FedScope Accessions Cube

Fiscal Year 2015

Raw Data Set

Prepared for: Data.gov

Table of Contents

1 OVERVIEW 3
1.1 Purpose 3
1.2 Scope 3
2 RAW DATA SET FILE 3
2.1 ACCDATA 3
3 DIMENSION TRANSLATIONS FILES 5
3.1 Agency 5
3.2 Accession 5
3.3 Date 6
3.4 Age 6
3.5 Gender 7
3.6 General Schedule & Equivalent Grade 7
3.7 Length of Service 8
3.8 Location 8
3.9 Occupation 9
3.10 Occupation Category 9
3.11 Pay Plan & Grade 10
3.12 Salary Level 10
3.13 Type of Appointment 11
3.14 Work Schedule 11
3.15 Count 12
3.16 Average Salary 12
3.17 Average Length of Service 12
4 DATA DEFINITIONS 13
4.1 Agency 13
4.2 Accessions 13
4.3 Date 14
4.4 Age 14
4.5 Gender 14
4.6 General Schedule & Equivalent Grade 14
4.7 Length of Service 15
4.8 Location 15
4.9 Occupation 15
4.10 Occupation Category 15
4.11 Pay Plan & Grade 15
4.12 Salary Level 15
4.13 Type of Appointment 16
4.14 Work Schedule 16
4.15 Count 16
4.16 Average Salary 16

4.17 Average Length of Service 16
5 APPENDIX 17
5.1 SAS Program to Read Raw Data Sets for Data Analysis 17
5.2 FedScope General Public Web Site 17

Listing of Tables

Table 2.1: ACCDATA.TXT Record Layout 4
Table 3.1: DTagy.txt Record Layout 5
Table 3.2: DTacc.txt Record Layout 5
Table 3.3: DTefdate.txt Record Layout 6
Table 3.4: DTagelvl.txt Record Layout 6
Table 3.5: DTgender.txt Record Layout 7
Table 3.6: DTgsegrd.txt Record Layout 7
Table 3.7: DTloslvl.txt Record Layout 8
Table 3.8: DTloc.txt Record Layout 8
Table 3.9: DTocc.txt Record Layout 9
Table 3.10: DTpatco.txt Record Layout 9
Table 3.11: DTppgrd.txt Record Layout 10
Table 3.12: DTsallvl.txt Record Layout 10
Table 3.13: DTtoa.txt Record Layout 11
Table 3.14: DTwrksch.txt Record Layout 11

1 OVERVIEW

1.1 Purpose

The purpose of this raw data set is to increase public access to high value, machine readable datasets generated by the U.S. Office of Personnel Management. The FedScope Accessions Cube data sets are available via Data.gov.

1.2 Scope

The scope of this raw data set includes all data elements used in the creation of the FedScope Accessions Cube (http://www.fedscope.opm.gov/). **NOTE**: Starting in FY 2010, the OPM Statistical Data Mart (SDM) is the source for all FedScope data. The SDM is processed data from the Enterprise Human Resources Integration (EHRI) data warehouse. Data is processed on a quarterly basis (i.e. March, June, September and December).

2 RAW DATA SET FILE

2.1 ACCDATA

This "**delimited**" (comma separated value (**CSV**)) raw data set provides the actual number of personnel actions ("Transfer-Ins" and "New Hires") that have taken place within Fiscal Year 2015. Each column value is separated by a "**comma**" from the next column's value and each row starts a new record. Each record contains 17 data elements. The record layout for ACCDATA.TXT is depicted in Table 2.1 below:

Table 2.1: ACCDATA.TXT Record Layout

Data Column	DATA ELEMENT NAME	CSV Column Name	CSV Column Format
1	Agency	AGYSUB	TEXT
2	Accession	ACC	TEXT
3	Date	EFDATE	TEXT
4	Age	AGELVL	TEXT
5	Gender	GENDER	TEXT
6	General Schedule & Equivalent Grade	GSEGRD	TEXT
7	Length of Service	LOSLVL	TEXT
8	Location	LOC	TEXT
9	Occupation	OCC	TEXT
10	Occupation Category	PATCO	TEXT
11	Pay Plan & Grade	PPGRD	TEXT
12	Salary Level	SALLVL	TEXT
13	Type of Appointment	TOA	TEXT
14	Work Schedule	WORKSCH	TEXT
15	Count	COUNT	NUMERIC
16	Average Salary	SALARY	NUMERIC
17	Average Length of Service	LOS	NUMERIC
	Total Records: 249,896		

NOTE: If importing this table (data set) into Excel, change the "column data format" for columns 1-14 from "General" to "Text". Columns 15-17 can be imported as "General" data format. In Excel, the "General" data format converts numeric values to numbers. Columns 1-14 are TEXT fields; Columns 15-17 are NUMERIC fields.

