113 Election Campaign and Lobbyist Reporting

Functional Group ID= ${CL}$

Introduction:

This Draft Standard for Trial Use contains the format and establishes the data contents of the Election Campaign and Lobbyist Reporting Transaction Set (113) for use within the context of an Electronic Data Interchange (EDI) environment. This Bi-directional transaction set can be used by candidates, candidate committees, party committees, political action groups, lobbyists and other entities to exchange disclosure data.

Notes:

- 1. Lobbyist employers, lobbyist coalitions, and individual lobbyists in the state of California can use this transaction set to submit California form 603 (Lobbyists Employer or Lobbyist Coalition Registration Statement) dated 7/98; California form 604 (Lobbyist Certification Statement) dated 7/98; and California form 606 (Notice of Termination) dated 7/98. If this IC is used to transmit a form 603, table 1 and illustrated HL loop 2/HL/0100 Must be transmitted (see note 10 below for an explanation of an illustrated HL loop). If this IC is used to submit a form 604, table 1 and the illustrated HL loop 2/HL/0101 MUST be transmitted. If this IC is used to submit a form 606, table 1 and the illustrated HL loop 2/HL/0102 MUST be transmitted. If two or more forms are submitted, table 1 is transmitted only one time.
- 2. This IC can be used to amend previously submitted data. The amended data is a total replacement of the form.
- 3. Throughout this implementation convention, reference is made to segments and data elements within this transaction set. Segments are identified in the following manner 1/NM1/0700. The first number identifies the table that contains the segment. The 2 or 3 characters between the slash marks identify the segment (in the example, NM1 identifies the Individual or Organizational Name segment). The last 4 numbers identify the position of the segment within the table. Thus, 1/NM1/0700 identifies the Individual or Organizational Name segment in table 1 at position 0700.
- 4. A combination of the segment identifier and the position of the data element within the segment, e.g., BGN06 identify data elements within segments. BGN identifies the Beginning Segment and 06 identifies data element 127 which is the sixth data element within the BGN segment.
- 5. Composite data elements are identified in a manner similar to data elements, e.g., AWD01-04. AWD identifies the Amount with Description segment; 01 identifies composite data element C007, which is the first data element within the segment; and -04 identifies sub data element 935, which is the fourth sub data element within the composite data element C007.
- 6. This transaction set contains segments and data elements that by the X12 standard are mandatory. A mandatory segment is identified by an "M" in the Requirement Designator field within the transaction set table and by the word "MANDATORY" in the Usage row on the segment page. Data elements that are mandatory by the X12 standard are identified by an "M" in the first column under the ATTRIBUTES on the segment page. Mandatory segments MUST be present in all transmissions of this transaction set. Mandatory data elements MUST be present in all mandatory segments and in those optional segments that are used in the transaction set.
- 7. This transaction set also contains segments and data elements whose uses are optional by the X12 standard. These segments and data elements are identified in a similar manner as are the mandatory segments and data elements except an "O" is displayed in lieu of an "M" and the word "OPTIONAL" is used in place of "MANDATORY". Optional segments and data elements may be used at the discretion of the originator of the transaction set except when the words "MUST USE" are present. In this instance, the segment or data element MUST be present in the occurrence of the illustrated HL loop in which the annotation appears.
- 8. This transaction set contains segments and data elements that are optional by the X12 standard but are REQUIRED by this implementation convention under specified conditions. In this instance the word

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"REQUIRED" will appear in a note associated with the segment or data element and the condition requiring the use of the segment or data element will be specified in this note. Use of the segment, data element or code are REQUIRED whenever the specified condition is present.

- 9. This transaction set contains a HL loop (which includes all segments 2/HL/0100 through 2/MTX/3500) in table 2. This HL loop is used to transmit data applicable to a form or schedule and to categorize that data.
- 10. Within this 113 transaction set there is only one HL loop identified in table 2, however, this loop may be repeated an infinite number of times. For ease of understanding this implementation convention, the data required by each form or schedule is identified in a separate illustrated HL loop. The illustrated HL loops identify the segments, data elements and codes that are to be used to provide the data required by the form or schedule. The illustrated HL loops can be identified by their position numbers within the transaction set. The HL loop within this 113 transaction set starts at position 2/0100 and ends at position 2/3500. Each segment in the HL loop is at a position that is incremented by 100 from the HL segment, e.g., the second segment in the HL loop is at position 2/0200. Each of the segments in the illustrated loops is incremented by 1 from the segments in the basic HL loop, e.g., 2/0101 through 2/3501, 2/0102 through 2/3502, etc. Notes that appear in these illustrative loops will refer to segments by their ACTUAL positions within the X12 transaction set, NOT by their illustrated positions.
- 11. Each HL loop that starts a form or schedule MUST cite code RP (Report) in HL03. There may be other HL loops within a form or schedule. Each of these loops will cite a code other than RP in HL03. Each code listed in HL03 may be used ONLY one time in each HL loop that transmits data for a form or schedule. All HL loops MUST be numbered consecutively in HL01 throughout the entire transaction set.
- 12. Codes listed in data elements are the only codes that may be used in that data element.
- 13. Instructions regarding the use of this transaction set to comply with the reporting requirements of the California Secretary of State's office will appear as italicized, bolded, shaded text. Any other text that appears within this transaction set is part of the X12 standard.
- 14. Segment syntax and semantic notes are part of the X12 standard and MUST be complied with.
- 15. This IC accommodates all the instructions for completing a form.

Heading:

Page No. 6	Pos. <u>No.</u> 0100	Seg. <u>ID</u> ST	Name Transaction Set Header	Req. Des. M	Max.Use	Loop <u>Repeat</u>	Notes and Comments
7	0200	BGN	Beginning Segment	M	1		
Not Used	0300	N9	Reference Identification	O	>1		
Not Used	0400	DTM	Date/Time Reference	О	>1		
Not Used	0500	LQ	Industry Code	О	>1		n1
Not Used	0600	MTX	Text	O	>1		
			LOOP ID - NM1			>1	
9	0700	NM1	Individual or Organizational Name	О	1		n2
11	0800	N2	Additional Name Information	O	2		
Not Used	0900	N3	Address Information	O	2		
Not Used	1000	N4	Geographic Location	O	1		
Not Used	1100	PER	Administrative Communications Contact	O	>1		
Not Used	1200	N9	Reference Identification	O	>1		
			LOOP ID - AWD			>1	
Not Used	1300	AWD	Amount with Description	0	1		n3
Not Used	1400	LQ	Industry Code	O	>1		n4
Not Used	1500	MTX	Text	O	>1		

Detail:

Page <u>No.</u>	Pos. <u>No.</u>	Seg. <u>ID</u>	<u>Name</u>	Req. <u>Des.</u>	Max.Use	Loop <u>Repeat</u>	Notes and Comments
			LOOP ID - HL			>1	
12	0100	HL	Hierarchical Level	0	1		n5
			LOOP ID - N9			>1	
14	0200	N9	Reference Identification	О	1		
16	0300	DTM	Date/Time Reference	0	>1		
Not Used	0400	NX2	Location ID Component	0	>1		
17	0500	LQ	Industry Code	О	>1		n6
18	0600	MTX	Text	О	>1		
			LOOP ID - NM1			>1	
19	0700	NM1	Individual or Organizational Name	О	1		n7
22	0800	N2	Additional Name Information	O	2		
23	0900	N3	Address Information	O	2		
24	1000	N4	Geographic Location	O	1		
25	1100	PER	Administrative Communications Contact	O	>1		
26	1200	N9	Reference Identification	O	>1		
28	1300	DTM	Date/Time Reference	O	>1		
Not Used	1400	NX2	Location ID Component	O	>1		
Not Used	1500	EMS	Employment Position	O	>1		
29	1600	TPB	Business Professional Title	O	>1		
Not Used	1700	PWK	Paperwork	O	>1		
Not Used	1800	PAM	Period Amount	O	>1		
Not Used	1900	G86	Signature	O	1		
30	2000	MTX	Text	O	>1		
			LOOP ID - LQ			>1	
32	2100	LQ	Industry Code	О	1		
Not Used	2200	N9	Reference Identification	O	>1		
Not Used	2300	DTM	Date/Time Reference	O	>1		
Not Used	2400	PCT	Percent Amounts	O	>1		
Not Used	2500	QTY	Quantity	O	>1		
33	2600	MTX	Text	O	>1		
			LOOP ID - AWD			>1	
Not Used	2700	AWD	Amount with Description	O	1		
Not Used	2800	DTM	Date/Time Reference	0	>1		
Not Used	2900	PCT	Percent Amounts	О	>1		
Not Used	3000	QTY	Quantity	O	>1		
Not Used	3100	N9	Reference Identification	О	>1		
Not Used	3200	PDL	Payment Details	O	>1		
Not Used	3300	LQ	Industry Code	0	>1		
Not Used	3400	N1	Name	0	>1		
Not Used	3500	MTX	Text	0	>1		
2.4	0101		LOOP ID - HL		1	>1	0
34	0101	HL	Hierarchical Level	0	1		n8
26	020:	110	LOOP ID - N9			>1	
36	0201	N9	Reference Identification	0	1		
38	0301	DTM	Date/Time Reference	0	>1		
Not Used	0401	NX2	Location ID Component	0	>1		
Not Used	0501	LQ	Industry Code	0	>1		n9
39	0601	MTX	Text	0	>1		

			LOOP ID - NM1			>1	
40	0701	NM1	Individual or Organizational Name	0	1		n10
42	0801	N2	Additional Name Information	0	2		
43	0901	N3	Address Information	0	2		
44	1001	N4	Geographic Location	0	1		
45	1101	PER	Administrative Communications Contact	O	>1		
46	1201	N9	Reference Identification	O	>1		
48	1301	DTM	Date/Time Reference	О	>1		
Not Used	1401	NX2	Location ID Component	О	>1		
Not Used	1501	EMS	Employment Position	О	>1		
Not Used	1601	TPB	Business Professional Title	О	>1		
Not Used	1701	PWK	Paperwork	О	>1		
Not Used	1801	PAM	Period Amount	О	>1		
Not Used	1901	G86	Signature	O	1		
Not Used	2001	MTX	Text	О	>1		
			LOOP ID - LQ			>1	
49	2101	LQ	Industry Code	О	1		
Not Used	2201	N9	Reference Identification	0	>1		
50	2301	DTM	Date/Time Reference	О	>1		
Not Used	2401	PCT	Percent Amounts	О	>1		
Not Used	2501	QTY	Quantity	О	>1		
Not Used	2601	MTX	Text	0	>1		
			LOOP ID - AWD			>1	
Not Used	2701	AWD	Amount with Description	0	1	×1	
Not Used	2801	DTM	Date/Time Reference	0	>1		
Not Used	2901	PCT	Percent Amounts	0	>1		
Not Used	3001	QTY	Quantity	0	>1		
Not Used	3101	N9	Reference Identification	0	>1		
Not Used	3201	PDL	Payment Details	0	>1		
Not Used	3301	LQ	Industry Code	0	>1		
Not Used	3401	N1	Name	0	>1		
Not Used	3501	MTX	Text	0	>1		
			LOOP ID - HL			>1	
51	0102	HL	Hierarchical Level	0	1	>1	n11
31	0102	IIL	LOOP ID - N9		1	>1	1111
53	0202	N9	Reference Identification	0	1	>1	
55	0302	DTM	Date/Time Reference	0	>1		
Not Used	0402	NX2	Location ID Component	0	>1		
Not Used	0502	LQ	Industry Code	0	>1		n12
56	0602	MTX	Text	0	>1		1112
30	0002	11111					
57	0702	NINTI	LOOP ID - NM1		1	>1	12
57	0702	NM1	Individual or Organizational Name	0	1		n13
59	0802	N2	Additional Name Information	0	2		
60	0902	N3	Address Information	0	2		
61 Not Used	1002	N4	Geographic Location	0	1		
Not Used	1102	PER	Administrative Communications Contact	0	>1		
62 64	1202 1302	N9 DTM	Reference Identification Date/Time Reference	0	>1		
		DTM		0	>1		
65 Not Used	1402	NX2 EMS	Location ID Component	0	>1		
Not Used	1502	EMS	Employment Position	О	>1		

66	1602	TPB	Business Professional Title	0	>1	
Not Used	1702	PWK	Paperwork	0	>1	
Not Used	1802	PAM	Period Amount	0	>1	
Not Used	1902	G86	Signature	0	1	
Not Used	2002	MTX	Text	0	>1	
			LOOP ID - LQ			>1
67	2102	LQ	Industry Code	0	1	
Not Used	2202	N9	Reference Identification	0	>1	
Not Used	2302	DTM	Date/Time Reference	0	>1	
Not Used	2402	PCT	Percent Amounts	0	>1	
Not Used	2502	QTY	Quantity	O	>1	
Not Used	2602	MTX	Text	O	>1	
1101 0500				_		
1101 Osca			LOOP ID - AWD			>1
Not Used	2702	AWD		0	1	>1
			LOOP ID - AWD			>1
Not Used	2702	AWD	LOOP ID - AWD Amount with Description	0	1	>1
Not Used Not Used	2702 2802	AWD DTM	LOOP ID - AWD Amount with Description Date/Time Reference	0	1 >1	>1
Not Used Not Used Not Used	2702 2802 2902	AWD DTM PCT	LOOP ID - AWD Amount with Description Date/Time Reference Percent Amounts	0 0 0	1 >1 >1 >1	>1
Not Used Not Used Not Used Not Used	2702 2802 2902 3002	AWD DTM PCT QTY	LOOP ID - AWD Amount with Description Date/Time Reference Percent Amounts Quantity	0 0 0	1 >1 >1 >1	>1
Not Used Not Used Not Used Not Used Not Used	2702 2802 2902 3002 3102	AWD DTM PCT QTY N9	LOOP ID - AWD Amount with Description Date/Time Reference Percent Amounts Quantity Reference Identification	0 0 0 0	1 >1 >1 >1 >1 >1 >1 >1 >1 >1 >1	>1
Not Used Not Used Not Used Not Used Not Used Not Used	2702 2802 2902 3002 3102 3202	AWD DTM PCT QTY N9 PDL	LOOP ID - AWD Amount with Description Date/Time Reference Percent Amounts Quantity Reference Identification Payment Details	0 0 0 0 0	1 >1 >1 >1 >1 >1	>1
Not Used Not Used Not Used Not Used Not Used Not Used Not Used	2702 2802 2902 3002 3102 3202 3302	AWD DTM PCT QTY N9 PDL LQ	LOOP ID - AWD Amount with Description Date/Time Reference Percent Amounts Quantity Reference Identification Payment Details Industry Code	0 0 0 0 0	1 >1 >1 >1 >1 >1 >1 >1 >1 >1 >1 >1 >1 >1	>1

Transaction Set Notes

- 1/0500 The LQ segment provides coded information related to a filing, such as, a notice of a late filing.
- 1/0700 The NM1 segment provides name and address information regarding the sender and receiver of a filing.
- 1/1300 The AWD loop provides monetary amounts covering fees and related information associated with a late filing.
- 1/1400 The LQ segment provides coded information related to the monetary amounts carried in the AWD loop.
- 2/0100 The HL loop divides a filing into sections such as basic report information, loans, contributions, receipts, expenditures, related parties and other information contained in a filing.
- 2/0500 The LQ segment provides coded information related to an individual report identified in the N9 segment.
- 2/0700 The NM1 segment provides name, address and related information for reportable entities, such as filers, committees, committee officers, and contributors.
- 2/2100 The LQ loop provides coded information, such as, type of committee, last office held by a candidate, and other information about the entities identified in the NM1 segment.
- 2/3300 The LQ segment provides coded information related to the monetary amount carried in the AWD segment as reported for the entity identified in the NM1 loop.
- 2/3400 The N1 segment provides the name of an entity who benefited from an expenditure made by a party identified in the NM1 segment.

