



**EPA Office of Compliance Enforcement Targeting and Data Division**

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# AFS BATCH INPUT FORM

FORM APPROVED  
OMB NO. 2060-0088  
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TRANSACTION TYPE 10:  
AFS PLANT GENERAL  
(Compliance & Emissions Data)

REV 6/00

COMPLIANCE ONLY

COMPLIANCE ONLY

1	2	3	4	5	6	7	8	9	0	1	2	3	4	5	6	7	8	9	0	1	2	3	4	5	6	7	8	9	0	1	2	3	4	5	6	7	8	9	0		
STATE	COUNTY	PLANT ID.	TRANSACTION TYPE	SEQUENCE #	EMISSIONS INV. YR OF RECORD	PLANT NAME	ASSOCIATED PLANT ID	AFS PLANT ID	BLANK	UPDATE CODE	STATE	COUNTY	PLANT ID.	TRANSACTION TYPE	SEQUENCE #	EMISSIONS INV. YR OF RECORD	PLANT STREET ADDRESS	CITY CODE	BLANK	UPDATE CODE	STATE	COUNTY	PLANT ID.	TRANSACTION TYPE	SEQUENCE #	EMISSIONS INV. YR OF RECORD	PLANT CITY NAME	PLANT ZIP CODE	PRIMARY SIC	SECONDARY SIC	TERTIARY SIC	LOCAL CONTROL REGION	REGIONAL PLANNING AGENCY INSPECTOR	AMBIENT MNTR. INFO. SOURCE MNTR. INFO.	BLANK	STATE PRIVATE	UPDATE CODE				
			101																																						
			102																																						
			103																																						
			104																																						
			105																																						

## AFS BATCH TRANSACTION FORMATS

AFS Batch transactions are designed in accordance with the AFS On-line System specifications. A transaction set has been developed for each AFS record type and each set follows the data flow pattern of the on-line update screens where possible. Due to the record length constraints some flexibility of field placement was used. Batch transactions are identified by a 2-digit transaction number, that distinguishes the AFS record type, and a 1-digit sequence number that determines the data sequence within the record. The first digit of the transaction number identifies the transaction level (i.e., plant, point, etc.) and the second digit determines the transaction type within the level (i.e., pollutant, air program, action, etc.). The hierarchy of the AFS batch transactions is shown below:

<u>Level</u>	<u>Level Type</u>	<u>Transaction Type</u>	<u>Transaction Name</u>	<u>Sequence Numbers</u>
A	Permit	1	Application	1-5
		2	Draft Permit	1-5
		7	Application Association	1
		8	Event Tracking Action	1-8
B		9	Plant Permit Comment	1-4
C		1	Event Tracking Action Comment	1-9
1	Plant	0	General Plant Information	1-9
		1	Plant Pollutant Information	1
		2	Plant Air Program	1-2
		3	Plant Pollutant Air Program	1
		4	Fee Certification	1
		5	Mailing Label Information	1-3
		6	Plant Action	1-4
		7	Plant Level Comment	1-4
		8	Plant CMS	1
2	Stack	0	General Stack Information	1-2
		1	Stack Pollutant Information	1
		7	Stack Level Comment	1-4

<u>Level</u>	<u>Level Type</u>	<u>Transaction Type</u>	<u>Transaction Name</u>	<u>Sequence Numbers</u>
3	Point	0	General Point Information	1-4
		1	Point Pollutant Information	1-3
		2	Point Air Program	1
		3	Point Monitor Information	1-2
		4	Continuous Emission	1-3
		5	Point Tank Information	1
		6	Point Action	1-4
4	Segment	7	Point Level Comment	1-4
		0	General Segment Information	1-5
		1	Segment Pollutant Information	1-3
		2	Segment Chemical	1
		3	Segment Projected Pollutant	1-3
		7	Segment Level Comment	1-4
		5	Contractor	0
1	Asbestos Landfill Information			1-3
2	Asbestos Performance Information			1-9
6	Utility	0	Merge Plant	1
		1	Archive Plant	1
		4	Source/Point Swap	1
		5	Merge Point	1

Separate batch transaction formats have been developed for AFS users who access Compliance only or Emissions only data. These formats were created in order to avoid the confusion that may exist if either a Compliance only or Emissions only user is confronted with a set of transactions containing data fields irrelevant for their specific use. Emissions and Compliance plant ID's are entered in the same field on the batch formats. Users entering emissions plant ID's should enter the ID beginning in the first column (6) and leave the last column (10) blank.

