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## **Employer Contribution Record Layout (PSERS) – June 2012**



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## **PARIS - Employer Contribution Record Layout**

Employers who report PSERS member contributions and employment information electronically (system generated file), must generate the file in a format specified by ERSGA. This document contains the technical format and data requirements based on the PARIS – Employer Contribution Record layout. The information contained herein includes:

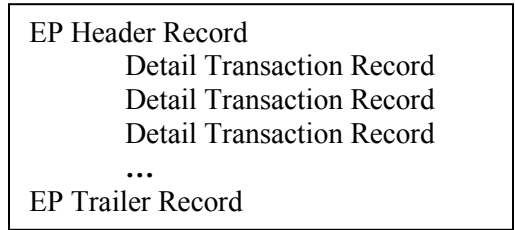
- Key Rules relating to the revised file format
- Details of the layout, fields, and key rules pertaining to each field.

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**Overall Rules Pertaining to the PARIS Employer Contribution Record Layout**

The file layout is a key component of the PARIS software system being implemented by ERSGA. This section provides information on some key rules along with the basics of the processing of the Employer Contribution Record Layout.

1. PARIS expects all files submitted by employers for processing to be in the PARIS file format.
2. The PARIS Employer Contribution Record Layout is only supported in a Fixed Length format. All alphanumeric characters must be upper case. These fields must be left justified and right filled with spaces.
3. A Report month is the period for which the employer is submitting the contribution report (The month and year of the contribution report). For example, an employer submitting a report for May 2012 (which is due to ERSGA by the 1st of June) will use 201205 as the Report Month. A PARIS Employer Contribution file must only contain records for one (unique) report month. However, both prior period and retroactive adjustments can also be included in the contribution file. See rules 11 and 12 below for more information.
4. All records in the file will be processed sequentially by PARIS. They must be submitted by employers in the following order: (illustrated to the right)
  - EP Header Record – This will include information such as Employer, Report Month, Plan, etc. There should be only one header row for the combination of Employer and Plan in the file.
  - Detail Transaction Record(s) – The details follow the header row. Details should include contributions for all members being reported for the Employer and Plan combination.
  - EP Trailer Record – The trailer record will provide totals for the contributions reported. There must be only one footer row for the combination of Employer and Plan combination.
5. Files that are improperly formatted or contain invalid data (e.g., text data in numeric field) cannot be processed. ERSGA will reject the file and require the employer to resubmit the file in the correct format with valid data.
6. Files are to be sent to ERSGA using File Transfer Protocol (FTP).
7. Contribution Group is used to validate the contribution amounts for each PSERS member being reported to ERSGA. Each member belongs to a Contribution Group. Public School Employee’s with \$4.00 Employee Contributions (EECON) deduction should be reported



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- with **PSRS** as the contribution group. Effective July 2012, new Public School Employee's with \$10.00 EECON should be reported with **PXRS** as the contribution group.
8. Members will be enrolled electronically. **Employers must provide SSN, Name, Date of Birth, Gender, Address information and the Eligibility Date for a new member's auto-enrollment.** Eligibility date is also required for Re-Hires and anyone that has a change in Contribution Group. Name and address changes of existing members must also be reported electronically in this file.
  9. Termination Date represents the date a member terminated employment, or changed contribution group. Termination date is required and must be reported accurately as it impacts the accuracy of a members account.
  10. Fields are listed as 'Optional' if ERSGA can process the record without the field being populated by the employer. Optional fields may or may not be optional to affect a given update to a member's demographic data; for example, to update an address, the address fields must be populated. Optional fields must be reported filled with spaces if no data is reported.
  11. Employers can now include prior period adjustments within the contribution detail file. Prior period adjustments are identified as transactions which are submitted to rectify a previously submitted transaction for the posting month; as such posting month for a prior period adjustment must occur prior to the report month.
  12. Employers can now include multiple retroactive payments within the contribution detail file. Retroactive payments are identified as transactions which are submitted for posting months that occurs prior to the report month. Employers must include a separate record for each posting month when reporting retroactive payments. They must refrain from reporting a single contribution record when reporting multiple posting months as it will result in an inflated contribution in a single month.
  13. Amount fields such as the Employee Contribution, must be zero filled, right justified use two decimal positions and include the decimal point. For example, if the employee contribution is \$4 then 000004.00 must be placed in the Employee Contribution field. If the employee contribution is \$10 then 000010.00 must be placed in the Employee Contribution field.
  14. Do not include the +/- sign in an amount field. There is a separate corresponding sign field for every amount field in the detail record format.
  15. The system at ERSGA will perform various validations on the data reported by employers to determine if the amounts can be posted to individual member accounts. When certain discrepancies are found, the system will not post incoming contributions to a member account. Instead, an error code will be assigned to the transaction and one of ERSGA's staff members will contact the employer to resolve the error.

