CRSC or ERSC, then the RSC was not A, B, C, M, or P when received. Proceed as described in (1) and (2) below.

(1) If the RSC is D, E, or F, and if the individual is not present, submit a DPRT transaction and proceed as in a above.

(2) If the individual is present, prepare a JOIN transaction and type transaction 46 as a pass record. Proceed as in a above.

f. If the AAC–P01 report lists the notice as an unprocessed transaction with error mnemonic xNME, see paragraph 20–4c for error resolution instructions before proceeding as in a above. If the PERSCOM receipt notice name is not correct, perform any action associated with type transaction A2 or A7 before making the name change.

20–6. Strength loss transaction reported by another Personnel Information Systems processing activity (receipt notice NA, NB, NC, NF, NG, or NJ)

Receipt notice NA, NB, NC, NF, NG, or NJ notifies a SIDPERS activity that another activity has successfully processed type transaction NA, NB, NC, NF, NG or NJ. See table 20–3 for officer format and table 20–4 for enlisted format.

a. If the AAC–P01 report lists this receipt notice as a processed transaction without an error mnemonic, no action is required.

b. If this receipt notice appears on the AAC–P01 report as an unprocessed transaction with error mnemonic xUNM, see paragraph 20–4a for error resolution instructions.

c. If this receipt notice appears on the AAC–P01 report as an unprocessed transaction with error mnemonic xTRD, contact the unit to determine the status of the individual. The error mnemonic indicates that the separation date on the transaction is earlier than the SPF UPC1 arrival date on the SPF record.

(1) If the individual has departed the unit for the transfer activity (RSC X or Y), change the receipt notice (positions 63 through 68) to 1 day more than the UPC1 arrival date, and resubmit the receipt notice. Annotate the AAC–P01 report to show all actions taken.

(2) If the individual has departed the unit for the transfer activity but if the departure was never reported (RSC A, B, D, or E), submit a DPRT transaction, and then resubmit the receipt notice in the next cycle after the departure transaction processes. Annotate the AAC–P01 report to show all actions taken.

(3) If the individual has departed the unit for the transfer activity but if the departure was never reported and if the RSC is C or F, submit a JOIN transaction along with the DPRT transaction, and resubmit the receipt notice in this sequence.

(4) If the individual has departed the unit for the transfer activity but if the departure was never reported and if the RSC is P, submit a RATH transaction along with the DPRT transaction, and resubmit the receipt notice.

(5) If the individual has not departed, and there is no current plan for the individual to depart or separate, submit type transaction HZ (erroneous report of separation) as a pass record, and annotate the AAC–P01 report to show all actions taken.

d. If the receipt notice appears on the AAC–P01 report as an unprocessed transaction with error mnemonic CRSC or ERSC, the RSC is D, E, F, N, or P.

(1) If the individual has departed the unit for a transfer activity, proceed as in c(2) through c(5) above.

(2) If the individual has not departed and if there are no plans for the individual's departure, submit type transaction HZ as a pass record, and annotate the AAC–P01 report to show all actions taken.

(3) If the individual is deceased, submit a DECD transaction, and annotate the AAC–P01 report to show all actions taken.

e. If the receipt notice appears on the AAC–P01 report as an unprocessed transaction with error mnemonic xNME, see paragraph 20–4c for error resolution instructions, and then resolve the notice according to the individual's status.

f. If the notice appears on the AAC–P01 report as an unprocessed transaction with error mnemonic xMPC, see paragraph 20–4b for error resolution instructions.

20–7. Officer transaction received after loss to Active Army strength (receipt notice NN)

This receipt notice of separation notifies a SIDPERS activity that the activity's transaction (other than accession) that was submitted to PERSCOM matches an inactive officer record on the OMF. See table 20–5 for format. Proceed as described in a through e below.

a. If the receipt notice appears on the AAC–P01 report as a processed transaction without an error mnemonic, no action is required.

b. If the receipt notice appears on the AAC–P01 report as an unprocessed transaction with error mnemonic xUNM, see paragraph 20–4a for error resolution instructions.

c. If the notice appears on the AAC–P01 report as an unprocessed transaction with error mnemonic of xTRD, the separation date in the feedback notice is earlier than a SPF UPC1 arrival date. Contact the unit to determine the individual's status. Take the actions described in (1) through (6) below.

(1) If the individual has departed the unit for the transfer activity and if the RSC is X or Y, change the receipt notice effective date to 1 day later than the UPC1 arrival date. Annotate the AAC–P01 to show all actions taken.

(2) If the individual has departed the unit for the transfer activity, if the transaction was not reported, and if the RSC is A, B, D, or E, submit a DPRT transaction. Annotate the AAC–P01 report to show all actions taken.

(3) If the individual has departed the unit for the transfer activity, if the transaction was not reported, and if the RSC is C, submit a REVA transaction. If the RSC is F, submit a DPRT transaction. Resubmit the receipt notice in the next cycle after the REVA or DPRT transaction processes. Annotate the AAC–P01 report to show all actions taken.

(4) If the individual has departed the unit for the transfer activity, if the transaction was not reported, and if the RSC is P, submit a RATH transaction. Annotate the AAC–P01 report to show all actions taken.

(5) If the individual has not departed and if there is no current plan for the individual to depart or separate, submit type transaction HZ as a pass record. Annotate the AAC–P01 report to show all actions taken.

(6) If the individual is deceased, submit a DECD transaction, and annotate the AAC–P01 report to show all actions taken.

d. If the notice appears on the AAC–P01 report as an unprocessed transaction with error mnemonic xRSC and if the RSC is D, E, F, or Y, take the actions described in (1) through (3) below.

(1) If the individual has departed from the unit, continue as in c(2), c(3), or c(4) above.

(2) If the individual has not departed and if there is no current plan for the individual to depart or separate, continue as in c(5) above.

(3) If the individual is deceased, continue as in c(6) above.

e. If the notice appears on the AAC–P01 report as an unprocessed transaction with error mnemonic xNME, see paragraph 20–4c for error resolution instructions, and then remove the error mnemonic on the SESF with an error delete card. Annotate the AAC–P01 report to show all actions taken.

20–8. Dropped from rolls transaction while intransit (receipt notice PA, PB, PC, PD, PE, PG, PH, or PK)

This receipt notice notifies the PPA of record (as shown on the OMF or EMF) and the potential gaining PPA that the DFR transaction processed successfully against the OMF or EMF before type transaction PA, PB, PC, PD, PE, PG, PH, or PK was reported if a departure was the last transaction processed before the P series transaction. In addition, this receipt notice advises that the match record was deleted. See table 20–3 for officers and table 20–4 for enlisted formats. Proceed as described in a through e below.

a. If the receipt notice appears on the AAC–P01 report with no error mnemonic, no action is required.

b. If the receipt notice appears on the AAC–P01 report as an unprocessed transaction with error mnemonic xUNM, see paragraph 20–4a for error resolution instructions.

c. If the receipt notice appears on the AAC–P01 report as unprocessed with error mnemonic xTRD, contact the applicable unit to determine the individual's status. This error mnemonic indicates that the separation date on the transaction was earlier than the UPC1 arrival date. Take the actions described in (1) through (9) below.

(1) If the individual has departed the unit (RSC X or Y), change the effective date in the receipt notice to 1 day after the SPF UPC1 arrival date. Annotate the AAC–P01 report to show all actions taken.

(2) If the individual has departed the unit, if a departure transaction was not submitted, and if the RSC is A, B, D, or E, submit a DPRT transaction. Resubmit the receipt notice in the cycle following the departure processing. The effective date is displayed in positions 63 through 68. The reprocessed receipt notice prints in the next cycle as a processed transaction against the individual. The order of the effective dates is all transactions (except departure), the departure transaction, and the receipt notice.

(3) If the individual has departed the unit, if a departure transaction was not submitted, and if the RSC is C or F, submit JOIN and DPRT transactions, and resubmit the receipt notice. The JOIN and DPRT transactions and the receipt notice process in that order. Annotate the AAC–P01 report to show all actions taken.

(4) If the individual has departed the unit, if a departure transaction was not submitted, and if the RSC is N, submit RATH and DPRT transactions. Resubmit the receipt notice in the cycle after the transactions process. Annotate the AAC–P01 report to show all actions taken.

(5) If the individual has departed the unit, if a departure transaction was not submitted, and if the RSC is P, submit a RATH transaction. Resubmit the receipt notice in the cycle after the transaction processes. Annotate the AAC–P01 report to show all actions taken.

(6) If the individual has not departed from the unit, if there are no plans to submit a departure or separation transaction, and if the RSC is A or B, submit type transaction 47 as a pass record to notify PERSCOM. Annotate the AAC–P01 report to show all actions taken.

(7) If the individual has not departed from the unit, if there are no plans to submit a departure or separation transaction, and if the RSC is C, D, or E, submit a JOIN transaction, and annotate the AAC–P01 report to show all actions taken.

(8) If the individual has not departed from the unit, if there are no plans to submit a departure or separation transaction, and if the RSC is P, send a memorandum to the Commander, PERSINSCOM, ATTN: AQNSI–ASM, 200 Stovall Street, Alexandria, VA 22332-1500 advising that the individual is attached and present.

(9) If the individual has not departed from the unit, if there are no plans to submit a departure or separation transaction, and if the individual is deceased, submit a DECD transaction, and annotate the AAC–P01 report to show actions taken.

d. If the notice appears on the AAC–P01 report as unprocessed with error mnemonic CRSC or ERSC, then the RSC on the SPF is not A, B, C, M, N, or P when received. Take the actions described in (1) through (4) below.

(1) If the individual has departed the unit, proceed as in c(1) through c(5) above.

(2) If the individual has not departed the unit and if the RSC is D, E, or F, submit a JOIN transaction with the effective date 1 day later than the UPC1 arrival date. Annotate AAC–P01 report to show all actions taken.

(3) If the individual has not departed the unit and if the RSC is P, continue as in *c* above.

(4) If the individual is deceased, submit a DECD transaction, and annotate the AAC–P01 report to show all actions taken.

e. If the receipt notice appears on the AAC–P01 report with error mnemonic xNME, consider the error mnemonic as discussed in chapter 7. Annotate the AAC–P01 report to show all actions taken.

20–9. Verification of successful processing of accession (receipt notice RA)

PERSCOM receipt notice RA advises a SIDPERS activity that an accession transaction has successfully processed to the OMF or EMF. Table 20–6 shows the applicable accession type transactions. See table 20–7 for format. Proceed as described in *a* through *g* below.

a. If receipt notice RA appears on the AAC–P01 report as a processed transaction and if there is no associated error mnemonic, no action is required.

b. If receipt notice RA appears on the AAC–P01 report as an unprocessed transaction with error mnemonic xUNM, see paragraph 20–4a for error resolution instructions.

c. If receipt notice RA appears on the AAC–P01 report as an unprocessed transaction with error mnemonic xUNM (enlisted only) and the type transaction is H1, H3, H4, H7, 3F, 3G, or 3H, take the actions described in (1) through (3) below.

(1) Contact the Personnel Service Company, the unit, or reenlistment office of the individual to determine the correct required action.

(2) If the individual has been reassigned outside the servicing SIDPERS activity, no action is required.

(3) If the individual is assigned, the Personnel Service Company prepares the necessary TDR to place the individual on the SPF, and the unit then submits an ARR transaction.

d. If the receipt notice RA appears on the AAC–P01 report as an unprocessed transaction with error mnemonic xUNM and if the type transaction is in the H and G series (officers only), the approach is the same as in c above, but because the unit is not shown on receipt notice RA for officers, locating the individual may be more time consuming.

To locate the individual, use the microfilm research file, postal locator, post Adjutant General's office, and finance office.

e. If receipt notice RA appears on the AAC–P01 report as an unprocessed transaction with error mnemonic xNME, see paragraph 20–4c for error resolution instructions.

f. If receipt notice RA appears on the AAC–P01 report as an unprocessed transaction with error mnemonic xMPC, see paragraph 20–4b for error resolution instructions.

g. After resolving any errors and processing receipt notice RA, annotate the AAC–P01 report to show all actions taken.

20–10. Notice of officer or enlisted personnel data record (receipt notice RD)

PERSCOM receipt notice RD is sent to the PPA that submitted an ARR or REVA transaction that successfully processed to the EMF or OMF. The data in the receipt notice RD are extracted from the EMF or OMF and are processed to update blank data fields in the SPF or resulting from MA processing when an SPF field is blank. See tables 20–8 and 20–9 for format. Proceed as described in a through l below.

a. If receipt notice RD appears on the AAC–P01 report as a processed transaction and if there is no associated error mnemonic, no action is required. Data on receipt notice RD will update blank SPF data elements.

b. If receipt notice RD appears on the AAC–P01 report as an unprocessed transaction with error mnemonic xUNM, see paragraph 20–4a for error resolution instructions.

c. If receipt notice RD appears on the AAC–P01 report as an unprocessed transaction with error mnemonic xMPC, see paragraph 20–4b for error resolution instructions.

d. If receipt notice RD appears on the AAC–P01 report as an unprocessed transaction with error mnemonic xNME, see paragraph 20–4c for error resolution instructions.

e. Area of current or last foreign service tour and DEROS or DROS data elements are checked as described in (1) through (4) below.

(1) For enlisted personnel assigned to an overseas unit (first position of AREAX code is not numeric), *(a)* through *(d)* below apply.

(a) If the transaction DROS is blank, if the transaction AFST code is not Z or blank, and if the SPF AFST code is not blank, the transaction AFST code is posted to the SPF AFST code data element.

(b) If the transaction DROS is not blank, error mnemonic xDRS is assigned.

(c) If the transaction DROS is blank and if the transaction AFST code is Z, error mnemonic xFST is assigned.

(d) If the transaction DROS is blank, if the transaction AFST code is not Z, and if the SPF AFST code data element is Z, error mnemonic xFST is assigned.

(2) For enlisted personnel who are assigned to a CONUS unit (first position of AREAX code is numeric), *(a)* through *(e)* below apply.

(a) If the SPF AFST code data element is Z, blanks are posted to the SPF DROS and DEROS data elements.

(b) If the SPF AFST code data element is blank, if the transaction AFST code is not a Z or blank, if the transaction DROS is numeric and is equal to or less than the transaction date, and if the SPF DROS data element is not blank, the transaction AFST code is posted to the SPF AFST code data element. Blanks are also posted to the SPF DEROS data element. In the same situation, except if the SPF DROS data element is blank, the transaction DROS is posted to the SPF DROS data element.

(c) If the SPF AFST code data element is blank, if the transaction AFST code is Z, and if the transaction DROS is blank, the transaction AFST code is posted to the SPF AFST code data element. In addition, blanks are posted to the SPF DROS and DEROS data elements.

(d) If the SPF AFST code data element is blank, if the transaction AFST code is not a Z or blank, and if the transaction DROS is not numeric, error mnemonic xDRS is assigned. If the transaction DROS is numeric but is not equal to or less than the transaction date, error mnemonic xDRS is assigned.

(e) If the SPF AFST code data element is blank, if the transaction AFST code is Z, and if the transaction DROS is not blank, error mnemonic xDRS is assigned.

(3) For commissioned officer and warrant officer personnel who are assigned to an overseas unit (first position of the AREAX code is not numeric), *(a)* through *(b)* below apply.

(a) If the SPF DEROS data element is NA or blank, if the transaction DROS is ampersands (&&&&&&), or if the transaction DROS is numeric and is greater than the transaction, the transaction DROS is posted to the SPF DEROS data element. In addition, the SPF DROS data element is posted with NA.

(b) If the SPF DEROS data element is NA or blank and if the transaction DROS is not ampersands or numeric, error mnemonic xDRS is assigned. Error mnemonic xDRS is also assigned if the transaction DROS is numeric and if it is not greater than the transaction date.

(4) For commission and warrant officer personnel who are assigned to a CONUS unit (first position of AREAX code is numeric),*(a)* through *(b)* below apply.

(a) If the SPF DROS data element is NA or blank and if the transaction DROS is either NO or numeric and is equal

to or less than the transaction date, the transaction DROS is posted to the SPF DROS data element. In addition, NA is posted to the SPF DEROS data element.

(b) If the SPF DROS data element is NA or blank and if the transaction DROS is not NO or numeric, error mnemonic xDRS is assigned. If the transaction DROS is numeric but is not equal to or less than the transaction date, error mnemonic xDRS is assigned.

f. The ETS or ESA edit is described in (1) and (2) below. Receipt notice RD will update the SPF ESA data element for officer and warrant officer personnel only.

(1) If the MPC is E, if the SPF ETS data element is not present, and if the transaction ETS is numeric and is either equal to or greater than the transaction date plus 10 years or is less than the transaction date, error mnemonic xETS is assigned.

(2) If the MPC is O or W, if the SPF ESA data element is not present, if the SPF service component data element is not R, if the SPF service agreement data element is 9, and if the transaction ESA is ampersands (&&&&&&), the transaction ESA is posted to the SPF ESA data element.

(a) If the SPF service agreement data element is not 9 and if the transaction ESA is numeric and neither is equal to nor is greater than the transaction date plus 10 years or is not less than the transaction date, the transaction ESA is posted to the SPF ESA data element.

(b) If the SPF ESA data element is not present, if the SPF service component data element is R, and if the transaction ESA is not blank, error mnemonic xESA is assigned.

(c) If the SPF ESA data element is not present, if the SPF service component data element is not R, if the SPF service agreement data element is 9, and if the transaction ESA is not ampersands, error mnemonic xESA is assigned. Error mnemonic xESA is also assigned if the SPF service agreement data element is not 9, if the transaction ESA is greater than the transaction date plus 10 years, or if the transaction ESA is less than the transaction date.

g. The Federal service update stage of processing applies to commissioned and warrant officer personnel only.

(1) If the transaction AFS and AFCS data are not blank and whether the transaction AFS verification code is blank or not, the transaction AFS, AFCS, and AFS verification code (if applicable) data elements are posted to the same SPF data elements.

(2) If the transaction AFS and AFCS are blank and if the transaction AFS verification code is not blank, error mnemonic xAFV is assigned.

(3) If the transaction AFS and AFS verification code are blank and if the transaction AFCS is not blank, error mnemonic xAFC is assigned.

(4) If the transaction AFCS and AFS verification code are blank and if the transaction AFS is not blank, error mnemonic xAFS is assigned.

(5) If the transaction AFS is blank and if the transaction AFCS and AFS verification code are not blank, error mnemonics xAFC and xAFV are both assigned.

h. The physical category code edit stage of processing is for enlisted personnel only. Receipt notice RD does not update any SPF physical category code or physical profile data elements during this stage.

(1) If the transaction physical category code is A and if the SPF physical profile (PULHES) data element does not contain all 1s, error mnemonic xP-P is assigned.

(2) If the transaction physical category code is B and if the SPF physical profile data element does not contain any combination of 1 and 2, error mnemonic xP-P is assigned.

(3) If the transaction physical category code is C, D, E, F, G, H, J, L, M, N, or P and if the SPF physical profile data element is not any combination of 1, 2, or 3 with at least one 3 present, error mnemonic xP-P is assigned.

(4) If the transaction physical category code is U and if the SPF physical profile data element is not any combination of 1, 2, or 3 with at least one 2 or one 3 present, error mnemonic xP-P is assigned.

i. The regimental affiliation check is applicable to all personnel.

(1) If the transaction REGT data element is zeros, error mnemonic xRGT is assigned.

(2) If the transaction REGT data element is not blank or a valid regimental affiliation code, error mnemonic xRGT is assigned.

j. The regimental home base check is applicable to all personnel. If the transaction regimental home base data element is zeros, error mnemonic xHBA is assigned.

k. The service component edit check is applicable to commissioned officer, warrant officer, and enlisted personnel (both regular Army and nonregular Army enlisted personnel).

(1) For commissioned and warrant officer personnel, if the transaction service component is R and if the transaction ESA is not blank, error mnemonic xESA is assigned.

(a) If the transaction ESA is blank and if the transaction service agreement is not a blank, error mnemonic xSVA is assigned.

(b) If the transaction ESA and service agreement are blank and if the SPF ESA data element is not blank, error mnemonic xCPT is assigned.

(c) If the transaction ESA, service agreement, and SPF ESA data elements are blank and if the SPF service agreement data element is not blank, error mnemonic xCPT is assigned.

(d) If the transaction service component is not R, T, G, or V, error mnemonic xCPT is assigned.

(e) If the transaction service component is T, G, or V, if the transaction service agreement is 9, and if the transaction ESA is not ampersands, error mnemonic xESA is assigned. If the transaction service agreement is not 9, and if the transaction ESA is ampersands, error mnemonic xESA is assigned.

(f) If the transaction service component is T, G, or V, if the transaction service agreement is 5, 6, 7, 8, A, B, C, D, E, F, G, H, L, P, U, V, W, or X, and if the transaction ESA is numeric and is not greater than the SPF BASD data element, error mnemonic xESA is assigned.

(g) If the transaction service component is T, G, or V, if the transaction ESA is not ampersands, and if the transaction service agreement is not 5, 6, 7, 8, 9, A, B, C, D, E, F, G, H, L, P, U, V, W, or X, error mnemonic xSVA is assigned.

(2) If the transaction MPC is E, if the transaction service component is R, and if the transaction ETS is not greater than the SPF BASD data element, error mnemonic xETS is assigned.

(a) If the transaction ETS is ampersands and if the SPF term of service data element is not Z, error mnemonic xETS is assigned.

(b) If the transaction ETS is not ampersands and if the SPF term of service data element is Z, error mnemonic xETS is assigned.

l. If SIDPERS is in the wartime operating mode, receipt notice RD will update specific data items on the SPF with valid transaction data.

(1) Wartime data elements for commissioned and warrant officers are service component, sex, grade, race, and VSSSN.

(2) Wartime data elements for enlisted personnel are service component, sex, grade, physical category code, race, and VSSSN.

20–11. Verification of separation (receipt notice RS)

Receipt notice (RS) notifies the local activity that a N or P series type transaction (loss of strength to the Army) successfully processed to the OMF or EMF at PERSCOM. See table 20–7 for format. Proceed as described in *a* through *e* below.

a. If receipt notice RS appears on the AAC–P01 report as a processed transaction (with a locally matched name and SSN on the SPF) and no error mnemonics are assigned, no action is required.

b. If receipt notice RS appears on the AAC–P01 report as an unprocessed transaction with error mnemonic xUNM, see paragraph 20–4a for error resolution instructions.

c. If receipt notice RS appears on the AAC–P01 report with error mnemonic xRSC, (RSC is not M, N, P, or X), take the actions described in (1) through (13) below.

(1) If type transaction HZ (erroneous report of separation) processed since the effective date of receipt notice RS, no action is required. The RSC should be A, B, or C.

(2) If the RSC is A or B and if the date of receipt notice RS is earlier than type transaction HZ, further analysis is required. Contact the Personnel Service Company to verify the status and presence of the individual. If the individual is present, resubmit type transaction HZ with the new information acquired from the Personnel Service Company. If the individual is not present, submit a DPRT transaction (normally to a transfer activity). Annotate the AAC–P01 report to show all actions taken.

(3) If the RSC is C (ASNJ transaction) and if the individual is not present, submit REVA and RTDR transactions. Annotate the AAC–P01 report to show all actions taken.

(4) If the RSC is C but the individual is present, submit type transaction HZ as a pass record with an effective date later than the receipt notice RS date. In addition, submit a JOIN transaction in the cycle after type transaction HZ processes with a later effective date than type transaction HZ. Annotate the AAC–P01 report to show all actions taken.

(5) If the individual is present and if the RSC is D, E, or F, submit type transaction HZ as a pass record with an effective date later than the receipt notice RS effective date; then submit a JOIN transaction in the next cycle after type transaction HZ processes. Annotate the AAC–P01 report to show all actions.

(6) If the individual is present and if the RSC is D or E, submit a DPRT transaction with an effective date earlier than both the receipt notice RS and the arrival transaction (47) from the actual gaining activity dates. Annotate the AAC–P01 report to show all actions taken.

(7) If the individual is not present and if the RSC is F, submit REVA and RTDR transactions. Annotate the AAC–P01 report to show all actions taken.

(8) If the individual is present and if the RSC is P, no action is required.

(9) If the individual is not present and if the RSC is P, submit a RATH transaction. Annotate the AAC–P01 report to show all actions taken.

(10) If the individual is not present and if the RSC is C, submit a JOIN transaction. Submit a DPRT or SEP transaction depending on the situation. Continue as in (13) below.

(11) If the individual is not present and if the RSC is F, submit a DPRT transaction.

(12) If the individual is present and if the RSC is Y, submit type transaction HZ as a pass record and an ARR transaction with a later date than type transaction HZ. Annotate the AAC–P01 report to show all actions taken.

(13) If the individual is not present and if the RSC is Y, submit a RTDR transaction. Annotate the AAC–P01 report to show all actions taken.

d. If receipt notice RS appears on the AAC–P01 report as an unprocessed transaction with error mnemonic xNME and if receipt notice RS matches a SPF record SSN but error mnemonic xNME was assigned, see paragraph 20–4c for error resolution instructions.

e. If receipt notice RS appears on the AAC–P01 report as an unprocessed transaction with error mnemonic xMPC, see paragraph 20–4b for error resolution instructions.

20–12. Confirmation of departure (receipt notice 45)

Receipt notice 45 notifies the local activity that a locally submitted DPRT transaction successfully processed to the OMF or EMF maintained at PERSCOM. When this notice is received, the accountability for the individual has been transferred to the CTAS. (See AR 600–8–23.) See table 20–2 for format. Proceed as described in *a* through *d* below.

a. If receipt notice 45 appears on the AAC–P01 report without an error mnemonic, no action is required.

b. If receipt notice 45 appears on the AAC–P01 report as an unprocessed transaction with error mnemonic xUNM, see paragraph 20–4a for error resolution instructions.

c. If receipt notice 45 appears on the AAC–P01 report as an unprocessed transaction with error mnemonic xRSC, and if the RSC is not M, N, P, or X, take the actions described in (1) and (2) below.

(1) If the RSC is A, B, C, D, E, or F, and if the departure date in the notice is earlier than the SPF record arrival date at UPC1, no action is required.

(2) If receipt notice 45 appears on the AAC–P01 report without an error mnemonic but if the notice departure date is not earlier than the SPF record arrival date at UPC1, verify the status with the Personnel Service Company or unit. See table 20–10. Submit the appropriate transaction or pass record. Annotate the AAC–P01 report to show all actions taken.

d. If receipt notice 45 appears on the AAC–P01 report as an unprocessed transaction with error mnemonic xNME, take one of the following actions described in (1) and (2) below.

(1) If the RSC is X, resubmit type transaction 45 with the name corrected to match the SPF record; the notice clears itself. Annotate the AAC–P01 report to show all actions taken.

(2) If the RSC is not A, B, C, D, E, or F, determine why receipt notice 45 matched a record's SSN but did not match a name. (See para 20–4c.) After correcting the name, continue as in a or c above.

20–13. Notice of erroneous arrival (receipt notice 46)

Receipt notice 46 notifies the local activity (that submitted an ARR transaction) that the individual is still shown as assigned and present at the former accountable unit. Confirm this status, return the accountability to the former losing SIDPERS activity, and correct the OMF or EMF accordingly. See table 20–2 for format. Proceed as described in *a* through *e* below.

a. If receipt notice 46 appears on the AAC–P01 report as a processed transaction without an error mnemonic, no action is required. In effect, the arrival action is removed. If the UPC1 arrival date is earlier than the receipt notice 46 arrival date, take the actions described in (1) through (5) below.

(1) RSC Y is dropped. Annotate the AAC–P01 report to show all actions taken.

(2) RSC X is written to the gain or loss history file. Annotate the AAC–P01 report to show all actions taken.

(3) RSC A is changed to D. Annotate the AAC–P01 report to show all actions taken.

(4) RSC B is changed to E. Annotate the AAC–P01 report to show all actions taken.

(5) RSC C is changed to F. Annotate the AAC–P01 report to show all actions taken.

b. If receipt notice 46 appears on the AAC–P01 report as an unprocessed transaction with error mnemonic xUNM, see paragraph 20–4a for error resolution instructions.

c. If receipt notice 46 appears on the AAC–P01 report as an unprocessed transaction with error mnemonic xTRD and if the date of arrival in the notice (from the transaction) is earlier than the SPF record arrival date for UPC1, take the actions described in (1) through (3) below.

(1) If the individual is not present at the unit and if RSC is X or Y, change the transaction date in receipt notice 46 to 1 day more than the SPF record arrival date for the UPC1. Resubmit receipt notice 46 (to reprocess locally). This action will remove the information and RSC of X or Y from the database. Annotate the AAC–P01 report to show all actions taken.

(2) If the individual is not present at the unit and if the RSC is not X or Y, submit a REVA transaction, and annotate the AAC–P01 report to show all actions taken.

(3) If the individual is present, submit a JOIN transaction, and annotate the AAC–P01 report to show all actions taken.

d. If receipt notice 46 appears on the AAC–P01 report as an unprocessed transaction with error mnemonic xRSC and if the RSC id D, E, or F, take the actions described in (1) and (2) below.

(1) If the individual is erroneously arrived, submit a REVA transaction. Annotate the AAC–P01 report to show all actions taken.

(2) If the individual has not departed, submit a JOIN transaction. Annotate the AAC–P01 report to show all actions taken.

e. If receipt notice 46 appears on the AAC–P01 report as an unprocessed transaction with error mnemonic xNME, take the actions described in (1) and (2) below.

(1) If receipt notice 46 appears on the AAC–P01 report as an unprocessed transaction with error mnemonic xNME, see paragraph 20–4c for error resolution instructions. Annotate the AAC–P01 report to show all actions taken.

(2) Resubmit receipt notice 46 with the correct data. Annotate the AAC–P01 report to show all actions taken.

20–14. Notice of arrival (receipt notice 47)

This receipt notice notifies the first activity that a record activity has processed an arrival transaction on an individual who is shown as accountable to the potential gaining activity that reported the arrival. See table 20–2 for format. Proceed as described in *a* through *f* below.

a. If receipt notice 47 appears on the AAC–P01 report as a processed transaction without any associated error mnemonic, no action is required.

b. If receipt notice 47 appears on the AAC–P01 report as an unprocessed transaction with error mnemonic xUNM, see paragraph 20–4a for error resolution instructions. The error mnemonic is not maintained on the system. Annotate the AAC–P01 report to show all actions taken.

c. If receipt notice 47 appears on the AAC–P01 report as an unprocessed transaction with error mnemonic xUPC, the UPC in the incoming type transaction 47 does not match the SAF but matches a UPC on the SOMF. Take the actions described in (1) through (3) below.

(1) If the SOMF record is incorrect, it is corrected at the local level. Resubmit type transaction 47 after the SOMF record has been corrected. Annotate the AAC–P01 report to show all actions taken.

(2) If the SAF record is incorrect, contact the UICIO and request that corrective action be taken through SORTS. Resubmit type transaction 47 after the SAF error has been corrected. Annotate the AAC–P01 report to show all actions taken.

(3) If neither file is in error, send a memorandum to Commander, PERSCOM, ATTN: TAPC–MSR, 200 Stovall Street, Alexandria, VA 22332-0444. Describe the discrepancy and include a copy of receipt notice 47. Annotate the AAC–P01 report to show all actions taken.

d. If receipt notice 47 appears on the AAC–P01 report as an unprocessed transaction with error mnemonic xRSC, take the actions described in (1) through (4) below.

(1) If the RSC is D, E, or F and if the individual has departed, submit a DPRT transaction, and annotate the AAC–P01 report to show all actions taken.

(2) If the RSC is D, E, or F and if the individual is present for duty with no immediate plans to depart, submit a JOIN transaction. Annotate the AAC–P01 report to show all actions taken.

(3) If the RSC is P and if the individual is not present, submit a RATH transaction. Annotate the AAC–P01 to show all actions taken.

(4) If the RSC is P and if the individual has not departed, no action is required.

e. If receipt notice 47 appears on the AAC–P01 report as an unprocessed transaction with error mnemonic xTRD, the arrival date of the notice is earlier than the matching SPF record arrival date of UPC1. Take the actions described in (1) through (4) below.

(1) If the individual has departed and if the RSC is X or Y, change the arrival date of receipt notice 47 to 1 day later than the UPC1 date, and resubmit receipt notice 47. Annotate the AAC–P01 report to show all actions taken.

(2) If the individual has departed and if the RSC is A, B, C, E, or F, submit a DPRT transaction. Annotate the AAC–P01 report to show all actions taken.

(3) If the individual has departed and if the RSC is P, submit a RATH transaction. Annotate the AAC–P01 report to show all actions taken.

(4) If the individual is present and if the RSC is P, no action is required.

f. If receipt notice 47 appears on the AAC–P01 report as an unprocessed transaction with error mnemonic xNME, take the actions described in (1) and (2) below.

(1) See paragraph 20–4c for error resolution instructions. Annotate the AAC–P01 report to show all actions taken.

(2) Resubmit type transaction 47 with corrected data. Annotate the AAC–P01 report to show all actions taken.

Table 20–1
Index to PERSCOM receipt notice formats

Receipt notice	Format title	Table
45, 46, 47, A2, and A7	Officer and enlisted reassignment departure, departure revocation, or arrival (as an individual or member of an intact unit) (wartime and peacetime)	20-2
NA, NB, NC, NF, NG, NJ, PA, PB, PC, PD, PE, PG, PH, and PK	Officer loss to Active Army strength reported by another PPA or DFR while en route on reassignment (wartime and peacetime)	20-3
NA, NB, NC, NF, NG, and P-series	Enlisted loss to Active Army strength reported by another PPA (wartime and peacetime)	20-4
NN	Officer transaction received after loss to Active Army strength (wartime and peacetime)	20-5
RA and RS	Officer and enlisted accession or loss to Active Army strength (wartime and peacetime)	20-7
RD	Officer personnel data record (wartime and peacetime)	20-8
RD	Enlisted personnel data record security data (wartime and peacetime)	20-9

Table 20–10
Transaction required in response to 45 notices with error mnemonic xRSC

Step	Condition	RSC	Action 1
1	Departure date in 45 notice is earlier than the SPF record arrival date at UPC1.	A, B, C, D, E, or F	None
		N	46 transaction
2	Departure date in 45 notice is later than the SPF record arrival date at UPC1. Individual is not currently assigned (including ASNJ) to UPC1.	A, B, C, D or E	DPRT transaction
		C or F	REVA transaction
		N	46 and DPRT transaction
3	Departure date in 45 notice is later than the SPF record arrival date at UPC1. Individual is assigned to UPC1.	A, B, or N	46 transaction
		C, D, E, or F	46 and JOIN transactions
		Y	46 and RDTR transactions
4	See step 3 above. Individual is attached and present.	P	46 transaction
5	See step 3 above. Individual is no longer attached.	F	46 and RATH transactions

Chapter 21
Change Notices

21–1. Scope

These change notices indicate that PERSCOM initiated and processed an input transaction to change or correct OMF or EMF data or that enlisted evaluation or bonus data were updated on the EMF by input transactions from DFAS–IN or the U.S. Army Enlisted Records and Evaluation Center. This chapter describes record formats for PERSCOM change notices generated for SIDPERS.

21–2. Record format index

Table 21–1 is an index to PERSCOM change notice formats. The actual record formats are displayed in tables 21–2 through 21–25. Change notification codes are defined in AR 680–29, chapter 4.

21–3. SIDPERS follow-up actions

PERSCOM requirements for SIDPERS follow-up actions on change notices are noted on the record formats. When follow-up actions require resubmission or revocation of initial input transactions, see the appropriate record format in chapter 22; however, pass records require RIN M for officers and RIN K for enlisted personnel in record position 71. Details of SIDPERS follow-up actions are discussed in each particular notice.

21–4. Errors common to change notices

Three essential errors are possible. xUNM, xMPC, and xNME may occur when PERSCOM change notices are entered in SIDPERS. These errors and their resolutions are discussed in a through c below.

a. If the change notice appears with error mnemonic xUMN, compare the SSN in the transaction with the latest alpha roster to determine if a similar SSN is on the SPF. If a similar SSN is on the SPF and if the name matches, change the incoming transaction to agree with the SSN on the SPF, and resubmit the change notice. In addition, check

for a SSN change transaction that may have processed between the time the original transaction was sent to PERSCOM and the time the feedback was returned. If no similar SSN is located, disregard the change notice. Annotate the AAC–P01 report to show all actions taken. This error does not generate an SPF compatibility printline.

b. If the change notice appears with error mnemonic xMPC, contact the Personnel Service Company to determine the correct MPC. If the MPC on the SPF is correct and agrees with the MPC on the change notice, delete the individual from the erroneous PERSCOM file (OMF or EMF) and access the person to the correct PERSCOM file (OMF or EMF). Use type transactions NB and HU as pass records. Use the information provided by the Personnel Service Company (DD Form 4 or order to active duty). However, if the SPF and change notice are incorrect, process ADMD and ADMA transactions to the SPF for the individual. Before the ADMD transaction, process an INQY transaction to extract the information from the SPF to be used when the ADMA transaction is processed. After the SPF is corrected, change the MPC in the original transaction, and resubmit it as a pass record to PERSCOM. Return to the change notice. This error generates an SPF compatibility printline.

c. If the change notice appears with error mnemonic xNME, the name on the SPF was changed between the time the original transaction was processed to PERSCOM and the time the change notice was received locally. Determine if a NAME or LNAM change transaction processed.

(1) If a name change transaction was submitted before this notice was received, but after the effective date of the change notice (position 63 through 68), change the PERSCOM change notice to agree with the SPF, and resubmit it.

(2) If a name change transaction was submitted before the notice was received and before the effective date of the change notice, the change may have been rejected or processed incorrectly. Check the AAC–P01 and AAC–P21 reports for error or change notices. Submit type transaction VV or VL as a pass record. The transaction submitted depends on the purpose of the original name change. Change the change notice to agree with SPF, and resubmit it.

(3) If a name change transaction was not processed, have the Personnel Service Company check DD Form 4/1 and 4/2 to determine the correct name. If the name agrees with the SPF record, submit type transaction VV as a pass record correction to process at PERSCOM. Change the notice to agree with the SPF, and resubmit it.

(4) If a name change transaction was not processed, have the Personnel Service Company check DD Form 4 to determine the correct name. If the name in the MPRJ does not agree with the SPF record, submit a NAME or LNAM transaction to correct the discrepancy. Resubmit the notice after the SIDPERS transaction processes. Return to the error notice.

d. If the RSC is Y, contact the Personnel Service Company or unit to determine if the individual is currently present or should be accounted for. If the individual should not be accounted for, process a RTDR transaction. If the individual should be accounted for, process an ARR or ASNJ transaction. Resubmit the change notice after the SIDPERS transaction is processed, and annotate the AAC–P01 report to show all actions taken.

e. If the RSC is X, contact the Personnel Service Company or unit to determine if the individual is currently present or should be accounted for. If the RSC X is correct, no further action is required. If RSC X is incorrect, then a SIDPERS transaction(s) must be processed to change the file to the correct status. Resubmit the change notice if the SIDPERS transaction is processed, and annotate the AAC–P01 report to show all actions taken.

21–5. Change notice DF

Change notice DF notifies the PAS analyst that PERSCOM initiated and processed a change to the deployment indicator code based on information from other authoritative sources. Accuracy of this action will be ensured after this change notice is received by SIDPERS. The format of change notice DF is shown in table 21–2. If change notice DF appears on the AAC–P01 report as a processed transaction and if no associated error mnemonics are assigned, no action is required.

a. If change notice DF appears on the AAC–P01 report as an unprocessed transaction with error mnemonic xUNM, xNME, or xMPC, see paragraph 21–4 for error resolution instructions.

b. If change notice DF successfully processes and if the transaction deployment indicator equals R or Z, spaces are posted to the SPF deployment indicator data element and the SPF DLOS data element.

c. If change notice DF successfully processes and if the transaction deployment indicator does not equal R or Z, the SPF deployment indicator data element is updated with the deployment indicator code used in the change notice, and the SPF DLOS data element is updated with the transaction deployment return date.

d. If change notice DF appears on the AAC–P01 report as unprocessed with error mnemonic xDPL, xDPD, or xRDD, the error is resolved in the same manner as the SIDPERS input transaction (DPLI). Annotate the AAC–P01 report with all actions taken.

21–6. Change notice RG

Change notice RG notifies the PAS analyst that PERSCOM initiated and processed a report of death (type transaction NF or NG) based on DD Form 1300 (report of Casualty). The format of change notice RG is shown in table 21–3. This notice is entered into the SIDPERS cycle, and the actions described in a through h below occur.

a. If change notice RG appears on the AAC–P01 report as an unprocessed transaction with error mnemonic xUNM, xNME, or xMPC, see paragraph 21–4 for error resolution instructions.

b. If the SSN, name, and MPC match, check the SPF for RSC X and duty status RSG. If these two conditions exist, the individual was reassigned to the PPA of record for the potential gaining UPC. The SPF record is deleted and appears on the AAC–P19 report as record deleted.

c. If the SSN, name, and MPC match, if the SPF RSC is X, and if the duty status is KIA or DED, the SPF record is deleted and appears on the AAC–P19 report as record deleted.

d. If the SSN, name, and MPC match, and if the SPF RSC is Y, the SPF record is deleted and appears on the AAC–P19 report as record deleted.

e. If the SSN, name, and MPC match, if the SPF RSC is X, if the duty status is not DED, KIA, or RSG, and if the date of death in change notice RG is less than the cycle date, change notice RG is shown on the AAC–P21 report. Verify the status of the individual with the Personnel Service Company or unit, and take the actions described in (1) and (2) below.

(1) If the individual is deceased, compare the actual date of death with the duty status date in positions 51 through 56 of the compatibility printline. If death occurred before the duty status date shown, prepare a SIDPERS transaction to change the RSC from X (such as the RDFR transaction), and submit a DECD transaction with the actual date of death. If the death occurred after the duty status date shown, prepare correspondence outlining all previous actions on the individual and indicating receipt of change notice RG. Forward correspondence to Commander, PERSCOM, ATTN: TAPC–PEC, 2461 Eisenhower Ave., Alexandria, VA 22331-0481.

(2) If the individual is not deceased, submit type transaction HZ as a pass record. Positions 63 through 68 on type transaction HZ must be the same as positions 63 through 68 of change notice RG. In addition, it may be necessary to submit a SIDPERS transaction to align the SPF RSC with the individual's current status.

f. If the SSN, name, and MPC match, if the SPF RSC is X but if the duty status is not DED, KIA, or RSG, and if the date of death in change notice RG is after the cycle date, error mnemonic xTRD is assigned. The notice appears on the AAC–P21 report and is registered on the SESF. Verify the status of the individual with the Personnel Service Company or unit, and take the actions described in (1) through (3) below.

(1) If the individual is deceased, take action as indicated in e(1) above, but use the actual date of death in positions 63 through 68.

(2) If the individual is not deceased, take action as indicated in e(2) above.

(3) Delete the error control number and annotate the AAC–P21 report with all actions taken.

g. If the individual appears on the AAC–P21 report with RSC P and if the individual is deceased, submit a RATH transaction, and forward change notice RG to the PAS servicing the permanent assigned unit. If the individual is not deceased, forward change notice RG to the PAS servicing the permanent assigned unit.

h. If the individual appears on the AAC–P21 report with RSC A, B, C, D, E, or F, verify the status of the individual. Take the actions described in (1) through (4) below.

(1) If the individual is deceased, submit a DECD transaction with the actual date of death, regardless of the date shown in change notice RG even if error mnemonic TRD is displayed.

(2) If the individual also has RSC N, submit a RATH transaction before the DECD transaction.

(3) If the individual is not deceased, submit type transaction HZ as a pass record, and take action as indicated in e(2) above. Delete the error control number and annotate the AAC–P21 report to show all actions taken.

21–7. Change notice RI

Change notice RI notifies the PAS analyst that PERSCOM initiated and processed an officer acceptance of Regular Army appointment from DD Form 1972. SIDPERS ensures the accuracy of the data after receipt. If any data are inaccurate, see table 21–4. If change notice RI appears on the AAC–P01 report as a processed transaction and if no associated error mnemonics are assigned, no action is required.

a. If change notice RI appears on the AAC–P01 report as an unprocessed transaction with error mnemonic xUNM, xNME, or xMPC, see paragraph 21–4 for error resolution instructions.

b. If change notice RI successfully processes, the SPF service component changes to R, the service agreement and expiration of service agreement are blanked out, and the control branch is updated if it is contained in change notice RI.

c. If the individual is recorded on the SPF with RSC X and duty status RSG, change notice RI is transmitted to the PPA of record for the gaining UPC.

d. If change notice RI appears on the AAC–P01 report as an unprocessed transaction with error mnemonic of xPSI, xPMS, or xMPC, the error is resolved in the same manner as the SIDPERS input transaction. Annotate the AAC–P21 report to show all actions taken.

21–8. Change notice RR

Change notice RR notifies the PAS analyst that PERSCOM initiated and processed an officer retirement (type transaction NO). The format of change notice RR is shown in table 21–5. Change notice RR processes successfully if its SSN, name, and MPC match the SPF and if the SPF RSC is X with duty status RET or RSG. If these conditions exist, change notice RR appears on the AAC–P01 report as a processed transaction, the AAC–P19 report as record

deleted, and the SPF record is deleted. In addition, if the duty status is RSG, change notice RR is transmitted to the potential gaining PPA. If the SPF RSC is Y, change notice RR causes the SPF record to be deleted and to appear on the AAC–P19 report as record deleted. Other conditions prevent change notice RR from processing. These conditions and resolutions are described in a through d below.

a. If change notice RR appears on the AAC–P01 report as an unprocessed transaction with error mnemonic xUNM, xNME, or xMPC, see paragraph 21–4 for error resolution instructions.

b. If the change notice RR appears on the AAC–P21 report without an error mnemonic, if the SPF RSC is X but if the duty status is not RET or RSG, and if the date (in position 63 through 68) of change notice RR is earlier than the cycle date, verify the status of the individual with the Personnel Service Company or unit. Take one of the actions described in (1) and (2) below.

(1) If the individual is present, submit a SIDPERS transaction to correct the duty status, and change the RSC. Submit type transaction HV as a pass record to activate the officer on the OMF.

(2) If the individual is not present and if the individual is retired, submit the necessary SIDPERS transaction to correct the duty status, and then process a SEP transaction with a SPD and retirement date equal to positions 45 through 47 and 63 through 68 of change notice RR.

c. If change notice RR appears on the AAC–P21 report as an unprocessed transaction with error mnemonic xTRD (indicating that the SPF RSC is X, the duty status is not RET or RSG, and the date in (positions 63 through 68) of change notice RR is later than the cycle date), verify the status of the individual with the Personnel Service Company or unit. Take one of the actions described in (1) and (2) below.

(1) If the individual is present and if there are no plans for separation, submit type transaction HV as a pass record. Delete the error control number and annotate the AAC–P21 report to show all actions taken.

(2) If the individual is not present and has been separated and if the separation has been reported to PERSCOM or if the separation is being processed, no further action is required.

d. If change notice RR appears on the AAC–P21 report as a processed transaction without an error mnemonic, if the individual's RSC is A, B, D, or E, and if the type transaction RR date is less than the cycle date, verify the status of the individual. Take one of the actions described in (1) through (8) below.

(1) If the individual has departed, submit a DPRT transaction.

(2) If the individual has separated, submit a SEP transaction with type of separation code C.

(3) If the individual is not present and if the RSC is C (interassigned-not joined), check the original ASNJ transaction. Resolve this status by a JOIN, REVA, or DYST transaction. RSC F is processed in the same manner as RSC C.

(4) If the individual is not present and if the RSC is N, submit a RATH transaction and process the necessary SIDPERS transaction to resolve the assigned unit's RSC.

