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Prepared for:
U.S. Agency for International Development
Health Insurance Organization, Egypt

Contract Number:
263-0170-C-00-3042-00

DATA CONVERSION PLAN

Deliverable #26

USAID Project Number: 263-0170

[Develop a Detailed and Updated Management Information System for the
Egyptian Health Insurance Organization, Cost Recovery Program]

Prepared by:
The MAXIMUS, Chemonics, Arabsoft Project Team

Date:
February 6, 1996

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February 6, 1996

Mr. Carl Abdou Rahmaan
Acting Project Officer
USAID/Egypt
106 Kasr El Aini Street, 7th Floor
Cairo Center Building
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Ref: Project Number 263-0170-C-00-3042-00

Dear Mr. Abdou Rahmaan:

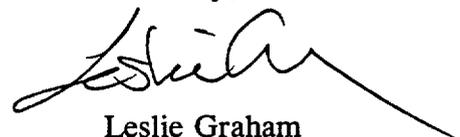
MAXIMUS is pleased to submit this Data Conversion Plan for the Cost Recovery for Health Project, Health Insurance Organization Management Information System (HIO MIS). This plan outlines the procedures necessary to prepare data provided by the Pension Insurance Organization (PIO) and Social Insurance Organization (PIO) for use in the HIO MIS. This document represents deliverable #26 for this project.

As a result of the data exchange protocol signed last year, the SIO and PIO are to provide data, in initial and update forms, to the HIO for building a beneficiary database. Beneficiary data and related data tables are the foundation on which all HIO MIS modules are built, and SIO and PIO data are key to the success of the system. This plan describes the steps necessary — at Headquarters, branches, and clinics — to process that data and maintain accurate, up-to-date Beneficiary Registration Module tables.

This plan describes only work to be done after receipt of SIO and PIO data; it does not broach the subject of the actual exchange. Nonetheless, it is imperative that all parties — SIO, PIO, and HIO — work together closely to ensure that this preceding and critical step is completed as specified in the data exchange protocol. For the HIO MIS to be successful, it is critical that the HIO regularly receive complete and accurate data from both the SIO and PIO.

Should you have any questions about the content of this report or wish to discuss any of the issues, please feel free to contact me directly.

Sincerely,



Leslie Graham
Chief of Party

cc: Dr. Nabil El Mehairy, HIO Chairman
General Faisal Taie, HIO

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February 6, 1996

Dr. Nabil El Mehairy
Chairman
Health Insurance Organization
Heliopolis
Cairo, Egypt

Dear Dr. El Mehairy:

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TABLE OF CONTENTS

Section	Page
1 INTRODUCTION	1-1
2 DATA CONVERSION ACTIVITIES	2-1
2.1 Activities at the HIO MIS Center	2-1
2.1.1 Receipt of the Data Tapes from the SIO and PIO	2-1
2.1.2 Conversion from EBCDIC to ASCII	2-5
2.1.3 Loading Oracle Tables and Arabicization Standardization .	2-5
2.1.4 Preparing Lookup Tables for Transfer to the Branches . . .	2-8
2.1.5 Preparing Oracle Tables for Transfer to the Branches . . .	2-9
2.2 Activities at the Branch Data Centers	2-9
2.2.1 Loading the Flat Files into Oracle Tables	2-9
2.2.2 Pensioner and Widow Data	2-10
2.2.3 Employer, Building, and Employee Data	2-10
2.2.4 Preparing Employer, Building, and Beneficiary Tables for Transfer to the Clinics	2-21
2.3 Activities at the Clinic Data Centers	2-21
2.3.1 Loading the Flat Files into Oracle Tables	2-21
2.3.2 Data Consistency	2-22
3 CONCLUSION	3-1
APPENDIX A: TABLES AND CORRESPONDING FIELDS DEPENDING ON CONVERSION PROCESS	A-1
APPENDIX B: TAPE FORMATS	B-1

LIST OF EXHIBITS

Exhibit	Title	Page
1-1	Overall Work Flow	1-2
2-1	Data Manipulation Form	2-2
2-2	Hard Copy of First 50 Records (excerpt)	2-3
2-3	Arabicization Routines — Names and Functions	2-5
2-4	Validation Routines	2-6
2-5	Conversion Report	2-7
2-6	Governorate Cross-Reference Table	2-8
2-7	Sample Task 9 Report	2-11
2-8	Branch Beneficiary Registration Menu (1)	2-12
2-9	Form to Maintain Pensioners	2-13
2-10	Branch Beneficiary Registration Menu (2)	2-14
2-11	Form to Maintain Widows	2-15
2-12	Branch Beneficiary Registration Menu (3)	2-17
2-13	Form to Maintain Employers/Buildings	2-18
2-14	Branch Beneficiary Registration Menu (4)	2-19
2-15	Employee Maintenance Form	2-20

SECTION 1

INTRODUCTION

1 INTRODUCTION

This document presents the Data Conversion Plan for the Cost Recovery for Health, Health Insurance Organization Management Information System Project (the HIO MIS Project). Conversion activities are integral to the implementation of the MIS as this process loads and updates the beneficiary data tables. The beneficiary data tables serve as the foundation to all software modules in the HIO MIS. This HIO MIS is being developed in conjunction with the HIO and the US Agency for International Development.

This document is intended to serve two primary purposes. First, it documents the activities that must occur initially to populate the beneficiary data tables with pensioner, widow, employer, building, and employee records. Second, it acts as a guideline for converting the annual and monthly updates, and insertions to the above-mentioned records, as well as to the code tables integral to the application.

The database is initially populated with the existing records from the Social Insurance Organization and the Pensioners Insurance Organization (SIO/PIO) systems. One of the major activities of the data conversion process is to assign pensioners, widows, employers and their employees, to a facility or clinic in an HIO branch. This populates the clinic databases. This assignment allows the records for each facility to be downloaded to the appropriate facility, the last activity in the data conversion process.

There are three points at which conversion activities are necessary: initial "seeding" of the database, annual updates to the database, and monthly updates to the database. Initial data conversion activities are used to populate the databases at the facilities. Annual updates contain changes made through June 30 and will be received on July 15 of each year. Monthly updates contain changes made through the thirtieth of the current month and will be received on the fifteenth of the next month.

Initial, annual, and monthly conversion activities are for the most part similar and the same set of programs will be used. A parameter set when running these programs will allow the operator to select initial seeding, annual updates, or monthly updates. The format for the data files will be the same in all instances.

Other conversion activities include those required to load and maintain the lookup tables required by the HIO MIS. Maintaining the code tables is discussed where appropriate in this document.

An overall work flow is presented in Exhibit 1-1. This exhibit presents the activities which occur during the conversion process. Activities are grouped by the physical location in which they occur: The HIO (Headquarters) MIS Center, the branch data centers, and the clinic data centers. This exhibit documents the steps taken in the process as well as the manual documents, programs, menus, forms, reports, and the file names used by each step.

This document will describe each step of the conversion process occurring at the HIO MIS Center, branch, and clinic.

