

| <b>PH-USER-OPT-TRACK-FILE</b>  |               |               |                  |                  |                  |
|--|---------------|---------------|------------------|------------------|------------------|
| <b>File Number: 042</b>  |               |               |                  |                  |                  |
| This file is an optional asset tracking file which contains asset data as defined by the user. Assets are referenced by Asset Code setup in the SPAHRs ASSET TABLE.  |               |               |                  |                  |                  |
| Selected for download by agency code.  |               |               |                  |                  |                  |
| <b>Field Name</b>  | <b>Format</b> | <b>Length</b> | <b>Edit Mask</b> | <b>Beg. Pos.</b> | <b>End. Pos.</b> |
| <b>SOCIAL-SECURITY-NUMBER</b>  | A             | 9             |                  | 1                | 9                |
| The social security number assigned by the Federal government which uniquely identifies an individual  |               |               |                  |                  |                  |
| <b>AGENCY-NUMBER</b>   | A             | 4             |                  | 10               | 13               |
| A unique identifier for a Mississippi State Government Agency that the employee belongs to.  |               |               |                  |                  |                  |
| <b>ASSET-CD</b>  | A             | 4             |                  | 14               | 17               |
| A code which relates to an item of information that an agency may want to track about a specific Employee/Worker, i.e., a drivers' license, a credit card, telephone calling card, a vehicle, a service weapon, or other valuable asset. |               |               |                  |                  |                  |
| <b>ASSET-ID</b>  | A             | 30            |                  | 18               | 47               |
| The identification number of the assets, such as drivers license #, credit card #, VIN, or serial number of the asset  |               |               |                  |                  |                  |
| <b>ACQUISITION-DATE</b>  | A             | 8             | CCYYMMDD         | 48               | 55               |
| The date to which the asset was assigned to an Employee/Worker   |               |               |                  |                  |                  |
| <b>RETURN-DATE</b>   | A             | 8             | CCYYMMDD         | 56               | 63               |
| The date that the asset is returned by an Employee/Worker or account number expires.   |               |               |                  |                  |                  |
| <b>OTHER-DATE</b>  | A             | 8             | CCYYMMDD         | 64               | 71               |
| An option date field to be utilized by the agency for  |               |               |                  |                  |                  |

