



DATA LOAD SPECIFICATIONS

FOR

SKILLS DEVELOPMENT PROVIDERS (SDP's)

AND ASSESSMENT CENTRES (AC's) ON THE

POPULATION AND SUBMISSION OF THE LEARNER ENROLMENT AND READINESS FOR EISA FILE

SUBMISSION OF LEARNER ENROLMENTS GUIDELINE FOR SDP's AND AC's

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DATA LOAD SPECIFICATIONS FOR SDP's

VERSION CONTROL

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Approved by:

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1 OVERVIEW

The information contained in this document has the objective of allowing Skills Development Providers (SDP's) or Assessment Centres (AC's) in need of submitting learner data to the QCTO. In doing so, the SDP or AC will be able to supply the QCTO with the electronic information with regard:

1. Learner basic information
2. Learner qualification information and
3. Readiness for the External Integrated Summative Assessment (EISA)
4. Mode of Achievement (Training or RPL)

It is of the utmost importance that the criteria contained in this document is followed to the letter, as the criteria described here is applied during the upload and importing process at QCTO certification level. By not complying 100% with the criteria listed in this document will result in your submission not being processed, therefore resulting in a rejection of your submission accordingly and learners not allowed for the EISA and certificated.

It must further be understood that it is not the responsibility of the QCTO to fix any data on the behalf of the SDP or AC in trying to process learner data submissions. This would be in direct breach of the mandate the QCTO is playing in the process.

It must further be understood that by making use of the learner data submission process, the Skills Development Provider or Assessment Centre must have, prior to submission, have received and apply the following in the Learner Data File:

Its accreditation/approval status as a SDP or Assessment Centre with the key focus on:

1. The overall accreditation period being a SDP and or Assessment Centre. (accreditation start and end date)
2. The overall approval period being an Assessment Partner.
3. The actual focuses of accreditation (for what the SDP and assessment centre being accredited for), inclusive of the actual accreditation start and end date for each of the qualification/s the SDP and or assessment centre might be accredited for.

In essence, when the SDP or AC is submitting Learner Data to the QCTO, the Date of capturing or achievement or reporting will only be valid if it is within the Accreditation Period

2 NAMING CONVENTION OF LEARNER ENROLMENT AND READINESS FOR EISA FILE

The Learner Enrolment and Readiness for EISA file must meet the following naming convention before submitting to the QCTO:

LEISAYyyyymmdd-SDP/AC name

- The “LEISA” will always be the start of the naming convention
- The “yyyymmdd” will be the date that the file was updated
- The “SDP/AC name” will be the name of the institution as per the Accreditation letter

3 INSTRUCTIONS AND GUIDELINES

This section will provide specific instructions with regards to the following

1. Submission Process
2. File Layouts
3. Symbol classification and meanings
4. Acronyms and meanings contained within the File

3.1 SUBMISSION PROCESS

The following sequence needs to be adhered to during your submission of learner data and EISA information to the QCTO:

- i. Learner data submission must be made 21 days after learner enrolments are done at the accredited SDP
- ii. Learner data submissions indicating EISA readiness must be done three months in advance of the scheduled EISA to allow learners to enter for the EISA
- iii. The Assessment Quality Partner must submit the EISA results in file 03 format as per timeframes agreed to with the assessment partner and in line with the QCTO policies and guidelines.
- iv. Learner enrolment and readiness for EISA files must be supplied via an E-Mail attachment to QCTO email address: learnerenrolments@gcto.org.za

3.2 FILE LAYOUTS

The File is in Excel format type and should be submitted only in Excel. SDP's or AC's must not convert the File to any other format such as PDF etc. when submitted to the QCTO.

Further to this, the File has fixed column headings and a specific order.

No columns may be deleted or moved in the sheet to allow for QCTO uploading of learner enrolment data to its learner enrolments system.

3.3 SYMBOL CLASSIFICATION AND MEANING

You will observe the following symbols within the **“Require”** column in the tables to follow.

