

AIR FORCE HUMAN RESOURCES LABORATORY

Technical Services Division

SUMMARY OF DATA BASES

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FILE CONTENT

1. The following paragraphs briefly describe 20 personnel data files received on a regular basis from the Military Personnel Center. All are received and maintained on magnetic tape unless otherwise stated.

a. Active SSAN Locators (Microfiche). These two microfiche files of officer and enlisted personnel on active duty are in Social Security Account Number sequence and are received monthly. They contain SSAN and name only and are used for cross-referencing purposes. There are 3 officer and 10 enlisted microfiche per submission.

b. Alpha Locators (Microfiche). We receive two microfiche files of officer and enlisted personnel on active duty in name sequence monthly. They contain grade and current and projected assignment information. They are used primarily as aids in resolving identification errors on computer master files. There are 7 officer and 29 enlisted microfiche per submission. We also receive the following three alpha microfiche files: (1) retired - officer/airman (30 fiche per submission); (2) Air National Guard - officer/airman (6 fiche per submission); and (3) AF Reserve officer/airmen (14 fiche per submission).

c. Air Force Office Qualification Test (AFOQT) Results. The hardcopy AFOQT data (AF Forms 338) were automated in-house Jan 68-Jun 79 and included raw and percentile scores for the AFOQT battery on applicants for the OTS Commissioning Program (N=204,630). AFOQTs are now scored and processed under the direction of AFMPC. These files are received by us quarterly and are stored here. Questions concerning this file should be directed to Mr Greenway.

d. Airman Reenlistment & Loss (ARL). The ARL file contains transaction information on all enlisted personnel who reenlist, extend or are a loss to the Air Force. The data includes indentifying information, date of the action and a code which defines the type of transaction including reason for loss. The file has been received monthly since 1956, with approximately 30,000 transactions received each month. Two basic files exist: an AFSN file of 1,538,894 collapsed records (one record per man, N transactions per record) and an SSAN file of 1,667,539 collapsed records (one record per man, N transactions per record).

e. Identity Changes - AF Form 281 and Tape. The hardcopy AF Forms 281 (formerly 1343s) are automated in-house to provide an accurate source of name and SSAN changes. The forms have been received since Jul 1969. Since Jan 1978 we have also received a monthly id change file on magnetic tape. These two files are merged together to produce a cumulative file of all name and SSAN changes. The current master Jul 69-Dec 83 contains 122,909 records.

f. Officer Effectiveness Report (OER). The OER data base has been generated in-house from hardcopy documents received since 1956. The records of OERs executed for the period 1956-1965 are maintained on individual files by year of receipt, and includes identity performance factors, ratee and rater grade, command and reason for report. OERs for 1966-Dec 1974 are maintained

on a cumulative file and the records of OERs executed for controlled, uncontrolled, and abbreviated reports (Nov 74-Dec 78) are maintained on a cumulative file and include reason for report, command, AFSC, performance factors (by the rater, additional rater, and reviewer) and grade and SSAN of the ratee, rater, additional rater, and reviewer. Since the fall of 1978, OERs are keypunched by quarter (approximately 35,000 per quarter). The current cumulative master Jan 79-Sep 83 contains data on 521,485 OERs.

g. PACE PROMIS-Job. This monthly file has been received since Apr 1980. It contains information on jobs available in the Air Force. Approximately 470 records are received monthly. The file Apr 80-Feb 84 contains 20,675 records.

h. PACE-PROMIS (Opportunity) - Personnel. This file contains identity information, transaction date, AFEES and recruiter information, AFSC preference, aptitude indices, and other measurement data. The PACE-PROMIS includes three types of records as identified in the data element RECORD TYPE. These are N10, N11, and N05. A record is generated in the PROMIS system every time that an opportunity (visit to the recruiting office) takes place. If a reservation is made at this time, an N10 record is generated. If a reservation is not made, an N11 record is generated. An individual may enter the opportunity and reservation function more than one time, therefore, he may have multiple N10 and N11 records. N05 are records of personnel who do not meet the minimum Air Force entrance requirements, but have been allowed into the Air Force due to the "IMAGE" scores. This file has been received weekly since Dec 1976. Approximately 40,000 records are received each month. The file for N10 and N11 records for 1983 contains 243,782 records. The file for N05 records for 1983 contains 8,416 records.