AFS GENERAL PLANT INFORMATION  
TRANSACTION TYPE 10

---

	<u>Name of Field</u>	<u>Columns</u>		<u>Field</u>	<u>Remarks</u>
		<u>From</u>	<u>Thru</u>	<u>Length</u>	
1	State Code	1	2	2	Key
2	County Code	3	5	3	Key
3	Plant ID	6	10	5	Key
4	Transaction Type	11	12	2	Key, Always 10
5	Sequence Number	13	13	1	Key, Always 1
6	Emissions Inventory				
	Year of Record	14	15	2	Key for Emissions
7	Plant Name	16	55	40	
8	Associated Plant Id	56	60	5	
9	AFS Plant ID	61	75	15	
10	Update Code	80	80	1	Key, Always A, C, or D
5	Sequence Number	13	13	1	Key, Always 2
6	Emissions Inventory				
	Year of Record	14	15	2	Key for Emissions
7	Plant Street Address	16	45	30	
8	City Code	46	50	5	
9	Update Code	80	80	1	Key, Always A, C, or D
5	Sequence Number	13	13	1	Key, Always 3
6	Emissions Inventory				
	Year of Record	14	15	2	Key for Emissions
7	Plant City Name	16	45	30	
8	Plant Zip Code	46	54	9	
9	Standard Industrial				
	Classification				
9a	Primary Industrial Code	55	58	4	
9b	Secondary Industrial Code	59	62	4	
9c	Tertiary Industrial Code	63	66	4	
10	Local Control Region	67	68	2	
11	Regional Planning Agency	69	70	2	
12	Inspector	71	73	3	
13	Ambient Monitoring Info.	74	74	1	
14	Source Monitoring Info.	75	75	1	
15	State Private Indicator	79	79	1	
16	Update Code	80	80	1	Key, Always A, C, or D
5	Sequence Number	13	13	1	Key, Always 4
6	Governmental Facility Code	14	14	1	
7	Priority Code	15	15	1	
8	State Registration Number	16	30	15	

---

AFS GENERAL PLANT INFORMATION  
TRANSACTION TYPE 10  
(Continued)

---

	<u>Name of Field</u>	<u>Columns</u>		<u>Field</u>	<u>Remarks</u>
		<u>From</u>	<u>Thru</u>	<u>Length</u>	
9	Facility Capacity	35	41	7	
10	Facility Capacity Units	42	56	15	
11	Update Code	80	80	1	Key, Always A, C, or D
5	Sequence Number	13	13	1	Key, Always 5
6	Contact Person-Compliance	14	33	20	
7	Telephone Number	34	43	10	
8	Plant Description	44	68	25	
9	Update Code	80	80	1	Key, Always A, C, or D
5	Sequence Number	13	13	1	Key, Always 6
6	Emissions Inventory				
	Year of Record	14	15	2	Key
7	Emissions Year of Increment	16	17	2	
8	UTM Zone	18	19	2	
9	UTM Horizontal Coord (km)	20	23	4	1 Decimal Position Assumed
10	UTM Vertical Coord (km)	24	28	5	1 Decimal Position Assumed
11	Latitude (DDMMSS)	29	34	6	
12	Longitude (DDDMMSS)	35	41	7	
13	Contact Person-Emissions	42	61	20	
14	Telephone Number	62	71	10	
16	Update Code	80	80	1	Key, Always A, C, or D

