REDE START-UP PACKAGE and FILE FORMAT

In support of EBT implementation, the Food and Nutrition Service (FNS) determined that an automated process is required to notify the EBT Processors, contracted by each state, of any changes to the data for the Food Stamp Program (FSP) retailers to which they provide service.

FNS has established requirements that the automated process will:

A. **Provide Detailed State Retailer Data for State EBT Processors.** FNS will provide a file of data for each retailer within a state to EBT processors. An EBT processor may request a file for multiple states. Changes to this retailer file, which contains additions and deletions of retailers, as well as changes to the basic information, will be provided on a daily basis, Monday through Friday. A full file of the retailer data for each state will be provided on a monthly basis. This full file will allow the EBT processor to verify that no retailer changes have been missed.

B. **Provide National Retailer Data for Interoperability Between States.** FNS will initially provide, to each EBT processor, a file of limited data for each authorized retailer in the FSP. This file will be used to allow for the inter-operability between states and EBT processors for the EBT redemption process. Changes to this file (additions and deletions of retailers) will be provided on a daily basis, Monday through Friday. A complete file of the limited retailer data for the entire FSP will be provided on a monthly basis. The complete file will allow the EBT processor to verify that no retailer changes have been missed.

The Retailer Electronic Data Exchange (REDE) interface was developed to facilitate the exchange of retailer data between FNS and the EBT processors. REDE replaced the manual process which required a field office to fax the changes for a store to the EBT processor. It has helped to reduce the EBT processors' submission of incorrect authorization numbers with redemption data which must then be manually researched by FNS staff at the Benefit Redemption Systems Branch (BRSB), and at FNS regional offices and field offices. It can also be made available to Third Party Processors to limit input errors.

The most critical exchange is FNS' notification of EBT processors concerning newly authorized EBT retailers and EBT retailers who have been withdrawn or disqualified as participants in the FSP. The EBT processor is responsible for promptly setting up a newly authorized EBT retailer to participate in the EBT redemption process, generally within 2 weeks of this notification. The EBT processor is also responsible for removing a withdrawn or disqualified retailer from the EBT redemption process within 2 days of notification from FNS.

The REDE Subsystem supports interoperability, which allows a Food Stamp Benefit recipient from one state's program to make EBT purchases in another state. Interoperability is supported through the notification of all EBT processors concerning changes in any FSP retailer's authorization status. The REDE Subsystem provides this data not only to the state and/or county EBT processors, but also to organizations that may provide Gateway services to multiple EBT processors and/or to any other FNS-approved organizations. The data provided on each store authorized to accept FSP EBT transactions is limited to only that data which allows the basic identification of the store as an authorized retailer.

Operations

REDE processing includes standard (regularly scheduled) nightly and monthly operations and ad hoc operations. Both types of REDE operations are performed at the Benefit Redemption Systems Branch (BRSB) in Minneapolis, MN. The standard nightly operations are performed nightly, Monday through Friday, and create the state and national retailer data update files. The standard monthly operations are performed monthly (on the first Saturday of the calendar month) and create the full state and national retailer data files. The state retailer data update files are used to update the Retailer EBT Data Exchange (REDE) database. Ad hoc operations are performed as requested when a State Agency and/or EBT processor requests a start-up copy of a state or national retailer update file.

The REDE Subsystem will create state retailer data update files and a national retailer data update file on a nightly basis, Monday through Friday. The exceptions to this are federal holidays that fall on a weekday. A full state retailer data file and national data file, which contain authorized stores, will be created on a monthly basis during the first full weekend of a calendar month. These files will be readied for transmission to authorized recipients of each state's file and the national file who will be given the choice of accessing these files using either a Connect Direct process through the USDA Computer Center in Kansas City or a VPN internet solution.

