CRA File to ESS Contribution File Field Mapping

Record Type Column of H = Header Record
Record Type Column of D = Detail Record
Record Type Column of F = Footer Record

Record Type	ESS Contribution Field	CRA Field Name	Comments
		Header Records	
H	Record Type	N/A	This field must contain a value of H since this is a header record.
H	Format Version	N/A	This field must contain a value of C01 since this is a contribution-only file.
H	Employer Code*	Unit Code (This is contained within the filename of the CRA file.)	You must place the RSA plan identifier before your Unit Code. Example = EXYZ or TXYZ
H	Pay Date	The CRA file name currently contains the month and year (in YYMM format) for which contributions are being reported.	This is the pay date (in MMDDYYYY format) for this batch which the employer is submitting a contribution report.
H	Payroll Frequency*	N/A	See Contribution file format for acceptable values.
H	Submission Context Type	N/A	See Contribution file format for acceptable values.
		Detail Records	
D	Record Type	N/A	This field must contain a value of D since this is a detail record.
D	Contribution Group	Member Classification Code	See Appendix I for Member Classification Code to Contribution Group mapping.
D	Position Status	N/A	See Contribution file format for acceptable values.
D	SSN	Social Security Number	
D	PID	N/A	
D	Pay Period Begin Date	N/A	Indicates the pay period begin date for which the

Record Type	ESS Contribution Field	CRA Field Name	Comments
			employee is being reported.
D	Pay Period End Date	N/A	Indicates the pay period end date for which the employee is being reported.
D	Summer Position	N/A	Applies to TRS only; ERS should report all employees as 0.
D	Payment Reason	N/A	See Contribution file format for acceptable values.
D	Rate of Pay	N/A	See Contribution file for rules and information.
D	Type of Rate of Pay	N/A	See Contribution file format for acceptable values.
D	Increase / Decrease Wages	N/A	See Contribution file format for acceptable values.
D	Wages	N/A	Represents employee's wages attributable to the selected Payment Reason.
D	Increase / Decrease Employee Contribution	N/A	See Contribution file format for acceptable values.
D	Employee Contribution	Retirement Contribution	Note: in the CRA field, the two decimal places were assumed
D	Increase / Decrease Wages that Exceed IRS Limit	N/A	IRS Compensation Limit changes yearly. FY 2017 Limit = $265,000. FY 2018 Limit = $270,000
D	Wages that Exceed IRS Limit	N/A	IRS Compensation Limit changes yearly. FY 2017 Limit = $265,000. FY 2018 Limit = $270,000
D	Type of Units Worked	N/A	See Contribution file format for acceptable values.
D	Actual Units Worked	Units Worked	Note: in the CRA field, the two decimal places were assumed

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D	Full-Time Units	Full-Time Units	Note: in the CRA field, the two decimal places were assumed
D	RSA-1 Contribution	N/A	
Footer Records			
F	Record Type	N/A	This field must contain a value of F since this is a detail record.
F	Employer Code*	Unit Code (This is contained within the filename of the CRA file.)	You must place the RSA plan identifier before your Unit Code. Example = EXYZ or TXYZ
F	Payroll Frequency*	N/A	See Contribution file format for acceptable values.

*Employer Code and Payroll Frequency Fields appear in both the Header Record and Footer Record, the values in these fields must match in the same Contribution File.