---

1. A file on Mainframe will be needed to either accept an uploaded file or to create as a new. To allocate a file on the mainframe, go to ISPF screen 3.2 and provide a data set name; <ENTER>

```

Menu  RefList  Utilities  Help
-----
                                Data Set Utility
Option ==> a

    A Allocate new data set          C Catalog data set
    R Rename entire data set        U Uncatalog data set
    D Delete entire data set        S Short data set information
blank Data set information          V VSAM Utilities

ISPF Library:
Project . . .                      Enter "/" to select option
Group . . .                        /  Confirm Data Set Delete
Type . . . .

Other Partitioned, Sequential or VSAM Data Set:
Data Set Name . . . afs2003.batch.sample.file
Volume Serial . . . (If not cataloged, required for option "C")

Data Set Password . . . (If password protected)

```

2.Primary & secondary quantity are dependant on the amount of data. Provide the Record format, record length and blocksize as shown below. Press <ENTER> when completed.

```

Menu  RefList  Utilities  Help
-----
                                Allocate New Data Set          Must be numeric
Command ==>
                                More:      +

Data Set Name . . . : KGJA026.AFS2003.BATCH.SAMPLE.FILE

Management class . . . MCML2          (Blank for default management class)
Storage class . . . . SCSTD          (Blank for default storage class)
Volume serial . . . . USS432        (Blank for system default volume) **
Device type . . . . .                (Generic unit or device address) **
Data class . . . . .                (Blank for default data class)
Space units . . . . . TRACK        (BLKS, TRKS, CYLS, KB, MB, BYTES
or RECORDS)

Average record unit                (M, K, or U)
Primary quantity . . 10            (In above units)
Secondary quantity . . 2            (In above units)
Directory blocks . . 0            (Zero for sequential data set) *
Record format . . . . FB
Record length . . . . 80
Block size . . . . . 23440

Data set name type :                (LIBRARY, HFS, PDS, or blank) *
                                (YY/MM/DD, YYYY/MM/DD)
Expiration date . . .                YY.DDD, YYYY.DDD in Julian form

```



3. Look for the confirmation (Data set allocated) in the upper right hand corner of the screen.
4. Go to ISPF screen 3.4

```

Menu  RefList  Utilities  Help
-----
                                Data Set Utility          Data set allocated
Option ==> =3.4

    A Allocate new data set                C Catalog data set
    R Rename entire data set              U Uncatalog data set
    D Delete entire data set              S Short data set information
blank Data set information                V VSAM Utilities

ISPF Library:
Project . .                               Enter "/" to select option
Group . . .                               /  Confirm Data Set Delete
Type . . .

Other Partitioned, Sequential or VSAM Data Set:
Data Set Name . . . AFS2003.BATCH.SAMPLE.FILE
Volume Serial . . . (If not cataloged, required for option "C")

Data Set Password . . (If password protected)

```

5. Type your UserID and account # as a Dsname level. An optional filter can also be used (afs2003\*).
6. <ENTER>

```

Menu  RefList  RefMode  Utilities  Help
-----
                                Data Set List Utility
Option ==>

blank Display data set list                P Print data set list
    V Display VTOC information              PV Print VTOC information

Enter one or both of the parameters below:
Dsname Level . . . KGJA026.afs2003*
Volume serial . .

Data set list options
Initial View . . . 1 1. Volume             Enter "/" to select option
                   2. Space                /  Confirm Data Set Delete
                   3. Attrib                /  Confirm Member Delete
                   4. Total                  /  Include Additional Qualifiers

When the data set list is displayed, enter either:
"/" on the data set list command field for the command prompt pop-up,
an ISPF line command, the name of a TSO command, CLIST, or REXX exec, or
"=" to execute the previous command.

