

Appendix B

Document History

Version 1: Changes from the 2009/10 specification are highlighted in yellow

Version 2: Published 1 April 2010, changes highlighted in green

Version 3: Published 23 April 2010 changes highlighted in blue

Version 4: Published 30 April 2010 changes highlighted in pink

Version 5: Published 14 June 2010 changes highlighted in grey.

Migration Specification for Employer Responsive ILR data collection and ESF short record data for 2010/11

- 1 This appendix describes the rules for migrating Employer Responsive and ESF short record format ILR data from 2009/10 to Employer Responsive ILR data and ESF short record, respectively, for 2010/11.
- 2 The data transformations indicated in this specification are written from the perspective that all fields are mapped to their new 10/11 values at the same time and are not processed sequentially. The mappings for the fields use the 09/10 values to determine the new 10/11 values.
- 3 This appendix has the following sections:
 - Section A describes the migration rules for employer responsive ILR data and is split into two parts:
 - Part 1 – the learner data set
 - Part 2 – the learning aim data set (all learning aims including programme aims)
 - Section B describes the migration rules for ESF short record data.
 - Section C contains a flowchart to show in more detail rule A69 for employer responsive funded ILR data
- 4 Information will be provided for transfers between providers or local SFA or local YPLA regions that indicate which provider number and contracting organisation code the data should be migrated to.
- 5 From 2010/11 the Sources of funding field, field A11, has been added to the employer responsive and ESF SR collections, and needs to be completed for all learning aims. For migration the code in field A11 will be based on the funding stream recorded in field A10.
- 6 Any learning aims which have a Learning aim start date of on or after 1 August 2010, the learning aims will not be migrated and these aims will have a number of validation errors. These errors will be due to the learners not having the correct fields completed as they were completed in 2009/10, particularly if the field has been introduced in 2010/11.

Section A

Migration of 2009/10 employer responsive providers data

Apprenticeship Programmes

For apprenticeship programmes, where the Programme type field, field A15 is 02, 03 or 10, the following learner and learning aim records (including programme aims) should be migrated:

- all learner records which have at least one learning aim where the actual end date field A31 = null; and
- all learner records which have at least one learning aim where the learning actual end date, field A31 is not null but A40=null and A35=(4 or 5); and
- all learning aim records where the actual end date field A31 = null; and
- all learning aim records where the learning actual end date, field A31 is not null and the learner has at least one open aim with the same Provider number A01, Learner reference number A03, Programme type A15 and sector framework code combination A26; and
- all learning aim records where the learning actual end date, field A31 is not null and the learner has at least one learning aim where A40=null and A35=(4 or 5) with the same Provider number A01, Learner reference number A03, Programme type A15 and sector framework code combination A26.

Where the Learning planned end date field, field A28 is < 1 August 2007 in the programme aim, all learning aim records for that programme, including the programme aim, should not be migrated. This is where all learning aim records with the same Provider number A01, Learner reference number A03, Programme type A15 and sector framework code combination A26.

Train to Gain

For TtG learning aims, where the Funding model field, field A10 = 45, the Programme type field, field A15 = 99 and the National learning aim monitoring field, field A46a or A46b <> 83, the following learner and learning aim records should be migrated:

- all learner records which have at least one learning aim record where the actual end date field, field A31 = null; and
- all learning aim records where the actual end date field A31 = null; and
- all learner records and learning aim records where the learning actual end date, field A31 is not null and A40=null and A35=(4 or 5).

Where the learning aim's Learning planned end date field, field A28 is < 1 August 2007, this should not be migrated.

Employability Skills Programme (ESP)

For ESP learning aims, where the Funding model field, field A10 = 45, the Programme type field, field A15 = 99 and the National learning aim monitoring field, field A46a or A46b = 83, the following learner and learning aim records should be migrated:

- all learner records which have at least one learning aim record where the actual end date field, field A31 = null; and
- all learning aim records where the actual end date field A31 = null; and
- all learner records and learning aim records where the learning actual end date, field A31 is not null and A40=null and A35=(4 or 5)

Where the learning aim's Planned learning end date field, field A28 is < 1 August 2007, this should not be migrated.