(5) If the individual is not present and if the RSC is P, submit a RATH transaction. If type transaction RR appears on the AAC–P21 report with error mnemonic xTRD (date in type transaction RR is later than cycle date), take the action described in c above.

(6) If the individual is present, resolve RSCs B, C, D, E, or F. Submit type transaction HV as a pass record.

(7) Delete the error control number and annotate the AAC–P21 report to show all actions taken.

21–9. Change notice RT

Change notice RT notifies the PAS analyst that PERSCOM initiated and processed an Active Army strength loss (N series type transaction) based on information from sources other than SIDPERS. See table 21–6 for format. Change notice RT processes successfully if its SSN, name, and MPC match the SPF and if the RSC is X or Y. If these conditions exist, change notice RV appears on the AAC–P01 report as a processed transaction and the AAC–P19 report as record deleted.

a. If change notice RT appears on the AAC–P01 report as an unprocessed transaction with error mnemonic xUNM, xNME, or xMPC, see paragraph 21–4 for error resolution instructions.

b. If change notice RT appears on the AAC–P21 report (indicating that the individual has RSC A, B, C, D, E, or F), no special resolution is required for error mnemonic xTRD. This condition generates an error control number. Verify the status of the individual with the Personnel Service Company or unit. Take the actions described in (1) through (3) below.

(1) If the individual cannot be identified as a loss to the Active Army and is to remain in the current status, submit type transaction HZ as a pass record. The effective date must be equal to positions 63 through 68 of change notice RT. (If error mnemonic xTRD appears on the AAC–P21 report, hold type transaction HZ until the effective date of change notice RT is equal to or earlier than the proposed cycle date.)

(2) If the individual is identified as a loss to the Active Army but has not been reported in SIDPERS, submit an ADMD transaction. If RSC P or N is shown on the SPF, process a RATH transaction before the ADMD transaction.

(3) Delete the error control number and annotate the AAC–P01 report or AAC–P21 report to show all actions taken.

21–10. Change notice RV

Change notice RV notifies the PAS analyst of an officer retirement revocation (type transaction HO). Change notice RV processes successfully if its SSN, name, and MPC match the SPF with RSC other than X and with duty status other than RET. If these conditions exist, change notice RV appears on the AAC–P01 report as a processed transaction and the AAC–P19 report as record deleted. The format of change notice RV is shown in table 21–5.

a. If change notice RV appears on the AAC–P01 report as an unprocessed transaction with error mnemonic xUNM, xNME, or xMPC, see paragraph 21–4 for error resolution instructions.

b. If the RSC is X and if the duty status is RSG, change notice RV is retransmitted to the potential gaining PAS.

c. If the SPF duty status is RET, change notice RV prints on the AAC–P21 report with error mnemonic xRSC and is entered on the SESF.

(1) Verify the status of the individual with the Personnel Service Company or unit.

(a) If retirement was revoked and if the individual is assigned to this unit, process type transaction HV (a FID Q accession) to be forwarded to PERSCOM.

(b) If the individual is still on active duty but has departed to another PPA, process a DPRT transaction in addition to the accession transaction.

(c) If the retirement is valid and if the individual did retire and remains in that status, notify (in writing) Commander, PERSINSCOM, ATTN: ASQNI–DAA, 200 Stovall Street, Alexandria, VA 22332-1500. Cite table 21–5, provide the circumstances of the retirement and its authority, and explain that change notice RV was received.

(2) Delete the error control number assigned to error mnemonic xRSC. Annotate the AAC–P01 report to show all actions taken.

21–11. Change notice SB

Change notice SB notifies the PAS analyst that PERSCOM has initiated and processed a transaction to change or correct enlisted miscellaneous data on the EMF based on information from sources other than SIDPERS. See table 21–7 for format. Change notice SB processes successfully if its SSN, name, and MPC match the SPF and if the validity and compatibility edits of data elements correspond correctly to SPF and SIDPERS supporting files. If all edits are acceptable, change notice SB appears on the AAC–P01 report as a processed transaction. If the RSC on file is X and if the duty status is RSG, change notice SB is retransmitted to the potential gaining PPA.

a. If change notice SB appears on the AAC–P01 report as an unprocessed transaction with error mnemonic of xUNM, xNME, or xMPC, see paragraph 21–4 for error resolution instructions.

b. If change notice SB appears on the AAC–P01 report with error mnemonic xPMS, xD-S, xSEX, xGMS, xASI, xSQI, xETS, or xATD (see c below), or xDRS, xDER, xAEA, xHBA, xRGT, xPRS, xFST, xGRD, xEFR, or xEDI, the error is resolved in the same manner as the SIDPERS input transaction. Annotate the AAC–P01 report to show all actions taken.

(1) If the information provided in change notice SB is incorrect, process a pass record transaction. See table 21–8 for required pass record transactions.

(2) If the SPF is incorrect, submit a SIDPERS transaction. Annotate the AAC–P01 report to show all actions taken.

c. If error mnemonic xATD is identified with AEA code S in position 16 and with a termination date in positions 32 through 35, PERSCOM has assigned the S beyond the normal retention date to prevent automatic nomination of assignment. If a hardship still exists, the Personnel Service Company notifies PERSCOM to remove the S, or justifies the hardship and enters a valid termination date. Annotate the AAC–P01 report to show all actions taken.

d. If the RSC is X and if the duty status is RSG, disregard change notice SB.

21–12. Change notice SR

Change notice SR is forwarded to SIDPERS from PERSCOM when PERSCOM receives personnel security data changes from the central clearance facility or when PERSCOM receives an accession, ARR, ASNJ, or inter-SIDPERS attachment transaction. The format is shown in table 21–9. Change notice SR processes successfully if its SSN, name, and MPC match the SPF and if the validity and compatibility edits of data elements correspond to the SPF and SIDPERS supporting files. If all edits are acceptable, change notice SR appears on the AAC–P01 report as a processed transaction. If RSC is X and if duty status is RSG, change notice SR is transmitted to the potential gaining PPA. Take the actions described in *a* and *b* below.

a. If change notice SR appears on the AAC–P01 report as an unprocessed transaction with error mnemonic xUNM, xNME, or xMPC, see paragraph 21–4 for error resolution instructions.

b. If change notice SR appears on the AAC–P01 report as a processed transaction with error mnemonic xSIC, xDIC, or xSSD, if the RSC is X, and if the duty status is RSG, disregard the notice. These nonessential compatibility errors blank out those applicable type transaction SR data elements that do not affect the SPF. Annotate the AAC–P01 report to show all actions taken.

21–13. Change notice S9

Change notice S9 notifies the PAS analyst that PERSCOM processed SQT or NCOER data from U.S. Army Enlisted

Records and Evaluation Center or enlistment bonus data from DFAS–IN. The format is shown in table 21–10. Change notice S9 processes successfully if its SSN, name, and MPC match the SPF and if the validity and compatibility edits of data elements correspond to SPF and SIDPERS supporting files. If all edits are acceptable change notice S9 appears on the AAC–P01 report as a processed transaction. If the SPF RSC is X and if the duty status is RSG, change notice S9 is transmitted to the potential gaining PPA. Take the actions described in a through c below.

a. If change notice S9 appears on the AAC–P01 report as an unprocessed transaction with error mnemonic xUNM, xNME, or xMPC, see paragraph 21–4 for error resolution instructions.

b. If change notice S9 appears on the AAC–P01 report with error mnemonic ERB, FUL, or ERS, the error is resolved in the same manner as the SIDPERS input transaction. Correct change notice S9, and resubmit it. Annotate the AAC–P01 report to show all actions taken.

c. If the RSC is X with duty status RSG, disregard the notice.

21–14. Change notice 1X

Change notice 1X notifies the PAS analyst that PERSCOM initiated and processed a centralized enlisted promotion or reduction based on information from orders. The format is shown in table 21–11. Change notice 1X processes successfully if its SSN, name, and MPC match the SPF and if the validity and compatibility edits of data elements correspond to SPF and SIDPERS supporting files. If all edits are acceptable, change notice 1X appears on the AAC–P01 report as a processed transaction. If the SPF RSC is X and if the duty status is RSG, change notice 1X is transmitted to the potential gaining PPA. Take the actions described in *a* through *d* below.

a. If change notice 1X appears on the AAC–P01 report as an unprocessed transaction with error mnemonic xUNM, xNME, or xMPC, see paragraph 21–4 for error resolution instructions.

b. If change notice 1X appears on the AAC–P01 report as an unprocessed transaction with error mnemonic xPMS, xGRD, xSQI, xASI, or xGHA, the error is resolved in the same manner as the SIDPERS input transaction. Annotate the AAC–P01 report to show all actions taken.

c. If the RSC is X, disregard the notice.

d. If any data are inaccurate, notify Commander, PERSINSCOM, ATTN: ASQNI–DAA, 200 Stovall Street, Alexandria, VA 22332-1500. Include correct data and authority for promotion or reduction. Cite table 21–11 as authority for the notification.

21–15. Change notice 3C

Change notice 3C notifies the PAS analyst that PERSCOM initiated and processed a transaction to correct a service component on the OMF (other than type transaction RA). See table 21–12 for format. Change notice 3C processes successfully if its SSN, name, and MPC match the SPF and if the validity and compatibility edits of the data elements correspond to SPF and SIDPERS supporting files. If all edits are acceptable, change notice 3C appears on the AAC–P01 report as a processed transaction. If the RSC is X and if the duty status is RSG, change notice 3C is transmitted to the potential gaining PPA. Take the actions described in a through c below.

a. If change notice 3C appears on the AAC–P01 report as an unprocessed transaction with error mnemonic xUNM, xNME, or xMPC, see paragraph 21–4 for error resolution instructions.

b. If change notice 3C appears on the AAC–P01 report as a processed transaction with error mnemonic xCPT, xEAS, or xSVA, the error is resolved in the same manner as the SIDPERS input transaction.

c. If any data are inaccurate, notify (in writing) Commander, PERSINSCOM, ATTN: ASQNI–DAA, Alexandria, VA 22332-1541. Include the correct data, name, SSN, control branch, PERSCOM SCN, and change notice. Cite table 21–12 as authority for the notification.

21–16. Change notice 5C

Change notice 5C notifies the PAS analyst that officer miscellaneous data were changed or corrected. SIDPERS submitted a type transaction 40 that did not match the individual's OMF control specialty, PSSI, ASSI, ASI1, or ASI3, or PERSCOM initiated and processed a change or correction to the OMF for military education, service agreement or ESA, management group or PSSI, control branch or PSSI and ASI1, ASSI or ASI3, control specialty or warrant officer control MOS. The format is shown in table 21–13. Take the actions described in *a* through *d* below.

a. If change notice 5C appears on the AAC–P01 report as an unprocessed transaction with error mnemonic xUNM, xNME, or xMPC, see paragraph 21–4 for error resolution instructions.

b. If change notice 5C appears on the AAC–P01 report as a processed transaction with error mnemonic xASI, xMOS, xPMS, xCSE, xASK, xCSP, xCMS, xEDI, or xMPC, the error is resolved in the same manner as a SIDPERS input transaction.

c. If inaccurate data include control specialty, PSSI or ASI1, ASSI or ASI3, or control MOS, take the actions described in (1) through (5) below.

(1) If the control branch code is AN, DE, MC, MS, SP, or VC, forward a memorandum of notification to Commander, Army Medical Department, Personnel Support Agency, ATTN: SGPE–MD, 1900 Half Street, WASH DC 20324-2000.

(2) If the control branch code is JA, forward a memorandum of notification to the Office of The Judge Advocate General (HQDA (DAJA–PT), WASH DC 20310-2206).

(3) If the control branch code is CH, forward a memorandum of notification to the Office, Chief of Chaplains (HQDA (DACH–PEA), WASH DC 20310-2700).

(4) If the control branch code is GO, forward a memorandum of notification to Chief, General Officer Management Office, (HQDA (DACS–GOM), WASH DC 20310-0300).

(5) If the control branch is not one of those listed in (1), (2), (3) or (4) above, forward a memorandum of notification to Commander, PERSCOM, ATTN: TAPC–OPD, 200 Stovall Street, Alexandria, VA 22332-0400.

d. If the SPF indicates RSC X with duty status RSG, change notice 5C is transmitted to the potential gaining PPA. Annotate the AAC–P01 report to show all actions taken.

21–17. Change notice 5D

Change notice 5D notifies the PAS analyst that officer miscellaneous data were corrected. PERSCOM initiated and processed a race correction to the OMF based on information from an officer record brief or career management file. Verify change notice 5D with the Personnel Service Company. See table 21–14 for format. Take the actions described in *a* through *c* below.

a. If change notice 5D appears on the AAC–P01 report as an unprocessed transaction with error mnemonic xUNM, xNME, or xMPC, see paragraph 21–4 for error resolution instructions.

b. If the SPF indicates RSC X with duty status RSG, change notice 5D is transmitted to the potential gaining PPA. Annotate the AAC–P01 report to show all actions taken.

c. If any data are inaccurate, notify (in writing) Commander, PERSINSCOM, ATTN: ASQNI–DAA–E, 200 Stovall Street, Alexandria, VA 22332-1541. Include the individual's name, SSN, control branch, PERSCOM SCN, change notification code, and the correct date. Cite this paragraph as authority for the notification. Data from the transaction update the SPF.

21–18. Change notice 5E

Change notice 5E is forwarded to SIDPERS from PERSCOM if flag action data change or if type transaction 47 (reassignment arrival) is received from SIDPERS. See table 21–15 for format. Change notice 5E processes successfully if its SSN, name, and MPC match the SPF and if the validity and compatibility edits of data elements correspond to SPF and SIDPERS supporting files. If all edits are acceptable, change notice 5E appears on the AAC–P01 report as a processed transaction. Take the actions described in *a* through *c* below.

a. If change notice 5E appears on the AAC–P01 report as an unprocessed transaction with error mnemonic xUNM, xNME, or xMPC, see paragraph 21–4 for error resolution instructions.

b. If change notice 5E appears on the AAC–P01 report as a processed transaction with error mnemonic of xFL1, xFL2, or xPWD, the nonessential compatibility or validity error blanks out the applicable input type transaction 5E data elements, and the SPF is not updated. Annotate the AAC–P01 report to show all actions taken.

c. If the RSC is X with duty status RSG, disregard the notice.

21–19. Change notice 5F

Change notice 5F is forwarded to SIDPERS from PERSCOM when the BASD or PEBD is corrected or adjusted. See tables 21–16 and 21–17 for formats. Change notice 5F processes successfully if its SSN, name, and MPC match the SPF and if the validity edits of data elements correspond to SPF and SIDPERS supporting files. If all edits are acceptable, change notice 5F appears on the AAC–P01 as a processed transaction and the AAC–P84 report. Take the actions described in *a* through *c* below.

a. If change notice 5F appears on the AAC–P01 report as an unprocessed transaction with error mnemonic xUNM, xNME, or xMPC, see paragraph 21–4 for error resolution instructions.

b. If change notice 5F appears on the AAC–P01 report as a processed transaction with error mnemonic xGRD or xDOR, the nonessential compatibility or validity error blanks out the applicable input type transaction 5F data elements, and SPF is not updated. The results of a processed type transaction 5F appear on the AAC–P84 report.

c. Annotate the AAC–P01 to show all actions taken.

21–20. Change notice 5G-P

Change notice 5G-P notifies the PAS analyst that PERSCOM changed an officer or enlisted name in an input transaction so that it could process, or that type transaction VV (change in first six positions of the name) was received, that the VSSSN on the OMF or EMF was B, R, or V, and that the transaction was rejected. See table 21–18 for format. Take the actions described in *a* through *c* below.

a. If change notice 5G-P appears on the AAC–P01 report as an unprocessed transaction with error mnemonic xUNM, xNME, or xMPC, see paragraph 21–4 for error resolution instructions.

b. If the SSN (positions 20 through 28) and the name (positions 3 through 8) on change notice 5G-P match the SPF, compare the name after change or correction (positions 29 through 53 and 74 and 75) on change notice 5G-P with the

SPF; if the names match, then change notice 5G-P is shown on AAC–P01 report as a processed transaction and needs no further action.

c. If the name after change or correction (positions 29 through 53 and 74 and 75) on change notice 5G-P does not match the name on the SPF, the SPF name and VSSSN are changed to agree with change notice 5G-P. Change notice 5G-P also appears on the AAC–P01 report as a processed transaction. Ensure that corrections from PERSCOM are accurate. Verify with the Personnel Service Company the name now entered on the AAC–P01 report (positions 29 through 53 and 74 and 75); if the name is incorrect as processed, continue as described in (1) through (4) below.

(1) If the VSSSN (position 69) is other than B, R, or V and if the name is incorrect in any positions, resubmit type transaction VV to PERSCOM.

(2) If the VSSSN (position 69) is B, R, or V and if the name is incorrect beyond the first six positions, resubmit type transaction VL to PERSCOM.

(3) If the VSSSN (position 69) is B, R, or V and if the name is incorrect within the first six positions, send a memorandum of explanation, reproduction of the SSN card, and any other evidence to Commander, PERSINSCOM, ATTN: ASQNI–DAA, 200 Stovall Street, Alexandria, VA 22332-1500. Cite table 21–18 and the PERSCOM SCN as authorities for the memorandum.

(4) Annotate the AAC–P01 report to show all actions taken.

21–21. Change notice 5U

Change notice 5U is forwarded to SIDPERS from PERSCOM when type transaction 47 is received from SIDPERS. See table 21–19 for format. Change notice 5U processes successfully if its SSN, name, and MPC match the SPF and if the validity and compatibility edits of data elements correspond to SPF and SIDPERS supporting files. If all edits are acceptable, change notice 5U appears on the AAC–P01 report as a processed transaction. If the RSC is X and if the duty status is RSG, change notice 5U is transmitted to the potential gaining PPA. Take the actions described in *a* and *b* below.

a. If change notice 5U appears on the AAC–P01 report as an unprocessed transaction with error mnemonic xUNM, xNME, or xMPC, see paragraph 21–4 for error resolution instructions.

b. If change notice 5U appears on the AAC–P01 report as a processed transaction with error mnemonic xSMP or xDTE, the nonessential compatibility error blanks out the applicable type transaction 5U data elements, and the SPF is not updated. Annotate the AAC–P01 report to show all actions taken.

21–22. Change notices 5X and 56

Change notices 5X (officer) and 56 (enlisted) notify the PAS analyst that PERSCOM initiated and processed a miscellaneous transaction that resulted in a change to the name on the OMF or EMF. See table 21–20 for format.

a. If change notice 5X or 56 appears on the AAC–P01 report as an unprocessed transaction with error mnemonic xUNM, xNME, or xMPC, see paragraph 21–4 for error resolution instructions.

b. If the SPF indicates RSC X and duty status RSG, change notice 5X or 56 is transmitted to the potential gaining PPA.

c. If the SSN (positions 20 through 28) and the name (positions 3 through 10) on change notice 5X or 56 match the SPF, compare the name after change or correction (positions 29 through 55) on change notice 5X or 56 with the SPF. If the names match, change notice 5X or 56 is shown on the AAC–P01 report, and no further action is required.

d. If the name after change or correction (positions 29 through 55) does not match the name on the SPF, the SPF name and VSSSN are changed to agree with change notice 5X or 56. This change appears on the AAC–P01 report as a processed transaction. Ensure that the corrections from PERSCOM are accurate. Verify with the Personnel Service Company the name now entered on the SPF because of change notice 5X or 56 (positions 29 through 55) and the AAC–P01 report. If the name is incorrect as changed, continue as described in (1) through (3) below.

(1) If the VSSSN (position 69) is not B, R, or V, submit type transaction VV as a pass record in the current cycle.

(2) If the VSSSN (position 69) is B, R, or V and if the first six positions of the name are incorrect, see AR 600–2.

(3) Annotate the AAC–P01 to show all actions taken.

21–23. Change notices 5Y and 57

Change notices 5Y (officer) and 57 (enlisted) notify the PAS analyst that PERSCOM initiated and processed a transaction that resulted in a change to the SSN on the OMF or EMF. See table 21–21 for formats. Take the actions described in *a* through *d* below.

a. If change notice 5Y or 57 appears on the AAC–P01 report as an unprocessed transaction with error mnemonic xUNM, xNME, or xMPC, see paragraph 21–4 for error resolution instructions.

b. If the SPF indicates a RSC X and duty status RSG, change notice 5Y or 57 is transmitted to the potential gaining PPA.

c. Compare the SSN after change or correction (positions 34 through 42) on change notice 5Y or 57 with the SSN on the SPF. If the SSNs do not match but the SSN before the change (positions 20 through 28) matches a SPF record, then the SPF record is changed to agree with (positions 34 through 42) change notice 5Y or 57 and the VSSSN from

change notice 5Y or 57 is posted to the SPF. Change notice 5Y or 57 is displayed on the AAC–P01 report as a processed transaction. Change notice 5Y or 57 may appear on the AAC–P01 report as an unprocessed transaction if positions 34 through 42 match a SSN on the SPF. Error mnemonic xSNC is assigned. These errors are resolved in the same manner as SIDPERS input transactions.

d. If change notice 5Y or 57 processes, verify that the SSN changed.

(1) If the SSN is incorrect and if the VSSSN is not B, R, or V, process type transaction VV as a pass record in the current cycle.

(2) If the VSSSN is B, R, or V, see AR 600–2.

(3) Annotate the AAC–P01 report to show all actions taken.

21–24. Change notice 5Z

Change notice 5Z notifies the PAS analyst that PERSCOM has changed the VSSSN on the OMF or EMF. See table 21–22 for format.

a. If change notice 5Z appears on the AAC–P01 report as an unprocessed transaction with error mnemonic xUNM, xNME, or xMPC, see paragraph 21–4 for error resolution instructions.

b. If the SPF indicates RSC X and duty status RSG, the notice is transmitted to the potential gaining PPA.

c. If the first six positions of the name (positions 3 through 18) of change notice 5Z do not match a name on the SPF, change notice 5Z appears on the AAC–P01 report with error mnemonic xNME. These errors are resolved in the same manner as SIDPERS input transactions.

d. If type transaction 5Z is successfully processed, the SPF DOB and VSSSN are updated with data from change notice 5Z.

(1) If change notice 5Z cannot be processed because its VSSSN (position 54) does not match the VSSSN on the SPF, take the actions listed in table 21–5.

(2) Annotate the AAC–P01 report to show all actions taken.

21–25. Change notice 6E

Change notice 6E notifies the PAS analyst that PERSCOM initiated and processed a change or correction (except promotion or demotion) to an erroneous grade on the OMF. See table 21–23 for format. These changes are verified with the Personnel Service Company. Take the actions described in *a* through *e* below.

a. If change notice 6E appears on the AAC–P01 report as an unprocessed transaction with error mnemonic xUNM, xNME, or xMPC, see paragraph 21–4 for error resolution instructions.

b. If the SPF indicates a RSC X and duty status RSG, change notice 6E is retransmitted to the potential gaining PPA.

c. If change notice 6E processes successfully, the SPF is updated with the grade and grade code in the notice.

d. If any data are inaccurate, notify (in writing) Commander, PERSINSCOM, ATTN: ASQNI–DAA–E, Alexandria, VA 22332-1541. Include the individual's name, SSN, control branch, PERSCOM SCN, change notification code, correct data, and authority. Cite this paragraph as authority for the notification.

e. Annotate AAC–P01 report to show all actions taken.

21–26. Change notices 6J and 6K

Change notices 6J and 6K notify the PAS analyst that PERSCOM initiated and processed an officer promotion or demotion to the OMF based on information from orders. See table 21–24 for format. Verify change notice 6J or 6K with the Personnel Service Company. Take the actions described in *a* through *c* below.

a. If change notice 6J or 6K appears on the AAC–P01 report as an unprocessed transaction with error mnemonic xUNM, xNME, or xMPC, see paragraph 21–4 for error resolution instructions.

b. If the SPF indicates RSC X and duty status RSG, change notice 6J or 6K is transmitted to the potential gaining PPA.

c. If change notice 6J or 6K processes successfully, the grade abbreviation, grade code, and DOR on the SPF are changed to those shown on the notice. For a general officer promotion, the SPF basic branch is blanked out.

(1) If change notice 6J or 6K appears on the AAC–P01 with error mnemonic xMPC or xGRD the error is resolved in the same manner as the SIDPERS input transaction.

(2) If any data are inaccurate, notify (in writing) Commander, PERSINSCOM, ATTN: ASQNI–DAA–E, Alexandria, VA 22332-1541. Include the individual's name, SSN, control branch, PERSCOM SCN, change notification code, and authority. Cite this paragraph as authority for the notification. In addition, the SPF promotable indicator is removed when change notice 6J or 6K is processed.

(3) Annotate the AAC–P01 report to show all actions taken.

21–27. Change notice 9J

Change notice 9J notifies the PAS analyst that PERSCOM initiated and processed a transaction to change or correct

officer miscellaneous data on the OMF based on the officer record brief or career management file. See table 21–25 for format. Take the actions described in *a* through *c* below.

a. If change notice 9J appears on the AAC–P01 report as an unprocessed transaction with error mnemonic xUNM, xNME, or xMPC, see paragraph 21–4 for error resolution instructions.

b. If the SPF indicates RSC X and the duty status RSG, change notice 9J is transmitted to the potential gaining PPA.

c. If change notice 9J appears on the AAC–P01 report as a processed transaction with error mnemonic xDER, xDOR, xDRS, or xPGR, take the actions outlined in (1) through (3) below.

(1) The error is resolved in the same manner as a SIDPERS input transaction.

(2) Verify change notice 9J with the Personnel Service Company. If any data are inaccurate, process type transaction UH as a pass record to correct the OMF.

(3) Annotate the AAC–P01 report to show all actions taken.

Table 21–1
Index to PERSCOM change notice formats

Change notice	Format title	Table
DF	Officer or enlisted deployment (mobilization and peacetime)	21-2
RG	Officer and enlisted death (wartime and peacetime)	21-3
RI	Officer acceptance of Regular Army appointment (wartime and peacetime)	21-4
RR and RV	Officer retirement or retirement revocation (peacetime only)	21-5
RT	Officer and enlisted administrative loss to Active Army strength (wartime and peacetime)	21-6
SB	Enlisted miscellaneous data change or correction (wartime and peacetime)	21-7
SR	Officer and enlisted personnel security data (wartime and peacetime)	21-9
S9	Enlisted evaluation or enlistment bonus data (peacetime only)	21-10
1X	Enlisted promotion or reduction (wartime and peacetime)	21-11
3C	Officer service component correction (other than to Regular Army) (wartime and peacetime)	21-12
5C	Officer miscellaneous data change or correction (wartime and peacetime)	21-13
5D	Officer miscellaneous data change or correction (wartime and peacetime)	21-14
5E	Officer or enlisted FLAG action data (wartime and peacetime)	21-15
5F	Enlisted PEBD or BASD adjustment (RIN 6) (peacetime only)	21-16
5F	Officer PEBD or BASD adjustment (RIN 6) (peacetime only)	21-17
5G-P	Officer and enlisted name change or correction (wartime and peacetime)	21-18
5U	Officer and enlisted spouse data (peacetime only)	21-19
5X (officer) and 56 (enlisted)	Officer and enlisted name change or correction (wartime and peacetime)	21-20
5Y (officer) and 57 (enlisted)	Officer and enlisted SSN change or correction (wartime and peacetime)	21-21
5Z	Officer and enlisted VSSSN change (wartime and peacetime)	21-22
6E	Officer grade change or correction (other than by promotion or demotion) (wartime and peacetime)	21-23
6J and 6K	Officer promotion or demotion (wartime and peacetime)	21-24
9J	Officer miscellaneous data change or correction (wartime and peacetime)	21-25

Table 21–2
PERSCOM change notice DF, officer or enlisted deployment, mobilization and peacetime

Line	Data element	Record positions
1.	Receiving PPA	01-02
2.	Name, individual	03-10
3.	Blank	11-18
4.	MPC	19-19
5.	SSN	20-28
6.	Deployment indicator	29-29
7.	Deployment return date (YYMMDD)	30-35
8.	Blank	36-55
9.	PUD	56-58
10.	DD	59-60
11.	Type transaction	61-62
12.	Transaction date (YYMMDD)	63-68
13.	Blank	69-69
14.	RIG (A for officers, B for enlisted)	70-70
15.	RIN (6 for officers, C for enlisted)	71-71
16.	PERSCOM SCN	72-73
17.	Blank	74-78
20.	Sending PPA	79-80

Table 21–3
PERSCOM change notice RG, officer and enlisted death, wartime and peacetime

Line	Data element	Record positions
1.	Receiving PPA	01-02
2.	Name, individual	03-10
3.	Blank	11-18
4.	MPC	19-19
5.	SSN	20-28
6.	Grade:	
	a. Abbreviation	29-31
	b. Code	32-32
7.	Authority:	
	a. Literal DD1300	33-38
	b. Date of DD Form 1300 (YYMMDD)	39-44
8.	TCN	45-47
9.	Blank	48-55
10.	PUD	56-58
11.	DD	59-60
12.	Change notification code	61-62
13.	Date of death (YYMMDD)	63-68
14.	Blank	69-69
15.	RIG (A for officers, B for enlisted)	70-70
16.	RIN (6 for officers, C for enlisted)	71-71
17.	PERSCOM SCN	72-73
18.	Blank	74-78
19.	Sending PPA	79-80

Table 21–4
PERSCOM change notice RI, officer acceptance of Regular Army appointment, wartime and peacetime

Line	Data element	Record positions
1.	Receiving PPA	01-02
2.	Name, individual	03-10
3.	Blank	11-18
4.	MPC	19-19
5.	SSN	20-28
6.	Blank	29-38
7.	PSSI and ASI1 (commissioned officer) or PMOS code (warrant officer)	39-43
8.	Blank	44-51
9.	Control branch (commissioned officers) or management group (warrant officers)	52-53
10.	Blank	54-55
11.	PUD	56-58
12.	DD	59-60

Table 21–4
PERSCOM change notice RI, officer acceptance of Regular Army appointment, wartime and peacetime—Continued

Line	Data element	Record positions
13.	Change notification code	61-62
14.	Appointment date (YYMMDD)	63-68
15.	Blank	69-69
16.	RIG A	70-70
17.	RIN 6	71-71
18.	PERSCOM SCN	72-73
19.	Blank	74-78
20.	Sending PPA (blank and 0)	79-80

Table 21–5
PERSCOM change notices RR and RV, officer retirement or retirement revocation, peacetime only

Line	Data element	Record positions
1.	Receiving PPA	01-02
2.	Name, individual	03-10
3.	Blank	11-18
4.	MPC	19-19
5.	SSN	20-28
6.	Grade:	
	a. Abbreviation	29-31
	b. Code	32-32
7.	Authority (RR only)	33-42
8.	Blank	43-44
9.	SPD (RR only)	45-47
10.	Blank	48-55
11.	PUD	56-58
12.	DD	59-60
13.	Change notification code	61-62
14.	Retirement or revocation date (YYMMDD)	63-68
15.	Blank	69-69
16.	RIG A	70-70
17.	RIN 6	71-71
18.	PERSCOM SCN	72-73
19.	Blank	74-78
20.	Sending PPA (blank and 0)	79-80

Table 21–6
PERSCOM change notice RT, officer and enlisted administrative loss to Active Army strength, wartime and peacetime

Line	Data element	Record positions
1.	Receiving PPA	01-02
2.	Name	03-10
3.	Blank	11-18
4.	MPC	19-19
5.	SSN	20-28
6.	Grade:	
	a. Abbreviation	29-31
	b. Code	32-32
7.	Blank	33-42
8.	SPD or TCN	43-45
9.	Blank	46-55
10.	PUD	56-58
11.	DD	59-60
12.	Change notification code	61-62
13.	Loss date (YYMMDD)	63-68
14.	Blank	69-69
15.	RIG (A for officers, B for enlisted)	70-70
16.	RIN (6 for officers, C for enlisted)	71-71
17.	PERSCOM SCN	72-73
18.	Blank	74-78
19.	Sending PPA (blank and 0)	79-80

Table 21–7
PERSCOM change notice SB, enlisted miscellaneous data change or correction, wartime and peacetime

Line	Data element	Record positions
1.	Receiving PPA	01-02
2.	Name, individual	03-10
3.	Promotion MOS	11-13
4.	AEA code	14-14
5.	AEA termination year and month (YYMM)	15-18
6.	MPC	19-19
7.	SSN	20-28
8.	Regimental affiliation	
	a. Regimental number	29-32
	b. Regimental branch	33-34
9.	Regimental home base	35-36
10.	ETS (YYMMDD)	37-42
11.	AFST and travel status	43-43
12.	DROS or DEROS (YYMMDD)	44-49
13.	PMOS code	50-54
14.	Enlistment education incentive	55-55
15.	PUD	56-58
16.	DD	59-60
17.	Change notification code	61-62
18.	Change date (YYMMDD)	63-68
19.	NCO education code	69-69
20.	RIG B	70-70
21.	RIN C	71-71
22.	SCN	72-73
23.	Eligibility for immediate enlistment or reenlistment	74-75
24.	DROS or DEROS indicator	76-76
25.	ASI	77-78
26.	Sending PPA (blank and 0)	79-80

Table 21–8
Pass record type transaction in response to change notice SB [1]

Error mnemonic: xETS, xD-S
Pass record transfer to be processed: 3B

Error mnemonic: xATD, xAEA, xDER, xDRS, xSEX, xFST, xEFR, xEDI
Pass record transfer to be processed: UH

Error mnemonic: xASI, xGRD, xGMS, xPMS, xSQI
Pass record transfer to be processed: 1X

Error mnemonic: xPRS
Pass record transfer to be processed: 34

Error mnemonic: xHBA
Pass record transfer to be processed: UK

Error mnemonic: xRGT
Pass record transfer to be processed: UK

Notes:
[1] All pass record input formats are discussed in chapter 22.

Table 21–9
PERSCOM change notice SR, officer or enlisted personnel security data, wartime and peacetime

Line	Data element	Record positions
1.	Receiving PPA	01-02
2.	Name, individual	03-10
3.	Blank	11-18
4.	MPC	19-19
5.	SSN	20-28
6.	Personnel security investigation completed	29-29
7.	Date personnel security investigation completed (YYMMDD)	30-35
8.	Personnel security investigation initiated	36-36
9.	Date personnel security investigation initiated (YYMMDD)	37-42
10.	Department-determined personnel security status	43-43
11.	Blank	44-55
12.	PUD	56-58
13.	DD	59-60
14.	Type transaction	61-62
15.	Transaction date (YYMMDD)	63-68
16.	Blank	69-69
17.	RIG (A for officers, B for enlisted)	70-70
18.	RIN (6 for officers, C for enlisted)	71-71
19.	PERSCOM SCN	72-73
20.	Blank	74-78
21.	Sending PPA	79-80

Table 21–10
PERSCOM change notice S9, enlisted evaluation or enlistment bonus data, peacetime only

Line	Data element	Record positions
1.	Receiving PPA	01-02
2.	Name, individual	03-10
3.	Year and month of current promotion points (YYMM)	11-14
4.	Promotion points (numeric)	15-17
5.	Enlistment or reenlistment bonus indicator	18-18
6.	MPC	19-19
7.	SSN	20-28
8.	Blank	29-29
9.	Year and month of previous promotion points (YYMM)	30-33
10.	SQT designator	34-37
11.	Date SQT administered (YYMM)	38-41
12.	SQT score	42-44
13.	Percentile standing	45-46
14.	SQT code	47-47
15.	Last EER (YYMM)	48-51
16.	Promotion points, previous (numeric)	52-54
17.	Blank	55-55
18.	PUD	56-58
19.	DD	59-60
20.	Type transaction	61-62
21.	Transaction date (YYMMDD)	63-68
22.	Blank	69-69
23.	RIG B	70-70
24.	RIN C	71-71
25.	PERSCOM SCN	72-73
26.	Blank	74-78
27.	Sending PPA (blank and 0)	79-80

Table 21–11
PERSCOM change notice 1X, enlisted promotion or reduction, wartime and peacetime

Line	Data element	Record positions
1.	Receiving PPA	01-02
2.	Name, individual	03-10
3.	Effective date of pay grade	11-16
4.	Blank	17-18
5.	MPC	19-19
6.	SSN	20-28
7.	Grade:	
	a. Abbreviation	29-31
	b. Code	32-32
8.	DOR (YYMMDD)	33-38
9.	Primary ASI	39-40
10.	Blank	41-42
11.	Grade how-acquired code or DOR identifier	43-43
12.	Blank	44-46
13.	PMOS code	47-51
14.	Blank	52-55
15.	PUD	56-58
16.	DD	59-60
17.	Type transaction	61-62
18.	Date of transaction (YYMMDD)	63-68
19.	Blank	69-69
20.	RIG B	70-70
21.	RIN C	71-71
22.	PERSCOM SCN	72-73
23.	Blank	74-78
24.	Sending PPA (blank and 0)	79-80

Table 21–12
PERSCOM change notice 3C, officer service component correction, other than to Regular Army, wartime and peacetime

Line	Data element	Record positions
1.	Receiving PPA	01-02
2.	Name, individual	03-10
3.	Blank	11-18
4.	MPC	19-19
5.	SSN	20-28
6.	Blank	29-34
7.	Service component (before change)	35-35
8.	Service component (after change)	36-36
9.	Blank	37-55
10.	PUD	56-58
11.	DD	59-60
12.	Change notification code	61-62
13.	Change date (YYMMDD)	63-68
14.	Blank	69-69
15.	RIG A	70-70
16.	RIN 6	71-71
17.	PERSCOM SCN	72-73
18.	Blank	74-78
19.	Sending PPA (blank and 0)	79-80

Table 21–13
PERSCOM change notice 5C, officer miscellaneous data change or correction, wartime and peacetime

Line	Data element	Record positions
1.	Receiving PPA	01-02
2.	Name, individual	03-10
3.	Authority	11-16
4.	Service agreement	17-17
5.	Ethnic group designator	18-18
6.	MPC	19-19
7.	SSN	20-28
8.	Control branch (commissioned officers) or management group (warrant officers)	29-30
9.	Voucher number	31-34
10.	Race or population group	35-35
11.	Service component	36-36
12.	ESA (YYMMDD)	37-42
13.	Control specialty (commissioned officer)	43-44
14.	PSSI and ASI1 (commissioned officer) or PMOS code (warrant officer)	45-49
15.	ASSI and ASI3 (commissioned officer) or control MOS code (warrant officer)	50-54
16.	Enlistment Education incentive	55-55
17.	PUD	56-58
18.	DD	59-60
19.	Change notification code	61-62
20.	Change or correction date (YYMMDD)	63-68
21.	Highest military education level	69-69
22.	RIG A	70-70
23.	RIN 6	71-71
24.	PERSCOM SCN	72-73
25.	Blank	74-78
26.	Send PPA (blank and 0)	79-80

Table 21–14
PERSCOM change notice 5D, officer miscellaneous data change or correction, wartime and peacetime

Line	Data element	Record positions
1.	Receiving PPA	01-02
2.	Name, individual	03-10
3.	Regimental affiliation	
	a. Regimental number	11-14
	b. Regimental branch	15-16
4.	Regimental home base	17-18
5.	MPC	19-19
6.	SSN	20-28
7.	Blank	29-34
8.	Race or population group	35-35
9.	Religious denomination	36-37
10.	Civilian education level	38-38
11.	Program procurement number (PPN)	39-40
12.	DOB	41-46
13.	Sex	47-47
14.	Blank	48-55
15.	PUD	56-58
16.	DD	59-60
17.	Change notification code	61-62
18.	Correction date (YYMMDD)	63-68
19.	Blank	69-69
20.	RIG A	70-70
21.	RIN 6	71-71
22.	PERSCOM SCN	72-73
23.	Blank	74-78
24.	Sending PPA (blank and 0)	79-80

Table 21–15
PERSCOM change notice 5E, officer or enlisted FLAG action data, wartime and peacetime

Line	Data element	Record positions
1.	Receiving PPA	01-02
2.	Name, individual	03-10
3.	Blank	11-18
4.	MPC	19-19
5.	SSN	20-28
6.	FLAG-1	29-30
7.	FLAG-1 date (YYMMDD)	31-36
8.	FLAG-2	37-38
9.	FLAG-2 date (YYMMDD)	39-44
10.	Blank	45-49
11.	Previous weight control program completion date (YYMMDD)	50-55
12.	PUD	56-58
13.	DD	59-60
14.	Change notification code	61-62
15.	Change date (YYMMDD)	63-68
16.	Blank	69-69
17.	RIG (A for officers, B for enlisted)	70-70
18.	RIN (6 for officers, C for enlisted)	71-71
19.	PERSCOM SCN	72-73
20.	Blank	74-78
21.	Sending PPA	79-80

Table 21–16
PERSCOM change notice 5F (RIN C), enlisted PEBD or BASD adjustment, peacetime only

Line	Data element	Record positions
1.	Receiving PPA	01-02
2.	Name	03-10
3.	DEROS	
	a. Year	11-12
	b. Month	13-14
	c. Day	15-16
4.	Blank	17-18
5.	MPC E	19-19
6.	SSN	20-28
7.	Grade	29-31
8.	BASD	
	a. Year	32-33
	b. Month	34-35
	c. Day	36-37
9.	PEBD	
	a. Year	38-39
	b. Month	40-41
	c. Day	42-43
10.	DOR	
	a. Year	44-45
	b. Month	46-47
	c. Day	48-49
11.	ETS	
	a. Year	50-51
	b. Month	52-53
	c. Day	54-55
12.	Unit data	
	a. PUD	56-58
	b. DD	59-60
13.	Type transaction 5F	61-62
14.	Transaction date	
	a. Year	63-64
	b. Month	65-66
	c. Day	67-68
15.	Blank	69-69
16.	RIG B	70-70
17.	RIN C	71-71
18.	DA SCN	72-73
19.	Basic date adjustment code [1]	74-74
20.	Basic date gain loss code	75-75

Table 21–16
PERSCOM change notice 5F (RIN C), enlisted PEBD or BASD adjustment, peacetime only—Continued

Line	Data element	Record positions
21.	Basic date adjusted days	75-78
22.	Preparing PPA code (blank and 0)	79-80

Notes:
[1] Essential data element.

Table 21–17
PERSCOM change notice 5F (RIN 6), officer PEBD or BASD adjustment, peacetime only

Line	Data element	Record positions
1.	Receiving PPA	01-02
2.	Name [1]	03-10
3.	Blank	11-18
4.	MPC (O or W) [1]	19-19
5.	SSN [1]	20-28
6.	Grade [1]	29-31
7.	BASD [1]	
	a. Year	32-33
	b. Month	34-35
	c. Day	36-37
8.	PEBD [1]	
	a. Year	38-39
	b. Month	40-41
	c. Day	42-43
9.	Blank	44-55
10.	Unit data	
	a. PUD	56-58
	b. DD	59-60
11.	Type transaction 5F	61-62
12.	Transaction date	
	a. Year	63-64
	b. Month	65-66
	c. Day	67-68
13.	Blank	69-69
14.	RIG A	70-70
15.	RIN 6	71-71
16.	DA SCN	72-73
17.	Basic date adjustment code [1]	74-74
18.	Basic date gain loss code	75-75
19.	Basic date adjusted days	76-78
20.	Preparing PPA code b0	79-80

Notes:
[1] Essential data element.

Table 21–18
PERSCOM change notice 5G-P, officer and enlisted name change or correction, wartime and peacetime

Line	Data element	Record positions
1.	Receiving PPA	01-02
2.	Name, individual	03-08
3.	Type transaction	09-10
4.	Blank	11-14
5.	Voucher number	15-18
6.	MPC	19-19
7.	SSN	20-28
8.	Name (after change or correction) [1]	29-53
9.	Change notification code P (third character)	54-54
10.	Blank	55-55
11.	PUD	56-58
12.	DD	59-60
13.	Change notification code 5G (first two characters)	61-62
14.	Transaction date (YYMMDD)	63-68
15.	VSSSN	69-69
16.	RIG (A for officers, B for enlisted)	70-70

Table 21–18
PERSCOM change notice 5G-P, officer and enlisted name change or correction, wartime and peacetime—Continued

Line	Data element	Record positions
17.	RIN (6 for officers, C for enlisted)	71-71
18.	PERSCOM SCN	72-73
19.	Name (after change or correction) [1]	74-75
20.	Blank	76-76
21.	SCN	77-78
22.	Sending PPA (blank and 0)	79-80

Notes:
[1] Both data elements are required to provide the DOD standard maximum of 27 positions.