Criteria	Explanation
Conditional	Conditional requirement in field
Conditional – Assessment Partner	Conditional requirement in field to be supplied only by the Assessment Partner
Yes - SDP	Required field when SDP supply data (Data must be provided)
Yes - Assessment Partner	Required field when ASSESSMENT PARTNER supply data (Data must be provided)
No	Not required field (Field may be left blank)

3.4 ACRONYMS AND MEANINGS CONTAINED WITHIN THE FILE

CD	Compact Disc
EISA	External Integrated Summative Assessment
FAL	First Additional Language
HL	Home Language
ID	National Identity Document
MIS	Management Information System
NCV	National Certificate (Vocational)

DATA LOAD SPECIFICATIONS FOR SDP's

NLRD	National Learners' Records Database
NQF	National Qualifications Framework
NSC	National Senior Certificate
OFO	Organising Framework for Occupations
OQSF	Occupational Qualifications Sub-Framework
POPI Act	Protection of Personal Information Act
QAS	Qualification Assessment Specification
QCTO	Quality Council for Trades and Occupations
RPL	Recognition of Prior Learning
RSA	Republic of South Africa
SAQA	South African Qualifications Authority
SC	Senior Certificate
SDP	Skills Development Provider
STATSSA	Statistics South Africa

4 POPULATING THE LEARNER ENROLMENT AND READINESS FOR EISA FILE

This section contains specification details on what is required for each column on the Learner Enrolment and Readiness for EISA File.

File name convention: LEISAYyyyymmdd-SDP/AC name

All data in the Excel sheet must be entered as TEXT. No formatting to %, General, custom, dates numbers etc is allowed.

Please note:

The Assessment Partner can only provide EISA results to the QCTO if the information was received in **Learner enrolment and readiness for EISA (LEISAYyyyymmdd-SDP name)** from the QCTO.

i.e. Learner final results and subsequent certification can only take place if the SDP/AC has submitted the Learner Enrolment and readiness for EISA file to the QCTO timeously.

Field Name	Type	Column A	Require
SDP Code	TEXT		Yes – QCTO
SDP code refers to a unique code (Not accreditation Number) provided to the SDP by a QCTO Official. The Accreditation Number may be used only when there is no code for the SDP	<u>Conditions for compliance</u> Where RPL for compliance with SOR and for readiness to EISA is done by the Assessment Partner then the Assessment Partner code is used in the SDP code field. 1. Each record will be associated with a SDP code. 2. The first character of the data value is a valid, non-space character		

DATA LOAD SPECIFICATIONS FOR SDP's

Field Name	Type		Column B	Require
Qualification Id	Text			Yes –SDP
	<u>Conditions for compliance</u> 1. The first character of the data value is a valid, non-space character 2. The value given: 3. Comply with the actual Qualification ID format for which the SDP and Assessment Centre is accredited on the QCTO MIS system. 4. Active, registered Occupational Qualification registered on the OQSF of the NQF			

Field Name	Type		Column C	Require
National Id	Text			Yes - QCTO
	<u>Conditions for compliance</u> 1. The data supplied contains numerical values only and has a length of exactly 13 characters			

Field Name	Type		Column D	Require
Learner Alternate ID	TEXT			Yes - QCTO
	<u>Conditions for compliance</u> If a <u>National ID is not available</u> , an Alternate ID like a passport number together with the Learner Last Name will form the unique identifier.			

Field Name	Type		Column E	Require
Alternative Id Type	Text			Yes – QCTO

DATA LOAD SPECIFICATIONS FOR SDP's

<p><u>Allowed codes</u></p> <p>527 = Passport Number or Foreign ID Number 533 = None 565 = Refugee Number 538 = Work Permit Number 540 = Birth Certificate number 570 = Change from Alternate ID to National ID</p>	<p><u>Conditions for compliance</u></p> <ol style="list-style-type: none"> 1. The first character of the data value is a valid, non-space character 2. If the National ID field contains data and the Learner Alternate ID is blank, then the Alternative ID Type field will code 533. 3. If the National ID field is blank and the Learner Alternate ID contains data, then 533 will not be allowed.
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Field Name	Type		Column F	Require
Equity Code	Text			Yes – QCTO
<p><u>Allowed codes</u></p> <p>BA = Black African BC = Coloured BI = Indian/Asian Oth = Other U = Unknown Wh =White</p>	<p><u>Conditions for compliance</u></p> <ol style="list-style-type: none"> 1. The first character of the data value is a valid, non-space character 			

Field Name	Type		Column G	Require
Nationality Code	Text			Yes – QCTO
<p><u>Allowed codes</u></p> <p>U = Unspecified SA = South Africa SDC = SADC except SA (i.e. NAM to ZAI) NAM = Namibia</p>	<p><u>Conditions for compliance</u></p> <ol style="list-style-type: none"> 1. The first character of the data value is a valid, non-space character 			

