



RITS Bulk File Layout FERS RAE

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Bulk File Format Conventions

The following conventions were used in the bulk file formats for this document.

- All required fields are indicated by a *
- Values in the column “**Type**”
 - A – Alphanumeric
 - N – Numeric
- Alphanumeric fields are left justified and padded with spaces.
- Numeric fields are right justified and padded with zeros.
- Numeric fields with an implied decimal are described in the “Length” column as two numbers separated by a decimal.
 - o The first number represents the total length of the field.
 - o The second number represents the implied decimal places within the field.
 - For example, a numeric field defined as 11.2 has a total of 11 bytes with 2 implied decimal places.
- Standard or valid default value(s) of fields are denoted by quotes (“xxxxxx”) around the value.

Bulk File Processing Constraints

The recommended file size recommended for all IPAC bulk files is less than 30mb; however, there are other file processing factors that could contribute to “application exception” errors. This includes the number of transaction types in a single file, transaction errors, multiple bulk files submitted at the same time and other agency files processing at the same time. It is recommended file submissions be staggered and not submit a larger number of files at the same time.

SF 2812 Data

Purpose:

The data elements reflect a line-by-line listing of the data elements for the developmental Retirement and Insurance Transfer System (RITS).

Each 2812 and 2812A are viewed as one transaction containing multiple record types. The SF2812 Data will require three records, the number of records necessary for the SF 2812A.

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Data will be determined by the number of Health Benefit codes reported, and one record will be required for the 2812A Total Record Data.

Data Flow:

Input from Federal Program Agencies to RITS. Output from RITS to OPM

Overstrike Codes

The last character of the field contained a letter instead of a digit, which is an Overstrike Code. This is used to code positive/credit, negative/debit values in the amount field.

* The last digit of the amount field is “signed” with an over-punch to indicate a positive or negative dollar amount.

Example: "N" translates to a negative "5."

Digit	Positive values	Negative values
0	{	}
1	A	J
2	B	K
3	C	L
4	D	M
5	E	N
6	F	O
7	G	P
8	H	Q
9	I	R

SF 2812 File Identifier Record

APPLICATION: RITS

FILE: 2812 File

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FLOW: Input from Federal Program Agencies to RITS

RECORD: File Identifier Record

APPLICATION DATA

FIELD	COLUMN	LENGTH	TYPE	VALUE/DESCRIPTION
File ID*	1-7	7	A	*"RITSBLK"- RITS Bulk File with FERS RAE enhancement

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SF 2812 Data (Record 1 of 3)

APPLICATION: RITS

FILE: 2812 File

FLOW: Input from Federal Program Agencies to RITS RECORD:

SF 2812 Data (Record 1 of 3)

APPLICATION DATA

FIELD	COLUMN	LENGTH	TYPE	VALUE/DESCRIPTION
2812 Data Record Type*	1-4	4	N	"2812"
Transaction Code*	5-6	2	N	"01"
Payroll Office Number*	7-14	8	N	
Pay Period Code*	15-17	3	A	For example, W01
Original/Supplemental*	18	1	A	(I) Original 2812, (S) Supplemental
Date Paid*	19-24	6	N	YYMMDD
From Date*	25-30	6	N	YYMMDD
To Date*	31-36	6	N	YYMMDD
Basic Withholdings	37-47	11.2	N	Life Insurance
Basic Contributions	48-58	11.2	N	Life Insurance
Standard Withholding	59-69	11.2	N	Life Insurance
Additional Withholding	70-80	11.2	N	Life Insurance
Family Withholding	81-91	11.2	N	Life Insurance
Post-Ret. Withholding	92-102	11.2	N	Life Insurance
Total Life Withholding	103-113	11.2	N	Life Insurance
Total Life Contributions	114-124	11.2	N	Life Insurance
Total Life Insurance	125-135	11.2	N	Life Insurance

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SF 2812 Data (Record 2 of 3)

APPLICATION: RITS

FILE: 2812 File

FLOW: Input from Federal Program Agencies to RITS RECORD:

SF 2812 Data (Record 2 of 3)

APPLICATION DATA

FIELD	COLUMN	LENGTH	TYPE	VALUE/DESCRIPTION
2812 Data Record Type*	1-4	4	N	“2812”
Transaction Code*	5-6	2	N	“02”
Regular Withholding	7-17	11.2	N	Health Benefits
Regular Contribution	18-28	11.2	N	Health Benefits
TCC Withholding	29-39	11.2	N	Health Benefits
TCC Contributions	40-50	11.2	N	Health Benefits
Total HB Withholding	51-61	11.2	N	Health Benefits
Total HB Contributions	62-72	11.2	N	Health Benefits
Total Health Benefits	73-83	11.2	N	Health Benefits
All Category Withholding	84-94	11.2	N	Retirement - CSRS
All Category Contributions	95-105	11.2	N	Retirement - CSRS
Salary Offset Contributions	106-116	11.2	N	Retirement - CSRS
Mil/Civ Dep. Withholding	117-127	11.2	N	Retirement - CSRS