Table 21–19
PERSCOM change notice 5U, officer and enlisted spouse data, peacetime only

Line	Data element	Record positions
1.	Receiving PPA	01-02
2.	Name, individual	03-10
3.	DOD component of active duty spouse	11-11
4.	Blank	12-18
5.	MPC	19-19
6.	SSN	20-28
7.	MPC of active duty spouse	29-29
8.	SSN of active duty spouse	30-38
9.	Year and month HIV screening test last administered (YYMM)	39-42
10.	Blank	43-55
11.	PUD	56-58
12.	DD	59-60
13.	Change notification code	61-62
14.	Change date (YYMMDD)	63-68
15.	Blank	69-69
16.	RIG (A for officers, B for enlisted)	70-70
17.	RIN (6 for officers, C for enlisted)	71-71
18.	PERSCOM SCN	72-73
19.	Blank	74-78
20.	Sending PPA (blank and 0)	79-80

Table 21–20
PERSCOM change notices 5X (officer) and 56 (enlisted), officer and enlisted name change or correction, wartime and peacetime

Line	Data element	Record positions
1.	Receiving PPA	01-02
2.	Name (before change or correction)	03-10
3.	Blank	11-14
4.	PERSCOM type transaction	15-16
5.	Control branch (commissioned officer) or management group (warrant officer)	17-18
6.	MPC	19-19
7.	SSN	20-28
8.	Name (after change or correction)	29-55
9.	PUD	56-58
10.	DD	59-60
11.	Change notification code	61-62
12.	Change date (YYMMDD)	63-68
13.	VSSSN	69-69
14.	RIG (A for officers, B for enlisted)	70-70
15.	RIN (6 for officers, C for enlisted)	71-71
16.	PERSCOM SCN	72-73
17.	Blank	74-78
18.	Sending PPA	79-80

Table 21–21
PERSCOM change notices 5Y (officer) and 57 (enlisted), officer and enlisted SSN change or correction, wartime and peacetime

Line	Data element	Record positions
1.	Receiving PPA	01-02
2.	Name, individual	03-10
3.	Blank	11-18
4.	MPC	19-19
5.	SSN (before change or correction)	20-28
6.	Grade:	
	a. Abbreviation (enlisted only)	29-31
	b. Code (enlisted only)	32-32
7.	Blank	33-33
8.	SSN (after change or correction)	34-42
9.	Blank	43-51
10.	Control branch (commissioned officers) or management group (warrant officers)	52-53
11.	Blank	54-55
12.	PUD	56-58
13.	DD	59-60
14.	Change notification code	61-62
15.	Change date (YYMMDD)	63-68
16.	VSSSN	69-69
17.	RIG (A for officers, B for enlisted)	70-70
18.	RIN (6 for officers, C for enlisted)	71-71
19.	PERSCOM SCN	72-73
20.	Blank	74-78
21.	Sending PPA	79-80

Table 21–22
PERSCOM change notice 5Z, officer and enlisted VSSSN change, wartime and peacetime

Line	Data element	Record positions
1.	Receiving PPA	01-02
2.	Name, individual	03-10
3.	Blank	11-18
4.	MPC	19-19
5.	SSN	20-28
6.	Blank	29-47
7.	DOB (YYMMDD)	48-53
8.	Previous VSSSN	54-54
9.	Blank	55-55
10.	PUD	56-58
11.	DD	59-60
12.	Type transaction	61-62
13.	Transaction date (YYMMDD)	63-68
14.	VSSSN as changed	69-69
15.	RIG (A for officers, B for enlisted)	70-70
16.	RIN (6 for officers, C for enlisted)	71-71
17.	PERSCOM	72-73
18.	Blank	74-78
19.	Sending PPA	79-80

Table 21–23
PERSCOM change notice 6E, officer grade change or correction, other than by promotion or demotion, wartime and peacetime

Line	Data element	Record positions
1.	Receiving PPA	01-02
2.	Name, individual	03-10
3.	E-date of pay grade	11-16
4.	Blank	17-18
5.	MPC	19-19
6.	SSN	20-28
7.	Grade:	
	a. Abbreviation	29-31
	b. Code	32-32
8.	Blank	33-55
9.	PUD	56-58

Table 21–23
PERSCOM change notice 6E, officer grade change or correction, other than by promotion or demotion, wartime and peacetime—Continued

Line	Data element	Record positions
10.	DD	59-60
11.	Change notification code	61-62
12.	Change date (YYMMDD)	63-68
13.	Blank	69-69
14.	RIG A	70-70
15.	RIN 6	71-71
16.	PERSCOM SCN	72-73
17.	Blank	74-78
18.	Sending PPA (blank and 0)	79-80

Table 21–24
PERSCOM change notices 6J and 6K, officer promotion or demotion, wartime and peacetime

Line	Data element	Record positions
1.	Receiving PPA	01-02
2.	Name, individual	03-10
3.	Effective date of pay grade	11-16
4.	Blank	17-18
5.	MPC	19-19
6.	SSN	20-28
7.	Grade (after promotion or demotion):	
	a. Abbreviation	29-31
	b. Code	32-32
8.	Blank	33-35
9.	Service component	36-36
10.	Blank	37-37
11.	Grade (before promotion or demotion):	
	a. Abbreviation	38-40
	b. Code	41-41
12.	Blank	42-44
13.	Temporary DOR (YYMMDD)	45-50
14.	DA special order number	51-54
15.	Blank	55-55
16.	PUD	56-58
17.	DD	59-60
18.	Change notification code	61-62
19.	Promotion or demotion date (YYMMDD)	63-68
20.	Blank	69-69
21.	RIG A	70-70
22.	RIN 6	71-71
23.	PERSCOM SCN	72-73
24.	Blank	74-78
25.	Sending PPA (blank and 0)	79-80

Table 21–25
PERSCOM change notice 9J, officer miscellaneous data change or correction, wartime and peacetime

Line	Data element	Record positions
1.	Receiving PPA	01-02
2.	Name, individual	03-10
3.	Physical profile (PULHES)	11-16
4.	Physical category	17-17
5.	AFS verification	18-18
6.	MPC	19-19
7.	SSN	20-28
8.	Permanent grade abbreviation	29-31
9.	Permanent grade code	32-32
10.	Permanent DOR	33-38
11.	PEBD (YYMMDD)	39-44
12.	Marital status	45-45
13.	AFS (MMM)	46-48
14.	DROS or DEROS (YYMMDD)	49-54
15.	DROS or DEROS indicator	55-55
16.	PUD	56-58

Table 21–25
PERSCOM change notice 9J, officer miscellaneous data change or correction, wartime and peacetime—Continued

Line	Data element	Record positions
17.	DD	59-60
18.	Type transaction	61-62
19.	Transaction date (YYMMDD)	63-68
20.	Promotable indicator	69-69
21.	RIG A	70-70
22.	RIN 6	71-71
23.	PERSCOM SCN	72-73
24.	AFCS (MMMDD)	74-78
25.	Sending PPA (blank and 0)	79-80

Chapter 22
Initial Input Transactions to U.S Total Army Personnel Command

22–1. Scope

This chapter describes record formats for initial input transactions to PERSCOM. Other PERSCOM input transactions described in this pamphlet are follow-up actions to initial transaction processing by PERSCOM or input transactions needed to reconcile data between the OMF or EMF and SIDPERS databases. Responses to a PERSCOM output transaction are shown in tables 19–2 through 19–38, tables 20–2 through 20–10, and tables 21–2 through 21–25 and may require resubmission or revocation of the initial transaction; however, any record format differences are explained in the applicable table, such as the unique RIN that identifies a pass record response.

22–2. Record format index

Table 22–1 is an index to input record formats. Types of transactions are defined in AR 680–29, chapter 4.

22–3. Pass record (format identification K)

A personnel transaction is used to pass data through SIDPERS for subsequent update to the PERSCOM OMF or EMF database. Pass records are subjected to extensive validity and compatibility edit requirements within SIDPERS. FID K pass records, transactions, and formats are shown in tables 22–2 through 22–60, and most may be processed in both the peacetime and wartime operating modes. A pass record is needed when information on the PERSCOM database is incorrect and does not agree with the data reflected on the current SPF. Pass records are usually used by SIDPERS personnel in response to a PERSCOM error notice or tracer action. These notices normally evolve from erroneous or delayed data elements or differences in data element reporting. SIDPERS provides for the processing of two types of pass records. The manual pass record is keyed and entered in the SIDPERS cycle, and an automated pass record is generated by SIDPERS to selected PERSCOM system queries and error notices.

a. Manual pass record. The PAS data analyst prepares the manual type of transaction and contacts the servicing Personnel Service Company or unit to verify the accuracy of the data being reported in the pass record.

(1) Data elements unique to the prepared transaction are identified in footnotes to each transaction (tables 22–2 through 22–60). Comply with these footnotes.

(2) The following data elements are generated by the system and are not entered by the analyst.

(a) Receiving PPA, positions 1 and 2.

(b) RIG, position 70.

(c) RIN, position 71 M or K.

(d) SCN, positions 77 and 78.

(e) Sending PPA, positions 78 through 80.

(3) Processed pass records in SIDPERS are displayed on the AAC–P17 and AAC–P01 reports. A pass record can be identified on the AAC–P17 report by type transaction in positions 61 and 62 and RIN M for officers or K for enlisted in position 71. A pass record is identified on the AAC–P01 report by the type transaction in positions 61 and 62 and K in position 119 (FID) in the transaction processed section.

(4) Unprocessed pass records are shown on the AAC–P01 report as a transaction not processed and can be identified by type transaction in positions 61 and 62 and K in position 119 (FID); in addition, error mnemonics are displayed in positions 82 through 105. All errors are resolved before the transaction is resubmitted.

b. Automated pass record. The automated pass record is generated when a feedback notice is received from PERSCOM and when an acceptable condition on the SPF generates a reply (pass record) to PERSCOM to correct the OMF or EMF. This process is called automatically resolved PERSCOM error notices. These processed type transactions can be identified on the AAC–P01 report in the same manner as the manually prepared transactions. In addition, the transaction appears on the AAC–P19 report as SIDPERS corrected reply or by a statement of action taken.

c. Transactions that may be submitted as pass records. The following transactions may be submitted as pass records:

(1) A2, A7, or B2
(2) DC
(3) DD or DL (EDAS)
(4) F9
(5) GA, GB, GC, GD, GE, GF, GG, GH, or GJ
(6) HA, HB, HC, HD, HE, HF, HG, HH, HJ, HK, HL, HM, HP, HQ, HR, HS, HT, HU, HV, HW, HY, HZ, H1, H3, H4, or H7
(7) NA, NB, NC, NF, NG, NH, NJ, NK, or NX
(8) PA, PB, PC, PD, PE, PF, PG, PH, or PK
(9) SP, S1, S2, or S9
(10) TR
(11) UB, UC, UD, UE, UF, UG, UH, UJ, UK, UL, UM, UN, UR, UT, UU, UV, or UW
(12) VL or VV
(13) W5
(14) 1B, 1K, or 1X
(15) 2A, 2C, 2D, 2E, 2F, 2G, 2H, 2J, 2L, 2M, 2P, 2Q, 2R, 2S, 2T, or 21
(16) 3B, 3F, 3G, 3H, or 34
(17) 42, 44, 45, 46, or 47
(18) 9Z or 90

Table 22–1
Index to PERSCOM input record formats

Type transaction	Format title	Table
A2, A7, and B2	Officer and enlisted reassignment arrival as member of an intact unit (wartime and peacetime)	22–2
DC	Officer and enlisted deployment indicator (wartime and peacetime)	22–3
DD and DL	Enlisted EDAS losing assignment response (wartime and peacetime)	22–4
F9	Officer and enlisted change or correction to organizational data (wartime and peacetime)	22–5
GA, GB, GC, GD, GE, GG, GH, and GJ	Officer accession to Active Army strength (wartime and peacetime)	22–6
HA, HB, HC, HD, HE, HF, HG, HJ, HK, HL, HM, HP, HQ, HR, HT, HU, HW, and HY	Enlisted accession to Active Army strength (wartime and peacetime)	22–7
HE, HS, HT, HU, HV, HW, HY, and HZ	Officer accession to Active Army strength (wartime and peacetime)	22–8
HH	Enlisted accession to Active Army strength, supplemental record (wartime and peacetime)	22–9
HV, HZ, GA, GB, GC, GD, GE, GF, GG, GH, and GJ	Enlisted accession to Active Army strength (wartime and peacetime)	22–10
H1, H3, H4, and H7	Enlisted immediate reenlistment (peacetime only)	22–11
NA, NB, and NC	Enlisted loss to Active Army strength when not followed by immediate enlistment or reenlistment (wartime and peacetime)	22–12
NA, NB, NC, NF, NG, NH, NJ, NK, PA, PB, PC, PD, PE, PG, PH, and PK	Officer loss to Active Army strength (wartime and peacetime)	22–13
NF, NG, NH, NK, PA, PB, PC, PD, PE, PF, PG, PH, and PK	Enlisted loss to Active Army strength (wartime and peacetime)	22–14
NX	Officer and enlisted postseparation data (peacetime only)	22–15
SP	Officer and enlisted personnel security data (peacetime only)	22–17
S1	Enlisted miscellaneous data (peacetime only)	22–18
S2	Enlisted miscellaneous data (peacetime only)	22–19
S9	Enlisted miscellaneous data (peacetime only)	22–20
TR	Officer transfer data record (wartime and peacetime)	22–21
TR	Enlisted transfer data record (wartime and peacetime)	22–22
UB	Officer medical internship, residency, and fellowship data (peacetime only)	22–23
UC	Officer physical and military education data (wartime and peacetime)	22–24
UD	Officer aircraft qualification data (wartime and peacetime)	22–25
UE	Officer duty assignment data (peacetime only)	22–26
UF	Officer dependant and defense language aptitude battery data (peacetime only)	22–27
UG	Officer current mailing address data (peacetime only)	22–28
UH	Officer miscellaneous data (wartime and peacetime)	22–30

Table 22–1
Index to PERSCOM input record formats—Continued

Type transaction	Format title	Table
UH	Enlisted miscellaneous data (wartime and peacetime)	22–31
UJ	Officer AFS or reserve promotion (peacetime only)	22–32
UK	Officer and enlisted accession to Active Army strength, supplemental record (wartime and peacetime)	22–33
UK	Officer and enlisted regimental affiliation or home base assignment	22–33
UL	Officer professional personnel data (peacetime only)	22–34
UM	Enlisted duty MOS data (peacetime only)	22–35
UM	Officer duty specialty data (peacetime only)	22–36
UN	Officer civilian education data (peacetime only)	22–37
UR	Officer previous assignment data(peacetime only)	22–38
UT	Officer previous grade data (peacetime only)	22–41
UU	Officer and enlisted spouse data (wartime and peacetime)	22–42
UV	Officer awards and badge data (peacetime only)	22–43
UW	Officer and enlisted FLAG action (peacetime only)	22–44
VL	Officer and enlisted legal name change (peacetime only)	22–45
VV	Officer and enlisted name or SSN change or correction (other than legal name change) (wartime and peacetime)	22–46
W5	Officer eligibility for additional pay (peacetime)	22–47
1B and 1K	Officer promotion and promotion revocation (wartime and peacetime)	22–48
1X	Enlisted change or correction to grade, PMOS code, ASI, SDAP, DOR, and eligibility for additional pay (wartime and peacetime)	22–49
2A, 2C, 2D, 2E, 2F, 2G, 2H, 2J, 2L, 2M, 2P, 2Q, 2R, 2S, 2T, and 21	Officer and enlisted AWOL, AWOL return, confined, ASNJ status change and AWOL or AWOL return revocation (wartime and peacetime)	22–50
3B	Enlisted ETS DSEP code change (other than reasons authorized by type transactions 3F, 3G, 3H, H1, H3, H4, and H7) (peacetime only)	22–51
3F, 3G, and 3H	Extension of Regular Army enlistment, extension of active duty in USAR or ARNG status, or revocation of extension of Regular Army enlistment or active duty (peacetime only)	22–52
34	Enlisted SMOS code, and promotion or progression MOS code (peacetime only)	22–53
42	Officer and enlisted relieved from attached (wartime and peacetime)	22–54
44	Officer and enlisted attachment as an individual (wartime and peacetime)	22–55
45	Officer and enlisted reassignment departure (wartime and peacetime)	22–56
46	Officer and enlisted reassignment departure revocation (wartime and peacetime)	22–57
47	Officer and enlisted reassignment arrival as an individual (wartime and peacetime)	22–58
9Z	Officer revocation of USAR or ARNG appointment (previously reported under type transaction 90) or change or correction to previously reported service component (wartime and peacetime)	22–59
90	Officer acceptance of USAR or ARNG appointment while on active duty in ARNG status or acceptance of USAR appointment while on active duty in ARNG status (wartime and peacetime)	22–60

Table 22–2
PERSCOM input type transaction A2, A7, and B2, officer and enlisted reassignment arrival as member of an intact unit, wartime and peacetime

Line	Data element	Record positions
1.	Receiving PPA (blank and 0)[1]	01–02
2.	Name, individual	03–10
3.	Blank	11–18
4.	MPC	19–19
5.	SSN	20–28
6.	Grade:	
	a. Abbreviation[2]	29–31
	b. Code[2]	32–32
7.	Blank	33–34
8.	DEROS (YYMMDD)[3]	35–40
9.	DROS (YYMMDD)[3]	41–46
10.	Blank	47–55
11.	PUD	56–58
12.	DD	59–60
13.	Type transaction	61–62
14.	Arrival date (YYMMDD)	63–68
15.	RSC	69–69
16.	RIG (A for officers, B for enlisted)[1]	70–70
17.	RIN (4 or B for enlisted)[1]	71–71
18.	Blank	72–76
19.	SCN[1]	77–78

Table 22–2
PERSCOM input type transaction A2, A7, and B2, officer and enlisted reassignment arrival as member of an intact unit, wartime and peacetime—Continued

Line	Data element	Record positions
20.	Sending PPA[1]	79–80

Notes:

[1] Program generated.

[2] Data apply for type transactions A2 and A7 only.

[3] Data apply only to officers and only for type transactions A2 and A7. The DEROS data element applies when the individual is on a foreign service tour (AR 614–30). The DROS applies when the individual has returned to CONUS from a foreign service tour.

a. NA is required in the left–most positions of the data elements that do not apply (positions 35 and 36 or 41 and 42).

b. When the DEROS data element applies, and instead of the actual year/month/day, 12–zone punches are required in positions 35 through 40 for any other officer whose length of foreign service tour is indefinite.

c. When the DROS data element applies and instead of the actual year/month/day, NO is required in positions 41 and 42 when the officer has not served a foreign service tour.

Table 22–3
PERSCOM input type transaction DC, officer and enlisted deployment indicator, peacetime and mobilization

Line	Data element	Record positions
1.	Receiving PPA (blank and 0)[1,2]	01–02
2.	Name, individual[2]	03–10
3.	Blank	11–18
4.	MPC[2]	19–19
5.	SSN[2]	20–28
6.	Blank	29–34
7.	Deployment indicator	35–35
8.	Deployment date (YYMMDD)	36–41
9.	Deployment return date (YYMMDD)	42–47
10.	Blank	48–55
11.	PUD[2]	56–58
12.	DD[2]	59–60
13.	Type transaction[2]	61–62
14.	Transactioon date (YYMMDD)[2]	63–68
15.	RSC[2]	69–69
16.	RIG (A for officers, B for enlisted)[1,2]	70–70
17.	RIN (4 or M for officers, B or K for enlisted)[1,2]	71–71
18.	Blank	72–76
19.	SCN[1,2]	77–78
20.	Sending PPA[1,2]	79–80

Notes:

[1] Program generated.

[2] Control data are reported with all changes. report the data element being changed and the necessary control data.

Table 22–4
PERSCOM input type transactions DD and DL, enlisted EDAS losing assignment response, wartime and peacetime

Line	Data element	Record positions
1.	Receiving PPA (blank and 0)[1]	01–02
2.	Name, individual[2]	03–10
3.	Most recent EDAS cycle number[3]	11–12
4.	SIDPERS processed date of EDAS cycle (YYMMDD)[3]	13–18
5.	MPC[2]	19–19
6.	SSN[2]	20–28
7.	Grades (1 through 9)[1,4]	29–29
8.	Blank	30–33
9.	Reason code[5]	34–35
10.	Requested new arrival month (MM)[5]	36–37
11.	EPD control and line number[3]	38–44
12.	PEBD (YYMM)[2]	45–48
13.	ETS (YYMMDD)[2]	49–54
14.	Blank	55–55
15.	PUD[2]	56–58
16.	DD[2]	59–60
17.	Type transaction[6]	61–62

Table 22–4
PERSCOM input type transactions DD and DL, enlisted EDAS losing assignment response, wartime and peacetime—Continued

Line	Data element	Record positions
18.	Requested deletion or deferment date or anticipated DLOS date (YYMMDD)[7]	63–68
19.	Sex	69–69
20.	RIG K[1]	70–70
21.	RIG F[1]	71–71
22.	MOS code[2]	72–76
23.	SCN[1]	77–78
24.	Sending PPA[1]	79–80

Notes:

[1] Program generated.

[2] As recorded on the SPF. If name and SSN are not recorded on the SPF, information is as recorded on the EDAS losing assignment instruction.

[3] As recorded on the SAIF.

[4] Grade reported as pay grade (1 through 9).

[5] As reported on SIDPERS anticipated DLOS transaction.

[6] DD is deletion or deferment request; DL is anticipated DLOS.

[7] Date of deletion or deferment request if type transaction is DD; anticipated DLOS if type transaction is DL.

Table 22–5
PERSCOM input type transaction F9, officer and enlisted change or correction to organizational data, wartime and peacetime

Line	Data element	Record positions
1.	Receiving PPA (blank and 0)[1]	01–02
2.	Name, individual	03–10
3.	Blank	11–18
4.	MPC	19–19
5.	SSN	20–28
6.	Previous servicing PPA[2]	29–30
7.	Blank	31–32
8.	PUD (old)	33–35
9.	DD (old)	36–37
10.	Blank	38–55
11.	PUD (gaining)	56–58
12.	DD (gaining)	59–60
13.	Type transaction	61–62
14.	Date of change or correction (YYMMDD)	63–68
15.	RSC	69–69
16.	RIG (A for officers, B for enlisted)[1]	70–70
17.	RIN (4 or M for officers, B or K for enlisted)[1]	71–71
18.	Blank	72–76
19.	SCN	77–78
20.	Sending PPA[1,3]	79–80

Notes:

[1] Program generated.

[2] To be used only with database split. The PPA identifier in the database split parameter control card print positions 5–6.

[3] For database split. This is the new PPA as identified in database split parameter control card print positions 3–4; for other actions, the PPA is the processing PPA.

Table 22–6
PERSCOM input type transactions GA, GB, GC, GD, GE, GG, GH, and GJ, officer accession to Active Army strength, wartime and peacetime

Line	Data element	Record positions
1.	Receiving PPA (blank and 0)[1]	01–02
2.	Name, individual[2]	03–10
3.	Blank	11–18
4.	MPC	19–19
5.	SSN	20–28
6.	Grade:	
	a. Abbreviation	29–31
	b. Code	32–32
7.	Blank	33–33
8.	Procurement program number (PPN)[3]	34–35

Table 22–6
PERSCOM input type transactions GA, GB, GC, GD, GE, GG, GH, and GJ, officer accession to Active Army strength, wartime and peacetime—Continued

Line	Data element	Record positions
9.	Blank	36–54
10.	Sex	55–55
11.	PUD	56–58
12.	DD	59–60
13.	Type transaction	61–62
14.	Accession date (YYMMDD)[4]	63–68
15.	RSC	69–69
16.	RIG A[1]	70–70
17.	RIN (4 or M)[1]	71–71
18.	Blank	72–76
19.	SCN[1]	77–78
20.	Sending PPA[1]	79–80

Notes:

[1] Program generated.

[2] Type transaction UK is sent to PERSCOM with this record to ensure that the individual's name is reported up through the DOD standard maximum of 27 positions.

[3] Applicable PPNs are as follows:

a. 81 for type transaction GA.
b. 82 for type transaction GB.
c. 83 for type transaction GC.
d. 84 for type transaction GG.
e. 92 for type transaction GD, GE, and GH.
f. 93 for type transaction GE and GJ.

[4] When type transaction is GD, GE, GH, or GJ, this date must equal the date of the previously reported erroneous transaction.

Table 22–7
PERSCOM input type transactions HA, HB, HC, HD, HE, HF, HG, HJ, HK, HL, HM, HP, HQ, HR, HT, HU, HW, and HY, enlisted accession to Active Army strength, wartime and peacetime

Line	Data element	Record positions
1.	Receiving PPA (blank and 0)[1,2]	01–02
2.	Name, individual[3]	03–10
3.	Blank[2]	11–17
4.	Ethnic group designator	18–18
5.	MPC	19–19
6.	SSN	20–28
7.	Grade:	
	a. Abbreviation	29–31
	b. Code	32–32
8.	Number of dependents	33–34
9.	Physical category	35–35
10.	Service component	36–36
11.	ASI[4]	37–38
12.	Blank	39–40
13.	Race or population group	41–41
14.	Blank	42–42
15.	Blank	43–46
16.	MDC[5]	47–48
17.	ETS (YYMMDD)	49–54
18.	Sex	55–55
19.	PUD	56–58
20.	DD	59–60
21.	Type transaction	61–62
22.	Accession date (YYMMDD)	63–68
23.	RSC	69–69
24.	RIG B[2]	70–70
25.	RIN (B or K)[2]	71–71
26.	MOS code	72–76
27.	SCN[2]	77–78

Table 22–7
PERSCOM input type transactions HA, HB, HC, HD, HE, HF, HG, HJ, HK, HL, HM, HP, HQ, HR, HT, HU, HW, and HY, enlisted accession to Active Army strength, wartime and peacetime—Continued

Line	Data element	Record positions
28.	Sending PPA[2]	79–80

Notes:

[1] Type transaction HH is sent to PERSCOM with this record to ensure that other accession data are reported.

[2] Program generated.

[3] Type transaction UK is sent to PERSCOM with this record to ensure that the individual's name is reported up through DOD standard maximum of 27 positions.

[4] Data element does not apply for type transaction HF.

[5] Data element applies only for type transactions HE, HT, HU, and HW. MDCs are prescribed by AR 310–10; however, only the first two characters are reported.

Table 22–8
PERSCOM input type transactions HE, HS, HT, HU, HV, HW, HY, and HZ, officer accession to Active Army strength, wartime and peacetime

Line	Data element	Record positions
1.	Receiving PPA (blank and 0)[1]	01–02
2.	Name, individual[2]	03–10
3.	Procurement program number PPN[3]	11–12
4.	Service component	13–13
5.	Basic branch (commissioned officer only)(not HV or HZ)[4]	14–15
6.	Control branch or management group[5]	16–17
7.	Service agreement[6]	18–18
8.	MPC	19–19
9.	SSN	20–28
10.	Grade:	
	a. Abbreviation	29–31
	b. Code	32–32
11.	DEROS (YYMMDD)[7]	33–38
12.	DROS (YYMMDD)[7]	39–44
13.	MDC[8]	45–46
14.	Blank	47–47
15.	Race or population group	48–48
16.	ESA (YYMMDD)[6]	49–54
17.	Sex	55–55
18.	PUD	56–58
19.	DD	59–60
20.	Type transaction	61–62
21.	Acession date (YYMMDD)[9]	63–68
22.	RSC	69–69
23.	RIG A[1]	70–70
24.	RIN (4 or M)[1]	71–71
25.	PSSI and ASI1 (commissioned officer) or primary MOS code (warrant officer)	72–76
26.	SCN[1]	77–78
27.	Sending PPA[1]	79–80

Notes:

[1] Program generated.

[2] Type transaction UK is sent to PERSCOM with this record to ensure that the individual's name is reported up through the DOD standard maximum of 27 positions.

[3] Numeric 91 is required when type transaction is HY or HZ; alphanumeric Y3 (USAR) or Y4 (ARNG) is required when type transaction is HE; otherwise the PPN is prescribed by AR 601–110.

[4] Data element applies to commissioned officers only.

[5] Control branch (commissioned officers) or management group (warrant officers).

[6] Data element applies to non–Regular Army individuals only. Instead of the actual year/month/day, 12–zone punches are required in this ESA data element (positions 49 through 54) when the period of active duty is indefinite.

[7] The DEROS data element applies when the individual is of a foreign service tour per AR 614–30; the opposite applies for the DROS data element.

a. When a DEROS date does not apply, NA is required in the left–most positions of the data element (positions 33 and 34 or 39 and 40).

b. When the DEROS data element applies, and instead of the actual year/month/day, 12–zone punches are required in positions 33 through 38 for a general officer or any other officer whose length of foreign service is indefinite.

c. When the DROS data element applies and instead of the actual year/month/day, NO is required in positions 39 and 40 when the officer has not served a foreign service tour.

[8] Data element applies only for type transactions HE, HS, HT, HU, and HW. MDCs are prescribed by AR 310–10; however, only the first two characters are reported.

[9] When type transaction is HV or HZ, this date must equal the date of the previously reported erroneous transaction.

Table 22–9
PERSCOM input type transaction HH, enlisted accession to Active Army strength, supplemental record, wartime and peacetime

Line	Data element	Record positions
1.	Receiving PPA (blank and 0)[1,2]	01–02
2.	Name, individual	03–10
3.	State or country location of military entrance processing station or unit to which assigned when ordered to active duty	11–12
4.	Enlistment option code[3]	13–16
5.	Blank	17–18
6.	MPC	19–19
7.	SSN	20–28
8.	Grade:	
	a. Abbreviation	29–31
	b. Code	32–32
9.	PEBD (YYMMDD)	33–38
10.	DOB (YYMMDD)	39–44
11.	Armed Forces qualification test or Armed Forces women's selection test score[4]	45–47
12.	Number of times enlisted or reenlisted[5]	48–48
13.	BASD (YYMMDD)	49–54
14.	Blank	55–55
15.	PUD	56–58
16.	DD	59–60
17.	Type transaction	61–62
18.	Accession date (YYMMDD)	63–68
19.	RSC	69–69
20.	RIG B[2]	70–70
21.	RIN (B or K)[2]	71–71
22.	Citizenship status	72–72
23.	Enlistment or reenlistment waiver	73–73
24.	Civilian educational level	74–74
25.	State or country location of home of record	75–76
26.	SCN[2]	77–78
27.	Sending PPA[2]	79–80

Notes:

[1] Type transaction HH record is sent to PERSCOM with this record to ensure that other accession data are reported.

[2] Program generated.

[3] Required data element when an individual enlists from civilian life for an option under AR 601–210.

[4] Score is right justified, and the data element is filled with leading zeros when applicable.

[5] If not applicable for type transaction HA, HC, HD, HG, HJ, HL, HM, HP, HQ, and HR, enter 0.

Table 22–10
PERSCOM input type transactions HV, HZ, GA, GB, GC, GD, GE, GF, GG, GH, and GJ, enlisted accession to Active Army strength, wartime and peacetime

Line	Data element	Record positions
1.	Receiving PPA (blank and 0)[1]	01–02
2.	Name, individual[2]	03–10
3.	Blank	11–17
4.	EGD	18–18
5.	MPC	19–19
6.	SSN	20–28
7.	Grade:	
	a. Abbreviation	29–31
	b. Code	32–32
8.	Blank	33–36
9.	Primary ASI	37–38
10.	DSEP code[3,4]	39–39
11.	Blank	40–48
12.	ETS (YYMMDD)[3,4]	49–54
13.	Blank	55–55
14.	PUD	56–58
15.	DD	59–60
16.	Type transaction	61–62
17.	Accession date (YYMMDD)[5]	63–68
18.	RSC	69–69
19.	RIG B[1]	70–70
20.	RIN (B or K)[1]	71–71
21.	MOS code	72–76

Table 22–10
PERSCOM input type transactions HV, HZ, GA, GB, GC, GD, GE, GF, GG, GH, and GJ, enlisted accession to Active Army strength, wartime and peacetime—Continued

Line	Data element	Record positions
22.	SCN[5]	77–78
23.	Sending PPA[5]	78–80

Notes:

[1] Program generated.

[2] Type transaction UK record is sent to PERSCOM with this record to ensure that the individual's name is reported up through the DOD standard maximum of 27 positions.

[3] When the ETS is past due, DSEP code also must be reported in the same record.

[4] Date applies for type transaction HV ad HZ only. If the ETS is known when a returned from DFR transaction (G–series) is processed, type transaction 3B (table 22–51) is processed as soon as possible to reflect the correct ETS.

[5] When type transaction is HV, HZ, GD, GE, GH, or GJ, this date must equal the date of the previously reported erroneous transaction.

Table 22–11
PERSCOM input type transactions H1, H3, H4, and H7, enlisted immediate reenlistment, peacetime only

Line	Data element	Record positions
1.	Receiving PPA (blank and 0)[1]	01–02
2.	Name, individual	03–10
3.	Blank	11–18
4.	MPC	19–19
5.	SSN	20–28
6.	AEA code[2]	29–29
7.	AEA termination year and month (YYMMDD)[3]	30–33
8.	Enlistment or reenlistment bonus indicator	34–34
9.	Bonus MOS code (first three characters only)[4]	35–37
10.	Number of times enlisted or reenlisted	38–38
11.	MDC[5]	39–40
12.	Immediate reenlistment option code	41–44
13.	Blank	45–45
14.	Enlistment or reenlistment waiver	46–46
15.	Blank	47–47
16.	Term of enlistment	48–48
17.	ETS (YYMMDD)	49–54
18.	Blank	55–55
19.	PUD	56–58
20.	DD	59–60
21.	Type transaction	61–62
22.	Enlistment or reenlistment data	63–68
23.	RSC	69–69
24.	RIG B[1]	70–70
25.	RIN (B or K)[1]	71–71
26.	Blank	72–76
27.	SCN[1]	77–78
28.	Sending PPA[1]	79–80

Notes:

[1] Program generated.

[2] If reenlistment option is for a stabilized assignment, AEA code U applies; otherwise, position is blank.

[3] Termination date applies only if AEA code is U; otherwise data element is blank.

[4] Data element is required only when enlistment or reenlistment bonus indicator (position 34) is not zero.

[5] MDCs are prescribed by AR 310–10; however, only the first two characters are reported.

Table 22–12
PERSCOM input type transaction NA, NB, and NC, enlisted loss to Active Army strength when not followed by immediate enlistment or reenlistment, wartime and peacetime

Line	Data element	Record positions
1.	Receiving PPA (blank and 0)[1]	01–02
2.	Name, individual	03–10
3.	Separation to individual ready reserve	11–11
4.	Eligibilty for immediate enlistment or reenlistment[2]	12–13
5.	Blank	14–18
6.	MPC	19–19
7.	SSN	20–28
8.	Grade:	
	a. Abbreviation	29–31
	b. Code	32–32
9.	Blank	33–33
10.	Separation document issued or character of service	34–35
11.	SPD or TCN[3]	36–38
12.	Last CAC[2,4]	39–40
13.	Blank	41–44
14.	Servicemen's group life insurance coverage	45–46
15.	Blank	47–55
16.	PUD	56–58
17.	DD	59–60
18.	Type transactions	61–62
19.	Loss data (YYMMDD)	63–68
20.	RSC	69–69
21.	RIG B[1]	70–70
22.	RIG (B or K)[1]	71–71
23.	Blank	72–76
24.	SCN[1]	17–78
25.	Sending PPA[1]	79–80

Notes:
[1] Program generated.
[2] Data do not apply when DD Form 214 (report of Separation from Active Duty) is not prepared.
[3] TCNs in AR 680–29, chapter 4, section V, apply when DD Form 214 is not prepared.
[4] As recorded in DD Form 214, item 11, and prescribed in AR 680–29, paragraph 2–4.

Table 22–13
PERSCOM input type transaction NA, NB, NC, NF, NG, NH, NJ, NK, PA, PB, PC, PD, PE, PG, PH, and PK, officer loss to Active Army strength, wartime and peacetime

Line	Data element	Record positions
1.	Receiving PPA (blank and 0)[1]	01–02
2.	Name, individual	03–10
3.	Blank	11–18
4.	MPC	19–19
5.	SSN	20–28
6.	Blank	29–33
7.	Separation document issued or character of service	34–35
8.	SPD or TCN[2]	36–38
9.	Blank	39–44
10.	Servicemen group life insurance coverage[3]	45–46
11.	MDC[4]	47–48
12.	Blank	49–55
13.	PUD	56–58
14.	DD	59–60
15.	Type transaction	61–62
16.	Loss date (YYMMDD)[5]	63–68
17.	RSC	69–69
18.	RIG A[1]	70–70
19.	RIN (4 or M)	71–71
20.	Blank	72–76
21.	SCN[1]	77–78

Table 22–13
PERSCOM input type transaction NA, NB, NC, NF, NG, NH, NJ, NK, PA, PB, PC, PD, PE, PG, PH, and PK, officer loss to Active Army strength, wartime and peacetime—Continued

Line	Data element	Record positions
22.	Sending PPA[1]	79–80

Notes:
[1] Program generated.
[2] TCNs in AR 680–29, chapter 4, section V, apply when DD Form 214 is not prepared. For transfer from one service to another (type transaction NJ), see AR 680–29, section III.
[3] Applies to type transaction NA, NB, and NC only.
[4] MDCs apply for transaction type NH only and are prescribed by AR 310–10; however, only the first two characters are reported.
[5] Whe type transaction in NH, PD, PE, PK or PH, this date must equal the date of the previously reported erroneous transaction.

Table 22–14
PERSCOM input type transaction NF, NG, NH, NK, PA, PB, PC, PD, PE, PF, PG, PH, and PK, enlisted loss to Active Army strength, wartime and peacetime

Line	Data element	Record positions
1.	Receiving PPA (blank and 0)[1]	01–02
2.	Name, individual	03–10
3.	Blank	11–18
4.	MPC	19–19
5.	SSN	20–28
6.	Grade:	
	a. Abbreviation	29–31
	b. Code	32–32
7.	Blank	33–35
8.	TCN[2]	36–38
9.	Blank	39–46
10.	MDC[3]	47–48
11.	Blank	49–55
12.	PUD	56–58
13.	DD	59–60
14.	Type transaction	61–62
15.	Loss date (YYMMDD)[4]	63–68
16.	RSC	69–69
17.	RIG B[1]	70–70
18.	RIG (B and K)[1]	71–71
19.	Blank	72–76
20.	SCN[1]	77–78
21.	Sending PPA[1]	79–80

Notes:
[1] Program generated.
[2] TCNs in AR 680–29, chapter 4, section V, apply when DD Form 214 is not prepared.
[3] MDCs apply for type transaction NH only and are prescribed by AR 310–10; however, only the first two characters are reported.
[4] When type transaction is NH, PD, PE, PK, or PH, this date must equal the date of the previously reported erroneous transaction.

Table 22–15
PERSCOM input type transaction NX, record 1, officer and enlisted postseparation data, peacetime only

Line	Data element	Record positions
1.	Receiving PPA (blank and 0)[1]	01–02
2.	Name, individual	03–07
3.	Blank	08–08
4.	Telephone number	
	a. Area code	09–11
	b. Exchange	12–14
	c. Phone number	15–18
5.	MPC	19–19
6.	SSN	20–28
7.	Street address	29–53
8.	Blank	54–55
9.	PUD	56–58
10.	DD	59–60
11.	Type transaction	61–62

Table 22–15
PERSCOM input type transaction NX, record 1, officer and enlisted postseparation data, peacetime only—Continued

Line	Data element	Record positions
12.	Transaction date (YYMMDD)	63–68
13.	Blank	69–69
14.	RIG (A for officers, B for enlisted)[1]	70–70
15.	RIN (4 for officers, B for enlisted)[4]	71–71
16.	Aparment number	72–75
17.	Record number 1	76–76
18.	SCN[1]	77–78
19.	Sending PPA[1]	79–80

Notes:
[1] Program generated.

Table 22–16
PERSCOM input type transaction NX, record 2, officer and enlisted postseparation data, peacetime only

Line	Data element	Record positions
1.	Receiving PPA (blank and 0)[1]	01–02
2.	Name, individual	03–07
3.	Blank	08–18
4.	MPC	19–19
5.	SSN	20–28
6.	City	29–45
7.	State	46–47
8.	ZIP code (positions 1 through 5)	48–52
9.	Blank	53–55
10.	PUD	56–58
11.	DD	59–60
12.	Type transaction	61–62
13.	Transaction date (YYMMDD)	63–68
14.	Blank	69–69
15.	RIG (A for officers, B for enlisted)[1]	70–70
16.	RIN (4 for officers, B for enlisted)[1]	71–71
17.	ZIP code (plus 4)	72–75
17.	Record number 2	76–76
18.	SCN[1]	77–78
19.	Sending PPA[1]	79–80

Notes:
[1] Program generated.

Table 22–17
PERSCOM input type transaction SP, officer and enlisted personnel security data, peacetime only

Line	Data element	Record positions
1.	Receiving PPA (blank and 0)[1]	01–02
2.	Name, individual	03–10
3.	Blank	11–18
4.	MPC	19–19
5.	SSN	20–28
6.	Personnel reliability program assignment status	29–29
7.	Blank	30–55
8.	PUD	56–58
9.	DD	59–60
10.	Type transaction	61–62
11.	Transaction type (YYMMDD)	63–68
12.	RSC	69–69
13.	RIG (A for officers, B for enlisted)[1]	70–70
14.	RIN (4 or M for officers, B or K for enlisted)[1]	71–71
15.	Blank	72–76
16.	SCN[1]	77–78
17.	Sending PPA[1]	79–80

Notes:
[1] Program generated.

Table 22–18
PERSCOM input type transaction S1, enlisted miscellaneous data, peacetime only

Line	Data element	Record positions
1.	Receiving PPA (blank and 0)[1]	01–02
2.	Name, individual	03–10
3.	Marital status	11–11
4.	NCO education level[2]	12–12
5.	CONUS area of preference	13–14
6.	Blank	15–15
7.	Civilian education level	16–16
8.	Blank	17–18
9.	MPC[1]	19–19
10.	SSN[1]	20–28
11.	Defense language aptitude battery[3]	29–31
12.	Blank	32–32
13.	Religious denomination	33–34
14.	Physical profile[4]	35–40
15.	DOB (YYMMDD)	41–46
16.	Major subject of college education[5]	47–49
17.	Overseas assignment preference 1	50–51
18.	Overseas assignment preference 2	52–53
19.	Overseas assignment preference 3	54–55
20.	PUD[1]	56–58
21.	DD[1]	59–60
22.	Type transaction[1]	61–62
23.	Transaction date (YYMMDD)	63–68
24.	RSC[1]	69–69
25.	RIG B[1,6]	70–70
26.	RIG (B or K)[1,6]	71–71
27.	Dual service component grade	72–75
28.	Dual service component status	76–76
29.	SCN[1,6]	77–78
30.	Sending PPA[1,6]	79–80

Notes:

[1] Control data elements are reported with all changes. report the data element being changed and the necessary control data.

[2] Do not output changes C, D, F, M, N, P, R, or T.

[3] Score is right justified, and the data element is filled with a leading zero when applicable.

[4] As recorded in the appropriate DA Form 2, item 30.

[5] This data element is used only to report changes or corrections to initial reporting of level of proficiency achieved through continuous college education.

[6] Program generated.

Table 22–19
PERSCOM input type transaction S2, enlisted miscellaneous data, peacetime only

Line	Data element	Record positions
1.	Receiving PPA (blank and 0)[1,2,3]	01–02
2.	Name, individual	03–10
3.	Blank	11–12
4.	Combat aptitude score[4]	13–15
5.	Field artillery aptitude score[4]	16–18
6.	MPC[3,4]	19–19
7.	SSN[3,4]	20–28
8.	Electrical aptitude score[4]	29–31
9.	Operator and food aptitude score[4]	32–34
10.	General maintenance aptitude score[4]	35–37
11.	Motor maintenance aptitude score[4]	38–40
12.	Clerical aptitude score[4]	41–43
13.	Skill technical aptitude score[4]	44–46
14.	Signal communication aptitude score[4]	47–49
15.	Auditory perception aptitude score[4]	50–52
16.	General technical aptitude test score	53–55
17.	PUD[3]	56–58
18.	DD[3]	59–60
19.	Type transaction[3]	61–62
20.	Transaction date (YYMMDD)[3]	63–68
21.	RSC[3]	69–69
22.	RIG B[2,3]	70–70
23.	RIN K[3]	71–71

Table 22–19
PERSCOM input type transaction S2, enlisted miscellaneous data, peacetime only—Continued

Line	Data element	Record positions
24.	Blank	72–76
25.	SCN[3]	77–78
26.	Sending PPA[2,3]	79–80

Notes:

[1] Type transaction S2 is used to report changes or corrections to initial area aptitude test scores previously reported or the results of retested scores and general technical aptitude test scores.

[2] Program generated.

[3] Control data elements are reported with all changes. report the data element being changed and the necessary control data.

[4] Score is right justified, and the data element is filled with a leading zero when applicable.

Table 22–20
PERSCOM input type transaction S9, enlisted miscellaneous data, peacetime only

Line	Data element	Record positions
1.	Receiving PPA (blank and 0)	01–02
2.	Name, individual	03–10
3.	Blank	11–18
4.	MPC	19–19
5.	SSN	20–28
6.	PMOS or secondary MOS code	29–29
7.	Blank	30–37
8.	EER weighted average	38–40
9.	Blank	41–43
10.	EER date[1]	44–47
11.	SQT designator	48–51
12.	Date SQT administered (YYMM)	52–55
13.	SQT score[2]	56–58
14.	Percentile standing	59–60
15.	Type transaction	61–62
16.	Transaction date (YYMMDD)	63–68
17.	Blank	69–69
18.	RIG B	70–70
19.	RIN B	71–71
20.	Blank	72–76
21.	SCN	77–78
22.	Sending PPA	79–80

Notes:

[1] Furnished by the U.S. Army Enlisted Records and Evaluation Center.

[2] Furnished by the U.S Army Training Support Center.

Table 22–21
PERSCOM input type transaction TR, officer transfer data record, wartime and peacetime

Line	Data element	Record positions
1.	Receiving PPA (blank and 0)[1]	01–02
2.	Name, individual	03–10
3.	Service agreement	11–11
4.	ESA (YYMMDD)	12–17
5.	Sex	18–18
6.	MPC	19–19
7.	SSN	20–28
8.	Grade:	
	a. Abbreviation	29–31
	b. Code	32–32
9.	DOR (YYMMDD)	33–38
10.	DROS (YYMMDD)	39–44
11.	DEROS (YYMMDD)	45–50
12.	Highest military education level	51–51
13.	Year and month HIV screening test last administered (YYMM)	52–55
14.	PUD	56–58
15.	DD	59–60
16.	Type transaction	61–62

Table 22–21
PERSCOM input type transaction TR, officer transfer data record, wartime and peacetime—Continued

Line	Data element	Record positions
17.	Transaction date (YYMMDD)	63–68
18.	RCS	69–69
19.	RIG A[1]	70–70
20.	RIN 4[1]	71–71
21.	Blank	72–76
22.	SCN	77–78
23.	Sending PPA[1]	79–80

Notes:
[1] Program generated.

Table 22–22
PERSCOM input type transaction TR, enlisted transfer data record, wartime and peacetime

Line	Data element	Record positions
1.	Receiving PPA (blank and 0)[1]	01–02
2.	Name, individual	03–10
3.	Term of service	11–11
4.	ETS (YYMMDD)	12–17
5.	Sex	18–18
6.	MPC	19–19
7.	SSN	20–28
8.	Grade:	
	a. Abbreviation	29–31
	b. Code	32–32
9.	DOR (YYMMDD)	33–38
10.	PMOS	39–43
11.	PMOS ASI	44–45
12.	DROS (YYMMDD)	46–51
13.	DEROS (YYMMDD)	52–57
14.	Eligibility for immediate enlistment or reenlistment	58–59
15.	AFST and travel status	60–60
16.	Type transaction	61–62
17.	Transaction date (YYMMDD)	63–68
18.	RCS	69–69
19.	RIG B[1]	70–70
20.	RIN B[1]	71–71
21.	NCO education	72–72
22.	Year and month HIV screening test last administered (YYMM)	73–76
23.	SCN[1]	78–78
24.	Sending PPA[1]	79–80

Notes:
[1] Program generated.

Table 22–23
PERSCOM input type transaction UB, officer medical internship, residency, and fellowship data, peacetime only

Line	Data element	Record positions
1.	Receiving PPA (blank and 0)[1,2]	01–02
2.	Name, individual[2]	03–10
3.	American board certification title[3]	11–12
4.	American board certification specialty[3]	13–14
5.	American board certification year (YY)[3]	15–16
6.	Type of change (American board certification)	17–17
7.	Type of change (medical internship)	18–18
8.	MPC[2]	19–19
9.	SSN[2]	20–28
10.	Internship hospital[4]	29–34
11.	Internship months[4]	35–36
12.	Year internship completed (YY)	37–38
13.	Internship specialty[4]	39–40
14.	Residency hospital[5]	41–46
15.	Residency months[5]	47–48
16.	Year residency completed (YY)[5]	49–50

Table 22–23
PERSCOM input type transaction UB, officer medical internship, residency, and fellowship data, peacetime only—Continued

Line	Data element	Record positions
17.	Residency specialty[5]	51–52
18.	Type of change (medical residency fellowship)	53–53
19.	Blank	54–55
20.	PUD[2]	56–58
21.	DD[2]	59–60
22.	Type transaction[2]	61–62
23.	Transaction date (YYMMDD)[2]	63–68
24.	RCS[2]	69–69
25.	RIB A[1,2]	70–70
26.	RIN 4[1,2]	71–71
27.	Blank	72–76
28.	SCN[1,2]	77–78
29.	Sending PPA[1,2]	79–80

Notes:

[1] Program generated.

[2] Control data are reported with all changes. report the data element being changed and the necessary control data.

[3] For data elements in positions 11 through 16, use type of change ABCD in position 17.

[4] For data elements in positions 29 through 40, use type of change MEDI in position 18.

[5] For data elements in positions 41 through 52, use type of change MEDR in position 53.

Table 22–24
PERSCOM input type transaction UC, officer physical and military education data, wartime and peacetime

Line	Data element	Record positions
1.	Receiving PPA (blank and 0)[1,2]	01–02
2.	Name, individual[2]	03–10
3.	Physical profile	11–16
4.	Height (inches)	17–18
5.	MPC[2]	19–19
6.	SSN[2]	20–28
7.	Weight (pounds)	29–31
8.	Year and month of physical (YYMM)	32–35
9.	Physical category	36–36
10.	Blank	37–45
11.	Highest military education level	46–46
12.	Military course or school	47–49
13.	Year of course and school completion (YY)	50–51
14.	Blank	52–55
15.	PUD[2]	56–58
16.	DD[2]	59–60
17.	Type transaction[2]	61–62
18.	Transaction date (YYMMDD)[2]	63–68
19.	RSC[1]	69–69
20.	RIG A[1,2]	70–70
21.	RIN 4[1,2]	71–71
22.	Blank	72–76
23.	SCN[1,2]	77–78
24.	Sending PPA[1,2]	79–80

Notes:

[1] Program generated.