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16. Employers/File Providers must not report data for the same employer in multiple files per Report Month unless otherwise requested by ERSGA. Submitting multiple files which contain duplicate data (data already submitted to ERSGA) will result in inaccurate processing of the file.
17. PSERS Employer Contribution files being submitted electronically must be named as follows: 'yyyymmAAAAAAAA.PRSGA'
  - The file name must include the report month in the yyyymm format.
  - The AAAAAAAAA is an alphanumeric employer code that is a minimum of three characters and a maximum of eight characters long. Each Employer or File Provider (agency that reports for multiple employers) will be assigned an employer code and must include it in the name of the file.
  - The file name for the May 2012 contribution report from 6011 - Appling County Board of Education (employer submits own file) must be **'2012056011.PRSGA'**

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**Contribution Report Header Record Format**

The following table contains the record format for a Header Record. It is a summary of the detail transaction data. Employers must submit one Header Record in the first row of the file. This record will identify the employer, plan and report month.

Field Name	Optional / Required	Columns From Thru Totals			Description	Format/Available Values	Rules and Information
Record Type	Required	001	001	1	Field designating this as a header, detail or footer record	Alphanumeric H = Header Record	<ul style="list-style-type: none"> <li>This field must contain a value of “H” since this is a header record.</li> </ul>
Format Version	Required	002	004	3	Identifies the version of the file format that the employer is currently using	Alphanumeric 001 = Version ‘001’ of file format	<ul style="list-style-type: none"> <li>Field designating the version of the file format used.</li> <li>This field must contain a value of “001” for all reports submitted in the new format.</li> </ul>
Employer Code	Required	005	012	8	A unique system number identifying employer	Alphanumeric, Left justified, right filled with spaces	<ul style="list-style-type: none"> <li>A unique alphanumeric system number identifying the employer; this code is a maximum of eight characters long.</li> </ul>
Plan	Required	013	015	3	Represents the plan for which the employer is reporting contributions	Alphanumeric  PRS- Public School Employees Retirement System	<ul style="list-style-type: none"> <li>Employer must participate in the Plan for which contributions are being reported.</li> </ul>
Report Month	Required	016	021	6	The month and year of the report	Date Field YYYYMM	<ul style="list-style-type: none"> <li>The period for which the employer is submitting the contribution report</li> <li>An employer submitting a report for May 2012 (which is due to ERSGA by the 1st of May) will use 201205 as the Report Month.</li> </ul>
File Creation Date	Required	022	029	8	The date on which this file was created by the employer	Date Field YYYYMMDD	<ul style="list-style-type: none"> <li>The date on which this file was created by the employer</li> </ul>

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Field Name	Optional / Required	Columns From Thru Totals			Description	Format/Available Values	Rules and Information
Filler	Required	030	512	481	Filler	Pad with blanks	▪ For future use



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**Detail Contribution Transaction Record Format**

The table below contains the record format that employers must use to report contribution detail transactions. These detail records follow the header record in the file layout.