ESF and Response to Redundancy learning aims

For ESF and Response to Redundancy funded learning aims, where the Funding model field, field A10 = 70, the following learner and learning aim records should be migrated:

- all learner records which have at least one learning aim record where the actual end date field, field A31 = null; and
- all learning aim records where the actual end date field A31 = null; and
- all learner records and learning aim records where the learning actual end date, field A31 is not null and A40=null and A35=(4 or 5)

Where the learning aim's Planned learning end date field, field A28 is < 1 August 2007, this should not be migrated.

Other funded learning aims

For other funded learning aims, where the Funding model field, field A10 = 80 the following learner and learning aim records should be migrated where either:

- the National learning aim monitoring field, field A46a and A46b <> 999, and the Source of funding field on the National learning aim monitoring code document is SFA for that A46 code

or

- the Special projects and pilot field, field A49 <> null, and the Source of funding field on the Special projects and pilots code document is SFA for that A49 code

or

- A46a and A46b = 999 or A49 = null. The Contracting organisation code field, field A70 for these aims will not be populated using the migration spreadsheet, and will therefore need completing by the provider.

and

- all learner records which have at least one learning aim record where the actual end date field, field A31 = null; and
- all learning aim records where the actual end date field A31 = null; and
- all learner records and learning aim records where the learning actual end date, field A31 is not null and A40=null and A35=(4 or 5)

Where the learning aim's Learning planned end date field, field A28 is < 1 August 2007, this should not be migrated.

All other learning aims

Learning aims where the Funding model field, field A10=99 and the Programme type field, field A15 <> 2, 3 or 10 A15 = 99 will not be migrated.

Part 1 – Learner Data Set

No.	Field Name	Migration rule	Notes
L01	Provider number	If not a transfer, copy from 2009/10, otherwise set as per mapping spreadsheet	Where the provision has transferred mapping spreadsheet will be supplied.
L03	Learner reference number	Copy from 2009/10 unless this will lead to a duplicate L01/L03 combination, in which case a new Learner Reference Number should be generated.	
L04	Data set identifier code	Copy from 2009/10	
L05	Learning aim data sets	Set to the number of aims migrated.	Where L05 changes as a result of the migration field A05 will need to be re-calculated.
L07	HE data sets	Copy from 2009/10	
L08	Deletion flag	Copy from 2009/10	
L09	Learner surname/family name	Copy from 2009/10	
L10	Learner forenames	Copy from 2009/10	
L11	Date of birth	Copy from 2009/10	
L12	Ethnicity	Copy from 2009/10	
L13	Sex	Copy from 2009/10	
L14	Learning difficulties and / or disabilities and / or health problems	Copy from 2009/10	
L15	Disability	Copy from 2009/10	
L16	Learning difficulty	Copy from 2009/10	
L17	Home postcode	Copy from 2009/10	
L18	Address line 1	Copy from 2009/10	
L19	Address line 2	Copy from 2009/10	
L20	Address line 3	Copy from 2009/10	
L21	Address line 4	Copy from 2009/10	

No.	Field Name	Migration rule	Notes
L22	Current Postcode	Copy from 2009/10	
L23	Telephone number	Copy from 2009/10	
L24	Country of domicile	Copy from 2009/10	
L25	LSC number of funding LSC	Field Removed	This field has been removed from 2010/11
L26	National insurance number	Copy from 2009/10	
L27	Restricted use indicator	Copy from 2009/10	
L28	Eligibility for 16-18 funding entitlement	Set to 00.	This field has been removed for ER and replaced by A69. Data needs to be migrated from L28 to A69 (see field A69).
L34	Learner support reason – other (occurs 4)	Copy from 2009/10	
L35	Prior attainment level	Copy from 2009/10	
L36	Learner status on last working day before learning	Copy from 2009/10	Additional validation rule added to ensure field is not completed from 1 August 2010.
L37	Employment status on first day of learning	Copy from 2009/10	
L39	Destination	Copy from 2009/10	
L40	National learner monitoring (occurs 2)	Copy from 2009/10	
L41	Local learner monitoring (occurs 2)	Copy from 2009/10	
L42	Provider specified learner data (occurs 2)	Copy from 2009/10	
L44	NES / NAS delivery LSC number	Field removed	This field has been removed from 2010/11
L45	Unique learner number	Copy from 2009/10	
L46	UK Provider reference number	If not a transfer copy from 2009/10. Otherwise set to the UKPRN from PIMS to match the UPIN on the mapping spreadsheet.	
L47	Current Employer status	Copy from 2009/10	