Segment: ST Transaction Set Header

Position: 0100

Loop:

Level: Heading Usage: Mandatory

Max Use: 1

Purpose:

To indicate the start of a transaction set and to assign a control number

Syntax Notes:

Semantic Notes:

- 1 The transaction set identifier (ST01) is used by the translation routines of the interchange partners to select the appropriate transaction set definition (e.g., 810 selects the Invoice Transaction Set).
- 2 The implementation convention reference (ST03) is used by the translation routines of the interchange partners to select the appropriate implementation convention to match the transaction set definition.

Comments:

	Ref. Des.	Data <u>Element</u>	<u>Name</u>	<u>Attr</u>	<u>ibutes</u>
\mathbf{M}	ST01	143	Transaction Set Identifier Code	M	ID 3/3
			Code uniquely identifying a Transaction Set		
			113 Election Campaign and Lobbyist Report	ing	
M	ST02	329	Transaction Set Control Number	\mathbf{M}	AN 4/9
			Identifying control number that must be unique within the tra functional group assigned by the originator for a transaction s		ion set
			A unique number assigned by the submitter of the transaction application program. This same number is cited in SE02 of segment.		
	ST03	1705	Implementation Convention Reference	O	AN 1/35
			Reference assigned to identify Implementation Convention		
			Cite 113CA603.		

BGN Beginning Segment **Segment: Position:** 0200 Loop: Level: Heading Usage: Mandatory Max Use: **Purpose:** To indicate the beginning of a transaction set **Syntax Notes:** If BGN05 is present, then BGN04 is required. **Semantic Notes:** BGN02 is the transaction set reference number. BGN03 is the transaction set date. 3 BGN04 is the transaction set time. BGN05 is the transaction set time qualifier. BGN06 is the transaction set reference number of a previously sent transaction affected by the current transaction. **Comments: Notes:** This segment is used to provide basic information regarding the data contained within this transaction set. **Data Element Summary** Ref. Data Element Des. Name Attributes BGN01 353 **Transaction Set Purpose Code** M ID 2/2 Code identifying purpose of transaction set Use this data element to identify the purpose of the data contained within this transaction set. Only one of the listed codes may be used. 00 Original Use this code to indicate an original submission of the data contained within this transaction set. When this code is used, BGN07 is REQUIRED and MUST cite code ED. CO Corrected 1. Use this code to indicate that the data contained within this transaction set has been amended from a previous submission. The amended data is a total replacement of the data that was previously submitted (i.e., form 603). 2. When this code is used, BGN06 is REQUIRED and MUST contain the unique number of the previously transmitted transaction set. 3. The unique number of the previously transmitted transaction set was carried in BGN02 of that transmission. BGN02 127 **Reference Identification** M AN 1/50

 \mathbf{M}

M Reference information as defined for a particular Transaction Set or as specified by the Reference Identification Qualifier Use this data element to provide a unique number that can be used to identify this transmission in future communications between the submitter and receiver of this transaction set. This number is different than the number that is contained in ST02. \mathbf{M} BGN03 373 Date M DT 8/8 Date expressed as CCYYMMDD Use this data element to identify the transmission date of this transaction set. BGN04 337 Time X TM 4/8 Time expressed in 24-hour clock time as follows: HHMM, or HHMMSS, or HHMMSSD, or HHMMSSDD, where H = hours (00-23), M = minutes (00-23)

59), S = integer seconds (00-59) and DD = decimal seconds; decimal seconds

			are expressed as follows: $D = tenths (0-9)$ and $DD = hundredths (00-99)$						
			This data element may be used to identify the time of the tr	ansm	ission.				
			Identify the time as local time in HHMM format.						
Not Used	BGN05	623	Time Code	O	ID 2/2				
			Code identifying the time. In accordance with International						
			Organization standard 8601, time can be specified by a + or						
			in hours in relation to Universal Time Coordinate (UTC) time						
	DCN04	105	restricted character, + and - are substituted by P and M in th	_					
	BGN06	127	Reference Identification	0	AN 1/50				
			Reference information as defined for a particular Transaction Set specified by the Reference Identification Qualifier						
			1	c · 1					
			Use this data element to identify the unique reference num		-				
			transmitted 113 transaction set. The unique reference num previously transmitted 113 transaction set was cited in BG.		*				
			transmission. This data element is REQUIRED when BG	•					
	BGN07	640	Transaction Type Code	0	ID 2/2				
			Code specifying the type of transaction						
			Use this data element is REQUIRED when BGN01 is code 00 to identify the						
			nature of the data contained within this transaction set.						
			ED Lobbyist Filing						
Not Used	BGN08	306	Action Code	O	ID 1/2				
			Code indicating type of action						
Not Used	BGN09	786	Security Level Code	O	ID 2/2				
			Code indicating the level of confidentiality assigned by the information following	sender	to the				

Segment: NM1 Individual or Organizational Name

Position: 0700

Loop: NM1 Optional

Level: Heading Usage: Optional Max Use: 1

Purpose: To supply the full name of an individual or organizational entity
Syntax Notes: 1 If either NM108 or NM109 is present, then the other is required.

2 If NM111 is present, then NM110 is required.

Semantic Notes: 1 NM102 qualifies NM103.

Comments: 1 NM110 and NM111 further define the type of entity in NM101.

Notes: Use this segment to identify the "from" and "to" entities of this submission.

			Data El	lement Summary			
	Ref.	Data					
3.5	Des.	Element	Name Name			<u>ributes</u>	
M	NM101	98	Entity Identifie			ID 2/3	
			Code identifying an organizational entity, a physical loc individual		cation, property or an		
			Use this segment elements.	nt to qualify the entity identified in the fo	llowing	data	
			FR	Message From			
				Use this code to indicate the entity :	submittii	ng the data.	
			TO	Message To		J	
				Use this code to indicate the entity t	that is to	receive the	
M	NM102	1065	Entity Type Qu	<i>data.</i> Palifier	M	ID 1/1	
141	1111102	1000		the type of entity	141	10 1/1	
				• •	IM101 a	s a norson a	
			Use this data element to identify the entity qualified in NM101 as a person government entity, or an entity other than an individual or government				
			entity.	Person			
				Use this code to indicate an individ	ual.		
			2	Non-Person Entity			
			G	Government			
Must Use	NM103	1035		Organization Name	0	AN 1/60	
1/1450 050	11112200	2000		ame or organizational name	Ü	121 (2,00	
				element to provide the name of an entit	v		
			1. Ose mis dana	ecoment to provide the name of an entity	,.		
				2 is code 1 and the person has a monike nent to provide the moniker.	r (nickn	ame), use the	
			2 When NM10	2 is code 2 or G, and the name of the is	anaatan t	han 60	
				the 1/N2/0800 segment to provide the ba			
	NM104	1036	Name First	2/2/2/0000 20 3 20 provide and on	O	AN 1/35	
			Individual first i	name			
	NM105	1037	Name Middle		O	AN 1/25	
			Individual midd	le name or initial			
	NM106	1038	Name Prefix		O	AN 1/10	
			Prefix to individ	ual name			
	NM107	1039	Name Suffix		O	AN 1/10	
			Suffix to individ	lual name			
Not Used	NM108	66	Identification (Code Qualifier	X	ID 1/2	
				g the system/method of code structure us	ed for Id		
Not Used	NM109	67	Identification (Code	X	AN 2/80	
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(0					- 10 / 6		

Not Used	NM110	706	Code identifying a party or other code Entity Relationship Code	X	ID 2/2
			Code describing entity relationship		
Not Used	NM111	98	Entity Identifier Code	O	ID 2/3
			Code identifying an organizational entity, a physical location individual	, pro	perty or an

Segment: N2 Additional Name Information

Position: 0800

Loop: NM1 Optional

Level: Heading Usage: Optional

Max Use: 2

Notes:

Purpose: To specify additional names

Syntax Notes: Semantic Notes: Comments:

1. When NM102 is code 1, and the person has a moniker (nickname), use this segment to provide the moniker.

2. When NM102 in the 1/NM1/0700 segment is code 6 or G, use this segment to provide the balance of a committee or government organization name that is greater than 60 characters.

M	Ref. <u>Des.</u> N201	Data Element 93	Name Name Free-form name	Attributes M AN 1/60
			1. When providing a moniker, insert a space after the numeric 1, 2, or 3.	e moniker and cite the
			 1 = moniker is before the first name 2 = moniker is between the first and middle name 3 = moniker is between the middle and last name 	
	N202	93	Name Free-form name	O AN 1/60

HL Hierarchical Level **Segment:**

0100 **Position:**

> Loop: HLOptional (Must Use)

Level: Detail

Usage: Optional (Must Use)

Max Use:

Purpose: To identify dependencies among and the content of hierarchically related groups of data

segments

Syntax Notes: Semantic Notes: Comments:

The HL segment is used to identify levels of detail information using a hierarchical structure, such as relating line-item data to shipment data, and packaging data to lineitem data.

The HL segment defines a top-down/left-right ordered structure.

- HL01 shall contain a unique alphanumeric number for each occurrence of the HL segment in the transaction set. For example, HL01 could be used to indicate the number of occurrences of the HL segment, in which case the value of HL01 would be "1" for the initial HL segment and would be incremented by one in each subsequent HL segment within the transaction.
- HL02 identifies the hierarchical ID number of the HL segment to which the current HL segment is subordinate.
- HL03 indicates the context of the series of segments following the current HL segment up to the next occurrence of an HL segment in the transaction. For example, HL03 is used to indicate that subsequent segments in the HL loop form a logical grouping of data referring to shipment, order, or item-level information.
- HL04 indicates whether or not there are subordinate (or child) HL segments related to the current HL segment.

Notes:

This HL loop illustrates the submission of data required by California Form 603, Lobbyist Employer or Lobbyist Coalition Registration Statement.

			Data Elem	ent Summary		
	Ref.	Data		-		
	Des.	Element	<u>Name</u>		Attr	<u>ributes</u>
M	HL01	628	Hierarchical ID N	umber	M	AN 1/12
			A unique number as	ssigned by the sender to identify a particu	lar da	ıta segment
			in a hierarchical str	ucture		C
			Use this data eleme	ent to provide a unique number that can	ident	ify each HL
			loop. It is recomme	ended that the first HL loop be identified	by th	e number 1
			in this data elemen	t and that each successive HL loop be in	crem	ented by 1.
Not Used	HL02	734	Hierarchical Paren	nt ID Number	\mathbf{o}	AN 1/12
				er of the next higher hierarchical data seg ribed is subordinate to	ment	that the data
\mathbf{M}	HL03	735	Hierarchical Level		\mathbf{M}	ID 1/2
			Code defining the c	haracteristic of a level in a hierarchical st	ructu	re
				nt is used to identify the type of data that		
				the current HL loop.	25 00	ms
				с коорт		
			2. Each of the liste	d codes MUST be used only one time.		
			25	Subgroup		
				1. Use this code to indicate lobbying fi	rms v	with which
				the filer contracts.		
				·		
				2. When this code is used, the 2/NM1/	0700	loop
				MUST be used to identify all of the lob	bying	g firms.
			AG	Agent		
				1. Use this code to indicate the agencie	es wh	ose actions
				the filer will attempt to influence.		
				2. When this code is used, the 2/NM1/	0700	loop

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				MUST be used to identify all of the agencie	s.
			EB	Filer	
				1. Use this code to indicate that the data wi	hich
				follows in this HL loop is applicable to the	
				is submitting the data contained in this form	_
				2. When this code is used, the 2/NM1/0700	loop
				MUST be used to identify the filer.	•
			FG	Functional Group	
				1. Use this code to indicate in-house lobby	ists
				employed by the filer.	
				2. When this code is used, the 2/NM1/0700	loop
				MUST be used to identify all of the lobbyist	s.
			RP	Report	
				1. Use this code to indicate that the data wi	hich
				follows in this HL loop is information appli	cable to the
				form being submitted (e.g., form number, le	egislative
				sessions covered by the report, and the type	of report).
				2. When this code is used, the 2/N9/0200 ld	-
				be used to carry the associated information	•
Not Used	HL04	736	Hierarchical Child	d Code O	ID 1/1
			Code indicating if t	there are hierarchical child data segments subo	rdinate to the
			level being describe	ed	

Reference Identification Segment:

Position: 0200

> Loop: N9 Optional (Must Use)

Level: Detail

Usage: Optional (Must Use)

Max Use:

To transmit identifying information as specified by the Reference Identification Qualifier **Purpose:**

Syntax Notes: At least one of N902 or N903 is required.

If N906 is present, then N905 is required.

If either C04003 or C04004 is present, then the other is required. 3

4 If either C04005 or C04006 is present, then the other is required.

Semantic Notes: N906 reflects the time zone which the time reflects.

N907 contains data relating to the value cited in N902.

Comments:

Notes:

When HL03 in the 2/HL/0100 segment is code RP, use of this segment is REQUIRED to identify the number of the form that is being submitted; and the original or amended

filing identification number.