i. Pipeline Management System (PMS) - Technical Training File. The technical training file contains data on all active duty AF enlisted and officer personnel who attended ATC technical training courses. Each record contains student and course identification, final grade and disposition from training. Approximately 34,000 records have been received each quarter since 1956. Since Oct 1979, the file is extracted from the PMS, a joint ATC/MPC system. The SSAN collapse master Jan 56-Sep 79 contains 1,293,446 records and the PMS standard master Oct 79-Dec 83 contains 520,027 records.

j. Sample Survey. Airman, officer and civilian surveys are processed under the direction of AFMPC and contain varying numbers of records, depending on sample population desired. No identity information (SSAN and name) is received.

k. Separated Officer File (SOF). The SOF is basically the same as the UOR, but covers the officer at the point of separation and describes the type and reason for separation. The file has been received semiannually since 1963 with each submission containing approximately 4,000 records. The Jan-Dec 82 file contains 6,391 records. The file is kept in yearly pieces and also two collapsed cumulative masters are maintained (Jul 63-Jun 69 AFSN, and Jul 69-present). The AFSN master has 80,774 records and the Jul 69-Jun 83 SSAN master has 155,665 records.

l. Uniform Airman Records (UAR). The UAR file contains personnel data on all active duty enlisted airmen. These data include military service dates, grade, Air Force specialties, education level, current and projected duty assignment, overall APR evaluation and dependents. The file was received semiannually Jun 66-Dec 75. Since June 1976, the file is received each June, September, and December. A less comprehensive file was received semiannually for the period Dec 64-Dec 65. Each file represents approximately 485,000 active records (Dec 83 = 484,956) which are submitted on 21 reels. The full-size file contains records that are a maximum of 4,800 characters in length. Four files are maintained: (1) The 1,512 character active record file contains the latest block of information plus all data carried in the fixed portion of the full-size file on 15 reels; (2) the inactive record file in the format of (1) on one reel; (3) the 846 character active record file on 9 reels; and (4) the 180 character active record file contains only key data elements on 2 reels.

m. UAR Extract. The extract file is received monthly and contains identity, AFSC, race, sex, and duty location. It is used to select sample populations and to generate more accurate and timely mailing labels. The file contains approximately 506,000 records. Only the current submission is retained.

n. Uniform Officer Record (UOR). The UOR contains personnel data on all active duty AF officers including military service dates, permanent and current grades, Air Force specialties, academic information, current and projected assignments, overall OER ratings, recent aircraft experience and flying status. Each cyclical file contains approximately 105,000 active records (Dec 83 = 105,458) and was received semiannually from Dec 60 to Dec 75. Since Jun 76 the file is received each June, September, and December. The number of data elements in the file has been increased appreciably since its inception in 1960. Each submission of the full-size file averages nine reels and contains records that are a maximum of 12,000 characters in length. Three files are maintained: (1) the 3,564 character active record file on nine reels contain the latest block of information plus all data carried in the fixed portion of the full-size file; (2) the inactive record file in the format of (1) on 1 reel; and (3) the special 216 character active record file on one reel contains only key data elements.

o. UOR Extract. The extract file is received monthly and contains identity, AFSC, race, sex, aeronautical rating, and duty location. It is used to select sample populations and to generate more accurate and timely mailing labels. The file contains approximately 110,00 records. Only the current submission is retained.

p. UAR and UOR Air National Guard (ANG) and Air Force Reserves (AFRES). These files contain data on all officer and enlisted personnel in the ANG and AFRES. The contents are similar to the UOR and UAR respectively. These files were initiated in 1969 and are received annually. The approximate volume is as follows:

UOR ANG = 12,000 records
UOR AFRES = 18,000 records
UAR ANG = 89,000 records
UAR AFRES = 52,000 records