```



10. Type the desired fields in the appropriate position.
11. Note that all lines must begin with a state, county and Plant ID.
12. When completed, save it and exit the file.

```

Menu Utilities Compilers Help
-----
BROWSE      KGJA026.AFS2003.BATCH.SAMPLE.FILE      Line 00000000 Col 001 080
Command ==> SAVE;END                               Scroll ==> PAGE
***** Top of Data *****
22001AFS03101  SAMPLE AFS PLANT                      A
22001AFS03102  110 MICHIGAN AVE                          A
22001AFS03103  CHICAGO                      4211          A
22001AFS031040                               A
22001AFS0312100                               A
22001AFS031310VOC    3AA                      A
22001AFS03121VO                               A
22001AFS03131VFACIL  3AA                      A
***** Bottom of Data *****

```

13. Go to the AFS Main Menu and select Update (1); <ENTER>

```

DATE   : 07/03/03      AIRS FACILITY SUBSYSTEM      PGM: AFP000
                                MAIN MENU      MAP: AFM0001
=====

          1  UPDATE THE DATABASE
          2  BROWSE THE DATABASE
          3  SELECT A REPORT
          4  SELECT A UTILITY

          ENTER MENU SELECTION:  1_

          NEED ASSISTANCE? CALL THE AFS HELPLINE AT 1-800-367-1044

PF1=HELP  PF3=END  PF4=SUBSYSTEM MENU  PF5=TERM

```

14. Select Batch (2) and <ENTER>.

```
DATE : 07/03/03          AIRS FACILITY SUBSYSTEM          PGM: AFP000
                        UPDATE MENU                        MAP: AFM00011
=====
                        1  ONLINE
                        2  BATCH

                        ENTER MENU SELECTION: 2_

PF1=HELP  PF3=END  PF4=MAIN  PF5=TERM
```

15. COMPARE (1) is used when the update code is not known. The batch transactions will have a blank in column 80. EDIT (2) performs validation and syntax checks. Data is not committed to the data base. UPDATE (4) performs the same thing as an EDIT, but it does commit valid data to the data base.

16. This example shows an UPDATE submittal.

```
DATE : 07/03/03          AIRS FACILITY SUBSYSTEM          PGM: AFP012
                        BATCH UPDATE MENU                MAP: AFM0121
=====
                        1  COMPARE
                        2  EDIT
                        * 3  CORRECT
                        4  UPDATE
                        5  NOTIFY

                        ENTER MENU SELECTION:  ___

                        * - DENOTES THIS OPTION IS CURRENTLY NOT AVAILABLE

PF1=HELP  PF3=END  PF4=MAIN  PF5=TERM
```

- 17. Provide the input file name and a reject file name.
- 18. Press <ENTER>

```
DATE: 07/03/03          AIRS FACILITY SUBSYSTEM          PGM: AFP406
SCREEN: 406              UPDATE SUBMITTAL                 MAP: AFM0406
=====
INPUT FILE NAME:  kgja026.afs2003.bach.sample.file_____
WAS THIS INPUT FILE CREATED FROM THE ONLINE UTILITIES: N
SUBMIT INPUT FILE FOR CENTRAL UPDATE: N
INPUT FILE TYPE:  1  (1 = PUBLIC, 2 = PRIVATE)
TRANSACTION FORMAT: 1  (1 = AFS, 2 = AFX)

OUTPUT FILE PREFERENCE: (ACCEPT FILE IS OPTIONAL)

ACCEPT FILE NAME:  KGJA026 . _____ . _____ . _____ . _____
AND
REJECT FILE NAME:  KGJA026 . afs2003_ . batch___ . sample__ . rejects_

PF1=HELP  PF3=END  PF4=MAIN  PF5=TERM                      MORE!
```

- 19. Nothing is needed on this screen, so just press <ENTER>.

```
DATE: 07/03/03          AIRS FACILITY SUBSYSTEM          PGM: AFP420
SCREEN: 420              UPDATE SUBMITTAL                 MAP: AFM0420
=====
YEAR OF RECORD:  ___ (REQ IF COLS 14/15-AFS, 25/26-AFX ARE
                    BLANK ON EMIS TRANS.  IF VALUED, OVERRIDES
                    COLS 14/15-AFS, 25/26-AFX.)

* IF YOU HAVE CHANGED THE YEAR OF EMISSION INVENTORY,
  PLEASE INDICATE DATA TO BE COPIED OVER TO THIS NEW YEAR
  FROM THE PREVIOUS YEAR:

  _ ALL EMISSIONS DATA, INCLUDING SIP DATA
  _ ONLY ANNUAL EMISSIONS DATA (OMIT SIP DATA)
  _ NO EMISSIONS DATA

PF1=HELP  PF3=END  PF4=MAIN  PF5=TERM  PF6=PREV          MORE!
```

20. JCL parameters are mandatory to run the batch job. If you have provided yourself with Default JCL parameters, simple review them and make and minor changes that might be needed. Otherwise, provide all the fields displayed.