Exhibit 1-1 (page 1 of 3)
OVERALL WORK FLOW

HIO MIS Center

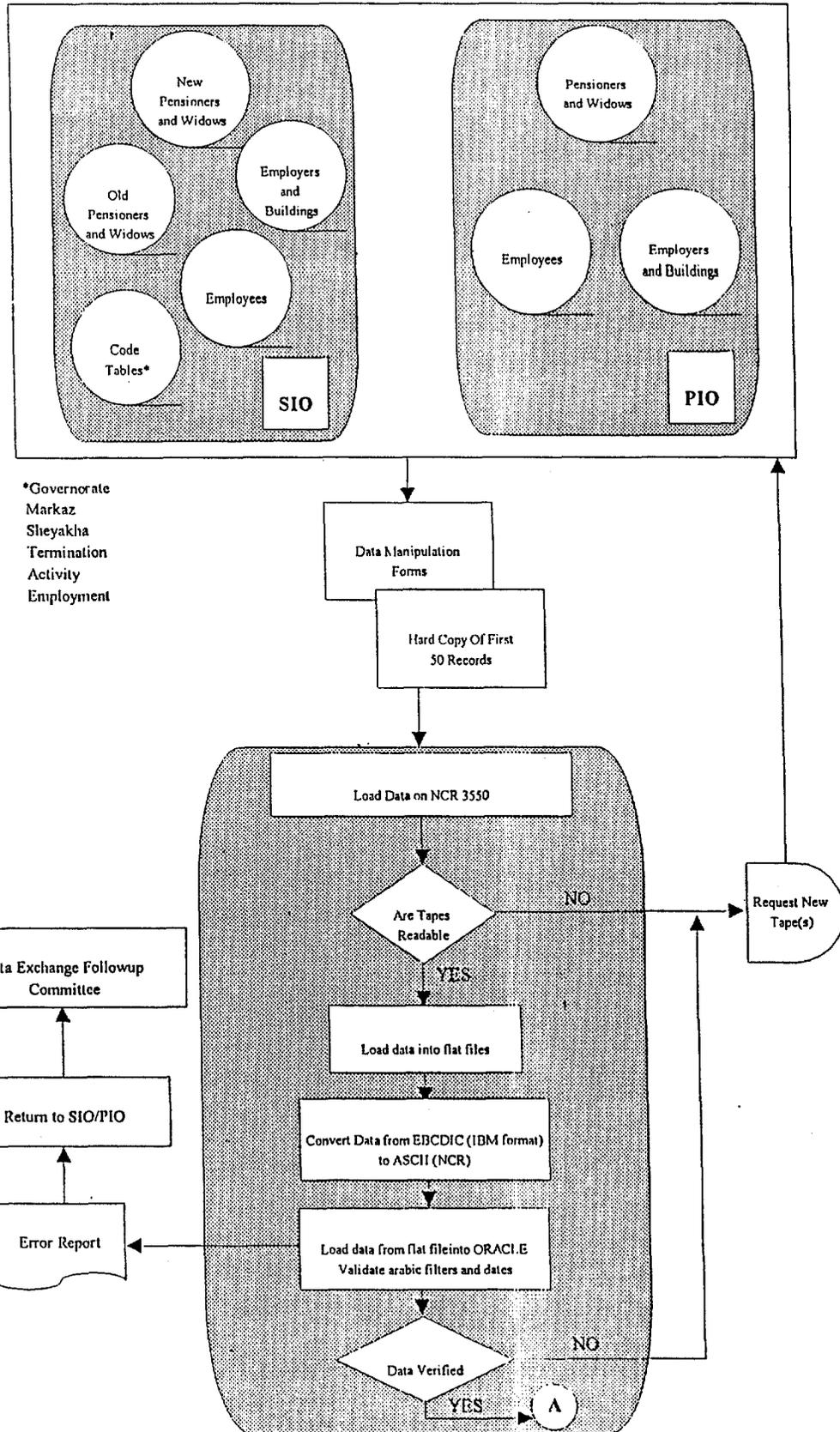


Exhibit 1-1 (page 2 of 3)
OVERALL WORK FLOW

Branch Data Center

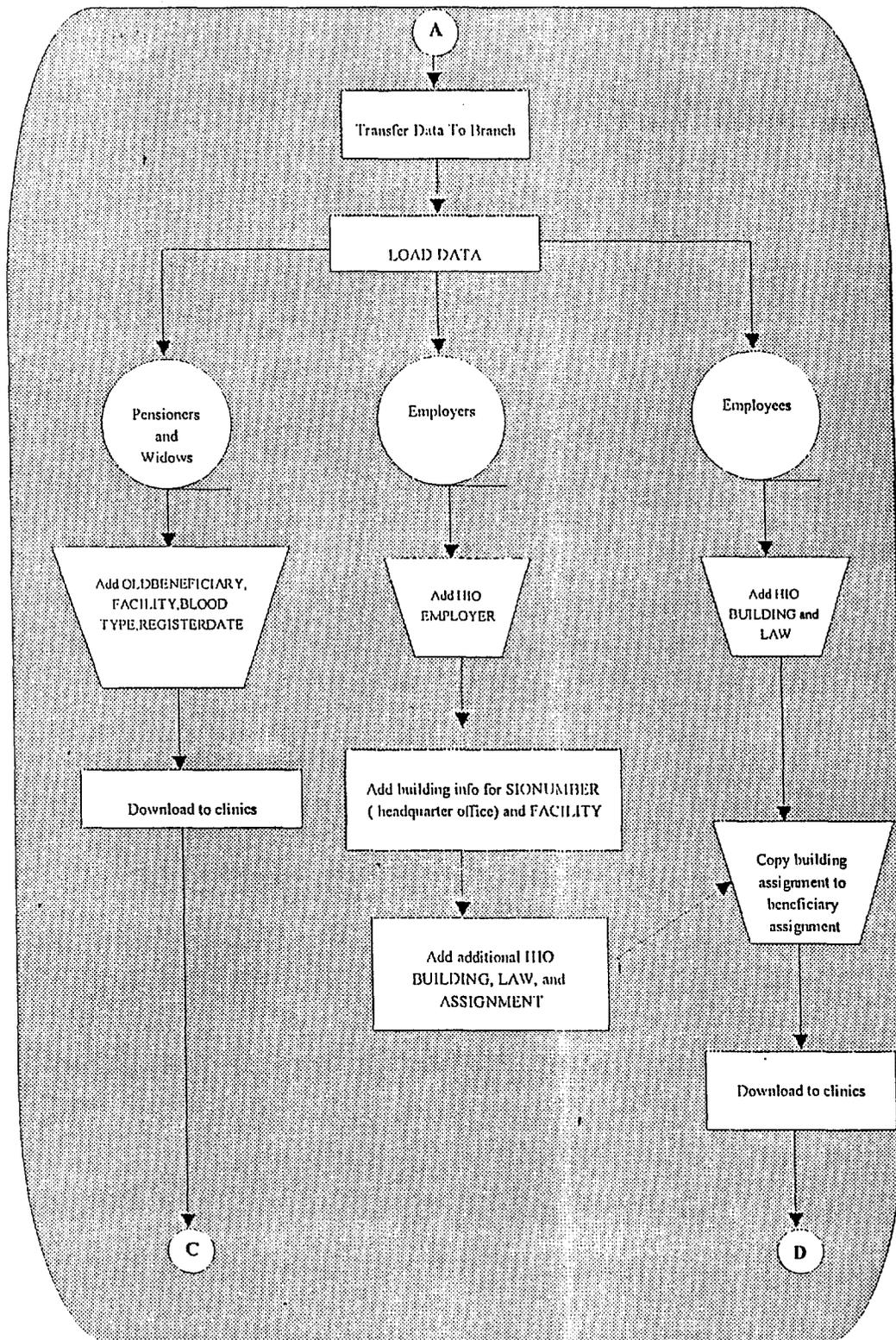
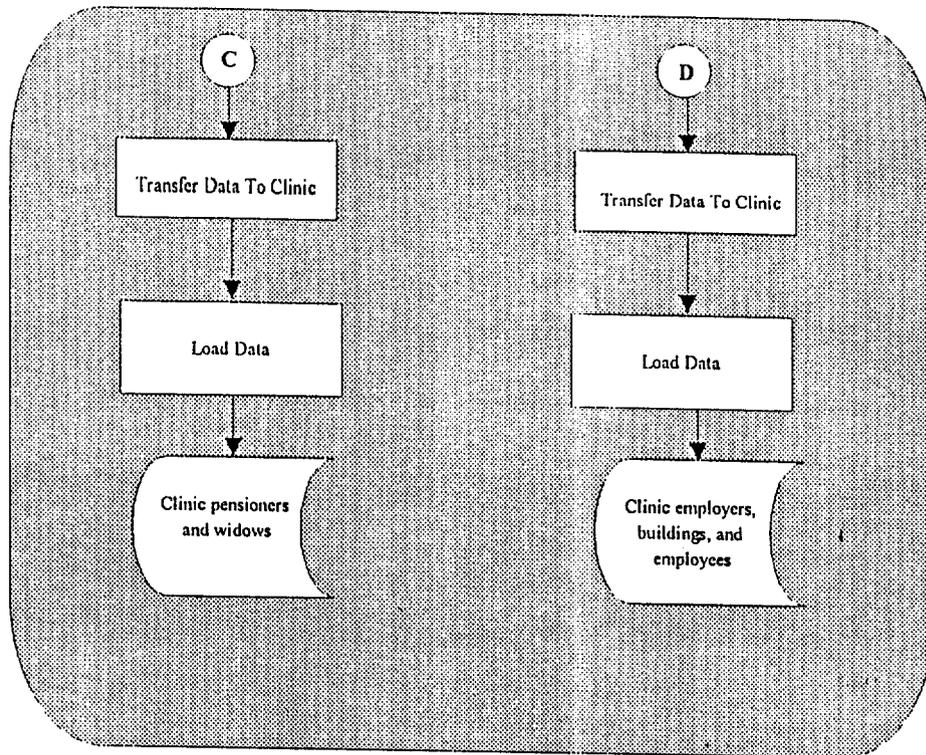


