

TAPR Data Element Specifications

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Report problem areas that are not consistently being completed with each Trade Participant even though they are reported on the TAPR are listed below and have been highlighted within each section of this document:

Date of Birth	Race	Recalled by Layoff Employer
Gender	Occupational Code of Employment	Participated in ATAA
Ethnic Heritage		Occupational Skills Training Code

Data Element	Location within EKOS	Data Element Definitions/Instructions
Section I: Identification and Participant Characteristics		
State FIPS Code	----	The two letter reporting state code
Individual Identifier	Customer Module / Customer Detail (OSOS ID #)	System generated when a the record is created
Date of Birth	Customer Module / Customer Detail / Gen Info Tab	Identifies the participant's date of birth
Gender	Customer Module / Customer Detail / Gen Info Tab	Indicates whether the participant is male or female
Individual with a Disability	Customer Module / Customer Detail / Add'l Info Tab (Disability Status)	Identifies whether the individual indicates if they have any 'disability' as defined in Section 3(2)(a) of the ADA of 1990 (42 U.S.C. 12102).
Ethnicity Hispanic / Latino	Customer Module / Customer Detail / Gen Info Tab / Ethnic Heritage Section	Indicates whether the participant is a person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture in origin, regardless of race.
American Indian or Alaska Native	Customer Module / Customer Detail / Gen Info Tab / Race Section	Indicates whether the participant is a person having origins in any of the original peoples of North America and South America (including Central America), and who maintains cultural identification through tribal affiliation or community recognition.
Asian	Customer Module / Customer Detail / Gen Info Tab / Race Section	Indicates whether the participant is a person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian Subcontinent (e.g. India, Pakistan, Bangladesh, Sri Lanka, Nepal, Sikkim, and Bhutan). This area includes for example, Cambodia, China, Japan, Korea, Malaysia, Pakistan, the Phillippine Islands, Thailand, and Vietnam.
Black or African American	Customer Module / Customer Detail / Gen Info Tab / Race Section	Indicates whether the participant is a person having origins in any of the black racial groups of Africa.
Hawaiian Native or other Pacific Islander	Customer Module / Customer Detail / Gen Info Tab / Race Section	Indicates whether the participant is a person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.
White	Customer Module / Customer Detail / Gen Info Tab / Race Section	Indicates whether the participant is a person having origins in any of the original peoples of Eurpoe, the Middle East, or North Africa.
Eligible Veteran Status	Customer Module / Add'l Info Tab / Military Service Section	Indicates whether the participant served in the military
Employment Status	Customer Module / Customer Detail / Gen Info Tab / Education & Employment Section	Indicates the employment status of the participant
Limited English Language Proficiency	Customer Comprehensive Assessment Module / Education Tab / Math & Reading Section	Indicates whether the participant has limited ability in speaking, reading, writing or understanding the English language and (a) whose native language is a language other than English, or (b) who lives in a family or community environment where a language other than English is the dominant language.
UC Eligible Status	Customer Module / Customer Detail / Gen Info Tab / Customer Assignment Section (UI Claimant)	Identifies the unemployment benefits status of the participant.

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Pell Grant Recipient	Customer Comprehensive Assessment Module / Education Tab	Identifies the Pell Grant status of the participant. This information can be updated at any time during participation in the program.
Highest School Grade Completed (Education Level)	Customer Module / Customer Detail / Gen Info Tab / Education & Employment Section	Indicates the highest grade completed
Most Recent Date of Qualifying Separation	Customer Module / Work Hist. Tab / TAA / NAFTA - TAA section (Qualifying Separation Date)	Identifies the most recent date of separation from trade-impacted employment that qualifies the individual to receive benefits and/or
Tenure with Employer at Most Recent Qualifying Separation	Customer Module / Work Hist. Tab / TAA / NAFTA - TAA section (Tenure)	Identifies the total number of months that the participant was employed with the employer of record as the individual's most recent qualifying date of separation
Date of application	Customer Module / Work Hist. Tab / TAA / NAFTA - TAA section (Application Date)	Identifies the date on which the participant first applied for Trade Act services/benefits under the applicable certification.
Petition Number	Customer Module / Work Hist. Tab / TAA / NAFTA - TAA section	Identifies the petition number of the certification which applies to the participant's group.
Program Type	Customer Module / Work Hist. Tab / TAA / NAFTA - TAA section (Program)	Identifies whether the participant was certified under the TAA program, NAFTA-TAA program or under both programs.
Date of Program Participation	Customer Module / Work Hist. Tab / TAA / NAFTA - TAA section (Petition Certification Date)	Identifies the date on which the participant began receiving their first service funded by the program following a determination of eligibility to participate in the program.
Section II: Activity and Service Record		
Date entered Training	Customer Services Module / Services Tab / Detail Section (Actual Start Date)	Identifies the date the participant actually began training. If multiple training services were received, record the earliest date on which the individual entered training. NOTE: Trade Act approved training which begins under the WIA Dislocated Worker Program may have a date entered training that is earlier than the participant's application date.
Date completed, or withdrew from training	Customer Services Module / Services Tab / Detail Section (Actual End Date)	Identifies the date when the participant completed training or withdrew permanently from training. If multiple training services were received, record the most recent date on which the participant completed training.
Training Completed	Customer Services Module / Services Tab / Detail Section (Completed)	Identifies whether the participant completed the approved training or not.
Travel While in Training	Customer Services Module / Services Tab / this is a service that will need to be attached to the participant record (as appropriate)	Identifies whether the participant received a travel allowance while in training.
Subsistence While in Training	Customer Services Module / Services Tab / this is a service that will need to be attached to the participant record (as appropriate)	Identifies whether the participant received a subsistence allowance while in training.

