

Federal Parent Locator Service

Intergovernmental Referral Guide

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Release Specifications

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1. UPDATE IRG DOWNLOAD PER DCL 07-02 FOR INTERNATIONAL AND TRIBAL RECORDS (OCSE REF #2434)

1.1 Summary of Changes

The IRG System is being modified to update the record layout for the Address Download for International and Tribal records as specified in DCL 07-02.

- For positions 7-8, the report will display an '80' for international and '90' for tribal. Only provinces for Canada will be displayed in position 8 of the record. For other countries, '0' will be displayed in position 8.
- For positions 9-11, the report will display the three-digit ISO code for international, or the three-digit BIA code for tribal.

1.2 Background

The Data Standards Oversight Board endorsed and recommended that the IRG standardize international and tribal address types to eliminate inconsistent naming of like addresses across the States, expedite case processing, and increase dialogs between States, tribes and countries. In addition, this change meets the States' business needs for reporting and case management purposes.

1.3 Description of Changes

The following positions will be updated on the record layout:

- For positions 7-8, the report will display an '80' for international and '90' for tribal. Only provinces for Canada will be displayed in position 8 of the record. For other countries, '0' will be displayed in position 8.
- For positions 9-11, the report will display the three-digit ISO code for international, or the three-digit BIA code for tribal.

The following is an example of the international display:

- Existing international:
 - INTFRCCA106 (Canadian record with province) or
 - INTFRCCA000 (Canadian record without province)
- Future international:
 - INTFRC81124 (Canadian record with Alberta province) or
 - INTFRC80000 (other countries without province)

Where '8' = country, '1' = province, and '124' = Canada country code.

The following is an example of the tribal display:

- Chickasaw Nation
90906

Where '90' = tribe and '906' = BIA identifier code.

Figures 1-1 and 1-2 display the old and new format of the record layout when displaying international records.

Figure 1-1: Address Download Output (old)

INTFRCA000000	Australian Child Support Agency	GPO Box 480	Hobart Tasmania
INTFRCA000000	Family Responsibility Office, InterSenior Counsel	P.O. Box 220	Ontario
INTFRCA012000	Legal Services Branch	Barrister and Solicitor	Department of Justice
INTFRCA005000	Support Enforcement Program	Director	J-2, box 2703
INTFRCA004000	Deputy Registrar	Court of Queen's Bench of New Brunswick	Department of Justice
INTFRCA013000	Maintenance Enforcement Program	Manager	P.O. Box 2006
INTFRCA011000	Family Justice Services Branch	Director	Room 202, Justice Building
INTFRCA006000	Department of Justice	Legal Counsel	New Brunswick
INTFRCA001000	Maintenance Enforcement Program	Reciprocity Administrator	Manitoba
INTFRCA003000	Family Law Branch	Crown Counsel	10365-97 Street
INTFRCA007000	Legal Services Division	Senior Solicitor	7th Floor N
INTFRCA002000	Ministry of Attorney General	Maintenance Enforcement and Locate	1230-405 Broadway
INTFRCC200000	Office for International Legal Prot	Office for International Legal Prot	Department of Justice
INTFRCELO0000	Dept. of Justice Equality and Law R	Central Authority for Maintenance	5151 Terminal Road
INTFRCE000000	Procuraduria General de la Republic	Merikasarmi B 1	P.O. Box 2074
INTFRCFI000000	Legal Department	Ministry of Foreign Affairs	Station Main
INTFRCHU000000	Department of Private International	Ministry of Justice	Benesova 22
INTFRCL000000	Center for the Int'l Legal Protecti	Crown Counsel	Central Authority for Maintenance
INTFRNL000000	Landelijk Bureau Inning O nderhouds	National Bureau for Maintenance	Recovery
INTFRNC000000	Child Support Division	Child Support Division	Recovery
INTFRPL000000	Judicial Assistance & European Law	Judicial Assistance & European Law	Recovery
INTFRCP000000	Da Administracao da Justica	Direccao Geral	Recovery
INTFRCS200000	Section for Private International L	Central Authority for Maintenance	Matters
INTFRCUK000000	Official Solicitor and Public Trust	Official Solicitor and Public Trust	Matters

Figure 1-2: Address Download Output (new)

