**07 January 2022**

MEPRS Personnel Detail

for the

MHS Data Repository (MDR)

(Version 1.01.01)

Current Specification

**Revision History**

| Version | Date | Para/Tbl/Fig | Originator | Description of Change |
| --- | --- | --- | --- | --- |
| 1.00.00 | 01/03/2008 | * Whole document | M. Tapscott | * Initial versioning. |
| 1.00.01 | 02/27/2011 | * Para I | M. Tapscott | * Updated ICD Reference. |
|  |  | * Para II |  | * Corrected ‘Duty Indicator’ to ‘Sites’ as input file (administrative change only). |
| 1.01.00 | 10/25/2017 |  | K. Hutchinson | * Changes for NDAA 2017 and T2017 |
| 1.01.01 | 01/07/2022 | * Whole document | C. McCrocklin | * Updated document to 508 compliance |

**MDR MEPRS Personnel Detail File**

1. Source

Data capture system: EAS IV Data Repository as documented in **EAS IV ICD 1300-2015-04** dated 15 April 2011.

1. Transmission (Format and Frequency)

Each month DHSS provides raw EAS IV data extracts via FTP as described in the interface control document (ICD) referenced above. The monthly data harvest results from queries run against the EAS IV Repository and includes the following:

| **Table Name** | **Description** |
| --- | --- |
| Personnel Detail | Contains detailed information about MTF personnel |
| Sites | Lists DMIS ID, fiscal month, and fiscal year information on MTFs whose EAS IV data were updated since previous harvest. |

Feeds are pipe “|” delimited ASCII files.

1. Organization and batching

* EAS IV extracts are received and processed monthly.
* Extracts are organized into Fiscal Year files.

1. Receiving Filters

No filters are applied.

1. Field Transformations and Deletions for MDR Core Database

* For each fiscal year, the EAS IV extract, except the Sites extract, is processed separately.
* Some internally derived fields are produced, as noted in the transformation notes in the table below.
* Only records updated since the last harvest of data are received.
* Sites extract is used to purge the existing FY file. Records that have been newly received are deleted from existing FY file and new records are appended.

1. File layout and content

* The MDR Personnel Detail file is a SAS Data Set. The source input file is fte.txt (refer to Table A-3 of ICD).

**TABLE 1: MDR MEPRS Personnel Detail FILE**

| **Variable Name** | **Format** | **Source Table** | **SAS Name** | **Transformation** |
| --- | --- | --- | --- | --- |
| Assigned FTEs | Num(8) | Personnel | assig | No Transformation |
| Available FTEs | Num(8) | Personnel | avail | No Transformation |
| Total Available FTEs | Num(8) | Personnel | tavlfte | Sum of Available FTEs + Purified Available FTEs |
| Parent DMIS Id | Char(8) | Personnel | dmisid | No Transformation |
| Reporting DMIS Id | Char(8) | Personnel | repdmis | No Transformation |
| Fiscal Month | Char(8) | Personnel | fm | No Transformation |
| Fiscal Year | Char(8) | Personnel | fy | No Transformation |
| Functional Cost Code (4 Digit MEPRS Code) | Char(8) | Personnel | mepr4 | No Transformation |
| Service Occupation Code | Char(7) | Personnel | socc | No Transformation |
| DoD Occupation Code | Char(6) | Personnel | dodocc | No Transformation |
| Skill Type | Char(1) | Personnel | skill | No Transformation |
| Personnel Category | Char(1) | Personnel | perscat | No Transformation |
| Non-Available FTEs – Leave | Num(8) | Personnel | nonavlv | No Transformation |
| Non-Available FTEs – Other | Num(8) | Personnel | nonavot | No Transformation |
| Non-Available FTEs – Sick | Num(8) | Personnel | nonavsk | No Transformation |
| Total Non-Available FTEs | Num(8) | Personnel | totnonav | Sum of Non-Available FTEs – Leave + Non-Available FTEs – Other + Non-Available FTEs – Sick |
| Available Salary Expense | Num(8) | Personnel | avsalexp | No Transformation |
| Non-Available Salary Expense | Num(8) | Personnel | nonavexp | No Transformation |
| Purified Available FTEs | Num(8) | Personnel | pur\_av | No Transformation |
| Duty Indicator | Char(3) | Personnel | dutyind | No Transformation |
| Skill Type and Suffix | Char(2) | Personnel | suffix | Concatenation of Skill Type and Skill Type Suffix Code |
| Treatment DMIS ID T3 Region | Char(2) |  | MTF\_T3\_REG | T3\_REG from DMIS ID Index, based FY and REPDMIS |
| Treatment DMIS ID T17 Region | Char(2) |  | MTF\_T17\_REG | T17\_REG from DMIS ID Index, based FY and REPDMIS |
| Treatment Parent DMIS ID T3 Region | Char(2) |  | PARMTF\_T3\_REG | T3\_REG from DMIS ID Index, based FY and DMISID |
| Treatment Parent DMIS ID T17 Region | Char(2) |  | PARMTF\_T17\_REG | T17\_REG from DMIS ID Index, based FY and DMISID |

1. Refresh Frequency

Fiscal year files for FY01-Present are updated monthly if there is a change to the file.

1. Quality Assurance

The processor should conduct monthly quality assurance checks to ensure input and output data are valid, complete, and reliable. At a minimum, the processor should:

* Compare monthly raw data row counts to ensure input personnel detail data are consistent with previous monthly raw data feeds.
* Ensure subtotal FTE values are consistent with equivalent data in M2 and EAS IV Repository.
* Ensure pre-processing data subtotals equal post-processing data subtotals.
* Evaluate post-processing values for data that appear out of the ordinary, or not consistent with SME expected values (face validity).