			Data Elem	ent Summary		
	Ref.	Data	Nome		A 44.	uihtoo
M	<u>Des.</u> N901	Element 128	Name Reference Identifi	cation Qualifier	M	ributes ID 2/3
112	1,501	120		e Reference Identification	1,1	10 2/0
			FQ	Form Number		
			O8	Use this code to indicate the number of is being transmitted, i.e., F603. Original Filing	f the j	form that
			00	When BGN01 in the 1/BGN/0200 segn		
			OJ	00, use of this code is REQUIRED to a original filing number. When this codalways cite 000 in N902. If the require provided, the Secretary of State's official filing of the form 603. Amendment Filing	le is u ed nu	sed, mber is not
				When BGN01 in the 1/BGN/0200 segnuse of this code is REQUIRED to indicate amendment number. When this code amended filing should cite 001. Subsefilings should increment the amended by 1, e.g., 002, 003, etc. If the required provided, the Secretary of State's officiling of the amended form 603.	cate the is use equent filing dinum	he filing d, the first t amended number iber is not
	N902	127	Reference Identifi		X	AN 1/50
			Reference informat	ion as defined for a particular Transaction	ı Set	or as
NT 4 TT 1	N1002	260		ference Identification Qualifier	T 7	A 3.7 4 / 4.5
Not Used	N903	369	Free-form Descrip		X	AN 1/45
Not Used	N904	373	Free-form descripti Date	ve text	0	DT 8/8
140t Oseu	11/04	313	Date expressed as (CCYYMMDD	U	D1 6/6
Not Used	N905	337	Time		X	TM 4/8
Not Used	N906	623	Time expressed in 2 HHMMSSD, or HF 59), S = integer sec	24-hour clock time as follows: HHMM, of HMMSSDD, where H = hours (00-23), Monds (00-59) and DD = decimal seconds; llows: D = tenths (0-9) and DD = hundred	= mi decir	MMSS, or nutes (00- nal seconds
			Organization standa	the time. In accordance with International Stard 8601, time can be specified by a + or to Universal Time Coordinate (UTC) times.	- and	an indication

Ni-4 Ti J	N1007	C040	restricted character, + and - are substituted by P and M in the	code	es that follow
Not Used	N907	C040	Reference Identifier		
			To identify one or more reference numbers or identification n specified by the Reference Qualifier	umb	ers as
Not Used	C04001	128	Reference Identification Qualifier	\mathbf{M}	ID 2/3
			Code qualifying the Reference Identification		
Not Used	C04002	127	Reference Identification	M	AN 1/50
			Reference information as defined for a particular Transaction specified by the Reference Identification Qualifier	Set	or as
Not Used	C04003	128	Reference Identification Qualifier	\mathbf{X}	ID 2/3
			Code qualifying the Reference Identification		
Not Used	C04004	127	Reference Identification	X	AN 1/50
			Reference information as defined for a particular Transaction specified by the Reference Identification Qualifier	Set	or as
Not Used	C04005	128	Reference Identification Qualifier	\mathbf{X}	ID 2/3
			Code qualifying the Reference Identification		
Not Used	C04006	127	Reference Identification	X	AN 1/50
			Reference information as defined for a particular Transaction specified by the Reference Identification Qualifier	Set	or as

Segment: DTM Date/Time Reference

Position: 0300

Loop: N9 Optional (Must Use)

Level: Detail
Usage: Optional
Max Use: >1

Purpose: To specify pertinent dates and times

Syntax Notes: 1 At least one of DTM02 DTM03 or DTM05 is required.

2 If DTM04 is present, then DTM03 is required.

3 If either DTM05 or DTM06 is present, then the other is required.

Semantic Notes: Comments:

Notes: When N901 in the 2/N9/0200 segment is code FQ, use of this segment is REQUIRED

to identify the reporting period, i.e., the legislative session.

	D 6	ъ.	Data Elem	ent Summary			
	Ref. Des.	Data Element	Name		Attı	ributes	
M	DTM01	374	Date/Time Qualifie	er	M	ID 3/3	
			Code specifying typ	be of date or time, or both date and time			
			Use this data eleme DTM06.	Ise this data element to cite a code that qualifies the date identified in OTM06.			
			EDH	Legislative Session			
				1. Use this code to identify the legislativhich this report pertains.	ive se	ssion to	
				2. Identify the legislative session in DI		_	
Not Used	DTM02	373	Date	appropriate date format qualifier code	ın D. X	TMU5. DT 8/8	
110t Oscu	D111102	373	Date expressed as C	CCYYMMDD	21	D1 0/0	
Not Used	DTM03	337	Time		X	TM 4/8	
Not Used	DTM04	623	HHMMSSD, or HH 59), S = integer seco	24-hour clock time as follows: HHMM, or IMMSSDD, where H = hours (00-23), M and (00-59) and DD = decimal seconds; lows: D = tenths (0-9) and DD = hundred	= mi decin	nutes (00- nal seconds	
Not Used	D1W104	023	Code identifying the Organization standa in hours in relation t	e time. In accordance with International S rd 8601, time can be specified by a + or - to Universal Time Coordinate (UTC) time + and - are substituted by P and M in the	tanda and e; sin	ards an indication ce + is a	
	DTM05	1250	Date Time Period		X	ID 2/3	
			Code indicating the	date format, time format, or date and tim	e fori	nat	
			dates cited in DTM		, and the second	·	
			RD4	Range of Years Expressed in Format CO	CYY-		
	DTM06	1251	Date Time Period		X	AN 1/35	
			•	e, a time, or range of dates, times or dates	and t	imes	
			Use this data eleme	nt to specify the legislative session.			

Segment: LQ Industry Code

Position: 0500

Loop: N9 Optional (Must Use)

Level: Detail
Usage: Optional
Max Use: >1

Purpose: Code to transmit standard industry codesSyntax Notes: 1 If LQ01 is present, then LQ02 is required.

Semantic Notes: Comments:

Notes:

- 1. When N901 in the 2/N9/0200 segment is code FQ, use this segment to identify the type of report that is being filed.
- 2. The type of report is identified by a code contained in the California Lobbyist Report Code List which is maintained by the Office of the Secretary of State.
- 3. All codes contained in the California Lobbyist Code List have the following structure: Two numeric characters to identify a section in the code list, followed by a hyphen, followed by 1, 2, or 3, alpha/numeric characters.

Ref.	Data	•				
Des.	Element	<u>Name</u>	Attı	<u>ributes</u>		
LQ01	1270	Code List Qualifier Code	O	ID 1/3		
		Code identifying a specific industry code list				
		Use this data element to identify the code list that contains in LQ02.	the co	ode specified		
		ECU California Lobbyist Report Codes				
LQ02	1271	Industry Code	X	AN 1/30		
		Code indicating a code from a specific industry code list				
		Use this data element to identify the type of report. Enter a code from section 03 of the California Lobbyist Report Code List.				

Segment: MTX Text

Position: 0600

Loop: N9 Optional (Must Use)

Level: Detail
Usage: Optional
Max Use: >1

Purpose: To specify textual data

Syntax Notes: 1 If MTX01 is present, then MTX02 is required.

- 2 If MTX03 is present, then MTX02 is required.
- **3** If MTX05 is present, then MTX04 is required.

Semantic Notes: Comments:

1 MTX05 is the number of lines to advance before printing.

1 If MTX04 is "AA - Advance the specific number of lines before print", then MTX05

is required.

Notes: 1. Use this segment to provide additional text information related to the report being filed.

2. The use of text is discouraged if the information can be provided in a codified manner elsewhere within this transaction set.

3. This implementation convention limits the use of this segment to one time which allows for 4096 characters of text. Additional repetitions of this segment run the risk of data not being received by the Secretary of State's office.

	Ref.	Data				
	Des.	Element	<u>Name</u>	Attı	<u>ributes</u>	
	MTX01	363	Note Reference Code	O	ID 3/3	
			Code identifying the functional area or purpose for which the	e note	applies	
			REP Report			
	MTX02	1551	Message Text	X	AN 1/4096	
			To transmit large volumes of message text			
Not Used	MTX03	1551	Message Text	O	AN 1/4096	
			To transmit large volumes of message text			
Not Used	MTX04	934	Printer Carriage Control Code	X	ID 2/2	
			A field to be used for the control of the line feed of the recei	ving p	orinter	
Not Used	MTX05	1470	Number	O	N0 1/9	
			A generic number			
Not Used	MTX06	819	Language Code	O	ID 2/3	
			Code designating the language used in text, from a standard code list maintained by the International Standards Organization (ISO 639)			

NM1 Individual or Organizational Name **Segment:**

Position: 0700

> Loop: NM1 Optional (Must Use)

Level: Detail

Usage: Optional (Must Use)

Max Use:

Purpose: To supply the full name of an individual or organizational entity **Syntax Notes:** If either NM108 or NM109 is present, then the other is required.

If NM111 is present, then NM110 is required.

Semantic Notes:

NM102 qualifies NM103. 1

Comments:

Notes:

NM110 and NM111 further define the type of entity in NM101.

1. When HL03 in the 2/HL/0100 segment is code EB, use this segment to identify the entity filing form 603 and all associated entities (e.g., employer of the filer, if applicable; and the signer of the form 603).

- 2. When HL03 is code FG, use this segment to identify in-house employee lobbyists.
- 3. When HL03 is code 25, use this segment to identify lobbying firms with which the filer contracts.
- 4. When HL03 is code AG, use this segment to identify state agencies whose actions the filer will attempt to influence.

	Data Element Summary								
	Ref.	Data	NI		A 44-214				
M	<u>Des.</u> NM101	Element 98	Name Entity Identifier C	'ade	Attributes M ID 2/3				
IVI	1411101	70	•	organizational entity, a physical location					
			individual	organizational entity, a physical location	, property of an				
			_	qualify the entity identified in the follow	ving data				
			elements.						
			31	Postal Mailing Address					
				 When HL03 in the 2/HL/0100 segn and NM101 is code FN, use this code t mailing address of the filer if different business address. 	o indicate the				
			36	2. When this code is used, NM102 sho Employer	uld cite code 2.				
				1. When HL03 in the 2/HL/0100 segm and NM101 is code FN, use this code t employer of the filer, if applicable.					
			AG	2. When this code is used, NM102 sho and the 2/MTX/2000 segment should b describe the business activity of the em	e used to				
			AG	Agent/Agency 1. When HL03 in the 2/HL/0100 segn use this code to indicate the state agenc actions the filer will attempt to influence.	cy whose				
			BU	2. When this code is used, NM102 sho Place of Business	uld cite code 2.				
				1. When HL03 in the 2/HL/0100 segm and NM101 is code FN, use this code t filer's principal place of business, if sec	o indicate the				
				2. When this code is used, NM102 sho	uld cite code 2.				

Lobbying Firm

EAR

- 1. When HL03 in the 2/HL/0100 segment is code 25, use this code to indicate a lobbying firm with which the filer contracts.
- 2. When this code is used, NM102 should cite code 2. Lobbyist
- 1. When HL03 in the 2/HL/0100 segment is code FG, use this code to indicate in-house employee lobbyists.
- 2. When this code is used, NM102 should cite code 1. Filer Name
- 1. When HL03 in the 2/HL/0100 segment is code EB, use of this code is REQUIRED to indicate the entity submitting the data.
- 2. When this code is used, NM102 may cite code 1 or 2, the 2/N9/1200 segment MUST be used to provide a Secretary of State assigned electronic filer identification number, the 2/LQ/2100 segment should be used to identify the type of lobbyist employer and also to specify a industry group or business category applicable to the filer, and the 2/MTX/200 segment should be used to describe the lobbying interests of the filer, provide a description of the filer's business activity, a description of the industry, trade or professional association, the specific portion of the industry, trade or professional association the filer represents, or a description of an association with which filer has a common economic interest.
- 3. When this code is used and NM102 is code 1, the following segments MUST be used to provide a PIN number that represents the entity's signature, a date of the signature, the title of the entity, and verification statements: 2/N9/1200, 2/DTM/1300, 2/TPB/1600, and 2/LQ/2100.

Signer

UZ

EAS

FN

- 1. When NM101 is code FN and NM102 is code 2, use this code to indicate the responsible officer signing the form 603.
- 2. When this code is used, NM102 should cite code 1, and the following segments MUST be used to provide a PIN number that represents the entity's signature, a date of the signature, the title of the entity, and verification statements: 2/N9/1200, 2/DTM/1300, 2/TPB/1600, and 2/LQ/2100.

1065 **Entity Type Qualifier** M ID 1/1

Code qualifying the type of entity

Use this data element to identify the entity qualified in NM101 as an individual, a government entity, or an entity other than a person or a government agency.

1 Person

Use this code to indicate an individual.

2 Non-Person Entity

> Use this code to indicate an entity other than an individual or committee.

G Government

1035 Name Last or Organization Name AN 1/60 **Must Use** NM103 \mathbf{O}

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M

NM102

Individual last name or organizational name

- 1. Use of this data element is REQUIRED to provide the name of an entity.
- 2. When NM102 is code 1 and the person has a moniker (nickname), use the 2/N2/0800 segment to provide the moniker.
- 3. When NM102 is code G or 2 and the name of the entity is greater than 60 characters, use the 2/N2/0800 segment to provide the balance of the name.

			characters, use the 2/N2/0800 segment to provide the balance	de the balance of the name.		
	NM104	1036	Name First	O	AN 1/35	
			Individual first name			
	NM105	1037	Name Middle	O	AN 1/25	
			Individual middle name or initial			
	NM106	1038	Name Prefix	O	AN 1/10	
			Prefix to individual name			
	NM107	1039	Name Suffix	O	AN 1/10	
			Suffix to individual name			
Not Used	NM108	66	Identification Code Qualifier	X	ID 1/2	
			Code designating the system/method of code structure used for Code (67)	or Ide	entification	
Not Used	NM109	67	Identification Code	\mathbf{X}	AN 2/80	
			Code identifying a party or other code			
Not Used	NM110	706	Entity Relationship Code	\mathbf{X}	ID 2/2	
			Code describing entity relationship			
Not Used	NM111	98	Entity Identifier Code	O	ID 2/3	
			Code identifying an organizational entity, a physical location, individual	, prop	perty or an	

Segment: N2 Additional Name Information

Position: 0800

Loop: NM1 Optional (Must Use)

Level: Detail
Usage: Optional
Max Use: 2

Purpose:

To specify additional names

Syntax Notes: Semantic Notes: Comments:

Ments: Notes:

1. When NM102 is code 1, and the person has a moniker (nickname), use this segment to provide the moniker.

2. When NM102 is code G or 2, use this segment to provide the balance of an organization name that is greater than 60 characters.

	Ref. <u>Des.</u>	Data <u>Element</u>	Name	Attributes
M	$\overline{N201}$	93	Name	M AN 1/60
			Free-form name	
			1. When providing a moniker, insert a space after the numeric 1, 2, or 3.	noniker and cite the
			1 = moniker is before the first name	
			2 = moniker is between the first and middle name	
			3 = moniker is between the middle and last name	
	N202	93	Name	O AN 1/60
			Free-form name	

Segment: N3 Address Information

Position: 0900

Loop: NM1 Optional (Must Use)

Level: Detail
Usage: Optional
Max Use: 2

Purpose: To specify the location of the named party

Syntax Notes: Semantic Notes: Comments:

Notes: Use this segment to provide address information, e.g., a street number and name, a

P.O. box number, an apartment number, a room number, etc., applicable to the entity

identified in the 2/NM1/0700 segment.

M	Ref. <u>Des.</u> N301	Data <u>Element</u> 166	Name Address Information	Attributes M AN 1/55
171	11301	100	Address information	W AN 1/33
	N302	166	Address Information	O AN 1/55
			Address information	

Segment: N4 Geographic Location

Position: 1000

Loop: NM1 Optional (Must Use)

Level: Detail
Usage: Optional
Max Use: 1

Purpose: To specify the geographic place of the named party
Syntax Notes: 1 Only one of N402 or N407 may be present.

2 If N406 is present, then N405 is required.3 If N407 is present, then N404 is required.

Semantic Notes:

Comments:

1 A combination of either N401 through N404, or N405 and N406 may be adequate to specify a location.

N402 is required only if city name (N401) is in the U.S. or Canada.

Notes: Use this segment to provide the city, state, and zip code portion of the address

applicable to the entity identified in the 2/NM1/0700 segment.