Exhibit 1-1 (page 3 of 3)
OVERALL WORK FLOW

Clinic Data Centers



SECTION 2

DATA CONVERSION ACTIVITIES

2 DATA CONVERSION ACTIVITIES

Data conversion activities encompass all the steps required to load the beneficiary data received from the SIO and PIO, as well as all the activities required to load the lookup data into the appropriate Oracle tables. A list of all the tables and corresponding fields that depend on the conversion process is presented in Appendix A. The first subsection of this section will describe the activities undertaken at the HIO MIS Center, the second subsection will describe the activities undertaken at the branch data centers, and the third subsection will describe activities undertaken at the clinic data centers.

2.1 Activities at the HIO MIS Center

Activities at the HIO MIS Center begin when the tapes are received from the SIO and PIO. The tapes are loaded, converted from EBCDIC to ASCII, and run through an initial verification program that includes an Arabicization routine. Additionally, lookup tables and the individual files are prepared for transfer to the branches. These individual activities are detailed in the following subsections.

2.1.1 Receipt of the Data Tapes from the SIO and PIO

Conversion activities begin with the HIO MIS Manager requesting the tapes from the manager at the SIO and PIO Electronic Data Processing Centers. This must be done at least three weeks prior to the anticipated receipt of the tapes. Tapes received from the SIO and the PIO include pensioner and widow, employer, building, and employee records. **Note: For the lookup tables, the SIO will send the tapes necessary to initialize the database, but from that point onwards the maintenance of those lookup tables is the responsibility of HIO MIS Center.** Tape formats are found in Appendix B.

Along with the tapes, both the SIO and PIO send completed Data Manipulation Forms, shown in Exhibit 2-1, and a hard-copy printout of the first 50 records, an excerpt of which is shown in Exhibit 2-2.

The Data Manipulation Form contains information specific to each tape. The following information is completed by the SIO or PIO and includes:

- o Origin of tape (SIO or PIO)
- o Date
- o Contents (pensioner, widows, employers, employees, lookup tables, etc.)
- o Classification (initial, annual, or monthly)
- o ID type used for pensioner records (SIO/PIO_ID Number)

Exhibit 2-1
DATA MANIPULATION FORM

الهيئة العامة للتأمين الصحي
مشروع استرداد نفقات العلاج

نموذج تداول البيانات DATA MANIPULATION FORM

From		جهة الاصدار
Date		التاريخ
Contents		المحتويات
Classification		التصنيف
Type		النوعية
Governorate		المحافظة

Tape Label		اسم وبيان الشريط
Number of Tapes		عدد الشرائط
Records Count		عدد السجلات
Record Size		مقاس السجل
Block Size		مقاس الكتلة
Last Updated		تاريخ آخر تحديث
Prepared by		اسم المعد

Attachments	(1)	المرفقات (1)
	(2)	(2)
	(3)	(3)
Remarks	(1)	ملاحظات (1)
	(2)	(2)
	(3)	(3)

**Exhibit 2-2
HARD COPY OF FIRST 50 RECORDS (EXCERPT)**

DITTO FOR VSE & VM				DATE 12/05/95 (95-339) TIME 11:37 PAGE 3	
REC	18	DATA	150	0405000011025 09312241101000000037500950102020000950102110200	5601071706300109418
REC	19	DATA	150	2714000012444 833100111010000000025869950102050000930102393400	5212080209300045814
REC	20	DATA	150	2702000013638 393072011010000000035000950102050000940102219900	3605230212300057881
REC	21	DATA	150	0415000014281 291020911010000000012150940701050000930101393200	5105210201200003734
REC	22	DATA	150	0415000014556 486110911010000000018272940701040834930101391400	5406061707200002940
REC	23	DATA	150	0404000015511 194080111010000000037500940801000915940801331900	5305260117300112933
REC	24	DATA	150	2715000016175 887020111010000000037500940701028815950102985500	5211120123300037256
REC	25	DATA	150	0404000016675 386120111010000000016049950102019627950102841380	6106200205300001446
REC	26	DATA	150	2705000016676 789010111010000000006000890101001000890101034200	6008150202300065804
REC	27	DATA	150	0415000016904 985121911010000000011035930701035248930101589300	5106010209200003096
REC	28	DATA	150	2702000017092 4950401110300000000030000950401020000950401219900	3502091205300119109
REC	29	DATA	150	0406000017671 789020111010000000005500950102000200890201202410	5005310204300019224
REC	30	DATA	150	2812000017768 493060411010000000008200950101002500930804985500	5609033301300084209
REC	31	DATA	150	0408000017976 5940919110100000000025118950102023439950102139900	4608110112300054757
REC	32	DATA	150	2702000018102 494091111010000000018500950102010000950102393200	5108011811300099611
REC	33	DATA	150	0415000018329 487101411010000000017506930701042880930701300100	5308231208200002940
REC	34	DATA	150	0415000018351 935110111010000000006500900701005334851101121100	5304060201200003094
REC	35	DATA	150	2715000018684 786020111010000000041250950701050000950101849100	5805080208300002594

2-3

14

- o Governorate (HIO branch)
- o File description
- o Number of tapes
- o Record count
- o Record size
- o Last updated
- o Prepared by
- o Attachments (hard copy of first 50 records)
- o Remarks (which Arabicization correction routine was used when generating for the tapes)

The following information is completed upon receipt of the tape by the HIO MIS Center:

- o Received by
- o Title
- o Date
- o Signature
- o Remarks (whether tape was readable or if it was returned for readable data)

Following receipt of the tapes, the HIO operations manager at the HIO MIS Center is responsible for loading the tape on the NCR 3550 at the HIO MIS Center. The directory used for storing the tapes is currently defined as *"/home6/data/download"*. The filenames for each of the tapes loaded adhere to the following conventions:

- o EMPLOYER EMR-< Tape No > - < Date > - < SIO/PIO >
- o BUILDING BLD-< Tape No > - < Date > - < SIO/PIO >
- o EMPLOYEE EMP-< Tape No > - < Date > - < SIO/PIO >
- o PENSIONER & WIDOWS PEN-< Tape No > - < Date > - < SIO/PIO >
- o LOOKUP TABLES LOC-< Tape No > - < Date > - < SIO/PIO >

2.1.2 Conversion from EBCDIC to ASCII

If the tapes are readable, a program is executed on each of the tapes to convert them from EBCDIC format to ASCII format. The program, EVCV2001.exe, is the same for all tapes. A sample of how it is called from the command line is presented below:

```
EVCV2001.exe <input_file> <input_file.out> <record length> <number of records to process | 0 for all>
```

If tapes are not readable and cannot be loaded, the following types of errors may have occurred:

- o checksum error;
- o record count maintained by the conversion program EVCV2001.exe does not match the number indicated on the Data Manipulation Form;
- o wrong record content when compared to the sample attached to the Data Manipulation Form; or
- o incorrect data present on the tape.