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Occupational Skill Training Code	Customer Service Module / Services Tab / this is system generated based on the type of training attached to the record. The information for this is pulled from the Provider Module / Provider Detail / Services Tab / O*Net Title field. If this field is left blank when created and attached to a Trade participant record, it will be left blank on the report and will fail DOL's report edit checks and will have to be manually corrected before DOL will accept the TAPR.	Identifies the type of training the participant is receiving
Received Occupational Skills (Classroom) Training	Customer Service Module / Services Tab / this is system generated based on whether the participant received training	Identifies whether the participant received training
Received On-the-Job Training	Customer Services Module / Services Tab / this is a service that will need to be attached to the participant record (as appropriate)	Identifies whether the participant received on-the-job training during participation in the TAA program.
Received Remedial Training	Customer Services Module / Services Tab / this is a service that will need to be attached to the participant record (as appropriate)	Identifies whether the participant received remedial training during participation in the TAA program.
Received Customized Training	Customer Services Module / Services Tab / this is a service that will need to be attached to the participant record (as appropriate)	Identifies whether the participant received customized training during participation in the TAA program.
Basic Trade Readjustment Allowance (TRA)	Customer Services Module / Services Tab (staff will need to attach Basic TRA to the participant record) (this service has already been set up under the provider name of "Unemployment Insurance")	Identifies whether the participant received any Basic TRA while participating in the TAA program.
Additional Trade Readjustment Allowance (TRA)	Customer Services Module / Services Tab (staff will need to attach Additional TRA to the participant record) (this service has already been set up under the provider name of "Unemployment Insurance")	Identifies whether the participant received any Additional TRA while participating in the TAA program.
Remedial Trade Readjustment Allowance (TRA)	Customer Services Module / Services Tab (staff will need to attach Remedial TRA to the participant record) (this service has already been set up under the provider name of "Unemployment Insurance")	Identifies whether the participant received any Remedial TRA while participating in the TAA program.
Waiver from training requirement	Customer Services Module / Services Tab / Funding Section (Training Waiver)	Identifies the reason for issuing a waiver from the training requirements to the participant.
Job Search Allowance	Customer Services Module / Services Tab / this is a service that will need to be attached to the participant record (as appropriate)	Identifies whether the participant received job search allowance during participation in the TAA program.
Relocation Allowance	Customer Services Module / Services Tab / this is a service that will need to be attached to the participant record (as appropriate)	Identifies whether the participant received relocation allowance during participation in the TAA program.