			2404 2101110110 241111111111		
	Ref. Des.	Data Element	Name	Attı	ributes
	N401	<u>19</u>	City Name	O	AN 2/30
			Free-form text for city name		
	N402	156	State or Province Code	\mathbf{X}	ID 2/2
			Code (Standard State/Province) as defined by appropriate	governn	nent agency
Must Use	N403	116	Postal Code	O	ID 3/15
			Code defining international postal zone code excluding pu (zip code for United States)	ınctuatio	on and blanks
			This data element MUST be used to provide a ZIP code.		
Not Used	N404	26	Country Code	X	ID 2/3
			Code identifying the country		
Not Used	N405	309	Location Qualifier	X	ID 1/2
			Code identifying type of location		
Not Used	N406	310	Location Identifier	O	AN 1/30
			Code which identifies a specific location		
Not Used	N407	1715	Country Subdivision Code	X	ID 1/3
			Code identifying the country subdivision		

 ${f PER}$ Administrative Communications Contact **Segment: Position:** 1100 Loop: NM1 Optional (Must Use) Level: Detail Usage: Optional Max Use: >1 **Purpose:** To identify a person or office to whom administrative communications should be directed **Syntax Notes:** If either PER03 or PER04 is present, then the other is required. If either PER05 or PER06 is present, then the other is required. If either PER07 or PER08 is present, then the other is required. **Semantic Notes: Comments: Notes:** When NM101 in the 2/NM1/0700 segment is code FN, use this segment to provide up to 3 communication numbers.

	Ref.	Data	Dava Diemone Sammary				
	Des.	Element	<u>Name</u>		<u>ributes</u>		
M	PER01	366	Contact Function Code	M	ID 2/2		
			Code identifying the major duty or responsibility of the personal code identifying the major duty or responsibility of the personal code identifying the major duty or responsibility of the personal code identifying the major duty or responsibility of the personal code identifying the major duty or responsibility of the personal code identification of t	on or	group named		
			- ** - *	Use this data element to qualify the party associated with the communication			
			numbers provided in the following data elements.				
	D		IC Information Contact				
Not Used	PER02	93	Name	О	AN 1/60		
			Free-form name				
	PER03	365	Communication Number Qualifier	X	ID 2/2		
			Code identifying the type of communication number				
			TE Telephone				
	PER04	364	Communication Number	X	AN 1/256		
			Complete communications number including country or area applicable	ı code	when		
			The telephone number shall be transmitted as a continuous	num	ber. Include		
			the area code and extension, if applicable. Concatenate the	? lette	r X plus the		
	DED 0.5	265	extension at the end of the number, e.g., 7035551212X123.	3 7	TD 2/2		
	PER05	365	Communication Number Qualifier	X	ID 2/2		
			Code identifying the type of communication number				
			EM Electronic Mail				
			Use to indicate an e-mail address.				
	PER06	364	Communication Number	X	AN 1/256		
			Complete communications number including country or area applicable	. code	when		
	PER07	365	Communication Number Qualifier	X	ID 2/2		
			Code identifying the type of communication number				
			FX Facsimile				
	PER08	364	Communication Number	\mathbf{X}	AN 1/256		
			Complete communications number including country or area applicable	ı code	when		
Not Used	PER09	443	Contact Inquiry Reference	O	AN 1/20		
			Additional reference number or description to clarify a contact number				

Segment: N9 Reference Identification

Position: 1200

Loop: NM1 Optional (Must Use)

Level: Detail
Usage: Optional
Max Use: >1

Purpose: To transmit identifying information as specified by the Reference Identification Qualifier

Syntax Notes: 1 At least one of N902 or N903 is required.

- 2 If N906 is present, then N905 is required.
- 3 If either C04003 or C04004 is present, then the other is required.
- 4 If either C04005 or C04006 is present, then the other is required.

Semantic Notes: 1 N906 reflects the time zone which the time reflects.

2 N907 contains data relating to the value cited in N902.

Comments:

Notes: 1. When NM101 in the 2/NM1/0700 segment is code FN, also use this segment to provide a Secretary of State assigned electronic filer identification number.

2. When N101 is code UZ or when NM101 is code FN and NM102 is code 1, use this segment to provide a Personal Identification Number (PIN) that represents the entity's verification and signature of the form 603.

			Data E	lement Summary				
M	Ref. <u>Des.</u> N901	Data <u>Element</u> 128	<u>Name</u> Reference Iden	ntification Qualifier	Att M	ributes ID 2/3		
			Code qualifying	the Reference Identification				
			Use this data el	ement to qualify the number cited in N902.				
			1W	Member Identification Number				
				Use this code to indicate the Secretary assigned electronic filer identification				
			4A	Personal Identification Number (PIN)				
	N902	127	Reference Iden		X	AN 1/50		
			specified by the	mation as defined for a particular Transaction Reference Identification Qualifier	n Set			
Not Used	N903	369	Free-form Des	-	X	AN 1/45		
			Free-form descr	riptive text				
Not Used	N904	373	Date		O	DT 8/8		
			=	as CCYYMMDD				
Not Used	N905	337	Time		X	TM 4/8		
Not Used	N906	623	HHMMSSD, or 59), $S = integer$	in 24-hour clock time as follows: HHMM, of HHMMSSDD, where H = hours (00-23), No seconds (00-59) and DD = decimal seconds (50-59) and DD = hundres	1 = mi ; decir	nutes (00- nal seconds		
Not Used	N907	C040	Organization sta in hours in relat	Code identifying the time. In accordance with International Standards Organization standard 8601, time can be specified by a + or - and an indication in hours in relation to Universal Time Coordinate (UTC) time; since + is a restricted character, + and - are substituted by P and M in the codes that follow Reference Identifier O				
1100 0500	1007	2010	To identify one	or more reference numbers or identification Reference Qualifier	numb	ers as		
Not Used	C04001	128		tification Qualifier	\mathbf{M}	ID 2/3		
			Code qualifying	the Reference Identification				
Not Used	C04002	127	Reference Iden	tification	M	AN 1/50		
			specified by the	mation as defined for a particular Transaction Reference Identification Qualifier	n Set			
Not Used	C04003	128	Reference Iden	tification Qualifier	X	ID 2/3		
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			Code qualifying the Reference Identification		
Not Used	C04004	127	Reference Identification	\mathbf{X}	AN 1/50
			Reference information as defined for a particular Transaction	n Set	or as
			specified by the Reference Identification Qualifier		
Not Used	C04005	128	Reference Identification Qualifier	X	ID 2/3
			Code qualifying the Reference Identification		
Not Used	C04006	127	Reference Identification	\mathbf{X}	AN 1/50
			Reference information as defined for a particular Transaction	n Set	or as
			specified by the Reference Identification Qualifier		

Segment: DTM Date/Time Reference

Position: 1300

Loop: NM1 Optional (Must Use)

Level: Detail
Usage: Optional
Max Use: >1

Purpose: To specify pertinent dates and times

Syntax Notes: 1 At least one of DTM02 DTM03 or DTM05 is required.

2 If DTM04 is present, then DTM03 is required.

3 If either DTM05 or DTM06 is present, then the other is required.

Semantic Notes: Comments:

Notes: When N901 in the 2/N9/1200 segment is code 4A, use this segment to identify the date

the form 603 was signed.

	Ref.	Data				
	Des.	Element	<u>Name</u>		Attı	<u>ributes</u>
M	$\overline{DTM01}$	374	Date/Time Qualif	ier	M	ID 3/3
			Code specifying ty	pe of date or time, or both date and time		
			EDE	Executed		
				Use this code to indicate the date the for signed.	orm 6	03 was
	DTM02	373	Date		X	DT 8/8
			Date expressed as	CCYYMMDD		
Not Used	DTM03	337	Time		\mathbf{X}	TM 4/8
Not Used	DTM04	623	HHMMSSD, or HI 59), S = integer sec	24-hour clock time as follows: HHMM, or HMMSSDD, where H = hours (00-23), M conds (00-59) and DD = decimal seconds; llows: D = tenths (0-9) and DD = hundred	= mi decir	nutes (00- nal seconds
Not Used	DTM05	1250	Organization stand in hours in relation restricted character	ne time. In accordance with International S ard 8601, time can be specified by a + or to Universal Time Coordinate (UTC) time, + and - are substituted by P and M in the Format Qualifier	and e; sin	an indication ce + is a
not Used	פחואדת	1250		•		,
			•	e date format, time format, or date and tim		
Not Used	DTM06	1251	Date Time Period		X	AN 1/35
			Expression of a dat	e, a time, or range of dates, times or dates	and t	imes

TPB Business Professional Title **Segment: Position:** 1600 NM1 Loop: Optional (Must Use) Level: Detail Usage: Optional Max Use: >1**Purpose:** To identify title of an individual within a company At least one of TPB01 or TPB02 is required. **Syntax Notes:** If TPB03 is present, then TPB01 is required. If TPB04 is present, then TPB03 is required. 3 **Semantic Notes:** TPB02 is free-form description of the title. 1 **Comments: Notes:** When N101 is code UZ or when NM101 is code FN and NM102 is code 1, use this segment to identify the title of the entity signing the form 603. **Data Element Summary** Ref. Data Des. Element Name **Attributes** TPB01 **Business Professional Title Code** ID 1/3 1634 Code identifying title of an individual within a business Use one of the listed codes to specify the title. When code 10 is selected, identify the title in text in TPB02. Assistant Treasurer 6 7 Assistant Vice President 9 Attorney 1E Manager Member of the Board of Directors 1K Other Title 10 1P Owner Partner 1Q 1S President 2BSenior Vice President 2E Treasurer Vice President 2H N Comptroller

TPB02 933 Free-Form Message Text X AN 1/264

General Counsel

Free-form message text

Source Subqualifier

W

Not Used

TPB04

822

When TPB01 is code 10, use this data element to identify the title.

Agency Qualifier Code X ID 2/2

O AN 1/15

Not Used TPB03 559 Agency Qualifier Code X

Code identifying the agency assigning the code values

A reference that indicates the table or text maintained by the Source Qualifier

Segment: MTX Text

Position: 2000

Loop: NM1 Optional (Must Use)

Level: Detail
Usage: Optional
Max Use: >1

Purpose: To specify textual data

Syntax Notes: 1 If MTX01 is present, then MTX02 is required.

- 2 If MTX03 is present, then MTX02 is required.
- 3 If MTX05 is present, then MTX04 is required.

Semantic Notes: Comments:

1 MTX05 is the number of lines to advance before printing.

1 If MTX04 is "AA - Advance the specific number of lines before print", then MTX05

is required.

Notes:

1. When NM101 is code FN, use this segment to describe the filer's lobbying interests.

- 2. When NM101 in the 2/NM1/0700 segment is code 36 or when NM101 is code FN and LQ02 in the 2/LQ/2100 segment is code 06 IND or 06 BUS, use this segment to describe the business activity of the filer or of his employer.
- 3. When NM101 is code FN and LQ02 is code 06 ASN, use this segment to describe the association; and to provide a specific description of the portion of industry, trade or profession the association represents.
- 4. When NM101 is code FN and LQ02 is code 06 OTH, use this segment to provide a statement of nature and purpose; and to describe a trade, profession or other group with which the filer has a common economic interest.
- 5. The use of text is discouraged if the information can be provided in a codified manner elsewhere within this transaction set.
- 6. This implementation convention limits the use of this segment to no more than three times when NM101 is code FN and one time when NM101 is code 36. Additional repetitions of this segment run the risk of data not being received by the Secretary of State's office.

Data Element Summary

Ref.	Data			
Des.	Element	<u>Name</u>		Attributes
MTX01	363	Note Reference Co	de	O ID 3/3
		Code identifying the	functional area or purpose for which the	note applies
		CAJ		
			When NM101 is code 36 or when NM1 and LQ02 in the 2/LQ/2100 segment is or 06 - BUS, use this code to describe tactivity.	code 06 - IND
		CAK	Character of Business	
			When NM101 is code FN and LQ02 in segment is code 06 - ASN, use this code industry, trade or profession represented	e to describe the
		EAL	Industry Group	
			When NM101 is code FN and LQ02 in segment is code 06 - ASN or 06 - OTH, to describe the specific portion of the in profession represented or the trade, proof other group with which the filer has an	use this code idustry, trade or ofession or

When NM101 is code FN and LQ02 in the 2/LQ/2100

EAN

interest.

segment is code 06 - OTH, use this code to provide a

Nature and Purpose of Other Lobbyist Employers

				statement of nature and pu	rpose.	
			EBE	Lobbying Interest		
				When NM101 is code FN,	use this code to d	lescribe the
				filer's lobbying interests.		
	MTX02	1551	Message Text		X	AN 1/4096
			To transmit large	volumes of message text		
			This data elemen	nt is limited to 300 characters.	Exceeding this li	mit runs the
			risk of the Secret	tary of State's office not receivi	ing the data.	
Not Used	MTX03	1551	Message Text	-	0	AN 1/4096
			To transmit large	volumes of message text		
Not Used	MTX04	934	Printer Carriage	e Control Code	X	ID 2/2
			A field to be used	d for the control of the line feed	of the receiving p	orinter
Not Used	MTX05	1470	Number		0	N0 1/9
			A generic numbe	er		
Not Used	MTX06	819	Language Code		0	ID 2/3
			Code designating	the language used in text, from	a standard code	list
			0 0	e International Standards Organ		

Segment: LQ Industry Code

Position: 2100

Loop: LQ Optional

Level: Detail Usage: Optional

Max Use:

Purpose: Code to transmit standard industry codesSyntax Notes: 1 If LQ01 is present, then LQ02 is required.

Semantic Notes: Comments:

Notes:

- 1. When N101 is code UZ or when NM101 is code FN and NM102 is code 1, use this segment to provide verification statements.
- 2. When NM101 is code FN, use this segment to identify the type of lobbyist employer, to indicate whether the filer will attempt to influence actions of the state legislature, and to indicate the industry group the filer represents.
- 3. When NM101 is code FN and LQ02 is code 06-ASN, use another iteration of this segment to identify the number of number of members in the industry, trade or professional association.
- 4. The verification and authorization statements, the type of lobbyist employer, industry group classification, and number of association members, are identified by codes contained in the California Lobbyist Report Code List which is maintained by the Office of the Secretary of State.
- 5. All codes contained in the California Lobbyist Report Code List have the following structure: Two numeric characters to identify a section in the code list, followed by a hyphen, followed by 1, 2, or 3, alpha/numeric characters.

Ref. <u>Des.</u> LQ01	Data Element 1270	Name Code List Qualifier Code Code identifying a specific industry code list	Attı O	ributes ID 1/3		
		Use this data element to identify the code list that contains in LQ02.	the co	de specified		
		ECU California Lobbyist Report Codes				
LQ02	1271	Industry Code	X	AN 1/30		
		Code indicating a code from a specific industry code list				
		 When NM101 is code UZ, enter codes from section 01, of Lobbyist Report Code List. When NM101 is code FN, enter codes from section 01 of applicable, and sections 04 and 06 of the California Lobbyi List. 	and 02	2, if		

Segment: MTX Text

Position: 2600

Loop: LQ Optional

Level: Detail
Usage: Optional
Max Use: >1

Purpose: To specify textual data

Syntax Notes: 1 If MTX01 is present, then MTX02 is required.

2 If MTX03 is present, then MTX02 is required.3 If MTX05 is present, then MTX04 is required.

Semantic Notes: 1 MTX05 is the number of lines to advance before printing.

Comments: 1 If MTX04 is "AA - Advance the specific number of lines before print", then MTX05

is required.