3 DIMENSION TRANSLATIONS FILES

3.1 Agency

This "**delimited**" (comma separated value (**CSV**)) data file provides translations for the agency data element contained in the accessions data file (ACCDATA.TXT). See Table 2.1. Each column value is separated by a "**comma**" from the next column's value and each row starts a new record. Each record contains 6 data elements. The record layout for DTagy.txt is depicted in Table 3.1 below:

Table 3.1: DTagy.txt Record Layout

Data Column	DATA ELEMENT NAME	CSV Column Name	CSV Column Format
1	Agency Type	AGYTYP	TEXT
2	Agency Type Translation	AGYTYPT	TEXT
3	Agency	AGY	TEXT
4	Agency Translation	AGYT	TEXT
5	Agency Sub element	AGYSUB	TEXT
6	Agency Sub element Translation	AGYSUBT	TEXT
Total Records: 523			

NOTE: If importing this table (data set) into Excel, change the "column data format" for columns 1-6 from "General" to "Text".

3.2 Accession

This "**delimited**" (comma separated value (**CSV**)) data file provides translations for the accession data element contained in the accessions data file (ACCDATA.TXT). See Table 2.1. Each column value is separated by a "**comma**" from the next column's value and each row starts a new record. Each record contains 2 data elements. The record layout for DTacc.txt is depicted in Table 3.2 below:

Table 3.2: DTacc.txt Record Layout

Data Column	DATA ELEMENT NAME	CSV Column Name	CSV Column Format
1	Accession	ACC	TEXT
2	Accession Translation	ACCT	TEXT
Total Records: 5			

NOTE: If importing this table (data set) into Excel, change the "column data format" for columns 1-2 from "General" to "Text".

3.3 Date

This "**delimited**" (comma separated value (**CSV**)) data file provides translations for the date data element contained in the accessions data file (ACCDATA.TXT). See Table 2.1. Each column value is separated by a "**comma**" from the next column's value and each row starts a new record. Each record contains 4 data elements. The record layout for DTefdate.txt is depicted in Table 3.3 below:

Table 3.3: DTefdate.txt Record Layout

Data Column	DATA ELEMENT NAME	CSV Column Name	CSV Column Format
1	Quarter	QTR	TEXT
2	Quarter Translation	QTRT	TEXT
3	Date	EFDATE	TEXT
4	Date Translation	EFDATET	TEXT
Total Records: 12			

NOTE: If importing this table (data set) into Excel, change the "column data format" for columns 1-4 from "General" to "Text".

3.4 Age

This "**delimited**" (comma separated value (**CSV**)) data file provides translations for the age data element contained in the accessions data file (ACCDATA.TXT). See Table 2.1. Each column value is separated by a "**comma**" from the next column's value and each row starts a new record. Each record contains 2 data elements. The record layout for DTagelvl.txt is depicted in Table 3.4 below:

Table 3.4: DTagelvl.txt Record Layout

Data Column	DATA ELEMENT NAME	CSV Column Name	CSV Column Format
1	Age	AGELVL	TEXT
2	Age Translation	AGELVLT	TEXT
Total Records: 12			

NOTE: If importing this table (data set) into Excel, change the "column data format" for columns 1-2 from "General" to "Text".

3.5 Gender

This "**delimited**" (comma separated value (**CSV**)) data file provides translations for the gender data element contained in the accessions data file (ACCDATA.TXT). See Table 2.1. Each column value is separated by a "**comma**" from the next column's value and each row starts a new record. Each record contains 2 data elements. The record layout for DTgender.txt is depicted in Table 3.5 below:

Table 3.5: DTgender.txt Record Layout

Data Column	DATA ELEMENT NAME	CSV Column Name	CSV Column Format
1	Gender	GENDER	TEXT
2	Gender Translation	GENDERT	TEXT
Total Records: 3			

NOTE: If importing this table (data set) into Excel, change the "column data format" for columns 1-2 from "General" to "Text".

