

Data Submission Specifications for the PBJ (V4.00.0)
Detailed Data Specifications Report
Section: Employee

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Data Submission Specifications for the PBJ (V)

Detailed Data Specifications Report

Section: Employee

Item ID: employeeld

Item Label	Item Group	Item Type	Max Length
Employee identifier	Employee	Text	30

Item Subsets

Active: EMP,STF
Inactive: HDR,LNK

Item Values

Value	Value Text
Text	Employee identifier

Item Edits

Edit ID	Edit Type	Severity	Edit Text
-3793	Format	Fatal	The length of the text submitted for a free-form text item must not exceed the maximum length specified for that item.
-4018	Format	Fatal	<p>Formatting of Employee ID: If this item is not equal to one of the special values (if any) that are listed in the Item Values table of the Detailed Data Specifications Report, then it must contain a text string. This text string may contain only the following characters:</p> <p>a) The numeric characters: [0] through [9]</p> <p>b) The letters [A] through [Z] and [a] through [z].</p> <p>c) The character [-].</p> <p>d) The following special characters:</p> <p>[\] (backslash)</p> <p>[,] (comma)</p> <p>[.] (period)</p> <p>[_] (underscore)</p> <p>e) Embedded spaces (spaces surrounded by any of the characters listed above). For example, [PBJ EMP1] would be allowed.</p>
-4004	Consistency	Fatal	This item is a part of the Employee section, and it is required whenever the Employee section is included in a PBJ submission file.
-4006	Consistency	Fatal	This item is a part of the Staffing Hours section, and it is required whenever the Staffing Hours section is included in a PBJ submission file.
-4016	Consistency	Fatal	A value submitted for employeeld in the Staffing Hours section must match an existing value for employeeld in the PBJ system. If a match cannot be found, the PBJ submission file will be rejected.

Data Submission Specifications for the PBJ (V)

Detailed Data Specifications Report

Section: Employee

Item ID: hireDate

Item Label	Item Group	Item Type	Max Length
Hire date	Employee	Date	10

Item Subsets

Active: EMP
Inactive: HDR,STF,LNK

Item Values

Value	Value Text
YYYY-MM-DD	Valid date

Item Edits

Edit ID	Edit Type	Severity	Edit Text
-3677	Format	Fatal	Values of Date Items: This item must contain a valid date in YYYY-MM-DD format. Note that if a date in YYYY-MM-DD format is submitted, it must be 10 characters in length and each of the 8 non-dash characters must contain the digits 0 (zero) through 9. YYYY, MM, and DD must be zero filled, where necessary. For example, October 1, 2015 must be submitted as "2015-10-01".
-4019	Format	Fatal	The date must contain a year earlier than or equal to 2025.
-1009	Consistency	Fatal	The date must contain a year equal to or greater than 1895.

Supplemental Information

Info ID	Type	Severity	Text
-4005	Information	Warning	This item is an optional part of the Employee section. Edits only apply when a value is submitted. Please read the Overview document for additional information on the processing of hireDate and terminationDate.

Data Submission Specifications for the PBJ (V)

Detailed Data Specifications Report

Section: Employee

Item ID: terminationDate

Item Label	Item Group	Item Type	Max Length
Termination date	Employee	Date	10

Item Subsets

Active: EMP
Inactive: HDR,STF,LNK

Item Values

Value	Value Text
YYYY-MM-DD	Valid date

Item Edits

Edit ID	Edit Type	Severity	Edit Text
-3677	Format	Fatal	Values of Date Items: This item must contain a valid date in YYYY-MM-DD format. Note that if a date in YYYY-MM-DD format is submitted, it must be 10 characters in length and each of the 8 non-dash characters must contain the digits 0 (zero) through 9. YYYY, MM, and DD must be zero filled, where necessary. For example, October 1, 2015 must be submitted as "2015-10-01".
-4019	Format	Fatal	The date must contain a year earlier than or equal to 2025.
-1009	Consistency	Fatal	The date must contain a year equal to or greater than 1895.

Supplemental Information

Info ID	Type	Severity	Text
-4005	Information	Warning	This item is an optional part of the Employee section. Edits only apply when a value is submitted. Please read the Overview document for additional information on the processing of hireDate and terminationDate.