Notes: When LQ02 in the 2/LQ/2100 segment is code 04 - IOT or 04 - BOT, use this segment

to identify the "Other" category.

	Ref.	Data	Duta Lien	ient Summary		
	Des.	Element	Name		Attr	<u>ributes</u>
	MTX01	363	Note Reference Code		0	ID 3/3
			Code identifying th	ne functional area or purpose for which the	note	applies
				ent to qualify the text carried in MTX02.		11
			EAA	Other Type of Group		
				When LQ02 in the 2/LQ/2100 segment IOT, use this code to indicate the other classification.		
			EBH	Description of Other Business Sub-Cate	gory	
				When LQ02 in the 2/LQ/2100 segment BOT, use this code to indicate the othe category.		
	MTX02	1551	Message Text		X	AN 1/4096
			To transmit large v	rolumes of message text		
				is limited to 100 characters. Exceeding to ry of State's office not receiving the data.	his lii	mit runs the
Not Used	MTX03	1551	Message Text	•	O	AN 1/4096
			To transmit large v	rolumes of message text		
Not Used	MTX04	934	Printer Carriage	Control Code	\mathbf{X}	ID 2/2
			A field to be used f	for the control of the line feed of the receiv	ing p	orinter
Not Used	MTX05	1470	Number		O	N0 1/9
			A generic number			
Not Used	MTX06	819	Language Code		O	ID 2/3
				he language used in text, from a standard of International Standards Organization (ISO		

Segment: HL Hierarchical Level

Position: 0101

Loop: HL Optional (Must Use)

Level: Detail

Usage: Optional (Must Use)

Max Use:

Purpose: To identify dependencies among and the content of hierarchically related groups of data

segments

Syntax Notes: Semantic Notes: Comments:

1 The HL segment is used to identify levels of detail information using a hierarchical structure, such as relating line-item data to shipment data, and packaging data to line-item data.

The HL segment defines a top-down/left-right ordered structure.

- 2 HL01 shall contain a unique alphanumeric number for each occurrence of the HL segment in the transaction set. For example, HL01 could be used to indicate the number of occurrences of the HL segment, in which case the value of HL01 would be "1" for the initial HL segment and would be incremented by one in each subsequent HL segment within the transaction.
- 3 HL02 identifies the hierarchical ID number of the HL segment to which the current HL segment is subordinate.
- 4 HL03 indicates the context of the series of segments following the current HL segment up to the next occurrence of an HL segment in the transaction. For example, HL03 is used to indicate that subsequent segments in the HL loop form a logical grouping of data referring to shipment, order, or item-level information.
- 5 HL04 indicates whether or not there are subordinate (or child) HL segments related to the current HL segment.

Notes:

This HL loop illustrates the submission of data required by California Form 604, Lobbyist Certification Statement.

Data Element Summary

			Data Eleme	ent Summary			
	Ref.	Data					
	Des.	Element	Name		Attr	ibutes	
M	$\overline{\text{HL}01}$	628	Hierarchical ID Nu	ımber		AN 1/12	
			A unique number as	signed by the sender to identify a particu	lar da	ta segment	
			in a hierarchical structure				
				nt to provide a unique number that can		• •	
				nded that the first HL loop be identified			
				and that each successive HL loop be in		•	
Not Used	HL02	734	Hierarchical Paren	t ID Number	O	AN 1/12	
				er of the next higher hierarchical data seg	ment	that the data	
				ribed is subordinate to			
M	HL03	735	Hierarchical Level	Code	\mathbf{M}	ID 1/2	
			Code defining the characteristic of a level in a hierarchical structure				
			1. This data element is used to identify the type of data that is being				
			transmitted within the current HL loop.				
			•	d codes MUST be used only one time.			
			EB	Filer			
				1. Use this code to indicate that the da			
				follows in this HL loop is applicable to			
				is submitting the data contained in this	form	<i>i</i> 604.	
				2 W 4	0700	1	
				2. When this code is used, the 2/NM1/			
				MUST be used to identify the filer and entities.	an as	ssociatea	
			RP	Report			
			M	1	4 ···1.	• 1.	
				1. Use this code to indicate that the da	ta wh	icn	

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follows in this HL loop is information applicable to the

form being submitted (e.g., form number and the legislative sessions covered by the report).

2. When this code is used, the 2/N9/0200 loop MUST be used to carry the associated information.

Not Used HL04 736 Hierarchical Child Code

O ID 1/1

Code indicating if there are hierarchical child data segments subordinate to the level being described

Reference Identification Segment:

Position: 0201

> Loop: N9 Optional (Must Use)

Level: Detail

Usage: Optional (Must Use)

Max Use:

To transmit identifying information as specified by the Reference Identification Qualifier **Purpose:**

Syntax Notes: At least one of N902 or N903 is required.

If N906 is present, then N905 is required.

If either C04003 or C04004 is present, then the other is required. 3

4 If either C04005 or C04006 is present, then the other is required.

Semantic Notes: N906 reflects the time zone which the time reflects.

N907 contains data relating to the value cited in N902.

Comments:

Notes:

When HL03 in the 2/HL/0100 segment is code RP, use of this segment is REQUIRED to identify the number of the form that is being submitted; and the original or amended

filing identification number.

Data Element Summary							
M	Ref. <u>Des.</u> N901	Data Element 128	<u>Name</u> Reference Identifi	cation Qualifier	Attı M	ributes ID 2/3	
			Code qualifying the	e Reference Identification			
			FQ	Form Number			
			O8	Use this code to indicate the number of is being transmitted, i.e., F604. Original Filing	f the j	form that	
			OJ	When BGN01 in the 1/BGN/0200 segnt 00, use of this code is REQUIRED to it original filing number. When this code always cite 000 in N902. If the require provided, the Secretary of State's office filing of the form 604. Amendment Filing	denti le is u ed nu	fy the sed, mber is not	
				When BGN01 in the 1/BGN/0200 segmuse of this code is REQUIRED to indicamendment number. When this code is amended filing should cite 001. Subsefilings should increment the amended by 1, e.g., 002, 003, etc. If the required provided, the Secretary of State's officient of the amended form 604.	cate this use equen filing d nun	he filing d, the first t amended number iber is not	
	N902	127	Reference Identifi		X	AN 1/50	
.	3,000	2.0	specified by the Re	ion as defined for a particular Transaction ference Identification Qualifier			
Not Used	N903	369	Free-form Descrip		X	AN 1/45	
No4 Haad	N1004	272	Free-form descripti	ve text	0	DT 0/0	
Not Used	N904	373	Date Date expressed as 0	CCYYMMDD	O	DT 8/8	
Not Used	N905	337	Time		X	TM 4/8	
Not Used	N906	623	Time expressed in 24-hour clock time as follows: HHMM, or HHMMSS, or HHMMSSD, or HHMMSSDD, where H = hours (00-23), M = minutes (00-59), S = integer seconds (00-59) and DD = decimal seconds; decimal seconds are expressed as follows: D = tenths (0-9) and DD = hundredths (00-99) Time Code O ID 2/2				
1100 OSCU	11200	020	Code identifying the Organization standard	the time. In accordance with International Stard 8601, time can be specified by a + or to Universal Time Coordinate (UTC) time	Standa - and	ards an indication	

Ni-4 Ti J	N1007	C040	restricted character, + and - are substituted by P and M in the	_	
Not Used	N907	C040	Reference Identifier	O	
			To identify one or more reference numbers or identification n specified by the Reference Qualifier	umb	ers as
Not Used	C04001	128	Reference Identification Qualifier	\mathbf{M}	ID 2/3
			Code qualifying the Reference Identification		
Not Used	C04002	127	Reference Identification	M	AN 1/50
			Reference information as defined for a particular Transaction specified by the Reference Identification Qualifier	Set	or as
Not Used	C04003	128	Reference Identification Qualifier	\mathbf{X}	ID 2/3
			Code qualifying the Reference Identification		
Not Used	C04004	127	Reference Identification	X	AN 1/50
			Reference information as defined for a particular Transaction specified by the Reference Identification Qualifier	Set	or as
Not Used	C04005	128	Reference Identification Qualifier	\mathbf{X}	ID 2/3
			Code qualifying the Reference Identification		
Not Used	C04006	127	Reference Identification	X	AN 1/50
			Reference information as defined for a particular Transaction specified by the Reference Identification Qualifier	Set	or as

Segment: DTM Date/Time Reference

Position: 0301

Loop: N9 Optional (Must Use)

Level: Detail
Usage: Optional
Max Use: >1

Purpose: To specify pertinent dates and times

Syntax Notes: 1 At least one of DTM02 DTM03 or DTM05 is required.

2 If DTM04 is present, then DTM03 is required.

3 If either DTM05 or DTM06 is present, then the other is required.

Semantic Notes: Comments:

Notes: When N901 in the 2/N9/0200 segment is code FQ, use of this segment is REQUIRED

to identify the reporting period, i.e., the legislative session.

			Data Elem	ent Summary		
	Ref.	Data				
	Des.	Element	<u>Name</u>		<u>Attr</u>	<u>ributes</u>
\mathbf{M}	DTM01	374	Date/Time Qualific	er	M	ID 3/3
			Code specifying typ	be of date or time, or both date and time		
			Use this data eleme	nt to cite a code that qualifies the date id	lentif	ïed in
			<i>DTM06</i> .			
			EDH	Legislative Session		
				1. Use this code to identify the legislati	ive se	ssion to
				which this report pertains.		
				2. Identify the legislative session in DI	CM06	Ceiting an
				appropriate date format qualifier code		_
Not Used	DTM02	373	Date	, , , , , , , , , , , , , , , , , , , ,	X	DT 8/8
			Date expressed as C	CCYYMMDD		
Not Used	DTM03	337	Time		X	TM 4/8
			Time expressed in 2	24-hour clock time as follows: HHMM, or	· HH	MMSS, or
			HHMMSSD, or HHMMSSDD, where H = hours (00-23), M = minutes (00-			
				onds (00-59) and $DD = decimal seconds;$		
	DED 50.4	(00		lows: $D = tenths (0-9)$ and $DD = hundred$	•	
Not Used	DTM04	623	Time Code		_	ID 2/2
				e time. In accordance with International S		
				ard 8601, time can be specified by a + or - to Universal Time Coordinate (UTC) time		
				+ and - are substituted by P and M in the		
	DTM05	1250	Date Time Period			ID 2/3
			Code indicating the	date format, time format, or date and time	e forr	nat
			When DTM01 is co	de EDH, use this data element to specify	the j	format of the
			dates cited in DTM			
			CY	Year Expressed in Format CCYY		
			RD4	Range of Years Expressed in Format CO		
	DTM06	1251	Date Time Period		X	AN 1/35
			•	e, a time, or range of dates, times or dates	and t	imes
			Use this data eleme	nt to specify the legislative session.		

Segment: MTX Text

Position: 0601

Loop: N9 Optional (Must Use)

Level: Detail
Usage: Optional
Max Use: >1

Purpose: To specify textual data

Syntax Notes: 1 If MTX01 is present, then MTX02 is required.

- 2 If MTX03 is present, then MTX02 is required.
- 3 If MTX05 is present, then MTX04 is required.

Semantic Notes: Comments:

1 MTX05 is the number of lines to advance before printing.

1 If MTX04 is "AA - Advance the specific number of lines before print", then MTX05

is required.

Notes: 1. Use this segment to provide additional text information related to the report being filed.

2. The use of text is discouraged if the information can be provided in a codified manner elsewhere within this transaction set.

3. This implementation convention limits the use of this segment to one time which allows for 4096 characters of text. Additional repetitions of this segment run the risk of data not being received by the Secretary of State's office.

	Ref.	Data			
	Des.	Element	<u>Name</u>	Attı	<u>ributes</u>
	MTX01	363	Note Reference Code	O	ID 3/3
			Code identifying the functional area or purpose for which the	e note	applies
			REP Report		
	MTX02	1551	Message Text	X	AN 1/4096
			To transmit large volumes of message text		
Not Used	MTX03	1551	Message Text	O	AN 1/4096
			To transmit large volumes of message text		
Not Used	MTX04	934	Printer Carriage Control Code	X	ID 2/2
			A field to be used for the control of the line feed of the recei	ving p	orinter
Not Used	MTX05	1470	Number	O	N0 1/9
			A generic number		
Not Used	MTX06	819	Language Code	O	ID 2/3
			Code designating the language used in text, from a standard maintained by the International Standards Organization (ISC		

NM1 Individual or Organizational Name **Segment:**

Position: 0701

> Loop: NM1 Optional (Must Use)

Level: Detail

Optional (Must Use) Usage:

Max Use:

Notes:

To supply the full name of an individual or organizational entity **Purpose: Syntax Notes:** If either NM108 or NM109 is present, then the other is required.

If NM111 is present, then NM110 is required.

Semantic Notes: 1 NM102 qualifies NM103.

Comments: NM110 and NM111 further define the type of entity in NM101.

> When HL03 in the 2/HL/0100 segment is code EB, use this segment to identify the entity filing form 604 and all associated entities (employer or lobbying firm and state

agencies to be lobbied, if applicable).

	- a	- .	Data Eleme	ent Summary	
M	Ref. <u>Des.</u> NM101	Data Element 98	Name Entity Identifier C	ode	Attributes M ID 2/3
			Code identifying an individual	organizational entity, a physical location,	property or an
				qualify the entity identified in the follow	ing data
			31	Postal Mailing Address	
				1. When HL03 in the 2/HL/0100 segment and NM101 is code FN, use this code to mailing address of the filer if different to business address.	o indicate the
			36	2. When this code is used, NM102 show	uld cite code 2.
				1. When HL03 in the 2/HL/0100 segme and NM101 is code FN, use this code to employer of the filer, if applicable.	
				2. When this code is used, NM102 may 2,	cite code 1 or
			AG	Agent/Agency	
				1. When HL03 in the 2/HL/0100 segm and NM101 is code FN, use this code t state agency to be lobbied.	
			EAR	2. When this code is used, NM102 show Lobbying Firm	uld cite code G.
				1. When HL03 in the 2/HL/0100 segment and NM101 is code FN, use this code to lobbying firm for which the lobbyist wo applicable.	o indicate the
			FN	2. When this code is used, NM102 shows Filer Name	uld cite code 2.
				1. When HL03 in the 2/HL/0100 segments of this code is REQUIRED to indicasubmitting the data.	
				2. When this code is used, NM102 shows the 2/N9/1200 segment MUST be used to	

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Secretary of State assigned electronic filer

identification number and a Personal Identification

Number (PIN) that represents the filer's signature; the 2/DTM/1300 segment to identify the date the form 604 was signed, the date the filer was qualified as a lobbyist, and the 2/LQ/2100 segment should be used to provide required statements, certifications and verifications.