[2] Control data are reported with all changes. report the data element being changed and the necessary control data.

Table 22–25
PERSCOM input type transaction UD, officer aircraft qualification data, wartime and peacetime

Line	Data element	Record positions
1.	Receiving PPA (blank and 0)[1,2]	01–02
2.	Name, individual[2]	03–10
3.	Blank	11–16
4.	ASI	17–18
5.	MPC[2]	19–19
6.	SSN[2]	20–28
7.	ASI type of change	29–29
8.	Aircraft ASI	30–31
9.	Aircraft qualification	32–32
10.	Type of change	33–33
11.	DROS (YYMM)	34–37
12.	Tour indicator code	38–38
13.	State and country of foreign service tour	39–40
14.	Months overseas	41–42
15.	Tour completion code	43–43
16.	Blank	44–44
17.	ASI[1]	45–46
18.	ASI[2]	47–48
19.	ASI[3]	49–50
20.	ASI[4]	51–52
21.	Blank	53–53
22.	Number of short overseas tours	54–54
23.	Number of long overseas tours	55–55
24.	PUD[2]	56–58
25.	DD[2]	59–60
26.	Type transaction[2]	61–62
27.	Transaction date (YYMMDD)[2]	63–68
28.	RSC[2]	69–69
29.	RIG A[1,2]	70–70
30.	RIN 4[1,2]	71–71
31.	Blank	72–76
32.	SCN[1,2]	77–78
33.	Sending PPA[2]	79–80

Notes:

[1] Program generated.

[2] Control data must be reported with all changes. report the data element being changed and the necessary control data.

Table 22–26
PERSCOM input type transaction UE, officer duty assignment data, peacetime only

Line	Data element	Record positions
1.	Receiving PPA (blank and 0)[1,2]	01–02
2.	Name, individual[2]	03–10
3.	ASI	11–12
4.	Current duty assignment date(YYMMDD)[3]	13–18
5.	MPC[2]	19–19
6.	SSN[2]	20–28
7.	Current duty assignment title	29–52
8.	Duty language identity code	53–54
9.	Blank	55–55
10.	PUD[2]	56–58
11.	DD[2]	59–60
12.	Type transaction[2]	61–62
13.	Transaction date (YYMMDD)[2]	63–68
14.	RSC[2]	69–69
15.	RIG A[1,2]	70–70
16.	RIN 4[1,2]	71–71
17.	Duty position specialty code or duty MOS code	72–76
18.	SCN[1,2]	77–78
19.	Sending PPA[2]	79–80

Notes:

[1] Program generated.

[2] Control data are reported with all changes. report the data element being changed and the necessary control data.

[3] Move control data transaction date from current duty assignment title (CDAT) input transaction to this output field.

Table 22–27
PERSCOM input type transaction UF, officer dependent defense language aptitude battery data, peacetime only

Line	Data element	Record positions
1.	Receiving PPA (blank and 0)[1,2]	01–02
2.	Name, individual[2]	03–10
3.	Date dependants arrived overseas (YYMMDD)	11–16
4.	Country and state of birth (spouse)	17–18
5.	MPC[2]	19–19
6.	SSN[2]	20–28
7.	Country of citizenship (spouse)	29–30
8.	Number of dependent adults	31–32
9.	Number of dependent children	33–34
10.	Year and month officer departed for overseas	35–38
11.	DOB (YYMMDD)	39–44
12.	Country and state of birth (individual)	45–46
13.	Country of citizenship (individual)	47–48
14.	Blank	49–55
15.	PUD[2]	56–58
16.	DD[2]	59–60
17.	Type transaction[2]	61–62
18.	Transaction date (YYMMDD)[2]	63–68
19.	RSC[2]	69–69
20.	RIG A[1,2]	70–70
21.	RIN 4[1,2]	71–71
22.	Defense language aptitude battery	72–74
23.	Blank	75–76
24.	SCN[1,2]	77–78
25.	Sending PPA[2]	79–80

Notes:

[1] Program generated.

[2] Control data are reported with all changes. report the data element item being changed and the necessary control data.

Table 22–28
PERSCOM input type transaction UG, record 1, officer current mailing address data, peacetime only

Line	Data element	Record positions
1.	Receiving PPA (blank and 0)[1]	01–02
2.	Name, individual	03–10
3.	Blank	11–18
4.	MPC	19–19
5.	SSN	20–28
6.	Street address	29–53
7.	Blank	54–55
8.	PUD	56–58
9.	DD	59–60
10.	Type transaction	61–62
11.	Transaction date (YYMMDD)	63–68
12.	RSC	69–69
13.	RIG A[1]	70–70
14.	RIN 4[1]	71–71
15.	Apartment number	72–75
16.	Record number 1	76–76
17.	SCN[1]	77–78
18.	Sending PPA[1]	79–80

Notes:

[1] Program generated.

Table 22–29
PERSCOM input type transaction UG, record 2, officer current mailing address data, peacetime only

Line	Data element	Record positions
1.	Receiving PPA (blank and 0)[1]	01–02
2.	Name, individual	03–10
3.	Blank	11–18
4.	MPC	19–19
5.	SSN	20–28
6.	City	29–45
7.	State	46–47
8.	ZIP code (positions 1 through 5)	48–52
9.	Blank	53–55
10.	PUD	56–58
11.	DD	59–60
12.	Type transaction	61–62
13.	Transaction date (YYMMDD)	63–68
14.	RSC	69–69
15.	RIG A[1]	70–70
16.	RIN 4[1]	71–71
17.	ZIP code (plus 4)	72–75
18.	Record number 2	76–76
19.	SCN[1]	77–78
20.	Sending PPA[1]	79–80

Notes:
[1] Program generated.

Table 22–30
PERSCOM input type transaction UH, officer miscellaneous data, wartime and peacetime

Line	Data element	Record positions
1.	Receiving PPA (blank and 0)[1,2]	01–02
2.	Name, individual[2]	03–10
3.	DOR (YYMMDD)	11–16
4.	Marital status	17–17
5.	Sex	18–18
6.	MPC[2]	19–19
7.	SSN[2]	20–28
8.	Service component	29–29
9.	Service agreement	30–30
10.	EGD	31–31
11.	Grade code	32–32
12.	Basic branch (commissioned officer)	33–34
13.	Control branch (commissioned officer) or management group (warrant officer)	35–36
14.	DEROS (YYMMDD)[3]	37–42
15.	DROS (YYMMDD)[3]	43–48
16.	ESA (YYMMDD)	49–54
17.	Enlistment education incentive	55–55
18.	PUD[2]	56–58
19.	DD[2]	59–60
20.	Type transaction[2]	61–62
21.	Transaction date[2]	63–68
22.	RSC[2]	69–69
23.	RIG A[1,2]	70–70
24.	RIN 4[1,2]	71–71
25.	Religious denomination	72–73
26.	Race or population group	74–74
27.	Procurement program number[4]	75–76
28.	SCN[1,2]	77–78

Table 22–30
PERSCOM input type transaction UH, officer miscellaneous data, wartime and peacetime—Continued

Line	Data element	Record positions
29.	Sending PPA[1,2]	79–80

Notes:

[1] Program generated.

[2] Control data are reported with all changes. report the data element being changed and the necessary control data.

[3] The DEROS data element applies when the individual is on a foreign service tour (AR 614–30). The DROS data element applies when the individual has returned to CONUS from a foreign service tour.

a. When the DEROS date does not apply, NA is required in the left–most positions of the data element (positions 37 and 38 or 43 and 44).

b. When the DEROS data element applies and instead of the actual year/month/day, 12–zone punches are required in positions 37 through 42 for any officer whose length for foreign service tour is indefinite.

c. When the DROS data element applies and instead of the actual year/month/day, NO is required in positions 43 and 44 when the officer has not served foreign service tour.

[4] PPNs are prescribed in AR 601–110.

Table 22–31
PERSCOM input type transaction UH, enlisted miscellaneous data, wartime and peacetime

Line	Data element	Record positions
1.	Receiving PPA (blank and 0)[1,2]	01–02
2.	Name, individual[2]	03–10
3.	AEA code[3]	11–11
4.	Eligibility for immediate enlistment or reenlistment[4]	12–13
5.	AEA termination year and month (YYMM)[3]	14–17
6.	EGD	18–18
7.	MPC[2]	19–19
8.	SSN[2]	20–28
9.	Date of last permanent change of station	29–34
10.	Physical category	35–35
11.	Service component	36–36
12.	Number of dependents[2]	37–38
13.	DEROS (YYMMDD)[5,6]	39–44
14.	DROS(YYMMDD)[5]	45–50
15.	Year and month authorized dependents arrived overseas (YYMM)[7]	51–54
16.	SEX	55–55
17.	PUD[2]	56–58
18.	DD[2]	59–60
19.	Type transaction[2]	61–62
20.	Transaction date (YYMMDD)[2]	63–68
21.	RSC[2]	69–69
22.	RIG B[1,2]	70–70
23.	RIN (B or K)[1,2]	71–71
24.	Citizenship status	72–72
25.	AFST and travel status[6]	73–73
26.	Race or population group	74–74
27.	Blank	75–76
28.	SCN[1,2]	77–78
29.	Sending PPA[1,2]	79–80

Notes:

[1] Program generated.

[2] Control data are reported with all changes. report the data element being changed and the necessary control data.

[3] AEA codes are prescribed by AR 614–200, chapter 2, section II.

a. AEA codes K and S are not reported to PERSCOM. (See table 21–7, change notice SB).

b. A specific year and month are required in positions 14 through 17 when AEA code R, T, U, V, or X is reported.

c. A specific year and month are required in positions 14 through 17 when AEA code A is reported for an individual who has submitted a request for retirement. Positions 14 through 17 are blank when AEA code A is reported for other individuals.

d. A specific year and month are required in positions 14 through 17 when AEA code L is reported for soldiers initially arriving at an installation. Positions 14 through 17 are blank when AEA code L is reported for other individuals.

[4] Data codes are prescribed in AR 680–29, paragraph 1–30.

[5] The DEROS data element applies when the individual is on a foreign service tour under AR 614–30. THE DROS data element applies when the individual has returned to CONUS from a foreign service tour. When the DEROS data element applies and instead of the actual year/month/day, 12–zone punches are required in positions 39 through 44 for an individual whose length of foreign service tour is indefinite.

[6] When either data element is reported, both must be reported in the same record, except DEROS is blank when Z is in position 73.

[7] When the data element is reported, AFST also must be reported in position 73 of the same record.

Table 22–32
PERSCOM input type transaction UJ, officer AFS or reserve promotion, peacetime only

Line	Data element	Record positions
1.	Receiving PPA (blank and 0)[1,2]	01–02
2.	Name, individual[2]	03–10
3.	AFS (MMM)	11–13
4.	AFCS (MMDD)	14–18
5.	MPC[2]	19–19
6.	SSN[2]	20–28
7.	Permanent grade (USAR or ARNG)	29–31
8.	Blank	32–42
9.	Permanent DOR (YYMMDD)	43–48
10.	Overseas assignment preference 1	49–50
11.	Overseas assignment preference 2	51–52
12.	Overseas assignment preference 3	53–54
13.	Blank	55–55
14.	PUD[2]	56–58
15.	DD[2]	59–60
16	Type transaction[2]	61–62
17.	Transaction date (YYMMDD)[2]	63–68
18.	RSC[2]	69–69
19.	RIG A[1,2]	70–70
20.	RIN (4 or M)[1,2]	71–71
21.	Blank	72–76
22.	SCN[1,2]	77–78
23.	Sending PPA[1,2]	79–80

Notes:

[1] Program generated.

[2] Control data are reported with all changes. report the data element being changed and the necessary control data.

Table 22–33
PERSCOM input type transaction UK, officer and enlisted accession to Active Army strength, supplemental record, and officer and Enlisted regimental affiliation or home base assignment, wartime and peacetime

Line	Data element	Record positions
1.	Receiving PPA (blank and 0)[1,2,3]	01–02
2.	Name, individual[3,4]	03–10
3.	Regimental affiliation	
	a. Regimental number	11–14
	b. Regimental branch	15–16
4.	Regimental home base	17–18
5.	MPC[3]	19–19
6.	SSN[3]	20–28
7.	Name[3,4]	29–55
8.	PUD[3]	56–58
9.	DD[3]	59–60
10.	Type transaction[3]	61–62
11.	Accession date (YYMMDD)[3]	63–68
12.	RSC[3]	69–69
13.	RIG A for officers, B for enlisted)[2,3]	70–70
14.	RIN (4 or M for officers, B or K for enlisted)[2,3]	71–71
15.	Blank	72–73
16.	Regimental affiliation assignment status	74–74
17.	Blank	75–76
18.	SCN[3]	77–78
19.	Sending PPA[2,3]	79–80

Notes:

[1] This record is sent to PERSCOM with any record having a type transaction in the G– or H–series (tables 22–6, 22–8, 22–7 and 22–10), except HH, H1, H3, H4, and H7.

[2] Program generated.

[3] Control data are reported with all changes. report the data being changed and the necessary control data.

[4] The portion of name in positions 3 through 10 duplicates positions 29 through 36. Positions 37 through 55 are used to continue the individual's name, when applicable, according to DOD standards.

Table 22–34
PERSCOM input type transaction UL, officer professional personnel data, peacetime only

Line	Data element	Record positions
1.	Receiving PPA (blank and 0)[1,2]	01–02
2.	Name, individual[2]	03–10
3.	Blank	11–12
4.	Year and month of original aviator rating (YYMM)	13–16
5.	Blank	17–18
6.	MPC[2]	19–19
7.	SSN[2]	20–28
8.	Blank	29–29
9.	Professional certification status[3]	30–30
10.	State of professional certification[3]	31–32
11.	Year of certification (YY)[3]	33–34
12.	State of bar examination[4]	35–36
13.	Year of bar examination[4]	37–38
14.	Branch of judge advocate[4]	39–40
15.	Type of change (State bar membership)	41–41
16.	Date of last permanent change of station (YYMMDD)	42–47
17.	Date of entry on active duty (YYMMDD)	48–53
18.	Home of record of entry on active duty	54–55
19.	PUD[2]	56–58
20.	DD[2]	59–60
21.	Type transaction[1,2]	61–62
22.	Transaction date (YYMMDD)[1,2]	63–68
23.	RSC[2]	69–69
24.	RIG A[1,2]	70–70
25.	RIN 4[1,2]	71–71
26.	Main civilian occupation	72–74
27.	Source of original appointment	75–75
28.	Type of original appointment	76–76
29.	SCN[1,2]	77–78
30.	Sending PPA[1,2]	79–80

Notes:

[1] Program generated.

[2] Control data are reported with all changes. report the data element being changed and the necessary control data.

[3] For data elements in positions 30 through 34, use type of change PCER in position 29.

[4] For data elements in positions 35 through 40, use the type of change SBAR in position 41.

Table 22–35
PERSCOM input type transaction UM, enlisted duty MOS data, peacetime only

Line	Data element	Record positions
1.	Receiving PPA (blank and 0)[1,2]	01–02
2.	Name, individual[2]	03–10
3.	Paragraph number authorized position	11–14
4.	Line number authorized position	15–17
5.	Blank	18–18
6.	MPC[2]	19–19
7.	SSN[2]	20–28
8.	Position requirement codes:	
	a. Duty MOS	29–33
	b. Duty ASI	34–35
9.	Position requirement code (language identifier)	36–37
10.	Blank	38–55
11.	PUD[2]	56–58
12.	DD[2]	59–60
13.	Type transaction[2]	61–62
14.	Transaction date (YYMMDD)[2]	63–68
15.	RSC[2]	69–69
16.	RIG B[1,2]	70–70
17.	RIN (B or K)[1,2]	71–71
18.	Blank	72–76
19.	SCN[1,2]	77–78

Table 22–35
PERSCOM input type transaction UM, enlisted duty MOS data, peacetime only—Continued

Line	Data element	Record positions
20.	Sending PPA[1,2]	79–80

Notes:
[1] Program generated.
[2] Control data are reported with all changes. report the data element being changed and the necessary control data.

Table 22–36
PERSCOM input type transaction UM, officer duty specialty data, peacetime only

Line	Data element	Record positions
1.	Receiving PPA (blank and 0)[1,2]	01–02
2.	Name, individual[2]	03–10
3.	Paragraph number authorized position	11–14
4.	Line number authorized position	15–17
5.	Blank	18–18
6.	MPC[2]	19–19
7.	SSN[2]	20–28
8.	Position requirement codes:	
	a. Commissioned officers:	
	(1) Principle position specialty	29–30
	(2) Skill identifier	31–31
	(3) Secondary position specialty	32–33
	(4) ASI	34–35
	b. Warrant officers:	
	(1) Duty MOS	29–33
	(2) ASI	34–35
9.	Position requirement code (language identifier)	36–37
10.	Blank	38–55
11.	PUD[2]	56–58
12.	DD[2]	59–60
13.	Type transaction[2]	61–62
14.	Transaction date (YYMMDD)[2]	63–68
15.	RSC[2]	69–69
16.	RIG A[1,2]	70–70
17.	RIN (4)[1,2]	71–71
18.	Blank	72–76
19.	SCN[1,2]	77–78
20.	Sending PPA[1,2]	79–80

Notes:
[1] Program generated.
[2] Control data are reported with all changes. report the data element being changed and the necessary control data.

Table 22–37
PERSCOM input type transaction UN, officer civilian education data, peacetime only

Line	Data element	Record positions
1.	Receiving PPA (blank and 0)[1,2]	01–02
2.	Name, individual[2]	03–10
3.	Type of change	11–11
4.	Officer civilian education level	12–12
5.	Civilian education institution	13–18
6.	MPC[2]	19–19
7.	SSN[2]	20–28
8.	Year completed civilian education (YY)	29–30
9.	Major subject of college education	31–33
10.	Civilian education degree	34–36
11.	Program source code	37–37
12.	Blank	38–55
13.	PUD[2]	56–58
14.	DD[2]	59–60
15.	Type transaction[2]	61–62
16.	Transaction date (YYMMDD)[2]	63–68
17.	RSC[2]	69–69

Table 22–37
PERSCOM input type transaction UN, officer civilian education data, peacetime only—Continued

Line	Data element	Record positions
18.	RIG A[1,2]	70–70
19.	RIN 4[1,2]	71–71
20.	Blank	72–76
21.	SCN[1,2]	77–78
22.	Sending PPA[1,2]	79–80

Notes:
[1] Program generated.
[2] Control data are reported with all changes. report the data element being changed and the necessary control data.

Table 22–38
PERSCOM input type transaction UR, record 1, officer previous assignment data, peacetime only

Line	Data element	Record positions
1.	Receiving PPA (blank and 0)[1]	01–02
2.	Name, individual	03–10
3.	Record number 1	11–11
4.	Type of change	12–12
5.	From date (YYMMDD)	13–18
6.	MPC	19–19
7.	SSN	20–28
8.	Blank	29–36
9.	United designation	37–55
10.	PUD	56–58
11.	DD	59–60
12.	Type transaction	61–62
13.	Transaction date (YYMMDD)	63–68
14.	RSC	69–69
15.	RIG A[1]	70–70
16.	RIN 4[1]	71–71
17.	Unit number	72–75
18.	Blank	76–76
19.	SCN[1]	77–80
20.	Sending PPA[1]	79–80

Notes:
[1] Program generated.

Table 22–39
PERSCOM input type transaction UR, record 2, officer previous assignment data, peacetime only

Line	Data element	Record positions
1.	Receiving PPA (blank and 0)[1]	01–02
2.	Name, individual	03–10
3.	Record number 2	11–11
4.	Type of change	12–12
5.	From date (YYMMDD)	13–18
6.	MPC	19–19
7.	SSN	20–28
8.	Station abbreviation[2]	29–37
9.	Location code[2]	38–40
10.	CAC[2]	41–42
11.	Duty position	43–51
12.	Blank	52–55
13.	PUD	56–58
14.	DD	59–60
15.	Type transaction	61–62
16.	Transaction date (YYMMDD)	63–68
17.	RSC	69–69
18.	RIG A[1]	70–70
19.	RIN 4[1]	71–71
20.	Blank	72–76
21.	SCN[1]	77–80

Table 22–39
PERSCOM input type transaction UR, record 2, officer previous assignment data, peacetime only—Continued

Line	Data element	Record positions
22.	Sending PPA[1]	79–80

Notes:
[1] Program generated.
[2] May be blank but at least one data element must be present in SIDPERS.

Table 22–40
PERSCOM input type transaction UR, record 3, officer previous assignment data, peacetime only

Line	Data element	Record positions
1.	Receiving PPA (blank and 0)[1]	01–02
2.	Name, individual	03–10
3.	Record number 3	11–11
4.	Type of change	12–12
5.	From date (YYMMDD)	13–18
6.	MPC	19–19
7.	SSN	20–28
8.	Duty title[2]	29–52
9.	Months served	53–54
10.	Blank	55–55
11.	PUD	56–58
12.	DD	59–60
13.	Type transaction	61–62
14.	Transaction date (YYMMDD)	63–68
15.	RSC	69–69
16.	RIG A[1]	70–70
17.	RIN 4[1]	71–71
18.	Blank	72–76
19.	SCN[1]	77–80
20.	Sending PPA[1]	79–80

Notes:
[1] Program generated.
[2] Data element is left justified with trailing blanks.

Table 22–41
PERSCOM input type transaction UT, officer previous grade data, peacetime only

Line	Data element	Record positions
1.	Receiving PPA (blank and 0)[1,2]	01–02
2.	Name, individual[2]	03–10
3.	Blank	11–12
4.	Previous grade indicator (permanent or temporary)	13–13
5.	Previous grade (permanent or temporary)	14–16
6.	Blank	17–18
7.	MPC[2]	19–19
8.	SSN[2]	20–28
9.	Previous DOR (permanent or temporary)(YYMMDD)	29–34
10.	Current grade (permanent)	
	a. Grade	35–37
	b. Code	38–38
11.	Current DOR (YYMMDD)	39–44
12.	BDAP (YYMMDD)	49–50
13.	Blank	51–55
14.	PUD[2]	56–58
15.	DD[2]	59–60
16.	Type transaction[2]	61–62
17.	Transaction date (YYMMDD)[2]	63–68
18.	RSC[2]	69–69
19.	RIG A[1,2]	70–70
20.	RIN 4[1,2]	71–71
21.	Blank	72–76
22.	SCN[1,2]	77–80

Table 22–41
PERSCOM input type transaction UT, officer previous grade data, peacetime only—Continued

Line	Data element	Record positions
23.	Sending PPA[1,2]	79–80

Notes:

[1] Program generated.

[2] Control data are reported with all changes. report the data element being changed and the necessary control data.

Table 22–42
PERSCOM input type transaction UU, officer and enlisted spouse, wartime and peacetime

Line	Data element	Record positions
1.	Receiving PPA (blank and 0)[1,2]	01–02
2.	Name, individual[2]	03–10
3.	Type of change	11–11
4.	DOD component of active duty spouse	12–12
5.	Blank	13–18
6.	MPC[2]	19–19
7.	SSN[2]	20–28
8.	MPC of active duty spouse	39–47
9.	SSN of spouse	48–51
10.	Change to SSN of spouse	39–47
11.	Year and month HIV screening test last administered	48–51
12.	Blank	52–55
13.	PUD	56–58
14.	DD2	59–60
15.	Type transaction[2]	61–62
16.	Transaction date (YYMMDD)[2]	63–68
17.	RSC[2]	69–69
18.	RIG (A for officers, B for enlisted)[1,2]	70–70
19.	RIN (4 or M for officers, B or K for enlisted)[1,2]	71–71
20.	Blank	72–76
21.	SCN[1,2]	77–80
22.	Sending PPA[1,2]	79–80

Notes:

[1] Program generated.

[2] Control data are reported with all changes. report the data element being changed and the necessary control data.

Table 22–43
PERSCOM input type transaction UV, officer awards and badge data, peacetime only

Line	Data element	Record positions
1.	Receiving PPA (blank and 0)[1,2]	01–02
2.	Name, individual[2]	03–10
3.	Blank	11–18
4.	MPC[2]	19–19
5.	SSN[2]	20–28
6.	Military decorations	29–32
7.	Nonmilitary decorations	33–34
8.	Combat and special skill badge	35–38
9.	Identification badge	39–40
10.	Foreign awards	41–42
11.	Campaign and service awards	43–46
12.	Unit awards	47–50
13.	Type of change	51–51
14.	Blank	52–55
15.	PUD[2]	56–58
16.	DD[2]	59–60
17.	Type transaction[2]	61–62
18.	Transaction date (YYMMDD)[2]	63–68
19.	RSC[2]	69–69
20.	RIG A[1,2]	70–70
21.	RIN 4	71–71
22.	Blank	72–76
23.	SCN[1,2]	77–80

Table 22–43
PERSCOM input type transaction UV, officer awards and badge data, peacetime only—Continued

Line	Data element	Record positions
24.	Sending PPA[1,2]	79–80

Notes:
[1] Program generated.
[2] Control data are reported with all changes. report the data element being changed and the necessary control data.

Table 22–44
PERSCOM input type transaction UW, officer and enlisted FLAG action data, peacetime only

Line	Data element	Record positions
1.	Receiving PPA (blank and 0)[1,2]	01–02
2.	Name, individual[2]	03–10
3.	Blank	11–18
4.	MPC[2]	19–19
5.	SSN[2]	20–28
6.	FLAG1	29–30
7.	FLAG2 date (YYMMDD)	31–36
8.	FLAG3	37–38
9.	FLAG4 date (YYMMDD)	39–44
10.	Blank	45–49
11.	Previous weight control program completion date (YYMMDD)	50–55
12.	PUD[2]	56–58
13.	DD[2]	59–60
14.	Type transaction[2]	61–62
15.	Transaction date (YYMMDD)[2]	63–68
16.	RSC[2]	69–69
17.	RIG (A for officers, B for enlisted)[1,2]	70–70
18.	RIN (4 or M for officers, B or K for enlisted)	71–71
19.	Blank	72–76
20.	SCN[1,2]	77–80
21.	Sending PPA[1,2]	79–80

Notes:
[1] Program generated.
[2] Control data are reported with all changes. report the data element being changed and the necessary control data.

Table 22–45
PERSCOM input type transaction VL, officer and enlisted legal name change, wartime and peacetime

Line	Data element	Record positions
1.	Receiving PPA (blank and 0)[1]	01–02
2.	Name (before change), individual	03–10
3.	Blank	11–18
4.	MPC	19–19
5.	SSN	20–28
6.	Name (after change)[2]	29–55
7.	PUD	56–58
8.	DD	59–60
9.	Type transaction	61–62
10.	Transaction date (YYMMDD)	63–68
11.	RSC[2]	69–69
12.	RIG (A for officers, B for enlisted)[1]	70–70
13.	RIN (4 for officers, B for enlisted)[1]	71–71
14.	Blank	72–76
15.	SCN[1]	77–80
16.	Sending PPA[1]	79–80

Notes:
[1] Program generated.
[2] To be reported according to the DOD standard that allows a maximum of 27 positions.

Table 22–46
PERSCOM input type transaction VV, officer and enlisted name or SSN change or correction, wartime and peacetime

Line	Data element	Record positions
1.	Receiving PPA (blank and 0)[1]	01–02
2.	Name (before change), individual	03–10
3.	Blank	11–18
4.	MPC	19–19
5.	SSN (before change)	20–28
6.	a. Name change:	
	(1) Name (after change)[2]	29–55
	b. SSN change:	
	(1) Blank	29–29
	(2) SSN (after change)[3]	30–38
	(3) Blank	39–55
7.	PUD	56–58
8.	DD	59–60
9.	Type transaction	61–62
10.	Transaction date (YYMMDD)	63–68
11.	RSC	69–69
12.	RIG (A for officers, B for enlisted)[1]	70–70
13.	RIN (4 or M for officers, B or K for enlisted)[1]	71–71
14.	Blank	72–76
15.	SCN[1,2]	77–78
16.	Sending PPA[1]	79–80

Notes:

[1] Program generated.

[2] To be reported according to the DOD standard that allows a maximum of 27 positions. PERSCOM rejects this transaction if it is changing any of the first six positions of the name and if the OMF or EMF VSSSN is B, R, or V.

[3] PERSCOM rejects this transaction if it is changing any SSN position and if the OMF or EMF VSSSN is B, R, or V.

Table 22–47
PERSCOM input type transaction W5, officer eligibility for additional pay, peacetime only

Line	Data element	Record positions
1.	Receiving PPA (blank and 0)[1,2]	01–02
2.	Name, individual[2]	03–10
3.	Blank	11–18
4.	MPC[2]	19–19
5.	SSN[2]	20–28
6.	Blank	29–31
7.	Grade code	32–32
8.	Blank	33–44
9.	Eligibility for additional pay	45–45
10.	Blank	46–55
11.	PUD[2]	56–58
12.	DD[2]	59–60
13.	Type transaction[2]	61–62
14.	Effective date (YYMMDD)[2]	63–68
15.	RSC[2]	69–69
16.	RIG (A)[1,2]	70–70
17.	RIN (4 or M)[1,2]	71–71
18.	Blank	72–76
19.	SCN[1,2]	77–78
20.	Sending PPA[1,2]	79–80

Notes:

[1] Program generated.

[2] Control data are reported with all changes. report the data element being changed and the necessary control data.

Table 22–48
PERSCOM input type transaction 1B and 1K, officer promotion and promotion revocation, wartime and peacetime

Line	Data element	Record positions
1.	Receiving PPA (blank and 0)[1,2]	01–02
2.	Name, individual	03–10
3.	Efective date of pay grade	11–16
4.	Blank	17–18
5.	MPC	19–19
6.	SSN	20–28
7.	Grade:	
	a. Abbreviation[3]	29–31
	b. Code[3]	32–32
8.	Blank	33–48
9.	DOR (YYMMDD)[4]	49–54
10.	Blank	55–55
11.	PUD	56–58
12.	DD	59–60
13.	Type transaction	61–62
14.	Effective date or DOR (YYMMDD)	63–68
15.	RSC	69–69
16.	RIG A[2]	70–70
17.	RIN 4[2]	71–71
18.	Blank	72–76
19.	SCN[2]	77–78
20.	Sending PPA[2]	79–80

Notes:

[1] Only promotions from 2LT to 1LT and W01 to CW2 are reported to PERSCOM

[2] Program generated.

[3] When actual type transaction is 1B, this is the grade to which the individual is promoted; when type transaction is 1K, this is the grade in which the individual is actually serving.

[4] a. When type transaction is 1B and this record is submitted to SIDPERS, DOR is in positions 49 through 54 and effective date of promotion is in positions 63 through 68.

b. When type transaction is 1K, the date in positions 63 through 68 must equal the date of the previously reported erroneous transaction.

Table 22–49
PERSCOM input type transaction 1X, enlisted change correction to grade, PMOS code, ASI, SDAP, DOR, and eligibility for additional pay, wartime and peacetime

Line	Data element	Record positions
1.	Receiving PPA (blank and 0)[1,2]	01–02
2.	Name, individual[2]	03–10
3.	Efective date of pay grade	11–16
4.	Blank	17–18
5.	MPC[2]	19–19
6.	SSN[2]	20–28
7.	Grade:	
	a. Abbreviation[3]	29–31
	b. Code[3]	32–32
8.	SDAP	33–33
9.	Blank	34–34
10.	ASI	35–36
11.	Blank	37–42
12.	How–acquired code for grade or DOR identifier[4]	43–43
13.	Blank	44–44
14.	Eligibility for additional pay	45–45
15.	Blank	46–48
16.	DOR (YYMMDD)	49–54
17.	Blank	55–55
18.	PUD[2]	56–58
19.	DD[2]	59–60
20.	Type transaction[2]	61–62
21.	Effective date or DOR(YYMMDD)[2]	63–68
22.	RSC[2]	69–69
23.	RIG B[1,2]	70–70
24.	RIN (B or K)[1,2]	71–71
25.	Primary MOS code[5]	72–76
26.	SCN[1,2]	77–78

Table 22–49
PERSCOM input type transaction 1X, enlisted change correction to grade, PMOS code, ASI, SDAP, DOR, and eligibility for additional pay, wartime and peacetime—Continued

Line	Data element	Record positions
27.	Sending PPA[1,2]	79–80

Notes:

[1] Program generated.

[2] Control data are reported with all changes. report the data element being changed and the necessary control data.

[3] a. Promotion to E7, E8, or E9 is not reported to PERSCOM. (See table 21–11, change notice 1X.) Grade titles are submitted.
b. Reduction to any pay grade is reported to PERSCOM.
c. Any change in grade abbreviation or code, without a change in the individual's pay grade, is reported to PERSCOM.

[4] How–acquired codes for grade are in AR 680–29, paragraph 1–40. R applies when this record is reporting a DOR change or correction.

[5] Award or withdrawal of primary MOS code 00Z50 (command sergeant major) is not reported to PERSCOM. (See table 21–11, change notice 1X.)

Table 22–50
PERSCOM input type transactions 2A, 2C, 2D, 2E, 2F, 2G, 2H, 2J, 2L, 2M, 2P, 2Q, 2R, 2S, 2T, and 21, officer and enlisted AWOL, AWOL return, confined, ASNJ status change, and AWOL or AWOL return revocation, wartime and peacetime

Line	Data element	Record positions
1.	Receiving PPA (blank and 0)[1]	01–02
2.	Name, individual	03–10
3.	Blank	11–18
4.	MPC	19–19
5.	SSN	20–28
6.	Blank	29–55
7.	PUD	56–58
8.	DD	59–60
9.	Type transaction	61–62
10.	Effective date (YYMMDD)[2]	63–68
11.	RSC	69–69
12.	RIG (A for officers, B for enlisted)[1]	70–70
13.	RIN (4 or M for officers, B or K for enlisted)[1]	71–71
14.	Blank	72–76
15.	SCN[1]	77–78
16.	Sending PPA[1]	79–80

Notes:

[1] Program generated.

[2] When the type transaction is 2E, 2F, 2J, 2L, 2P, or 2Q, this date must equal the date of the previously reported erroneous transaction.

Table 22–51
PERSCOM input type transaction 3B, enlisted ETS or DSEP code change (other than reasons authorized by type of transactions 3F, 3G, 3H, H1, H3, H4, and H7), peacetime only

Line	Data element	Record positions
1.	Receiving PPA (blank and 0)[1,2,3]	01–02
2.	Name, individual[3]	03–10
3.	Blank[3]	11–18
4.	MPC[3]	19–19
5.	SSN[3]	20–28
6.	Blank	29–36
7.	DSEP code[4]	37–37
8.	Blank	38–48
9.	ETS (YYMMDD)	49–54
10.	Blank	55–55
11.	PUD[3]	56–58
12.	DD[3]	59–60
13.	Type transaction[3]	61–62
14.	Transaction date (YYMMDD)[3]	63–68
15.	RSC[3]	69–69
16.	RIG B[2,3]	70–70
17.	RIN (B or K)[2,3]	71–71
18.	Blank	72–76
19.	SCN[2,3]	77–78

Table 22–51
PERSCOM input type transaction 3B, enlisted ETS or DSEP code change (other than reasons authorized by type of transactions 3F, 3G, 3H, H1, H3, H4, and H7), peacetime only—Continued

Line	Data element	Record positions
20.	Sending PPA[2,3]	79–80

Notes:

[1] This record is not used to change the ETS because of immediate enlistment, extension of Regular Army enlistment, or extension of service duty in USAR or ARNG status (AR 601–280).

[2] Program generated.

[3] Control data are reported with all changes. report the data element being changed and the necessary control data.

[4] This data element is reported when the individual will remain on active duty beyond the ETS (for example, confinement, medical, administrative, or suspension of favorable personnel action). When the DSEP is reported, the ETS also must be reported in the same report.

Table 22–52
PERSCOM input type transactions 3F, 3G, and 3H, extension of Regular Army enlistment, extension of active army duty in USAR or ARNG status, or revocation of extension of Regular Army enlistment or active duty, peacetime only

Line	Data element	Record positions
1.	Receiving PPA (blank and 0)[1,2]	01–02
2.	Name, individual[2]	03–10
3.	Blank	11–18
4.	MPC[2]	19–19
5.	SSN[2]	20–28
6.	Blank	29–43
7.	Number of months that active duty is extended[3]	44–45
8.	Blank	46–48
9.	ETS (YYMMDD)	49–54
10.	Blank	55–55
11.	PUD[2]	56–58
12.	DD[2]	59–60
13.	Type transaction[2]	61–62
14.	Transaction date (YYMMDD)[2,4]	63–68
15.	RSC[2]	69–69
16.	RIG B[1,2]	70–70
17.	RIN (B or K)[1,2]	71–71
18.	Blank	72–76
19.	SCN[1,2]	77–78
20.	Sending PPA[1,2]	79–80

Notes:

[1] Program generated.

[2] Control data are reported with all changes. report the data element being changed and the necessary control data.

[3] The number is right justified, and the data element is filled with a leading zero when applicable.

[4] When type transaction is 3H, this date must equal the date of the previously reported erroneous transaction.

Table 22–53
PERSCOM input type transactions 34, enlisted secondary MOS code and promotion or progression MOS code, peacetime only

Line	Data element	Record positions
1.	Receiving PPA (blank and 0)[1,2]	01–02
2.	Name, individual[2]	03–10
3.	Year and month of current promotion points (YYMM)	11–14
4.	Promotion points, current (numeric)	15–17
5.	Blank	18–18
6.	MPC[2]	19–19
7.	SSN[2]	20–28
8.	Blank	29–29
9.	Year and month of previous promotion points (YYMM)	30–33
10.	Promotion points (numeric)	34–36
11.	Blank	37–40
12.	Secondary MOS code[3]	41–45
13.	Promotion or progression MOS[4]	46–49
14.	Promotion MOS indicator P or B	50–50
15.	Secondary ASI	51–52
16.	Blank	53–55
17.	PUD[2]	56–58

Table 22–53
PERSCOM input type transactions 34, enlisted secondary MOS code and promotion or progression MOS code, peacetime only—Continued

Line	Data element	Record positions
18.	DD[2]	59–60
19.	Type transaction[2]	61–62
20.	Transaction date (YYMMDD)[2]	63–68
21.	RSC[2]	69–69
22.	RIG (B)[1,2]	70–70
23.	RIN (B or K)[1,2]	71–71
24.	Blank	72–76
25.	SCN[1,2]	77–78
26.	Sending PPA[1,2]	79–80

Notes:

[1] Program generated.

[2] Control data are reported with all changes. report the data element being changed and the necessary control data.

[3] a. Award or withdrawal of secondary MOS 00Z5 (command sergeant major) is not reported to PERSCOM.

b. The data element is not filled with zeros when secondary MOS code 00Z5 is withdrawn without the award of another secondary MOS code.

[4] a. Promotion or progression MOS code.

(1)Promotion MOS code for E7, E8, or E9 is not reported to PERSCOM.

(2)Progression MOS code for all grades other than E9 is reported to PERSCOM.

b. When an individual is removed from the promotion list for a reason other than promotion, zeros are required in positions 46 and 47 and OR is required in positions 48 and 49.

Table 22–54
PERSCOM input type transaction 42, officer and enlisted relieved from attached, wartime and peacetime

Line	Data element	Record positions
1.	Receiving PPA (blank and 0)	01–02
2.	Name, individual	03–10
3.	Blank	11–18
4.	MPC	19–19
5.	SSN	20–28
6.	Grade:	
	a. Abbreviation	29–31
	b. Code	32–32
7.	Blank	33–55
8.	PUD (losing)	56–58
9.	DD (losing)	59–60
10.	Type transaction	61–62
11.	Departure date (YYMMDD) (effective date relieved from attached)	63–68
12.	RSC[1]	69–69
13.	RIG (A for officers, B for enlisted)[1]	70–70
14.	RIN (4 or M for officers, B or K for enlisted)	71–71
15.	Blank	72–76
16.	SCN[1]	77–78
17.	Sending PPA[1]	79–80

Notes:

[1] Program generated.

Table 22–55
PERSCOM input type transaction 44, officer and enlisted attachment as an individual, wartime and peacetime

Line	Data element	Record positions
1.	Receiving PPA (blank and 0)[1]	01–02
2.	Name, individual	03–10
3.	Blank	11–18
4.	MPC	19–19
5.	SSN	20–28
6.	Grade:	
	a. Abbreviation	29–31
	b. Code	32–32
7.	Control specialty (commissioned officer) or management group (warrant officer)	33–35
8.	PSSI and ASI1 or primary MOS for warrant officer only	35–39
9.	Alternate specialty skill identifier and ASI3 or control MOS for warrant officer	40–44

Table 22–55
PERSCOM input type transaction 44, officer and enlisted attachment as an individual, wartime and peacetime—Continued

Line	Data element	Record positions
10.	Blank	45–55
11.	PUD (gaining unit)	56–58
12.	DD (gaining unit)	59–60
13.	Type transaction	61–62
14.	Arrival date (YYMMDD) (effective date of attachment)	63–68
15.	RSC[1]	69–69
16.	RIG (A for officers, B for enlisted)[1]	70–70
17.	RIN (4 or M for officers, B or K for enlisted)[1]	71–71
18.	Blank	72–76
19.	SCN[1]	77–78
20.	Sending PPA[1]	79–80

Notes:
[1] Program generated.

Table 22–56
PERSCOM input type transaction 45, officer and enlisted reassignment departure, wartime and peacetime

Line	Data element	Record positions
1.	Receiving PPA (blank and 0)[1]	01–02
2.	Name, individual	03–10
3.	Intrapermanent change of station processing indicator	11–11
4.	Blank	12–17
5.	Type of reassignment[2]	18–18
6.	MPC	19–19
7.	SSN	20–28
8.	Grade:	
	a. Abbreviation	29–31
	b. Code	32–32
9.	PUD (gaining)	33–35
10.	DD (gaining)[3]	36–37
11.	PPA (gaining)	38–39
12.	PUD (ultimate gaining)[4]	40–42
13.	DD (ultimate gaining)[4]	43–44
14.	PPA (ultimate gaining)[3,4]	45–46
15.	MDC[5]	47–48
16.	reporting date (YYMMDD)	49–54
17.	Blank	55–55
18.	PUD (losing)	56–58
19.	DD (losing)	59–60
20.	Type transaction	61–62
21.	Departure date (YYMMDD)[6]	63–68
22.	RSC	69–69
23.	RIG (A for officers, B for enlisted)[1]	70–70
24.	RIN (4 or M for officers, B for enlisted)[1,7]	71–71
25.	Number of days temporary duty authorized[1]	72–74
26.	Number of days leave authorized[8]	75–76
27.	SCN[1]	77–78
28.	Sending PPA[1]	79–80

Notes:
[1] Program generated.
[2] Applicable codes are as follows:
a. 1 for reassignment between overseas commands or between CONUS and overseas commands.
b. 2 for reassignment within overseas commands or within CONUS.
[3] Required only when available
[4] Applicable to enlisted personnel only.
[5] MDCs are prescribed by AR 310–10; however, only the first two characters are reported.
[6] When correcting a previously reported departure transaction, this date must equal the date of the previous transaction.
[7] 4 for officers and B for enlisted personnel, except that M applies when correcting a previously reported officer departure transaction.
[8] When temporary duty or leave is not authorized, data elements are filled with zeros. The number of days is right justified, and the data element is filled with leading zeros when applicable.

Table 22–57
PERSCOM input type transaction 46, officer and enlisted reassignment departure revocation, wartime and peacetime

Line	Data element	Record positions
1.	Receiving PPA (blank and 0)[1]	01–02
2.	Name, individual	03–10
3.	Blank	11–18
4.	MPC	19–19
5.	SSN	20–28
6.	Grade:	
	a. Abbreviation	29–31
	b. Code	32–32
7.	Blank	33–46
8.	MDC[2]	47–48
9.	reporting date (YYMMDD)[3]	49–54
10.	Blank	55–55
11.	PUD[3]	56–58
12.	DD[4]	59–60
13.	Type transaction	61–62
14.	Departure date (YYMMDD)[3]	63–68
15.	RSC	69–69
16.	RIG (A for officers, B for enlisted)[1]	70–70
17.	RIN (4 or M for officers, B or K for enlisted)[1]	71–71
18.	PUD (losing unit)[5]	72–74
19.	DD (losing unit)[5]	75–76
20.	SCN	77–78
21.	Sending PPA[1]	79–80

Notes:

[1] Program generated.

[2] MDCs are prescribed by AR 310–10; however, only the first two characters are reported.

[3] These dates must equal dates in the same positions of the previously reported departure transaction.

[4] Data element applies to the losing unit that was identified in positions 56 through 60 of the previously reported departure type transaction 45.

[5] Potential gaining UPC reflected in the previously submitted departure type transaction 45.

Table 22–58
PERSCOM input type transaction 47, officer and enlisted reassignment arrival as an individual, wartime and peacetime

Line	Data element	Record positions
1.	Receiving PPA (blank and 0)[1]	01–02
2.	Name, individual1y	03–10
3.	Blank[1]	11–17
4.	Permanent change in duty assignment (officer only)[2]	18–18
5.	MPC	19–19
6.	SSN	20–28
7.	Grade:	
	a. Abbreviation	29–31
	b. Code	32–32
8.	Control specialty (commissioned officers) or management group (warrant officers)	33–34
9.	Primary specialty skill identifier and ASI1 or primary MOS for warrant officer only[3]	35–39
10.	Alternate specialty skill identifier and ASI3 or control MOS for warrant officer	40–44
11.	Eligibility for additional pay[2]	45–45
12.	Blank[4]	46–46
13.	Replacement activity indicator[4]	47–47
14.	CONUS to overseas indicator[4]	48–48
15.	reporting date (YYMMDD)	59–54
16.	TDR (required)[5]	55–55
17.	PUD (gaining unit)	56–58
18.	DD (gaining unit)	59–60
19.	Type transaction	61–62
20.	Arrival date (YYMMDD)	63–68
21.	RSC[2]	69–69
22.	RIG (A for officers, D for enlisted)[1]	70–70
23.	RIN (4 or M for officers, B or K for enlisted)[1]	71–71
24.	PUD (losing unit)	72–74
25.	DD (losing unit)	75–76
26.	SCN[1]	77–78

Table 22–58
PERSCOM input type transaction 47, officer and enlisted reassignment arrival as an individual, wartime and peacetime—Continued

Line	Data element	Record positions
27.	Sending PPA[1]	79–80

Notes:

[1] Program generated.

[2] a. Except for a pass record, data are computer generated with I in position 45 to indicate that eligibility for additional pay on the OMF is invalid.

b. Manual preparation of a pass record requires 1 in position 18 when the officer arrives from a unit outside the SIDPERS activity or is joined from ASNJ. In other cases, a 0 is required in position 18.

[3] Data element applies to commissioned officers and warrant officers only.

[4] a. Replacement activity indicator applies to enlisted personnel only and is computer generated with F in position 47 when the SOMF identifies the unit as a replacement activity.

b. CONUS to overseas indicator applies to officer and enlisted personnel.

(1) Except for a pass record, data are computer generated with 1 in position 48 when the individual is reassigned from CONUS to an overseas command; otherwise, the data element remains blank.

(2) Manual preparation of a pass record requires 1 or blank field under the conditions cited in note 3 above.

[5] L indicates that SIDPERS processed the arrival without the TDR being resident on the SPF. When the arrival is processed by PERSCOM, a TDR FID L is generated and transmitted to the PPA that submitted the arrival. The FID L provides the miscellaneous data to fill blanks on the SPF.