2. The following paragraphs briefly describe the 6 personnel data files received quarterly from Air Training Command. All are received and maintained on magnetic tape unless otherwise stated.

a. Flying Training Summary File. This file summarizes pilot and navigator training for active duty officers. The file was initiated in Jul 63 and approximately 6,000 records are received annually. A master file is maintained in collapsed format with an initial record and a disposition record for each course taken. Each record contains student and course identification, training locations, disposition from training, final grades of graduates or day in training when eliminated (for undergraduate pilot training only). Five separate cumulative files are maintained: (1) UPT and UNT, (2) Advanced Pilot Training; (3) Advanced Navigator Training, (4) UPT/UNT with AFOQT data, and (5) transaction master.

b. Detailed Navigator Training History. This file contains detailed transaction type records on personnel who attended undergraduate and/or advanced navigator training courses. A summary of these data are contained in the Flying Training Summary File. Data are received each fiscal year and collapsed master records is maintained for each student. Data contained on this file includes student and course identification, date entered training, and results of each training day for both academic and flying lessons. The file was initiated in July 1970. The file through Sep 83 has 24,588 records. All data for FY75 and some data for FY76 and FY78 were inadvertently destroyed at ATC. None of these FY75-76 or 78 data are available on the Navigator Training Detailed file.

c. Officer Training School (OTS) Master. The OTS Master is a detailed personnel record of officer trainees. The records contain AFOQT test scores, academic specialties, and other demographic information similar to the PACE file. The file was received annually from FY74 through FY76. Data on officer trainees are now received monthly with the PACE submission. As of Dec 83 there are 29,014 records on this file.

d. OTS - Officer Trainee Effectiveness Report (OTS Form 7). The hardcopy forms are automated in-house. These forms indicate performance of all officer trainees in their 11th week of OTS. The trainees are rated by their flight commanders on 10 performance factors in the form of a 5-point likert scale. These forms have been received since 1982, starting with OTS class 8109. The file as of Mar 84 (thru class 8315) contains 6,085 records.

e. OTS - Student Record of Training (previously ATC Form 156). The hardcopy rosters are automated in-house and include OTS course grades, trainee effectiveness report scores, reason for elimination, and, as of class 8302, AFOQT scores. This file was initiated in Jan 1970 with an average of approximately 3,400 records submitted yearly on all OTS entrants. The file as of Mar 84 (thru class 8406) contains 45,134 records.

f. Processing and Classification of Enlistees (PACE). The PACE file contains data at point of entry into Basic Military Training School (BMTS). The file contains military service dates, enlistment data, aptitude indices and other measurement data, educational background, and disposition/assignment from BMTS. Limited information on lost days in training and set backs is included. The file serves as the primary source of ability and aptitude test score data on non-prior service airmen since it is more extensive than similar data in the UAR. This file has been received monthly since Mar 1966 and as of Dec 83 represents 1,494,000 records. Approximately 20,000 records are received each month.

3. The following paragraph briefly describes the personnel data file received on a regular basis from the Defense Manpower Data Center (DMDC). It is received and maintained on magnetic tape.

a. Military Entrance Processing Stations (MEPS) (previously called Armed Forces Entrance and Examining Station (AFEES)). This file contains limited biographical data, aptitude indices, medical information, and service entry information on applicants and enlisted accessions for all the armed services Jan 77-Dec 78. Effective in Jan 79, we receive this data for Air Force only. The file is received monthly. For the period Jan 77-Jan 84 our files have 1,160,350 AF applicants and 476,601 AF accessions.

4. The following paragraphs briefly describe the two personnel data files received from ROTC (previously received from Air University), both on magnetic tape.

a. ROTC Applicants (Examinees). This file contains personnel and Air Force Officer Qualifying Test (AFOOT) data on students who apply for AFROTC. This file with SSANs has been received yearly since 1964. The file through Sep 83 contains 313,533 records.

b. ROTC Contract Losses. This file is a yearly report on students that are contract losses to AFROTC. This file with SSANs was initiated in 1970 and is received yearly. The file through Sep 83 contains 54,936 records.

