

ADMIN Table Format

This file contains the administrative information for each account such as address, phone #, etc. This formation is overwritten each quarter by the extract file if not locked.

Field Name	Data Type	Format	Description
unum	deci-0	9999999999	Employer's Account Number
rnum	inte	99999	Reporting Unit Number
ein	inte	9999999999	Federal ID #
legal_n	char	x(35)	Employer's Legal Name
dba	char	x(35)	Employer's Doing-Business-As Name
phys_str	char	x(35)	Physical Street Address
run_desc	char	x(35)	RUN Description
phys_cty	char	x(30)	Physical City Address
physst	char	x(2)	Physical State Address
phys_zip	char	x(5)	Physical Zip Code
phys_ext	char	x(4)	Physical Zip Code Extension
contact	char	x(35)	Contact Name
mail_st1	char	x(35)	Mailing Street 1 Address
mail_st2	char	x(35)	Mailing Street 2 Address
mail_cty	char	x(30)	Mailing City Address
mailst	char	x(2)	Mailing State Address
mail_zip	char	x(5)	Mailing Zip Code
mail_ext	char	x(4)	Mailing Zip Extention
area_cd	char	-999	Area Code
phone	char	999-9999	Phone Number
Phon_ext	char	x(5)	Phone Extension
m_phone	char	999-9999	Marketing phone number
prednum	deci-0	9999999999	Predecessor Employer Number
predrun	inte	99999	Predecessor Reporting Unit Number
succnum	deci-0	9999999999	Successor Employer Number
succrun	inte	99999	Successor Reporting Unit Number
max_run	char	x(5)	The highest Reporting Unit Number ever used or assigned to the unit's UI account number
season	inte	99	Seasonal Indicator
phys_str2	char	x(35)	Physical Street Address
tax_str	char	x(35)	TAX Street Address
tax_str2	char	x(35)	TAX Street Address
tax_cty	char	x(30)	TAX City Address
taxst	char	x(2)	TAX State Address
tax_zip	char	x(5)	TAX Zip Code
tax_ext	char	x(4)	TAX Zip Code Extension
state_use	char	X(35)	State Use
update-dte	date	99/99/99	Udate date
chkdig	inte	9	Check digit
m_area_cd	char	-999	Area Code
spec_ind	char	X	Special Indicator
input_dte	date	99/99/9999	Input Date
init_liab_dte	date	99/99/9999	Initial Liability Date
end_liab_dte	date	99/99/9999	End Liability Date
react_dte	date	99/99/9999	Reactivation Date
org_type_cd	char	X	The legal form of the organization used for tax purposes by the establishment
fax_area_cd	char	-999	Area Code
fax_phone	char	999-9999	Phone Number

incl_equi	logi	yes/no	EQUI Flag
mwr_received	logi	yes/no	MWR Flag
mo_addr_ind	inte	9	Code that defines the type of address in the Mailing/Other address block
edit_flag	logi	yes/no	Indicates whether record has been edited/passed edits
print-flag	logi	yes/no	Print Flag
ces-ind	char	X	CES indicator; "C" value shows a CEs record with same UI/Run for win202; default is blank
ar-ind	logi	yes/no	Annual Reporter Indicator
latitude	deci-6	-99.999999	Latitude stored in decimal degree format. (- represents South, else North
longitude	deci-6	-999.999999	Longitude stored in decimal degree format. (- represents West, else East
skip-err	logi	yes/no	Used by the error navigation buttons to by-pass marked accounts
edit-dte	date	99/99/9999	Used by edits to edit records by data last changed.
plac-dte	date	99/99/9999	Physical Location Address Change Date. Indicates when the physical location address was last changed.
geosoftware	char	X	Single digit abbreviation of the software used to assign latitude and longitude.
old-geosoftware	char	X	Old single digit abbreviation of the software used to assign latitude and longitude.
geosource-cd	char	X	Indicates where the geocode came from. Sources include: state 202 unit; National office; outside vendor.
old-geosource-cd	char	X	Old indicator for where the geocode came from.
location-cd	char	X(3)	Explains the level of detail used to assigning the geocode information as well as the qualities of the match.
old-location-cd	char	X(3)	Old code explaining the level of detail used to assigning the geocode information as well as the qualities of the match.
match-cd	char	X(4)	Information about the address process, including whether or not a match was found, type of match found, or why not found.
old-match-cd	char	X(4)	Old information about the address process, including whether or not a match was found, type of match found, or why not found.
old-latitude	deci-6	-99.999999	Old Latitude stored in decimal degree format. (- represents South, else North
old-longitude	deci-6	-999.999999	Old Longitude stored in decimal degree format. (- represents West, else East
ll-chg-yr	inte	9999	Latitude/Longitude Change Year. Year that new geocode information would be available for publication, etc.
ll-chg-qtr	inte	9	Latitude/Longitude Change Qtr. Quarter that new geocode information would be available for publication, etc.
old-ll-chg-yr	inte	9999	Old Latitude/Longitude Change Year that the new geocode information would be available for publication, etc.
old-ll-chg-qtr	inte	9	Old Latitude/Longitude Change Quarter that the new geocode information would be available for publication, etc.
ui_addr_ind	inte	9	UI Address Indicator: Identifies when the UI address is also the Physical Location Address.
old_ui_addr_ind	inte	9	Old UI Address Indicator: Identifies when the UI address is also the Physical Location Address.
mwr-mail-ind	char	X	MWR Mail Indicator
addr-source	char	X	Address Source
e-mail	char	X(60)	E-Mail Address
geo-county	inte	999	County code generated by the geostan software based on latitude and longitude assigned from the physical location address
consent-cd	char	X(2)	Nondisclosure/informed consent code identifies if the State and the employer have written agreement about confidential data
consent-init-yr	inte	9999	Year agreement begins
consent-end-yr	inte	9999	Year agreement ends