21. When completed, Press <ENTER>.

22. It's important to note the Job Number that is displayed for you. This will provide you with the outcome of the Batch Update. Errors will be noted in the Update Error Report.

```
DATE : 07/03/03          AIRS FACILITY SUBSYSTEM          PGM: AFP430
SCREEN: 430              BATCH SUBMITTAL                  MAP: AFM0430
=====

PLEASE MAKE ANY NECESSARY JCL MODIFICATION :

                                ALTERNATE USER ID : ____
JOB NAME       : KGJ UPDT_
ACCOUNT CODE   : A026
FIMAS ID      : AFSCP
TIME ( MMMM SS ) : 4 59
PRIORITY CODE  : 2
MSGCLASS      : A
NUMBER OF COPIES :
FORM NUMBER    :
ROOM/BIN NUMBER : MKGJ
HOLD OUTPUT? (Y/N): Y
PRINTER SITE ID : R255

                                PRESS ENTER TO SUBMIT JOB

PF1=HELP PF3=END PF4=MAIN PF5=TERM PF6=PREV                                MORE!
```

```
DATE: 07/03/03          AIRS FACILITY SUBSYSTEM          PGM: AFC985P1
SCREEN: 985              BATCH SUBMITTAL                  MAP: AFM0985
=====

                                Job Status

                                Job 26966 SUBMITTED

PF1=HELP PF3=END PF4=MAIN PF5=TERM
```

23. Make sure you check the results of the Update job. Section 2.1 of this training manual contains instructions on Mainframe Viewing and Printing.

25. The NOTIFY screen is available and will provide a summary of the batch update as well as the summary of errors.

26. Select Option 5 - NOTIFY

```
DATE : 07/03/03          AIRS FACILITY SUBSYSTEM          PGM: AFP012
                        BATCH UPDATE MENU                  MAP: AFM0121
=====
                                1  COMPARE
                                2  EDIT
                                * 3  CORRECT
                                4  UPDATE
                                5  NOTIFY

                        ENTER MENU SELECTION: 5_

* - DENOTES THIS OPTION IS CURRENTLY NOT AVAILABLE

PF1=HELP PF3=END PF4=MAIN PF5=TERM
```

```
DATE: 07/03/03          AIRS FACILITY SUBSYSTEM          PGM: AFP408
SCREEN: 408              NOTIFICATION                    MAP: AFM0408
=====
ACT   USER   JOB   JOB   JOB   JOB   JOB   JOB
      TYPE   NAME  STATUS NUMBER DATE   TIME
-----
_     KGJ    U     KGJUPDT  S     JOB26966 07/03/03 14:11.48
      KGJA026.AFS2003.BACH.SAMPLE.FILE

ACT : D=DELETE MESSAGE  P=PRINT REPORT  T=TRANS SUMMARY  E=ERROR SUMMARY
CODES: C=CANCEL          R=RESTART      S=SUBMIT UTILITY FILE

PF1=HELP PF3=END PF4=MAIN PF5=TERM PF7=PREV PF8=NEXT
```

