

FLORIDA DEPARTMENT OF EDUCATION
DOE INFORMATION DATABASE REQUIREMENTS VOLUME II:
AUTOMATED STAFF INFORMATION SYSTEM
AUTOMATED STAFF DATA ELEMENTS

Year: 2015-16

Data Element Number: **200640**

Data Element Name: **Address, Mailing**

The employee's mailing address:

(25 characters) - Street number and name, P.O. box, or route and box number

(10 characters) - Apartment number, building number, etc.

(20 characters) - City and state. Positions 19-20 must be a two-character state code. (See attached table of state codes in Appendix H.)

(9 characters) - Zip code left justified.

NOTE: These are fixed fields.

Code	Definition/Example
	Not applicable for this element.

Length: 64

Data Type: Alphanumeric

Year Implemented: 9192

State Standard: No

Use Types:

State Reporting: Yes

Local Accountability: Yes

Formats Required:

Staff Payroll Information DB9 30x

Surveys Required:

Survey 2 Yes

Survey 3 Yes

Appendixes:

Appendix H: State Codes

Description of Changes:

None