website	char	X(60)	URL of the business for which the respondent is reporting employment and wage data.
third-agent	char	X	Identifies if the ARS Form was completed by a third party agent
contact-title	char	X(35)	Title of contact name provided on the ARS or MWR forms or through the Web Collection systems
peo-ein	char	X(9)	PEO Client Employer Identification (EI) Number
ffd-naics	char	X	First NAICS Fact of Discrepancy
ffd-county	char	X	First County Fact of Discrepancy
ffd-pla	char	X	First PLA Fact of Discrepancy
ffd-multisingle	char	X	First Multi/Single Fact of Discrepancy
ffd-emp	char	X	First Employment Fact of Discrepancy
ffd-wage	char	X	First Wage Fact of Discrepancy
ffd-a	char	X	First Fact A of Discrepancy
ffd-b	char	X	First Fact B of Discrepancy
ffd-notify-yr	inte	9999	First Notification Year
ffd-review-yr	inte	9999	First Review (Fiscal/ARS) Year
ffd-naics-rc	char	X	First NAICS Fact of Discrepancy Result Code
ffd-county-rc	char	X	First County Fact of Discrepancy Result Code
ffd-pla-rc	char	X	First PLA Fact of Discrepancy Result Code
ffd-multisingle-rc	char	X	First Multi/Single Fact of Discrepancy Result Code
ffd-emp-rc	char	X	First Employment Fact of Discrepancy Result Code
ffd-wage-rc	char	X	First Wage Fact of Discrepancy Result Code
ffd-a-rc	char	X	First Fact A of Discrepancy Result Code
ffd-b-rc	char	X	First Fact B of Discrepancy Result Code
sfd-naics	char	X	Second NAICS Fact of Discrepancy
sfd-county	char	X	Second County Fact of Discrepancy
sfd-pla	char	X	Second PLA Fact of Discrepancy
sfd-multisingle	char	X	Second Multi/Single Fact of Discrepancy
sfd-emp	char	X	Second Employment Fact of Discrepancy
sfd-wage	char	X	Second Wage Fact of Discrepancy
sfd-a	char	X	Second Fact A of Discrepancy
sfd-b	char	X	Second Fact B of Discrepancy
sfd-notify-yr	inte	9999	Second Notification Year
sfd-review-yr	inte	9999	Second Review (Fiscal/ARS) Year
sfd-naics-rc	char	X	Second NAICS Fact of Discrepancy
sfd-county-rc	char	X	Second County Fact of Discrepancy
sfd-pla-rc	char	X	Second PLA Fact of Discrepancy
sfd-multisingle-rc	char	X	Second Multi/Single Fact of Discrepancy Result Code
sfd-emp-rc	char	X	Second Employment Fact of Discrepancy Result Code
sfd-wage-rc	char	X	Second Wage Fact of Discrepancy Result Code
sfd-a-rc	char	X	Second Fact A of Discrepancy Result Code
sfd-b-rc	char	X	Second Fact B of Discrepancy Result Code
buyer-name	char	X(35)	Information provided by selling account or rep. about the name of the employer or account purchasing the unit or account.
csm-ind	char	X	Closed, Sold, Moved (CSM) Indicator. Information from the web Collection systems regarding the collection status of mwr data
coll-status-id	char	X	Information from the web collection systems regarding the collection status of the mwr data
csm-dte	date	99/99/9999	Closed, Sold, Moved (csm) Date.Date provided by the selling account or rep identifying when the unit was CSM.
event-com-id	char	X(2)	Info provided by the web collection respondent to identify a particular event of situation that can explain the type of business.
event-oth-com	char	X(50)	Event Other Company. Name of the other company involved in the business transfer event based on info from respondent
mwr-rnum	char	X(5)	Assigned by the mwr web system when a new unit is set up and the web system can not determine the run # to assign
multi-pred-ind	char	X	Multi Predecessor Indicator
multi-succ-ind	char	X	Multi Successor Indicator

newunit-id	char	X	New Unit Identifier. Identifies that the employment and identified sub
mwrunit-desc	char	X(150)	NAICS information provided from the web collection system to the state staff for new units reporting for the 1st time.
f-suppl-ps	char	X(16)	1 digit alpha identifies pred or succ; 10 digit UI, 5 digit run number
s-suppl-ps	char	X(16)	1 digit alpha identifies pred or succ; 10 digit UI, 5 digit run number
pred-source	char	X	Predecessor Source Code
succ-source	char	X	Successor Source Code
ps-trans-dte	date	99/99/9999	Predessor/Successor Transfer Date
mwr-pass	char	x(8)	Field provided by bls to states for collection of ars information via the web.
mwr-id	char	X(12)	Solicitation ID/Temporary ID
ars-sequence	inte	99	ARS Employer Industry Description Sequence Number
ars-desc	char	X(100)	ARS Employer Industry Description
ars-percentage	inte	999	ARS Employer Industry description Percentage
incl-subset	char	X(1)	Used in Subset EQUI to identify records for selection. Valid values are: 'N' = no, 'M' = manually selected, 'A' = automatically set.
delete-date	date	99/99/9999	Used to identify the date an account was deleted by the client. The account will stay on the system for a period of time after deletion.
mwr-solicit-yr	inte	9999	MWR Web Solicitation Reference Year
mwr-solicit-qtr	inte	9	MWR Web Solicitation Quarter
narrative	char	X(60)	This field provides space to enter notes about an admin