Field Name	Optional / Required	Columns From	Columns Thru	Totals	Description	Format/Available Values	Rules and Information
Record Type	Required	001	001	1	Field designating this as a header, detail or footer record	Alphanumeric D = Detail Record	<ul style="list-style-type: none"> <li>This field must contain a value of “D” since this is a detail record.</li> </ul>
Posting Month	Required	002	007	6	Posting Month is the month/year to which the transaction is to be applied	Date Field YYYYMM	<ul style="list-style-type: none"> <li>Posting Month is the month/year to which the transaction is to be applied.</li> <li>Posting Month will provide the means for employers to report prior period adjustments and/or retroactive payments electronically.</li> </ul>
SSN	Required	008	016	9	SSN of the member being reported. Used to identify member	Numeric	<ul style="list-style-type: none"> <li>Employers must report a valid SSN for all employees. The SSN entered must match the number shown on the employee’s Social Security card and the number reported on the membership application</li> <li>SSN reported with all zeroes or with any other invalid combinations will result in the transaction receiving an error status and not posting to the member’s account. In addition, the contributions will be returned to the employer.</li> <li>Incorrect SSNs may result in contributions being posted to the wrong member’s accounts or may also result in an invalid member record being created.</li> </ul>
Employer Code	Required	017	024	8	A unique system number identifying employer	Alphanumeric, Left justified, right filled with spaces	<ul style="list-style-type: none"> <li>This code must be the same value as the Employer Code in the header record</li> </ul>

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Field Name	Optional / Required	Columns From Thru Totals			Description	Format/Available Values	Rules and Information
Contribution Group	Required	025	028	4	Represents the Contribution Group of the Member	PSRS PXRS	<ul style="list-style-type: none"> <li>Contribution Group is used to validate reported contributions.</li> <li>Member must be eligible for the Contribution Group for which the contributions are being reported.</li> <li>PSERS has two contribution groups effective July 2012: <b>PSRS</b> for members with \$4.00 EECON and <b>PXRS</b> for members with \$10.00 EECON</li> </ul>
Plan Eligibility Date	Required	029	036	8	Represents the first day for which ERSGA expects to receive contributions for the PSERS member. This may be the employment date, re-hire date, or date member moved into a PSERS covered position	Date Field YYYYMMDD	<ul style="list-style-type: none"> <li>Plan Eligibility Date is a required field for new hires, rehires or changes in a contribution group.</li> <li>This field must be used to enroll new members via the payroll report.</li> <li>Plan Eligibility Date cannot be greater than the last day of the Report Month</li> </ul>
Job Classification	Required	037	038	2	Represents the member's job classification	Alphanumeric  <b>01</b> = Engineering / Technology Support <b>02</b> = Facilities / Materials / Equipment <b>04</b> = Food Services / Farm Services <b>05</b> = General Support Services <b>12</b> = Public Safety / Corrections / Investigations <b>16</b> = Transportation <b>17</b> = Unspecified	<ul style="list-style-type: none"> <li>This field will enable ERSGA to report meaningful demographic information on the membership population</li> <li>Please review the positions you report to determine the most appropriate classification for your employees.</li> </ul>

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Field Name	Optional / Required	Columns From Thru Totals			Description	Format/Available Values	Rules and Information
Payroll Frequency	Required	039	040	2	Identifies the frequency by which a member receives compensation for services rendered	Alphanumeric 00 = Monthly 01 = Semi-Monthly 02 = Bi-Weekly 03 = Weekly	<ul style="list-style-type: none"> <li>▪ Explains pay variations for members</li> </ul>
Payment Reason	Required	041	042	2	Explains the type of reported compensation	Alphanumeric 00 = Regular Pay 01 = Leave Without Pay 02 = Military Leave Without Pay 03 = Pay Decrease Demotion / Position Downgrade 04 = Pay Increase Promotion / Step Increase / Position upgrade/Interim Position/Conditional Pay	<p>Explains fluctuations in salary.</p> <p>Enables ERSGA to maintain and access salary data for studies. It is very important that the correct code is used as follows:</p> <ul style="list-style-type: none"> <li>▪ Use '00' to report that a member's compensation for regular activity during the current pay period. Regular activity includes: wages, and paid days off (vacation, sick leave, holiday leave).</li> <li>▪ Use '01' to report 0.00 salary and 0.00 contributions for a period of time when member is on leave without pay (for the whole month) and has not terminated from their employer. This Payment Reason must be reported each month in which the member is on leave without pay. If a member has only worked a partial month (50% time) and is on leave without pay for the other portion, report this payment reason along with the appropriate contribution salary and percent time worked.</li> <li>▪ Use '02' to report an employee that has been called to active duty military service and is on leave without pay. This code should be used for both full month leave without pay and partial month leave</li> </ul>

