

ATTACHMENT J
Circular No. A-83

EDIT CRITERIA

CARD FORMAT "A"

<u>Field Description</u>	<u>Field Size</u>	<u>Card Column</u>	<u>Criteria</u>
Card Code	1	1	Must contain an "A".
Agency Code	2	2-3	Must contain two alpha characters.
ADP Unit Number	4	4-7	Must contain numeric characters. Right justify, zero fill.
Classified Physical Location	1	8	Must contain a "C" or be Blank.
Office/Command/Bureau	30	9-38	Must contain data, unless c.c. 8 contains a "C". Left justify, space fill.
Activity/Contractor	30	39-68	Must contain data, unless c.c. 8 contains a "C". Left justify, space fill.
Reserved	1	79	Must be Blank.
Transaction Code	1	80	Must contain one numeric character (1, 2, or 3).

CARD FORMAT "B"

Card Code	1	1	Must contain a "B".
Agency Code	2	2-3	Must contain two alpha characters.
ADP Unit Number	4	4-7	Must contain numeric characters. Right justify, zero fill.
Type of ADP Unit	1	8	Must contain one numeric character (1, 2, 3, 4, or 5).