Table 22–59
PERSCOM input type transactions 9Z, officer revocation of USAR or ARNG appointment (previously reported under type transaction 90) or change or correction to previously reported service component, wartime and peacetime

Line	Data element	Record positions
1.	Receiving PPA (blank and 0)[1,2]	01–02
2.	Name, individual[2]	03–10
3.	Blank	11–18
4.	MPC[2]	19–19
5.	SSN[2]	20–28
6.	Blank	29–31
7.	Grade code	32–32
8.	Blank	33–35
9.	Service component[3]	36–36
10.	Blank	37–55
11.	PUD[2]	56–58
12.	DD[2]	59–60
13.	Type transaction[2]	61–62
14.	Transaction date (YYMMDD)[2,4]	63–68
15.	RSC[2]	69–69
16.	RIG A[1,2]	70–70
17.	RIN 4[1,2]	71–71
18.	Blank	72–76
19.	SCN[1,2]	77–78
20.	Sending PPA[1,2]	79–80

Notes:

[1] Program generated.

[2] Control data are reported with all changes. report the data element being changed and the necessary control data.

[3] Type transaction 9Z cannot be used to change the service component to R (Regular Army). To change or correct service component R, the field must send a memorandum to DA to request correction.

[4] When reporting an appointment revocation, this date must equal the date of the previously reported appointment transaction.

Table 22–60
PERSCOM input type transactions 90, officer acceptance of USAR or ARNG appointment while on active duty in ARNG status or acceptance of USAR appointment while on active duty in ARNG status, wartime and peacetime

Line	Data element	Record positions
1.	Receiving PPA (blank and 0)[1,2]	01–02
2.	Name, individual[2]	03–10
3.	Blank	11–18
4.	MPC[2]	19–19
5.	SSN[2]	20–28
6.	Blank	29–31
7.	Grade code	32–32
8.	Permanent grade abbreviation	33–35
9.	Service component	36–36
10.	Blank	37–55
11.	PUD[2]	56–58
12.	DD[2]	59–60
13.	Type transaction[2]	61–62
14.	Transaction date (YYMMDD)[2]	63–68
15.	RSC[2]	69–69
16.	RIG A[1,2]	70–70
17.	RIN (4 or M)[1,2]	71–71
18.	Blank	72–76
19.	SCN[1,2]	77–78
20.	Sending PPA[1,2]	79–80

Notes:
[1] Program generated.
[2] Control data are reported with all changes. report the data element being changed and the necessary control data.

Chapter 23
Miscellaneous Type Transactions

23–1. Scope
This chapter describes miscellaneous type transactions for data exchanges between PERSCOM and SIDPERS that are not described in previous chapters.

23–2. Record format index
Table 23–1 is an index to miscellaneous type transaction record formats. The actual record formats are contained in tables 23–2 through 23–17. Type transactions are defined in AR 680–29, chapter 4.

23–3. Errors common to U.S. Total Army Personnel Command miscellaneous type transactions
Three essential errors are possible. Error mnemonics xUNM, xMPC, and xNME may be assigned when PERSCOM miscellaneous type transactions are entered in SIDPERS. These errors and their resolutions are discussed in *a* through *c* below.

a. If miscellaneous type transactions appear on the AAC–P01 report as an unprocessed transaction with error mnemonic xUNM, compare the SSN in the notice with the latest alpha roster to determine if a similar SSN is present on the SPF. This error does not generate an SPF compatibility printline; thus, no error control number is assigned.

(1) If a similar SSN is present on the SPF and if the name matches, change the incoming type transaction to agree with the SSN on the SPF, and resubmit the transaction. In addition, check for a SSN change transaction that may have processed on the SPF but was not received at PERSCOM before the data exchange.

(2) If no similar SSN is located, disregard the transaction. Annotate the AAC–P01 report to show all actions taken.

b. If miscellaneous type transactions appear on the AAC–P01 report as an unprocessed transaction with error mnemonic xMPC, contact the Personnel Service Company to determine the correct MPC. (This error mnemonic will generate a compatibility printline.)

(1) If the SPF MPC is correct, but the OMF or EMF is incorrect, it is necessary to correct the OMF or EMF. Submit type transaction NB to separate the individual from the OMF or EMF. Submit type transaction HU to access the individual to the OMF or EMF in the correct MPC. The Personnel Service Company will provide the information needed to complete these transactions (DD Form 4/1 or 4/2 or order to active duty).

(2) However, if the SPF is incorrect, it is necessary to correct the SPF. Submit an INQY transaction to produce DA Form 2. After DA Form 2 is generated, submit an ADMD transaction to remove the individual from the SPF. In the next SIDPERS cycle, submit an ADMA transaction, using the information provided on DA Form 2. This transaction will add the individual to the SPF in the correct MPC.

c. If miscellaneous type transactions appear on the AAC–P01 report as an unprocessed transaction with error mnemonic xNME, determine if a NAME or LNAM transaction processed recently.

(1) If a name change transaction processed recently, error mnemonic xNME may indicate that the name change transaction was processed incorrectly or was rejected at PERSCOM. If the name on the EMF or OMF is incorrect, submit type transaction VV or VL. The type transaction to correct the name depends on the purpose of the original name change. Type transaction VV or VL will correct the EMF or OMF to agree with the name on the SPF. Change the name on the miscellaneous type transaction to agree with the SPF and resubmit.

(2) If a name change transaction did not process recently, have the Personnel Service Company check DD Form 4 to determine the correct name. If the name on DD Form 4 does not agree with the SPF record, submit a NAME or LNAM transaction to correct the discrepancy. Resubmit the miscellaneous type transaction after the SIDPERS transaction processes.

23–4. Central Transient Accounting System inquiries and responses

a. The CTAS is an integral part of the automated PERSINS and is operated by PERSCOM. The CTAS is designed to improve personnel accounting, to identify unit strength, and to reduce and simplify administrative requirements in personnel accounting at the unit level. An individual is dropped from the losing unit strength on the actual date of reassignment departure. The individual is not chargeable to the gaining unit strength until the prescribed reporting date or actual arrival date, whichever is earlier. In the interim, strength accountability for the soldier is assumed by PERSCOM through the CTAS.

b. The CTAS file is updated by transactions that are generated as byproducts of OMF or EMF updates. When an individual's reassignment departure transaction is processed, the record for the CTAS file is generated. When the individual's reassignment arrival, departure revocation, or loss to Active Army strength transaction is processed, the CTAS file is deleted. When the prescribed date has been exceeded for a record on file, a CTAS inquiry is generated for response by the receiving SIDPERS PPA; however, the suspense period is extended when an assigned-not-joined individual is reported later as AWOL, hospitalized, or missing (input type transaction 2A, 2H, or 2M). In some cases, the CTAS receives a reassignment arrival transaction before the departure transaction because of late reporting or because an error condition caused rejection of the departure transaction. In such cases, the CTAS inquiry is keyed to the arrival transaction.

c. The CTAS inquiry record format (type transaction CT) is shown in table 23–2. Table 23–3 lists the types of inquiry codes and their meanings. The inquiry code is located in position 54 of type transaction CT inquiry.

d. The CTAS response record format (type transaction CT) is shown in table 23–4. Table 23–5 lists the types of response codes and their meanings. The response code is located in position 53 of type transaction CT response.

23–5. Data reconciliation records (monthly audit records 1 and 2)

a. SIDPERS produces MA records after the databases are updated by final cycles for February, April, June, August, October, and December. PERSCOM requires 2 80-position records per individual for reconciliation against corresponding data elements on the OMF or EMF.

b. The formats of records produced by SIDPERS activities are shown in tables 23–6 through 23–9.

c. SIDPERS activities transmit MA records to PERSCOM with final cycle outputs for February, April, June, August, October, and December. Applicable codes for AUTODIN transmission of MA records are described (1) through (5) below.

(1) The CIC is ADHC.

(2) The RCS is DI–ROE.

(3) The RIG is H.

(4) The RIN is C.

(5) The SCN is B9 for February, D9 for April, F9 for June, H9 for August, J9 for October, and L9 for December.

23–6. Enlisted master file inquiry to SIDPERS personnel file (type transaction SA)

The SA inquiry is sent to the local SIDPERS activity by PERSCOM as an inquiry against the SPF to identify PMOS, duty MOS, DROS, DEROS, or ETS data. The SA inquiry is generated at the end of each month except in March and September. The record format for the SA inquiry transaction is shown in table 23–10. The situations described in *a* through *d* can occur.

a. If the SA inquiry appears on the AAC–P01 report as a processed transaction without any error mnemonics, no action is required.

b. If the SA inquiry appears on the AAC–P01 report as an unprocessed transaction with error mnemonic xUNM, see paragraph 23–3a for error resolution instructions.

c. If the SA inquiry appears on the AAC–P01 report as an unprocessed transaction with error mnemonic xNME, see paragraph 23–3c for error resolution instructions.

d. If the SA inquiry appears on the AAC–P01 report as an unprocessed transaction with error mnemonic xMPC, contact the Personnel Service Company to determine the correct MPC, and correct the SA inquiry. (The MPC must be

E.) Resubmit the corrected SA inquiry in the next SIDPERS cycle. Annotate the AAC–P01 report to show all actions taken.

23–7. Officer or enlisted strength inquiry (type transaction SS)

The SS inquiry is sent to the local SIDPERS activity by PERSCOM. The inquiry is directed at the SPF because of questionable strength status or lack of input transactions processed within a specific period or on an annual basis. The record format for the SS inquiry transaction is shown in table 23–11. Proceed as described in *a* through *d* below.

a. If the SS inquiry appears on the AAC–P01 report as a locally processed transaction with no error mnemonics, no action is required.

b. If the SS inquiry appears on the AAC–P01 report as an unprocessed transaction with error mnemonic xUNM, see paragraph 23–3a for error resolution instructions. Annotate the AAC–P01 report to show all actions taken.

c. If the SS inquiry appears on the AAC–P01 report as an unprocessed transaction with error mnemonic xNME, see paragraph 23–3c for error resolution instructions. Annotate the AAC–P01 report to show all actions taken.

d. If the SS inquiry appears on the AAC–P01 report as an unprocessed transaction with error mnemonic xMPC, contact the Personnel Service Company to determine the correct MPC. Make necessary corrections on the inquiry or the SPF record, and resubmit the SS inquiry. Annotate the AAC–P01 report to show all actions taken.

23–8. SIDPERS response to enlisted master file personnel type inquiry (type transaction UA)

The UA response is generated by the computer when a PERSCOM EMF personnel type inquiry SA has been received and processed. The UA response record format is shown in table 23–12. No action is required other than verifying the transmission on the AAC–P17 report.

23–9. SIDPERS response to officer and enlisted master file strength type inquiry (type transaction US)

The US response is generated by the computer when a PERSCOM OMF or EMF strength type inquiry SS has been received and processed. The US response record format is shown in tables 23–13 and 23–14. No action is required other than verifying the transmission on the AAC–P17 report.

23–10. Officer and enlisted master file inquiry (type transaction 40)

a. Manual inquiry transaction. The manual inquiry transaction is generated because an INQY transaction was prepared locally. It can be identified if CTSP, REGT, SQTS, PPA code/VR, or PPA code/originator code is displayed in positions 50 through 53 of type transaction 40.

(1) SIDPERS submits this record to PERSCOM with other cycle output when an extract of OMF or EMF data is needed for research, data verification, or database reconciliation. The 40 inquiry record format is shown in table 23–15. When the 40 inquiry is received at PERSCOM, information is extracted from the OMF or EMF, and a transaction is generated to respond to the SIDPERS inquiry.

(2) Specific information may be extracted, depending on the voucher number entered in positions 50 through 53. These voucher numbers are defined in *c* below.

b. Automatic reconciliation inquiry transaction. The automatic reconciliation inquiry transaction is generated as part of the SIDPERS automatic monthly processing to verify VSSN codes other than B, R, or V. This inquiry can be identified by VSSN in positions 50 through 53 of type transaction 40.

c. Voucher numbers. The voucher number indicated in position 50 through 53 of type transaction 40 will extract specific data from the OMF or EMF. These voucher numbers are discussed in (1) through (6) below.

(1) *CTSP.* Voucher number CTSP indicates that the SPF is missing commissioned officer control specialty, PSSI, alternate SSI, ASI1, or ASI3; or the SPF does not match the data on the OMF; or data resident on the OMF are desired. When processed at PERSCOM, change notice 5C is generated. This transaction will contain the requested data and be transmitted to the requesting activity.

(2) *VSSN.* Voucher number VSSN indicates that the inquiry is computer generated at month end because the VSSN on the SPF is other than B, R, or V, and verification of the OMF or EMF VSSN is needed.

(3) *REGT.* Voucher number REGT indicates that the inquiry pertains to regimental affiliation data. Type transaction 5D is generated for officers, and type transaction SB is generated for enlisted personnel.

(4) *SQTS.* Voucher number SQTS indicates that the inquiry pertains to an enlisted member's SQT data. Type transaction S9 is generated for SIDPERS.

(5) *PPA code/VR.* Voucher number PPA code/VR indicates that the data on the SPF are questionable. This transaction reflects the data contained on the SPF and is prepared as a pass record. When processed at PERSCOM, a report is generated for the applicable career manager to verify the data. If the data on the SPF are incorrect, change notice 5C with correct data is transmitted to SIDPERS. If the data on the SPF are considered correct, there is no response. In this case, correspondence should be initiated to the appropriate career manager.

(6) *PPA/originator code.* Voucher number PPA/originator code indicates that inquiries for other data have an

applicable PPA code (AR 680–29, para 2–10b) in positions 50 and 51, and positions 52 and 53 identify the inquiry originator according to locally assigned codes.

23–11. Officer and enlisted response (type transaction 41)

Type transaction 41 is the response to the OMF or EMF inquiry (type transaction 40). The officer and enlisted formats for type transaction 41 are shown in tables 23–16 and 23–17.

a. OMF inquiry. The officer type transaction 41 responds to a type transaction 40 inquiry that matches the OMF name, SSN, and MPC. If these data elements do not match at PERSCOM, error notice AE-3, AE-7, AE-8, or 5G-2 is sent to the local SIDPERS. In addition, change notice 5C is sent to correct the local database when a match is not completed on a commissioned officer control specialty, PSSI, alternate SSI, ASI1, or ASI3.

b. EMF inquiry. The enlisted type transaction 41 responds to a type transaction 40 inquiry that matches the EMF name, SSN, and MPC. When these data elements do not match at PERSCOM, error notice AE-7, AE-8, or 5G-2 is sent to the local SIDPERS.

c. report display. The incoming 41 response is displayed on the AAC–P47 report whether the matching SPF record is currently on the database or not.

d. Analyst duties. The PAS data analyst receives all incoming type transactions 41. These transactions reflect the current data from the OMF and EMF at PERSCOM. This data can be used as the basis for submitting transactions to update the SPF and for generating pass record transactions to update the appropriate file at PERSCOM. The PAS analyst coordinates closely with personnel who input type transactions 40. The analyst informs the Personnel Service Company that type transactions 41 have processed.

Table 23–1
Index to miscellaneous record formats

Type transaction	Format title	Table
CT	PERSCOM output, officer and enlisted CTAS inquiry (peacetime only)	23-2
CT	PERSCOM input, officer and enlisted response to CTAS inquiry (peacetime only)	23-4
MA	PERSCOM input, officer data reconciliation record produced by SIDPERS (peacetime only)	23-6 and 23-7
MA	PERSCOM input, enlisted data reconciliation record produced by SIDPERS (peacetime only)	23-8 and 23-9
SA	PERSCOM output, EMF inquiry to SPF (peacetime only)	23-10
SS	PERSCOM output, officer and enlisted strength inquiry (peacetime only)	23-11
UA	PERSCOM input, enlisted response to EMF inquiry to SPF (type transaction SA) (peacetime only)	23-12
US	PERSCOM input, officer response to strength inquiry (type transaction SS) (peacetime only)	23-13
US	PERSCOM input, enlisted response to strength inquiry (type transaction SS) (peacetime only)	23-14
40	PERSCOM input, OMF and EMF inquiry (wartime and peacetime)	23-15
41	PERSCOM output, officer response to OMF inquiry (type transaction 40) (wartime and peacetime)	23-16
41	PERSCOM output, enlisted response to EMF inquiry (type transaction 40) (wartime and peacetime)	23-17

Table 23–2
PERSCOM output type transaction CT, officer and enlisted CTAS inquiry, peacetime only

Line	Data element	Record positions
1.	Receiving PPA	01-02
2.	Name, individual	03-10
3.	Blank	11-18
4.	MPC	19-19
5.	SSN	20-28
6.	Blank	29-34
7.	PUD [1]	35-37
8.	DD [1]	38-39
9.	PPA [1]	40-41
10.	Grade:	
	a. Abbreviation	42-44
	b. Code	45-45
11.	Blank	46-53
12.	Inquiry code [2]	54-54
13.	Blank	55-55
14.	PUD [3]	56-58
15.	DD [3]	59-60
16.	Type transaction	61-62
17.	reporting date or arrival date (YYMMDD)	63-68
18.	Blank	69-69
19.	RIG (D)	70-70
20.	RIN (O)	71-71
21.	PERSCOM SCN	72-73
22.	Blank	74-78
23.	Sending PPA (blank and 0)	79-80

Notes:

[1] Identifies the unit and PPA that submitted the reassignment departure or arrival transaction.

[2] Codes for position 54 are located in table 23-3.

[3] The unit identified by CTAS as being delinquent in submitting the follow-up arrival, departure, or Active Army strength loss transaction.

Table 23–3
Inquiry codes for the CTAS inquiry transaction

Code	Meaning
1	CTAS processed a reassignment departure transaction, but the arrival or Active Army strength loss transaction has not processed. This record is sent to the gaining PPA as reported in positions 38 and 39 of the departure transaction.
2	CTAS processed a reassignment arrival transaction, but the departure transaction has not processed. This record is sent to the PPA that services the previous unit of assignment as determined from the OMF or EMF.
3	CTAS processed a reassignment arrival transaction with unit status code RE, RR, or PS, but the departure or Active Army strength loss transaction has not processed. This record is sent to the PPA that submitted the arrival transaction.
4	CTAS processed a requirement departure transaction, but the gaining PPA, as reported in positions 38 and 39 of the departure transaction, has no record of arrival at the gaining unit. This record is sent to the PPA that submitted the departure transaction.

Table 23–4
PERSCOM input type transaction CT, officer and enlisted response to CTAS inquiry, peacetime only

Line	Data element	Record positions
1.	Receiving PPA (blank and 0)	01-02
2.	Name, individual	03-10
3.	Blank	11-18
4.	MPC	19-19
5.	SSN	20-28
6.	Pass record date (YYMMDD) [1]	29-34
7.	PUD (original) [2]	35-37
8.	DD (original) [2]	38-39
9.	PERSINS PPA (original)	40-41
10.	Grade (original)	
	a. Abbreviation	42-44
	b. Code	45-45

Table 23–4
PERSCOM input type transaction CT, officer and enlisted response to CTAS inquiry, peacetime only—Continued

Line	Data element	Record positions
11.	Blank	46-48
12.	Pass record type transaction [1]	49-50
13.	Probable PPA	51-52
14.	Response code [3]	53-53
15.	Inquiry code [2]	54-54
16.	Blank	55-55
17.	PUD	56-58
18.	DD	59-60
19.	Type transaction CT	61-62
20.	reporting date or arrival date (YYMMDD)	63-68
21.	Blank	69-70
22.	RIG D	70-70
23.	RIN L	71-71
24.	PERSCOM SCN [2]	72-73
25.	Blank	74-76
26.	SCN	77-78
27.	Sending PPA	79-80

Notes:

[1] Date of transaction (positions 29 through 34) and type transaction (positions 49 and 50) are required when type transaction CT has been automatically resolved. These fields reflect the corresponding data from the generated transaction.

[2] As reported in the same positions of the CTAS inquiry.

[3] Codes to be reported in position 53 are located in table 23-5.

Table 23–5
Response codes for the CTAS response transaction

Code	Meaning
8	No record of individual is on SPF. Further research is being conducted.
9	Individual's record is on SPF. Further research is being conducted or an update transaction is being submitted to PERSCOM.
A	No record of individual is on the SPF at unit level.
B	No record of individual is on SPF, but probable PPA is identified by positions 51 and 52.
R	Pass record was generated and submitted to PERSCOM from processing the CTAS inquiry. The pass record date is in positions 29 through 34. The pass record type transaction (45, 47, F9, N-series, or P-series) is in positions 49 and 50.

Table 23–6
PERSCOM input type transaction MA, record 1, officer data reconciliation record produced by SIDPERS, peacetime only

Line	Data element	Record positions
1.	Name, individual	01-27
2.	MPC	28-28
3.	SSN	29-37
4.	Grade code [1]	38-38
5.	Duty ASI	39-40
6.	Race or population group	41-41
7.	Service component	42-42
8.	Sex	43-43
9.	ESA (YYMMDD) [2]	44-49
10.	Service agreement [2]	50-50
11.	RSC	51-51
12.	Duty language identity [3]	52-53
13.	Blank	54-55
14.	PUD	56-58
15.	DD	59-60
16.	BASD (YYMMDD)	61-66
17.	DROS (YYMMDD) [4]	67-72
18.	Duty position specialty code (commissioned officer) or duty MOS code (warrant officer)	73-77
19.	Record number 1	78-78

Table 23–6
PERSCOM input type transaction MA, record 1, officer data reconciliation record produced by SIDPERS, peacetime only—Continued

Line	Data element	Record positions
20.	Sending PPA	79-80

Notes:

[1] SIDPERS grade codes 5, 6, and 7 are automatically converted to E, F, and G, respectively (AR 680-29, para 1-38).

[2] Data apply to non-Regular Army officers only. Twelve-zone punches in the ESA field (positions 44 through 49) indicate that the individual's period of active duty is indefinite.

[3] Data apply to commissioned officers only.

[4] NO in positions 67 and 68 indicates that the individual has not served on a foreign service tour.

Table 23–7
PERSCOM input type transaction MA, record 2, officer data reconciliation record produced by SIDPERS, peacetime only

Line	Data element	Record positions
1.	Name, individual	01-05
2.	Control branch	06-07
3.	Blank	08-08
4.	Control specialty (commissioned officer) or management group (warrant officer)	09-10
5.	Primary specialty skill identifier and ASI1 (commissioned officer) or primary MOS code (warrant officer)	11-15
6.	Blank	16-16
7.	Eligibility for additional pay [1]	17-17
8.	VSSSN	18-18
9.	DEROS (YYMMDD) [2]	19-24
10.	Blank	25-25
11.	Marital status	26-26
12.	Delay in separation code	27-27
13.	MPC	28-28
14.	SSN	29-37
15.	Blank	38-41
16.	DOR (YYMMDD)	42-47
17.	Alternate specialty skill identifier and ASI3 (commissioned officer) or control MOS code (warrant officer)	48-52
18.	DOB (YYMMDD)	53-58
19.	Number of dependents	59-60
20.	PEBD (YYMMDD)	61-66
21.	Ethnic group designator	67-67
22.	Last strength type transaction [3]	68-71
23.	Last strength transaction date (YYMMDD) [3]	72-77
24.	Record number 2	78-78
25.	Sending PPA	79-80

Notes:

[1] SIDPERS IPAY and SPAY pay codes are automatically converted as explained in AR 680-29, paragraph 1-43.

[2] Twelve-zone punches indicate that the individual's length of foreign service tour is indefinite.

[3] This last transaction processed to the SPF and affected unit of servicing strength. The SIDPERS input mnemonic is in positions 68 through 71.

Table 23–8
PERSCOM input type transaction MA, record 1, enlisted data reconciliation record produced by SIDPERS, peacetime only

Line	Data element	Record positions
1.	Name, individual	01-27
2.	MPC	28-28
3.	SSN	29-37
4.	Grade code	38-38
5.	SDAP status	39-39
6.	Physical category	40-40
7.	Race or population group	41-41
8.	Service component	42-42
9.	Sex	43-43
10.	ETS (YYMMDD)	44-49
11.	AFST and travel status	50-50
12.	RSC	51-51
13.	Religious denomination	52-53

Table 23–8
PERSCOM input type transaction MA, record 1, enlisted data reconciliation record produced by SIDPERS, peacetime only—Continued

Line	Data element	Record positions
14.	CONUS area of preference	54-55
15.	PUD	56-58
16.	DD	59-60
17.	BASD (YYMMDD)	61-66
18.	DROS (YYMMDD)	67-72
19.	Duty MOS code	73-77
20.	Record number 1	78-78
21.	Sending PPA	79-80

Table 23–9
PERSCOM input type transaction MA, record 2, enlisted data reconciliation record produced by SIDPERS, peacetime only

Line	Data element	Record positions
1.	Name, individual	01-05
2.	Blank	06-06
3.	Noncommissioned officers education system code	07-07
4.	Civilian education level	08-08
5.	ASI for primary MOS code	09-10
6.	Primary MOS code	11-15
7.	Blank	16-16
8.	Eligibility for additional pay [1]	17-17
9.	VSSSN	18-18
10.	DEROS (YYMMDD)	19-24
11.	AEA code	25-25
12.	Marital status	26-26
13.	DSEP code	27-27
14.	MPC	28-28
15.	SSN	29-37
16.	AEA termination year and month (YYMM)	38-41
17.	DOR (YYMMDD)	42-47
18.	Secondary MOS code	48-52
19.	DOB (YYMMDD)	53-58
20.	Number of dependents	59-60
21.	PEBD (YYMMDD)	61-66
22.	Ethnic group designator	67-67
23.	Last strength type transaction [2]	68-71
24.	Last strength type transaction date (YYMMDD) [2]	72-77
25.	Record number 2	78-78
26.	Sending PPA	79-80

Notes:
[1] SIDPERS IPAY and SPAY codes are automatically converted as explained by AR 680-29, paragraph 1-43.
[2] This last transaction processed to the SPF and affected unit of servicing strength. The SIDPERS input mnemonic is in positions 68 through 71.

Table 23–10
PERSCOM output type transaction SA, EMF inquiry to SPF, peacetime only

Line	Data element	Record positions
1.	Receiving PPA [1]	01-02
2.	Name, individual	03-10
3.	Blank	11-18
4.	MPC	19-19
5.	SSN	20-28
6.	Blank	29-60
7.	Type transaction	61-62
8.	Transaction date (YYMMDD)	63-68
9.	Blank	69-69
10.	RIG B	70-70
11.	RIN 3	71-71
12.	PERSCOM SCN	72-73
13.	Blank	74-78

Table 23–10
PERSCOM output type transaction SA, EMF inquiry to SPF, peacetime only—Continued

Line	Data element	Record positions
14.	Sending PPA (blank and 0)	79-80

Notes:

[1] Blank or questionable data elements are on the EMF (primary MOS, duty MOS, DROS, DEROS, or ETS). This inquiry is generated by PERSCOM at the end of each month except in March and September.

Table 23–11
PERSCOM output type transaction SS, officer and enlisted strength inquiry, peacetime only

Line	Data element	Record positions
1.	Receiving PPA	01-02
2.	Name, individual	03-10
3.	Blank	11-18
4.	MPC	19-19
5.	SSN	20-28
6.	Blank	29-60
7.	Type transaction	61-62
8.	Transaction date (YYMMDD)	63-68
9.	Blank	69-69
10.	RIG (A for officers, B for enlisted)	70-70
11.	RIN (D)	71-71
12.	PERSCOM SCN	72-73
13.	Blank	74-78
14.	Sending PPA (blank and 0)	79-80

Table 23–12
PERSCOM input type transaction UA, enlisted response to EMF inquiry to SPF (type transaction SA), peacetime only

Line	Data element	Record positions
1.	Receiving PPA (blank and 0)	01-02
2.	Name, individual	03-10
3.	RSC	11-11
4.	Grade serving:	
	a. Abbreviation	12-14
	b. Code	15-15
5.	Physical category	16-16
6.	Service component	17-17
7.	DSEP code	18-18
8.	MPC	19-19
9.	SSN	20-28
10.	SDP status	29-29
11.	DEROS (YYMM)	30-33
12.	DROS (YYMM)	34-37
13.	AFST and travel status	38-38
14.	Blank	39-39
15.	ETS	40-43
16.	Duty MOS code	44-48
17.	ASI duty MOS	49-50
18.	Primary MOS code	51-55
19.	PUD	56-58
20.	DD	59-60
21.	Type transaction	61-62
22.	Last strength transaction date (YYMMDD)	63-68
23.	Sex	69-69
24.	RIG B	70-70
25.	RIN 4	71-71
26.	ASI primary MOS	72-73
27.	Number of dependents	74-74
28.	Race or population group	75-75
29.	Eligibility for additional pay	76-76
30.	SCN [1]	77-78
31.	Sending PPA	79-80

Notes:

[1] SCN is identical to the PERSCOM control number reflected in positions 72 and 73 of the corresponding type transaction SA.

Table 23–13
PERSCOM input type transaction US, officer response to strength inquiry (type transaction SS), peacetime only

Line	Data element	Record positions
1.	Receiving PPA (blank and 0)	01-02
2.	Name, individual	03-10
3.	RSC	11-11
4.	Blank	12-18
5.	MPC	19-19
6.	SSN	20-28
7.	DEROS (YYMMDD)	29-34
8.	DROS (YYMMDD)	35-40
9.	ESA (YYMMDD)	41-46
10.	Blank	47-49
11.	PMOS code	50-54
12.	Blank	55-55
13.	PUD	56-58
14.	DD	59-60
15.	Type transaction	61-62
16.	Last strength transaction date (YYMMDD)	63-68
17.	Sex	69-69
18.	RIG A	70-70
19.	RIN E	71-71
20.	Control branch	72-73
21.	Grade code	74-74
22.	Race or population group	75-75
23.	Eligibility for additional pay	76-76
24.	SCN [1]	77-78
25.	Sending PPA	79-80

Notes:
[1] SCN is identical to the PERSCOM control number reflected in positions 72 and 73 of the corresponding type transaction SS.

Table 23–14
PERSCOM input type transaction US, enlisted response to strength inquiry (type transaction SS), peacetime only

Line	Data element	Record positions
1.	Receiving PPA (blank and 0)	01-02
2.	Name, individual	03-10
3.	Blank	11-17
4.	RSC	18-18
5.	MPC	19-19
6.	SSN	20-28
7.	Grade:	
	a. Abbreviation	29-31
	b. Code	32-32
8.	DOR	33-38
9.	Gaining UPC:	
	a. PUD [1]	39-41
	b. Blank [1]	42-42
10.	Departure date (YYMMDD) [2]	43-48
11.	Arrival or strength date 1 (YYMMDD) [3]	49-54
12.	Blank	55-55
13.	PUD	56-58
14.	DD	59-60
15.	Type transaction	61-62
16.	Transaction date (YYMMDD)	63-68
17.	Blank	69-69
18.	RIG B	70-70
19.	RIN E	71-71
20.	Blank	72-72
21.	MDC [2]	73-74
22.	DD (gaining) [1]	75-76
23.	SCN [4]	77-78

Table 23–14
PERSCOM input type transaction US, enlisted response to strength inquiry (type transaction SS), peacetime only—Continued

Line	Data element	Record positions
24.	Sending PPA	79-80

Notes:

[1] Potential gaining UPC if RSC is X.

[2] Present only if RSC is X.

[3] Present only if RSC is A through F.

[4] SCN is identical to the PERSCOM control number reflected in positions 72 and 73 of the corresponding type transaction SS.

Table 23–15
PERSCOM input type transaction 40, OMF and EMF inquiry, wartime and peacetime

Line	Data element	Record positions
1.	Receiving PPA (blank and 0)	01-02
2.	Name, individual	03-10
3.	Blank	11-18
4.	MPC	19-19
5.	SSN	20-28
6.	Control specialty (commissioned officers) or management group (warrant officers)	29-30
7.	Primary specialty skill identifier and ASI1 [1]	31-35
8.	Alternate specialty skill identifier and ASI3 or control MOS for warrant officers [1]	36-40
9.	Blank	41-49
10.	Voucher number [2]	50-53
11.	Blank	54-55
12.	PUD	56-58
13.	DD	59-60
14.	Type transaction	61-62
15.	Transaction date (YYMMDD)	63-68
16.	RSC	69-69
17.	RIG (B for enlisted)	70-70
18.	RIN (4 for officers, B for enlisted)	71-71
19.	Blank	72-76
20.	SCN	77-78
21.	Sending PPA	79-80

Notes:

[1] Data apply only to commissioned officer and warrant officers.

[2] See paragraph 23-10c.

Table 23–16
PERSCOM output type transaction 41, officer response to OMF inquiry (type transaction 40), wartime and peacetime

Line	Data element	Record positions
1.	Receiving PPA	01-02
2.	Name, individual	03-07
3.	Voucher number [1]	08-11
4.	PSSI and ASI1 (commissioned officer) or PMOS (warrant officer)	12-16
5.	Eligibility for additional pay	17-17
6.	Blank	18-18
7.	MPC	19-19
8.	SSN	20-28
9.	Grade:	
	a. Abbreviation	29-31
	b. Code	32-32
10.	Blank	33-34
11.	Race or population group	35-35
12.	Service component	36-36
13.	Sex	37-37
14.	ESA (YYMM) [2]	38-41
15.	Service agreement [2]	42-42
16.	DROS or DEROS (YYMM) [3]	43-46
17.	Duty MOS code [4]	47-51
18.	Control branch (commissioned officers) or management group (warrant officers)	52-53
19.	Blank	54-55
20.	PUD	56-58

Table 23–16
PERSCOM output type transaction 41, officer response to OMF inquiry (type transaction 40), wartime and peacetime—Continued

Line	Data element	Record positions
21.	DD	59-60
22.	Type transaction	61-62
23.	Transaction date (YYMMDD)	63-68
24.	VSSSN	69-69
25.	RIG A	70-70
26.	RIN 7	71-71
27.	PERSCOM SCN	72-73
28.	PPA on the OMF	74-75
29.	DROS or DEROS indicator [3]	76-76
30.	SCN [1]	77-78
31.	Sending PPA (blank and 0)	79-80

Notes:

[1] As reported in the input transaction.

[2] Data apply to non-Regular Army individuals only. Twelve-zone punches in the ESA field (positions 38 through 41) indicate that the individual's period of active duty is indefinite.

[3]

a. 1 in position 76 indicates that the DROS is in positions 43 through 46; 2 indicates DEROS.

b. When DROS applies, NO in position 43 and 44 indicates that the individual has not served a foreign service tour.

c. When DEROS applies, 12-zone punches in positions 43 through 46 indicate that the individual's length of foreign service tour is indefinite.

[4] Data apply to warrant officers only.

Table 23–17
PERSCOM output type transaction 41, enlisted response to EMF inquiry (type transaction 40), wartime and peacetime

Line	Data element	Record positions
1.	Receiving PPA	01-02
2.	Name, individual	03-07
3.	Voucher number [1]	08-11
4.	PMOS code	12-16
5.	ASI	17-18
6.	MPC	19-19
7.	SSN	20-28
8.	Grade:	
	a. Abbreviation	29-31
	b. Code	32-32
9.	SDAP status	33-33
10.	Physical category	34-34
11.	Race or population group	35-35
12.	Service component	36-36
13.	Sex	37-37
14.	ETS (YYMM)	38-41
15.	AFST and travel status	42-42
16.	DROS or DEROS (YYMM) [2]	43-46
17.	AEA termination year and month (YYMM)	47-50
18.	AEA code	51-51
19.	Blank	52-52
20.	DSEP	53-53
21.	Number of dependents	54-55
22.	PUD	56-58
23.	DD	59-60
24.	Type transaction	61-62
25.	Transaction date (YYMMDD)	63-68
26.	VSSSN	69-69
27.	RIG B	70-70
28.	RIN P	71-71
29.	PERSCOM SCN	72-73
30.	PPA on the EMF	74-75
31.	DROS or DEROS [2]	76-76
32.	SCN [1]	77-78

Table 23–17
PERSCOM output type transaction 41, enlisted response to EMF inquiry (type transaction 40), wartime and peacetime—Continued

Line	Data element	Record positions
33.	Sending PPA (blank and 0)	79-80

Notes:
[1] As reported in the input transaction.
[2]
a. 1 in position 76 indicates that DROS is in positions 43 through 46; 2 indicates DEROS.
b. When DROS applies, 12-zone punches in positions 43 through 46 indicate that the individual's length of foreign service tour is indefinite.

Chapter 24
Joint Uniform Military Pay System Feedback

24–1. Scope
This chapter describes record formats for data collection between DFAS–IN, PERSCOM, and SIDPERS to report field promotions and reductions, name change or legal name change, sex code change, component change, dual service component change, basic active service date, and pay entry basic date.

24–2. Record format index
An index to JUMPS record formats is provided in table 24–1. The actual record formats are displayed in tables 24–2 through 24–13.

24–3. Single source data
a. In the single source data concept, data are shared between finance and personnel systems.

b. Under single source data, the personnel division is the proponent for change procedures for grade (advancement, promotion, or reduction data), sex, name or legal name, component, and dual service component. The grade change transactions are forwarded to PERSCOM over AUTODIN to update the OMF or EMF. In addition, the five-card format transactions are forwarded to DFAS–IN over AUTODIN to update the JUMPS.

c. DFAS–IN is the proponent for PEBD and BASD procedures.

d. Tables 24–2 through 24–13 are DFAS–IN error or receipt notices. These notices notify SIDPERS that a transaction generated for JUMPS contained inconsistent or erroneous data or that batch numbers were received.

24–4. Finance identification numbers
The finance identification number controls and identifies organizations that send input to and receive output from the JUMPS Army computer system. All PPAs are assigned a finance identification number. Table 24–14 lists PPAs and their assigned finance identification numbers.

24–5. Assistance in resolving Joint Uniform Military Pay System feedback notices
reports are available so that the PAS analyst can help the Personnel Service Company or unit to resolve JUMPS feedback notices. These reports are described in *a*through *m* below.

a. AAC–P49, Cyclic JUMPS Transaction Register. The AAC–P49 report is a hard-copy list of JUMPS five-card transactions generated by SIDPERS to DFAS–IN and produced upon successful processing of a GRCH transaction or a JACT.

b. AAC–P50, JUMPS Message Receipt Notification. The AAC–P50 report is a hard-copy list produced when type of notice Y6 is received from DFAS–IN.

c. AAC–P51, JUMPS Receipt Notice Listing. The AAC–P51 report is a hard-copy list produced when type of notice Y5 is received from DFAS–IN.

d. AAC–P54, Cyclic JUMPS Transaction Register. The AAC–P54 report provides information on the successful processing of FID X NAME or LNAM transactions and the subsequent generation of a five-card transaction to DFAS–IN that updates the MMPF.

e. AAC–P55, Cyclic JUMPS Transaction Register. The AAC–P55 report provides information on the successful processing of FID U COMP transactions and the subsequent generation of a five-card transaction to DFAS–IN that updates the MMPF.

f. AAC–P56, Cyclic JUMPS Transaction Register. The AAC–P56 report provides information on the successful processing of FID U DSCS transactions and the subsequent generation of a five-card transaction to DFAS–IN that updates the MMPF.

g. AAC–P57, Cyclic JUMPS Transaction Register. The AAC–P57 report provides information on the successful

processing of FID U SEX transactions and the subsequent generation of a five-card transaction to DFAS–IN that updates the MMPF.

h. AAC–P58, JUMPS Receipt Notice Listing. The AAC–P58 report is a hard-copy list produced when type of notice Y1 is received from DFAS–IN.

i. AAC–P59, JUMPS Receipt Notice Listing. The AAC–P59 report is a hard-copy list produced when type of notice Y2 is received from DFAS–IN.

j. AAC–P60, JUMPS Receipt Notice Listing. The AAC–P60 report is a hard-copy list produced when type of notice Y3 is received from DFAS–IN.

k. AAC–P61, JUMPS Receipt Notice Listing. The AAC–P61 report is a hard-copy list produced when type of notice Y4 is received from DFAS–IN.

l. AAC–P84, report of BASD or PEBD Adjustment. The AAC–P84 report is a hard-copy list of all individuals for whom type transaction 5F processed. This report provides information about a change or adjustment in an individual's BASD or PEBD.

m. JACS–R070, Commanders Monthly Promotion or Reduction report. This report is provided to each commander and reflects the promotions and reductions processed through SIDPERS to JUMPS during the report month. The report is provided to each UIC by the JUMPS automated coding system (JACS) at the end of the finance processing month, normally the 19th of each month. The report has two parts. Part I reflects promotions, and part II reflects reductions with names in alphabetical order by grade. After the report information is verified to the satisfaction of the commander, the report can be destroyed. This report provides information about each promotion and reduction that the commander has enforced during the month of the report. The report enables the commander to control pay inquiries, to ensure accuracy within both SIDPERS and JUMPS, and to prevent fraud. The report is not used as a tool for personnel management assistance, Inspector General, or any other quality assurance teams.

24–6. Type of notice Y1

Type of notice Y1 is generated from DFAS–IN to SIDPERS reflecting inconsistent, erroneous, or incomplete sex code change data on a JUMPS five-card transaction. These notices appear on the AAC–P58 report. The report may also contain an additional error mnemonic (positions 112 through 115) that was generated when the transaction was entered in the SIDPERS cycle. Errors of this type are caused by unmatched or incompatible conditions between the type of notice Y1 and SPF name and SSN. Type of notice Y1 is not entered in the SESF; therefore, it does not create an error control number or appear on the AAC–P27, AAC–P29, or AAC–P31 reports. Possible error conditions and the appropriate resolution procedures are listed in *a* through *c* below.

a. If type of notice Y1 appears on the AAC–P58 report an unprocessed transaction with error mnemonic EUNM in positions 112 through 115, the SSN on type of notice Y1 does not match the SPF SSN. For this error, there is no compatibility printline because no SPF record can be found. Error resolution procedures are described in (1) through (3) below.

(1) Compare the SSN and name on the AAC–P58 report with the current alpha roster (AAC–C11) to determine if a similar name or SSN is present. If a similar SSN is present and if the name on notice Y1 matches the name on the alpha roster, determine if a SSAN transaction processed on the individual. If a SSAN transaction processed, contact the local FAO to determine the individual's SSN on JACS. If the individual's SSN on JACS equals the SPF SSN, continue as described in c below to determine why the JUMPS transaction was rejected.

(2) If the JACS SSN does not equal the SPF SSN, contact the FAO to determine which file has the accurate SSN, and then initiate corrective action to synchronize the files. The SPF and JACS SSN must agree before continuing as described in c below to determine why the JUMPS transaction was rejected.

(3) If no similar SSN or name is present on the alpha roster, review the previous alpha rosters, and annotate the AAC–P58 report with the UPC and date of reassignment or with the date of ETS or ESA.

b. If type of notice Y1 appears on the AAC–P58 report as an unprocessed transaction with error mnemonic CNME in positions 112 through 115, the individual's name on the SPF was changed between the time the original transaction was processed at DFAS–IN and the notice was received locally. Error resolution procedures are as described in (1) and (2) below.

(1) Determine if a FID X NAME or LNAM transaction processed. If a NAME or LNAM transaction processed, contact the local FAO to determine the individual's name on JACS. If the individual's name on JACS equals the SPF name, continue as described in (3) below to determine why the JUMPS transaction was rejected.

(2) If the individual's name on the JACS does not equal the SPF name, contact the FAO to determine which file has the accurate name, and then initiate corrective action to synchronize the files. The SPF and JACS name must agree before continuing as described in c below to determine why the JUMPS transaction was rejected.

c. Type of notice Y1 may appear on the AAC–P58 report with one of the message codes described in (1) through (7) below.

(1) MSG code 301, unmatched account identification, indicates that the name or the SSN on the five-card transaction did not match the MMPF and created a Y1 notice. The individual's sex code has been changed on the SPF but not on the MMPF. To resolve this error, contact the local FAO to determine the correct name or SSN. If the FAO's files

are incorrect, the FAO submits an administrative change to correct its files. If the FAO has the correct name and SSN, process a LNAM or a SSAN transaction, and submit it to SIDPERS. Resubmit the SEX transaction after the name or SSN has been corrected.

(2) MSG code 311, duplicate administrative change, indicates that a change transaction was submitted, but the MMPF already reflects the change. Determine the correct entry to be submitted, and resubmit it if appropriate.

(3) MSG code 312, blank or invalid DSSN or finance identification number indicates that input was received with positions 77 through 80 either blank or with invalid characters. This error indicates a system problem needs to be researched.

(4) MSG code 331, blank or invalid item, indicates that column 45 of a five-card transaction was blank or invalid, and the input entry was rejected. Determine the correct entry required, and resubmit the entry as appropriate.

(5) MSG code 629, invalid substantiating document number, indicates that invalid characters were used in positions 70 through 76. This error indicates that a system problem needs to be researched.

(6) MSG code 664, rejected, member separated, indicates that an entry has been received for an account that has been transferred from the finance system. To resolve this error, contact the FAO to determine if the account was properly removed from the system. If the account was erroneously removed, the FAO reestablishes the account. If the individual has separated, prepare an SEP transaction.

(7) MSG code 666, accepted, means that the transaction has been accepted and posted to the MMPF.

24–7. Type of notice Y2

Type of notice Y2 is generated from DFAS–IN to SIDPERS and reflects inconsistent, erroneous, incomplete, or complete name change data on a JUMPS five-card transaction. These notices appear on the AAC–P59 report. The report may also contain an additional error mnemonic (positions 112 through 115) that was generated when the transaction was entered in the SIDPERS cycle. Errors of this type are caused by unmatched or incompatible conditions between type of notice Y2 and SPF name and SSN. Type of notice Y2 is not entered in the SESF; therefore, it does not create an error control number or appear on the AAC–P27, AAC–P29, or AAC–P31 reports. Possible error conditions and the appropriate resolution procedures are listed in *a* through *c* below.

a. If type of notice Y2 appears on the AAC–P59 report as an unprocessed transaction with error mnemonic EUNM in positions 112 through 115, the SSN on type of notice Y2 does not match the SPF SSN. For this error, there is no compatibility printline because no SPF record can be found. Error resolution procedures are as described in (1) through (3) below.

(1) Compare the SSN and name on the AAC–P59 report with the current alpha roster (AAC–C11) to determine if a similar name or SSN is present. If a similar SSN is present and if the name on type of notice Y2 matches the name on the alpha roster, determine if SSAN transaction processed on the individual. If a SSAN transaction was processed, contact the local FAO to determine the individual's SSN on JACS. If the individual's SSN on JACS equals the SPF SSN, continue as described in c below to determine why the JUMPS transaction was rejected.

(2) If the individual's SSN on JACS does not equal the SPF SSN, contact the FAO to determine which file has the accurate SSN, and then initiate corrective action to synchronize the files. The SPF and JACS SSN must agree before continuing as described in c below to determine why the JUMPS transaction was rejected.

(3) If no similar SSN or name is present on the alpha roster, review previous alpha rosters and annotate the AAC–P59 report with the UPC and date of reassignment or with the date of ETS or ESA.

b. If type of notice Y2 appears on the AAC–P59 report as an unprocessed transaction with error mnemonic CNME in positions 112 through 115, the individual's name on the SPF was changed between the time the original transaction was processed at DFAS–IN and the notice was received locally. Error resolution procedures are described in (1) and (2) below.

(1) Determine if a FID X NAME or LNAM transaction processed. If a NAME or LNAM transaction processed, contact the local FAO to determine the individual's name on JACS. If the individual's name on JACS equals the SPF name, continue as described in *c* below to determine why the JUMPS transaction was rejected.

(2) If the individual's name on the JACS does not equal the SPF name, contact the FAO to determine which file has the accurate name, and then initiate corrective action to synchronize the files. The SPF and JACS name must agree before continuing as described in c below to determine why the JUMPS transaction was rejected.

c. Type of notice Y2 may appear on the AAC–P59 report with one of the message codes described in (1) through (6) below.

(1) MSG code 301, unmatched account identification, indicates that the name or the SSN on the five-card transaction did not match the MMPF and created a Y2 notice. The individual's name has been changed on the SPF but not on the MMPF. To resolve this error, contact the local FAO to determine the correct name or SSN. If the FAO's files are incorrect, the FAO submits an administrative change to correct its files. If the FAO has the correct name and SSN, process a LNAM or SSAN transaction and submit it to SIDPERS.