Creating State Retailer Data Update Files

Each night, the REDE Subsystem will utilize the current and prior night's Retailer Extract File to create the state retailer data update files for those states that the State Agencies and/or EBT processors have included in a file of requested states. The state retailer data update files contain the retailer data update transactions for each state's retailers. These transactions identify when a retailer has been added to, removed from, or re-activated into the Food Stamp Program and identify if certain key retailer data has changed. If a state incurs no changes to its retailers' data, a file will still be created for that state and will contain a header record and trailer record which identify that no detail records were included in the file. The creation of a file for each of the requested states will improve security and integrity as the authorized data files recipients from each state will always get a file, even when it does not contain any updates.

Creating National Retailer Data Update Files

The national retailer data update files are also created by REDE on a nightly basis and will be readied for access in the same manner as the state retailer data update files. Each file will identify if a retailer has been removed from, or added to, the set of retailers authorized to perform EBT processing for the FSP. While additions and deletions are the primary types of transactions, there is also a modify transaction that identifies whether the first ten characters of the retailer name have changed, or whether the state within which the retailer resides, has been changed or whether the business type has been changed. Ideally, the state change should occur only if someone miskeys the information into the primary retailer database and then later corrects it.

The national retailer update file may be sent to entities other than the state EBT processors; for example, it may also be provided to some independent processors that support a national EBT retailer database for the state EBT processors. As with the state file, if there are no changes to any retailers in the nation, a file containing a header record and a trailer record will be created which identify that no detail records were included in the file. This will ensure that all authorized recipients are aware that there were no changes to the nation's retailers for that period.

Creating Full State and National Retailer Data Files

On a monthly basis, the REDE Subsystem will create a full file of all of the state retailer data files and the national retailer data file using the most current Retailer Extract File. These files will be readied for access in the same manner as the update files. The primary purpose of these files is to ensure that updates have not been missed and that all updates were received by the authorized recipients of each file.

Creation of Start-up State and National Retailer Data Files.

When requested by a newly implemented EBT state or that state's EBT processor, the REDE Subsystem will create a set of start-up files consisting of a full state retailer data file and/or full national retailer data file. The files will be created using the most current Retailer Extract File and will be readied for access in the same manner as the standard monthly files. These start-up files are provided for a state and an EBT processor to use when the state's EBT implementation does not coincide with the creation and transmission of the standard monthly Full State Retailer Data Files and National Retailer Data File.

EXPANDED REDE STATE RETAILER FILE FORMAT

Header Record

FIELD DESCRIPTION	FIELD TYPE	FIELD WIDTH	FIELD POSITION	COMMENTS
Transaction Type Code	Char	1	1	Blank
State Code	Char	2	2 - 3	Alphabetic state code where stores are located
Date Range				Date range for effective dates of retailer update transactions
Beginning Date	Char	8	4 - 11	For the daily update file, the beginning date of the date range in CCYYMMDD format. For the monthly file, the date the file is produced.
Ending Date	Char	8	12 - 19	For the daily file, the ending date of the date range in CCYYMMDD format. For the monthly file, the date the file is produced.
Transaction Count	Num	7	20 - 26	Count of detail records in the file
Filler	Char	395	27 - 421	Blanks (mainframe files only)

Trailer Record

FIELD DESCRIPTION	FIELD TYPE	FIELD WIDTH	FIELD POSITION	COMMENTS
Transaction Type Code	Char	1	1	'T' - Trailer record
State Code	Char	2	2 - 3	Alphabetic state code where stores are located
Date Range				Date range for effective dates of retailer update transactions
Beginning Date	Char	8	4 - 11	For the daily update file, the beginning date of the date range in CCYYMMDD format. For the monthly file, the date the file is produced.
Ending Date	Char	8	12 - 19	For the daily file, the ending date of the date range in CCYYMMDD format. For the monthly file, the date the file is produced.
Transaction Count	Num	7	20 - 26	Count of detail records in the file
Add Transaction Record Count	Num	7	27 - 33	Count of "add" transaction records in the file
Delete Transaction Record Count	Num	7	34 - 40	Count of "delete" transaction records in the file
Modify Transaction Record Count	Num	7	41 - 47	Count of "modify" transaction records in the file
Re-activate Transaction Record Count	Num	7	48 - 54	Count of "re-activate" transaction records in the file
Hash Count	Num	8	55 - 62	Numeric hash count for backwards compatibility
Filler	Char	359	63 - 421	Blanks (mainframe files only)