DATA LOAD SPECIFICATIONS FOR SDP's

BOT	= Botswana
ZIM	= Zimbabwe
ANG	= Angola
MOZ	= Mozambique
LES	= Lesotho
SWA	= Swaziland
MAL	= Malawi
ZAM	= Zambia
MAU	= Mauritius
TAN	= Tanzania
SEY	= Seychelles
ZAI	= Zaire
ROA	= Rest of Africa
EUR	= European countries
AIS	= Asian countries
NOR	= North American countries
SOU	= Central and South American countries
AUS	= Australia Oceania countries
OOC	= Other and rest of Oceania
NOT	= N/A: Institution

DATA LOAD SPECIFICATIONS FOR SDP's

Field Name	Type	Column H	Require
Home Language Code	Text		Yes – QCTO
<u>Allowed codes</u> Eng = English Afr = Afrikaans Oth = Other SASL = South African Sign Language Sep = sePedi [also known as Northern Sotho / Sesotho sa Lebowa] Ses = seSotho Set = seTswana Swa = siSwati Tsh = tshiVenda Xho = isiXhosa Xit = xiTsonga Zul = isiZulu Nde = isiNdebele	<u>Conditions for compliance</u> 1. The first character of the data value is a valid, non-space character		

Field Name	Type	Column I	Require
Gender Code	Text		Yes – QCTO
<u>Allowed codes</u> M = Male F = Female	<u>Conditions for compliance</u> 1. The first character of the data value is a valid, non-space character 2. The Gender will meet the gender indicator defined in the National ID number.		

DATA LOAD SPECIFICATIONS FOR SDP's

Field Name	Type		Column J	Require
Citizen Resident Status Code	Text			Yes – QCTO
<u>Allowed codes</u> SA = South Africa O = Other D = Dual (SA plus other) PR = Permanent Resident U = Unknown	<u>Conditions for compliance</u> 1. The first character of the data value is a valid, non-space character			

Field Name	Type		Column K	Require
Socioeconomic Status Code	Text			Yes – QCTO
<u>Allowed codes</u> 01 =Employed 02 =Unemployed, looking for work 03 =Not working – not looking for work 04 =Home-maker (not working) 06 =Scholar/student (not working) 07 =Pensioner /retired (not working) 08 =Not working – disabled person 09 =Not working – not wishing to work 10 =Not working – Not elsewhere classified 97 =N/A: Aged <15 98 =N/A: Institution U Unspecified	<u>Conditions for compliance</u> 1. The first character of the data value is a valid, non-space character			

DATA LOAD SPECIFICATIONS FOR SDP's

Field Name	Type	Column L	Require
Disability Status Code	Text		Yes – QCTO
<u>Allowed codes</u> N None 01 Sight (even with glasses) 02 Hearing (even with a hearing aid) 03 Communication (talking, listening) 04 Physical (moving, standing, grasping) 05 Intellectual (difficulties in learning); retardation 06 Emotional (behavioural or psychological) 07 Multiple 09 Disabled but Unspecified	<u>Conditions for compliance</u> 1. The first character of the data value is a valid, non-space character		

DATA LOAD SPECIFICATIONS FOR SDP's

Field Name	Type		Column M	Require
Disability Rating	Text			Yes – QCTO
Allowed codes 01 = No difficulty 02 = Some difficulty 03 = A lot of difficulty 04 = Cannot do at all 06 = Cannot yet be determined 60 = May be part of multiple difficulties (TBC) 70 = May have difficulty (TBC) 80 = Former difficulty - none now	<u>Conditions for compliance</u> 1. This field will contain data if code 01 to 09 is selected in the Disability Status Code field 2. The first character of the data value is a valid, non-space character			

Field Name	Type		Column N	Require
Immigrant Status	Text			Yes – QCTO
Allowed codes 01 = Immigrant 02 = Refugee 03 = SA Citizen	<u>Conditions for compliance</u> 1. The first character of the data value is a valid, non-space character			

Field Name	Type		Column O	Require
Learner Last Name	Text			Yes – QCTO
	<u>Conditions for compliance</u> 1. The first character of the data value is a valid, non-space character The data value may contain characters that exist in the following range of characters: abcdefghijklmnopqrstuvwxyzABCDEFGHIJKLMNOPQRSTUVWXYZ' – ^ " ' `			

DATA LOAD SPECIFICATIONS FOR SDP's

Field Name	Type		Column P	Require
Learner First Name	Text			Yes – QCTO
	<u>Conditions for compliance</u> 1. The first character of the data value is a valid, non-space character The data value may contain characters that exist in the following range of characters: abcdefghijklmnopqrstuvwxyzABCDEFGHIJKLMNOPQRSTUVWXYZ' – ^			