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Field Name	Optional / Required	Columns From	Thru	Totals	Description	Format/Available Values	Rules and Information
							<p>without pay where percent time is less than 100%.</p> <ul style="list-style-type: none"> <li>Use '03' to explain reduced salary due to the member being downgraded to another position. This Payment Reason must only be reported in the first month in which the member reports reduced salary. Contributions in the following months may be reported as '00' – Regular.</li> <li>Use '04' to explain increased salary due to member being promoted to another position, temporary salary increases, or to report additional pay based on special working conditions such as shift differential, special detail, or temporary work assignments. This Payment Reason must only be reported in the first month in which the member reports increased salary. Contributions in the following months may be reported as '00' – Regular.</li> </ul>
Filler	Required	043	043	1	Filler	Pad with blanks	<ul style="list-style-type: none"> <li>For future use</li> </ul>
Increase / Decrease in Percent Time (%)	Required if 'Percent Time' < 0	044	044	1	Indicates whether the 'Percent Time' worked is a negative or positive percentage	Alphanumeric + = Increase/Positive - = Decrease/Negative	To report a negative (-) Percent Time, the Posting Month must be less than Report Month (prior period adjustments)
Percent Time	Required	045	050	6	Represents the Percent Time worked	Numeric Zero filled, right justified, two decimal positions, include decimal point  000.00 to 100.00	<ul style="list-style-type: none"> <li>This field must have two decimal positions and must include a decimal point. For example, report 050.00 in this field if the member worked 50% of the schedule time.</li> <li>When percent time reported less than 100% due to leave without pay (01) or</li> </ul>

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Field Name	Optional / Required	Columns From	Thru	Totals	Description	Format/Available Values	Rules and Information
							Military leave without pay (02) the appropriate payment reason must be used.
Increase / Decrease Contribution Salary	Required	051	051	1	Indicates whether Contribution Salary is a negative or positive amount	Alphanumeric + = Increase/Positive - = Decrease/Negative	<ul style="list-style-type: none"> <li>To report a negative (-) salary, the Posting Month must be less than Report Month (prior period adjustments)</li> </ul>
Contribution Salary	Required	052	060	9	Represents member's Contribution salary	Numeric Zero filled, right justified, two decimal positions, include decimal point  000000.00 to 999999.99	<ul style="list-style-type: none"> <li>This field must have two decimal positions and must include a decimal point. For example, report 003650.00 in this field if the member was paid \$3,650</li> <li>Contribution salary is defined as regular monthly compensation and excludes overtime, stipends or special pay supplements.</li> </ul>
Filler	Required	061	070	10	Filler	Pad with blanks	<ul style="list-style-type: none"> <li>Marked as filler as this field does not pertain to the PSERS plan</li> </ul>
Increase / Decrease Post-Tax EECON	Required	071	071	1	Indicates whether Post-Tax EECON is a negative or positive amount	Alphanumeric + = Increase/Positive - = Decrease/Negative	<ul style="list-style-type: none"> <li>To report a negative (-) Employee Contribution Amount, the Posting Month must be less than Report Month (prior period adjustments)</li> </ul>
Post-Tax EECON	Required	072	080	9	Represents the Post-Tax portion of EECON if applicable. Total Employee contributions must be \$4.00 or \$10.00 per month	Numeric Zero filled, right justified, two decimal positions, include decimal point  PRS reports 000004.00, 000010.00 or 000000.00(should only be used when reporting leave without pay report)	<ul style="list-style-type: none"> <li>EECON is typically Post-Tax. Report such Post-Tax employee contributions in this field</li> <li>Total Employee contributions can only be \$4.00 or \$10.00</li> <li>A valid Payment Reason must accompany a zero, increased or decreased contribution amount reported</li> </ul>
Filler	Required	081	120	40	Filler	Pad with blanks	<ul style="list-style-type: none"> <li>Marked as filler as this field does not pertain to the PSERS plan</li> </ul>