5. The following paragraphs briefly describe three data base files constructed and maintained by the Data Base Management Section.

a. Airman Gain/Loss Data Base. This file, which is updated semiannually, consists of non-prior service personnel who enlisted in the Air Force since 1956. Data elements include enlistment data, aptitude indices and other measurement data, educational background, date of personnel actions and the type of loss, extension or reenlistment. The file through 30 Sep 83 contains 2,386,729 records and is further divided into two sub-files. (1) AFSN sequence (personnel lost prior to 1 July 1969 who we were unable to obtain SSANs for) and (2) SSAN sequence (personnel on active duty 1 July 1969 and later). The SSAN file also has data Jan 56-Jun 69 on individuals for which we were able to obtain SSANs. The SSAN file through Sep 83 has 1,581,169 records and the AFSN file has 805,560 records.

b. File Item Data Organizer (FIDO). FIDO is an in-house system of computer programs and data files which provide an automated method of accessing the definitions of data codes. When a code is deleted or changed, this information is included in the file and allows the user on-line access to code definitions at any given point in time, in some cases as early as 1956. The file contains approximately 500,000 code definitions.

c. Officer Gain/Loss Data Base. The file consists of officers who came on active duty since 1960 and is updated semiannually. Data elements include educational data, source of commission, USAF component, aeronautical rating, date of personnel actions, and Air Force specialty at time of gain and at time of loss (or the most current record if still on active duty). The file through December 1981 contains 230,224 records.

6. The following paragraphs briefly describe 11 personnel data files maintained by the Data Base mangement Section. These files are no longer updated.

a. Officer Accessions and Losses (OAL). This file contains officer gain/loss information, name and AFSN changes Jan 55-Sep 63. It contains 278,123 records.

b. Officer Career Progression. These files were received during the fiscal year after each board met for Capt through Colonel. Data include promotion results from the boards. The only board received for FY76 was Lt Col and was the last to be received. These files will be scratched 1 Jan 85. Two files are maintained: (1) AFSN file (FY66-FY70) containing 159,791 records and (2) SSAN file (FY70-FY75) containing 234,479 records.

c. Officer Master Record (OMR). The OMR contains personnel data on all active duty officers. These files pre-date the UOR files which are similar in content. These files were received semiannually from Dec 60 to Jan 63. Each submission contained approximately 130,000 records on 1 reel. A cumulative AFSN OMR-SOF file was also received Jul 59-Aug 63.

d. PACE (AC-2A, AQE, ARC Composite). These AFSN files are similar in content to the PACE file and serve as the primary sources of the ability and aptitude test data on non-prior service airmen. The name of the file indicates the test battery used:

- (1) AC-2A, Jan 56-Aug 59, N=291,761
- (2) AQE, Aug 59-Dec 61, N=249,088
- (3) ARC Composite, Jan 62-Apr 66, N=386,611

e. Personnel Identifier File (PIF). This file contains AFSNs and SSANs on all active duty officer and enlisted personnel 1 Jan-30 Jun 69. This file was used for AFSN/SSAN conversions. The file contains 867,548 records.

f. Project 100,000 (P100M). This file contains comprehensive data on all P100M participants which includes medical remedials, new mental standards and control group personnel. With the inception of P100M in 1967, this section was tasked with developing a consolidated file consisting of extensive personnel history and background including APRs, remedial training, technical training, and progression testing. Accessions into P100M terminated as of 1 Oct 70. The file has been updated with the UAR, ARL and Tech Tng data through 31 Oct 75. The master file has over 110,000 records (N=114,081) shredded out to 85,000 in the control group, 20,000 new mental standards, and 5,000 medical remedials. These enlisted personnel have dates of enlistment between Jan 67 and through 30 Sep 70.

g. Project M. This AFSN file contains all male USAF line officers Jan 55-Dec 66 (N=98,639).

h. Retirement File. This file contains all officer and enlisted personnel who have retired from the USAF. It was received on a one time basis to assist in processing the Ranch Hand Project (study 7445). Two files are maintained: (1) Retired Airmen through Oct 80, N=384,321 and (2) Retired Officers through Oct 80, N=131,828.