



# **FedScope Separations Cube**

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Fiscal Year 2011

**Raw Data Set**

Prepared for: [Data.gov](https://data.gov)



Raw Data Set (<http://www.data.gov/>)

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## 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 Separations Cube data sets are available via [Data.gov](http://Data.gov).

### 1.2 Scope

The scope of this raw data set includes all data elements used in the creation of the FedScope Separations 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 SEPDATA

This "delimited" (comma separated value (CSV)) raw data set provides the actual number of personnel actions ("Transfer-Outs" and "Separations from the Federal Service") that have taken place within Fiscal Year 2011. 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 SEPDATA.TXT is depicted in [Table 2.1](#) below:



**Table 2.1: SEPDATA.TXT Record Layout**

| Data Column                   | DATA ELEMENT NAME                   | CSV Column Name | CSV Column Format |
|-------------------------------|-------------------------------------|-----------------|-------------------|
| 1                             | Agency                              | AGYSUB          | TEXT              |
| 2                             | Separation                          | SEP             | 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           |
| <b>Total Records: 250,810</b> |                                     |                 |                   |

**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 separations data file (SEPDATA.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              |
| <b>Total Records: 538</b> |                                |                 |                   |

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

#### 3.2 Separation

This “**delimited**” (comma separated value (**CSV**)) data file provides translations for the accession data element contained in the separations data file (SEPDATA.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 DTsep.txt is depicted in [Table 3.2](#) below:

**Table 3.2: DTsep.txt Record Layout**

| Data Column              | DATA ELEMENT NAME      | CSV Column Name | CSV Column Format |
|--------------------------|------------------------|-----------------|-------------------|
| 1                        | Separation             | SEP             | TEXT              |
| 2                        | Separation Translation | SEPT            | TEXT              |
| <b>Total Records: 12</b> |                        |                 |                   |

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



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### 3.3 Date

This "delimited" (comma separated value (CSV)) data file provides translations for the date data element contained in the separations data file (SEPDATA.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              |
| <b>Total Records: 12</b> |                     |                 |                   |

**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 separations data file (SEPDATA.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              |
| <b>Total Records: 12</b> |                   |                 |                   |

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



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### 3.5 Gender

This “delimited” (comma separated value (CSV)) data file provides translations for the gender data element contained in the separations data file (SEPDATA.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              |
| <b>Total Records: 3</b> |                    |                 |                   |

**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 separations data file (SEPDATA.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              |
| <b>Total Records: 17</b> |                                     |                 |                   |

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





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### 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 separations data file (SEPDATA.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              |
| <b>Total Records: 11</b> |                               |                 |                   |

**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 separations data file (SEPDATA.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              |
| <b>Total Records: 173</b> |                           |                 |                   |

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



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### 3.9 Occupation

This “delimited” (comma separated value (CSV)) data file provides translations for the occupation data element contained in the separations data file (SEPDATA.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              |
| <b>Total Records: 680</b> |                               |                 |                   |

**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 separations data file (SEPDATA.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              |
| <b>Total Records: 7</b> |                                 |                 |                   |

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



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### 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 separations data file (SEPDATA.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              |
| <b>Total Records: 940</b> |                            |                 |                   |

**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 separations data file (SEPDATA.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              |
| <b>Total Records: 19</b> |                          |                 |                   |

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



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### 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 separations data file (SEPDATA.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              |
| <b>Total Records: 20</b> |                                      |                 |                   |

**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 separations data file (SEPDATA.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              |
| <b>Total Records: 13</b> |                                |                 |                   |

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

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### ***3.15 Count***

There is no translation file for this data element. Every record in the separations population data file (SEPDATA.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 Separations

A personnel action resulting in the loss of an employee from an agency's staff. For the purposes of FedScope, furloughs, suspensions, leave without pay, and placement in nonpay status for seasonal employees are excluded. The following types of separations are included.

#### 1. Transfers-Out

Movement of a single employee, or group of employees, to another agency with a break in service of 3 days or less.

##### a. Individual Transfer

Transfer-out of an individual employee.

##### b. Mass Transfer

Transfer-out of a group whose function was moved to another agency.

#### 2. Separations from Federal Civil Service

##### a. Quits

Voluntary resignation by an employee, abandoning one's position, joining the military, or failing to return from military furlough. Quits also include separations by the agency if an employee declines a new position or relocation.

##### b. Retirements

Separation entitling employee to immediate annuity.

- *Voluntary*

Employee meets minimum age and service requirements for optional retirement.

- *Early Out*

Employee does not meet the minimum age and service requirements for optional retirement, but meets reduced age and service requirements for early retirement.

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- *Disability*  
Employee is found to be disabled and meets the service requirement for disability retirement.
  - *Other*  
Employee is involuntarily separated and meets age and service requirements for discontinued service retirement, or employee attains age requiring mandatory retirement.
- c. **Reductions-in-Force (RIF)**  
Employee separation resulting from lack of work or funds, abolition of position or agency, or personnel ceiling restrictions. Employees who resign after receipt of a RIF notice are included in this number.
- d. **Termination or Removal**
- *Termination or Removal (Discipline/Performance)*  
Employee removal based on misconduct, delinquency, suitability, unsatisfactory performance, or failure to qualify for conversion to a career appointment. Includes those who resign upon receiving notice of action based on performance or misconduct.
  - *Termination (Expired Appointment/Other)*  
Termination of a nonpermanent employee due to expiration of appointment, work, or funds. This category includes terminations for some re-employed annuitants and Excepted Service employees.
- e. **Death**  
Employee loss of life.
- f. **Other Separations**  
Separations not classified in one of the categories above.

### 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).



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#### **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.





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#### ***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](#)).

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## 5 APPENDIX

### *5.1 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>