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Field Name	Optional / Required	Columns From Thru Totals			Description	Format/Available Values	Rules and Information
Termination Date	Required if member terminates	121	128	8	Represents date member terminated employment or changed pension plan.	Date Field YYYYMMDD	<ul style="list-style-type: none"> <li>Should be within current fiscal year and should not be greater than the last day of the report month</li> <li>Termination Date must be accompanied by a valid Termination Reason</li> <li>Termination Date (along with Termination Reason) must be reported when the employees' employment status or pension plan changes. This could be actual termination of employment, the date contributions under a specific plan ended (e.g., date a member moved from PSERS to TRS)</li> </ul>
Termination Reason	Required if 'Termination Date' is reported	129	130	2	Represents general reason member terminated employment or changed pension plan	Alphanumeric <b>00</b> = Contribution Group or Pension Plan Change <b>01</b> = Retirement <b>02</b> = Death <b>03</b> = Other <b>04</b> = Transfer	<ul style="list-style-type: none"> <li>Enables ERSGA to provide better service to members. E.g., in cases of termination due to death, ERSGA will be able to contact the beneficiary and provide them with appropriate benefit options</li> <li>Termination Date (along with Termination Reason) must be reported when the employees' employment status or pension plan changes. This could be actual termination of employment, the date contributions under a specific plan ended (e.g., date a member moved from PSERS to TRS)</li> </ul>
Date of Birth	Required	131	138	8	Represents the member's Date of Birth. Used to identify member	Date Field YYYYMMDD	<ul style="list-style-type: none"> <li>Member's birth date is required to enroll new members and for all members after enrollment</li> <li>A blank or '00000000' will result in an error</li> </ul>
Gender	Required	139	139	1	Represents the member's	Alphanumeric	<ul style="list-style-type: none"> <li>Gender is required to enroll a new</li> </ul>

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Field Name	Optional / Required	Columns From Thru Totals			Description	Format/Available Values	Rules and Information
					gender	<b>M</b> = Male <b>F</b> = Female	member and for all members after enrollment
Prefix	Optional	140	143	4	Represents the prefix of member's name	Alphanumeric, Left justified, right filled with spaces  MR, MRS, MISS, MS, DR, Jdg. (Judge), Rep, Sen.	<ul style="list-style-type: none"> <li>Should reflect the prefix of the member's name as maintained on the member's employment record</li> </ul>
First Name	Required	144	173	30	Represents member's first name. Used to identify member	Alphanumeric, Left justified, right filled with spaces	<ul style="list-style-type: none"> <li>First Name is required to enroll a new member and for all members after enrollment</li> <li>Must reflect the member name as maintained on the member's employment record</li> <li>When first name is reported a last name must also be reported. Partial names will not be accepted</li> </ul>
Middle Name	Optional	174	203	30	Represents member's middle name	Alphanumeric, Left justified, right filled with spaces	<ul style="list-style-type: none"> <li>Should reflect the member name as maintained on the member's employment record</li> <li>Partial names will not be accepted</li> </ul>
Last Name	Required	204	233	30	Represents member's last name. Used to identify member	Alphanumeric, Left justified, right filled with spaces	<ul style="list-style-type: none"> <li>Last Name is required to enroll a new member and for all members after enrollment</li> <li>Must reflect the member name as maintained on the member's employment record</li> <li>When first name is reported a last name must also be reported. Partial names will not be accepted</li> </ul>
Suffix	Optional	234	243	10	Represents the suffix of member's name	Alphanumeric, Left justified, right filled	<ul style="list-style-type: none"> <li>Should reflect the member name as maintained on the member's employment</li> </ul>

