

North Carolina Division of Employment Security

Specification and Record Layout for Wage Reporting, Adjustments and Payments



Employer CSV File Processing Errors

North Carolina State Unemployment Insurance Tax System

des.nc.gov/ncsuits

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Employer CSV File Processing Errors

Record Type	Condition	Employer CSV File Processing Error
Employer 1	if No. of Employee On12 Month 1, 2, or 3 exceeds the number of wage records in the report	Month 1, 2, 3 count cannot be higher than the wage details count reported.
Wage 2	if Employer ID is invalid or does not match	Employer ID does not match with the employer record.
2	if Employer ID is not a number	Employer ID is invalid.
2	if Reporting Period is different than the reporting period from in the Employer record	Report year and quarter does not match the employer record.
2	if Reporting Period contains non-numeric characters	Reporting period has invalid value. It must be numeric.
2	if SSN already exists for same employer and reporting period	There are duplicate SSNs. The system will not process the same SSN twice for a quarter.
2	if SSN does not contain exactly 9 numeric characters or does not pass standard SSN validations (e.g., Any grouping containing all 0's)	SSN is invalid.
2	if First Name contains invalid characters or values (same validation as manual entry field)	First name is invalid.
2	if Middle Initial contains invalid characters or values (same validations as manual entry field)	Middle Initial is invalid.
2	if Last Name contains invalid characters or values (same validation as manual entry field)	Last name is invalid.
2	if Gross Wage Amt or OOS Wage Amt contains non-numeric characters	The wage amount is missing or invalid. Wage amounts must be numeric only, do not include the decimal point.
2	if OOS Wage Amt contains non-numeric characters	The Out of State wage amount is invalid.
2	if OOS State Code value is invalid.	Out of State code is invalid.
2	if Out of Wage State is provided and Out of State Wage Paid is blank or zero.	Out of State Wage Paid is required, if Out of Wage State is submitted.
2	If Out of State Wage Paid is provided and Out of Wage State is blank.	Out of Wage State is required, if Out of State Wage Paid is submitted.
2	if Hours Worked contains non-numeric characters	The hours worked is invalid.
2	if Hours Worked, Wages Amt, and Adjustment Reason Code are all 0	Hours worked and wage amount cannot both be 0.
2	if Owner Relationship contains value other than 0 or 1	Owner/Officer relationship indicator is missing or invalid
2	if Adj Reason Code is not a valid numeric code	The adjustment reason code is missing or contains invalid characters.
2	if Adj Reason Code is 1-9 for a reporting period that does not already have an original report on file	An original report has not been filed for employer. The amended records will not be processed.
2	if Adj Reason Code is 0 and wage report already exists for reporting period and Employer ID	Wages for year/quarter are already filed.
2	if any required field is blank	{Required Field} is blank.