M	NM102	1065	Entity Type Qualifier		M	ID 1/1		
			Code qualifying the type of entity					
			Use this data e	101 a	s an			
				individual, a government entity, or an entity other than a per				
			government aş	•				
			1	Person				
				Use this code to indicate an individual	!.			
			2	Non-Person Entity				
				Use this code to indicate an entity othe individual or committee.	er tha	n an		
			G	Government				
Must Use	NM103	1035	Name Last or	Organization Name	O	AN 1/60		
			Individual last	name or organizational name				
			1. Use of this	data element is REQUIRED to provide the n	ame o	of an entity.		
				102 is code 1 and the person has a moniker (1	nickn	ame), use the		
			2/N2/0800 seg	ment to provide the moniker.				
			3. When NM1	102 is code G or 2 and the name of the entity	is ore	eater than 60		
				e the 2/N2/0800 segment to provide the balan				
	NM104	1036	Name First	·	O	AN 1/35		
			Individual first	name				
	NM105	1037	Name Middle		O	AN 1/25		
			Individual mid	dle name or initial				
	NM106	1038	Name Prefix		O	AN 1/10		
			Prefix to indiv	idual name				
	NM107	1039	Name Suffix		O	AN 1/10		
			Suffix to indiv	idual name				
Not Used	NM108	66	Identification	Code Qualifier	X	ID 1/2		
			Code designati	ing the system/method of code structure used	for Id	entification		
			Code (67)	•				
Not Used	NM109	67	Identification	Code	X	AN 2/80		
			Code identifyi	ng a party or other code				
Not Used	NM110	706	Entity Relation	onship Code	\mathbf{X}	ID 2/2		
			Code describir	ng entity relationship				
Not Used	NM111	98	Entity Identif	ier Code	O	ID 2/3		
			Code identifyi individual	ng an organizational entity, a physical location	n, pro	perty or an		

Segment: N2 Additional Name Information

Position: 0801

Loop: NM1 Optional (Must Use)

Level: Detail Usage: Optional

Max Use: 2 Purpose: 7

Notes:

ose: To specify additional names

Syntax Notes: Semantic Notes: Comments:

1. When NM102 is code 1, and the person has a moniker (nickname), use this segment to provide the moniker.

2. When NM102 is code G or 2, use this segment to provide the balance of an organization name that is greater than 60 characters.

	Ref.	Data		
	Des.	Element	<u>Name</u>	<u>Attributes</u>
M	$\overline{N201}$	93	Name	\overline{M} AN $1/60$
			Free-form name	
			1. When providing a moniker, insert a space after the m numeric 1, 2, or 3.	oniker and cite the
			1 = moniker is before the first name	
			2 = moniker is between the first and middle name	
			3 = moniker is between the middle and last name	
	N202	93	Name	O AN 1/60
			Free-form name	

Segment: N3 Address Information

Position: 0901

Loop: NM1 Optional (Must Use)

Level: Detail
Usage: Optional
Max Use: 2

Purpose: To specify the location of the named party

Syntax Notes: Semantic Notes:

Comments:
Notes: Use this segment to provide address information, e.g., a street number and name, a

P.O. box number, an apartment number, a room number, etc., applicable to the entity

identified in the 2/NM1/0700 segment.

M	Ref. <u>Des.</u> N301	Data <u>Element</u> 166	Name Address Information	Attributes M AN 1/55
171	11301	100	Address information	W AN 1/33
	N302	166	Address Information	O AN 1/55
			Address information	

N4 Geographic Location **Segment:**

Position: 1001

> Loop: NM1 Optional (Must Use)

Level: Detail Usage: Optional Max Use: 1

To specify the geographic place of the named party **Purpose: Syntax Notes:**

Only one of N402 or N407 may be present. If N406 is present, then N405 is required.

3 If N407 is present, then N404 is required.

Semantic Notes:

Comments: A combination of either N401 through N404, or N405 and N406 may be adequate to

specify a location.

N402 is required only if city name (N401) is in the U.S. or Canada.

Notes: Use this segment to provide the city, state, and zip code portion of the address

applicable to the entity identified in the 2/NM1/0700 segment.

	Ref.	Data	Data Element Summary		
	Des.	Element	<u>Name</u>	Att	<u>ributes</u>
	N401	19	City Name	O	AN 2/30
			Free-form text for city name		
	N402	156	State or Province Code	X	ID 2/2
			Code (Standard State/Province) as defined by appropriate go	overnr	ment agency
Must Use	N403	116	Postal Code	O	ID 3/15
			Code defining international postal zone code excluding pun (zip code for United States)	ctuatio	on and blanks
			This data element MUST be used to provide a ZIP code.		
Not Used	N404	26	Country Code	X	ID 2/3
			Code identifying the country		
Not Used	N405	309	Location Qualifier	\mathbf{X}	ID 1/2
			Code identifying type of location		
Not Used	N406	310	Location Identifier	O	AN 1/30
			Code which identifies a specific location		
Not Used	N407	1715	Country Subdivision Code	\mathbf{X}	ID 1/3
			Code identifying the country subdivision		

 ${f PER}$ Administrative Communications Contact **Segment: Position:** 1101 NM1 Loop: Optional (Must Use) Level: Detail Usage: Optional Max Use: >1 To identify a person or office to whom administrative communications should be directed **Purpose: Syntax Notes:** If either PER03 or PER04 is present, then the other is required. If either PER05 or PER06 is present, then the other is required. If either PER07 or PER08 is present, then the other is required. **Semantic Notes: Comments: Notes:** When NM101 in the 2/NM1/0700 segment is code FN, use this segment to provide up to 3 communication numbers.

			Data Element Summary		
	Ref.	Data Element	Nome	A 44.	ributes
M	<u>Des.</u> PER01	366	Name Contact Function Code		ID 2/2
			Code identifying the major duty or responsibility of the personal control of t	n or	group named
			Use this data element to qualify the party associated with th	e con	nmunication
			numbers provided in the following data elements.		
		0.0	IC Information Contact		137.4160
Not Used	PER02	93	Name	O	AN 1/60
	DEDAG	265	Free-form name	T 7	TD 2/2
	PER03	365	Communication Number Qualifier	X	ID 2/2
			Code identifying the type of communication number TE Telephone		
	PER04	364	TE Telephone Communication Number	X	AN 1/256
	r eku4	304	Complete communications number including country or area		
			applicable	code	WIICH
			The telephone number shall be transmitted as a continuous	num	ber. Include
			the area code and extension, if applicable. Concatenate the	lette	r X plus the
	PER05	365	extension at the end of the number, e.g., 7035551212X123.	Y	ID 2/2
	PER05	365	Communication Number Qualifier	X	ID 2/2
	PER05	365	Communication Number Qualifier Code identifying the type of communication number	X	ID 2/2
	PER05	365	Communication Number Qualifier Code identifying the type of communication number EM Electronic Mail	X	ID 2/2
	PER05 PER06	365 364	Communication Number Qualifier Code identifying the type of communication number	X	ID 2/2 AN 1/256
			Communication Number Qualifier Code identifying the type of communication number EM Electronic Mail Use to indicate an e-mail address.	X	AN 1/256
	PER06	364	Communication Number Qualifier Code identifying the type of communication number EM Electronic Mail Use to indicate an e-mail address. Communication Number Complete communications number including country or area applicable	X code	AN 1/256 when
			Communication Number Qualifier Code identifying the type of communication number EM Electronic Mail Use to indicate an e-mail address. Communication Number Complete communications number including country or area applicable Communication Number Qualifier	X	AN 1/256
	PER06	364	Communication Number Qualifier Code identifying the type of communication number EM Electronic Mail Use to indicate an e-mail address. Communication Number Complete communications number including country or area applicable Communication Number Qualifier Code identifying the type of communication number	X code	AN 1/256 when
	PER06 PER07	364 365	Communication Number Qualifier Code identifying the type of communication number EM Electronic Mail Use to indicate an e-mail address. Communication Number Complete communications number including country or area applicable Communication Number Qualifier Code identifying the type of communication number FX Facsimile	X code	AN 1/256 when ID 2/2
	PER06	364	Communication Number Qualifier Code identifying the type of communication number EM Electronic Mail Use to indicate an e-mail address. Communication Number Complete communications number including country or area applicable Communication Number Qualifier Code identifying the type of communication number FX Facsimile Communication Number	X code X	AN 1/256 when ID 2/2 AN 1/256
	PER06 PER07	364 365	Communication Number Qualifier Code identifying the type of communication number EM Electronic Mail Use to indicate an e-mail address. Communication Number Complete communications number including country or area applicable Communication Number Qualifier Code identifying the type of communication number FX Facsimile Communication Number Complete communications number including country or area	X code X	AN 1/256 when ID 2/2 AN 1/256
Not Used	PER06 PER07	364 365	Communication Number Qualifier Code identifying the type of communication number EM Electronic Mail Use to indicate an e-mail address. Communication Number Complete communications number including country or area applicable Communication Number Qualifier Code identifying the type of communication number FX Facsimile Communication Number	X code X	AN 1/256 when ID 2/2 AN 1/256

N9 Reference Identification **Segment: Position:** 1201

Loop: NM1 Optional (Must Use)

Level: Detail Usage: Optional Max Use: >1

Purpose: To transmit identifying information as specified by the Reference Identification Qualifier

Syntax Notes: At least one of N902 or N903 is required.

If N906 is present, then N905 is required.

If either C04003 or C04004 is present, then the other is required. 3

4 If either C04005 or C04006 is present, then the other is required.

Semantic Notes: N906 reflects the time zone which the time reflects.

N907 contains data relating to the value cited in N902.

Comments:

Notes:

When NM101 in the 2/NM1/0700 segment is code FN, also use this segment to provide

a Secretary of State assigned electronic filer identification number and

a Personal Identification Number (PIN) that represents the entity's verification and

signature of the form 604.

	Ref.	Data	•		
	Des.	Element	<u>Name</u>	_	<u>ributes</u>
M	N901	128	Reference Identification Qualifier	M	ID 2/3
			Code qualifying the Reference Identification		
			Use this data element to qualify the number cited in N902.		
			1W Member Identification Number		
			Use this code to indicate the Secretary assigned electronic filer identification	•	
			4A Personal Identification Number (PIN)		
	N902	127	Reference Identification	X	AN 1/50
			Reference information as defined for a particular Transaction specified by the Reference Identification Qualifier	ı Set (or as
Not Used	N903	369	Free-form Description	X	AN 1/45
			Free-form descriptive text		
Not Used	N904	373	Date	O	DT 8/8
			Date expressed as CCYYMMDD		
Not Used	N905	337	Time	X	TM 4/8
Not Used	N906	623	Time expressed in 24-hour clock time as follows: HHMM, of HHMMSSD, or HHMMSSDD, where H = hours (00-23), M 59), S = integer seconds (00-59) and DD = decimal seconds; are expressed as follows: D = tenths (0-9) and DD = hundred Time Code	= mi decir	nutes (00- nal seconds
N.4 U	N1007	C040	Code identifying the time. In accordance with International St. Organization standard 8601, time can be specified by a + or in hours in relation to Universal Time Coordinate (UTC) time restricted character, + and - are substituted by P and M in the Defense of Libertification.	- and ne; sin e code	an indication ce + is a
Not Used	N907	C040	Reference Identifier	0	
			To identify one or more reference numbers or identification specified by the Reference Qualifier	numb	ers as
Not Used	C04001	128	Reference Identification Qualifier	M	ID 2/3
-,00			Code qualifying the Reference Identification		
Not Used	C04002	127	Reference Identification	M	AN 1/50
			Reference information as defined for a particular Transaction	n Set	or as
Not Used	C04003	128	specified by the Reference Identification Qualifier Reference Identification Qualifier	X	ID 2/3
			Code qualifying the Reference Identification		

Not Used	C04004	127	Reference Identification	X	AN 1/50
			Reference information as defined for a particular Transaction specified by the Reference Identification Qualifier	on Set	or as
Not Used	C04005	128	Reference Identification Qualifier	X	ID 2/3
			Code qualifying the Reference Identification		
Not Used	C04006	127	Reference Identification	X	AN 1/50
			Reference information as defined for a particular Transaction specified by the Reference Identification Qualifier	on Set	or as

Segment: DTM Date/Time Reference

Position: 1301

Loop: NM1 Optional (Must Use)

Level: Detail
Usage: Optional
Max Use: >1

Purpose: To specify pertinent dates and times

Syntax Notes: 1 At least one of DTM02 DTM03 or DTM05 is required.

2 If DTM04 is present, then DTM03 is required.

3 If either DTM05 or DTM06 is present, then the other is required.

Semantic Notes: Comments:

Notes:

1. When NM101 in the 2/NM1/0700 segment is code FN, use this segment to identify the date the filer was qualified as a lobbyist, if applicable.

2. When N901 in the 2/N9/1200 segment is code 4A, use this segment to identify the date the form 604 was signed.

	Ref.	Data		·				
	Des.	Element	<u>Name</u>		Attr	<u>ibutes</u>		
M	DTM01	374	Date/Time Qualifie	er	M	ID 3/3		
			Code specifying typ	e of date or time, or both date and time				
			EDE	Executed				
				Use this code to indicate the date the fo signed.	rm 60	04 was		
			EDL	Qualified				
				Use this code to indicate the date the fil qualified as a lobbyist.	er wo	ıs		
	DTM02	373	Date	•	X	DT 8/8		
			Date expressed as C	CYYMMDD				
Not Used	DTM03	337	Time		\mathbf{X}	TM 4/8		
			HHMMSSD, or HH 59), S = integer seco	Time expressed in 24-hour clock time as follows: HHMM, or HHMMSS, or HHMMSSD, or HHMMSSDD, where H = hours (00-23), M = minutes (00-59), S = integer seconds (00-59) and DD = decimal seconds; decimal seconds are expressed as follows: D = tenths (0-9) and DD = hundredths (00-99)				
Not Used	DTM04	623	Time Code		O	ID 2/2		
			Code identifying the time. In accordance with International Standards Organization standard 8601, time can be specified by a + or - and an indication in hours in relation to Universal Time Coordinate (UTC) time; since + is a restricted character, + and - are substituted by P and M in the codes that follow					
Not Used	DTM05	1250	Date Time Period I	Format Qualifier	X	ID 2/3		
			Code indicating the	date format, time format, or date and time	e forn	nat		
Not Used	DTM06	1251	Date Time Period		\mathbf{X}	AN 1/35		
			Expression of a date	, a time, or range of dates, times or dates	and t	imes		

Segment: LO Industry Code

Position: 2101

Loop: LQ Optional

Level: Detail Usage: Optional

Max Use: 1

Purpose: Code to transmit standard industry codesSyntax Notes: 1 If LQ01 is present, then LQ02 is required.

Semantic Notes: Comments:

Notes:

- 1. When NM101 in the 2/NM1/0700 segment is code FN, use this segment to provide statements and verifications.
- 2. The statements and verifications are identified by codes contained in the California Lobbyist Report Code List which is maintained by the Office of the Secretary of State.
- 3. All codes contained in the California Lobbyist Report Code List have the following structure: Two numeric characters to identify a section in the code list, followed by a hyphen, followed by 1, 2, or 3, alpha/numeric characters.

Ref.	Data			
Des.	Element	<u>Name</u>	Attı	<u>ributes</u>
LQ01	1270	Code List Qualifier Code	O	ID 1/3
		Code identifying a specific industry code list		
		Use this data element to identify the code list that contains in LQ02.	the co	ode specified
		ECU California Lobbyist Report Codes		
LQ02	1271	Industry Code	X	AN 1/30
		Code indicating a code from a specific industry code list		
		When NM101 is code FN, enter codes from section 01 of the	he Cai	lifornia
		Lobbyist Report Code List.		