Detail Records

FIELD DESCRIPTION	FIELD TYPE	FIELD WIDTH	FIELD POSITION	COMMENTS
Transaction Type Code	Char	1	1	'A' if a new store was added, "R" if a previously authorized store was reinstated (Auth Status 01, Reason Code 02) or 'M' if an existing store was modified or 'D' if an existing store was removed from the program. .
State Abbreviation	Char	2	2 – 3	Alphabetic State Code
Store Number	Num	7	4 – 10	STARS Authorization Number
Store Name	Char	50	11 – 60	Full name of store
Primary Telephone Number	Num	10	61 – 70	Full telephone number with area code
Alternate Telephone Number	Num	10	71 – 80	Telephone number to use in case Primary Telephone Number is unavailable
Open 24 Hours Indicator	Char	1	81	'Y' if open 24 hours; otherwise 'N'
Registers Count	Num	5	82 – 86	Total number of check-out registers in store
County Code	Char	3	87 – 89	Code indicating county within state where store resides
Business Type Code	Char	2	90 – 91	Code indicating type of store - **see Figure 1**
Address Number	Char	8	92 – 99	Address number on street where store is located
Street Name	Char	40	100 – 139	Full name of street where store is located
Additional Address Info	Char	40	140 – 179	Supplemental address information that is not contained in the street name (e.g. Suite Number)

City Name	Char	30	180 – 209	Full name of city where store is located
State Code	Char	2	210 – 211	Alphabetic state code where store is located
Zip Code	Num	5	212 –216	5 digit zip code where store is located
Zip 4 Code	Num	4	217 – 220	4 digit zip code suffix where store is located
Authorization Status Code	Char	2	221 – 222	Code indicating current authorization status of store - **see Figure 2**
Authorization Status Date	Num	8	223 – 230	Effective date of current authorization status in CCYYMMDD format
Authorization Withdrawal Reason Code	Char	2	231 – 232	Reason for authorization or withdrawal **(see Figure 3)**
Re-certification Status Date	Num	8	233 – 240	Date in CCYYMMDD format the store was re-certified (re-authorized) as authorized under FNS regulations based on updated data supplied by the retailer.
Ownership Type Code	Char	1	241	'1' if sole proprietorship or '2' if partnership or '3' if privately-held corporation or '4' if publicly owned corporation or '5' if cooperative or '6' if government or '7' if limited liability company or '8' if limited liability partnership **(See Table for business types)**
Owner's Name Format	Char	1	242	'1' if a person's name or '2' if an organization's name (corporation, company, government, etc.)

Owner's Name	Char	50	243 – 292	Organization or primary person that owns the retailer (if person's name, the first 15 characters contain the first name, the second 15 characters the middle name or initial, and the last 20 characters contain the last name)
Mailing Address Number	Char	8	293 – 300	Address number on street on store mailing address
Mailing Street Name	Char	40	301 – 340	Full name of street on store mailing address
Mailing Additional Address Info	Char	40	341 – 380	Supplemental mailing address information that is not contained in the street name (e.g. Suite Number)
Mailing City Name	Char	30	381 – 410	Full name of city on store mailing address
Mailing State Code	Char	2	411 – 412	Alphabetic state code on store mailing address
Mailing Zip Code	Num	5	413 – 417	5 digit zip code on store mailing address
Mailing Zip 4 Code	Num	4	418 – 421	4 digit zip code extension on store mailing address

Code Definitions For Business Type and Authorization Status

The values for the Business Type and Authorization Status/Status Reason Codes used in the record layouts are listed in the Figures 1, 2 and 3 below:

Business Type Code	Description	Store or Meal Service
AD	Drug and/or Alcohol Treatment Program	Meal Service
BB	Bakery Specialty	Store
BC	Non-profit Food Buying Co-op	Store
BW	Shelter for Battered Women and Children	Meal Service
CD	Communal Dining Facility	Meal Service
CO	Combination Grocery/Other	Store
CS	Convenience Store	Store
DR	Delivery Route	Store
FM	Farmers' Market	Store
FV	Fruits/Veg Specialty	Store
GL	Group Living Arrangement	Meal Service
HP	Homeless Meal Provider	Meal Service
LG	Large Grocery Store	Store
MD	Meal Delivery Service	Meal Service
ME	Meat/Poultry Specialty	Store
MG	Medium Grocery Store	Store
RE	Private Restaurant/Meal Delivery	Meal Service
SC	Senior Citizens' Center/Residential Building	Meal Service
SE	Seafood Specialty	Store
SG	Small Grocery Store	Store
SM	Supermarket	Store
SS	Super Store	Store
WH	Wholesaler	Store

Figure 1. Business Type Codes

Authorization Status Code

01	Authorized
03	Withdrawn
04	Disqualified
07	Permanent Disqualification
10	Permanently Withdrawn

Figure 2. Authorization Status Codes

Status Reason Code for "Authorized" (01)

01	Initial Authorization
02	Reinstated

Status Reason Code for "Withdrawn" (03)

01	Voluntary Withdrawal
02	Involuntary - Other
03	Involuntary - Withdrawn
04	Involuntary Withdrawal - Does not meet Criteria A or Criteria B
05	Involuntary – Not a Retail Food Store
06	Involuntary - Failure to Cooperate
07	Involuntary - Failure to Pay
08	Involuntary-Business Integrity
09	Involuntary – Non-Redeemer
10	Involuntary - No State Contract *

Status Reason Code for "Disqualified" (04)

01	Food Stamp Program Violation
02	WIC Program Violation
03	Failure to Pay

Status Reason Code for "Permanently Disqualified" (07)

01	Food Stamp Program Violation
02	WIC Program Violation
03	Failure to Pay

Status Reason Code for "Permanently Withdrawn" (10)

01	Business Integrity

* (This code only applies to authorized meal services that FNS removes from the program for failure to maintain or renew state certification)

Figure 3. Status Reason Codes

Additional Information

1. A modify transaction will contain all of the current data for a retailer. It does not **just** identify the elements that have changed.

2. The Zip 4 Code field will contain zeroes if the zip code is unknown.

3. If the retailer's mailing address is the same as the location address, the mailing address's character type fields will contain spaces and its numeric type fields will contain zeros. There are some retailers in the file, however, where the same information is reflected in both fields.

4. The monthly file will contain one add transaction for each authorized retailer within the state that is in the STARS database. An authorized retailer will have an authorization status code of "01" (Authorized). It does not contain de-authorized retailers that have an authorization status code of "03" (Withdrawn) or "04" (Disqualified) or "07" (Permanently Disqualified) or "10" (Permanently Withdrawn).

5. There are a few retailers that do not have a street address. This is a valid situation in certain cases. For instance, it is possible that the store is not on a street. Such as on an Indian Reservation.

6. Retailers that are involuntarily removed from the Food Stamp Program will be given a five-day grace period after the effective date until the removal is reflected in the REDE files. This grace period potentially allows for any appeals of the removal. The exception to this grace period is for permanent disqualifications (an authorization status code of "07") where there is no suspension of the disqualification pending the outcome of an appeal.

7. Retailers that have been added to STARS as a new retailer, with an open date some time in the future, **will be** sent in the daily State Update File as soon as they are entered into STARS. This differs from the National Update File where future dated stores **will not be** included in the daily National Update File **until 3 days prior to the effective date.**