Unreadable tapes must be returned to the SIO or PIO and a replacement tape requested. This will cause a delay in the data conversion process. In particular, unreadable tapes for the employer records will cause the employer, building, and employee tables to be delayed as the employer records need to be processed before the building and employee records can be loaded.

2.1.3 Loading Oracle Tables and Arabicization Standardization

Once the data have been successfully converted from EBCDIC to ASCII, a second program is called to load the data from the file into the Oracle tables at the HIO MIS Center. This second program incorporates an Arabicization routine to filter the Arabic to the HIO standard. These Arabicization routines appear in each of the programs. Their names and functions are identified in Exhibit 2-3.

**Exhibit 2-3
ARABICIZATION ROUTINES — NAMES AND FUNCTIONS**

Procedure	Description
strrev()	Reverses the orientation of the Arabic string
strtranslate()	Translates the Arabic characters from the old Arabic to new Arabic
arabicfilter()	Filters the Arabic string to drop the redundant characters
spacerev()	Reverses an Arabic space to an English space within an Arabic string

After the Arabicization routine has run successfully, the program runs additional validation routines to ensure data integrity before a record is placed into the appropriate table. For each of the different tables to be loaded, there is a different program to be called. Exhibit 2-4 is a list of those programs and how they are executed from the command line.

**Exhibit 2-4
VALIDATION ROUTINES**

Tape/Table	Program/Parameters
SIO EMPLOYERS	DVER2001.exe <input_file.out>
PIO EMPLOYERS	DVER2002.exe <input_file.out>
SIO BUILDINGS	DVBL2001.exe <input_file.out>
PIO BUILDINGS	DVBL2002.exe <input_file.out>
SIO EMPLOYEES	DVEE2001.exe <input_file.out>
PIO EMPLOYEES	DVEE2002.exe <input_file.out>
SIO PENSIONER and WIDOWS	DVPW2001.exe <input_file.out>
PIO PENSIONER and WIDOWS	DVPW2002.exe <input_file.out>
SIO GOVERNORATE, MARKAZ, and SHEYAKHA	DVTB2001.exe <input_file.out>
SIO ACTIVITY	DVTB2002.exe <input_file.out>
SIO TERMINATION	DVTB2003.exe <input_file.out>
SIO EMPLOYMENT	DVTB2004.exe <input_file.out>

The logic for each of these programs is the same. If a record is found in the database and the data has changed, that record is updated. If the record is not found in the database, it is then inserted into the database. A by-product of the execution of these programs is the Conversion Report. A sample is shown in Exhibit 2-5.

This report can be broken down to three classes:

Class 1

Records rejected because information is missing for a required field or the value in that field is invalid are Class 1 errors. The fields affected by this validation check are beneficiary BIRTHDATE, beneficiary NAME, and the AMOUNT paid by a pensioner or widow to the HIO.

This section of the report will be sent to the Data Exchange Committee to correct the data. These records will be loaded once corrections are received.

Class 2

Records that are accepted but are missing information or have invalid data in a non-required field are Class 2 errors. The fields affected by this validation check are all fields other than those mentioned for Class 1 errors.

Exhibit 2-5 CONVERSION REPORT

12/12/1995

Conversion Report

ID.	Name	B.date	Invalid Fields
1223344	محمد هانى احمد درويش	04/07/69	2,3,11,12,16

1- PIP office	2- Balance	3- Connection
4- Pay method	5- PIO number	6- File number
7- Pension source	8- Pensioner place	9- HIO amount
10- HIO source	11- Pensioner name	12- Birthdate
13- Family name	14- Mother name	15- Address
16- Name	17- Relation	18- Beneficiary name
19- B.Birthdate	20- B.family name	21- B.mother name
22- Sex		

Total number of records :
 Has No Relation Field :
 PIO amount <= 0 :
 No Name No Date :
 Total updated :
 Total inserted :

Class 3

Records that are accepted but a value in a field had to be assigned or reassigned a value are Class 3 errors. The assignment of values, made while loading the tables, occurs under three situations:

1. If the governorate is not present on a PIO tape for pensioners and widows, the governorate can be deduced from a code used to represent the PIO office from which the pensioner or widow receives benefits. A cross-reference table, displayed in Exhibit 2-6, will map the embedded code to that correct governorate for the pensioner or widow. **Note: To date we have governorate cross-reference information only for the Northwest Delta Branch and the Cairo Branch.**
2. If the date for a field other than BIRTHDATE is null or illogical (a nonexistent date), 1 Jan. 1800 is assigned to that date field.
3. When the value for the BENEFICIARYTYPE field is missing, the field is set to pensioner and the record is accepted. This assignment of values is not represented on the Error Notification Report.

Once the tapes have been converted and loaded at the HIO MIS Center, the beneficiaries, employers and buildings, and lookup tables can be transferred to the branches.

**Exhibit 2-6
GOVERNORATE CROSS-REFERENCE TABLE**

Branch	PIO Code	Region	Governorate
NWD	04	East Alexandria	2
	27	West Alexandria	2
	11	Bhira	18
	28	Marsa Matrouh	33
Cairo	01	North Cairo	1
	02	South Cairo	1
	03	Middle Cairo	1
	04	East Cairo	1

2.1.4 Preparing Lookup Tables for Transfer to the Branches

Maintenance of all lookup tables is designed to occur at the HIO MIS Center. Once the initial "seeding" is completed, all modifications (inserts and changes) need to occur at the HIO MIS Center. **Note: Deletion of rows in lookup tables is not allowed as constraints to those records from other tables and data conservation requirements prohibit their removal.**

All subsequent handling of the lookup tables conforms to the standard operational procedures outlined in the detailed designs of the modules that own the particular lookup table. In general a process is run to extract the entire lookup table and to place it in a flat file in the "/home/headqtr/comm/outdata" directory. The flat file has a header identifying the file and the date of creation, as well as a footer identifying the number of records in the file.

The actual movement of the flat file from the HIO MIS Center 3550 to the branch machine can be accomplished in one of two ways. First the file can be placed on a cartridge and restored on the branch machine. Alternatively, if telecommunications are working, the file could be compressed and sent over the communication lines. Given the potentially large size of the files when initially "seeding" the database, it is recommended that cartridges be used to move the data from one site to another. However, for the monthly updates, it is recommended to use telecommunications.

The actual protocol for using telecommunications is explained in the system documentation for the Computer Operator System. Because of the magnitude of files that will be sent, not only for data conversion, but for everyday operational requirements, it was decided to centralize control of transmission of all data with one personnel resource, the Headquarters Computer Operator.

2.1.5 Preparing Oracle Tables for Transfer to the Branches

After the data are converted, the employers, buildings, employees, pensioners, and widows are extracted from the database at the HIO MIS Center and placed in flat files in the `"/home6/headqtr/comm/outdata"` directory. Each branch receiving data has separate files.

Employer, building, and employee records for a specific branch are transferred to that branch in a flat file named *BRBLGOB*<facility number>.dat. The governorate information associated with each record is the criteria used to determine to which branch the data is sent. This file is broken into two groups, 'A' and 'B'. Group 'B' is the employer/building information and group 'A' is the employee information for the employers in group 'B'. The file contains a header identifying the tables that it contains, a group separator after the employer/building data, and a footer. The group separator specifies the number of records in the employer/building group and the footer specifies the number of records in the employee group.

Similarly all pensioners and widows are placed in a flat file named *BRPNWB*<facility number>.dat. This file has a header identifying the tables it contains and the date the file was created. A footer indicates the number of records in the file. There is no group separator.

The comments concerning the actual method of transmitting the employer/building/employee file from the HIO MIS Center to the branch are the same as those for transmitting the pensioner/widow file to the branch, presented in Section 2.1.4.