Field Name	Type		Column Q	Require
Learner Middle Name	Text			No
	<u>Conditions for compliance</u> 1. The first character of the data value is a valid, non-space character The data value may contain characters that exist in the following range of characters: abcdefghijklmnopqrstuvwxyzABCDEFGHIJKLMNOPQRSTUVWXYZ' – ^			

Field Name	Type		Column R	Require
Learner Title	Text			Yes – QCTO
<u>Allowed codes</u> Mr Mrs Ms Miss Dr Prof	<u>Conditions for compliance</u> 1. The first character of the data value is a valid, non-space character			

DATA LOAD SPECIFICATIONS FOR SDP's

Field Name	Type		Column S	Require
Learner Birth Date	Text			Yes – QCTO
	<u>Conditions for compliance</u> <ol style="list-style-type: none"> 1. The first character of the data value is a valid, non-space character 2. The format of the Date of Birth is entered as YYYYMMDD. Please note that this is not a date format field and cannot contain / or – or . 			

Field Name	Type		Column T	Require
Learner Home Address 1	Text			Yes – QCTO
	<u>Conditions for compliance</u> <ol style="list-style-type: none"> 1. The learner home address refers to the address used by the learner as enrolled at the SDP and not the learner home address of the parent. All learners offer the qualifications residing in South Africa and it must be a valid address in SA. 2. Where the learner does not have a home address, the SDP can use its address. 3. The first field for the home address CANNOT only contain a number but must refer to the street number and name e.g. 471 Frances Baard street 4. The first character of the data value is a valid, non-space character 5. The data value may contain characters that exist in the following range of characters: abcdefghijklmnopqrstuvwxyzABCDEFGHIJKLMNOPQRSTUVWXYZ - 1234567890#&()^:._', 			

DATA LOAD SPECIFICATIONS FOR SDP's

Field Name	Type		Column U	Require
Learner Home Address 2	Text			Yes – QCTO
	<u>Conditions for compliance</u> <ol style="list-style-type: none"> The first character of the data value is a valid, non-space character The data value may contain characters that exist in the following range of characters: abcdefghijklmnopqrstuvwxyzABCDEFGHIJKLMNOPQRSTUVWXYZ - 1234567890#&()\^:._', 			

Field Name	Type		Column V	Require
Learner Home Address 3	Text			Conditional – QCTO
	<u>Conditions for compliance</u> <ol style="list-style-type: none"> The first character of the data value is a valid, non-space character The data value may contain characters that exist in the following range of characters: abcdefghijklmnopqrstuvwxyzABCDEFGHIJKLMNOPQRSTUVWXYZ - 1234567890#&()\^:._', 			

Field Name	Type		Column W	Require
Learner Postal Address 1	Text			Yes – QCTO
	<u>Conditions for compliance</u> <ol style="list-style-type: none"> The postal address of the provider may will be used if the postal address of the learner is not available or the home address can be repeated in this column. The first character of the data value is a valid, non-space character The data value may only contain characters that exist in the following range of characters: abcdefghijklmnopqrstuvwxyzABCDEFGHIJKLMNOPQRSTUVWXYZ -1234567890#&()\^:._', 			

DATA LOAD SPECIFICATIONS FOR SDP's

Field Name	Type		Column X	Require
Learner Postal Address 2	Text			Yes – QCTO
	<u>Conditions for compliance</u> <ol style="list-style-type: none"> 1. The postal address of the provider may will be used if the postal address of the learner is not available. 2. The first character of the data value is a valid, non-space character 3. The data value may only contain characters that exist in the following range of characters: abcdefghijklmnopqrstuvwxyzABCDEFGHIJKLMNOPQRSTUVWXYZ-1234567890#&()^:._', 			

Field Name	Type		Column Y	Require
Learner Postal Address 3	Text			Conditional - QCTO
	<u>Conditions for compliance</u> <ol style="list-style-type: none"> 1. The postal address of the provider may will be used if the postal address of the learner is not available. 2. The first character of the data value is a valid, non-space character 3. The data value may only contain characters that exist in the following range of characters: abcdefghijklmnopqrstuvwxyzABCDEFGHIJKLMNOPQRSTUVWXYZ-1234567890#&()^:._', 			