No.	Field Name	Migration rule	Notes
L48	Date Employment Status Changed	Copy from 2009/10	

Part 2 – Learning Aim Data Set (all learning aims including programme aims)

No.	Field Name	Migration rule	Notes												
A01	Provider number	Copy from L01													
A02	Contract / Allocation type	If A02 = 99 then set to 00. Otherwise copy from 2009/10.	Code 99 is not valid from 2010/11.												
A03	Learner reference number	Copy from L03													
A04	Data set identifier code	Copy from 2009/10													
A05	Learning aim data set sequence	<p>Calculate so that the sequence number starts at 1 for the first aim and increases to the value of L05 for the last aim.</p> <p>The aims should be sequenced in the same order as they were in 2009/10* and where there are the same number of aims in 2010/11 as in 2009/10 the sequence numbers for individual aims are not expected to change.</p> <p>*For example</p> <table border="1"> <thead> <tr> <th>Seq No</th> <th>Seq No</th> </tr> <tr> <th>2009/10</th> <th>2010/11</th> </tr> </thead> <tbody> <tr> <td>02</td> <td>01</td> </tr> <tr> <td>03</td> <td>02</td> </tr> <tr> <td>05</td> <td>03</td> </tr> <tr> <td>06</td> <td>04</td> </tr> </tbody> </table>	Seq No	Seq No	2009/10	2010/11	02	01	03	02	05	03	06	04	
Seq No	Seq No														
2009/10	2010/11														
02	01														
03	02														
05	03														
06	04														
A07	HE data sets	Copy from 2009/10													
A08	Data set format	Copy from 2009/10													
A09	Learning aim reference	Copy from 2009/10													
A10	LSC funding stream	Copy from 2009/10.	Code 80 will not be available for learning aims with a start date on or after 1 August 2010.												
A11	Sources of funding (occurs 2)	If A10 = 45, 46, 70 or 80 then set to A11a = 105 and A11b = 999. If A10 = 99 then set A11a = 999 and A11b = 999.	This is new field for 2010/11												

No.	Field Name	Migration rule	Notes
A14	Reason for full funding/co-funding of learning aim	<p>If (L28a = 14 and L28b = 15) or (L28a = 15 and L28b = 14) AND A15 = (02, 03 or 10) then set this field to 28.</p> <p>If (L28a = 15 and L28b = 99) or (L28a = 99 and L28b = 15) AND A15 = (02, 03 or 10) then set this field to 01.</p> <p>Otherwise copy from 2009/10</p>	Code 12 removed
A15	Programme type	Copy from 2009/10	
A16	Programme entry route	Copy from 2009/10	
A18	Main delivery method	IF A18 = 22 OR 23 THEN SET TO 24. Otherwise copy from 2009/10	This field should be completed for aims starting on or after 1 August 2010
A21	Franchised out and partnership arrangement	Field removed	This field has been removed from 2010/11
A22	Franchise and partnership delivery provider number	<p>Where A22 = 8 spaces set to 8 zeros.</p> <p>Only copy from 2009/10 if a numeric value. If the format of this field is 10000000 – 99999999.</p> <p>If A22 is not numeric set to 8888888.</p>	<p>This field has been changed to a numerical field from 2010/11.</p> <p>Code 8888888 used to identify any text values. Providers should amend to a valid UKPRN.</p>
A23	Delivery location postcode	Copy from 2009/10	
A26	Framework code	Copy from 2009/10	
A27	Learning start date	Copy from 2009/10	
A28	Learning planned end date	Copy from 2009/10	Date needs to be less than 10 years after the start date
A31	Learning actual end date	Copy from 2009/10	
A34	Completion status	Copy from 2009/10	Validation added to check whether aim has been withdrawn and recorded as achieved in A35
A35	Learning outcome	Copy from 2009/10	

