

NHRS Data Import Layout (Annual Retiree Reporting)

Field	Field Name	Description	Position	Length	Type
1	EmployerID	Employer ID	1	30	Character
2	PlanID	Plan ID	31	3	Numeric
3	SSN	SSN with no dashes (123456789)	34	9	Character
4	LastName	Retiree’s Last Name	43	30	Character
5	FirstName	Retiree’s First Name	73	30	Character
6	CalendarYear	Calendar Year being reported (YYYY)	103	4	Numeric
7	HoursWorked	Hours Worked in Calendar Year (123425 = 1234.25 hours)	107	(6,2)	Numeric
8	Wages	Wages Earned in Calendar Year (123456799 = \$1,234,567.99)	113	(9,2)	Numeric

Sample:

EmpID=2001, PlanID = 003, SSN=999119999, LastName = “Public’, FirstName = ‘John’, Calendar Year=2019, HoursWorked=1,299.5, Wages= \$12,995.00

0	10	20	30	40	50	60	70	80	90	100	110	120
1	2001	003	999119999	Public	John	2019	129950001	2995000				

Note: The Plan ID requirement for field 2 in the layout above is specific to the plan that the retiree is currently working in. The key for acceptable Plan ID’s is below.

Plan ID Key for Field #2 above:

- 001 Police State
- 002 Fire State
- 003 Employee State
- 004 Teacher State
- 005 Police Political Subdivision
- 006 Fire Political Subdivision
- 007 Employee Political Subdivision
- 008 Teacher Political Subdivision