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Field Name	Optional / Required	Columns From Thru Totals			Description	Format/Available Values	Rules and Information
						with spaces	record <ul style="list-style-type: none"> <li>Examples include Jr., Sr., III, MD., etc.</li> </ul>
Primary Address Line	Required	244	278	35	Represents the primary address of the member. It must include Street Address or P.O. Box, etc.	Alphanumeric, Left justified, right filled with spaces	<ul style="list-style-type: none"> <li>Partial address will not be accepted. If an address is reported, all components of the address must be reported</li> <li>A complete address including Primary Address Line, City, State and Zip must be provided</li> <li>Do not use both P.O. Box and street address as Post office will reject mail using both P.O. box and street address</li> </ul>
Secondary Address Line	Optional	279	313	35	Represents secondary line of home address of the member. It may include apartments, suites, etc	Alphanumeric, Left justified, right filled with spaces	<ul style="list-style-type: none"> <li>Partial address will not be accepted. If an address is reported, all components of the address must be reported</li> <li>If secondary address line is reported, it must be accompanied by Primary</li> <li>Do not use both P.O. Box and street address as Post office will reject mail using both P.O. Box and street address</li> </ul>
City	Required if 'International Address Flag' is 'N'	314	343	30	Represents city for the home address of the member	Alphanumeric, Left justified, right filled with spaces	<ul style="list-style-type: none"> <li>Partial address will not be accepted. If an address is reported, all components of the address must be reported</li> <li>If not a foreign address, a complete address including Primary Address line, City, State and Zip must be provided</li> </ul>
State	Required if 'International Address Flag' is 'N'	344	345	2	Represents state for the home address of the member	Alphanumeric, Left justified, right filled with spaces	<ul style="list-style-type: none"> <li>Partial address will not be accepted. If an address is reported, all components of the address must be reported</li> <li>If not a foreign address, a complete address including Primary Address line, City, State and Zip must be provided</li> </ul>
Zip Code	Required if 'International	346	354	9	Represents the zip code of the home address of the	Numeric Zero filled, left justified.	<ul style="list-style-type: none"> <li>Partial address will not be accepted. If an address is reported, all components of the</li> </ul>



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Field Name	Optional / Required	Columns From Thru Totals			Description	Format/Available Values	Rules and Information
	Address Flag' is 'N'				member	Do not include the ' - ' for zip+4 codes.	<ul style="list-style-type: none"> <li>address must be reported</li> <li>If not a foreign address, a complete address including Primary Address line, City, State and Zip must be provided</li> </ul>
International Address Flag	Required	355	355	1	Flag that represents if the member has an international address	Alphanumeric Y = International N = USA address	<ul style="list-style-type: none"> <li>If member has a foreign address, this field must be reported as 'Y'</li> </ul>
International Address Line	Required if 'International Address Flag' is 'Y'	356	405	50	Represents an international address for the member	Alphanumeric, Left justified, right filled with spaces	<ul style="list-style-type: none"> <li>If foreign address, International Address Line must be reported</li> <li>For foreign addresses, City, State, and Zip are not required and must be blank</li> </ul>
Local Employee Number	Required	406	420	15	Represents the member's local employee number at the agency.	Alphanumeric, Left justified, right filled with spaces	<ul style="list-style-type: none"> <li>Enables agencies that do not use SSN to identify an employee by local employee number when contacted by ERSQA</li> </ul>
Filler	Required	421	512	92	Filler	Pad with blanks	<ul style="list-style-type: none"> <li>For future use</li> </ul>

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**Contribution Report Trailer Record Format**

The following table contains the record format for a Trailer Record. It must have a record count and total of salary, employee contribution and employer contributions reported in the detail transactions. Employers must submit one Trailer Record in the file. The trailer record will provide a means to verify the accuracy and integrity of the detail transactions submitted in the file.

