

ELECTRONIC ELEVATOR INSPECTION REPORT SUBMITTAL SOURCE FILE SPECIFICATION

File Naming

The file must be named in the format X999999.TXT where:

- "X" = C if the submitter is a registered elevator company and I for certified elevator inspectors
 - "999999" = company or CEI license number (please pad with zeros if shorter than 6 characters, e.g., 000234)
 - TXT - the file must be an ASCII fixed width text file with no delimiters and it must have the .TXT extension to the filename (like those created in Notepad). The file must not contain extraneous word processing related characters.
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Header Record

The first two lines of the file are the header record and must contain the following information:

Header Record Line

Description and Requirements

Header Line 1

Someone@Orgname.com. This is the email address of the person at the submitter's organization who should be notified in case of problems with our post-submission process (i.e., the processing of the data to our records). Your email must contain the @ character to be recognized as valid.

Header Line 2

99. This should be the number of records contained in this file.

Data Records

The elements to be included for each line of data are as follows:

Field	Size / Type	Values
Elevator Serial/License Number	6 alphanumeric characters	License numbers must be padded with zeros if shorter than 6 characters (e.g., for serial number 1, please enter 000001).
Inspection Date	8 numeric	MMDDYYYY format
Inspection Type	1 numeric	See below for valid inspection type codes
Violation 1	4 alphanumeric + a single space	This field may be left blank or it must include a valid elevator violation code as provided at http://www.myfloridalicense.com/dbpr/hr/documents/violation_codes.xls (e.g., E101). Up to 9 violations can be entered for each inspection record. If there are more than 9 violations on a single inspection, then a duplicate inspection record should be submitted with the additional violations. Please do not duplicate violations for two inspection records for the same serial number, type and date, since this will cause the submittal to be rejected.

Violation 2	4	See Violation 1 above.
	alphanumeric	
	+ a single	
	space	
Violation 3	4	See Violation 1 above.
	alphanumeric	
	+ a single	
	space	
Violation 4	4	See Violation 1 above.
	alphanumeric	
	+ a single	
	space	
Violation 5	4	See Violation 1 above.
	alphanumeric	
	+ a single	
	space	
Violation 6	4	See Violation 1 above.
	alphanumeric	
	+ a single	
	space	
Violation 7	4	See Violation 1 above.
	alphanumeric	
	+ a single	
	space	
Violation 8	4	See Violation 1 above.
	alphanumeric	
	+ a single	
	space	
Violation 9	4	See Violation 1 above.
	alphanumeric	
	+ a single	
	space	
CEI	4	Padded zeroes, e.g., 0001, 9999
(Inspector)	alphanumeric	
Number		
Fire Key	1 numeric	0 = no change
Requirement		1 = Complies
		2 = Does Not Comply
		3 = Exempt
Alternate	1 numeric	This value will always be a 0 on or after January 1, 2014
Power		0 = no change
Requirement		1 = Complies
		2 = Does Not Comply
		3 = Exempt

Valid Inspection Types:

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|--|------------------------------------|
| 1 = Routine | 4 = Construction |
| 2 = Alteration Acceptance | 5 = Initial |
| 3 = Callback on previous open inspection | 6 = Temporary Operation Inspection |

DBPR INSPECTIONS ONLY – Not to be used by private inspectors

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|---------------|--------------------------------|
| 7 = Accident | 9 = Contract Monitoring |
| 8 = Complaint | 0 = Industry Oversight / Audit |

Sample File Layout

someone@elevatorcompaniesrus.com	
7	
005687101820051	016600
055646101920051H402 H501 H604 H604	023821
055647101820052H116 H118 H201 H207 H205 H402 H501 H604	000823
055645101820052H116 H118 H207 H205 H501 H604 H604	000822
056798101720055	023832
002176101720055	023830
055646101920051H106 H116 H118 H201 H207 H208 H205 H213 H302	023822