(2) MSG code 311, duplicate administrative change, indicates that a change transaction was submitted, but the MMPF already reflects the change. Determine the correct entry to be submitted, and resubmit it if appropriate.

(3) MSG code 312 or 412, blank or invalid DSSN or finance identification number, indicates that input was received

with positions 77 through 80 either blank or with invalid characters. This error indicates that a system problem needs to be researched.

(4) MSG code 629, invalid substantiating document number, indicates that invalid characters were used in positions 70 through 76. This error indicates that a problem needs to be researched.

(5) MSG code 664, rejected, member separated, indicates that an entry has been received for an account that has been transferred from the finance system. To resolve this error, contact the FAO to determine if the account was properly removed from the system. If the account was erroneously removed, the FAO reestablishes the account. If the individual has separated, prepare an SEP transaction.

(6) MSG code 666, accepted, indicates that the transaction has been accepted and posted to the MMPF.

24–8. Type of notice Y3

Type of notice Y3 is generated from DFAS–IN to SIDPERS and reflects inconsistent, erroneous, incomplete, or complete component change data on a JUMPS five-card transaction. These notices appear on the AAC–P60 report. The report may also contain an additional error mnemonic (positions 112 through 115) that was generated when the transaction was entered in the SIDPERS cycle. Errors of this type are caused by unmatched or incompatible conditions between type of notice Y3 and SPF name and SSN. Type of notice Y3 is not entered in the SESF; therefore, it does not create an error control number or appear on the AAC–P27, AAC–P29, or AAC–P31 reports. Possible error conditions and the appropriate resolution procedures are listed in *a* through *c* below.

a. If type of notice Y3 appears on the AAC–P60 report as an unprocessed transaction with error mnemonic EUNM in positions 112 through 115, the SSN on type of notice Y3 does not match the SPF SSN. For this error, there is no compatibility printline because no SPF record can be found. Error resolution procedures are described in (1) through (3) below.

(1) Compare the SSN and name on the AAC–P60 report with the current alpha roster (AAC–C11) to determine if a similar name or SSN is present. If a similar SSN is present and if the name on type of notice Y3 matches the name on the alpha roster, determine if a SSAN transaction processed on the individual. If a SSAN transaction processed, contact the local FAO to determine the individual's SSN on JACS. If the individual's SSN on JACS equals the SPF SSN, continue as described in c below to determine why the JUMPS transaction was rejected.

(2) If the individual's SSN on JACS does not equal SPF SSN, contact the FAO to determine which file has the accurate SSN, and then initiate corrective action to synchronize the files. The SPF and JACS SSN must agree before continuing as described in c below to determine why the JUMPS transaction was rejected.

(3) If no similar SSN or name is present on the alpha roster, review previous alpha rosters, and annotate the AAC–P60 report with the UPC and date of reassignment or with the date of ETS or ESA.

b. If type of notice Y3 appears on the AAC–P60 report as an unprocessed transaction with error mnemonic CNME in positions 112 through 115, the individual's name on the SPF was changed between the time the original transaction was processed at DFAS–IN and the error notice was received locally. Error resolution procedures are described in (1) and (2) below.

(1) Determine if a FID X NAME or LNAM transaction processed. If a NAME or LNAM transaction processed, contact the local FAO to determine the individual's name on JACS. If the individual's name on JACS equals the SPF name, continue as described in *c* below to determine why the JUMPS transaction was rejected.

(2) If the individual's name on the JACS does not equal the SPF name, contact the FAO to determine which file has the accurate name, and then initiate corrective action to synchronize the files. The SPF and JACS name must agree before continuing as described in c below to determine why the JUMPS transaction was rejected.

c. Type of notice Y3 may appear on the AAC–P60 report with one of the message codes described in (1) through (7) below.

(1) MSG code 301, unmatched account identification, indicates that the name or SSN on the five-card transaction did not match the MMPF and created a Y3 notice. The individual's component has been changed on the SPF but not on the MMPF. To resolve this error, contact the local FAO to determine the correct name or SSN. If the FAO's file is incorrect, the FAO submits an administrative change to correct its files. If the FAO has the correct name and SSN, process a LNAM or SSAN transaction and submit it to SIDPERS. Resubmit the COMP transaction after the name or SSN has been corrected.

(2) MSG code 311, duplicate administrative change, indicates that a change transaction was submitted, but the MMPF already reflects the change. Determine the correct entry to be submitted, and resubmit it if appropriate.

(3) MSG code 312, blank or invalid DSSN or finance identification number, indicates that input was received with positions 77 through 80 either blank or with invalid characters. This error indicates that a system problem needs to be researched.

(4) MSG code 331, blank or invalid item, indicates that position 45 of the five-card transaction was blank or invalid, and the input entry was rejected. Determine the correct entry required, and resubmit the entry as appropriate.

(5) MSG code 629, invalid substantiating document number, indicates that invalid characters were used in positions 70 through 76. This error indicates a system problem needs to be researched.

(6) MSG code 664, rejected, member separated, indicates that an entry has been received against an account that has

been transferred from the finance system. To resolve this error, contact the FAO to determine if the account was properly removed from the system. If the account was erroneously removed, the FAO reestablishes the account. If the individual has separated, prepare an SEP transaction.

(7) MSG code 666, accepted, indicates that the transaction has been accepted and posted to the MMPF.

24–9. Type of notice Y4

Type of notice Y4 is generated from DFAS–IN to SIDPERS and reflects inconsistent, erroneous, incomplete, or complete dual service component status change data on a JUMPS five-card transaction. These notices appear on the AAC–P61 report. The report may also contain an additional error mnemonic (positions 112 through 115) that was generated when the transaction was entered in the SIDPERS cycle. Errors of this type are caused by unmatched or incomplete conditions between type of notice Y4 and SPF name and SSN. Type of notice Y4 is not entered in the SESF; therefore, it does not create an error control number or appear on the AAC–P27, AAC–P29, or AAC–P31 reports. Possible error conditions and the appropriate resolution procedures are listed in *a* through *c* below.

a. If type of notice Y4 appears on the AAC–P61 report as an unprocessed transaction with error mnemonic EUNM in positions 112 through 115, the SSN on type of notice Y4 does not match the SPF SSN. For this error, there is no compatibility printline because no SPF record can be found. Error resolution procedures are as described in (1) through (3) below.

(1) Compare the SSN and the name on the AAC–P61 report with the current alpha roster (AAC–C11) to determine if a similar name or SSN is present. If a similar SSN is present and if the name on type of notice Y4 matches the name on the alpha roster, determine if a SSAN transaction processed on the individual. If a SSAN transaction processed, contact the local FAO to determine the individual's SSN on JACS. If the individual's SSN on JACS equals the SPF SSN, continue as described in c below to determine why the JUMPS transaction was rejected.

(2) If the individual's SSN on JACS does not equal the SPF SSN, contact the FAO to determine which file has the accurate SSN, and then initiate corrective action to synchronize the files. The SPF and JACS SSN must agree before continuing as described in c below to determine why the JUMPS transaction was rejected.

(3) If no similar SSN or name is present on the alpha roster, review previous alpha rosters, and annotate the AAC–P61 report with the UPC and date of reassignment or with the date of ETS or ESA.

b. If type of notice Y4 appears on the AAC–P61 report as an unprocessed transaction with error mnemonic CNME in positions 112 through 115, the individual's name on the SPF was changed between the time the original transaction was processed at DFAS–IN and the notice was received locally. Error resolution procedures are described in (1) and (2) below.

(1) Determine if a FID X NAME or LNAM transaction processed. If a NAME or LNAM transaction processed, contact the local FAO to determine the individual's name on JACS. If the individual's name on JACS equals the SPF name, continue as described in *c* below to determine why the JUMPS transaction was rejected.

(2) If the individual's name on the JACS does not equal the SPF name, contact the FAO to determine which file has the accurate name, and then initiate corrective action to synchronize the files. The SPF and JACS name must agree before continuing as described in c below to determine why the JUMPS transaction was rejected.

c. Type of notice Y4 may appear on the AAC–P61 report with one of the message codes described in (1) through (7) below.

(1) MSG code 301, unmatched account identification, indicates that the name or the SSN on the five-card transaction did not match the MMPF and created a Y4 notice. The individual's dual service component status has been changed on the SPF but not on the MMPF. To resolve this error, contact the local FAO to determine the correct name or SSN. If the FAO'S file is incorrect, the FAO submits an administrative change to correct its files. If the FAO has the correct name and SSN, process a LNAM or SSAN transaction, and submit it to SIDPERS.

(2) MSG code 311, duplicate administrative change, indicates that a change transaction was submitted, but the MMPF already reflects the change. Determine the correct entry to be submitted, and resubmit it if appropriate.

(3) MSG code 312, blank or invalid DSSN or finance identification number, indicates that input was received with positions 77 through 80 either blank or with invalid characters. This error indicates that a system problem needs to be researched.

(4) MSG code 331, blank or invalid item, indicates that position 45 on the five-card transaction was blank or invalid, and the input entry was rejected. Determine the correct entry required, and resubmit the entry as appropriate.

(5) MSG code 629, invalid substantiating document number, indicates that invalid characters were used in positions 70 through 76. This error indicates that a system problem needs to be researched.

(6) MSG code 664, rejected, member separated, indicates that an entry has been received for an account that has been transferred from the finance system. To resolve this error, contact the FAO to determine if the account was properly removed from the system. If the account was erroneously removed, the FAO reestablishes the account. If the individual has separated, prepare an SEP transaction.

(7) MSG code 666, accepted, indicates that the transaction has been accepted and posted to the MMPF.

24–10. Type of notice Y5

Type of notice Y5 is generated from DFAS–IN to SIDPERS and reflects inconsistent, erroneous, or incomplete grade change data on a JUMPS five-card transaction. These notices appear on the AAC–P51 report. The report may also contain an additional error mnemonic (positions 112 through 115) that was generated when the transaction was entered in the SIDPERS cycle. Errors of this type are caused by unmatched or incompatible conditions between type of notice Y5 and SPF name and SSN. Type of notice Y5 is not entered in the SESF; therefore, it does not create an error control number or appear on the AAC–P27, AAC–P29, or AAC–P31 reports. Possible error conditions and the appropriate resolution procedures are listed in *a* through *c* below.

a. If type of notice Y5 appears on the AAC–P51 report as an unprocessed transaction with error mnemonic EUNM in positions 112 through 115, the SSN on type of notice Y5 does not match the SPF SSN. For this error, there is no compatibility printline because no SPF record can be found. Error resolution procedures are described in (1) through (3) below.

(1) Compare the SSN and name on the AAC–P51 report with the current alpha roster (AAC–C11) to determine if a similar name or SSN is present. If a similar SSN is present and if the name on type of notice Y5 matches the name on the alpha roster, determine if an SSAN transaction processed on the individual. If an SSAN transaction processed, contact the local FAO to determine the individual's SSN on JACS. If the individual's SSN on JACS equals the SPF SSN, continue as described in *c* below to determine why the JUMPS transaction was rejected.

(2) If the individual's SSN on JACS does not equal the SPF SSN, contact the FAO to determine which file has the accurate SSN, and then initiate corrective action to synchronize the files. The SPF and JACS SSN must agree before continuing as described in c below to determine why the JUMPS transaction was rejected.

(3) If no similar SSN or name is present on the alpha roster, review previous alpha rosters, and annotate the AAC–P51 report with the UPC and date of reassignment or with the date of ETS or ESA.

b. If type of notice Y5 appears on the AAC–P51 report as an unprocessed transaction with error mnemonic CNME in positions 112 through 115, the individual's name on the SPF was changed between the time the original transaction was processed at DFAS–IN and the error notice was received locally. Error resolution procedures are described in (1) and (2) below.

(1) Determine if a FID X NAME or LNAM transaction processed. If a NAME or LNAM transaction processed, contact the local FAO to determine the individual's name on JACS. If the individual's name on JACS equals the SPF name, continue as described in *c* below to determine why the JUMPS transaction was rejected.

(2) If the individual's name on the JACS does not equal the SPF name, contact the FAO to determine which file has the accurate name, and then initiate corrective action to synchronize the files. The SPF and JACS name must agree before continuing as described in c below to determine why the JUMPS transaction was rejected.

c. Type of notice Y5 may appear on the AAC–P51 report with one of the error message codes described in (1) through (16) below.

(1) MSG code 301, unmatched account identification, indicates that the name or the SSN on the five-card transaction did not match the MMPF and created a Y5 notice. The individual's grade has been changed on the SPF but not on the MMPF. To resolve this error, contact the local FAO to determine the correct name or SSN. If the FAO's file is incorrect, the FAO submits an administrative change to correct its files. After the administrative change has processed on the MMPF, input a JACT to SIDPERS to report the grade change to the MMPF. If the FAO has the correct name and SSN, process a LNAM or SSAN transaction, and submit it to SIDPERS. After the SPF has been corrected, input a JACT to SIDPERS to report the grade change to the MMPF.

(2) MSG code 304, erroneous action or item code, indicates that a blank or invalid item code was used or that an item and action code were used together. To resolve this error, contact the local FAO to determine the individual's current status on JACS. Determine if the action code is valid with the status on JACS. Prepare a JACT or GRCH transaction to correct the error.

(3) MSG code 308, card invalid, indicates that position 1 of a five-card pay change input transaction sent to DFAS–IN did not contain the proper character 5 and was rejected. This error indicates that a system problem needs to be researched. To resolve this error, the PAS should contact the SIDPERS FACTS team at DSN 221-9410 to report receipt of this error.

(4) MSG code 310, blank or invalid date code, indicates that a pay change transaction was submitted with an effective date before the entry on active duty date or with an invalid effective date, or blank date field, an invalid future date, or with a date more than 1 year ago. To resolve this error, prepare a JACT with the proper effective date.

(5) MSG code 311, duplicate administrative change, indicates that an input transaction was a duplicate input entry to an item that the soldier was already receiving. For example, an entry was submitted for promotion to E4 with an effective date of 881011; however, the soldier is already an E4 with an effective date of 871011. To resolve this error, contact the FAO to determine pay grade and effective date on the MMPF. If the FAO is correct, disregard this notice. If the FAO is incorrect, input a JACT or GRCH transaction as appropriate.

(6) MSG code 312, blank or invalid DSSN or finance identification number, indicates that input was received with positions 77 through 80 either blank or with invalid characters. This error indicates that a system problem needs to be researched.

(7) MSG code 317, item, date, or amount not on MMPF, indicates a correction X (type of action code PROX or REDX) was input to an item not on the MMPF. For example, an entry was submitted for correction to previous advancement or promotion (PROX) with an effective date of 871011; however, no promotion exists on the individual with an effective date of 871011, but a promotion does exist with an effective date of 871001. To resolve this error, contact the FAO to review the account. Determine the correct entries required, and process a JACT if appropriate.

(8) MSG code 318 or 418, invalid identification, indicates that the SSN or name contains blanks or invalid characters for a pay change input five-card transaction. This error should occur on all AAC–P51 reports for the SEES text header only. DFAS–IN cannot strip SEES text but treats it as an input transaction. Disregard this error. If the 318 or 418 error is generated for other than the SEES text header, a system problem has occurred. Contact the SIDPERS FACTS team at DSN 221-9410.

(9) MSG code 320, member's status caused transaction to be rejected, indicates that the absence of duty status for the individual precludes acceptance of the pay change item. To resolve this error, contact the FAO to determine the duty status. If FAO duty status is erroneous, wait until the duty status has been corrected, and submit a JACT to update the MMPF. If the SPF duty status is erroneous, prepare a GRCH transaction to change the SPF grade and DYST transaction to change the duty status.

(10) MSG code 321, erroneous or questionable grade, indicates that the promotion or reduction (PROM or REDU) entry contained a blank or invalid pay grade and was rejected. To resolve this error, contact the FAO to determine the proper grade and effective date of pay on JACS, and prepare a JACT or GRCH transaction as appropriate.

(11) MSG code 326 or 626, erroneous or unverified promotion or reduction, indicates one of several conditions. It can mean a correction to previous advancement or promotion or correction to previous reduction (PROX or REDX) correction entry was input with a different grade than the original entry; or that two changes in pay grade with the same effective date were submitted, and the first change was posted to the account, but the second change was rejected. The code can mean that the individual was promoted or reduced from one category to another (E3 to 1LT) or to the same grade on an earlier update with a different effective date or to a higher or lower grade. To resolve this error, contact the FAO to determine the correct grade and effective date on JACS, and submit a JACT or GRCH transaction as appropriate.

(12) MSG code 629, invalid substantiating document number, indicates that invalid characters were used in positions 70 through 76. This error indicates that a system problem needs to be researched.

(13) MSG code 638, accepted month of ETS, is an advisory notice and indicates that the FAO has accepted the input; however, it also indicates that the grade transaction was submitted during the last month of the soldier's ETS. To resolve this error, contact the local FAO to determine if the ETS date is the same on the MMPF and SPF. If an error exists, report the correct ETS.

(14) MSG code 339 or 639, member's identification changed, indicates that previous input was submitted to change the individual's identification. The pay change five-card transaction reflects the old identification. If the message error code is 339, the pay change is rejected. If the message code is 639, the pay change is accepted. To resolve this error, ensure that the individual's identification is accurate on the MMPF and SPF. If the SPF is incorrect, correct the identification. If JACS is incorrect, the FAO corrects the identification. Future input must contain the new identification if JACS is correct.

(15) MSG code 664, rejected, member separated, indicates that an entry has been received for an account that has been transferred from the finance system. To resolve this error, contact the FAO to determine if the account was properly removed from the system. If the account was erroneously removed, the FAO reestablishes the account. After the account has been reestablished, submit a JACT to correct the MMPF. If the individual has separated, prepare an SEP transaction.

(16) MSG code 666, accepted, indicates that the transaction has been accepted and posted to the MMPF.

24–11. Type of notice Y6

Type of notice Y6 is generated periodically from DFAS–IN to SIDPERS and produces the AAC–P50 report, JUMPS Message Receipt Notification. This report notifies the analyst of receipt or nonreceipt of messages (batches) dispatched from SIDPERS to DFAS–IN.

Table 24–1
Index to DFAS-IN (JUMPS) record formats

Type of notice	Format title	Table
5-card	DFAS-IN JUMPS transaction, Army correction to sex code (wartime and peacetime)	24-2
5-card	DFAS-IN JUMPS transaction, Army correction to name or legal name change (wartime and peacetime)	24-3
5-card	DFAS-IN JUMPS transaction, Army correction to component (wartime and peacetime)	24-4
5-card	DFAS-IN JUMPS transaction, Army correction to dual service component (peacetime only)	24-5
5-card	DFAS-IN JUMPS transaction, Army promotion or reduction action (wartime and peacetime)	24-6
Y1	DFAS-IN JUMPS receipt notice, sex (wartime and peacetime)	24-7
Y2	DFAS-IN JUMPS receipt notice, card 1, name change or legal name change (wartime and peacetime)	24-8
Y2	DFAS-IN JUMPS receipt notice, card 2, Name change or legal name change (wartime and peacetime)	24-9
Y3	DFAS-IN JUMPS receipt notice, component (wartime and peacetime)	24-10
Y4	DFAS-IN JUMPS receipt notice, dual service component (peacetime only)	24-11
Y5	DFAS-IN JUMPS receipt notice, JUMPS Army corrector transaction or grade code change (wartime and peacetime)	24-12
Y6	DFAS-IN JUMPS receipt notice (wartime and peacetime)	24-13

Table 24–2
DFAS-IN five-card JUMPS transaction, Army correction to sex code, wartime and peacetime

Line	Data element	Record position
1.	Card identification code 5 (system generated)	01-01
2.	SSN	02-10
3.	Name (first four positions of last name)	11-14
4.	Blank	15-15
5.	Action code ADM (left justified)	16-19
6.	Item code SEX (left justified)	20-24
7.	Blank	25-44
8.	Correct sex	45-45
9.	Blank	46-69
10.	Processing month (cycle month)	70-71
11.	Substantiating document number [1]	72-76
12.	Finance identification number [2]	77-80

Notes:

[1] Positions 1 and 2 of the substantiating document number are the cycle control number from the edit table file. Position 3 is constant 0. Positions 4 and 5 are the cycle year.

[2] The finance identification number is system generated, and each PPA is assigned one. See table 24-15.

Table 24–3
DFAS-IN five-card JUMPS transaction, Army correction to name or legal name change, wartime and peacetime

Line	Data element	Record position
1.	Card identification code 5 (system generated)	01-01
2.	SSN	02-10
3.	Name (first four positions of last name)	11-14
4.	Blank	15-15
5.	Action code ADM (left justified)	16-19
6.	Item code NAME (left justified)	20-24
7.	Blank	25-44
8.	Name, individual a. Last name followed by space b. First name or initial followed by a space c. Middle initial d. Only 20 characters or soldier's total name can be used	45-64
9.	Blank	65-69
10.	Processing month (cycle month)	70-71
11.	Substantiating document number [1]	72-76

Table 24–3
DFAS-IN five-card JUMPS transaction, Army correction to name or legal name change, wartime and peacetime—Continued

Line	Data element	Record position
12.	Finance identification number [2]	77-80

Notes:

[1] Positions 1 and 2 of the substantiating document number are the cycle control number from the edit table file. Position 3 is constant 0. Positions 4 and 5 are the cycle year.

[2] The finance identification number is system generated, and each PPA is assigned one. See table 24-15.

Table 24–4
DFAS-IN five-card JUMPS transaction, Army correction to component, wartime and peacetime

Line	Data element	Record position
1.	Card identification code 5 (system generated)	01-01
2.	SSN	02-10
3.	Name (first four positions of last name)	11-14
4.	Blank	15-15
5.	Action code ADM (left justified)	16-19
6.	Item code COMP (left justified)	20-24
7.	Blank	25-30
8.	MPC (E or O)	31-31
9.	Blank	32-44
10.	Correct component	45-45
11.	Blank	46-69
12.	Processing month (cycle month)	70-71
13.	Substantiating document number [1]	72-76
14.	Finance identification number [2]	77-80

Notes:

[1] Positions 1 and 2 of the substantiating document number are the cycle control number from the edit table file. Position 3 is constant 0. Positions 4 and 5 are the cycle year.

[2] The finance identification number is system generated, and each PPA is assigned one. See table 24-15.

Table 24–5
DFAS-IN five-card JUMPS transaction, Army correction to dual service component, peacetime only

Line	Data element	Record position
1.	Card identification code 5 (system generated)	01-01
2.	SSN	02-10
3.	Name (first four positions of last name)	11-14
4.	Blank	15-15
5.	Action code ADM (left justified)	16-19
6.	Item code DUAL (left justified)	20-24
7.	Blank	25-44
8.	Correct dual component status (C or N)	45-45
9.	Blank	46-69
10.	Processing month (cycle month)	70-71
11.	Substantiating document number [1]	72-76
12.	Finance identification number [2]	77-80

Notes:

[1] Positions 1 and 2 of the substantiating document number are the cycle control number from the edit table file. Position 3 is constant 0. Positions 4 and 5 are the cycle year.

[2] The finance identification number is system generated, and each PPA is assigned one. See table 24-15.

Table 24–6
DFAS five-card JUMPS transaction, Army promotion or reduction action, wartime and peacetime

Line	Data element	Record position
1.	Card identification code 5	01-01
2.	SSN	02-10
3.	Name (first four positions of last name) [1]	11-14
4.	Blank	15-15
5.	Action code [2]	16-19
6.	Item code [3]	20-23
7.	Blank	24-24
8.	Effective date of pay grade (YYMMDD)	
	a. Year	25-26
	b. Month	27-28
	c. Day	29-30
9.	Blank	31-69
10.	Processing month	70-71
11.	Substantiating document number [4]	72-76
12.	Finance identification number [5]	77-80

Notes:

[1] These data come from the GRCH transaction. The first four positions of the last name are used.

[2] Use PROM for promotion, PROX for revocation of a promotion, REDU for reduction, and REDX for a revocation of a reduction. See JACT in DA Pam 600-8- 1 and DA Pam 600-8-2.

[3] These item codes are for the grade to which the individual was promoted or reduced. The item codes listed in table 24-7 are used with action codes PROM, PROX, REDU, and REDX.

[4] The substantiating document number is system generated. Positions 1 and 2 of the substantiating document number are the cycle control number from the edit table file. Position 3 is a constant 0. Positions 4 and 5 are the cycle year.

[5] The finance identification number is system generated, and each PAS is assigned one. See table 24-15.

Table 24–7
Item codes

SIDPERS grade code	Item code
PV11	E01
PV22	E02
PFC3	E03
SP4M	E04
CPL4	E04
SGT5	E05
2LT7	001E
2LTG	001
1LTG6	002E
1LTF	002
CPT5	003E
CPTE	003
SSG6	E06
PSGX	E07
SFC7	E07
1SGY	E08B
MSG8	E08M
SGMR	E09
CSMA	E09
SMA9	E09
W01X	W01
CW2W	W02
CW3V	W03
CW4U	W04
MAJD	004
LTCC	005
COBL	006
B GA	007
M GA	008
LTGA	009
GENA	010
G AA	010

Table 24–8
DFAS-IN JUMPS receipt notice, notification code Y1, sex, wartime and peacetime

Line	Data element	Record position
1.	SSN	01-09
2.	Name	10-13
3.	Action code	14-17
4.	Item code	18-21
5.	Sex	22-22
6.	Blank	23-27
7.	Processing month (MM)	28-29
8.	Finance identification number [1]	30-33
9.	Type transaction Y1	34-35
10.	Transaction date (YYMMDD)	36-41
11.	Message number	42-44
12.	Message	45-74
13.	Substantiating document number	75-79
14.	FID	80-80

Notes:
[1] The finance identification number is system generated. See table 24-15.

Table 24–9
DFAS-IN JUMPS receipt notice, notification code Y2, name change or legal name change, wartime and peacetime

Line	Data element	Record position
1.	SSN	01-09
2.	Name	10-13
3.	Action code	14-17
4.	Item code	18-21
5.	Record number 1	22-22
6.	Blank	23-27
7.	Processing month (MM)	28-29
8.	Finance identification number [1]	30-33
9.	Type transaction Y2	34-35
10.	Transaction date (YYMMDD)	36-41
11.	Message number	42-44
12.	Message	45-74
13.	Substantiating document number	75-79
14.	FID	80-80

Notes:
[1] The finance identification number is system generated. See table 24-15.

Table 24–10
DFAS-IN JUMPS receipt notice, notification code Y2, card 2, name change or legal name change, wartime and peacetime

Line	Data element	Record position
1.	SSN	01-09
2.	Name	10-13
3.	Action code	14-17
4.	Item code	18-21
5.	Record number 2	22-22
6.	Blank	23-27
7.	Processing month (MM)	28-29
8.	Finance identification number [1]	30-33
9.	Type transaction Y2	34-35
10.	Name, individual	36-55
11.	Blank	56-74
12.	Substantiating document number	75-79
13.	FID	80-80

Notes:
[1] The finance identification number is system generated. See table 24-15.

Table 24–11
DFAS-IN JUMPS receipt notice, notification code Y3, component, wartime and peacetime

Line	Data element	Record position
1.	SSN	01-09
2.	Name	10-13
3.	Action code	14-17
4.	Item code	18-21
5.	Component	22-22
6.	Blank	23-27
7.	Processing month (MM)	28-29
8.	Finance identification number [1]	30-33
9.	Type transaction Y3	34-35
10.	Transaction date (YYMMDD)	36-41
11.	Message number	42-44
12.	Message	45-74
13.	Substantiating document number	75-79
14.	FID	80-80

Notes:
[1] The finance identification number is system generated. See table 24-15.

Table 24–12
DFAS-IN JUMPS receipt notice, notification code Y4, dual service component, peacetime only

Line	Data element	Record position
1.	SSN	01-09
2.	Name	10-13
3.	Action code	14-17
4.	Item code	18-21
5.	Dual service component status	22-22
6.	Blank	23-27
7.	Processing month (MM)	28-29
8.	Finance identification number [1]	30-33
9.	Type transaction Y4	34-35
10.	Transaction date (YYMMDD)	36-41
11.	Message number	42-44
12.	Message	45-74
13.	Substantiating document number	75-79
14.	FID	80-80

Notes:
[1] The finance identification number is system generated. See table 24-15.

Table 24–13
DFAS-IN JUMPS receipt notice, notification code Y5, JUMPS Army corrector transaction or grade code change, wartime and peacetime

Line	Data element	Record position
1.	SSN	01-09
2.	Name	10-13
3.	Action code [1]	14-17
4.	Item code [2]	18-21
5.	Effective date of pay grade (YYMMDD)	
	a. Year	22-23
	b. Month	24-25
	c. Day	26-27
6.	Processing month (MM)	28-29
7.	Finance identification number [3]	30-33
8.	Type transaction Y5	34-35
9.	Transaction date (YYMMDD)	36-41
10.	Message number	42-44
11.	Message	45-74
12.	Substantiating document number	75-79

Table 24–13
DFAS-IN JUMPS receipt notice, notification code Y5, JUMPS Army corrector transaction or grade code change, wartime and peacetime—Continued

Line	Data element	Record position
13.	FID	80-80

Notes:

[1] Use PROM for promotion, PROX for revocation of a promotion, REDU for reduction, and REDX for revocation of a reduction. See JACT in DA Pamphlet 600-8-1 and DA Pamphlet 600-8-2.

[2] See table 24-6, note 3.

[3] The format identification number is system generated. See table 24-15.

Table 24–14
DFAS-IN JUMPS receipt notice, notification code Y6, JUMPS message receipt notification, wartime and peacetime

Line	Data element	Record position
1.	Message (batch) [1]	01-23
2.	Blank	24-26
3.	Final cycle indicator [2]	27-28
4.	Blank	29-33
5.	Type transaction Y6	34-35
6.	Blank	36-37
7.	Card count [3]	38-40
8.	Blank	41-42
9.	Message number [4]	43-45
10.	Blank	46-47
11.	Finance identification number [5]	48-51
12.	Blank	52-79
13.	FID Y	80-80

Notes:

[1] This message is a literal indicating the receipt or nonreceipt of a specific message (batch) that was dispatched from SIDPERS to JUMPS. Literals may be RECEIVED MESSAGE NO. or NOT RECEIVED MESSAGE NO.

[2] This literal indicates that the message (batch) just dispatched was one generated during the month end cycle processing. This indicator (FL) is resident in positions 5 and 6 of the text header card to JUMPS.

[3] This is the total number of cards reflected in the text header dispatched from SIDPERS to JUMPS. This count includes the text header and is found in positions 28 through 30 of the text header card.

[4] This is the message number on the text header dispatched from SIDPERS to JUMPS. This number (001 through 999) is found in positions 72 through 74 of the text header.

[5] This four-position field is found in positions 77 through 80 of the text header card. See table 24-15.

Table 24–15
Miscellaneous organizations, locations, and finance identification numbers

PPA	Organization or location	Finance identification number
AH	FT HUACHUCA, AZ	0300
AN	REDSTONE ARSENAL, AL	0301
KA	FT DEVENS, MA	0302
KB	FT DIX, NJ	0303
KC	ABERDEEN PROVING GROUND, MD	0304
KD	FT MEADE, MD	0305
KE	MIL DIST WASH, DC	0306
KF	FT BELVOIR, VA	0307
KG	FT EUSTIS, VA	0308
KH	FT LEE, VA	0309
KJ	FT KNOX, KY	0310
KN	FT MONMOUTH, NJ	0311
KW	WRAMC, WASH, DC	0312
LA	FT BRAGG, NC	0313
LB	82D ABN DIV	0314
LC	XVIII AIRBORNE CORPS	0315
LD	FT JACKSON, SC	0316
LG	FT BENNING, GA	0317
LJ	FT MCPHERSON, GA	0318
LK	FT GORDON, GA	0319

Table 24–15
Miscellaneous organizations, locations, and finance identification numbers—Continued

PPA	Organization or location	Finance identification number
LM	FT RUCKER, AL	0320
LN	FT MCCLELLAN, AL	0321
LP	FT CAMPBELL, KY	0322
LR	24TH INF DIV, GA	0323
MA	FT SHERIDAN, IL	0324
MB	FT LEONARD WOOD, MO	0325
MC	FT RILEY, KS	0326
RX	UNITED STATES MILITARY ACADEMY WEST POINT, NY	0327
ME	FT LEAVENWORTH, KS	0328
MF	FT SILL, OK	0329
MG	FT SAM HOUSTON, TX	0330
MH	FT MCCOY, WI	0331
MJ	FT BLISS, TX	0332
MK	FT HOOD, TX (III CORPS)	0333
ML	FT POLK, LA	0334
MM	1ST CAV DIV, FT HOOD, TX	0335
MN	2D ARMD DIV, FT HOOD, TX	0336
MO	546TH PSC, FT HOOD, TX	0337
WP	UNITED STATES MILITARY ACADEMY WEST POINT, NY	0338
NA	PRESIDIO OF SF, CA	0339
NB	FT ORD, CA	0340
NE	FT CARSON, CO	0341
NF	4TH INF DIV	0342
NJ	FT IRWIN, CA	0343
NK	FITZSIMMONS AMC, CO	0344
PF	FT DRUM, NY	0345
PR	FT INDIANTOWN GAP, PA	0346
1A	3RD ARMD DIV	0347
1B	510TH PSC VICENZA	0348
1C	8TH INFANTRY DIV	0349
1D	V CORPS NON DIV	0350
1E	1ST ARMORED DIV	0351
1G	507TH PSC	0419
1K	21ST THEATER AREA ARMY COMMAND	0352
1L	1ST INF DIV FWD	0353
1M	3RD INF DIV	0354
1N	1ST PERSCOM DATABASE/21ST SUPCOM	0355
1P	2D ARMD DIV (FWD)	0356
1R	1ST PERSCOM DATABASE HQ USAREUR & 7TH ARMY	0357
1S	VII CORPS NON DIV UNITS	0358
1T	1ST PERSCOM DATABASE 21ST REPL BN	0359
1U	5TH SIG CMD	0360
1W	USA FIELD STATION AUGSBURG	0361
1X	USA BERLIN	0362
3A	2D INF DIV KOREA	0363
3B	25TH INF DIV HI	0364
3C	8TH PERSCOM KOREA	0365
3F	US ARMY JAPAN	0366
3G	US ARMY WESTCOM HI	0367
4A	6TH INF DIV (LT), AK	0368
5A	USARSO (PANAMA)	0369
K	TAPC (PERSCOM)	0370
L	FORSCOM	0371
M	TAPC (PERSCOM)	0372
N	NATIONAL GUARD BUREAU	0373
P	TRADOC	0374
Q	EREC	0375
U	DFAS-IN	0376
V	USA DESERTER INFORMATION POINT	0377
FH	HOMESTEAD AFB, FL	0378
KK	USA RCTG CMD	0379
ZA	TAPC (PERSCOM)	0380
ZB	TAPC (PERSCOM)	0381
ZC	TAPC (PERSCOM)	0382
ZD	TAPC (PERSCOM)	0383
ZE	TAPC (PERSCOM)	0384
9	USA MSSA, WASH, DC	0385
99	TAPC (PERSCOM)	0386
3	USARPAC (TAPER)	0387

Table 24–15
Miscellaneous organizations, locations, and finance identification numbers—Continued

PPA	Organization or location	Finance identification number
8	8TH PERSCOM (TAPER)	0388
B	FT BRAGG (TAPER)	0389
H	FT HOOD (TAPER)	0390
O	USA RES COMP P/A GP	0391
R	USA TNG CEN FT EUSTIS	0392
S	USASSC FT HARRISON	0393
T	FT LEWIS (TAPER)	0394
0 (zero)	TAPC (PERSCOM)	0395
1	HQ USAREUR (1ST PERSCOM & TAPER)	0396
KL	401ST PSC, KY	0397
KM	194TH ARMD BDE, KY	0398
LE	101ST AIRBORNE DIV, KY	0399
LF	545TH PSC	0400
LH	524TH PSC	0401
LL	FT STEWART, GA	0402
LQ	197TH LIGHT INF BDE, GA	0403
MR	3RD ARMD CAV RGT, TX	0404
NC	I CORPS, WA	0405
NH	7TH INF DIV, CA	0406
1F	198TH PSC	0407
1G	507TH PSC	0408
1H	574TH PSC	0409
1J	575TH PSC	0410
1Q	4TH INF DIV (FWD)	0411
1V	USA ELM SHAPE	0412
1Y	187TH PSC	0413
1Z	189TH PSC	0414
11	257TH PSC	0415
12	259TH PSC	0416
13	261ST PSC	0417
14	378TH PSC	0418
16	69TH PSC	0420
17	176TH PSC	0421
18	177TH PSC	0422
19	178TH PSC	0423
3D	UNC/USFK/8TH ARMY, KOREA	0424
3K	258TH PSC	0425
RA	FT BELVOIR, VA	0426
RB	FT BENNING, GA	0427
RC	FT BRAGG, NC	0428
RD	FT DEVENS, MA	0429
RE	FT DIX, NJ	0430
RF	FT DRUM, NY	0431
RG	FT EUSTIS, VA	0432
RH	FT GORDON, GA	0433
RJ	FT INDIANTOWN GAP, PA	0434
RK	FT JACKSON, SC	0435
RL	FT LEE, VA	0436
RM	FT MEADE, MD	0437
RN	FT MCCLELLAN, AL	0438
RP	FT MCPHERSON, GA	0439
RQ	MIL DIST, WASH	0440
RR	FT PICKETT, VA	0441
RS	FT RUCKER, AL	0442
RT	CAMP SHELBY, MS	0443
RU	FT STEWART, GA	0444
RV	FT MONMOUTH, NJ	0445
RW	WALTER REED AMC, WASH, DC	0446
SA	FT HARRISON, IN	0447
SB	FT CAMPBELL, KY	0448
SC	FT CHAFFEE, AR	0449
SD	FT HOOD, TX	0450
SE	FT KNOX, KY	0451
SF	FT LEONARD WOOD, MO	0452
SG	FT MCCOY, WI	0453
SH	FT POLK, LA	0454
SJ	FT SAM HOUSTON, TX	0455
SK	FT SHERIDAN, IL	0456
SL	FT SILL, OK	0457

Table 24–15
Miscellaneous organizations, locations, and finance identification numbers—Continued

PPA	Organization or location	Finance identification number
TA	FT BLISS, TX	0458
TB	FT CARSON, CO	0459
TC	FT HUACHUCA, AZ	0460
TD	FT LEAVENWORTH, KS	0461
TE	FT LEWIS, WA	0462
TF	FT ORD, CA	0463
TG	PRESIDIO OF SF, CA	0464
TH	FT RILEY, KS	0465
TJ	FT IRWIN, CA	0466
TK	CP ROBERTS, CA	0467
TL	FITZSIMMONS AMC	0468
3R	HAWAII	0469
4B	ALASKA	0470
GA	26TH INF DIV	0471
GB	28TH INF DIV	0472
GC	38TH INF DIV	0473
GD	40TH INF DIV	0474
GE	42ND INF DIV	0475
GF	47TH INF DIV	0476
GG	49TH ARMORED DIV	0477
GH	50TH ARMORED DIV	0478
GN	70TH INF DIV	0479
GP	76TH INF DIV	0480
GQ	78TH INF DIV	0481
GR	80TH INF DIV	0482
GS	84TH INF DIV	0483
GT	85TH INF DIV	0484
GU	91ST INF DIV	0485
GV	95TH INF DIV	0486
GW	98TH INF DIV	0487
GX	100TH INF DIV	0488
GY	104TH INF DIV	0489
GZ	108TH INF DIV	0490
MS	ST LOUIS AREA SUPCOM AMC	0491
MW	6TH ARMORED BDE (AIR), TX	0492
ND	FT LEWIS & I CORPS	0493
NG	9TH ID	0494
IH	FT HARRISON, IN	0495

Chapter 25
Automatic Digital Network

25–1. Introduction

The procedures for all AUTODIN traffic that pertains to SIDPERS and for the identification and disposition of that traffic are described in this chapter.

25–2. Assembly of records for automatic digital network transmission

Transactions transmitted over AUTODIN between PERSCOM and SIDPERS are divided into shipments and batches as described in *a* through *c* below.

a. A shipment includes all transactions from one PPA's cycle for the same addressee and with the same CIC. (See b(1) below.) Each shipment contains one or more batches, and all shipments or batches from the same cycle are identified by the same SCN. Telephone the Hoffman-telecommunications center (ASQNI–DOO–NH) weekly (DSN 221-8968/8967) to verify receipt of shipment

b. A batch consists of the described in (1) through (6) records in the sequence listed.

(1) *AUTODIN header record.* The first control record of an AUTODIN batch contains the sending and receiving RIC. The format of this communications control record is prescribed by JANAP 128I. Supplemental guidance is provided in *(a)* and *(b)* below.

(a) CICs are assigned by USAISEC-Hoffman (ASQNI–DOO–NH) and are related to certain codes in the text header record. See (2) below and table 25–1. The CIC and its relationship to other codes used during mobilization are shown in table 25–2. The CIC identifies the type of data contained in the AUTODIN message. The PAS or SID must furnish the telecommunications center with a list of the CICs needed for SEES entry processing.

(b) The RIC for PERSCOM is RUEWRHA, regardless of whether PERSCOM is the AUTODIN originator or

addressee. When SIDPERS is the AUTODIN originator, the originator RIC must be the one assigned to the PPA (AR 680–29, para 2–10) if it differs from the RIC assigned to the AUTODIN terminal. The applicable RIC for a PPA is listed in Allied Communication Publication 117, US supplement 1.

(2) *Text header record.* The second control record of an AUTODIN batch is designed by PERSINSCOM (ASQNI–ODE–N) to provide information on batch content, its relationship to other batches in the shipment, and batch or shipment record counts. The text header record format is shown in table 25–3. Supplemental guidance is provided in *(a)* and *(b)* below.

Table 25–3
Text header record

Line	Data element	Record positions
1.	Header data TXHDR	01-05
2.	RCS [1]	06-11
3.	Blank [2]	12-48
4.	Total transactions in batch [3]	49-53
5.	Blank	54-54
6.	Batch number [4]	55-57
7.	Blank	58-58
8.	Total batches in shipment [3]	59-61
9.	Blank	62-62
10.	Total transactions in shipment [3]	63-68
11.	Blank	69-69
12.	RIG [1]	70-70
13.	Blank	71-71
14.	Receiving PPA	72-73
15.	Sending PPA	74-75
16.	Blank	76-76
17.	SCN	77-78
18.	RIN	79-79
19.	Control code I	80-80

Notes:

[1] See table 25-1.

[2] Generate literal final cycle in positions 20 through 30 of text header and text trailer when onth end indicator is set in parameter card.

[3] Transaction or batch count is right justified, and the data element is filled with leading zeros when applicable. Transaction counts exclude AUTODIN header, text header, text trailer, and AUTODIN end-of-transmission records in the batch and shipment.

[4] A sequential number to identify each batch in the shipment. The number is right justified, and the data element is filled with leading zeros when applicable.

(a) The RCS and its relationship to other codes are indicated in table 25–1. Table 25–2 shows the RCS and its relationship to other codes used during mobilization.

(b) The RIG or RIN must equal the RIG or RIN of the transactions that constitute the batch.

(3) *Text message records.* The text message records are the 495 information or data records that constitute the text of the message to be transmitted.

(4) *Text trailer record.* The text trailer record is the next-to-the-last card of the transmission and is a duplicate of the text header record, except that TXTLR is required in the first five positions. The text trailer record format is shown in table 25–4.

Table 25–4
Text trailer record

Line	Data element	Record positions
1.	Header data TXTLR	01-05
2.	RCS [1]	06-11
3.	Blank [2]	12-48
4.	Total transactions in batch [3]	49-53
5.	Blank	54-54
6.	Batch number [4]	55-57
7.	Blank	58-58
8.	Total batches in shipment [3]	59-61
9.	Blank	62-62
10.	Total transactions in shipment [3]	63-68
11.	Blank	69-69
12.	RIG [1]	70-70

Table 25–4
Text trailer record—Continued

Line	Data element	Record positions
13.	Blank	71-71
14.	Receiving PPA	72-73
15.	Sending PPA	74-75
16.	Blank	76-76
17.	SCN	77-78
18.	RIN	79-79
19.	Control code I	80-80

Notes:

[1] See table 25-1.

[2] Generate literal final cycle in positions 20 through 30 of text header and text trailer when month end indicator is set in parameter card.

[3] Transaction or batch count is right justified, and the data element is filled with leading zeros when applicable. Transaction counts exclude AUTODIN header, text header, text trailer, and AUTODIN end-of-transmission records in the batch and shipment.

[4] A sequential number to identify each batch in the shipment. The number is right justified, and the data element is filled with leading zeros when applicable.

(5) *AUTODIN end-of-transmission record.* The AUTODIN end-of-transmission record is the last card of an AUTODIN batch. This card duplicates the AUTODIN header record and contains data indicating end of batch or end of message. The purpose and format of this communications control record are prescribed by JANAP 128I.

(6) *Text header record for JUMPS.* DFAS–IN requires this record. This record is created automatically by SIDPERS cycle processing. The text header record format is in table 25–5.

Table 25–5
Text header for JUMPS C7 transactions

Line	Data element	Record positions
1.	Header data TXHDR	01-04
2.	Final cycle indicator [2]	05-06
3.	JUMPS [3]	07-11
4.	Blank	12-27
5.	Total transactions in shipment [4]	28-30
6.	Blank	31-71
7.	JUMPS-Army message number [5]	72-74
8.	Blank	75-76
9.	Finance identification number [6]	77-80

Notes:

[1] Constant literal TXDR.

[2] These positions are used only to indicate the last transmission in the month from each finance identification number. Generate the literal FL if it is the last cycle of the month. If it is not the last processing cycle of the month, these positions are blank.

[3] Constant literal JUMPS.

[4] Transaction or batch count is right justified, and the data element field is filled with leading zeros when applicable. Transaction counts exclude AUTODIN header and AUTODIN end-of-transmission records in the batch and shipment. Count includes the text header.

[5] A sequential number to identify each batch in the shipment. The number is right justified, and the data element is filled with leading zeros. Number is obtained from cycle control card, positions 29 through 31.

[6] Unique four-digit numeric identifier to control and identify organizations submitting input to or receiving output from the JUMPS Army computer system. The finance identification number is obtained from the edit table file. Each PPA is assigned a finance identification number.

c. A negative report batch consists of an AUTODIN header record, negative report record, AUTODIN trailer, text header, and text trailer. The CIC in the AUTODIN header and end-of-transmission records for negative reports is ADAA for officers and ADBB for enlisted. The format of a negative report record is shown in table 25–6.

Table 25–6
Negative report record

Line	Data element	Record positions
1.	Header data TXMSR [1]	01-05
2.	RCS (OMTR-4 for officers, EMTR-B for enlisted)	06-11
3.	Literal NEGATIVE	12-19
4.	Blank	20-69
5.	RIG (A for officers, B for enlisted)	70-70
6.	Blank	71-71
7.	Receiving PPA (blank and 0)	72-73
8.	Sending PPA	74-75
9.	Blank	76-76
10.	SCN	77-78
11.	RIN (M for officers, B or K for enlisted) [2]	79-79
12.	Activity code signal I	80-80

Notes:
[1] The CIC in the AUTODIN header and end-of-transmission records for negative reports is ADAA for officers and ADBB for enlisted.
[2] During a mobilization exercise, X is placed in position 79 for officers and enlisted.