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Date of WIA Title IB Participation	Customer Services Module / Services Tab / this is system generated based on WIA information entered into EKOS	Identifies the date on which the participant received their 1st service funded by a WIA Title IB or NEG program following a determination of eligibility to participate in the program.
Other Federal Co-Enrollment	Customer Services Module / Services Tab / this is system generated based on information entered into EKOS	Identifies whether or not the participant was co-enrolled in WIA Dislocated Worker program, NEG, both, other Federal Employment & Training Program (i.e. Labor Exchange) in addition to either DW or NEG or both; Other Federal Employment & Training Program (not including WIA Dislocated Worker or NEG
Section III: Outcomes		
Date of Exit	Customer Services Module / system generated on Enrollments Tabs based on the Actual End Date staff entered on the Services Tab (Exit Date). Also listed on the Outcomes Tab when staff highlight the Trade Act Program (Co-Enrollment Exit Date) if the participant was co-enrolled.	Identifies the date on which the last service funded by the program or a partner program is received by the participant. Once a participant has not received any services funded by the program or a partner program for 90 consecutive calendar days and has no gap in service and is not scheduled for future services, the date of exit is applied retroactively to the last day on which the individual received a service funded by the program or a partner program.
Other Reasons for Exit (at time of exit or during 3-qr measurement period following the qtr of exit)	Customer Services Module / Enrollments Tab / Exit Info Section (Exit Reason)	Identifies whether the participant exited due to one of the five exclusion reasons (institutionalized; health/medical; deceased; family care; reserve forces called to active duty); retirement; not a valid SSN (ADDITIONAL NOTE: Exit reason "retirement" was added for program management purposes only and individuals who exit the program based on this reason will not be excluded from calculation of the performance measures. Rather, these individuals will be included in the performance measure calculations.)
Employed in 1st qtr after exit qtr	Customer Services Module / Outcomes Tab / Employed in Quarter After Exit section / Employed after Exit field (this is populated through the UI/WRIS request process unless the participant received supplemental wages...if supplemental wages are staff selected and then during the UI/WRIS process wages are identified, the system will override the supplemental survey selection	Identifies whether the participant was employed in the 1st qtr after the qtr of exit
Type of Employment Match 1st qtr after exit qtr	Customer Services Module / Outcomes Tab / Employed in Quarter After Exit section / Determination Method field	Identifies the method used in determining the participant's employment status in the 1st qtr following the qtr of exit
Occupational Code of Employment (if available)	Customer Services Module / Outcomes Tab / Employment section / ONET Title field	Identifies the occupational code that best describes the participant's employment for any job held after exit from the program.

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Employed in 2nd qtr after exit qtr	Customer Services Module / Outcomes Tab / Employed in Quarter After Exit section / Employed after Exit field (this is populated through the UI/WRIS request process unless the participant received supplemental wages...if supplemental wages are staff selected and then during the UI/WRIS process wages are identified, the system will override the supplemental survey selection	Identifies whether the participant was employed in the 2nd qtr after the qtr of exit
Type of Employment Match 2nd qtr after exit qtr	Customer Services Module / Outcomes Tab / Employed in Quarter After Exit section / Determination Method field	Identifies the method used in determining the participant's employment status in the 2nd qtr following the qtr of exit
Employed in 3rd qtr after exit qtr	Customer Services Module / Outcomes Tab / Employed in Quarter After Exit section / Employed after Exit field (this is populated through the UI/WRIS request process unless the participant received supplemental wages...if supplemental wages is staff selected then during the UI/WRIS process wages are identified the system will override the supplemental survey selection)	Identifies whether the participant was employed in the 3rd qtr after the qtr of exit
Type of Employment Match 3rd qtr after exit qtr	Customer Services Module / Outcomes Tab / Employed in Quarter After Exit section / Determination Method field	Identifies the method used in determining the participant's employment status in the 3rd qtr following the qtr of exit
Wages 3rd qtr prior to participation qtr	System Generated during the UI/WRIS wage request process	Identifies the amount of wages the participant had in the 3rd qtr prior to participation qtr
Wages 2nd qtr prior to participation qtr	System Generated during the UI/WRIS wage request process	Identifies the amount of wages the participant had in the 2nd qtr prior to participation qtr
Wages 1st qtr prior to participation qtr	System Generated during the UI/WRIS wage request process	Identifies the amount of wages the participant had in the 1st qtr prior to participation qtr
Wages 1st qtr after exit qtr	System Generated during the UI/WRIS wage request process	Identifies the amount of wages the participant had in the 1st qtr after the exit qtr
Wages 2nd qtr after exit qtr	System Generated during the UI/WRIS wage request process	Identifies the amount of wages the participant had in the 2nd qtr after the exit qtr
Wages 3rd qtr after exit qtr	System Generated during the UI/WRIS wage request process	Identifies the amount of wages the participant had in the 3rd qtr after the exit qtr
Recalled by Layoff Employer	Customer Services Module / Outcomes Tab / Employment section. Staff are currently not reporting this information	Identifies whether the participant was recalled by the employer where the qualifying separation took place
Participated in ATAA	Customer Services Module / Services Tab / this is a service that will need to be attached to the participant record (as appropriate). Staff are currently not reporting this information within EKOS and it should be.	Identifies whether the participant received a wage subsidy under the Alternative Trade Adjustment Assistance (ATAA) program.