INTFRCB000000		test	test	test
INTFRCB000000		test	test	test
INTFRCB000000		test	test	test
INTFRCB000000		Quebec street		Saskatchewan
INTFRCB000000		8558 Willow Oak		Newfoundland
INTFRCB000000	kjlg	jhkljkhjkl	jhkljkhjkh	Baltimore
INTFRCB000000	asdfas	asdfasdf		asdfas
INTFRCB000000	asdfas	sdasdfasf		asdfasdf
INTFRCB912400	100	Senior Developer		Quebec
INTFRCB000000		kdjfk		kdjfsfslk
INTFRCB020300		aeqv		Hjytt
INTFRCB020300		dasfsa		Hjytt
INTFRCB000000	David Test	David Test	David Test	David Test
INTFRCB000000	David Test1	David Test1	David Test1	David Test1
INTFRCB052800		Landelijk Bureau Inning Onderhoudsb		Nord-Brabant
INTFRCB052800		1234 test lane		Nord-Brabant
INTFRCB052800		123 Any Test Road		Nord-Brabant
INTFRCB052800		asd		Teer
INTFRCB052800		test		Sb Province
INTFRCB000000	irg	Lockheed	Martin	Baltimore
INTFRCB000000	DEPARTMENT_NAME_DEPT	TITLE_TITLE_TITLE_TITLE_TITLE_TITLE	STREET1ADDRESS_STREET1ADDRESS_STREET2ADDRESS_STREET2ADDRESS_STREET3ADDRESS_STREET3ADDRESS	CITY_CITY_CITY_CITY_CITY_CITY
INTFRCB000000		tree		testar
INTFRCB075600	Department	Supervisor	123 Test Lane	P.O. Box 123
				Test Audit

1.4 Impact on States

States will receive the address download report with a new format.

1.5 Output Record Specification

The FIPS Code and International ID or Province fields will require modifications. Refer to Chart A-1, “IRG Address Record Layout for Download of Location Codes and Addresses to States”, in which the changes are highlighted in turquoise.

1.6 Input Record Specification

This modification does not affect the input record layout.

A. IRG ADDRESS RECORD LAYOUT

CHART A-1 IRG ADDRESS RECORD LAYOUT FOR DOWNLOAD OF LOCATION CODES AND ADDRESSES TO STATES				
OMB Control No: 0970-0209 Expiration Date: 03/31/2009				
Field Name	Location	Length	A/N	Description
Address Type 1	1-3	3	A	Type of Address FED – Federal INT – International LOC – County/Local STA – State TRB – Tribal
Address Type 2	4-6	3	A	Type of Address <u>Address Type 1 LOC</u> AGO – Attorney General CHC – Chancery Court CLC – Clerk of the Court COL – Collection Agency CTC – Circuit Court C01 – Child Support Office I C02 – Child Support Office II C03 – Child Support Office III C04 – Child Support Office IV C05 – Child Support Office V C06 – Child Support Office VI C07 – Child Support Office VII C08 – Child Support Office VIII C09 – Child Support Office IX C10 – Child Support Office X C11 – Child Support Office XI C12 – Child Support Office XII

**CHART A-1 IRG ADDRESS RECORD LAYOUT FOR DOWNLOAD
OF LOCATION CODES AND ADDRESSES TO STATES**

OMB Control No: 0970-0209 Expiration Date: 03/31/2009

Field Name	Location	Length	A/N	Description
				C13 – Child Support Office XIII C14 – Child Support Office XIV C15 – Child Support Office XV C16 – Child Support Office XVI C17 – Child Support Office XVII C18 – Child Support Office XVIII C19 – Child Support Office XIX C20 – Child Support Office XX DAO – District Attorney DTC – District Court FAC – Family Court FCC – Family Court Commissioner FRC – Friends of the Court JDR – Juvenile and Domestic Relations Court PAO – Prosecuting Attorney RES – Responding Agency SPO – State Prosecutor SUP – Superior Court TLC – Tribal Court <u>Address Type 1 STA</u> AIP – Automated Interstate Case Payment Requests Contact AIS – Automated Interstate Case Status Requests Contact BVS – Bureau of Vital Statistics Contact CDC – Collection and Distribution Contact CEJ – Continuing Exclusive Jurisdiction Contact CNT – CSENet Contact COC – Copy of Order Contact

**CHART A-1 IRG ADDRESS RECORD LAYOUT FOR DOWNLOAD
 OF LOCATION CODES AND ADDRESSES TO STATES**

OMB Control No: 0970-0209 Expiration Date: 03/31/2009

Field Name	Location	Length	A/N	Description
				CRG – Central Registry Contact EAC – Employer Assistance Contact EFT – Electronic Funds Transfer Contact EIW – Employer Income Withholding Contact FDM – Financial Institution Data Match Contact GCL – Guideline Calculations Contact GTI – Genetic Testing and Interstate Teleconferencing Contact IPC – Interstate Policy Contact IRG – Intergovernmental Referral Guide Contact IVD – State IV-D Director NHR – New Hire Reporting Contact NMS – National Medical Support Contact NVD – Non IV-D Contact PAF – Paternity Acknowledgement Forms Contact PAT – Paternity Acknowledgement Copies Contact PDC – Passport Denial Contact PFR – Putative Father Registry PRC – Privatization Contact PRW – PRWORA-Administrative Policies, Procedures Contact PYR – Payment Records Contact R01 – Regional Office I R02 – Regional Office II R03 – Regional Office III R04 – Regional Office IV R05 – Regional Office V R06 – Regional Office VI R07 – Regional Office VII