2.2 Activities at the Branch Data Centers

Activities at the branch data centers begin when the data are received from the HIO MIS Center. After this occurs, additional fields are manually completed in the pensioner and widow records. In addition, employer, building, and employee data must be linked in order to assign employees to a facility. After all pensioner, widow, and employee records are assigned to a facility, they are transferred to the appropriate facility. The details undertaken at the branch data centers are described in the following subsections.

2.2.1 Loading the Flat Files into Oracle Tables

At the specific branch, the flat file from the HIO MIS Center needs to be placed in the `"/home/branch/comm/indata"` directory. A program is run to load the flat file into the Oracle table. As with the initial loading at the HIO MIS Center, the logic is the same for all of the flat files. If the record is found in the database and the data has changed, the record is updated; otherwise, if the record is not found at the branch, it is inserted into the database.

2.2.2 Pensioner and Widow Data

Before transferring the pensioner and widow data from the branch to each of the clinics, certain fields of the records must be manually completed with data that are specific to the HIO and could not be transferred on the tape. Those fields and the data include:

- o OLDBENEFICIARY, the beneficiary identification number within the HIO;
- o FACILITYTYPE and FACILITY, the clinic and hospital facilities to which the beneficiary is assigned based upon home address;
- o BLOODTYPE, the blood type for the beneficiary; and
- o REGISTERDATE, the date the beneficiary first registered with the HIO.

Note: All new beneficiaries must have their HIO-specific data manually entered. These records are currently identified with a null value in the BENEFICIARY field.

Although the primary key to all of the tables in the system is the SIO number (BENEFICIARY field in the tables), many beneficiaries do not know their SIO identification number. Therefore, to facilitate eligibility checking, the HIO number will be carried by this system while the beneficiaries learn their SIO numbers. **Note: It is very important to encourage beneficiaries and medical personal to use the SIO number as it greatly reduces the size of the database and the amount of effort required for data conversion.**

To enter the HIO identification number at the branches, the data entry clerks locate the beneficiary on hard-copy listings. These listings are commonly known as Task 9 Reports as they were developed under Task 9 of a previous contractor. A sample copy of this report is seen in Exhibit 2-7. Task 9 listings are supplemented with other HIO reports to complete beneficiary data.

The beneficiary is then retrieved from the database using the SIO number, if available, or the beneficiary's name. Exhibits 2-8 and 2-9 show how the data entry clerks access the database to maintain pensioner records. Exhibits 2-10 and 2-11 show how the data entry clerks access the database to maintain widow records.

2.2.3 Employer, Building, and Employee Data

At the branch data center, the employer, building, and employee data require the most attention. The goal is to assign each employee to a hospital and clinic. To understand how this assignment is made, one must understand how the HIO manages the relationships between employers, buildings and employees.

Exhibit 2-8
BRANCH BENEFICIARY REGISTRATION MENU (1)

< جهات العمل المنتفعين التقارير استعمال طباعة الجداول تأكيد الإستحقاق <

المنتفعين

موظفين
معاشيات
ارامل

البيانات <
تقارير <

معاشيات
<Replace> <OSC>DBG ** :Count
Conv Rol FDX Fun-Def Row:04 Col:029 S<- Latin ALIF-Term

**Exhibit 2-9
FORM TO MAINTAIN PENSIONERS**

1990-09-11	بيانات المنتفعين (معاش)	1010,0 BRRS
رقم المنتفع : 01005670	اسم المنتفع : عبد المنعم محمد ابو سليمان	النوع : ذكر
مصدر البيان : 01	رقم تأمين صحي : 0939	تاريخ ميلاد : 1910-05-19
	فميلة الدم :	
العنوان : [REDACTED]	المحافظة : [REDACTED]	المركز : [REDACTED]
	الشيخة : [REDACTED]	
الفرع : 0001	فرع القاهرة : 0003	المنطقة : المنطقة الرابعة
العيادة : 0019	عيادة ناصر الشاملة	
المستشفى : [REDACTED]		
القانون : [REDACTED]		
رقم ملف المعاش : 10-6809	جهة صرف المعاش : [REDACTED]	
جهة ربط المعاش : 31101	رقم ربط المعاش : 01005670	
تاريخ استحقاق المعاش : [REDACTED]	تاريخ الإلتحاق : 1994-09-29	
ادخل رقم المنتفع		nty/00f
<OSC><DBG><List><Replace>		Count : 31
Run-Def Run:04 Col:017		Arabic: 0117-1994

Exhibit 2-10
BRANCH BENEFICIARY REGISTRATION MENU (2)

جهات العمل المنتفعين التقارير استعمال طباعة الجداول تأكيد الإستحقاق <

لمنتفعين

موظفين
معاشات
ازاميل

< البيانات
< تقارير

ازاميل
<Replace> <OSC><DBG> ** :Count
Conv Rol FDX Fun-Def Row:05 Col:029 S<- Latin ALIF-Term

Exhibit 2-11
FORM TO MAINTAIN WIDOWS

١٩٩٥-٠٩-١١	بيانات المنتفعين (أامل)	١٠١٩,٠١ BRRS
رقم المنتفع : ١٠٠٢١١٢٢	إسم المنتفع : زينب ابراهيم ابو محمد	النسوة : ذكر
رقم قامين صبي : ٢٣١٠	تاريخ ميلاد : ١٥٠٠٠٠١٠٠١	مصدر البيان : قفيلسة السدم
العنوان : مساكن مظلوم الترابيه بلوك ١ الجديد	المحافظة : [REDACTED]	المركز : [REDACTED]
الشيخة : [REDACTED]	الفرع : ٠٠٠١ فرع القاهرة	العيادة : ٠٠١٢ عيادة ناصر الشاملة
المنطقة : ٠٠٠٩ المنطقة الرابعة	المنطقة : [REDACTED]	المنتفعين : [REDACTED]
القانون : [REDACTED]	رقم ملف المعاش : ٢٠٠٩٩٩	جهة ربط المعاش : [REDACTED]
رقم ربط المعاش : ٠٠٢١٢٢	تاريخ الإنتفاع : ١٩٩٤-٠٩-٢٩	تاريخ إستحقاق المعاش : [REDACTED]

nty/884
<OSC><DBG><List><Replace> u ^ ٢٠ :Count
One Rel FDX Fun-Def Row:84 Col:817 Arabic ALLY Item

An employer can have multiple buildings, and each of these buildings is linked to the employer by the SIONUMBER field in the employer and building tables. Within each of these buildings, there can be employees eligible under different HIO laws. Facility assignments to buildings are based upon the value of HIOBUILDING and LAW. Therefore, each employee needs to have an HIOBUILDING and LAW assignment.

The data entry tasks at the branch require that each employer be assigned an HIO identification number. This is the EMPLOYER field in the employer table. However, the SIONUMBER is the key to all of the employer and building tables. The EMPLOYER field is present only to facilitate data lookups during the conversion process. Exhibits 2-12 and 2-13 show how the data entry clerks access the data base to maintain employers.

Next, the following fields in the building table need to be entered for the employer's headquarters building:

- o HIOBUILDING, the HIO identification number;
- o LAW, the particular HIO employer category;
- o DECREE, the eligibility decree number and year; and
- o REGISTERDATE, the date that employer was first covered by the HIO.

The last thing to be entered is the assignments for that particular HIOBUILDING. The form to do this is presented in Exhibit 2-13 and the fields entered include FACILITYTYPE and FACILITY: the clinic and hospital facilities to which the building is assigned.

If the HIO has additional buildings for an employer, that building information must now be entered. This is information that is not on the tapes that were sent. The additional building is stored in the same building table as the employer's headquarters building, but the linkage in the BUILDING field to the employer which is transmitted on the tapes is changed to null and the linkage in the SIONUMBER field for the employer which is also transmitted on the tapes is used exclusively. The information to be entered is the same as for the employer's headquarters building, and again, the same form that appears in Exhibit 2-13 is used.