3.6 General Schedule & Equivalent Grade

This "**delimited**" (comma separated value (**CSV**)) data file provides translations for the general schedule & equivalent grade data element contained in the accessions data file (ACCDATA.TXT). See Table 2.1. Each column value is separated by a "**comma**" from the next column's value and each row starts a new record. Each record contains 1 data element. The record layout for DTgsegrd.txt is depicted in Table 3.6 below:

Table 3.6: DTgsegrd.txt Record Layout

Data Column	DATA ELEMENT NAME	CSV Column Name	CSV Column Format
1	General Schedule & Equivalent Grade	GSEGRD	TEXT
Total Records: 17			

NOTE: If importing this table (data set) into Excel, change the "column data format" for column 1-from "General" to "Text".

3.7 Length of Service

This "**delimited**" (comma separated value (**CSV**)) data file provides translations for the length of service data element contained in the accessions data file (ACCDATA.TXT). See Table 2.1. Each column value is separated by a "**comma**" from the next column's value and each row starts a new record. Each record contains 2 data elements. The record layout for DTloslvl.txt is depicted in Table 3.7 below:

Table 3.7: DTloslvl.txt Record Layout

Data Column	DATA ELEMENT NAME	CSV Column Name	CSV Column Format
1	Length of Service	LOSLVL	TEXT
2	Length of Service Translation	LOSLVLT	TEXT
Total Records: 11			

NOTE: If importing this table (data set) into Excel, change the "column data format" for columns 1-2 from "General" to "Text".

3.8 Location

This "**delimited**" (comma separated value (**CSV**)) data file provides translations for the location data element contained in the accessions data file (ACCDATA.TXT). See Table 2.1. Each column value is separated by a "**comma**" from the next column's value and each row starts a new record. Each record contains 4 data elements. The record layout for DTloc.txt is depicted in Table 3.8 below:

Table 3.8: DTloc.txt Record Layout

Data Column	DATA ELEMENT NAME	CSV Column Name	CSV Column Format
1	Location Type	LOCTYP	TEXT
2	Location Type Translation	LOCTYPT	TEXT
3	State/Country	LOC	TEXT
4	State/Country Translation	LOCT	TEXT
Total Records: 163			

NOTE: If importing this table (data set) into Excel, change the "column data format" for columns 1-4 from "General" to "Text".

3.9 Occupation

This "**delimited**" (comma separated value (**CSV**)) data file provides translations for the occupation data element contained in the accessions data file (ACCDATA.TXT). See Table 2.1. Each column value is separated by a "**comma**" from the next column's value and each row starts a new record. Each record contains 6 data elements. The record layout for DTocc.txt is depicted in Table 3.9 below:

Table 3.9: DTocc.txt Record Layout

Data Column	DATA ELEMENT NAME	CSV Column Name	CSV Column Format
1	Occupation Type	OCCTYP	TEXT
2	Occupation Type Translation	OCCTYPT	TEXT
3	Occupation Family	OCCFAM	TEXT
4	Occupation Family Translation	OCCFAMT	TEXT
5	Occupation	OCC	TEXT
6	Occupation Translation	OCCT	TEXT
Total Records: 667			

NOTE: If importing this table (data set) into Excel, change the "column data format" for columns 1-6 from "General" to "Text".

3.10 Occupation Category

This "**delimited**" (comma separated value (**CSV**)) data file provides translations for the occupation category data element contained in the accessions data file (ACCDATA.TXT). See Table 2.1. Each column value is separated by a "**comma**" from the next column's value and each row starts a new record. Each record contains 2 data elements. The record layout for DTpatco.txt is depicted in Table 3.10 below:

Table 3.10: DTpatco.txt Record Layout

Data Column	DATA ELEMENT NAME	CSV Column Name	CSV Column Format
1	Occupation Category	PATCO	TEXT
2	Occupation Category Translation	PATCOT	TEXT
Total Records: 7			

NOTE: If importing this table (data set) into Excel, change the "column data format" for columns 1-2 from "General" to "Text".