No.	Field Name	Migration rule	Notes
A36	Learning outcome grade	Copy from 2009/10	
A40	Achievement date	Copy from 2009/10	
A44	Employer identifier	<p>If A44 = 30 spaces then set to 000000000 and space fill.</p> <p>IF A10 = 45 AND A15 = 99 AND (A46a OR A46b = 083) SET A44 = 888888880.</p> <p>Otherwise copy from 2009/10.</p> <p>Only copy from 2009/10 if characters 1-9 are a number from 0-9 and characters 10-30 are spaces.</p>	Validation added to ensure only a 9 digit number is entered from 2010/11, so spaces need to be removed. Any text values or invalid numeric values will need to be amended to record a valid nine digit employer identifier.
A45	Workplace location postcode	Copy from 2009/10	
A46	National learning aim monitoring (occurs 2)	Copy from 2009/10	
A47	Local learning aim monitoring (occurs2)	Copy from 2009/10	
A48	Provider specified learning aim data (occurs 2)	Copy from 2009/10	
A49	Special projects and pilots	Copy from 2009/10	
A50	Reason learning ended	Copy from 2009/10	
A51a	Proportion of funding remaining	Copy from 2009/10	
A53	Additional learning needs	Copy from 2009/10	
A54	Broker contract number	Copy from 2009/10	
A55	Unique learner number	Copy from L45	
A56	UK Provider reference number	Set to L46	
A59	Planned credit value	Copy from 2009/10	
A60	Credits achieved	Copy from 2009/10	
A61	Project dossier number	Copy from 2009/10	
A62	ESF local project number	Copy from 2009/10	

No.	Field Name	Migration rule	Notes
A63	National Skills Academy	Copy from 2009/10	
A64	Planned group-based hours	Copy from 2009/10	
A65	Planned one-to-one contact hours	Copy from 2009/10	
A66	Employment status on day before starting learning aim	Copy from 2009/10	
A67	Length of unemployment before starting ESF project	Copy from 2009/10	
A68	Employment outcome	Copy from 2009/10	
A69	Eligibility for enhanced ER funding	Refer to Flowchart 1	New field for 2010/11
A70	Contracting organisation code	<p>If A10=99 then set to null.</p> <p>This field should be set as per mapping spreadsheet.</p> <p>IF A10 = 80 AND (A46a AND A46b = 999 AND A49 = Null) then set to null.</p> <p>IF A10 = 99 then set to A70 of main aim with same A15, A26 combination.</p>	New field for 2010/11

Section B: Migration of ESF SR data.

This section covers the migration rules for ESF short record data.

All learner records and learning aim records where the learning actual end date, field A31 = null should be migrated.

No.	Field Name	Migration Rule	Notes
L01	Provider number	If not a transfer, copy from 2009/10, otherwise set as per mapping spreadsheet	Where the provision has transferred mapping spreadsheet will be supplied
L03	Learner reference number	Copy from 2009/10 unless this will lead to a duplicate L01/L03 combination, in which case a new Learner Reference Number should be generated	
L04	Data set identifier code	Copy from 2009/10	
L05	Learning aim data sets	Set to the number of aims migrated.	Where L05 changes as a result of the migration field A05 will need to be re-calculated.
L07	HE data sets	Copy from 2009/10	
L08	Deletion flag	Copy from 2009/10	
L09	Learner surname/family name	Copy from 2009/10	
L10	Learner forenames	Copy from 2009/10	
L11	Date of birth	Copy from 2009/10	
L12	Ethnicity	Copy from 2009/10	
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L14	Learning difficulties and / or disabilities and / or health problems	Copy from 2009/10	
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L17	Home postcode	Copy from 2009/10	
L18	Address line 1	Copy from 2009/10	
L19	Address line 2	Copy from 2009/10	
L20	Address line 3	Copy from 2009/10	
L21	Address line 4	Copy from 2009/10	
L23	Telephone number	Copy from 2009/10	

No.	Field Name	Migration Rule	Notes
L25	LSC number of funding LSC	Field removed.	This field has been removed from 2010/11.
L27	Restricted use indicator	Copy from 2009/10	
L35	Prior attainment level	Copy from 2009/10	
L39	Destination	Copy from 2009/10	
L41	Local learner monitoring (occurs 2)	Copy from 2009/10	
L42	Provider specified learner data (occurs 2)	Copy from 2009/10	
L45	Unique learner number	Copy from 2009/10	
L46	UK Provider reference number	If not a transfer copy from 2009/10. Otherwise set to the UKPRN from PIMS to match the UPIN on the mapping spreadsheet.	