Making the facility assignments to the buildings is only the first half of the ultimate goal of having facility assignments for the employees. The remaining task for the data entry clerks is to enter the HIOBUILDING and LAW fields for employees that need to be linked to a building that is not the employer's headquarters. Exhibits 2-14 and 2-15 show how the data entry clerk can access the database to maintain the employee records.

Exhibit 2-12
BRANCH BENEFICIARY REGISTRATION MENU (3)

جهات العمل المنتفعين التقارير استعلام طباعة الجداول تأكيد الإستحقاق <
نظام تسجيل المنتفعين

البيانات
< تقارير

البيانات
<Replace> <OSQ<>DBG> ** :Count
Conv Rol FDX Fun-Def Row:03 Col:003 S<- Latin ALIF-Term

Exhibit 2-13
FORM TO MAINTAIN EMPLOYERS/BUILDINGS

1990-09-11	بيانات المباني (جهات الأعمال)	1010,01BRRS
	رقم التأمين الصحي : 000194 اتحاد الاذاعن والتليفزيون قطاع التلى القطاع الحكوى	رقم جهة العمل : 9000 جهة العمل : اتحاد الاذاعن والتليفزيون قطاع التلى القطاع : 941303 القطاع : 7
	رقم التأمين الصحي : 000194 اتحاد الاذاعن والتليفزيون قطاع التلى كورنيش النيل القاهرة بولق ابوالع قانون 29 تاريخ الانتماع : 1994-11-03 مرع القاهرة المنطقة الاولى عيادة مصر الجديدة مستشفى مدينة نصر	رقم العنسى : 9000 اسم العنسى : اتحاد الاذاعن والتليفزيون قطاع التلى العنوان : كورنيش النيل المحافظة : القاهرة المركز : 14 الشفاقة : 1 القانون : 9 رقم القرار : 1 المرع : 0001 المنطقة : 0001 العيادة : 0002 المستشفى : 0001

nty/001

<Replace> <OSC><DBG> ^ (*:Count

Page No: 10X Eur-Det Row: 09 Col: 057 Arabic ALIP-Page

Exhibit 2-14
BRANCH BENEFICIARY REGISTRATION MENU (4)

< جهات العمل المنتفعين التقارير استعلام طباعة الجداول تأكيد الإستحقاق <

المنتفعين

موظفين
معاشات
ارامل

< البيانات
< تقارير

موظفين
<Replace> <OSC<>DBG> ** :Count
Conv Rol FDX Fun-Def Row:03 Col:029 S<- Latin ALIF-Term

Exhibit 2-15
EMPLOYEE MAINTENANCE FORM

1990-09-11	بيانات المنتفعين (موظفين)	1020,0 BRRS
رقم المنتفع : 000093000 رقم تأمين صحي : اسم المنتفع : مكي عبد القادر الشايب النوع : مصدر البيان : رقم جهة العمل : رقم المبنى : ٢٠٦٧٣٤ تأمين صحي مبني : القانون : حالة التوظيف : تاريخ الإنتفاع : 1990-08-19 تاريخ الميلاد : 1900-03-10 فصيلة الدم : A+ الهيئة القومية للتأمينات الاجتماعية سنوي تاريخ حالة التوظيف : 1991-09-11		رقم المنتفع : رقم تأمين صحي : اسم المنتفع : النوع : مصدر البيان : رقم جهة العمل : رقم المبنى : تأمين صحي مبني : القانون : حالة التوظيف : تاريخ الإنتفاع :
فرع القاهرة المنطقة الأولى عبادة الالف مسكن مستشفى مدينة نصر		الفرع : المنطقة : العبادة : المستشفى :

nty/00f

<Replace> <OSC><DBG> v ^ ؟ :Count
 0000 Rol FDX Fin-Def Row-09 Col-020 Arabic Al-1-Rev

The last step in the data conversion process at the branch for making facility assignments is to copy the facility assignments of the buildings to the employees based on the BUILDING linkage, if it still exists. If the linkage no longer exists, the assignment is based on the HIOBUILDING linkage between buildings and employees. Currently, this is accomplished by executing the following script from the command line:

```
sqlplus branch/branch @DVCV4001
```

2.2.4 Preparing Employer, Building, and Beneficiary Tables for Transfer to the Clinics

To transfer the employers, buildings, employees, pensioners, and widows to the correct clinics, the records must be extracted from the database and placed in a flat file that resides in the `"/home/branch/comm/outdata"` directory on the branch machine.

Employers, buildings, and employees for a specific clinic are transferred to that clinic in a flat file named *BRBLGOC*<facility number>.dat. The clinic assignment for the buildings and employees is the criteria used to determine to which clinic the data are sent. This file is broken into two groups, 'A' and 'B'. Group 'B' is the employer/building information and group 'A' is the employee information for the employers in group 'B'. The file contains a header identifying the tables that it contains, a group separator after the employer/building data and a footer. The group separator specifies the number of records in the employer/building group and the footer specifies the number of records in the employee group.

Similarly, all pensioners and widows are placed in a flat file named *BRPNWC*<facility number>.dat. This file has a header identifying the tables it contains and the date the file was created. A footer indicates the number of records in the file. There is no group separator.

The comments concerning transmitting the employer, building, beneficiary files from the branch to the clinics are the same as those presented in Section 2.1.4.

2.3 Activities at the Clinic Data Centers

Activities at the clinics entail loading the data received from the branches and then executing test procedures to ensure that the load is successful. Details of these activities are presented in the following subsection.

2.3.1 Loading the Flat Files into Oracle Tables

At the individual clinics, the flat file from the branch needs to be placed in the `"/home/clinic/comm/indata"` directory. A program is run to load the flat file into the Oracle tables at the clinics. As with the loading at the HIO MIS Center and the branch data centers, the logic is the same for all of the flat files. If the record is found in the database and the data has changed, the record is updated. Otherwise, the record is inserted into the database.

2.3.2 Data Consistency

Once the data files are put in place, they are reviewed to confirm that all the data are correctly in place. The following indicators are reviewed:

- o the number of beneficiaries for each beneficiary type (SIO/PIO) at the clinic is compared to the same criteria in the branch database;
- o the number of beneficiaries for each grouping (pensioner, widow, or employee) at the clinic is compared to the same criteria in the branch database; and
- o each of the fields carried in the tables at the clinic are compared with those at the branch for consistency.

This inspection is done by sampling the data. Given the quantity, not all the beneficiaries can be reviewed. Also, once data integrity is confirmed, the sampling of the data at this level will not be required for future data transfers.

Once data has been verified, it is ready to be released for use in the facilities.

SECTION 3

CONCLUSION

3 CONCLUSION

The conversion plan presented in this document represents the actual activities that have been, and are currently being carried out at the HIO MIS Center, branch data centers, and clinic data centers. As the data conversion activities on this project progress, this plan will be updated to reflect any changes which may be required.

APPENDIX A

**TABLES AND CORRESPONDING FIELDS DEPENDING ON
CONVERSION PROCESS**

**APPENDIX A: TABLES AND CORRESPONDING FIELDS
DEPENDING ON CONVERSION PROCESS**

Following are descriptive exhibits of the database tables and corresponding fields depending on the data conversion process. Please note that highlighted (shaded) columns indicate data provided by SIO or PIO.