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Total CSRS Withholding	128-138	11.2	N	Retirement - CSRS
Total CSRS Contributions	139-149	11.2	N	Retirement - CSRS
Total CSRS	150-160	11.2	N	Retirement - CSRS

SF 2812 Data (Record 3 of 3)

APPLICATION: RITS

FILE: 2812 File

FLOW: Input from Federal Program Agencies to RITS RECORD:

SF 2812 Data (Record 3 of 3)

APPLICATION DATA

FIELD	COLUMN	LENGTH	TYPE	VALUE/DESCRIPTION
2812 Data Record Type*	1-4	4	N	"2812"
Transaction Code*	5-6	2	N	"03"
Regular Withholding	7-17	11.2	N	Retirement - FERS
Regular Contribution	18-28	11.2	N	Retirement - FERS
Rsve Tech Withholding	29-39	11.2	N	Retirement - FERS
Rsve Tech Contributions	40-50	11.2	N	Retirement - FERS
Special Withholding	51-61	11.2	N	Retirement - FERS
Special Contributions	62-72	11.2	N	Retirement - FERS
Salary Offset Contributions	73-83	11.2	N	Retirement - FERS
Military Dep. Withholding	84-94	11.2	N	Retirement - FERS
Total FERS Withholding	95-105	11.2	N	Retirement - FERS

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Total FERS Contributions	106-116	11.2	N	Retirement - FERS
Total FERS	117-127	11.2	N	Retirement - FERS
FERS RAE Reg. Withholding	128-138	11.2	N	Retirement - FERS RAE
FERS RAE Reg. Contrib.	139-149	11.2	N	Retirement - FERS RAE
FR Rsve. Tech. Withholding	150-160	11.2	N	Retirement - FERS RAE
FR Rsve. Tech. Contrib.	161-171	11.2	N	Retirement - FERS RAE
FR Special Withholding	172-182	11.2	N	Retirement - FERS RAE
FR Special Contributions	183-193	11.2	N	Retirement - FERS RAE
FERS RAE Salary Offset	194-204	11.2	N	Retirement - FERS RAE

SF 2812 Data (Record 3 of 3)

APPLICATION: RITS
 FILE: 2812 File
 FLOW: Input from Federal Program Agencies to RITS
 RECORD: SF 2812 Data (Record 3 of 3)

APPLICATION DATA

FIELD	COLUMN	LENGTH	TYPE	VALUE/DESCRIPTION
FR Military Dep. Withhold.	205-215	11.2	N	Retirement - FERS RAE
Total FERS RAE Withhold.	219-226	11.2	N	Retirement - FERS RAE
Total FERS RAE Contrib.	227-237	11.2	N	Retirement - FERS RAE
Total FERS RAE	238-248	11.2	N	Retirement - FERS RAE
Total Retirement W/hold	249-259	11.2	N	Retirement
Total Retirement Contrib.	260-270	11.2	N	Retirement
Total Retirement	271-281	11.2	N	Retirement
Grand Total Withholding	282-294	13.2	N	Grand Totals
Grand Total Contributions	295-307	13.2	N	Grand Totals

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Grand Total	308-320	13.2	N	Grand Totals
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SF 2812A – Enrollment Code Record

APPLICATION: RITS
 FILE: 2812A File
 FLOW: Input from Federal Program Agencies to RITS
 RECORD: SF 2812A – Enrollment Code Record

This record is optional and should be reported only if Health Benefit data is reported.

APPLICATION DATA

FIELD	COLUMN	LENGTH	TYPE	VALUE/DESCRIPTION
2812 Data Record Type*	1-5	5	N	“2812A”
Transaction Code*	6-7	2	N	“01”
Enrollment Code #1	8-12	5	A	For example, AA2
HB Withholding & Contribution #1	13-23	11.2	N	
Enrollment Code #2	24-28	5	A	For example, BB2

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HB Withholding & Contribution #2	29-39	11.2	N	
Filler	40-199	160	A	Spaces

SF 2812A – Totals Record

APPLICATION: RITS

FILE: 2812A File

FLOW: Input from Federal Program Agencies to RITS

RECORD: SF 2812A – Totals Record

This record is optional and should be reported only if Health Benefit data is reported.

APPLICATION DATA

FIELD	COLUMN	LENGTH	TYPE	VALUE/DESCRIPTION
2812 Data Record Type*	1 - 5	5	N	“2812A”
Transaction Code*	6 - 7	2	N	“02”
Total Number of Enrollment Codes	8 - 12	5	N	For example, 99999
Total HB Withholding & Contributions	13 - 23	11.2	N	

RITS Bulk File Layout FERS RAE**Document Revision History**

Version	Date	Description
0.1	1/8/13	Initial Draft
0.2	1/15/13	Retitled; File name change; Retirement total description change
1.0	2/26/13	Effective Date November 2013, finalized as version 1.0
1.1	5/22/19	Format changes made; no layout changes made
1.2	11/16/23	Bulk File Processing Constraints