27. Option "T" returns a summary of the submitted transactions

```

DATE: 07/03/03          AIRS FACILITY SUBSYSTEM          PGM: AFP412
SCREEN: 412              TRANSACTION SUMMARY              MAP: AFM0412
=====
USER: KGJ  TYPE: U  JOB NUMBER: JOB27153  JOB DATE: 07/03/03  JOB TIME: 14:39

TRANSACTION   SEQUENCE   COUNT   ERROR
-----
      10         1         1         2
      10         2         1         2
      10         3         1         2
      10         4         1         2
      12         1         2         2
      13         1         2         5

                TOTALS:                8                15

PF3=END PF4=MAIN PF5=TERM PF6=NOTIFY PF7=PREV PF8=NEXT PF9=ERROR SUMMARY

```

28. Option "E" returns a summary of any errors messages.

```

DATE: 07/03/03          AIRS FACILITY SUBSYSTEM          PGM: AFP410
SCREEN: 410              ERROR SUMMARY              MAP: AFM0410
=====
USER: KGJ  TYPE: U  JOB NUMBER: JOB27153  JOB DATE: 07/03/03  JOB TIME: 14:39

COUNT   DESCRIPTION
-----
      1  INVALID PRIMARY INDUSTRIAL CLASSIFICATION CODE.
      1  INVALID SECONDARY INDUSTRIAL CLASSIFICATION CODE.
      6  CANNOT ADD COMPLIANCE PLANT WITHOUT VALID 10-1 THRU 10-4 TRANS.
      4  PLANT DOES NOT EXIST.
      2  INVALID STATE POLLUTANT CLASSIFICATION CODE.
      1  STATE ATTAINMENT / NON-ATTAINMENT IS REQUIRED.

PF3=END PF4=MAIN PF5=TERM PF6=NOTIFY PF7=PREV PF8=NEXT PF9=TRANS SUMMARY

```



DATE: 07/03/03  
TIME: 14:40:29

AEROMETRIC INFORMATION RETRIEVAL SYSTEM  
AIRS FACILITY SUBSYSTEM  
UPDATE ERROR REPORT

PAGE: 1  
PGM: AFER10P1

ST CNTY PLANT ID  
-- -----  
22 001 AFS03

RECORD

-----1-----2-----3-----4-----5-----6-----7-----8

22001AFS03101 SAMPLE AFS PLANT A  
E\*E  
CANNOT ADD COMPLIANCE PLANT WITHOUT VALID 10-1 THRU 10-4 TRANS.

22001AFS03102 110 MICHIGAN AVE A  
E\*E  
CANNOT ADD COMPLIANCE PLANT WITHOUT VALID 10-1 THRU 10-4 TRANS.

22001AFS03103 CHICAGO 4211 A  
E\*\*\*E\*\*\*  
INVALID PRIMARY INDUSTRIAL CLASSIFICATION CODE.  
INVALID SECONDARY INDUSTRIAL CLASSIFICATION CODE.

22001AFS031040 A  
E\*E  
CANNOT ADD COMPLIANCE PLANT WITHOUT VALID 10-1 THRU 10-4 TRANS.

22001AFS03121VO A  
E\*\*\*\*  
PLANT DOES NOT EXIST.

22001AFS0312100 A  
E\*\*\*\*  
PLANT DOES NOT EXIST.

22001AFS03131VFACIL 3AA A  
E\*\*\*\* E\*  
PLANT DOES NOT EXIST.  
INVALID STATE POLLUTANT CLASSIFICATION CODE.

22001AFS031310VOC 3AA A  
E\*\*\*\* E\*E  
PLANT DOES NOT EXIST.  
INVALID STATE POLLUTANT CLASSIFICATION CODE.  
STATE ATTAINMENT / NON-ATTAINMENT IS REQUIRED.