**Exhibit A-1
EMPLOYER TABLE**

Table Name	EMPLOYER
Comment	Employer table
Location	HQ, branch, clinic

Column Name	Type	Size	Constraint	Description
Employer	N	9		HIO employer or school ID code
SIONumber	N	9	PK	SIO employer ID code
Name	C	40		Employer or school (of beneficiary) name
Activity	N	8	FK	SIO employer activity ID code
Sector	N	2	FK	Employer sector ID code
Grouping	N	1	FK	Employer ID code

Index	Keys
EMPLOYER_PK1	SIONumber

**Exhibit A-2
BUILDING TABLE**

Table Name	BUILDING
Comment	Building table
Location	HQ, branch, clinic

Column Name	Type	Size	Constraint	Description
SIONumber	N	9		SIO employer ID code
Grouping	N	1	FK	Flag indicating beneficiary SIO/PIO/HIO affiliation
Building	N	9		Employer building identifier code
Name	C	40		Employer building name
Law	N	2	PK, FK	HIO employer category ID code
RegisterDate	D	6		Date employer registered with the HIO
Address	C	35		Employer address (building no. and street name)
Governorate	N	2	FK	Egyptian governorate ID code
Markaz	N	2	FK	Local police station ID code
Sheyakha	N	3		Local police district ID code
Decree	N	8		Employer eligibility decree no. and year
HIOBuilding	C	9	PK	HIO building identifier code

Index	Keys
BUILDING_PK1	Law
	HIO Building

**Exhibit A-3
PENSIONER TABLE**

Table Name	PENSIONER
Comment	Pensioner table
Location	HQ, branch, clinic

Column Name	Type	Size	Constraint	Description
Beneficiary	C	11	PK	HIO unique ID code assigned to beneficiary
Law	N	2	FK	HIO insurance category ID
Address	C	35		Pensioner address (building no. and street name)
Governorate	N	2	FK	Egyptian Governorate ID code
Markaz	N	2	FK	Local police station ID code
Sheyakha	N	3	FK	Local police district ID code
Amount	N	4.2		Pension amount
DueDate	D	6		Pension due date
Folder	N	11		SIO/PIO folder number
Place	C	4		Pension place
Department	C	5		SIO/PIO department

Index	Keys
PENSIONER_PK1	Beneficiary

**Exhibit A-4
WIDOW TABLE**

Table Name	WIDOW
Comment	Widow table
Location	HQ, branch, clinic

Column Name	Type	Size	Constraint	Description
Beneficiary	C	11	PK	HIO unique ID code assigned to beneficiary
Law	N	2	FK	HIO insurance category ID
Address	C	35		Pensioner address (building no. and street name)
Governorate	N	2	FK	Egyptian governorate ID code
Markaz	N	2	FK	Local police station ID code
Sheyakha	N	3	FK	Local police district ID code
Amount	N	4.2		Pension amount
DueDate	D	6		Pension due date
Name	C	36		Pensioner name
Folder	N	11		SIO/PIO folder number
Place	C	4		Pension place
Department	C	5		SIO/PIO department

Index	Keys
WIDOW_PK1	Beneficiary

40

**Exhibit A-5
BENEFICIARY TABLE**

Table Name	BENEFICIARY
Comment	Beneficiary table
Location	HQ, branch, clinic

Column Name	Type	Size	Constraint	Description
Beneficiary	C	11	PK	Unique ID no. assigned to beneficiary
SIOPIO	C	11		SIO/PIO ID code of beneficiary
Grouping	N	1	FK	Flag indicating beneficiary SIO/PIO/Student affiliation
BeneficiaryType	N	1	FK	Beneficiary type code
RegisterDate	D	6		HIO beneficiary registration date
Name	C	36		Name of eligible beneficiary
Mother	C	20		Mother name of beneficiary
Family	C	12		Family name of beneficiary
Sex	N	1		Sex of eligible beneficiary
BloodType	C	3		Blood type of beneficiary
BirthDate	D	6		Birthdate of beneficiary
SIONumber	N	9	FK	Employer or school ID no. assigned by HIO
Building	N	9	FK	Employer building ID code
Employment	N	1	FK	Employment type of status of beneficiary
Termination	N	2	FK	HIO beneficiary termination ID code
TerminationDate	D	6		Date beneficiary's HIO insurance coverage ended
OldBeneficiary	C	11		Old HIO ID no. assigned to beneficiary
FixedSalary	N	6.2		Fixed monthly salary of beneficiary
VariableSalary	N	6.2		Variable monthly salary of beneficiary
National	N	20		National ID no.
ErrorCode	C	1		Error code indicator
LastUpdate	D	6		The date of last update
MedExamDate	D	6		The medical exam date
MedExamStatus	N	2		The status of the medical exam
MedExamPlace	N	2		The place of the medical exam
HIOBuilding	C	9		HIO building number
Law	N	2		Law

Index	Keys
BENEFICIARY_PK1	Beneficiary

**Exhibit A-6
GOVERNORATE TABLE**

Table Name	GOVERNORATE
Comment	Governorate lookup table
Location	HQ, branch, clinic

Column Name	Type	Size	Constraint	Description
Governorate	N	2	PK	Egyptian governorate ID code
Name	C	35		Egyptian governorate name

Index	Keys
GOVERNORATE_PKI	Governorate

**Exhibit A-7
MARKAZ TABLE**

Table Name	MARKAZ
Comment	Markaz lookup table
Location	HQ, branch, clinic

Column Name	Type	Size	Constraint	Description
Governorate	N	2	PK, FK	Egyptian governorate ID code
Markaz	C	2	PK	Local police station ID code
Name	C	35		Local police station name

Index	Keys
MARKAZ_PKI	Governorate
	Markaz

**Exhibit A-8
SHEYAKHA TABLE**

Table Name	SHEYAKHA
Comment	Sheyakha lookup table
Location	HQ, branch, clinic

Column Name	Type	Size	Constraint	Description
Governorate	N	2	PK, FK	Egyptian governorate ID code
Markaz	N	2	PK, FK	Local police station ID code
Sheyakha	N	3	PK	Local police district ID code
Name	C	35		Local police district substation name

Index	Keys
SHEYAKHA_PKI	Governorate
	Markaz
	Sheyakha

**Exhibit A-9
TERMINATION TABLE**

Table Name	TERMINATION
Comment	Termination lookup table
Location	HQ, branch, clinic

Column Name	Type	Size	Constraint	Description
Termination	N	2	PK	Beneficiary coverage termination type ID code
Name	C	35		Beneficiary coverage termination type description

Index	Keys
TERMINATION_PK1	Termination

45

**Exhibit A-10
ACTIVITY TABLE**

Table Name	ACTIVITY
Comment	Activity lookup table
Location	HQ, branch, clinic

Column Name	Type	Size	Constraint	Description
Activity	N	8	PK	SIO employer activity ID code
Name	C	35		SIO employer activity description

Index	Keys
ACTIVITY_PKI	Activity

**Exhibit A-11
EMPLOYMENT TABLE**

Table Name	EMPLOYMENT
Comment	Employment lookup table
Location	HQ, branch, clinic

Column Name	Type	Size	Constraint	Description
Employment	N	1	PK	Employment type or status ID code
Name	C	35		Employment type or status description

Index	Keys
EMPLOYMENT_PKI	Employment

APPENDIX B

TAPE FORMATS

نموذج توصيف الملفات LAYOUT FORM

الملف TABLE :- التغطية للقطاع العام والخاص EMPLOYEE

المصدر SIO :-SOURCE

ملاحظات MEMO	الطول SIZE	النوع TYPE	البيان DESCRIPTION	مسلسل SERIAL
	٢	ر	رقم المنطقة	١
	٢	ر	رقم المكتب	٢
	٩	ر	رقم المنفع	٣
	٣٦	ح	إسم المنفع	٤
	١٢	ح	إسم العائلة	٥
	٢٠	ح	إسم الأم	٦
	٦	ت	تاريخ الميلاد	٧
	٢	ر	محافظة الميلاد	٨
	٢	ر	مركز الميلاد	٩
	١	ر	القطاع	١٠
	٩	ر	رقم المنشأة	١١
	٦	ت	تاريخ	١٢
	٢	ر	كود	١٣
	٢	ر	كود	١٤
	٦	ت	تاريخ إنهاء الخدمة	١٥
	٢	ر	سبب إنهاء الإشتراك	١٦
	٦	ر	المرتب الأساسي	١٧
	٦	ت	تاريخ المرتب الأساسي	١٨
	٦	ر	المرتب المتغير	١٩
	٦	ت	تاريخ المرتب المتغير	٢٠
	١		مميز الحركة	٢١
	٦		فراغ	٢٢
	١٥٠			الإجمالي

