

**National Finance Center  
Front-End System Interface (FESI)  
Discretionary Allotments Doc Type (100)**

<b>Data Element Name</b>	<b>Data Element Format</b>	<b>Start Position</b>	<b>End Position</b>	<b>Element Description</b>	<b>Optional Mandated O/M</b>	<b>Values</b>	<b>Customer Data Element Name</b>
DOCUMENT-TYPE	A3	1	3	Indicates the type of document being processed.	M	Three position numeric field. For this document the value is "100".	
AGCY-CODE	A2	4	5	The first level of the organizational structure codes used to identify the agency as defined by the National Finance Center	M	For a list of valid values, see TMGT, Table 023, Agency/Bureau.	
SUBMITTING-OFFICE-NUMBER	A4	6	9	An identifying code assigned by the Office of Personnel Management to a Federal civilian personnel office authorized to appoint and separate employees and maintain personnel data.	M	For a list of valid values, see TMGT, Table 001, Personnel Office Identifier Name and Address.	
BATCH-NO-PERSONNEL	A4	10	13	Number assigned to personnel documents by Personnel Office to identify different batches of documents.	M	66XX – The document remains in suspense until corrective action is taken. 67XX – The document remains in suspense for one pass and coded for deletion unless some type of positive action is taken.	
SSNO	A9	14	22	A unique nine digit number assigned by the Social Security Administration.	M	Employee SSNO	
FILLER	A1	23	23	Unused field	M	SPACES	
PAY-PERIOD-NUMBER	A2	24	25	The number corresponding to the pay period for which this document is being processed.	M	01 through 27	
FILLER	A30	26	55	Unused field	M	SPACES	
USER-ID	A7	56	62	The user identification of the person entering the data.	M	Seven position alpha field.	
DEPARTMENT-CODE	A2	63	64	Identifies the department of the U.S. government.	M	For a list of valid values, see the OPM Guide to Personnel Data Standards.	
FILLER	A42	65	106	Unused field.	M	SPACES	
FESI-IDENTIFIER-NUMBER	A15	107	121	Identifies transactions in user's system.	O		

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UEID	A20	122	141	A unique employee ID (for future OPM use).			
FESI-DOC-EFF-CN	A2	142	143	The effective century of the document	M	Two position numeric field.	
FESI-DOC-EFF-YR	A2	144	145	The effective year of the document.	M	Two position numeric field.	
FILLER	A5	146	150	Unused field.	M	SPACES	
ALLOT-TRANS-TYPE	A1	151	151	Identifies the activity of the document	M	One position alpha-numeric field. Valid values are: A = Add C = Change D = Delete X = Cancels all allotments.	
ALLOT-NUMBER	A2	152	153	Identifies the individual allotment(s).	M	Two position numeric field. Valid number are 01 thru 99 Comments – Maximum number of allotments allowed is 99.	
ALLOT-AMOUNT	A6	154	159	The monthly amount of the allotment	M	Dollars and cents. 9999v99 Ex: \$70.00 = 007000 Comments – The Payroll/Personnel System divides this amount by 2 to determine the bimonthly deduction.	
ALLOT-PAYEE-NAME	A35	160	194	The payee's name.	O	Thirty-five position alphanumeric field. Comments: Do not include punctuation, such as periods, commas, or parentheses when entering the name or address. This field is required if there is no financial account and route number present. If not applicable, fill with spaces.	
ALLOT-PAYEE-ADDR-LINE	A35	195	229	The payee's address.	O	Thirty-five position alphanumeric field. Comments: Do not include punctuation, such as periods,	

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						commas, or parentheses when entering the name or address. This field is required if there is no financial account and route number present. If not applicable, fill with spaces.	
ALLOT-TYPE	A2	230	231	Indicates if the allotment is monthly or biweekly.	M	60 = Biweekly 61 = Monthly	
CITY-NAME	A16	232	247	The name of the city of the financial organization.	O	Sixteen position alpha-numeric field. Type the city name. This field is required if there is no financial account and route number present. If not applicable, fill with spaces.	
STATE-NAME	A2	248	249	The standardized state abbreviation.	O	Two position alpha-numeric field. The standardized abbreviation for the state. This field is required if there is no financial account and route number present. If not applicable, fill with spaces.	
ZIP-CODE-5	A5	250	254	The first 5 digits of the zip code.	O	Five position alpha-numeric field. This field is required if there is no financial account and route number present. If not applicable, fill with spaces.	
ZIP-CODE-4	A4	255	258	The middle 4 digits of the zip code.	O	Comments – If not applicable, fill with spaces.	
ZIP-CODE-2	A2	259	260	The last 2 digits of the zip code.	O	Comments – If not applicable, fill with spaces.	
ACCOUNT-NUMBER	A17	261	277	The account number for the savings or checking account from which the allotment	O	Seventeen position alphanumeric field. May	

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				amount is being withdrawn.		include dashes, letters A – Z, and numbers 0 – 9, and – (dash). No embedded spaces. This field is required if there is no name and address information present. – If not applicable, fill with spaces.	
ALLOT-TER-ID	A25	278	302	Identifies the payee.	O	Twenty-five position alphanumeric field. Type any remark applicable to the allotment. This data is transmitted to the financial organization or printed on the check along with the payee's name and address, and the employee's name at the bottom of the check indicating an allotment check. – If not applicable, fill with spaces.	
ALLOT-TYPE-ACCT	A1	303	303	The type account the allotment amount is being deposited into.	O	One position alpha-numeric field. Valid values are: C = checking S = Savings This field is required if there is no name and address information present. – If not applicable, fill with spaces.	
ALLOT-RTE-NO	A9	304	312	The financial organization's routing number.	O	Nine position numeric field. Comments – The first two positions must be 01-12, 21-32, or 90-91. This field is required if there is no name and address information present. – If not applicable, fill with spaces.	

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FILLER	A3138	313	3450	Unused field	M	SPACES	
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