**CHART A-1 IRG ADDRESS RECORD LAYOUT FOR DOWNLOAD
 OF LOCATION CODES AND ADDRESSES TO STATES**

OMB Control No: 0970-0209 Expiration Date: 03/31/2009

Field Name	Location	Length	A/N	Description
				R08 – Regional Office VIII
				R09 – Regional Office IX
				R10 – Regional Office X
				R11 – Regional Office XI
				R12 – Regional Office XII
				R13 – Regional Office XIII
				R14 – Regional Office XIV
				R15 – Regional Office XV
				R16 – Regional Office XVI
				R17 – Regional Office XVII
				R18 – Regional Office XVIII
				R19 – Regional Office XIX
				R20 – Regional Office XX
				R21 – Regional Office XXI
				R22 – Regional Office XXII
				R23 – Regional Office XXIII
				R24 – Regional Office XXIV
				R25 – Regional Office XXV
				R26 – Regional Office XXVI
				R27 – Regional Office XXVII
				R28 – Regional Office XXVIII
				R29 – Regional Office XXIX
				R30 – Regional Office XXX
				SDU – State Disbursement Unit
				SLA – State Long Arm Statute and Process Contact
				SLC – State Lien Contact
				SPA – State Paternity Acknowledgement Hospital Contact

**CHART A-1 IRG ADDRESS RECORD LAYOUT FOR DOWNLOAD
OF LOCATION CODES AND ADDRESSES TO STATES**

OMB Control No: 0970-0209 Expiration Date: 03/31/2009

Field Name	Location	Length	A/N	Description
				SPC – Service of Process Contact SPL – State Parent Locator Service TOC – Tax Offset Coordinator UCW – Unemployment Compensation Withholding WCW – Workers Compensation Withholding <u>Address Type 1 FED</u> CEN – OCSE Central Office REG – OCSE Region <u>Address Type 1 INT</u> FRC – Foreign Country <u>Address Type 1 TRB</u> T01 – Tribal Office 1 T02 – Tribal Office 2
FIPS Code International Identifier Code Tribal Identifier Code	7-8	2	A/N	Depending on the type of address being added, the code is selected as State, Territory Code (e.g., ‘04’), International Code (‘80’) or Tribal Code (‘90’). Only Canadian provinces are displayed in position 8. All other international records display a ‘0’ in position 8.
County Code (Local Code) International ISO Code Tribal BIA Code	9-11	3	A/N	The County FIPS Code is displayed. (e.g., ‘001’ for the county of Autauga in the State of Alabama). The International ISO code is displayed. (e.g., ‘124’ for Canada). The Tribal BIA Code is displayed. (e.g., ‘S02’ for the Central Council Tlingit and Haida Indian Tribe of Alaska, or ‘107’ for the Lummi Tribe).
State Extension Code (Sub Local Code) or International ID	12-13	2	N	Assigned by State (e.g., ‘00’) International ID is zero or space.
Department Name	14-48	35	A/N	Department Name

**CHART A-1 IRG ADDRESS RECORD LAYOUT FOR DOWNLOAD
OF LOCATION CODES AND ADDRESSES TO STATES**

OMB Control No: 0970-0209 Expiration Date: 03/31/2009

Field Name	Location	Length	A/N	Description
Title	49-83	35	A	Title
Street Address Line 1	84-118	35	A/N	First Line of Street Address
Street Address Line 2	119-153	35	A/N	Second Line of Street Address
City	154-183	30	A/N	Name of the City
State or Country	184-203	20	A	State Abbreviation or Country Name
ZIP Code	204-212	9	N	U.S. ZIP Code
Area Code	213-215	3	N	Telephone Area Code
Exchange	216-218	3	N	Telephone Exchange
Sequence Number	219-222	4	N	Telephone Number
Extension Number	223-227	5	N	Telephone Extension
Action Code	228	1	A	A – Address added C – Address changed
Facsimile	229-231	3	N	Facsimile Telephone Area Code
Facsimile Exchange 1	232-234	3	N	Facsimile Telephone Exchange
Facsimile Sequence Number	235-238	4	N	Facsimile Telephone Number
Record Date	239-246	8	N	System-generated date when record is added, changed, or deleted: CCYYMMDD
Filler	247	1	A/N	Filler