Field Name	Optional / Required	Columns From Thru Totals			Description	Format/Available Values	Rules and Information
Record Type	Required	001	001	1	Field designating this as a header, detail or footer record	Alphanumeric F = Footer Record	<ul style="list-style-type: none"> <li>This field must contain a value of “F” since this is a footer record</li> </ul>
Employer Code	Required	002	009	8	A unique system number identifying employer	Alphanumeric, Left justified, right filled with spaces	<ul style="list-style-type: none"> <li>A unique alphanumeric system number identifying the employer; this code is a maximum of eight characters long.</li> </ul>
Plan	Required	010	012	3	Represents the plan for which the employer is reporting contributions	Alphanumeric  PRS- Public School Employees Retirement System	<ul style="list-style-type: none"> <li>Employer must participate in the Plan for which contributions are being reported</li> </ul>
Report Month	Required	013	018	6	The month and year of the report	Date Field YYYYMM	<ul style="list-style-type: none"> <li>The period for which the employer is submitting the contribution report</li> <li>An employer submitting a report for May 2012 (which is due to ERSGA by the 1st of June) will use 201205 as the Report Month.</li> </ul>
Record Count	Required	019	024	6	Total Number of detail contribution transactions reported	Numeric, Right justified, Fill with leading zeroes  000000 to 999999	<ul style="list-style-type: none"> <li>This must be the record count of transactions for the combination of the Employer/Plan</li> </ul>
Filler	Required	025	038	14	Filler	Pad with blanks	<ul style="list-style-type: none"> <li>Marked as filler as this field does not pertain to the PSERS plan</li> </ul>

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Field Name	Optional / Required	Columns From Thru Totals			Description	Format/Available Values	Rules and Information
Increase/Decrease Total Contribution Salary	Required	39	39	1	Indicates whether the total contribution salaries being reported is a negative or positive amount	Alphanumeric + = Increase/Positive - = Decrease/Negative	ERS Processes records with these values as they are reported
Total Contribution salary	Required	40	52	13	Represents total monthly contribution salaries reported	Numeric Zero Filled, right justified two decimal positions, include decimal point  0000000000.00 to 9999999999.99	This data is to have two decimal positions and must include a decimal point. For example placing 0000005143.75 in this field will be understood by ERSGA to be 5143.75
Increase / Decrease Total EECON	Required	053	053	1	Indicates that total employee contribution reported in the detail file is a positive amount	Alphanumeric + = Increase/Positive	<ul style="list-style-type: none"> <li>This must always be a positive value</li> </ul>
Total EECON	Required	054	066	13	Net total of all employee contributions reported	Numeric Zero filled, right justified, two decimal positions, include decimal point  0000000000.00 to 9999999999.99	<ul style="list-style-type: none"> <li>This must be the total of 'pre-tax EECON', 'post-tax EECON', reported in the detail file</li> <li>This data is to have two decimal positions and must include a decimal point. For example placing 0000000004.00 in this field will be understood by ERSGA to be 4.00</li> </ul>
Filler	Required	067	080	14	Filler	Pad with blanks	<ul style="list-style-type: none"> <li>Marked as filler as this field does not pertain to the PSERS plan</li> </ul>
File Creation Date	Required	081	088	8	The date on which this file was created by the employer	Date Field YYYYMMDD	<ul style="list-style-type: none"> <li>The date on which this file was created by the employer</li> </ul>
Filler	Required	089	512	424	Filler	Pad with blanks	<ul style="list-style-type: none"> <li>For future use</li> </ul>