Segment: DTM Date/Time Reference

Position: 2301

Loop: LQ Optional

Level: Detail
Usage: Optional
Max Use: >1

Purpose: To specify pertinent dates and times

Syntax Notes: 1 At least one of DTM02 DTM03 or DTM05 is required.

2 If DTM04 is present, then DTM03 is required.

3 If either DTM05 or DTM06 is present, then the other is required.

Semantic Notes: Comments:

Notes: When LQ02 in the 2/LQ/2100 segment cites code 01 - VR8, use this segment to identify

the completion date of the Lobbyist Ethics Orientation Course.

	Ref.	Data	Duta Bellient Summary		
	Des.	Element	Name	Attı	<u>ributes</u>
M	$\overline{DTM01}$	374	Date/Time Qualifier	M	ID 3/3
			Code specifying type of date or time, or both date and time		
			198 Completion		
	DTM02	373	Date	\mathbf{X}	DT 8/8
			Date expressed as CCYYMMDD		
Not Used	DTM03	337	Time	\mathbf{X}	TM 4/8
Not Used	DTM04	623	Time expressed in 24-hour clock time as follows: HHMM, on HHMMSSD, or HHMMSSDD, where H = hours (00-23), M 59), S = integer seconds (00-59) and DD = decimal seconds; are expressed as follows: D = tenths (0-9) and DD = hundred Time Code	= mi decin	nutes (00- nal seconds
			Code identifying the time. In accordance with International S Organization standard 8601, time can be specified by a + or in hours in relation to Universal Time Coordinate (UTC) time restricted character, + and - are substituted by P and M in the	and e; sin	an indication ce + is a
Not Used	DTM05	1250	Date Time Period Format Qualifier	X	ID 2/3
			Code indicating the date format, time format, or date and time	e fori	nat
Not Used	DTM06	1251	Date Time Period	X	AN 1/35
			Expression of a date, a time, or range of dates, times or dates	and t	imes

Segment: HL Hierarchical Level

Position: 0102

Loop: HL Optional (Must Use)

Level: Detail

Usage: Optional (Must Use)

Max Use:

Purpose: To identify dependencies among and the content of hierarchically related groups of data

segments

Syntax Notes: Semantic Notes: Comments:

1 The HL segment is used to identify levels of detail information using a hierarchical structure, such as relating line-item data to shipment data, and packaging data to line-item data.

The HL segment defines a top-down/left-right ordered structure.

- 2 HL01 shall contain a unique alphanumeric number for each occurrence of the HL segment in the transaction set. For example, HL01 could be used to indicate the number of occurrences of the HL segment, in which case the value of HL01 would be "1" for the initial HL segment and would be incremented by one in each subsequent HL segment within the transaction.
- 3 HL02 identifies the hierarchical ID number of the HL segment to which the current HL segment is subordinate.
- 4 HL03 indicates the context of the series of segments following the current HL segment up to the next occurrence of an HL segment in the transaction. For example, HL03 is used to indicate that subsequent segments in the HL loop form a logical grouping of data referring to shipment, order, or item-level information.
- 5 HL04 indicates whether or not there are subordinate (or child) HL segments related to the current HL segment.

Notes:

This HL loop illustrates the submission of data required by California Form 606, Notice of Termination.

Data Element Summary

			Data Eler	nent Summary		
	Ref.	Data Element	Name			ributes
M	HL01	628	Hierarchical ID N	Number	\mathbf{M}	AN 1/12
			A unique number a in a hierarchical st	assigned by the sender to identify a particuructure	lar da	ta segment
			loop. It is recomn	ent to provide a unique number that can nended that the first HL loop be identified nt and that each successive HL loop be in	by th	e number 1
Not Used	HL02	734	Hierarchical Pare		O	AN 1/12
1100 0500	11202	,,,,	Identification num	ber of the next higher hierarchical data seg cribed is subordinate to	_	
M	HL03	735	Hierarchical Leve	el Code	\mathbf{M}	ID 1/2
			Code defining the characteristic of a level in a hierarchical structure			
			transmitted within	ent is used to identify the type of data that the current HL loop.	is be	ing
			EB	ted codes MUST be used only one time. Filer		
				 Use this code to indicate that the da follows in this HL loop is applicable to is submitting the data contained in this When this code is used, the 2/NM1/MUST be used to identify the filer and entities. 	the e form 0700	ntity that 1 606. loop
			RP	Report 1. Use this code to indicate that the da	ta wh	ich
				1. Ose this code to that the that the da	iu wn	ich

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follows in this HL loop is information applicable to the

form being submitted (e.g., form number, the legislative sessions covered by the report, and the effective date of the termination).

2. When this code is used, the 2/N9/0200 loop MUST be used to carry the associated information.

Not Used HL04 736 Hierarchical Child Code

O ID 1/1

Code indicating if there are hierarchical child data segments subordinate to the level being described

Segment: N9 Reference Identification

Position: 0202

Loop: N9 Optional (Must Use)

Level: Detail

Usage: Optional (Must Use)

Max Use: 1

Purpose: To transmit identifying information as specified by the Reference Identification Qualifier

Syntax Notes: 1 At least one of N902 or N903 is required.

2 If N906 is present, then N905 is required.

3 If either C04003 or C04004 is present, then the other is required.

4 If either C04005 or C04006 is present, then the other is required.

Semantic Notes: 1 N906 reflects the time zone which the time reflects.

2 N907 contains data relating to the value cited in N902.

Comments:

Notes: When HL03 in the 2/HL/0100 segment is code RP, use of this segment is REQUIRED to identify the number of the form that is being submitted; and the original or amended

filing identification number.

Data Element Summary							
	Ref.	Data					
	Des.	Element	<u>Name</u>		Attı	<u>ributes</u>	
M	N901	128	Reference Identifi	cation Qualifier	M	ID 2/3	
			Code qualifying the	e Reference Identification			
			FQ	Form Number			
				Use this code to indicate the number of	f the j	form that	
				is being transmitted, i.e., F606.			
			O8	Original Filing			
				When BGN01 in the 1/BGN/0200 segm			
				00, use of this code is REQUIRED to it		_	
				original filing number. When this code			
				always cite 000 in N902. If the require provided, the Secretary of State's office			
				filing of the form 606.	WIII	reject the	
			OJ	Amendment Filing			
				When BGN01 in the 1/BGN/0200 segm	nent i	s code CO.	
				use of this code is REQUIRED to indic			
				amendment number. When this code is	s use	d, the first	
				amended filing should cite 001. Subsection			
				filings should increment the amended j			
				by 1, e.g., 002, 003, etc. If the required			
				provided, the Secretary of State's office filing of the amended form 606.	wiii	rejeci ine	
	N902	127	Reference Identifi		X	AN 1/50	
				ion as defined for a particular Transaction	Set o		
				ference Identification Qualifier		51 4 5	
Not Used	N903	369	Free-form Descrip		\mathbf{X}	AN 1/45	
			Free-form descripti	ve text			
Not Used	N904	373	Date		O	DT 8/8	
			Date expressed as C	CCYYMMDD			
Not Used	N905	337	Time		\mathbf{X}	TM 4/8	
			Time expressed in 2	24-hour clock time as follows: HHMM, or	HHI	MMSS, or	
			HHMMSSD, or HI	HMMSSDD, where $H = hours (00-23)$, M	= mi	nutes (00-	
			, ,	onds (00-59) and $DD = decimal seconds$;			
			-	lows: $D = tenths (0-9)$ and $DD = hundred$			
Not Used	N906	623	Time Code		O	ID 2/2	
				e time. In accordance with International S			
				ard 8601, time can be specified by a + or -			
			in nours in relation	to Universal Time Coordinate (UTC) time	e, sin	ce + is a	

Ni-4 Ti J	N1007	C040	restricted character, + and - are substituted by P and M in the	_	es that follow
Not Used	N907	C040	Reference Identifier	O	
			To identify one or more reference numbers or identification n specified by the Reference Qualifier	umb	ers as
Not Used	C04001	128	Reference Identification Qualifier	\mathbf{M}	ID 2/3
			Code qualifying the Reference Identification		
Not Used	C04002	127	Reference Identification	M	AN 1/50
			Reference information as defined for a particular Transaction specified by the Reference Identification Qualifier	Set	or as
Not Used	C04003	128	Reference Identification Qualifier	\mathbf{X}	ID 2/3
			Code qualifying the Reference Identification		
Not Used	C04004	127	Reference Identification	X	AN 1/50
			Reference information as defined for a particular Transaction specified by the Reference Identification Qualifier	Set	or as
Not Used	C04005	128	Reference Identification Qualifier	\mathbf{X}	ID 2/3
			Code qualifying the Reference Identification		
Not Used	C04006	127	Reference Identification	X	AN 1/50
			Reference information as defined for a particular Transaction specified by the Reference Identification Qualifier	Set	or as

Segment: DTM Date/Time Reference

Position: 0302

Loop: N9 Optional (Must Use)

Level: Detail
Usage: Optional
Max Use: >1

Purpose: To specify pertinent dates and times

Syntax Notes: 1 At least one of DTM02 DTM03 or DTM05 is required.

2 If DTM04 is present, then DTM03 is required.

3 If either DTM05 or DTM06 is present, then the other is required.

Semantic Notes: Comments:

Notes: When N901 in the 2/N9/0200 segment is code FQ, use of this segment is REQUIRED

to identify the reporting period, i.e., the legislative session, and the effective date of the

termination.

	D.e	D-4-	Data Eleme	ent Summary	
	Ref. Des.	Data Element	Name		Attributes
M	$\overline{DTM01}$	374	Date/Time Qualifie	er	M ID 3/3
			Code specifying typ	e of date or time, or both date and time	
			Use this data eleme. DTM02 or DTM06.	nt to cite a code that qualifies the date id	lentified in
			396	Termination	
				1. Use his code to indicate the effective termination.	e date of the
				2. Identify the date in DTM02.	
			EDH	Legislative Session	
				1. Use this code to identify the legislati which this report pertains.	ve session to
				2. Identify the legislative session in DI appropriate date format qualifier code	_
	DTM02	373	Date		X DT 8/8
			Date expressed as C	CYYMMDD	
			When DTM01 is co of the termination.	de 396, use this data element to identify	the effective date
Not Used	DTM03	337	Time		X TM 4/8
			HHMMSSD, or HH 59), S = integer seco	4-hour clock time as follows: HHMM, or MMSSDD, where H = hours (00-23), M onds (00-59) and DD = decimal seconds; lows: D = tenths (0-9) and DD = hundred	= minutes (00- decimal seconds
Not Used	DTM04	623	Time Code		O ID 2/2
	DTM05	1250	Organization standa in hours in relation t	e time. In accordance with International S rd 8601, time can be specified by a + or - to Universal Time Coordinate (UTC) time + and - are substituted by P and M in the Format Qualifier	and an indication e; since + is a
			Code indicating the	date format, time format, or date and time	e format
			When DTM01 is co dates cited in DTM		the format of the
			CY	Year Expressed in Format CCYY	
			RD4	Range of Years Expressed in Format CO	
	DTM06	1251	Date Time Period		X AN 1/35
			•	e, a time, or range of dates, times or dates	and times
			Use this data eleme	nt to specify the legislative session.	

MTX Text **Segment:**

Position: 0602

> Loop: N9 Optional (Must Use)

Level: Detail Usage: Optional Max Use: >1

Purpose:

To specify textual data

Syntax Notes: If MTX01 is present, then MTX02 is required.

- If MTX03 is present, then MTX02 is required.
- If MTX05 is present, then MTX04 is required. 3

Semantic Notes: Comments:

MTX05 is the number of lines to advance before printing. 1

If MTX04 is "AA - Advance the specific number of lines before print", then MTX05

is required.

Notes:

1. Use this segment to provide additional text information related to the report being filed.

2. The use of text is discouraged if the information can be provided in a codified manner elsewhere within this transaction set.

3. This implementation convention limits the use of this segment to one time which allows for 4096 characters of text. Additional repetitions of this segment run the risk of data not being received by the Secretary of State's office.

	Ref.	Data			
	Des.	Element	<u>Name</u>	Attı	<u>ributes</u>
	MTX01	363	Note Reference Code	O	ID 3/3
			Code identifying the functional area or purpose for which the	e note	applies
			REP Report		
	MTX02	1551	Message Text	X	AN 1/4096
			To transmit large volumes of message text		
Not Used	MTX03	1551	Message Text	O	AN 1/4096
			To transmit large volumes of message text		
Not Used	MTX04	934	Printer Carriage Control Code	X	ID 2/2
			A field to be used for the control of the line feed of the recei	ving p	orinter
Not Used	MTX05	1470	Number	O	N0 1/9
			A generic number		
Not Used	MTX06	819	Language Code	O	ID 2/3
			Code designating the language used in text, from a standard code list maintained by the International Standards Organization (ISO 639)		

Segment: NM1 Individual or Organizational Name

Position: 0702

Loop: NM1 Optional (Must Use)

Level: Detail

Usage: Optional (Must Use)

Max Use:

Purpose: To supply the full name of an individual or organizational entity
Syntax Notes: 1 If either NM108 or NM109 is present, then the other is required.

If NM111 is present, then NM110 is required.

Semantic Notes: 1 NM102 qualifies NM103.

Comments: 1 NM110 and NM111 further define the type of entity in NM101.

Notes: When HL03 in the 2/HL/0100 segment is code EB, use this segment to identify the entity filing form 606 and all associated entities (employer or lobbying firm, and the

signer of the form 606, if applicable).

signer of the form 606, if applicable).									
	Data Element Summary Ref. Data								
	Des.	Element	<u>Name</u>		<u>Attributes</u>				
\mathbf{M}	NM101	98	Entity Identifier C	Code	\overline{M} ID $2/3$				
			Code identifying ar individual	n organizational entity, a physical location	ı, property or an				
			Use this segment to elements.	qualify the entity identified in the follow	ving data				
			36	Employer					
				1. When HL03 in the 2/HL/0100 segm NM101 is code FN and NM102 is code to indicate the employer of the filer, if	e 1, use this code				
				2. When this code is used, NM102 mag,	y cite code 1 or				
			EAR	Lobbying Firm					
				1. When HL03 in the 2/HL/0100 segm NM101 is code FN and NM102 is code to indicate the lobbying firm for which works, if applicable.	e 1, use this code				
			FN	2. When this code is used, NM102 sho	ould cite code 2.				
				1. When HL03 in the 2/HL/0100 segmuse of this code is REQUIRED to indicate submitting the data.					
				2. When this code is used, NM102 sho or 2, and the 2/N9/1200 segment MUS provide a Secretary of State assigned e identification number.	T be used to				
				3. When this code is used and NM102 2/N9/1200 segment MUST also be used Personal Identification Number (PIN) the filer's signature; the 2/DTM/1300 states of the signature.	d to provide a that represents				

UZ Signer

1. When NM101 is code FN and NM102 is code 2,

identify the date the form 606 was signed; the 2/NX2/1400 should be used to identify the location where the form 606 was signed; the 2/TPB/1600 segment should be used to provide the title of the lobbyist; and the 2/LQ/2100 segment should be used to

provide required verifications.

use this code to indicate the responsible officer signing the form 606.