25–3. Transmitting data to U.S. Total Army Personnel Command

The three-part DD Form 1392 (Data Message Form) is prepared and used (except for PPAs serviced by a regional data center with automatic AUTODIN installed or implemented) as described in a through (f) below.

a. Enter applicable data on the top portion of DD Form 1392 for each cycle to be transmitted.

b. Ask the courier (either PAS or data processing activity) who delivers the cycle to the telecommunications center to furnish on carbon copy of DD Form 1392 indicating the date and time delivered to the telecommunications center.

c. Ask the telecommunications center to furnish the second carbon copy of DD Form 1392 with the bottom portion of the form completed when the transmission is completed.

d. Request notification from the telecommunications center on any messages or batches that failed to transmit. If rejection occurs during evening hours or weekends, this notification should be accomplished as early as possible on the next duty day.

e. Correct rejected batches and return as soon as possible for transmission.

f. Closely monitor the acknowledgement of receipt that the Hoffman-telecommunications center transmits when it receives a cycle. If acknowledgement of receipt is not received within 2 days of transmission, contact the Hoffman-telecommunications center for confirmation or instructions for retransmission.

Table 25–1
RIG, RIN, CIC, and RCS relationship

RIG	RIN	CIC	RCS	Data
A	D	ADAD	OMTR-D	PERSCOM output, officer type transaction SS inquiry (AR 680-29, chap 4).
A	E	ADAE	OMTR-E	PERSCOM input, officer type transaction US response to type transaction SS inquiry (AR 680-29, chap 4).
A	I	ADAL	LANG-O	PERSCOM output, officer linguist data.
A	M	ADAA	OMTR-4	PERSCOM input, pass record for the OMF.
A	R	ADAR	OMTR-R	Reserve Officers' Training Corps officer accession program to U.S. Army Reserve Components Personnel and Administration Center.
A	Z	ADAZ	OMTR-Z	PERSCOM output, notification of temporary promotions.
A	1	ADTL	RQSTNO	Officer assignment instructions (other than Army Medical Department officers).
A	2	ADTL	ASG-A2	Gaining command officer assignment data to U.S. Army, Europe (USAREUR) (other than Army Medical Department officers).
A	3	ADTL	RQSTNO	Officer request for orders (Europe).
A	3	ADTM	RQSTNO	Request for orders (losing).
A	3	ADTN	RQSTNO	Request for orders (gaining).
A	4	ADDA	OMTR-4	PERSCOM input, initial transaction for the OMF.

Table 25–1
RIG, RIN, CIC, and RCS relationship—Continued

RIG	RIN	CIC	RCS	Data
A	4	ADAA	OMTR-4	PERSCOM input, officer, negative report.
A	6	ADAA	OMTR-6	PERSCOM change notice, officer.
A	7	ADAA	OMTR-7	PERSCOM receipt notice, officer receipt notification codes RA and RD only, or PERSCOM output, officer type transaction 41 response to type transaction 40 inquiry.
A	8	ADAA	OMTR-8	PERSCOM error notice, officer error notification codes.
A	9	ADAA	OMTR-9	PERSCOM receipt notice, officer receipt notification codes other than RA and RD.
A	0	ADTL	OMTR-0	Officer requisition (AR 614-185).
B	B	ADBB	EMTR-B	PERSCOM input, initial transaction for the EMF.
B	B	ADBB	EMTR-B	PERSCOM input, enlisted negative report.
B	C	ADBB	EMTR-C	PERSCOM change notice, enlisted.
B	D	ADDB	EMTR-D	PERSCOM output, enlisted type transaction SS inquiry (AR 680-29, chap 4).
B	E	ADBE	EMTR-E	PERSCOM input, enlisted type transaction US response to type transaction SS inquiry.
B	F	ADBF	EMTR-F	PERSCOM input, enlisted separation history file inquiry.
B	G	ADBG	EMTR-G	Enlisted accession card.
B	I	ADBL	LANG-E	PERSCOM output, enlisted linguist data.
B	K	ADBB	EMTR-B	PERSCOM input, pass record for the EMF.
B	P	ADBB	EMTR-P	PERSCOM receipt notice, enlisted receipt notification codes RA and RD only.
B	S	ADBB	EMTR-S	PERSCOM error notice, enlisted.
B	T	ADBB	EMTR-T	PERSCOM receipt notice, enlisted receipt notification codes other than RA and RD only.
B	T	AFCD	FNCT	PERSCOM to DFAS-IN, promotions and bonus data.
B	Z	ADBZ	EMTR-Z	PERSCOM output, notification of temporary promotion.
B	3	ADBT	EMTR-3	PERSCOM output, enlisted type transaction SA inquiry (AR 680-29, chap 4).
B	4	ADBT	EMTR-4	PERSCOM input, enlisted type transaction UA response to type transaction SA inquiry (AR 680-29 chap 4).
B	9	ADBP	ENLREQ	Enlisted requisition (AR 614-200).
D	A	ADDA	MLPC-42	ERSCOM input strength evaluation report—SOMF extract.
D	B	ADDD	CTA-DB	PERSCOM input, retransmittal of officer and enlisted records to CTAS before deletion from SPF (type transaction 45 and those in the N- and P-series).
D	C	ADC	CTA-DC	PERSCOM input, officer and enlisted type transaction CT response to type transaction CT inquiry (other than by SIDPERS).
D	J	ADET	D-INST	Type transaction file from USAREUR PAS to TAPER (Headquarters, USAREUR). Forwarding of DA feedback subsequent to departure.
D	L	ADDD	CTA-DL	PERSCOM input, officer and enlisted type transaction CT response to type transaction CT inquiry.
D	N	ADDN	MOSTAB	PERSCOM output, MOS master file.
D	O	ADDD	CTA-DO	PERSCOM output, officer, and enlisted type transaction CT inquiry.
D	S	ADES	A-TRNC	01 TDR from PPAs worldwide to TAPER (Headquarters, USAREUR).
D	T	ADEU	D-TPMF	TAPER personnel master file (AAC-C96).
D	V	ADEV	D-TPMF	TAPER daily extract (AAC-P96).

Table 25–1
RIG, RIN, CIC, and RCS relationship—Continued

RIG	RIN	CIC	RCS	Data
E	R	ADER	OERS	Officer record brief data.
F	C	ADEF	FINCTR	Retired pay data.
F	D	ADFD	DANSCRS	ERSCOM input, DFAS-IN.
G	B	ADPO	MPC-17	Enlisted training base data (AR 612-201).
H	A	ADHA	SID-HA	PERSCOM output, officer FID L TDR.
H	B	ADHB	SID-HB	PERSCOM output, enlisted FID L TDR.
H	C	ADHC	DI-ROE	PERSCOM input, officer and enlisted type transaction MA data reconciliation record.
H	F	ADHF	DI-TDR	Officer and enlisted FID O TDR, SIDPERS to SIDPERS (SIDPERS User Manual).
J	A	ADJA		SIDPERS remote site support, automatic reports.
J	B	ADJB		SIDPERS remote site support, cycle cards.
J	C	ADJC		SIDPERS remote site support, command and staff reports.
J	D	ADJD		SIDPERS remote site support, personnel briefs.
J	E	ADJE		SIDPERS remote site support, inquiry TDR cards.
J	F	ADJF		SIDPERS remote site support, subsystem information.
J	G	ADJG		SIDPERS remote site support, orders formats.
J	J	ADJJ		SIDPERS remote site support, JUMPS transaction register.
J	K	ADJK		SIDPERS remote site support, JUMPS cards.
J	L	ADJL		SIDPERS remote site support, SAF list.
J	S	ADJS		SIDPERS remote site support, satellite transaction to primary site.
J	T	ADJT		SIDPERS remote site support, satellite SIRCUS to primary site.
J	P	ADJP		SIDPERS remote site support, (SIRCUS) response to satellite.
J	Z	ADJZ	JUMPS	JUMPS to SIDPERS.
K	E	ADBP	CAP-KE	EDAS data exchange between PERSCOM and first PERSCOM and SIDPERS (AR 614-200, chap 5).
K	F	ADBP	CAP-KF	PERSCOM input, EDAS losing assignment response.
Z	Z	ADBB	TRSCAT	PERSCOM input, enlisted accessions from U.S. Army Recruiting Command.
G	A	AGGA	CSGPO	SAF reconciliations and daily changes.
K	H	ADKH	DAX-258	Advanced individual training to first unit of assignment.

Table 25–2
RIG, RIN, CIC, and RCS for mobilization exercises

RIG	RIN	CIC	RCS	Data
X	A	ADXA	MOBEX1	Reserve Components unit accessories to SIDPERS.
X	B	ADXB	MOBEX2	Reserve Components unit organizational transactions to SIDPERS.
R	1	ADRA	OMTR-1	Officer requisitions from U.S. Army Reserve Personnel Center (USARPERCEN) to PERSCOM.
R	1	ADRA	OMTR-1	Officer requisitions from PERSCOM to USARPERCEN.
R	9	ADRB	EMTR-9	Enlisted requisitions from USARPERCEN to PERSCOM.
R	9	ADRB	EMTR-9	Enlisted requisitions from PERSCOM to USARPERCEN.
B	X	ADBX	EMTR-B	Enlisted data from SIDPERS to PERSOM (exercise only).
A	X	ADAX	OMTR-R	Officer data from SIDPERS to PERSCOM (exercise only).

Table 25–2
RIG, RIN, CIC, and RCS for mobilization exercises—Continued

RIG	RIN	CIC	RCS	Data
R	1	ADRA	OMTR-1	Reserve Components officer requisitions to USARPERCEN.
R	9	ADRB	EMTR-9	Reserve Components enlisted requisitions to USARPERCEN.
H	X	ADHX	DI-ROE	PERSCOM input, officer and enlisted type transaction MA data reconciliation record.
R	E	ADRE	RQSTNO	Officer assignment instruction (other than Army Medical Department officers).
K	X	ADKX	CAP-KX	EDAS.
G	F	AGGF	CSGPO	SAF reconciliation and daily changes.
X	X	ADXX	MOBEX1	Reserve Components unit accessions to SIDPERS.
Y	Y	ADYY	MOBEX2	Reserve Components unit organizational transactions to SIDPERS.
A	1	ADTL	OMTR-1	Officer requisitions from USARPERCEN to PERSCOM.
A	1	ADTL	OMTR-1	Officer requisitions from PERSCOM to USARPERCEN.
B	9	ADBP	EMTR-9	Enlisted requisitions from USARPERCEN to PERSCOM.
B	9	ADBP	EMTR-9	Enlisted requisitions from PERSCOM to USARPERCEN.
B	B	ADBB	EMTR-9	Enlisted data from SIDPERS to PERSCOM.
A	4	ADAA	OMTR-4	Officer data from SIDPERS to PERSCOM.
A	1	ADTL	OMTR-1	Reserve Components officer requisitions to USARPERCEN.
B	9	ADBP	EMTR-9	Reserve Components enlisted requisitions to USARPERCEN.
H	C	ADHC	DI-ROE	PERSCOM input, officer and enlisted type transaction MA data reconciliation record.

Chapter 26
Standard Entry-Exit System

26–1. General

SEES is the Army's standard interface system controlling AUTODIN traffic used or generated by multicommand systems. The system consists of three major components: the entry subsystem, the exit subsystem, and the utility subsystem. Each subsystem is independent of the other and can be implemented and executed separately. Each component is briefly discussed in paragraphs 26–2 through 26–4 below. (For a more detailed discussion of SEES, see the Standard Entry/Exit System Executive Software Manual.)

26–2. Standard entry-exit system queue definition and establishment

Requirements for initialization of queue file and preparation for using SEES are contained in AR 600–8–23. The recommended structure for queue establishment is shown in table 26–1.

Table 26–1
Recommended structure for queue establishment

Queue	CIC
1	ADJ* [1]
2	AGGA, ADBP
3	ADET, ADES
4	ADDN, ADBZ, ADAZ
5	ADA*, ADT*, ADB*, ADH* [1]

Notes:
[1] The asterisk (*) in the CIC indicates that all CICs with the same three first positions are maintained in the same queue to allow more than five CICs to be maintained on any one of the five queues.

26–3. Standard entry-exit system entry subsystem

a. Description. The SEES entry subsystem accepts card or magnetic tape input (AUTODIN messages formatted into batches according to JANAP 128I). These batches are routed to functional subsystem queues (or holding areas) and are released in the appropriate cycle.

b. Limitations. Only five CICs can be assigned to any one queue, and only five queues may be used by SIDPERS.

c. Queue. The queue definition and maintenance parameter card are shown in table 26–2.

Table 26–2
Queue definition and maintenance parameter card

Card column	Data element	Contents
01-01	Action code	1 equals add queue 2 equals add CIC(s) 3 equals delete queue 4 equals delete CIC(s) DISPLAY equals display all defined queues (card column 8 through 80) equals blank
02-02	Blank	blank
03-09	RIC	XXXXXXX
10-10	Blank	blank
11-14	First CIC	XXXX
15-15	Blank	blank
16-19	Second CIC (optional)	XXXX
20-20	Blank	blank
21-24	Third CIC (optional)	XXX
25-25	Blank	blank
26-29	Fourth CIC (optional)	XXXX
30-30	Blank	blank
31-34	Fifth CIC (optional)	XXXX
35-80	Blank	blank(s)

d. Incoming AUTODIN traffic. The normal receipt schedule is described in (1) through (7) below.

(1) SIDPERS activity data—daily (TDR FID O).

(2) PERSCOM feedback—Semiweekly or more frequently.

(3) VTAADS—monthly.

(4) AALOC reconciliation—quarterly (approximately the 11th day following the end of the quarter).

(5) MOS master file—semiannual (March and September for conversion purposes) with additional distribution on an as-needed basis.

(6) EDAS—weekly, normally each Tuesday. In addition, the EDAS cycles must be run in the correct sequence: A1, A2, A3, A4, B1, B2, B3, B4, and so on.

(7) Officer, automatic advancement to PV2 and enlisted top three grades—monthly (on or about the 25th of each month).

e. Resolution of incoming transmission problems. When an analyst indicates traffic is missing or garbled, ask the telecommunications center for retransmission. The originator's RIC, the date time group, and the station serial number must be known for each message for which service is requested. This information can normally be obtained by analyzing the SEES entry and batch number of like data. If traffic is more than 10 days old or if service is not received within 13 days, call the following:

(1) PERSCOM feedback—PERSCOM FACTS (DSN 221-9410).

(2) VTAADS—installation force structure.

(3) AALOC—command and control support activity Deputy Chief of Staff for Operations and Plans (DSN 225-9010) or (commercial (202) 695-9010).

(4) MOS master file—PERSCOM FACTS.

(5) EDAS office (DSN 221-8493).

(6) All other traffic—Hoffman-telecommunications center (ASQNI–DOO–NH) (DSN 221- 8968/8967).

f. Exclusions. Unless the entire file has been received, a SIDPERS cycle cannot include the following:

(1) VTAADS.

(2) AALOC reconciliation.

(3) MOS substitution file.

(4) EDAS. In addition, cycles must be run in the correct sequence: A1, A2, A3, A4, B1, and so on.

26–4. Standard entry-exit system exit subsystem

The SEES exit subsystem accepts a SIDPERS subsystem output tape(s), routes all local output to a spool tape, sorts the remaining records into similar AUTODIN batches per JANAP 128I, creates another tape(s) containing output destined for AUTODIN, and creates a second spool tape containing report information and possible error cards to be transmitted by AUTODIN to remote site locations. Remote site data are formatted into compressed reports that allow a more rapid and accurate transmission from one site to another. The PAS SEES or AUTODIN data analyst should audit the SEES exit cycle report to determine if any records were rejected on input. An error code defining the reason for rejection is displayed, and the analyst keeps a control log of all outgoing transmissions. Analysts need to understand and closely monitor all SEES-related functions so that personnel and strength data are accurately reported to all levels of command. These guidelines are intended to complement technical instructions furnished to the operating SIDPERS environment by both PERSCOM and USAISEC.

a. AUTODIN schedule card preparation. An AUTODIN schedule card does not need to be prepared by the PAS analyst for each SIDPERS processing cycle. An AUTODIN card is required only when a change in the transmission priority code is necessary. Table 26–3 shows the format for the schedule card. The situations described in (1) and (2) below occur when the AUTODIN schedule card is prepared for each cycle.

Table 26–3
AUTODIN schedule card format

Line	Data element	Card columns
1.	Constant data (*00s)	01-04
2.	Constant data (AUTODIN)	05-11
3.	Blank	12-12
4.	RIC of batches to tape for sister location	13-19
5.	Blank	20-20
6.	Julian date (three positions)	21-23
7.	Local time	24-27
8.	Blank	28-28
9.	Start station serial number	29-32
10.	High station serial number [1]	33-36
11.	Low station serial number [1]	37-40
12.	report precedence [2]	41-44
	a. report identification (two positions)	(41-42)
	b. Precedence (one position)	(43-43)
	c. Classification (one position)	(44-44)
13.	Repeating field [2]	45-72
14.	RIC of batches to cards for sister locations	73-79
15.	Blank	80-80

Notes:

[1] After low and high station serial numbers are loaded, these data elements need not be present until either the station serial number changes or the edit table file is initialized.

[2] This data element is optional and is used to create a precedence of other than routing and may be repeated up to 10 times.

(1) The PAS analyst ensures that the last three cycles of each strength month are transmitted on a priority basis. This action prevents delays in receiving data for updating the OMF and EMF at PERSCOM for month end processing.

(2) The executive software in the SEES exit subsystem monitors and controls the assignment of station serial numbers for AUTODIN output messages after the operating baseline has been initialized and after range station serial numbers have been assigned to support SIDPERS.

b. Audit procedures for outgoing AUTODIN. The AUTODIN output must be delivered to the local telecommunications center for immediate transmission to PERSCOM. The SEES exit subsystem hard-copy report should be examined to ensure that all batches and messages were properly generated. In addition, the SEES subsystem exit hard-copy should be compared with the ACC–P17 report to ensure that the total record count equals the total records transmitted to PERSCOM. Follow-up procedures are required to ensure that PERSCOM received all traffic. Acknowledgment of receipt notices are also monitored. If within 2 days of transmission receipt has not been confirmed, the PAS or DOIM should contact the Hoffman-telecommunications center (ASQNI–DOO–NH) (DSN 221-8968/8967) for guidance on missing messages or traffic.

Chapter 27
Remote Site Support and Its Relationship to the SIDPERS reports Control File

27–1. Remote site support overview
Remote site support is the transmission of report data by a particular SIDPERS activity to one or more offpost units or activities that have the equipment to receive AUTODIN traffic in tape or card form and have the equipment capability to translate the data into card or hard-copy data.

27–2. Implementation of remote site support
a. Before implementing remote site support at a particular SIDPERS activity, register the particular requirement request, including information in (1) through (5) below. Forward the requirements through the MACOM to PERSCOM, ATTN: TAPC–FSO–T, 200 Stovall Street, Alexandria, VA 22332-0495.

(1) Proposed remote site(s) and population(s) serviced.

(2) reports and frequency of reports sent to the remote site.

(3) Present mode of delivery and delivery time to remote site.

(4) AUTODIN equipment capability at primary and remote sites.

(5) ADPE available at remote site.

b. The remote site support is intended primarily for SIDPERS activities that service offpost units and activities (satellites) described in (1) through (5) above. The PAS could apply several principles of the concept to fulfill various in-house requirements and desires.

27–3. Control of the remote site support
The SRCF controls the remote site support. The SRCF contains the necessary information to control the transmission of cycle outputs to remote locations.

a. The SRCF is a 30-character-per-record file maintained in PCN sequence at each SIDPERS activity. The PAS SEES or AUTODIN analyst maintains the SRCF, which, in turn, controls the preparation of automatic and scheduled reports for transmission over AUTODIN to the various remote sites.

b. To update the SRCF, the PAS prepares changes to add, delete, or change an existing record. These transactions are edited for validity and compatibility of data elements in the transaction and in the SRCF.

27–4. SIDPERS reports control file records
The SRCF consists of two distinct types of records that are updated by two different transactions. The format of the RIC table information record is shown in table 27–1. The format of the reports control information record is displayed in table 27–2.

Table 27–1
Format of the RIC table information record

Line	Data element	Record positions
1.	PCN A00	01-03
2.	Blank	04-04
3.	RIC index (RIX)	05-05
4.	RIC	06-12
5.	Blank	13-30

Table 27–2
Format of the reports control information record

Line	Data element	Record positions
1.	PCN	01-03
2.	Selection control code (SCC)	04-04
3.	Control data code	
	a. Low range (CD-LOR)	05-10
	b. High range (CD-HIR)	11-16
4.	RIC index (RIX)	17-17
5.	Precedence code	18-18
6.	Classification code	19-19
7.	Part paper code	20-20
8.	Local suppression code (LSUP-CD)	21-21
9.	Blank	22-30

a. One RIC table information record is prepared for every RIC to which reports are transmitted. These records should be established and retained unless the RIC changes or the report transmission is no longer required. The presence of a RIC table information record on the SRCF in itself does not cause any report transmission to occur. These records are maintained solely to provide a RIC to transmit one or more reports to a particular remote site. Transactions used to update the RIC table information records are prepared in the format shown in table 27–3.

Table 27–3
Format for transactions used to update RIC table information records

Line	Data element	Record positions
1.	Card identification *00R [1]	01-04
2.	PCN A00	05-07
3.	RIC index (RIX)	08-08
4.	RIC	09-15
5.	Blank	16-77
6.	Transaction code	78-80

Notes:
[1] The asterisk (*) is a part of the transaction.

b. One report control information record is established and maintained for each report or portion of a report that is transmitted to a remote site. All records for automatic reports cause report extraction and are transmitted on a cyclic basis. All records for scheduled reports have the same effect every cycle that the report is scheduled. For these reasons, close monitoring of the SRCF ensures that only the desired report transmissions occur. Transmission of unnecessary reports overloads AUTODIN facilities and wastes cycle time and paper at the preparing SIDPERS activity. Transactions to update the reports control information records are prepared in the format shown in table 27–4.

Table 27–4
Format for transactions used to update reports control information records

Line	Data element	Record positions
1.	Card identification *00R [1]	01-04
2.	PCN	05-07
3.	Selection control code (SCC)	08-08
4.	Control data code	
	a. Low range CD-LOR	09-14
	b. High range CD-HIR	15-20
5.	RIC index (RIX)	21-21
6.	Precedence code	22-22
7.	Classification code	23-23
8.	Part paper code	24-24
9.	Local suppression code LSUP-CD	25-25
10.	Blank	26-77
11.	Transaction code	78-80

Notes:
[1] The asterisk (*) is a part of the transaction.

27–5. SIDPERS reports control file codes

The codes listed in *a* through *i* below apply to the SRCF.

a. Classification code. The selected reports (or portions) bear the highest classification indicated in either the SRCF record or the applicable schedule card. When the SRCF or schedule card entry requires a specific classification for a report, the transmitted report for local production is identically classified. Valid classification codes for reports control information records are shown in table 27–5.

Table 27–5
Classification codes for reports control information records

Classification code	Meaning
Blank	No classification assigned
O	For official use only
U	Unclassified

b. Local suppression code. The local suppression code is a one-position code of either S or blank. S indicates that printing of the report on the local printer is to be suppressed.

c. Part paper code. The part paper code is a one-position code indicating the number of copies of the report to be printed on the local printer. The remote site determines its part paper requirements. The valid codes are space (indicating no paper) and 1 through 6 (indicating one through six part paper).

d. Precedence code. The precedence code is a one-position code indicating the precedence that the report is assigned for AUTODIN transmission. Valid codes are R (routine), P (priority), O (alpha) (immediate), and Z (flash). If an improper code is entered, R is assigned. This code is blank only if the report is to be prepared locally with no transmission over AUTODIN.

e. RIC. The RIC that is used to update the RIC table on the SRCF is the assigned RIC of the installation to which data are to be transmitted. A maximum of 35 RICs can be entered in the RIC table by using the RIC table update transaction.

f. RIC index. The RIC index is a one-position code using all of the alphabet and the numbers 0 through 9 to indicate the entry in the RIC table that is used to transmit reports over AUTODIN. A 9 in the RIC index indicates local printing only and is valid for report control information records only.

g. Selection control code (SCC). The SCC is a one-position code and relates directly to existing codes that sequence the standard reports in SIDPERS. The SCC is used to indicate the data within the currently designed reports upon which decisions for segmenting the report are made. This code is entered in the input transactions to update the SRCF and is thus stored on the SRCF to determine how a report is to be segmented. The SCC (except blank and Z) must correspond to the major sequence in which the report is prepared in a given processing cycle. reports that do not have a major sequence (as represented in table 27–6) are restricted to a blank SCC or Z.

Table 27–6
SCCs

SCC	Meaning
Blank	No transmission of the selected reports occurs. The entire report is produced locally.
A	The control data code for segmenting the report is analyst code(s). The report is transmitted by analyst code.
D	The control data code for segmenting the report is DSSN. The report is transmitted by DSSN.
G	The control data code for segmenting the report is originator code. The report is transmitted by originator code.
M	The control data code for segmenting the report is mail code. The report is transmitted by mail code.
R	The control data code for segmenting the report is report sequence code. The report is transmitted by report sequence code.
T	The control data code for segmenting the report is training standard officer. The report is transmitted by training standards officer.
U	The control data code for segmenting the report is UPC or PUD. The report is transmitted by UPC or PUD, as appropriate.
V	The control data code for segmenting the report is voucher number. The report is transmitted by voucher number.
Z	The entire report is transmitted with no local output. If this SCC is entered for a particular report, no other SCCs may be entered for that report.

h. Control data element. The control data information is subdivided into a low range and a high range and indicates the range of information for inclusion in the portion of a given report to be transmitted to a remote site. The SCC indicates the data elements to be entered. All entries in the control data element subfields must be left justified. For example, if the SCC is A, denoting analyst code, the low and high analyst codes to be sent to a given remote site are entered in the low range and high range, respectively. The portion of a report that deals with analyst codes A, B, C, and D is to be extracted and transmitted to a remote site. The SCC must be A, and the control data element must reflect A in the low range and D in the high range.

i. Transaction code. The transaction code is a one-position code with an asterisk before and after used to indicate the action to be taken in applying the transaction to the SRCF. The codes are listed in table 27–7.

Table 27–7
Transaction codes

Transaction code	Meaning
A	Addition of a record. If adding a RIC table record, the transaction must not match a record on the file containing the same RIC index (RIX). If adding a report control information record, the transaction must not match a record on the file containing the same PCN, SCC, and control data element. In addition, the transaction cannot overlap a control data element range.
R	Replacement of an existing record. If replacing a RIC table record, the transaction must match a record on the file containing the same RIC index (RIX). If replacing a report control information record, the transaction must match a record on the file containing the same PCN, SCC, and control data code low range.
D	Deletion of an existing record. If deleting a RIC table record, the transaction must match a record on file containing the same RIC index (RIX). If deleting a report control information record, the transaction must match a record on file containing the same PCN, SCC, and control data code low range.

27–6. SIDPERS reports control file output reports

The reports Control File Register (AAC–X03), established in conjunction with remote site support, reflects the results of SRCF transaction processing. In addition, a printout of the SRCF is created as a result of updating.

a. Input transactions containing errors have error mnemonics indicated on the printline under the remarks column beside the input transaction. Any essential error or a combination of five or more nonessential errors prevents the transaction from updating the SRCF. The PAS analyst researches the errors and makes appropriate corrections. The successful transmission of reports to remote sites depends on the accuracy of the records on the SRCF. Nonessential errors assume the default option and update the SRCF, indicating the error for possible correction if the default option is not the needed one.

b. Transactions that do not process leave the old master record on the file to control transmission of data. Transactions for PCN A00 are sequenced (major to minor) for processing by PCN, RIC, and transaction code *D*, *A*, or *R*. Transactions for PCNs other than A00 are sequenced (major to minor) by PCN, SCC, control data low range, and transaction code *D*, *A*, or *R*. Transactions for PCN A00 update RIC table records. Transactions for PCNs other than A00 update report control information records. RECORD DELETED . . . BAD RIC indicates that SRCF records are automatically deleted for deleted RIC index. BAD RIC(s) DROPPED indicates that the RIC index is automatically deleted from AAC–M05 records caused by deletions of RIC index. This report reflects two different print formats as described in (1) and (2) below.

(1) The first print format lists the RIC table records and the associated RIC index. This list is followed by the input SRCF transaction data and notes any errors encountered during editing. See table 27–8 for error mnemonics.

Table 27–8
report control file error mnemonics

Error mnemonic	Cause
	1. Error mnemonics and cause for transactions with PCN A00
CDUP	Duplicate transaction PCN and RIC index equal previous transaction.
CMAT	Add transaction PCN and RIC index match a SRCF record.
CRIC	Add or replace transaction RIC is blank.
CRIX	Transaction RIC index is 9. (RIC index 9 is invalid for PCN A00 transaction.)
CUNM	Delete or replace transaction PCN and RIC index do not match a RCF record.
ERIC	Add or replace transaction RIC does not conform to coding standard. (Coding standard requires that all positions be A through Z).
ERIX	Transaction RIC index is other than A through Z or 0 through 8.
MRIC	Delete transaction RIC is not blank. RIC defaulted to blanks.
ET-C	Transaction code is not D, A, or R.
	2. Error mnemonics and cause for transactions with PCNs other than A00
CRIX	Add or replace transaction SCC is blank, and its RIC index is other than 9; or add or replace transaction SCC is other than blank, and its RIC index does not match a RIC index on a SRCF RIC table record.
ECLS	Transaction classification code is not blank, U, or O.
EHIR	Transaction control data code high range does not conform to coding standard.

Table 27–8
report control file error mnemonics—Continued

Error mnemonic	Cause
ELOR	Transaction control data code low range does not conform to coding standard.
EPCN	First position of transaction PCN is other than A, C, L, M, P, S, T, U, or X, and/or second and third positions are numeric.
ESCC	Transaction is not blank, A, D, G, M, R, T, U, V, or Z.
ET-C	Transaction code is not D, A, or R.
MLSP	Add or replace transaction SCC is blank, and its local suppression is overlaid with blank.
MPRC	Add or replace transaction SCC is blank, and its precedence code is not blank. Precedence code defaulted to blank; or add or replace transaction is not blank, and its precedence code is blank. Precedence code defaulted to R.
MP/P	Add or replace transaction SCC is not blank, and its part paper code is not blank. Part paper code defaulted to blank.
NLSP	Transaction local suppression code is not blank, or S. P code defaulted to blank.
O/C	Local suppression.
NP/P	Transaction part paper code is not blank, 1, 2, 3, 4, 5, or 6. Part paper code defaulted to blank.
	3. Error mnemonics and cause for transactions with PCNs other than A00 and M00
CC-D	Transaction SCC is blank or Z, and its control data code is other than blank.
CDUP	Duplicate transaction PCN, SCC, and control data code low range equal previous transaction.
CHIR	Add or replace transaction PCN and SCC match the next SRCF record, and transaction control data code high range is greater than the next SRCF record control data code low range.
CLOR	Add or replace transaction control data code low range is greater than its control data code high range; or add transaction PCN and SCC match the previous SRCF record, and transaction control data code low range is equal to or higher than the previous SRCF record control data code high range.
CMAT	Add transaction PCN, SCC, and control data code low range match a SRCF record.
CSCC	Add transaction SCC is Z, and its PCN matches a SRCF record; or add transaction SCC is not Z, and its PCN matches a SRCF record with SCC Z. (SCC Z cannot coexist with any other SCC for a given PCN).
CUNM	Delete or replace transaction PCN, SCC, and control data code low range do not match a SRCF record.
ET-C	Transaction code is not D, A, or R.
MLSP	Add or replace transaction SCC is Z, and its local suppression code is not S. Local suppression code defaulted to S.
	4. Error mnemonics and cause for transactions with PCN MO5 [1]
CDUP	Duplicate transaction PCN equals previous transactions.
CMAT	Add transaction PCN matches SRCF record.
CSCC	Transaction SCC is not Z.
CUNM	Delete or replace transaction PCN does not match a SRCF record.
ET-C	Transaction code is not D, A, or R.
MBRX	Transaction control data code is not blank but has embedded blanks. Default eliminates embedded blanks.
MDRX	Transaction RIC index in control data code is duplicated. Default eliminates duplicate RIC index.
MURX	Transaction RIC index in control data code does not match SRCF RIC table. Default eliminates unmatched RIC index.

Notes:
[1] PCN M05 is unique because it is printed locally with concurrent transmission of up to 13 RICs. In addition to the RIC index data element, the control data code may be used for up to 12 additional RIC indexes.

(2) The second print format lists SRCF reports control information records, followed by the input SRCF transaction data indicating errors encountered during editing.

c. reports are selected for transmission to remote sites as described in (1) through (6) below.

(1) Transmission of the report does not occur if the selected SCC is valid but is not compatible with the major sequence in which the report is produced in a particular cycle.

(2) No report is transmitted to a remote site unless a record exists on the SRCF to direct the entire report (or portion of the report) to the remote site.

(3) No scheduled reports are transmitted unless the appropriate schedule card is entered in a processing cycle, thereby requesting that the report be prepared.

(4) Automatic reports are transmitted every cycle. For example, the SASF transaction register (AAC–A01) is transmitted if one or more records are present on the SRCF.

(5) If the sequence of an automatic or scheduled report is incompatible with the selection criteria specified in the SRCF, the report is not selected for transmission to a remote site, and report preparation defaults to local printing only. This local printing occurs with or without a local suppression code in the SRCF record.

(6) No single portion of any report can be transmitted to more than one remote location.

d. Figure 27–1 presents a sample SRCF and illustrates various parts of the SRCF. The second part of figure 27–1 is described in examples in (1) and (2) below to demonstrate the effect that the SRCF has on cyclic processing. The entries in the examples were arbitrarily selected and should not be considered as the only SRCF entries that can be made.

(1) Example 1. If the AAC–C07 report is run by UPC sequence and if the AAC–M05 report is run by MOS, the events described in *(a)* through *(f)* below occur.

(a) The AAC–A01 report is prepared locally with part paper code 1 unless a different part paper code is indicated by the edit table file. It is transmitted to the three remote sites with precedence and classification codes specified in the SRCF records.

(b) The AAC–A07 report is produced locally with part paper code 4, and the portion of the report pertaining to originator code (AA through BA, inclusive) is transmitted to the remote site indicated by RIC index code E with a precedence code P (priority) and a classification code O (for official use only).

(c) The AAC–C07 report is prepared locally with the part paper code specified in the local paper option from the cycle control card. The portion of the report containing PUD AAA through BBB, inclusive, is transmitted to the remote site denoted by RIC index code A with precedence code P (priority) and a classification code U (unclassified).

(d) The AAC–C51 and AAC–C61 reports are not produced.

(e) The AAC–L03 report is transmitted in its entirety to the remote site denoted by RIC index code G. The report reflects classification code O (for official use only) and is transmitted with precedence code P (priority). The report is not printed locally.

(f) The AAC–M05 report is transmitted to the seven sites represented by RIC index codes A, B, C, D, E, F, and G. The transmission is assigned precedence code P (priority) and classification code U (unclassified). This report is not printed locally.

(2) Example 2. If the AAC–C51 report was run by UPC, if the AAC–C61 report was run by mail code, and if the AAC–C07 report was run by mail code, the events described in *(a)* through *(d)* below occur.

(a) The AAC–A01, AAC–A07, and AAC–L03 reports are prepared as described in (1) above.

(b) The AAC–C51 report is transmitted to the remote site represented by RIC index code C with precedence code R (routine) and classification code O (for official use only).

(c) The AAC–C61 report is prepared locally with part paper code (1) unless the schedule card reflects a different paper requirement. The report classification code is U (unclassified) unless the schedule card indicates otherwise.

(d) The AAC–C07 report is produced locally except for mail codes AA through BB. Mail codes AA through BB are transmitted to the remote site represented by RIC index code F with precedence code R (routine) and classification code U (unclassified).

e. Remote site support and print expansion are described in (1) and (2) below.

(1) To use the SRCF to transmit reports to remote sites, the remote site must have in its immediate servicing area a tape or card AUTODIN terminal plus access to U9300, U9000, U1005, IBM 1401, IBM 360 Series (operating system DOS), and PDP 16 ADPE for which a SEES print expansion package can be obtained from USAISEC to format and print 132 characters of print.

(2) Print expansion is the capability of producing printed reports using the SEES expansion or compression scheme for AUTODIN transmission from a PAS or SID location to remote sites. The input to the expansion program must be in card or tape form, and no parameter card is needed. The expanded reports should vary little in format from the original report when they are produced at the preparing PAS. Error cards that may accompany certain reports are not received at the remote site in a compressed format. These cards are produced at the remote site telecommunication facility. The cards are identified by a separate CIC (ADJB) and are passed to intended recipients (that is, Personnel Service Company or mini-PAS). The reports themselves are identified by CIC ADJA, should be routed to tape or

cards, and passed to the DOIM. The distinction between CICs should be considered to preclude passing error cards to the DOIM and subsequently through the expansion package. These cards are not in a compressed format and are not produced if present when the expansion package is executed. A close working relationship must be maintained between the PAS and telecommunications center at all times. The PAS and telecommunications center must keep each other informed and up to date when a change in one's area of responsibility affects the work of another.

1. RIC table information records

PCN	RIC index	RICs
A00	A	RICABCD
A00	B	RICEFGH
A00	C	RICIJKL
A00	D	RICMNOP
A00	E	RICORST
A00	F	RICUVWX
A00	G	RICYZAB
A00	H	RICCDEF

2. Report control information record

PCN	SCC	Control data low range	high range	RIC index	Precedence	Classification	Part paper	Local suppression
A01	U	AAAAA	BBBBB	B	R	U	1	
A01	U	BBC	CCB	A	P	U	1	
A01	U	CCCC	DDDD	C	R	U	1	
A07	G	AA	BA	E	P	U	4	
C07	M	AA	BB	F	R	U		S
C07	R	AA	BB	G	R	U		S
C07	U	AAA	BBB	A	P	U		
C51	Z			C	R	O		S
C61				9		U	1	
L03	Z			G	P	O		S
M05	Z	BCDEFG		A	P	U		S

Figure 27–1. Sample reports control file

Chapter 28
Cycle Parameter Cards

28–1. General

Cycle parameter cards notify the system of the specifications to be used for processing. Cycle parameter cards are entered in SIDPERS through a cycle control card or by the computer operator through the console acting on specifications outlined in run sheets. The cycle parameter card is displayed on the AAC–X99 report.

28–2. Control cards

The system searches for a control card from the card reader. If a card reader is not available, magnetic tape input can be used. If the control card is not located, the system queries the console for parameters. The first parameter that the system encounters is used for a given cycle. The PAS designs and creates the cycle parameters.

28–3. Cycle parameters

The elements and specifications used to establish cycle parameters are described in *a* through *l* below.

a. SCN. The SCN is a two-position alphanumeric code that identifies the month and day that the output is to be prepared by the DPI.

b. Cycle date. The cycle date is a six-position numeric as-of date of the SIDPERS processing cycle in which the output is produced. Positions 3 and 4 of the cycle date must be the same month as reflected by the first position of the SCN.

c. JUMPS. The JUMPS processing month is a two-position numeric code used to define the month processed for interface with JUMPS. The JUMPS document number is a five-position numeric code used to control the outputs produced during JUMPS interface. The first position must always be 5. The last four positions are numbered consecutively for each cycle run.

d. Error suspense delimiter. The error suspense delimiter is a two-position alphanumeric code (SCN) used as a basis to select the Error Suspense List (AAC–P29) from the SESF. The selected SCN causes errors generated during that cycle and all previous cycles to appear on the AAC–P29. The error suspense delimiter must be less than the SCN of the cycle being processed.

e. Tape input indicator. The tape input indicator is a one-position data element used to indicate magnetic tape input to SIDPERS. Y indicates that magnetic tape input is used. (More than one reel may be input.) A blank indicates that no tape input is used.

f. Test model activation code. The test model activation code is a one-position data element that indicates test model processing in SIDPERS. Y indicates test model processing. The data element is blank for normal processing. If the test model indicator is not turned on, transactions with PUD 0CQ or 0J4 are rejected with error mnemonic xTST.

g. Last cycle of the month indicator. The last cycle of the month indicator is a one-position data element that indicates that the cycle being run is the last cycle of the month. Y (position 36) indicates the last cycle condition. For other than last cycle, the data element is blank. See paragraph 10–156.

h. PPA code. The PPA code is a two-position alphanumeric code uniquely assigned to each SIDPERS installation. PPA codes are contained in AR 680–29. Also see table 24–14.

i. Database create/substitution field code. The database create/substitution field code is a four-position alphabetic code. The first three positions identify the file being processed; the last position identifies the action to be taken against the file. Run only one option per file identified in any given cycle, for example, SPFR and SPFM in the same cycle default to the last option identified in the control card. See table 28–1 for option code examples and table 28–2 for database create/substitution field codes.

Table 28–1
Examples of option codes

Code	Meaning
SPFM	SPF means the SPF is being processed, and M means the monthly audit (records 1 and 2) will be created.
SPFR	SPF means the SPF is being processed, and R means that the SPF is being automatically reorganized at the request of the PAS.
MOSS	MOS means the SMEF is being processed, and S means that the MOS is being substituted.

Table 28–2
Database create/substitution field codes

File code	Action code	Explanation
MOS	I	Initialize SMEF
MOS	S	Substitute SMEF
ALC	I	Initial creation of SAF
ALC	S	Substitute SAF
OMF	I	Initialize SOMF
ASF	I	Initialize SASF
ASF	V	VTAADS interface
ASF	P	Automatic generation of position number (peacetime only)
ASF	M	Automatic generation of position number (uses required strength instead of authorized strength)
AIF	I	Initialize SAIF
SPF	I	Initialize SPF
SPF	M	Produce MA (records 1 and 2) (SPFM is no longer required and is not used unless directed by PERSINSCOM)
SPF	R	Requested organization
SPF	P	Process FID P sequentially
SPF	Q	Process FID Q sequentially
SPF	S	Process FID P and Q sequentially
SPF	N	Cancel automatic production of MA (records 1 and 2)

j. Part paper code. The part paper code is a one-position code that indicates part paper default (1 through 6) for reports control information records on the SRCF that do not indicate part paper.

k. Major sequence option code for EDAS reports. This one-position code (1 through 6) identifies the major sequence for the AAC–T01, AAC–T02, AAC–T05, AAC–T07, and AAC–P69 reports. If the position is left blank, the major sequence option code defaults to full mail code sequence.

l. Card format. Table 28–3 shows the card format for the cycle parameter card.

Table 28–3
Format for cycle parameter card

Positions	Data element	Length	Remarks
01-10	*CTRL*CRD* (Literal)	10	Mandatory
11-12	SCN Format: XX	2	Mandatory
13-18	Cycle-as-of-date (CD) Format: YYMMDD	6	Mandatory [1]
19-20	JUMPS processing month Format: MM	2	Mandatory
21-25	JUMPS document number Format: 5XXXX	5	Mandatory
26-26	Cycle rerun indicator	1	Y or blank
27-31	Blank	5	
32-33	Error suspense cycle delimiter (ESD) [2] Format: XX	2	
34-34	Tape input indicator	1	Y or blank [3]
35-35	Test model activation code (TM)	1	Y or blank [3]
36-36	Last cycle of month indicator (LC)	1	Y or blank [3]
37-37	Blank	1	
38-39	PPA Code (SID-CD) Format: XX	2	
40-75	Database create/substitution	36	

Table 28–3
Format for cycle parameter card—Continued

Positions	Data element	Length	Remarks
	(Database/substitution codes) [4] Format: AAA+B (AAA=file identification code, B=valid action code)		
76-76	Part paper code (PP)	1	1 through 6 [3]
77-77	Major sequence option for EDAS reports (AAC-T01, T02, T05, T07, and P69) [5]	1	
78-78	EDAS DA Form 2A option code (PCN AAC-P69)	1	N or blank [6]
79-79	Mobilization test indicator (MTI)	1	Y or blank [3]
80-80	TDR override [7]		1

Notes:

[1] The month in this date must agree with the letters of the shipment control code in position 11. Jan=A/01; Feb =B/02; Mar=C/03; Apr=D/04; May=E/05; Jun=F/06; Jul=G/07; Aug=H/08; Sep=I/09; Oct=J/10; Nov=K/11; Dec=L/12.

[2] Must not equal SCN in positions 11 and 12.

[3] Conditional parameters to be entered on an as-required basis only. If these data elements are left blank, the following defaults occur: if position 34 is blank, no tape input assumed; if position 35 is blank, test model not activated; if position 36 is blank, not the last cycle of month; if position 76 is blank, default is 6 part paper; if position 79 is blank, the mobilization test indicator is not activated.

[4] If positions 40 through 75 are blank, then normal update mode indicated on 04 table on the edit table file. See table 28-2 for an explanation of database create/substitution codes.

[5] The major sequence option and appropriate codes are: PPA, 1; first position of mail code, (M), 2; full mail code, 3; first position of report sequence code (R), 4; first two positions of report sequence code (RS), 5; full report sequence code (RSC), 6; blank defaults to full mail code.

[6] If position 78 is blank, DA Form 2 is produced. If position 78 is N, DA Form 2 is not produced.

[7] a. The TDR override option can be initiated as a command decision during SIDPERS peacetime operating mode. This TDR override allows ARR and ASNJ FID R transactions to process without a matching SPF record (RSC Y). Since this is an automatic feature, a TDR override is not required when SIDPERS is in the wartime operating mode.

b. When SIDPERS is in the wartime operating mode, position 80 is used to request production of a TAPER extract (AAC-P96). Actual codes are 1 for processing FID R (ARR or ASNJ transaction) without previously processing a TDR L, N, or O (peacetime only); 2 for producing TAPER extract (AAC-P96) report (wartime only); 4 for deleting options 1 and 2 (when position 80 of the cycle control card is 1 or 2, the option code is updated to the edit table file and the current and subsequent processing cycles perform the new option until changed. By entering 4 in position 80, any option contained in the edit table file is deleted, and normal processing prevails); and blank for processing as the edit table file indicates.

Chapter 29
The Army Personnel Rollup System

29–1. General

The Army Personnel Rollup System (TAPER) is a computer application designed so that the TAPER activity can obtain and use automated media from supporting operational systems to satisfy personnel strength management information needs.

29–2. The Army Personnel Rollup System database files

Several database files are involved in TAPER. They are listed in *a* through *f* below.

a. SPF. The SPF is the primary source from which specific personnel information is extracted for use by TAPER.

b. SPF extract. The SPF extract is used as a medium to convey information from SIDPERS to TAPER. This file can be produced in peacetime and wartime; however, the file content and data transfer medium between SIDPERS and TAPER may differ.

c. TAPER type transaction file (TTTF). The TAPER type transaction file consists of selected PERSCOM type transactions to be used by the TAPER activity manager and is forwarded by the SIDPERS activity when each update cycle is completed.

d. TAPER personnel master file (TPMF) consolidated. The extracts (b above) are received at the TAPER activity by the SIDPERS activities and merged to form the TPMF consolidated. This consolidation allows for only one record for each individual. For example, if a soldier is accounted for on two or more different databases or PPAs, the first two records received are combined into one record for the TPMF.

e. TAPER MOS edit file (TMEF). The TMEF contains a record of each enlisted person and warrant officer MOS and commissioned officer SSI. The TMEF is created from the PERSCOM master file that is maintained at PERSCOM. PERSCOM transmits the master file to the TAPER activity every 2 months through AUTODIN. The file is the same MOS edit file received by SIDPERS.

f. TAPER organizational master-worldwide locator file (TOMWLF). The TOMWLF is a combination of the AALOC

provided by SORTS for units outside of the TAPER activity and a SOMF record for units serviced by the SIDPERS activities supporting the TAPER activity.