3.11 Pay Plan & Grade

This "**delimited**" (comma separated value (**CSV**)) data file provides translations for the pay plan & grade data element contained in the accessions data file (ACCDATA.TXT). See Table 2.1. Each column value is separated by a "**comma**" from the next column's value and each row starts a new record. Each record contains 7 data elements. The record layout for DTppgrd.txt is depicted in Table 3.11 below:

Table 3.11: DTppgrd.txt Record Layout

Data Column	DATA ELEMENT NAME	CSV Column Name	CSV Column Format
1	Pay Plan Type	PPTYP	TEXT
2	Pay Plan Type Translation	PPTYPT	TEXT
3	Pay Plan Group	PPGROUP	TEXT
4	Pay Plan Group Translation	PPGROUPT	TEXT
5	Pay Plan	PAYPLAN	TEXT
6	Pay Plan Translation	PAYPLANT	TEXT
7	Pay Plan & Grade	PPGRD	TEXT
Total Records: 873			

NOTE: If importing this table (data set) into Excel, change the "column data format" for columns 1-7 from "General" to "Text".

3.12 Salary Level

This "**delimited**" (comma separated value (**CSV**)) data file provides translations for the salary level data element contained in the accessions data file (ACCDATA.TXT). See Table 2.1. Each column value is separated by a "**comma**" from the next column's value and each row starts a new record. Each record contains 2 data elements. The record layout for DTpaylvl.txt is depicted in Table 3.12 below:

Table 3.12: DTsallvl.txt Record Layout

Data Column	DATA ELEMENT NAME	CSV Column Name	CSV Column Format
1	Salary Level	SALLVL	TEXT
2	Salary Level Translation	SALLVLT	TEXT
Total Records: 19			

NOTE: If importing this table (data set) into Excel, change the "column data format" for columns 1-2 from "General" to "Text".

3.13 Type of Appointment

This "**delimited**" (comma separated value (**CSV**)) data file provides translations for the type of appointment data element contained in the accessions data file (ACCDATA.TXT). See Table 2.1. Each column value is separated by a "**comma**" from the next column's value and each row starts a new record. Each record contains 4 data elements. The record layout for DTtoa.txt is depicted in Table 3.13 below:

Table 3.13: DTtoa.txt Record Layout

Data Column	DATA ELEMENT NAME	CSV Column Name	CSV Column Format
1	Type of Appointment Type	TOATYP	TEXT
2	Type of Appointment Type Translation	TOATYPT	TEXT
3	Type of Appointment	TOA	TEXT
4	Type of Appointment Translation	TOAT	TEXT
Total Records: 22			

NOTE: If importing this table (data set) into Excel, change the "column data format" for columns 1-4 from "General" to "Text".

3.14 Work Schedule

This "**delimited**" (comma separated value (**CSV**)) data file provides translations for the work schedule data element contained in the accessions data file (ACCDATA.TXT). See Table 2.1. Each column value is separated by a "**comma**" from the next column's value and each row starts a new record. Each record contains 4 data elements. The record layout for DTwrksch.txt is depicted in Table 3.14 below:

Table 3.14: DTwrksch.txt Record Layout

Data Column	DATA ELEMENT NAME	CSV Column Name	CSV Column Format
1	Work Schedule Type	WSTYP	TEXT
2	Work Schedule Type Translation	WSTYPT	TEXT
3	Work Schedule	WORKSCH	TEXT
4	Work Schedule Translation	WORKSCHT	TEXT
Total Records: 13			

NOTE: If importing this table (data set) into Excel, change the "column data format" for columns 1-4 from "General" to "Text".

3.15 Count

There is no translation file for this data element. Every record in the accessions population data file (ACCDATA.TXT) contains a value of "1" for this field. See Chapter 4.15 for definition of Count.

3.16 Average Salary

There is no translation file for this data element. See Chapter 4.16 for definition of Average Salary.

3.17 Average Length of Service

There is no translation file for this data element. See Chapter 4.17 for definition of Average Length of Service.

4 DATA DEFINITIONS

4.1 Agency

The employing organization.

4.2 Accessions

A personnel action resulting in the addition of an employee to an agency's staff. For the purposes of FedScope, restorations and returns to duty are excluded. The following types of accessions are included:

1. **Transfers-In**
   Movement of a single employee, or group of employees, from another agency with a break in service of 3 days or less.

   a. *Individual Transfer*
      Transfer-in of an individual employee.

   b. *Mass Transfer*
      Transfer-in of a group whose function was transferred to another agency.

IMPORTANT:
Employees in the following situations are counted as new hires rather than transfers-in:

a. Employees who moved from an Excepted Service position.

b. Employees who moved from one type of Federal service to another (e.g., left a Competitive Service position in one agency to take an Excepted or Senior Executive Service position at another agency).