2. When this code is used, NM102 should cite code 1, and the following segments MUST be used to provide a PIN number that represents the entity's signature, a date of the signature, the location where the form 606 was signed, the title of the entity, and verification statements: 2/N9/1200, 2/DTM/1300, 2/NX2/1400, 2/TPB/1600, and 2/LQ/2100.

M	NM102	1065	Entity Type Qualifier	M ID 1/1
IVI	1411102	1003	* **	WI ID 1/1
			Code qualifying the type of entity	· · · · · · · · · · · · · · · · · · ·
			Use this data element to identify the entity qual individual, or an entity other than a person.	ifiea in NM1101 as an
			1 Person	
			Use this code to indicate a	n individual
			2 Non-Person Entity	i muruuu.
			Use this code to indicate a	n ontity other than an
			individual or committee.	n entity other than an
Must Use	NM103	1035	Name Last or Organization Name	O AN 1/60
			Individual last name or organizational name	
			1. Use of this data element is REQUIRED to p	rovide the name of an entity.
			· ~ ·	, ,
			2. When NM102 is code 1 and the person has a	a moniker (nickname), use the
			2/N2/0800 segment to provide the moniker.	
			3. When NM102 is code 2 and the name of the	antitu is anagten than 60
			characters, use the 2/N2/0800 segment to provi	• •
	NM104	1036	Name First	O AN 1/35
			Individual first name	
	NM105	1037	Name Middle	O AN 1/25
			Individual middle name or initial	
	NM106	1038	Name Prefix	O AN 1/10
			Prefix to individual name	
	NM107	1039	Name Suffix	O AN 1/10
			Suffix to individual name	
Not Used	NM108	66	Identification Code Qualifier	X ID 1/2
			Code designating the system/method of code str	
			Code (67)	
Not Used	NM109	67	Identification Code	X AN 2/80
			Code identifying a party or other code	
Not Used	NM110	706	Entity Relationship Code	X ID 2/2
			Code describing entity relationship	
Not Used	NM111	98	Entity Identifier Code	O ID 2/3
			Code identifying an organizational entity, a physical	sical location, property or an

individual

Segment: N2 Additional Name Information

Position: 0802

Loop: NM1 Optional (Must Use)

Level: Detail
Usage: Optional
Max Use: 2

Purpose: 7

To specify additional names

Syntax Notes: Semantic Notes: Comments:

Notes:

1. When NM102 is code 1, and the person has a moniker (nickname), use this segment to provide the moniker.

2. When NM102 is code 2, use this segment to provide the balance of an organization name that is greater than 60 characters.

			Data Biement Summary	
	Ref.	Data		
	Des.	Element	<u>Name</u>	<u>Attributes</u>
\mathbf{M}	N201	93	Name	M AN 1/60
			Free-form name	
			1. When providing a moniker, insert a space after the numeric 1, 2, or 3.	e moniker and cite the
			1 = moniker is before the first name	
			2 = moniker is between the first and middle name	
			3 = moniker is between the middle and last name	
	N202	93	Name	O AN 1/60
			Free-form name	

Segment: N3 Address Information

Position: 0902

Loop: NM1 Optional (Must Use)

Level: Detail
Usage: Optional
Max Use: 2

Purpose: To specify the location of the named party

Syntax Notes: Semantic Notes: Comments:

Notes: Use this segment to provide address information, e.g., a street number and name, a

P.O. box number, an apartment number, a room number, etc., applicable to the entity

identified in the 2/NM1/0700 segment.

M	Ref. <u>Des.</u> N301	Data Element 166	Name Address Information	Attributes M AN 1/55
141	14301	100	Address information	W AN 1/33
	N302	166	Address Information	O AN 1/55
			Address information	

Segment: N4 Geographic Location

Position: 1002

Loop: NM1 Optional (Must Use)

Level: Detail
Usage: Optional
Max Use: 1

Purpose: To specify the geographic place of the named party
Syntax Notes: 1 Only one of N402 or N407 may be present.

2 If N406 is present, then N405 is required.3 If N407 is present, then N404 is required.

Semantic Notes:

Comments: 1 A combination of either N401 through N404, or N405 and N406 may be adequate to

specify a location.

2 N402 is required only if city name (N401) is in the U.S. or Canada.

Notes: Use this segment to provide the city, state, and zip code portion of the address

applicable to the entity identified in the 2/NM1/0700 segment.

	Ref.	Data	Nome	A 44	.:h4		
	<u>Des.</u> N401	Element 19	Name City Name	Au O	ributes AN 2/30		
	11401	1)	Free-form text for city name	U	AN 2/30		
	N402	156	State or Province Code	v	ID 2/2		
	N402	150		X	-		
			Code (Standard State/Province) as defined by appropriate gov	ernn	nent agency		
Must Use	N403	116	Postal Code	O	ID 3/15		
			Code defining international postal zone code excluding punctuation and blanks (zip code for United States)				
			This data element MUST be used to provide a ZIP code.				
Not Used	N404	26	Country Code	X	ID 2/3		
			Code identifying the country				
Not Used	N405	309	Location Qualifier	\mathbf{X}	ID 1/2		
			Code identifying type of location				
Not Used	N406	310	Location Identifier	O	AN 1/30		
			Code which identifies a specific location				
Not Used	N407	1715	Country Subdivision Code	X	ID 1/3		
			Code identifying the country subdivision				

Segment: N9 Reference Identification

Position: 1202

Loop: NM1 Optional (Must Use)

Level: Detail
Usage: Optional
Max Use: >1

Purpose: To transmit identifying information as specified by the Reference Identification Qualifier

Syntax Notes: 1 At least one of N902 or N903 is required.

- 2 If N906 is present, then N905 is required.
- 3 If either C04003 or C04004 is present, then the other is required.
- 4 If either C04005 or C04006 is present, then the other is required.

Semantic Notes: 1 N906 reflects the time zone which the time reflects.

2 N907 contains data relating to the value cited in N902.

Comments:

Notes: 1. When NM101 in the 2/NM1/0700 segment is code FN, also use this segment to provide a Secretary of State assigned electronic filer identification number.

2. When NM101 is code UZ or when NM101 is code FN and NM102 is code 1, also use this segment to provide a Personal Identification Number (PIN) that represents the entity's verification and signature of the form 606.

	Ref.	Data	Data Ele	ment Summary			
	Des.	Element	Name			Attributes	
M	N901	128	Reference Identification Qualifier			ID 2/3	
			Code qualifying the Reference Identification				
				nent to qualify the number cited in N902.			
			1W	- **			
			4.4	Use this code to indicate the Secretary assigned electronic filer identification	•		
	N1002	107	4A	Personal Identification Number (PIN)	X	AN 1/50	
	N902	127		Reference Identification Reference information as defined for a particular Transaction			
				eference Identification Qualifier	ı set (or as	
Not Used	N903	369	Free-form Descr		X	AN 1/45	
			Free-form descrip	_			
Not Used	N904	373	Date		O	DT 8/8	
			Date expressed as	CCYYMMDD			
Not Used	N905	337	Time		X	TM 4/8	
Not Used	N906	623	HHMMSSD, or H 59), S = integer se	24-hour clock time as follows: HHMM, of HMMSSDD, where H = hours (00-23), M econds (00-59) and DD = decimal seconds; follows: D = tenths (0-9) and DD = hundred	= mi decir	nutes (00- nal seconds	
Not Used	N907	C040	Organization standin hours in relation	the time. In accordance with International stard 8601, time can be specified by a + or in to Universal Time Coordinate (UTC) times, + and - are substituted by P and M in the Figure	- and e; sin	an indication ce + is a	
Not Usea	N907	C040			•		
				more reference numbers or identification eference Qualifier	numo	ers as	
Not Used	C04001	128		fication Qualifier	M	ID 2/3	
			Code qualifying the	ne Reference Identification			
Not Used	C04002	127	Reference Identi	fication	\mathbf{M}	AN 1/50	
			specified by the R	ation as defined for a particular Transaction eference Identification Qualifier	1 Set		
Not Used	C04003	128	Reference Identi	fication Qualifier	X	ID 2/3	
113CA603 (004021)				62 November		mber 30, 1999	

			Code qualifying the Reference Identification			
Not Used	C04004	127	Reference Identification	X	AN 1/50	
			Reference information as defined for a particular Transaction	n Set	or as	
			specified by the Reference Identification Qualifier			
Not Used	C04005	128	Reference Identification Qualifier	X	ID 2/3	
			Code qualifying the Reference Identification			
Not Used	C04006	127	Reference Identification	X	AN 1/50	
			Reference information as defined for a particular Transaction	Transaction Set or as		
			specified by the Reference Identification Qualifier			

Segment: DTM Date/Time Reference

Position: 1302

Loop: NM1 Optional (Must Use)

Level: Detail
Usage: Optional
Max Use: >1

Purpose: To specify pertinent dates and times

Syntax Notes: 1 At least one of DTM02 DTM03 or DTM05 is required.

2 If DTM04 is present, then DTM03 is required.

3 If either DTM05 or DTM06 is present, then the other is required.

Semantic Notes: Comments:

Notes: When N901 in the 2/N9/1200 segment is code 4A, use this segment to identify the date

the form 606 was signed.

	Ref.	Data		•		
	Des.	Element	<u>Name</u>		Attı	<u>ributes</u>
M	DTM01	374	Date/Time Qualifi	ier	M	ID 3/3
			Code specifying ty	pe of date or time, or both date and time		
			EDE	Executed		
				Use this code to indicate the date the fo signed.	rm 6	06 was
	DTM02	373	Date		\mathbf{X}	DT 8/8
			Date expressed as 0	CCYYMMDD		
Not Used	DTM03	337	Time		\mathbf{X}	TM 4/8
Not Used	DTM04	623	HHMMSSD, or HE 59), S = integer sec	24-hour clock time as follows: HHMM, or HMMSSDD, where H = hours (00-23), M conds (00-59) and DD = decimal seconds; llows: D = tenths (0-9) and DD = hundred	= mi decin	nutes (00- nal seconds
Not Used	DTM05	1250	Code identifying the time. In accordance with International Standards Organization standard 8601, time can be specified by a + or - and an indication in hours in relation to Universal Time Coordinate (UTC) time; since + is a restricted character, + and - are substituted by P and M in the codes that follow Date Time Period Format Qualifier X ID 2/3			
1401 OSEU	D 1 11103	1230		e date format, time format, or date and time		
Not Hand	DTMOC	1051	•			
Not Used	DTM06	1251	Date Time Period		X	AN 1/35
			Expression of a dat	e, a time, or range of dates, times or dates	and t	imes

Segment: NX2 Location ID Component

Position: 1402

Loop: NM1 Optional (Must Use)

Level: Detail
Usage: Optional
Max Use: >1

Purpose: To define types and values of a geographic location

Syntax Notes: Semantic Notes: Comments:

Notes: When N901 in the 2/N9/1200 segment cites code 4A, use this segment to identify the

location where the form 606 was signed.

	Ref.	Data					
	Des.	Element	Name		Attributes		
M	NX201	1106	Address Component Qualifier	M	ID 2/2		
			Code qualifying the type of address component				
			17 Unstructured City and State				
M	NX202	166	Address Information	\mathbf{M}	AN 1/55		
			Address information				
			Use this segment to identify the city and state where the form 606 was signed.				
			The full name of the city, followed by a comma, followed by the 2 position				
			state code is preferred.				
Not Used	NX203	1096	County Designator	O	ID 5/5		
			Code identifying the county within a state				

TPB Business Professional Title **Segment: Position:** 1602 NM1 Loop: Optional (Must Use) Level: Detail Usage: Optional Max Use: >1**Purpose:** To identify title of an individual within a company At least one of TPB01 or TPB02 is required. **Syntax Notes:** If TPB03 is present, then TPB01 is required. If TPB04 is present, then TPB03 is required. 3 **Semantic Notes:** 1 TPB02 is free-form description of the title. **Comments: Notes:** When N101 is code UZ or when NM101 is code FN and NM102 is code 1, use this segment to identify the title of the entity signing the form 606. **Data Element Summary** Ref. Data Des. Element Name **Attributes Business Professional Title Code** ID 1/3 TPB01 1634 Code identifying title of an individual within a business Use one of the listed codes to specify the title. When code 10 is selected, identify the title in text in TPB02. Assistant Treasurer 6 7 Assistant Vice President 9 Attorney 1E Manager Member of the Board of Directors 1K Other Title 10 1P Owner Partner 1Q 1S President

General Counsel TPB02 933 Free-Form Message Text X AN 1/264

Senior Vice President

A reference that indicates the table or text maintained by the Source Qualifier

Treasurer Vice President

Comptroller

Free-form message text

2B

2E

2H N

W

When TPB01 is code 10, use this data element to identify the title. **Not Used TPB03** 559 **Agency Qualifier Code** X ID 2/2 Code identifying the agency assigning the code values **Not Used TPB04** 822 Source Subqualifier O AN 1/15 Segment: LQ Industry Code

Position: 2102

Loop: LQ Optional

Level: Detail Usage: Optional

Max Use: 1

Purpose: Code to transmit standard industry codesSyntax Notes: 1 If LQ01 is present, then LQ02 is required.

Semantic Notes: Comments:

Notes:

- 1. When N101 is code UZ or when NM101 is code FN and NM102 is code 1, use this segment to provide verification statements.
- 2. The verifications are identified by codes contained in the California Lobbyist Report Code List which is maintained by the Office of the Secretary of State.
- 3. All codes contained in the California Lobbyist Report Code List have the following structure: Two numeric characters to identify a section in the code list, followed by a hyphen, followed by 1, 2, or 3, alpha/numeric characters.

Ref.	Data					
Des.	Element	<u>Name</u>	Attı	<u>ributes</u>		
$\overline{\text{LQ0}}$ 1	1270	Code List Qualifier Code	0	ID 1/3		
		Code identifying a specific industry code list				
		Use this data element to identify the code list that contains the code specified in LQ02.				
		ECU California Lobbyist Report Codes				
LQ02	1271	Industry Code	X	AN 1/30		
		Code indicating a code from a specific industry code list				
		When NM101 is code UZ or when NM101 is code FN and NM102 is code 1, enter codes from section 01 of the California Lobbvist Report Code List.				

Segment: **SE** Transaction Set Trailer

Position: 3600

Loop:

Level: Detail Usage: Mandatory

Max Use: 1

Purpose: To indicate the end of the transaction set and provide the count of the transmitted

segments (including the beginning (ST) and ending (SE) segments)

Syntax Notes: Semantic Notes:

Comments: 1 SE is the last segment of each transaction set.

M	Ref. <u>Des.</u> SE01	Data Element 96	Name Number of Included Segments	<u>Attr</u> M	<u>ributes</u> N0 1/10
	2		Total number of segments included in a transaction set including ST and SE segments		
			This data element identifies the total number of segments included in the transaction set being transmitted. This number includes the ST (header) and SE (trailer) segments		
M	SE02	329	Transaction Set Control Number	M	AN 4/9
			Identifying control number that must be unique within the transaction set functional group assigned by the originator for a transaction set		
			This data element MUST cite the same number as is cited in ST02 of the 1/ST/0100 segment.		