29–3. The Army Personnel Rollup System processing routines

Three processing routines are available in SIDPERS and may be used in support of TAPER. These processing routines are discussed in *a* through *c* below.

a. SIDPERS processing (TTTF). The generation of the TTTF occurs when the initial submission of a TTTF control card is processed. Once this action has been posted to the edit table file, it is not necessary to submit the control card until a data item in the control card is changed or if the requirement for preparation of the TTTF is discontinued. See table 29–1 for the TTTF control card format.

b. TPMF (SPF extract, AAC–C96, peacetime). This file is produced when a TPMF control card is submitted. This control card must be processed each time that the AAC–C96 report is required. See table 29–2 for the TPMF control card format. When AUTODIN is required by the TAPER activity, the PAS analyst ensures that all applicable RCF records have been updated before processing the TPMF control card. In addition, the PAS analyst ensures that the control card contains an A (AUTODIN indicator) in position 17. The AAC–C96 can be identified on the SEES exit log by CIC ADEU.

c. TAPER daily extract (SPF extract-daily, AAC–P96, wartime). The TAPER daily extract is a 145-position record created for an individual whenever a strength transaction is processed. The AAC–P96 report is produced by submitting a TAPER daily extract control card. See table 29–2 for the format of this control card. When the AAC–P96 report is requested (wartime only), the PAS analyst ensures that position 80 of the cycle parameter card contains 2 (TAPER extract required). The AAC–P96 can be identified on the SEES exit log by CIC ADEV.

29–4. Output considerations

The SPFE can be produced on AUTODIN tape (punched cards) or magnetic tape in the peacetime or wartime operating mode. The AAC–C96 (peacetime) is an eight-record set. See tables 29–3 through 29–10 for the SPFE format. The AAC–P96 (wartime) is a two-record set. See tables 29–11 and 29–12 for the SPFE format. Magnetic tape output is 492 positions in peacetime and 145 positions in wartime. See tables 29–13 and 29–14 for the AAC–C96 (peacetime) magnetic tape format. See table 29–13 for the AAC–P96 (wartime) magnetic tape format.

Table 29–1
TTTF control card format

Line	Description of data field	Card column
1.	Control code-constant *00PTAPER	01-09
2.	Precedence for AUTODIN transmission [1]	10-10
3.	PPA code of the requiring activity (TAPER activity) [2]	11-12
4.	Type transaction(s) to be forwarded to TAPER proponent at the TAPER activity [3]	13-80

Notes:

[1] Enter P for priority precedence or leave blank for routine precedence.

[2] XX will delete all previous requirement for this processing.

[3] One, two, or three cards may be processed depending on the number of transaction types required at the TAPER activity. Two consecutive spaces in any card will signify the end of the requirement, whether any data follows or not.

Table 29–2
SPF extract (AAC-C96) or SPFE daily extract (AAC-P96) control card format

Line	Description of data field	Card column
1.	Control code-constant *00SC96 [1]	01-07
2.	Blank	08-14
3.	reporting PPA code indicator [2]	15-15
4.	Blank	16-16
5.	AUTODIN requirement [3]	17-17
6.	Blank	18-19
7.	PPA codes [4]	20-79

Table 29–2
SPF extract (AAC-C96) or SPFE daily extract (AAC-P96) control card format—Continued

Line	Description of data field	Card column
8.	Blank	80-80

Notes:

[1] Enter P or C in position 5. (P for AAC-P96 or C for AAC-C96.)

[2] Enter one of the following codes to correspond with the number of control cards and the PPAs reporting to the TAPER activity: Code 1, card 1, 01 through 30; code 2, card 2, 31 through 60; code 3, card 3, 61 through 90; code 4, card 4, 91 through 120.

[3] Enter A if AUTODIN transmission is required, or leave blank if not required. If more than one card is prepared, the AUTODIN indicator must be present in all control cards.

[4] PPA codes should be provided by the TAPER activity. Enter all PPA codes, including your own, for all SIDPERS activities that are supporting the TAPER activity. A maximum of 30 PPA codes per card may be submitted with no embedded blanks. A maximum of 4 control cards (total of 120 PPAs) may be submitted.

Table 29–3
SPFE (AUTODIN), peacetime, record 1

Line	Data element	Size	Record positions
1.	SSN	9	01-09
2.	PPA	2	10-11
3.	Record number 1	1	12-12
4.	TPMF data (positions 12-75)	64	13-76
a.	Name, individual	(27)	(13-39)
b.	MPC	(1)	(40-40)
c.	Grade abbreviation and code	(4)	(41-44)
d.	DOR	(6)	(45-50)
e.	Sex	(1)	(51-51)
f.	Race	(1)	(52-52)
g.	Service component	(1)	(53-53)
h.	PMOS or SSI data	(5)	(54-58)
	(1) MOS (enlisted or warrant officer)	(5)	(54-58)
	(2) Officer		
	a. SSI	(3)	(54-56)
	b. ASI1	(2)	(57-58)
i.	ASI data	(2)	(59-60)
	(1) ASI (enlisted or warrant officer)	(2)	(59-60)
	(2) ASI2 (officer)	(2)	(59-60)
j.	Duty status	(3)	(61-63)
k.	Effective date of duty status	(6)	(64-69)
l.	First and second language identity	(4)	(70-73)
m.	Field-determined personnel security status	(1)	(74-74)
n.	RSC	(1)	(75-75)
o.	VSSSN	(1)	(76-76)
5.	Blank	4	77-80

Table 29–4
SPFE (AUTODIN), peacetime, record 2

Line	Data element	Size	Record positions
1.	SSN	9	01-09
2.	PPA	2	10-11
3.	Record number 2	1	12-12
4.	TPMF data (positions 76-140)	65	13-77
a.	Physical profile serial code	(6)	(13-18)
b.	Physical category code	(1)	(19-19)
c.	Personnel security investigation completed	(1)	(20-20)
d.	AWOL report indicator	(1)	(21-21)
e.	Unit-1 data (wartime or peacetime)	(28)	(22-49)
(1)	Arrival strength date-1	(6)	(22-27)
(2)	report date-1	(6)	(28-33)
(3)	UPC1 (PUD, DD)	(5)	(34-38)
(4)	Departure date-1	(6)	(39-44)
(5)	Potential gaining UPC1 (PUD, DD)	(5)	(45-49)
f.	Ultimate gaining UPC (PUD, DD)	(5)	(50-54)
g.	Unit-2 data (wartime or peacetime)	(23)	(55-77)
(1)	Arrival strength date-2	(6)	(55-60)

Table 29–4
SPFE (AUTODIN), peacetime, record 2—Continued

Line	Data element	Size	Record positions
(2)	report date-2	(6)	(61-66)
(3)	UPC2 (PUD, DD)	(5)	(67-71)
(4)	Departure date-2	(6)	(72-77)
5.	Blank	3	78-80

Table 29–5
SPFE (AUTODIN), peacetime, record 3

Line	Data element	Size	Record positions
1.	SSN	9	01-09
2.	PPA	2	10-11
3.	Record number 3	1	12-12
4.	TPMF data (positions 141-146)	5	13-17
a.	Unit-2 data (wartime and peacetime continued)	(5)	(13-17)
b.	Potential gaining UPC2 (PUD, DD)	(5)	(13-17)
5.	Blank	1	18-18
6.	TPMF data (peacetime, positions 147-207)	61	19-79
a.	Unit-1 data (peacetime)	(12)	(19-30)
(1)	Position number-1	(4)	(19-22)
(2)	Number of days TDY-1	(3)	(23-25)
(3)	Number of days leave-1	(2)	(26-27)
(4)	MDC-1	(2)	(28-29)
b.	Unit-2 data (peacetime)	(12)	(30-41)
(1)	Position number-2	(4)	(30-33)
(2)	Number of days TDY-2	(3)	(34-36)
(3)	Number of days leave-2	(2)	(37-38)
(4)	MDC-2	(1)	(39-40)
c.	Regimental number	(4)	(41-44)
d.	Regimental branch	(2)	(45-46)
e.	Regimental home base	(2)	(47-48)
f.	SSN of spouse	(9)	(49-57)
g.	Overseas assignment preference 1	(2)	(58-59)
h.	Overseas assignment preference 2	(2)	(60-61)
i.	Overseas assignment preference 3	(2)	(62-63)
j.	Blank (officer only)	(13)	(64-76)
(1)	Enlistment education incentive	(1)	(77-77)
(2)	Current promotion points year and month (enlisted only)	(4)	(64-67)
(3)	Current promotion points (enlisted only)	(3)	(68-70)
(4)	Previous promotion points year and month (enlisted only)	(4)	(71-74)
(5)	Previous promotion points (enlisted only)	(3)	(75-77)
k.	Number of accompanying noncommand-sponsored dependents on permanent change of station	(2)	(78-79)
7.	Blank	1	80-80

Table 29–6
SPFE (AUTODIN), peacetime, record 4

Line	Data element	Size	Record positions
1.	SSN	9	01-09
2.	PPA	2	10-11
3.	Record number 4	1	12-12
4.	TPMF data (positions 207-273)	67	13-79
a.	SPD	(3)	(13-15)
b.	Type transaction most recent strength	(4)	(16-19)
c.	Date of transaction most recent strength	(6)	(20-25)
d.	Last type of transaction-personnel	(4)	(26-29)
e.	Date of last type of transaction-personnel	(6)	(30-35)
f.	DSEP code	(1)	(36-36)
g.	Service data		
(1)	ETS (enlisted only)	(6)	(37-42)
(2)	ESA (officer only)	(6)	(37-42)
(3)	Term of service (enlisted only)	(1)	(43-43)
(4)	Service agreement (officer only)	(1)	(43-43)
h.	DROS	(6)	(44-49)
i.	DEROS	(6)	(50-55)

Table 29–6
SPFE (AUTODIN), peacetime, record 4—Continued

Line	Data element	Size	Record positions
j.	DLOS	(6)	(56-61)
k.	DOB	(6)	(62-67)
l.	BASD	(6)	(68-73)
m.	PEBD	(6)	(74-79)
5.	Blank	1	80-80

Table 29–7
SPFE (AUTODIN), peacetime, record 5

Line	Data element	Size	Record positions
1.	SSN	9	01-09
2.	PPA	2	10-11
3.	Record number 5	1	12-12
4.	TPMF data (positions 274-340)	66	13-78
a.	Year and month last photograph	(4)	(13-16)
b.	Year and month last permanent change of station	(4)	(17-20)
c.	Year and month eligible for AFRM	(4)	(21-24)
d.	Year and month of efficiency report	(4)	(25-28)
e.	Year and month completed last combat tour	(4)	(29-32)
f.	Area last combat tour	(1)	(33-33)
g.	Marital status	(1)	(34-34)
h.	Number of dependents	(2)	(35-36)
i.	Number of accompanying command-sponsored dependents on permanent change of station	(2)	(37-38)
j.	SPAY1	(5)	(39-43)
k.	SPAY2	(5)	(44-48)
l.	IPAY1	(5)	(49-53)
m.	IPAY2	(5)	(54-58)
n.	EGD	(1)	(59-59)
o.	Religious denomination	(2)	(60-61)
p.	Promotion bar	(1)	(62-62)
q.	Privacy Act disputed record	(1)	(63-63)
r.	Dual service component status	(1)	(64-64)
s.	Dual service component grade and code	(4)	(65-68)
t.	PPN	(2)	(69-70)
u.	Citizenship status	(1)	(71-71)
v.	Civilian education level	(1)	(72-72)
w.	Military education		
(1)	Highest military education level (officer only)	(1)	(73-73)
(2)	NCOG (enlisted only)	(1)	(73-73)
x.	MPC of active duty spouse	(1)	(74-74)
y.	Deployment indicator	(1)	(75-75)
z.	ERUP (enlisted only)	(2)	(76-77)
aa	DOD component of active duty spouse	(1)	(78-78)
5.	Blank	2	79-80

Table 29–8
SPFE (AUTODIN), peacetime, record 6

Line	Data element	Size	Record positions
1.	SSN	9	01-09
2.	PPA	2	10-11
3.	Record number 6	1	12-12
4.	TPMF data (positions 341-407)	66	13-78
a.	MOS data		
(1)	Duty MOS (enlisted and warrant officer)	(5)	(13-17)
(2)	Duty PSSI		
(a)	Duty primary specialty code (officer)	(2)	(13-14)
(b)	Skill identifier (officer)	(1)	(15-15)
(c)	Duty secondary specialty code (officer)	(2)	(16-17)
b.	Duty ASI	(2)	(18-19)
c.	Duty language identity code	(2)	(20-21)
d.	Enlisted data	(58)	(22-79)
(1)	AFST	(1)	(22-22)
(2)	SDAP status	(1)	(23-23)

Table 29–8
SPFE (AUTODIN), peacetime, record 6—Continued

Line	Data element	Size	Record positions
(3)	SMOS	(5)	(24-28)
(4)	Secondary ASI	(2)	(29-30)
(5)	CONUS area of preference	(2)	(31-32)
(6)	Year and month HIV screening test last administered	(4)	(33-36)
(7)	Enlisted reenlistment bonus indicator	(1)	(37-37)
(8)	VRB MOS	(3)	(38-40)
(9)	VRB date	(6)	(41-46)
(10)	Promotion MOS	(4)	(47-50)
(11)	Year and month OJT	(4)	(51-54)
(12)	Enlistment education incentive	(1)	(55-55)
(13)	NCOES verification code	(1)	(56-56)
(14)	AEA code	(1)	(57-57)
(15)	Year and month termination of AEA	(4)	(58-61)
(16)	General technical aptitude score	(3)	(62-64)
(17)	Year and month Good Conduct Medal suspense	(4)	(65-68)
(18)	SQT designator	(4)	(69-72)
(19)	Date SQT administered-1 (YYMM)	(6)	(73-76)
(20)	SQT score	(3)	(77-79)
e.	Officer data	(58)	(22-79)
(1)	Blank	(2)	(22-23)
(2)	Control MOS (warrant officer)	(5)	(24-28)
(3)	Alternate SSI (officer)	(3)	(24-26)
(4)	ASI3 (officer)	(2)	(27-28)
(5)	Secondary ASI (warrant officer)	(2)	(29-30)
(6)	ASI4 (officer)	(2)	(29-30)
(7)	Control branch	(2)	(31-32)
(8)	Blank (warrant officer)	(2)	(33-34)
(9)	Control specialty (officer)	(2)	(33-34)
(10)	Blank (warrant officer)	(2)	(35-36)
(11)	Basic branch (officer)	(2)	(35-36)
(12)	Blank	(1)	(37-37)
(13)	AFS	(3)	(38-40)
(14)	AFC	(5)	(41-45)
(15)	AFS verification code	(1)	(46-46)
(16)	Permanent grade and code	(4)	(47-50)
(17)	Permanent DOR	(6)	(51-56)
(18)	Promotable indicator	(1)	(57-57)
(19)	Year and month HIV screen test last administered	(4)	(58-61)
(20)	Blank	(18)	(62-79)
5.	Blank	(1)	80-80

Table 29–9
SPFE (AUTODIN), peacetime, record 7

Line	Data element	Size	Record positions
1.	SSN	9	01-09
2.	PPA	2	10-11
3.	Record number 7	1	12-12
4.	TPMF data (positions 408-455)	48	13-60
a.	Percentile standing (enlisted)	(2)	(13-14)
b.	Promotion indicator (enlisted)	(1)	(15-15)
c.	SQT code (enlisted)	(1)	(16-16)
d.	Date SQT administered-1 (YYMM)	(4)	(17-20)
e.	Date personnel security investigation completed	(6)	(21-26)
f.	Personnel security investigation initiated	(1)	(27-27)
g.	Date personnel security investigation initiated	(6)	(28-33)
h.	PRP assignment status	(1)	(34-34)
i.	Department-determined personnel security status	(1)	(35-35)
j.	FLAG1	(2)	(37-37)
k.	FLAG1 effective date	(6)	(38-43)
l.	FLAG2	(2)	(44-45)
m.	FLAG2 effective date	(6)	(46-51)
n.	Previous weight control program date	(6)	(52-57)
5.	Blank	23	58-80

Table 29–10
SPFE (AUTODIN), peacetime, record 8

Line	Data element	Size	Record positions
1.	SSN	9	01-09
2.	PPA	2	10-11
3.	Record number 1	1	12-12
4.	TPMF data (positions 453-492)	40	13-52
5.	Blank	28	53-80

Table 29–11
SPFE (AUTODIN), wartime, record 1

Line	Data element	Size	Record positions
1.	SSN	9	01-09
2.	PPA	2	10-11
3.	Record number 1	1	12-12
4.	TPMF data (positions 12-75)	64	13-76
a.	Name, individual	(27)	(13-39)
b.	MPC	(1)	(40-40)
c.	Grade abbreviation and code	(4)	(41-44)
d.	DOR	(6)	(45-50)
e.	Sex	(1)	(51-51)
f.	Race	(1)	(52-52)
g.	Service component	(1)	(53-53)
h.	MOS data		
(1)	PMOS (enlisted or warrant officer)	(5)	(54-58)
(2)	PSSI data		
(a)	SSI (officer)	(3)	(54-56)
(b)	ASI1 (officer)	(2)	(57-58)
i.	ASI data		
(1)	ASI (enlisted or warrant officer)	(2)	(59-60)
(2)	ASI2 (officer)	(2)	(59-60)
j.	Duty status	(3)	(61-63)
k.	Effective date of duty status	(6)	(64-69)
l.	First and second language identity	(4)	(70-73)
m.	Field-determined personnel security status	(1)	(74-74)
n.	RSC	(1)	(75-75)
5.	TPMF data (positions 141-145)	(5)	76-80
a.	Unit-2 data (wartime or peacetime) (continued)	(5)	(7680)
b.	Potential gaining UPC-2 (PUD, DD)	(5)	(76-80)

Table 29–12
SPFE (AUTODIN), wartime, record 2

Line	Data element	Size	Record positions
1.	SSN	9	01-09
2.	PPA	2	10-11
3.	Record number 2	1	12-12
4.	TPMF data (positions 76-140)	66	13-78
a.	VSSSN	(1)	(13-13)
b.	Physical profile	(6)	(14-19)
c.	Physical category code (enlisted)	(1)	(20-20)
d.	Personnel security investigation completed	(1)	(21-21)
e.	AWOL report indicator	(1)	(22-22)
f.	Unit-1 data (wartime or peacetime)	(28)	(23-50)
(1)	Arrival strength date-1	(6)	(2328)
(2)	report date-1	(6)	(29-34)
(3)	UPC1 (PUD, DD)	(5)	(35-39)
(4)	Departure date-1	(6)	(40-45)
(5)	Potential gaining UPC1 (PUD, DD)	(5)	(46-50)
g.	Ultimate gaining UPC (PUD, DD)	(5)	(51-55)
h.	Unit-2 data (wartime or peacetime)	(23)	(56-78)
(1)	Arrival strength date-2	(6)	(56-61)
(2)	report date-2	(6)	(62-67)
(3)	UPC2 (PUD, DD)	(5)	(68-72)
(4)	Departure date-2	(6)	(73-78)

Table 29–12
SPFE (AUTODIN), wartime, record 2—Continued

Line	Data element	Size	Record positions
5.	TPMF data (position 146) or blank	1	79-79
6.	Blank	1	80-80

Table 29–13
SPFE, all personnel, peacetime (AAC-C96) and wartime (AAC-P96) magnetic tape format, data elements

Line	Data element	Size	Record positions
1.	SSN	9	01-09
2.	PPA	2	10-11
3.	Name, individual	27	12-38
4.	MPC	1	39-39
5.	Grade abbreviation and code	4	40-43
a.	Grade abbreviation	(3)	(40-42)
b.	Grade code	(1)	(43-43)
6.	DOR	6	44-49
7.	Sex	1	50-50
8.	Race	1	51-51
9.	Service component	1	52-52
10.	PMOS or PSSI		
a.	PMOS (enlisted or warrant officer)	(5)	(53-57)
b.	PSSI data		
(1)	Primary SSI (officer)	(3)	(53-55)
(2)	ASI1 (officer)	(2)	(56-57)
11.	ASI data		
a.	ASI (enlisted or warrant officer)	(2)	(58-59)
b.	ASI2 (officer, peacetime)	(2)	(58-59)
12.	Duty status	3	60-62
13.	Effective date of duty status	6	63-68
14.	First language identity	2	69-70
15.	Second language identity	2	71-72
16.	Field-determined personnel security status	1	73-73
17.	RSC	1	74-74
18.	VSSSN	1	75-75
19.	Physical profile	6	76-81
20.	Physical category code	1	82-82
21.	Personnel security investigation completed	1	83-83
22.	AWOL indicator	1	84-84
23.	Unit-1 data (wartime and peacetime)	28	85-112
a.	Arrival strength date-1	(6)	(85-90)
b.	report date-1	(6)	(91-96)
c.	UPC1 (PUD, DD)	(5)	(97-101)
d.	Departure date-1	(6)	(102-107)
e.	Potential gaining UPC1 (PUD, DD)	(5)	(108-112)
24.	Ultimate gaining UPC (PUD, DD)	5	113-117
25.	Unit-2 data (wartime and peacetime)	28	118-145
a.	Arrival strength date-2	(6)	(118-123)
b.	report date-2	(6)	(124-129)
c.	UPC2 (PUD, DD)	(5)	130-134)
d.	Departure date-2	(6)	(135-140)
e.	Potential gaining UPC2 (PUD, DD)	(5)	(141-145)
26.	Blank	1	146-146

Table 29–14
SPFE, all personnel, peacetime (AAC-C96), magnetic tape format, data elements

Line	Data element	Size	Record positions
1.	Peacetime data elements	309	147-455
2.	Unit-1 data (peacetime)	11	147-157
a.	Position number-1	(4)	(147-150)
b.	Number of days TDY-1	(3)	(151-153)
c.	Number of days leave-1	(2)	(154-155)
d.	MDC-1	(2)	(156-157)
3.	Unit-2 data (peacetime)	11	158-168
a.	Position number-2	(4)	(158-161)
b.	Number of days TDY-2	(3)	(162-164)
c.	Number of days leave-2	(2)	(165-166)
d.	MDC-2	(2)	(167-168)
4.	Regimental number	4	169-172
5.	Regimental branch	2	173-174
7.	Regimental home base	2	175-176
8.	SSN of spouse	9	177-185
9.	Overseas assignment preference 1	2	186-187
10.	Overseas assignment preference 2	2	188-189
11.	Overseas assignment preference 3	2	190-191
12.	Blank (officer and warrant officer only)	14	192-205
13.	Promotion data (enlisted only)	(14)	(192-205)
a.	Current promotion points year and month	(4)	(192-195)
b.	Current promotion points	(3)	(196-198)
c.	Previous promotion points year and month	(4)	(199-202)
d.	Previous promotion points	(3)	(203-205)
14.	Number of accompanying noncommand-sponsored dependents on permanent change of station	2	206-207
15.	SPD	3	208-210
16.	Type of transaction most recent strength	4	211-214
17.	Date of transaction most recent strength	6	215-220
18.	Last type of transaction-personnel	4	221-224
19.	Date of last type of transaction-personnel	6	225-230
20.	DSEP code	1	231-231
21.	Expiration of service agreement (officer or warrant officer only)	6	232-237
22.	ETS (enlisted only)	6	232-237
23.	Service agreement (officer or warrant officer only)	1	238-238
24.	Term of enlistment (enlisted only)	1	238-238
25.	DROS (YYMMDD)	6	239-244
25.	DEROS (YYMMDD)	6	245-250
26.	DLOS (YYMMDD)	6	251-256
27.	DOB (YYMMDD)	6	257-262
28.	BASD (YYMMDD)	6	263-268
29.	PEBD (YYMMDD)	6	269-274
30.	Year and month last photograph	4	275-278
31.	Year and month last permanent change of station	4	279-282
32.	Year and month eligible for AFRM	4	283-286
33.	Year and month last OER or NCOER	4	287-290
34.	Year and month completed last combat tour	4	291-294
35.	Area of last combat tour	1	295-295
36.	Marital status	1	296-296
37.	Number of dependents	2	297-298
38.	Number of accompanying command-sponsored dependents on permanent change of station	2	299-300
39.	SPAY1	5	301-305
40.	SPAY2	5	306-310
41.	IPAY1	5	311-315
42.	IPAY2	5	316-320
43.	EGD	1	321-321
44.	Religious denomination	2	322-323
45.	Promotion bar (enlisted only)	1	324-324
46.	Blank (officer or warrant officer only)	1	324-324
47.	Privacy Act disputed record	1	325-325
48.	Dual service component status	1	326-326
49.	Dual service component grade and code	4	327-330
50.	PPN	2	331-332
51.	Citizenship status	1	333-333
52.	Civilian education level	1	334-334
53.	MLED (officer and warrant officer only)	1	335-335
54.	NCOG (enlisted only)	1	335-335
55.	MPC of active duty spouse	1	336-336

Table 29–14
SPFE, all personnel, peacetime (AAC-C96), magnetic tape format, data elements—Continued

Line	Data element	Size	Record positions
56.	Deployment indicator	1	337-337
57.	Blank (officer or warrant officer only)	2	338-339
58.	ERUP (enlisted only)	2	338-339
59.	DOD component of active duty spouse	1	340-340
60.	DMOS (enlisted and warrant officer only)	5	341-345
61.	Duty specialty (officer only)	5	341-345
a.	Duty primary specialty code	(2)	(341-342)
b.	Skill identifier	(1)	(343-343)
c.	Duty secondary specialty code	(2)	(344-345)
62.	Duty ASI	2	346-347
63.	Duty language identity code	2	348-349
64.	Blank (officer and warrant officer only)	2	350-351
65.	AFST (enlisted only)	1	350-350
66.	SDAP (enlisted only)	1	351-351
67.	SMOS (enlisted and warrant officer only)	5	352-356
68.	Alternate specialty code (officer only)	5	352-356
a.	Alternate SSI	(2)	(352-353)
b.	ASI3	(3)	(354-356)
69.	Secondary ASI (enlisted and warrant officer only)	2	357-358
70.	ASI4 (officer only)	2	357-358
71.	Control branch (officer and warrant officer only)	2	359-360
72.	CONUS area of preference (enlisted only)	2	359-360
73.	Year and month HIV screen test last administered (enlisted only)	4	361-364
74.	Blank (warrant officer only)	4	361-364
75.	Control specialty (officer only)	2	361-362
76.	Basic branch (officer only)	2	363-364
77.	Enlistment or reenlistment bonus indicator (enlisted only)	1	365-365
78.	Blank (officer and warrant officer only)	1	365-365
79.	AFS (officer and warrant officer only)	3	366-368
80.	VRB MOS (enlisted only)	3	366-368
81.	VRB date (enlisted only, YYMMDD)	6	369-374
82.	AFCS (officer and warrant officer only)	5	369-373
83.	AFS verification code	1	374-374
84.	Promotion MOS (enlisted only)	4	375-378
85.	Permanent grade and code (officer and warrant officer only)	4	375-378
86.	Permanent DOR (officer and warrant officer only)	6	379-384
87.	Year and month OJT completed (enlisted only)	4	379-382
88.	Blank (enlisted only)	1	383-383
89.	NCOER verification code (enlisted only)	1	384-384
90.	Promotable indicator (officer and warrant officer only)	1	385-385
91.	AEA code (enlisted only)	1	385-385
92.	Year and month HIV screen test last administered (officer and warrant officer only)	4	386-389
93.	Blank (officer and warrant officer only)	26	390-415
94.	Enlisted data (enlisted only)	30	386-415
a.	Year and month termination of AEA code	(4)	(386-389)
b.	General technical aptitude score	(3)	(390-392)
c.	Year and month Good Conduct Medal suspense	(4)	(393-396)
d.	SQT designator	(4)	(397-400)
e.	Year and month SQT administered-2	(4)	(401-404)
f.	SQT score	(2)	(408-409)
h.	Promotion indicator	(1)	(410-410)
i.	SQT code	(1)	(411-411)
j.	Year and month SQT administered-1	(4)	(412-415)
95.	Date personnel security investigation completed (YYMMDD)	6	416-421
96.	Personnel security investigation initiated	1	422-422
97.	Date personnel security investigation initiated (YYMMDD)	6	423-428
98.	Personnel reliability program assignment status	1	429-429
99.	Department-determined personnel security status	1	430-430
100.	FLAG1	2	431-432
101.	FLAG1 date (YYMMDD)	6	433-438
102.	FLAG2	2	439-440
103.	FLAG2 date (YYMMDD)	6	441-446
104.	Previous weight control program date (YYMMDD)	6	447-452
105.	Grade how-acquired code	1	453-453
106.	Effective date of pay grade	6	454-459
107.	Local data	40	460-499

Appendix A
References

Section I
Required Publications

AR 600–8–11
Personnel—General, Reassignment. (Cited in para 12–3.)

AR 600–8–23
Personnel Information Systems, Standard Installation/Division Personnel System (SIDPERS) Database Management. (Cited in paras 4–1, 10–2, 10–156, 12–2, 15–4, 18–1, 20–12, and 26–2.)

AR 680–29
Military Personnel—Organization and Type of Transaction Codes. (Cited in paras 1–3, 3–5, 4–7, 6–7, 7–4, 10–3, 19–3, 19–9, 19–12, 20–2, 21–2, 22–2, 23–2, 23–10, 25–2, and 28–3, and tables 3–8, 3–9, 3–10, 4–3, 9–1, 9–2, 10–1, 10–3, 10–7, 15–5, 17–6, 22–12, 22–13, 22–14, 22–31, 22–49, 23–6, 23–9, and 25–1.)

DA Pamphlet 25–400–2
Modern Army Recordkeeping System (MARKS) for TOE and Certain Other Units of the Army. (Cited in para 17–13.)

DA Pamphlet 600–8
Management and Administrative Procedures. (Cited in para 17–55.)

DA Pamphlet 600–8–1
SIDPERS Unit Level Procedures. (Cited in paras 7–4, 10–1, 10–128, and tables 3–9, 24–6, and 24–12.)

DA Pamphlet 600–8–2
Standard Installation/Division Personnel System (SIDPERS) Military Personnel Service Center Level Procedures. (Cited in paras 7–4, 10–1, 10–128, and tables 3–9, 24–6, 24–12

Section II
Related Publications

Allied Communication Publication 117 US, supplement 1
Allied Routing Indicator Book—Canada—United States

AR 18–19
Troop Program Sequence Number

AR 25–30
The Army Integrated Publishing and Printing Program

AR 25–400–2
The Modern Army Recordkeeping System (MARKS)

AR 37–108
General Accounting and reporting for Finance and Accounting Offices

AR 220–1
Unit Status reporting

AR 220–5
Designation, Classification, and Change in Status of Units

AR 310–10
Military Orders

AR 310–50
Authorized Abbreviations and Brevity Codes

AR 600–2
Name and Birth Data and Social Security Number

AR 600–8–2
Suspension of Favorable Personnel Actions (FLAGS)

AR 600–200
Enlisted Personnel Management System

AR 601–110
Identification of Commissioned and Warrant Officer Personnel by Army Procurement Program

AR 601–210
Regular Army and Army Reserve Enlistment Program

AR 601–280
Total Army Retention Program

AR 612–201
Processing, Control, and Distribution of Personnel at U.S. Army Reception Battalions and Training Centers

AR 614–30
Oversea Service

AR 614–185
Requisitions and Assignment Instructions for Officers

AR 614–200
Selection of Enlisted Soldiers for Training and Assignment

AR 623–205
Enlisted Evaluation reporting System

AR 635–5
Leave and Passes

AR 635–5–1
Separation Program Designators

DA Pamphlet 525–12
Army Location Codes: States Within the United States

DA Pamphlet 525–13
Army Location Codes: Foreign Locations

DA Pamphlet 600–41
Military Personnel Managers Mobilization Handbook

Joint Army/Navy/Air Force Publication (JANAP) 128I
Automatic Digital Network (AUTODIN) Operating Procedures

SIDPERS User Manual
Standard Entry/Exit System Executive Software Manual

USAISEC Manual ADSM 18–P02–AAC–IBM–OM–MVS
Standard Installation Division Personnel System (SIDPERS) Computer Operations Manual

Section III
Prescribed Forms

There are no entries in this section.

Section IV
Referenced Forms

DA Form 2
Personnel Qualification Record—Part I

DA Form 2A
Personnel Qualification Record, Part I—Enlisted Peacetime

DA Form 2B
Personnel Qualification Record, Part I—Warrant Officer Peacetime

DA Form 2C
Personnel Qualification Record, Part I—Commissioned Officer Peacetime

DA Form 200
Transmittal Record

DA Form 2166–7
Noncommissioned Officer Evaluation report (NCO–ER)

DA Form 3805
SIDPERS Input and Control Data—Officer Accession

DA Form 3806
SIDPERS Input and Control Data—Enlisted Accession

DA Form 3809
SIDPERS Input and Control Data—Organization Transfer Data Record

DA Form 3810
SIDPERS Input and Control Data—Organization Statistics

DA Form 3812 (TEST)
SIDPERS Input and Control Data—Organization Change

DA Form 3813
SIDPERS Input and Control Data—Personnel/Organizational Change

DD Form 4
Enlistment/Reenlistment Document

DD Form 214
Certificate of Release or Discharge From Active Duty

DD Form 1300
report of Casualty

DD Form 1392
Data Message Form

DD Form 1972
Joint Tactical Air Strike Request

Glossary

Section I
Abbreviations

AALOC
Active Army locator file

ADCON
administrative control

ADN
authorization document number

ADPE
automatic data processing equipment

AEA
assignment eligibility and availability

AFCS
active federal commissioned service

AFRM
Armed Forces Reserve Medal

AFS
active federal service

AFST
area of current or last completed foreign service tour

APO
Army post office

AREAX
Army area and State or country code

ARLOC
Army location code

ARNG
Army National Guard

ASI
additional skill identifier

ASIMS
Army Standard Information Management System

AUTODIN
automatic digital network

AWOL
absent without leave

BASD
basic active service date

BDAP
basic date of appointment

BG
brigadier general

CAC
command assignment code

CARS
Combat Arms Regimental System

CCSA
U.S. Army Command and Control Support Agency

CIC
content indicator code

COBOL
common business-oriented language

CONUS
continental United States

CPL
corporal

CSM
Command Sergeant Major

CTAS
Central Transient Accounting System

CW2
Chief Warrant Officer, W-2

DA
Department of the Army

DAS3
Decentralized Automated Service Support System

DD
descriptive designator

DEROS
date eligible to return from overseas

DFAS-IN
Defense Finance and Accounting Service—Indianapolis

DFR
dropped from rolls

DLOS
date of loss

DOB
date of birth

DOD
Department of Defense

DOIM
Director of Information Management

DOR
date of rank

DPI
data processing installation

DROS
date returned from overseas

DSEP
delay in separation

DSN
Defense Switched Network

DSSN
disbursing station serial number

EDAS
Enlisted Distribution Assignment System

EER
enlisted evaluation report

EGD
ethnic group designator

EMF
enlisted master file

EPMS
enlisted personnel management system

ESA
expiration of service agreement

ETS
expiration term of service

FACTS
Field Assistance Contact Team—SIDPERS

FAO
finance and accounting office

FID
format identification

GA
General of the Army

GEN
general

HIV
human immunodeficiency virus

HQDA
Headquarters, Department of the Army

IBM
International Business Machines Corporation

IPAY
incentive pay

IQF
interactive query facility

ITAADS
Installation—The Army Authorization Documents System

JACS
Joint Uniform Military Pay System automated coding system

JUMPS
Joint Uniform Military Pay System

LTG
lieutenant general

MA
monthly audit

MACOM
major Army command

MAJ
major

MDC
movement designator code

MG
major general

MMPF
master military pay file

MOS
military occupational specialty

MPC
military personnel class

MPRJ
Military Personnel Records Jacket, U.S. Army

MSG
master sergeant

MTRF
microfilmed transaction research file

NCO
noncommissioned officer

NCOER
noncommissioned officer evaluation

NCOES
noncommissioned officer education system

NCOG
noncommissioned officer Academy graduate

OCONUS
outside continental United States

ODCSOPS
Office of the Deputy Chief of Staff for Military Operations and Plans

ODCSPER
Office of the Deputy Chief of Staff for Personnel

OESTS
organization status

OMF
officer master file

OPCON
operational control

PAF
personnel authorization file

PAS
Personnel Automation Section

PASI
primary additional skill identifier

PCN
product control number

PEBD
pay entry basic date

PERSCOM
U.S. Total Army Personnel Command

PERSINS
Personnel Information Systems

PFC
private first class

PMOF
U.S. Total Army Personnel Command master organizational file

PMOS
primary military occupational specialty

POSNO
position number

PPA
Personnel Information Systems processing activity

PQR
personnel qualification record

PRIDE
personnel research information data extract

PSC
position status code

PSD
position status date

PSG
platoon sergeant

PSSI
primary specialty skill identifier

PUD
parent unit designator

PUID
parent unit identifier

PULHES
physical profile serial code (numerical)

PV1
private E1

PV2
private E2

PVT
private

RC
Reserve Components

RCS
requirements control symbol

RIC
routing indicator code

RIG
record identification group

RIN
record identification number

RSC
record status code

SAF
SIDPERS Active Army locator file

SAIF
SIDPERS assignment instruction file

SASF
SIDPERS authorized strength file

SASI
secondary additional skill identifier

SCC
selection control code

SCN
shipment control number

SDAP
special duty assignment pay

SEES
standard entry-exit system

SESF
SIDPERS error suspense file

SFC
sergeant first class

SGM
sergeant major

SGT
sergeant

SID
SIDPERS Interface Division

SIDPERS
Standard Installation/Division Personnel System

SIRCUS
standard information retrieval capability for users

SMA
Sergeant Major of the Army

SMEF
SIDPERS military occupational specialty edit file

SMOS
secondary military occupational specialty

SOMF
SIDPERS organization master file

SORTS
Status of Resources and Training System

SP4
specialist 4

SPAY
special pay

SPD
separation program designator

SPF
SIDPERS personnel file

SPUHL
standard parent unit header line

SQI
special qualifications identifiers

SQT
skill qualification test

SRB
selective reenlistment bonus

SRCF
SIDPERS reports control file

SROF
SIDPERS reserve organization master file

SSC
secondary specialty code

SSF
SIDPERS stacker file

SSG
staff sergeant

SSI
specialty skill identifier

SSN
social security number

STAMIS
Standard Army Management Information Systems

STANFINS
Standard Financial System

STHL
standard title header line

SUHL
standard unit processing code header line

TAADS
The Army Authorization Documents System

TAPER
The Army Personnel Rollup System

TCN
transaction change number

TCO
test control officer

TDA
tables of distribution and allowances

TDR
transfer data record

TMEF
The Army Personnel Rollup System military occupational specialty edit file

TOE
table(s) of organization and equipment

TOMWLF
The Army Personnel Rollup System organizational master-worldwide locator file

TPMF
The Army Personnel Rollup System personnel master file

TTTF
The Army Personnel Rollup System type transaction file

UIC
unit identification code

UICIO
unit identification code information officer

UPC
unit processing code

USAISEC
U.S. Army Information Systems Engineering Command

USAR
United States Army Reserve

VRB
variable reenlistment bonus

VSSSN
verification status social security number

VTAADS
Vertical—The Army Authorization Documents System

WO1
warrant officer, W-1

1LT
first lieutenant

2LT
second lieutenant

Section II
Terms

Additional skill identifier (ASI)
Code that further identifies and defines a position requirement for a particular MOS.

Assignment eligibility and availability (AEA)
Data element designator used to indicate eligibility and availability of enlisted personnel for reassignment.

Automated PERSINS
Involves the use of automated data processing personnel, equipment, and software for interaction with PERSINS manual operations performed at the unit, Personnel Service Company, and intermediate levels.

Automatic digital network (AUTODIN)
Signal communications network over which personnel data are electrically transmitted.

Career management field
Groupings of selected Army MOS codes for enlisted personnel.

Central processing unit
A unit of a computer that includes the circuits controlling the interpretation and execution of instructions.

Central Transient Accounting System (CTAS)
Accounts for personnel who are in a transient status because of moves from one unit to another.

Character
One of the decimal digits 0 through 9, letters A through Z, or punctuation and other marks that a computer reads, processes, stores, or prints.

Command and staff reports
Display data derived from or contained in various files to satisfy information needs to each operating echelon at a division or installation. reports are provided to support personnel management at each level from unit to division. These reports must be scheduled.

Content indicator code (CIC)
Four alphabetical characters used in AUTODIN message headers to identify the content of the message.

Cycle
Includes all actions necessary to complete an update of the SIDPERS database and to transmit prescribed input to the next PERSINS echelon.

Database
All of the data files that are included in the SIDPERS.

Data processing detachment
Actual ADPE site in the Combat Service Support System environment.

Data processing installation (DPI)
Actual ADPE site in Base Operating Information System environment.

Detailed functional system requirements
Provides the level of detailed functional guidance essential to the development and design of an automatic data processing system and defines the functional procedures requiring support of the automated system.

Direct reporting
Facilitates the exchange of personnel data between SIDPERS and PERSCOM. Information is reported directly without interfacing with other local information systems.

Division data center
Operating DPI of an Army division.

Division-level data entry device
An interactive automatic data processing system that operates at division levels and that uses a minicomputer with a cathode ray tube as an input and output device.

Enlisted Distribution Assignment System (EDAS)
Assigns PVT through SGM/CSM personnel. Through this system, SIDPERS is notified of incoming enlisted personnel and receives assignment instructions for outgoing enlisted personnel.

Enlisted master file (EMF)
Contains the official computer status record of each enlisted person of the Active Army. The record is maintained at PERSCOM.

Enlisted master record
A PERSCOM automated personnel record established and maintained on each enlisted soldier on active duty or on active duty for training.

Error
a. Essential error. Prevents a transaction from processing.
b. Nonessential error. Does not prevent a transaction from processing. The data element containing the error is not updated in the SIDPERS file. Five or more of these errors prevent the transaction from processing. The erroneous data element must be corrected, and the appropriate transaction must be reentered in the processing cycle for proper update.

Gaining unit processing code (UPC)
The unit to which the individual is assigned, reassigned, or attached.

Incentive pay
Extra compensation awarded to Active Army personnel who are performing duties that are unusually hazardous to health and life.

Inquiry
A request for printed information from a particular file in SIDPERS. Inquiries are produced without special programming.

In-process review
Reviews actions on a given project to determine if actions are completed or contemplated according to established goals.

Losing unit processing code (UPC)
The unit from which the individual is reassigned or relieved from attachment.

Memorandum of instruction
Prepared at the PAS to provide detailed instructions to originators and users on any SIDPERS related subject, such as establishing local codes.

Military personnel class (MPC)
Categorizes personnel into commissioned officer (O), warrant officer (W), and enlisted (E) groups.

Military personnel office
(See Personnel Service Company.)

Nonessential compatibility error
Compatibility error discovered in a SIDPERS transaction that was not corrected before processing continued.

Officer master file (OMF)
Contains the official computer status record of each officer in the Active Army. The record is maintained in PERSCOM.

Originator code
Identifies the organization, section, or individual requesting data from or submitting data to SIDPERS. The code consists of two characters and is assigned by the PAS.

Pass record
Contains data that are required by PERSCOM to update only the OMF or EMF. This record does not update the SIDPERS database because the data are either not stored in SIDPERS or the data are current on the SPF.

Personnel Automation Section (PAS)
Based on the structure of the organization. In accordance with the operating TOE or TDA, the interface element of SIDPERS may be a division, a branch, or an element (satellite unit). PAS consists of three organizational elements: headquarters, input and output control, and files management. SID controls and monitors the PAS operations.

Personnel data
Include all information that is maintained by the PERSINS and/or is reported via the automated PERSINS. Include personnel organization and authorization data plus qualifications, characteristics, backgrounds, and other pertinent facts about Active Army personnel.

Personnel Information Systems (PERSINS)
An automated and manual system that provides personnel data to the soldier, commanders at all levels, DA, and other government agencies involved in the functions of procurement, training, distribution, sustainment, and separation.

Personnel Service Company
A separate company organized to provide personnel services for separate organizations.

Personnel services division
A part of the administrative company within a division organized to provide personnel services.

Position number
A four-character code that identifies a specific position within an authorization document and the position to which an individual is assigned. The position number is assigned within the local SIDPERS environment. Position numbers in the 999 series identify by special category individuals who are not assigned to an authorized position.

Potential gaining unit
The unit to which an individual is departing based on reassignment orders.

Product control number (PCN)
Assigned to each automated output report.

Reconciliation processing
SIDPERS processing that compares each reconciliation input record with the SAF and SOMF UIC, PUD, and DD. This comparison is designed to keep the SAF and SOMF current with SORTS.

Record status code (RSC)
Assigned to each personnel record in the SIDPERS database and identifies the individual's active or inactive status.

Recurring reports
Computer-printed reports produced in a relatively fixed format and on a regularly scheduled SIDPERS cycle (weekly, monthly, or quarterly). These reports may contain data from more than one SIDPERS file.

Remote print facility
An offline device used in SIDPERS to provide a 132-character print explosion. The facility consists of a page printer, card readers, and a miniprocessor.

report control symbol
Assigned to a report by a reports control office.

report header information
Identifies all SIDPERS reports.

report sequence code
A one- to three-character SOMF code that is assigned by the PAS and is used to produce intermediate levels of report sequences and totals.

Reserve Components
ARNG and USAR.

SIDPERS Interface Division (SID)
See PAS; however, in a theater operation, SID is expanded under mobilization.

SIDPERS reports control file (SRCF)
SIDPERS database file that contains control records to control the selection of output reports slated for transmission to supported remote sites.

Special qualifications identifier (SQI)
Identifies skills acquired as a result of functional training and other training not identified by MOS or ASI.

Standard header lines
STHL, SUHL, and standard parent unit header line (sequenced by PUD (PUHL)) identify all SIDPERS reports.

Standard information retrieval capability for users (SIRCUS)
Retrieval capability controlled by the local PAS to supplement the standard report and inquiry capabilities of SIDPERS.

Standard reports
a. Maintenance reports provide information for the maintenance of SIDPERS files in relatively fixed format.
b. Informational reports contain information of interest to a wide range of users.

Standard title header line (STHL)
Used on report layout sheets to indicate format of title.

Sustaining Base Army Network
An interactive automatic data processing system at the installation level using a minicomputer with a cathode ray tube as input and output media for SIDPERS.

Telecommunications center
A communication facility that performs the function of both a communication center and a message center.

Transaction
Automatic data processing input or output about an event (for example, promotion) or data change.

Transaction mnemonics
A code established in an automated program to execute a specific type of transaction.

Transfer data record (TDR)
A personnel data record that is transmitted via AUTODIN between various SIDPERS activities and between PERSINSCOM and SIDPERS activities.

Type of record (item 6 on DA Form 2, Personnel Qualification Record, part I)
The condition for preparing DA Form 2 is based on the following:
a. Reconciliation. Produced quarterly or when an individual is an accession to the Army based on the submission of a report schedule card (a four-copy set).
b. Incoming Personnel—L. Produced from processing a PERSCOM TDR (a two-copy set).
c. Incoming Personnel—N. Produced from processing a SIDPERS TDR (locally coded or hand-carried by the individual from the old unit of assignment, a two-copy set).
d. Incoming Personnel—O. Produced from processing a SIDPERS TDR received by AUTODIN from the individual's old unit of assignment (a two-copy set).
e. Inquiry. Produced based on the submission of an INQY or OPER transaction. The Reconciliation DA Form 2 (four-copy set) is produced for the inquiry.

Ultimate gaining unit
The unit to which an individual is to be assigned after processing through an interim unit en route.

Unit identification code (UIC)
Six-position data chain that uniquely identifies each unit in the Active Army and is made up of service designator, PUD, and DD.

Unit personnel office
Makes decisions that affect personnel changes at the unit level.

U.S. Total Army Personnel Command (PERSCOM)
Includes all agencies or elements assigned to PERSCOM and other agencies or elements belonging to the U.S. Army Personnel Information Systems Command that provide direct support to PERSCOM.

Vertical—The Army Authorization Documents System (VTAADS)
Provides automating unit authorizations. SIDPERS extracts organizational structure and personnel authorizations from VTAADS.

Section III
Special Abbreviations and Terms
There are no entries in this section.

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