

**DEPARTMENT OF LABOR AND WORKFORCE DEVELOPMENT
REQUEST FOR PROPOSAL**

PROFILE UPDATE FILE LAYOUT

Family Leave Account #6
State Plan Disability Account #7
Pandemic Unemployment Assistance (PUA) Account #11
Trade Re-Adjustment Act (TRA) Account #13
Unemployment Compensation Benefit (UC) Account #15
Extended Benefits (EB) Account #16
Federal Pandemic Unemployment Compensation (FPUC) Account #17
Pandemic Extended Unemployment Assistance (PEUA) 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		YYYY/MM/DD
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	Filler	213	30		
9	City Name	243	60		
10	State Code	303	2		
11	Filler	305	2		
12	Postal Code as Zip	307	10		
13	Filler	317	4		
14	Email	321	60		
15	Indicator	381	3		Either OLD/NEW
16	Contact Name	384	60		
17	Address Line 1	444	60		
18	Address Line 2	504	60		
19	Filler	564	30		
20	City Name	594	60		
21	State Code	654	2		
22	Filler	656	2		
23	Postal Code as Zip	658	10		
24	Filler	668	4		
25	Email	672	60		
26	SSN	732	60		
27	Phone Number	792	16		
28	Filler	808	4		
	Total Maximum Record Length		811		

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		