

**IVR/Web Extract File Layout (PPIIVR – Appointment File)
As of Payroll Release 1866 – 06/25/09**

Appointment Record

Position	Length/ Format	Field Description	Data Element #	Comments
01	01	Add/Change/Delete	n/a	'A' add 'C' change 'D' delete
02 – 11	10 mmd/yyy	IVR Appointment Record Update Date	n/a	Update Date is set to the current date when PPS program PPIIVR detects that a change has been made to any field in the IVR appointment record.
12 – 13	02	Location Code	n/a	A unique code assigned to each campus, lab, Hastings, and ASUCLA.
14 – 222	09	Employee SSN	EDB0111	
23 – 24	02	Appointment Number	EDB2001	
25 – 28	04	Title Code	EDB2006	
29	01	Personnel Program Code	EDB2007	
30	01	Appointment Type Code	EDB2020	
31 – 40	10 mm/dd/yyyy	Appointment Begin Date	EDB2002	
41 – 50	10 mm/dd/yyyy	Appointment End Date	EDB2003	
51	01	Duration of Appointment	EDB2004	
52	01	Appointment FLSA Status Indicator	EDB2005	
53 – 54	02	Salary Grade	EDB2008	
55 – 56	02	Appointment Basis Code	EDB2010	
57 – 58	02	Paid Over Code	EDB2011	
59 – 62	04 9.99	Time Appointment (Anticipated)	EDB2012	
63	01	Fixed/Variable Indicator	EDB2013	
64 – 72	09 9(04).9999 or 9(06).99	Appointment Pay Rate	EDB2014	Format based on rate code
73	01	Appointment Rate Code	EDB2015	
74 – 75	02	Appointment Pay Schedule Code	EDB2016	
76	01	Time Reporting Code	EDB2017	
77	01	Leave Accrual Code	EDB2018	
78	01	Appointment Without Salary Indicator	EDB2028	
79 – 80	02	Title Unit Code	EDB2029	
81	01	Appointment Special Handling Code	EDB2030	
82	01	Appointment Representation Code	EDB2031	
83 – 88	06	Appointment Department	EDB2032	
89 – 90	02	Appointment Action Code – 1	EDB2033	Reserved for future use
91 – 92	02	Appointment Action Code	EDB2034	Reserved for future use

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		- 2		
93 – 94	02	Appointment Action Code – 3	EDB2035	Reserved for future use
95 – 124	30	Title Code Name	n/a	Title Code name from TCT
125-127	3	Title Code Class Title Outline (CTO)	n/a	CTO from TCT
128-129	2	Appointment Sub Location	EDB2009	