ARP-3

EMPLOYEE RECORD FORMAT

FROM	TO	TYPE	COUNT	REQUIRED/ OPTIONAL	DESCRIPTION
01	01	Alpha	1	R	Record Type = "E"
02	06	Alpha	5	R	OPERS Form Type = ARP3
07	15	Num	9	R	Employee Social Security Number (No embedded dashes)
16	38	Alpha	23	R	Employee First Name
39	39	Alpha	1	O	Employee Middle Initial
40	67	Alpha	28	R	Employee Last Name
68	70	Alpha	3	O	Employee Name Suffix Values are: JR SR I II III IV V VI VII ESQ DDS MD
71	78	Alpha	8	R	Eligibility Date Format = MMDDYYYY, where: MM = 2 position month DD = 2 position day YYYY = 4 position year
79	86	Alpha	8	R	Signature Date Format = MMDDYYYY, where: MM = 2 position month DD = 2 position day YYYY = 4 position year
87	94	Alpha	8	R	Date of Birth Format = MMDDYYYY, where: MM = 2 position month DD = 2 position day YYYY = 4 position year
95	100	Num	6	R	OPERS Employer Code Format = XXXXYY, where: XXXX = Four digit OPERS employer code YY = Two digit OPERS suffix code
101	101	Alpha	1	R	Filler (Space)
102	103	Num	2	R	ARP Vendor (*see View ARP Vendors under online forms for the most up to date listing) Values are: 01 - VOYA RETIREMENT INSURANCE & ANNUITY CO 02 - THE HARTFORD 03 - AXA EQUITABLE 04 - GREAT AMERICAN LIFE INS CO 05 - LINCOLN FINANCIAL GROUP 06 - METROPOLITAN LIFE INS CO 07 - NATIONWIDE INSURANCE CO 08 - TIAA 09 - COREBRIDGE FINANCIAL 10 - FIDELITY INVESTMENTS 11 - RELIANCE TRUST CO
104	153	Alpha	50	O	Employer Notes

EMPLOYER SUMMARY RECORD FORMAT

FROM	TO	TYPE	COUNT	REQUIRED/ OPTIONAL	DESCRIPTION
01	01	Alpha	1	R	Record Type = "T"
02	06	Alpha	5	R	OPERS Form Type = ARP3
07	12	Num	6	R	OPERS Employer Code Format = XXXXYY, where: XXXX = Four digit OPERS employer code YY = Two digit OPERS suffix code