

Accredited Standards Committee  
INCITS, InterNational Committee for Information Technology Standards

Doc: T10/07-371r1  
Date: August 25, 2008  
Project:  
Reply to: John Lohmeyer

To: Database and mailing coordinators  
From: John Lohmeyer

Subject: Common Database Record Interchange Structure

### **History**

07-371r1: Added the Access field 26. This field is intended to define the intended access characteristics for the file specified by the record.

07-371r0: John Scheible developed this common database record interchange structure in 1998 as documented in FCW/98w120r5 and T10/98-142r0. It has stood the test of time lasting nearly a decade without needing revisions. Only a few small revisions are needed now. The T10 web site has been using two 'database-specific' fields that are being formally added in this document (fields 24 and 25). The STATUS and ONSITE fields have been revised to reflect actual usage. T11 does not use the STATUS field and T10 uses slightly different values than originally documented. T11 uses a lowercase "y" in the ONSITE field and T10 uses a "1".

### **Purpose**

Develop a minimal common Interchange format to be exported by the various group databases independent of the database program used. This will allow common tools to be used to generate mailings and HTML code from multiple sources.

### **Format**

The file format is in comma separated variable, with text that could possibly contain commas enclosed in quotes. Use of upper and lowercase needs to be consistent to avoid sorting problems. Recommend all lower case except in "title" and "author" fields. Recommend that commas be avoided as some programs (such as MS-Word) ignore quotes and will break up the field. Null records are " " or "" or ,,. Some database programs have trouble with null fields (" " is better than ,, or ,",). Required indicates a non-null field. The format of all records are shown in Table 1.

**Table 1 - Record format**

Field	Label	Description	Field format
1	DATABASEID	Identifier of the database	ASCII field
2	COMMITTEE	Committee record is associated with	ASCII field
3	ACTIVITY	General category identifier	ASCII field
4	RECNUMBER	The record number	ASCII field
5	ACRONYM	Official project assigned to (if any)	ASCII field
6	ASSOCIATION	groups documents or drafts	up to 8 characters with sub-directory restrictions
7	MAILINGID	mailing identifier	yyyy_x format (1<=x<=6)
8	SUBMAILING	date of the submailing	yyyy/mm format
9	SHORTNAME	8.3 format filename	8.3 with filename restrictions
10	LONGNAME	long file name, blank if short	up to 64 characters with Joliet filename restrictions
11	TITLE	document subject or draft title	ASCII characters
12	AUTHOR	proposer or technical editor	ASCII characters
13	REVISION	document or draft revision	ASCII characters
14	DATE	date on document or draft	yyyy/mm/dd format
15	PAGES	The number of pages of the PDF file	ASCII numeric value
16	TYPE	type of record	lower case ASCII characters
17	SEQUENCE	ordering within a type	lower case ASCII characters
18	STATUS	status of the record	(see below)
19	STAGE	status of the draft	(see below)
20	ONSITE	indicates file is on the ftp site	"y" or "1" indicates record is archived on FTP site, all other values indicate the file is not available.
21	PROJECTNUM	The draft project number	ASCII numeric value
22	DESIGNATION	The draft BSR number	ASCII numeric value
23	FTPSITE	The FTP URL of the file	ASCII characters in a valid URL format
24	UPLOAD DATE	Date file was uploaded	yyyy/mm/dd format
25	FILE SIZE	File size	in bytes
26	ACCESS	Access code for the database record	ASCII numeric value (0-9)
27-n		database specific	free form records.

DATABASEID An identifier consistent between all records of a database (i.e., T10, T11.2, T11.3, etc.).

COMMITTEE Committee associated with the record.

ACTIVITY The general activity associated with the record.

RECNUMBER The number of the record (i.e., T11=98-xxxvn, T10=98-xxxvn or xxxrnnn)

ACRONYM The project identifier associated with drafts (i.e., SPC, AL-3, TAPE) or "none". It is up to the database administrator to decide whether documents fall under a null acronym, a "other" acronym, or the project that they may apply to. *I recommended 4 characters to allow filenames of pppprnnn.*

ASSOCIATION up to 8 lower case ASCII characters used to group records as defined by the database owner. The 8 characters may be used as a sub-directory to hold appropriate records (i.e., ISO9660 compliant 8.0 format filename). Required for drafts, null for non-drafts.

MAILINGID An identifier of the mailing to be generated in the format of yyyy\_x where x is a sequential number starting with 1 for each plenary mailing. Required.

SUBMAILING The date of the submailing containing this record in the form yyyy/mm. "none" indicates the record is not to be included in any mailing. A TYPE of MAILING also excludes a record from a mailing. Optional if no interim mailings are done.

SHORTNAME ISO9660 compliant 8.3 filename with the addition of dash "-". Required.

LONGNAME If the filename is an 8.3 filename, then this field shall be null. Otherwise, the field includes the Joliet long filename up to 64 characters, and the SHORTNAME field includes a unique tag to identify the file.

TITLE The title of the draft or document. Recommend length of up to 64 characters. Required.

AUTHOR The author of the draft or document. Recommended length of up to 25 characters. Required.

REVISION Revision level. Required.

DATE Date on the front of the document/draft. To allow better sorting and avoid year 2000 issue, the format is yyyy/mm/dd. The use of / is recommended, but - is acceptable if used consistently. The DATE field is optional (i.e., "" allowed) for non-drafts, but required for drafts.

PAGES The number of pages printed by the associated PDF file. Optional.

TYPE lower case ASCII characters used to type records and control placement within a mailing. Required. Types include:

mailing	Excluded from the mailing
meeting	Meeting announcements, maps, agenda's
administrative	Administrative files (i.e., jeopardy letters)
minute	Meeting minutes
document	Proposals
draft	Drafts

SEQUENCE The ordering within a type field for the mailing. Required.

STATUS Indicates the status of the version of a draft or document. Currently only used by T10 (which calls this field the Latest field); can be null for other databases. Optional. Types include:

space or "0"	older version
"1"	latest version
"2"	published version
"9"	obsolete

STAGE Used to indicate the status of the particular revision of the draft. Proposed drafts should be considered documents, not drafts. Projects undergoing approval may be considered drafts. Ignored by non-drafts. Acceptable values are:

development	draft revision is in active development
letter ballot	draft revision went to letter ballot
comment resolution	draft revision is undergoing comment resolution
public review	draft revision went to public review
in publication	draft being published, but not available yet
published	draft revision has been published and is available
obsolete	draft revision is obsolete and not undergoing development

ONSITE A "Y" or "1" indicates the file exists in PDF form on the appropriate FTP site. Any other value will cause the record to be excluded from the mailing.

PROJECTNUM The project number of the draft. Required for drafts, optional for non-drafts.

DESIGNATION The BSR or other appropriate number of the draft. Optional for drafts, not applicable to non-drafts.

FRPURL The FTP site URL containing the file associated with the record.

UPLOAD DATE Indicates the date the document was uploaded to the committee web site in yyyy/mm/dd format. A null value indicates the document has not been uploaded (yet).

FILE SIZE Contains the file size in bytes.

ACCESS Contains the Access code: 0 - unrestricted; 5 - published Working Draft; all other codes are reserved.