



BEARS File Layout Examples

Table Legend

	01 - Header		01 - Header
Employee 1	02 - Demographic	Employee 2	02 - Demographic
Employee 1	03 - Employment	Employee 2	03 - Employment
Employee 1	04 - Employment Event	Employee 2	04 - Employment Event

Pe	Personnel File Layout														
01	Organization C	ode Interface Run	Date												
02	Employee SSN	First Name		Middle Name		Last Name	Name Suffix		Name	Prefix	Date of Birth	Marital St	atus	Gender	
03	Employee ID Appointme		ID	Effective Date		Position Code	Retirement System		Depart	tment	Division	Bargaining	g Unit	Employment Status	
04	Employee ID	ee ID Appointment ID		Retirement System		Plan Code	Effective Date		Event	і Туре					
02	Employee SSN	yee SSN First Name		Middle Name		Last Name	Name Suffix		Name Prefix Da		Date of Birth	Marital St	atus	Gender	
03	Employee ID Appointmen		ID	Effective Date		Position Code	Retirement Syst	em	Department D		Division	Bargaining	g Unit	Employment Status	
04	Employee ID	Appointment	ID	Retirement Syste		Plan Code	Effective Date		Event	ent Type					
Per	Personnel File Layout Continued														
01															
02	Mail Address 1	l Address 1 Mail Address 2 Mail		City	Mail State/Province		Mail Postal Code	M	Mail Country		Physical Addı	nysical Address 1		Physical Address 2	
03	Seasonal Code	Seasonal Code Personnel Status Jo		ocation Code	Pay Cycle I		Plan Code	O	ccupation Code Se		Scheduled Da	heduled Daily Hours Scheo		uled Daily Hours	
04	4														
02	Mail Address 1	Mail Address 1 Mail Address 2 Ma		City	Mail State/Province		Mail Postal Code	M	Iail Country		Physical Addı	nysical Address 1 Pl		Physical Address 2	
03	Seasonal Code	Seasonal Code Personnel Status Jo		ocation Code	tion Code Pay Cycle		Plan Code	O	Occupation Code S		Scheduled Da	heduled Daily Hours Scheo		uled Daily Hours	
04	04														
Per	Personnel File Layout Continued														
01															
02	Physical City Physical State/Province		nce F	Physical Postal Code		Physical Coun	ry Seasonal Start MM		M/DD	Seasonal End MM/DD		Seasonal Address 1		Seasonal Address 2	
03	GeoDiff % Job Class Code		S	Service Level % Position Title											
04															
02	Physical City Physical State/Province		nce F	Physical Postal	al Code Physical Count		try Seasonal Sta	Seasonal Start MM/DD Seasonal E		End MM/DD	nd MM/DD Seasonal Address		Seasonal Address 2		
03	GeoDiff %	Job Class Code	S	Service Level %		Position Title									
04)4														
Per	Personnel File Layout Continued														
01															
02	Seasonal City	Seasonal State/Prov	ince	Seasonal Posta	ıl Code	Seasonal Cou	try Primary Phone		Secondary Phon		ne Cell Phon	ne Primary Email		Secondary Email	
03															
04	4														
02	Seasonal City	Seasonal State/Prov	ince	Seasonal Postal Code		Seasonal Cou	ntry Primary Phon		e Secondary Phone		ne Cell Phon	e Primary	y Email	Secondary Email	
03															