# Procedure Checklist for AFS Batch Users

- Step 1: **Generate AFS batch formatted transactions**  
*- This step can be either a manual or electronic step*
- Step 2: **Upload the file to the NCC Mainframe**  
*- Most likely you'll be using the file transfer feature of Host on Demand although it's not out of the question to have another method*
- Step 3: **Verify that the upload was successful**  
*- check the first and last lines of the file using browse or edit*
- Step 4: **Logon to production AFS and proceed to the Batch menu**
- Step 5: **If the file you are working with does not have update codes in column 80, go to Step 6. Otherwise, go to Step 9.**
- Step 6: **AFS Compare**  
*- This is a mandatory step if the update code is not known. This step must be executed before the file is processed thru Edit or Update. Select Option 1 from the Batch Update menu. The file you want to process is called the input file and is the same file you verified in Step 3. The result of the Compare step is placed in a file called the output file. This is a new file and you will need to provide a name for it. Nothing else on the page is needed, so press the <ENTER> key. Make sure that all the JCL parameters are correct and provide for adequate time for the comparison. Also, note whether the job is being directed to the "Hold" queue or to a specific printer. Press the <ENTER> key to submit the job. A job number will be provided to you and it's a good idea to either print this screen or write the job number down somewhere.*
- Step 8: **Verify that the Compare job ran successfully**  
*- To do this, examine the executed job and the comparison report that is produced with this job. Also, take a look at the result of the comparison which is the output file and is the same file that you named in Step 6. Once you are satisfied with the Compare, proceed to Step 9.*

# Procedure Checklist for AFS Batch Users

Step 9:

## **AFS Edit**

- This an optional step that performs validation and syntax checks. It is very important to remember that an Edit does **not commit** anything to the AFS database. To use this feature, select Option 2 from the Batch Update menu. The file you want to process is called the input file and is the same file you verified in Step 3 (if you ran a Compare step, this will be the output file from Step 6). Edit allows for 3 optional output files that will hold the sorted transactions, accepted transactions and rejected transactions submitted to the Edit step. These are new files and if you choose them, you will need to provide the appropriate lines with output file names. Nothing else on the page is needed, so press the <ENTER> key. Nothing on this page is needed either, so press the <ENTER> key again. Make sure that all the JCL parameters are correct and provide for adequate time for the Edit. Also, note whether the job is being directed to the "Hold" queue or to a specific printer. Press the <ENTER> key to submit the job. A job number will be provided to you and it's a good idea to either print this screen or write the job number down somewhere. If any errors are detected, they are reported to the user in an Error Report that is produced at the end of the executed job. A summary report is always produced and lists the type and count of the transactions submitted. If errors were found, the Summary Report also summarizes the number and type of errors found. The user has an opportunity at this point to correct any errors and resubmit the file for another edit. When satisfied with the results of an edit, the user may proceed to Step 10

Step 10:

## **AFS Update**

- This a mandatory step in the Batch update process. It performs validation, syntax checks and **commits** all accepted information to the AFS database. To use this feature, select Option 4 from the Batch Update menu. The file you want to process is called the input file and is the same file you verified in Step 3. If you ran a Compare step, this will be the output file from Step 6. Update allows for 2 output files that will hold the accepted and/or rejected transactions. The accept file is optional. These are new files you will need to provide the appropriate lines with output file names. Nothing else on the page is needed, so press the <ENTER> key. Nothing on this page is needed, so press the <ENTER> key again. Make sure that all the JCL parameters are correct and provide for adequate time for the Update. Also, note whether the job is being directed to the "Hold" queue or to a specific printer. Press the <ENTER> key to submit the job. A job number will be provided to you and it's a good idea to either print this screen or write the job number down somewhere. If any errors are detected, they are reported to the user in an Error Report that is produced at the end of the executed job. A summary report is always produced and lists the type and count of the transactions submitted. If errors were found, the Summary Report also summarizes the number and type of errors found.

## Procedure Checklist for AFS Batch Users

Step 11:

### **Verify that the Update ran successfully**

*- This step is probably the most crucial. To assume that the Update job ran successfully and that all data was accepted is a very risky thing. There could be numerous reasons why an Update job might not be successful. Some examples are: the job ran out of time; it had a JCL error caused by an improper or erroneous JCL parameter, ADABAS/Natural went down, a power outage in the National Computer Center area (North Carolina) caused the mainframe to go down or simply the fact that you had bad data. Any one of these will cause your Update job problems. Always, always examine the executed update job and the reports that are produced with this job. Also, take a look at the AFS database if you are uncertain if data was committed to AFS.*