LAYOUT FORM نموذج توصيف الملفات

الملف TABLE :- التغطية للقطاع الحكومي EMPLOYEE

المصدر :- PIO

ملاحظات MEMO	الطول SIZE	النوع TYPE	البيان DESCRIPTION	مسلسل SERIAL
	٩	ر	الرقم التأميني	١
	٩	ر	رقم المنشأة التابع لها	٢
	٣٦	ح	إسم المؤمن عليه	٣
	١٢	ح	إسم العائلة	٤
	٦	ت	تاريخ الميلاد	٥
	٢	ر	كود محافظة الميلاد	٦
	٢	ر	كود قسم الميلاد	٧
	٢٠	ح	إسم الأم	٨
١ حكومي / ٢ عام / ٣ خاص	١	ر	القانون / كود القطاع	٩
	١	ر	الجنس / النوع	١٠
	٦	ت	تاريخ الأجر الأساسي	١١
	٦	ر	الأجر الأساسي	١٢
	٦	ت	تاريخ الأجر المتغير	١٣
	٦	ر	الأجر المتغير	١٤
	٢	ر	محافظة / محل الإقامة	١٥
	٢	ر	قسم البوليس	١٦
	٢	ر	الشيخة	١٧
	٦	ت	التاريخ	١٨
	٢	ر	سبب إنهاء الإشتراك	١٩
من صفر - ٨ جدول ١٨	١	ر	مميز الحركة	٢٠
				الإجمالي

LAYOUT FORM نموذج توصيف الملفات

الملف TABLE :- المنشآت BUILDING

المصدر :- PIO

ملاحظات MEMO	الطول SIZE	النوع TYPE	البيان DESCRIPTION	مسلسل SERIAL
	٢		المنطقة التأمينية	١
	٢		مكتب المتابعة	٢
	١		كود قطاع المنشأة	٣
	٩		رقم المنشأة	٤
	٤٠		إسم المنشأة	٥
	٧		كود نوع النشاط	٦
	٧		تاريخ بدء النشاط	٧
	٢		الكيان القانوني للمنشأة	٨
	٢		كود مستند بدء النشاط	٩
	١٣		رقم السجل التجارى	١٠
	٥		رقم العقار	١١
	٢٩		إسم الشارع	١٢
	٢		كود احافظة	١٣
	٢		كود القسم	١٤
	٢		كود الشياخة	١٥
	٧		رقم التليفون	١٦
	٢			١٧
	١		مميز الخضوع لتأمين إصابات العمل	١٨
	٧		تاريخ الخضوع لتأمين إصابات العمل	١٩
	٧		تاريخ الخضوع للتأمين المرضى	٢٠
	٧		تاريخ الخضوع للعلاوة	٢١
	١		رقم المركز الرئيسى	٢٢
	٧		مركز رئيسى / فرع	٢٣
	٩		رقم تأمين المدير المسئول	٢٤
	٧		رقم تليفون المدير المسئول	٢٥
	١		كود	٢٦
	٩		تاريخ إنهاء نشاط المنشأة	٢٧
	٢		سبب الإنهاء	٢٨
	٥			٢٩
	١٧			٣٠
	٨		فراغ	٣١
	١			٣٢
	١			٣٣

نموذج توصيف الملفات

الملف TABLE - المنشآت BUILDING

المصدر: SIO

ملاحظات MEMO	الطول SIZE	النوع TYPE	البيان DESCRIPTION	مسلسل SERIAL
	٢		كود المنطقة التأمينية	١
	٢		كود مكتب المتابعة	٢
	١		كود القطاع	٣
	٩		رقم المنشأة	٤
	٤٠		إسم المنشأة	٥
	١		كود مركز رئيسي / فرع	٦
	٩		رقم المركز الرئيسي	٧
	٧		نوع النشاط	٨
٥	٧		رقم العقار	٩
	٢٩		إسم الشارع	١٠
	٢		كود الشياخة	١١
	٢		كود القسم	١٢
	٢		كود المحافظة	١٣
	٩		عدد العاملين	١٤
٥	٣		فراغ	١٥
				١٦
				١٧
				الإجمالي

LAYOUT FORM نموذج توصيف الملفات

الملف TABLE :- المزايا - الصرف الدورى القديم - أصحاب المعاشات والأرامل

المصدر :- SIO

ملاحظات MEMO	الطول SIZE	النوع TYPE	البيان DESCRIPTION	مسلسل SERIAL
	١	ر	مميز الملف	١
	١	ر	نوع المستحق	٢
	١١	ر	رقم ربط صاحب المعاش	٣
	٤	ح	مكتب ربط	٤
منطقة ٢ - مكتب ٢	٤	ح	منطقة المتابعة	٥
	١٠	ح	جهة صرف المعاش	٦
	٥	ر	قيمة التأمين الصحى	٧
	٣٦	ح	إسم صاحب المعاش	٨
	١	ر	نوع صاحب المعاش	٩
	٦	ت	تاريخ ميلاد صاحب المعاش	١٠
	١٢	ح	إسم عائلة صاحب المعاش	١١
	٢٠	ح	إسم الأم	١٢
	٩	ر	رقم تأمين الأرملة	١٣
	٣٦	ح	إسم الأرملة	١٤
	٦	ت	تاريخ ميلاد الأرملة	١٥
	١٢	ح	إسم العائلة للأرملة	١٦
	٢٠	ح	إسم الأم للأرملة	١٧
١ تعديل / ٢ إستبعاد موقت / ٣ نهائى / ٤ تعديل	١	ر	مميز الحركة	١٨
	٥		فراغ	١٩
	٢٠٠			الإجمالى

نموذج توصيف الملفات

الملف TABLE :- المزايا - الصرف الدورى القديم - أصحاب المعاشات والأرامل

المصدر :- SIO

ملاحظات MEMO	الطول SIZE	النوع TYPE	البيان DESCRIPTION	مسلسل SERIAL
	٦	-	مميز الحركة	١
	٥		فراغ	٢
				٣
				٤
				٥
				٦
				٧
				٨
				٩
				١٠
				١١
				١٢
				١٣
				١٤
				١٥
				١٦
				١٧
				الإجمالى

نموذج توصيف الملفات

الملف **TABLE** :- المزايا - أصحاب المعاشات والأرامل

المصدر :- **PIO**

ملاحظات MEMO	الطول SIZE	النوع TYPE	البيان DESCRIPTION	مسلسل SERIAL
	٣	ر	المنطقة التأمينية	١
	١	ر	الميزانية	٢
	٧	ر	رقم الربط	٣
	١	ر	م . صرف	٤
	٩	ر	رقم تأميني	٥
	٧	ر	رقم ملف المعاش	٦
	١	ر	جهة ربط المعاش	٧
	٥	ر	جهة صرف المعاش	٨
	٥	ر	قيمة التأمين الصحي	٩
	٥	ر	جهة التأمين الصحي	١٠
	٣٦	ح	إسم صاحب المعاش	١١
	٨	ت	تاريخ ميلاد صاحب المعاش	١٢
	١٢	ح	إسم عائلة صاحب المعاش	١٣
	٢٠	ح	إسم أم صاحب المعاش	١٤
	٨٠	ح	العنوان	١٥
	٣٦	ح	إسم المستفيد	١٦
	١	ر	درجة قرابة المستفيد	١٧
				الإجمالي

نموذج توصيف الملفات

الملف TABLE :- المزايا - أصحاب المعاشات والأرامل

المصدر :- PIO

ملاحظات MEMO	الطول SIZE	النوع TYPE	البيان DESCRIPTION	مسلسل SERIAL
	٩	ر	رقم تأمين المستفيد	١
	٨	ت	تاريخ ميلاد المستفيد	٢
	١٢	ح	إسم عائلة المستفيد	٣
	٢٠	ح	إسم أم المستفيد	٤
	١	ر	النوع	٥
				٦
				٧
				٨
				٩
				١٠
				١١
				١٢
				١٣
				١٤
				١٥
				١٦
				١٧
				الإجمالي