As a result from (a) and (b) above, the transfer-in count in the accession cube will usually be lower than the transfer-out count in the separation cube.

2. **New Hires**
   Appointment of an employee from outside of the Federal government; a transfer-in from an Excepted Service position or a transfer-in from one type of Federal service to another (e.g. left a Competitive Service position in one agency to take an Excepted or Senior Executive Service position at another agency).

   a. *Competitive Service Appointment*
      Appointment to a position that is governed by civil service law, but not a part of the Senior Executive Service.

   b. *Excepted Service Appointment*
      Appointment to a position that is not part of the Competitive Service or Senior Executive Service. These positions are exempt by law, Executive order, and OPM regulation.

   c. *Senior Executive Service*
      Appointment to a managerial or supervisory position above the GS-15 level in which the employee performs executive functions. These positions do not require Presidential or congressional approval.

4.3 Date

The date (YYYYMM format) of the personnel action ("Transfer-Ins" and "New Hires").

4.4 Age

An employee's age. Age is displayed in five-year intervals, except for an initial interval of less than 20 years and a final interval of 65 years or more.

4.5 Gender

An employee's gender (male or female).

4.6 General Schedule & Equivalent Grade

The General Schedule grade for pay plans in the General Schedule and Equivalent pay plan category (See Pay Plan & Grade).

4.7 Length of Service

The number of years of Federal civilian employment, creditable military service, and other service made creditable by specific legislation. Length of service is grouped by five-year intervals, except for:

a. the initial intervals of less than 1 year, 1-2 years, and 3-4 years and
b. the final interval of 35 years or more.

4.8 Location

The official duty station of an employee. Locations in the United States are defined in terms of states. Locations outside the United States are defined in terms of countries and U.S. territories.

4.9 Occupation

An employee's occupation as defined by the Office of Personnel Management (OPM).

4.10 Occupation Category

Occupational categories are defined by the educational requirements of the occupation and the subject matter and level of difficulty or responsibility of the work.

4.11 Pay Plan & Grade

The pay system and, where applicable, the grade used to determine an employee's basic pay rate. Grade denotes a hierarchical position in a pay plan and is sometimes referred to as level, class, rank, or pay band.

4.12 Salary Level

An employee's adjusted basic pay, which is an annualized rate of pay. Adjusted basic pay is the sum of an employee's rate of basic pay plus any locality comparability payment and/or special pay adjustment for law enforcement officers. Salaries are grouped by $10,000 intervals, except for an initial interval of less than $20,000 and a final interval of $180,000 or more.

An employee's actual earnings may be more or less than the annualized rate because of factors such as overtime, shift differentials, less than full time work, or leave without pay.

4.13 Type of Appointment

An employee's appointment in terms of permanence and competitiveness.

4.14 Work Schedule

The time basis on which an employee is scheduled to work.

4.15 Count

A measure representing the number of personnel actions ("Transfer-Ins" and "New Hires") that have taken place within a given fiscal year.

4.16 Average Salary

A measure representing the average adjusted basic pay, an annualized rate of pay. Adjusted basic pay is the sum of an employee's rate of basic pay and any locality comparability payment and/or special pay adjustment for law enforcement officers.

An employee's actual earnings may be more or less than the annualized rate because of factors such as overtime, shift differentials, less than full time work, or leave without pay.

Invalid salary values are excluded from the average. A large number of invalid values could invalidate the average. To obtain counts of invalid values, display the data using the Salary Level dimension (See Salary Level).

4.17 Average Length of Service

A measure representing the average number of years of Federal civilian employment and creditable military service.

Invalid values are excluded from the average. A large number of invalid values could invalidate the average. To obtain counts of invalid values, display the data using the Length of Service dimension (See Length of Service).

5 APPENDIX

5.1 SAS Program to Read Raw Data Sets for Data Analysis

The SAS program below will read in the Accessions cube Raw data sets and create 15 temporary SAS data sets for data analysis:

- ACCESSIONS_ReadRawData_CreateTempDatasets_DataGov.sas

The SAS program above creates one "ACCDATA" table and 14 "Dimension Translations" tables. Refer to Chapter 2.1 and Chapter 3 for descriptive information pertaining to the 15 temporary SAS data sets (tables).

5.2 FedScope General Public Web Site

More information regarding this raw data set is available at:

- http://www.fedscope.opm.gov/

Questions/Comments to: mailto:FedScope.opm.gov