No.	Field Name	Migration rule	Notes												
A01	Provider number	Copy from L01	Where the provision has transferred mapping spreadsheet will be supplied.												
A03	Learner reference number	Copy from L03													
A04	Data set identifier code	Copy from 2009/10													
A05	Learning aim data set sequence	<p>Calculate so that the sequence number starts at 1 for the first aim and increases to the value of L05 for the last aim.</p> <p>The aims should be sequenced in the same order as they were in 2009/10* and where there are the same number of aims in 2010/11 as in 2009/10 the sequence numbers for individual aims are not expected to change.</p> <p>*For example</p> <table border="1"> <thead> <tr> <th>Seq No</th> <th>Seq No</th> </tr> <tr> <th>2009/10</th> <th>2010/11</th> </tr> </thead> <tbody> <tr> <td>02</td> <td>01</td> </tr> <tr> <td>03</td> <td>02</td> </tr> <tr> <td>05</td> <td>03</td> </tr> <tr> <td>06</td> <td>04</td> </tr> </tbody> </table>	Seq No	Seq No	2009/10	2010/11	02	01	03	02	05	03	06	04	
Seq No	Seq No														
2009/10	2010/11														
02	01														
03	02														
05	03														
06	04														
A07	HE data sets	Copy from 2009/10													
A08	Data set format	Copy from 2009/10													
A09	Learning aim reference	Copy from 2009/10													
A10	LSC funding stream	Copy from 2009/10	There should be no learning aims with A10=10												
A11	Sources of funding (occurs 2)	<p>If A10 = 70 or 80 then set A11a = 105 and A11b = 999.</p> <p>If A10 = 99 then set A11a = 999 and A11b = 999.</p>	This is a new field for 2010/11.												
A23	Delivery location postcode	Copy from 2009/10													
A27	Learning start date	Copy from 2009/10													

No.	Field Name	Migration rule	Notes
A28	Learning planned end date	Copy from 2009/10	Date needs to be less than 10 years after the start date
A31	Learning actual end date	Copy from 2009/10	
A34	Completion status	Copy from 2009/10	Validation check added to check whether aim has been withdrawn and in A35 recorded as achieved.
A35	Learning outcome	Copy from 2009/10	
A36	Learning outcome grade	Copy from 2009/10	
A46	National learning aim monitoring (occurs 2)	Copy from 2009/10	
A47	Local learning aim monitoring (occurs2)	Copy from 2009/10	
A48	Provider specified data (occurs 2)	Copy from 2009/10	
A49	Special projects and pilots	Copy from 2009/10	
A50	Reason learning ended	Copy from 2009/10	
A55	Unique learner number	Copy from 2009/10	
A56	UK Provider reference number	Set to L46	
A58	ASL provision type	Set to 00	Field removed from 2010/11 for ESF SR
A59	Planned credit value	Copy from 2009/10	
A60	Credits achieved	Copy from 2009/10	
A61	Project dossier number	Copy from 2009/10	
A62	ESF local project number	Copy from 2009/10	
A63	National Skills Academy	Copy from 2009/10	
A64	Planned group-based hours	Copy from 2009/10	
A65	Planned one-to-one contact hours	Copy from 2009/10	

No.	Field Name	Migration rule	Notes
A66	Employment status on day before starting learning aim	Copy from 2009/10	
A67	Length of unemployment before starting ESF project	Copy from 2009/10	
A68	Employment outcome	Copy from 2009/10	
A70	Contracting organisation code	<p>If A10=99 then set to null.</p> <p>This field should be set as per mapping spreadsheet.</p> <p>IF A10 = 80 AND (A46a AND A46b = 999 AND A49 = Null) then set to null.</p>	New field for 2010/11

Section C - Flow Chart 1

