

**DEPARTMENT OF LABOR AND WORKFORCE DEVELOPMENT
REQUEST FOR PROPOSAL
PROFILE UPDATE FILE LAYOUT**

Family Leave Account #6
State Plan Disability Account #7
Disaster Unemployment Assistance (DUA) Account #11
Trade Re-Adjustment Act (TRA) Account #13
Unemployment Compensation Benefit (UC) Account #15
Extended Benefits Account #16
Stimulus Account #17
Temporary Extended Unemployment Compensation (TUC) Account #18

1-CONTROL HEADER RECORD

FIELD	FIELD DESCRIPTION	POS	LENGTH	FORMAT	GENERAL COMMENTS
1	Record Type	1	3		"CHH"
2	File Creation Date	4	8	N	YYYYMMDD
3	File Creation Time	12	6	N	HMMSS
	Total Maximum Record Length		17		

2-CARD HOLDER RECORD

FIELD	FIELD DESCRIPTION	POS	LENGTH	FORMAT	GENERAL COMMENTS
1	Record Type	1	3		"CHR"
2	Account Number	4	16	N	
3	Trans Date	20	10		mm/dd/yyyy
4	Indicator	30	3		Either OLD/NEW
5	Contact Name	33	60		
6	Address Line 1	93	60		
7	Address Line 2	153	60		
8	City Name	213	60		
9	State Code	273	2		
10	Postal Code as Zip	275	10		
11	Email	285	60		
12	Indicator	345	3		Either OLD/NEW
13	Contact Name	348	60		
14	Address Line 1	408	60		
15	Address Line 2	468	60		
16	City Name	528	60		
17	State Code	588	2		
18	Postal Code as Zip	590	10		
19	Email	600	60		
20	SSN	660	60		
21	Phone Number	720	16		
	Total Maximum Record Length		344		

6-CONTROL TRAILER RECORD

FIELD	FIELD DESCRIPTION	POS	LENGTH	FORMAT	GENERAL COMMENTS
1	Record Type	1	3		"CHT"
2	File Creation Date	4	8	N	Same as value within the "AAH" Record
3	File Creation Time	12	6	N	Same as value within the "AAH" Record
4	Control Total (# of Records)	18	10	N	Total count of all "2" (AAR) Records
	Total Maximum Record Length		27		