Field Name	Type		Column Z	Require
Learner Home Address Postal Code	Text			Yes – QCTO
	<u>Conditions for compliance</u> <ol style="list-style-type: none"> 1. The first character of the data value is a valid, non-space character. Home address Postal code must have 4 characters therefore it is crucial to ensure that your data is entered as TEXT to allow for leading zero's (0) 2. The data value will contain characters that exist in the following range of characters: 1234567890 			

DATA LOAD SPECIFICATIONS FOR SDP's

Field Name	Type		Column AA	Require
Learner Postal Address Post Code	Text			Yes – QCTO
	<u>Conditions for compliance</u> <ol style="list-style-type: none"> The first character of the data value is a valid, non-space character Postal code must have 4 characters therefore it is crucial to ensure that your data is entered as TEXT to allow for leading zero's (0) The data value will contain characters that exist in the following range of characters: 1234567890 			

Field Name	Type		Column AB	Require
Learner Phone Number	Text			No
	<u>Conditions for compliance</u> <ol style="list-style-type: none"> The first character of the data value is a valid, non-space character The data value will contain characters that exist in the following range of characters: 1234567890 			

Field Name	Type		Column AC	Require
Learner Cell Phone Number	Text			No
	<u>Conditions for compliance</u> <ol style="list-style-type: none"> The first character of the data value is a valid, non-space character The data value will contain characters that exist in the following range of characters: 1234567890 			

DATA LOAD SPECIFICATIONS FOR SDP's

Field Name	Type		Column AD	Require
Learner Fax Number	Text			No
	<u>Conditions for compliance</u> <ol style="list-style-type: none"> 1. The first character of the data value is a valid, non-space character 2. The data value will contain characters that exist in the following range of characters: 1234567890 			

Field Name	Type		Column AE	Require
Learner Email Address	Text			No
	<u>Conditions for compliance</u> <ol style="list-style-type: none"> 1. The first character of the data is a valid, non-space character 2. The e-mail address will contain the @ character. 3. The data value may contain characters that exist in the following range of characters: abcdefghijklmnopqrstuvwxyzABCDEFGHIJKLMNOPQRSTUVWXYZ1234567890_.<> -@ 			

DATA LOAD SPECIFICATIONS FOR SDP's

Field Name	Type		Column AF	Require
Province Code	Text			Yes – QCTO
<u>Allowed codes</u> 1 =Western Cape 2 =Eastern Cape 3 =Northern Cape 4 =Free State 5 =Kwazulu Natal 6 =North West 7 =Gauteng 8 =Mpumalanga 9 =Limpopo N =SA National (i.e. in SA but province unspecified) X =Outside SA	<u>Conditions for compliance</u> 1. The first character of the data is a valid, non-space character			

Field Name	Type		Column AG	Require
STATSSA Area Code	Text			Yes – QCTO
	<u>Conditions for compliance</u> 1. The first character of the data is a valid, non-space character 2. The code is selected from the code list provided by STATSSA 3. The Stats SA Area code is determined by using the Home Address of the learner and will reflect also the same provincial information as selected in column AG.			

Field Name	Type		Column AH	Require
POPI Act Agree	Text			Yes – QCTO
Yes No	<u>Conditions for compliance</u> 1. The first character of the data is a valid, non-space character			

DATA LOAD SPECIFICATIONS FOR SDP's

Field Name	Type		Column AI	Require
POPI Act Date	Text			Yes – QCTO
	<u>Conditions for compliance</u> <ol style="list-style-type: none"> 1. The first character of the data is a valid, non-space character 2. The date provided will be in YYYYMMDD format 3. If POPI Act Agree indicator is No, the POPI Act Date field is blank 			

Field Name	Type		Column AJ	Require
Expected Training Completion Date	Text			Yes - QCTO
The date that the training is envisaged to be completed	<u>Conditions for compliance</u> <p>This is a required field.</p> <ol style="list-style-type: none"> 1. The first character of the data is a valid, non-space character 2. Date format will be YYYYMMDD 3. Please note that this is not a date format field and cannot contain / - or . 			

Field Name	Type		Column AK	Require
Statement of Results Status	Text			Yes - QCTO
Allowed Codes 01 = Statement of Results issued 02 = Statement of Results not yet issued	<u>Conditions for compliance</u> <ol style="list-style-type: none"> 1. The first character of the data is a valid, non-space character 2. If code 01 statement of results issued is indicated all modules as indicated above will have a competent indicator 3. If code 02 statement of results not yet issued is indicated modules above will have a competent or not yet competent indicator 			

DATA LOAD SPECIFICATIONS FOR SDP's

	4. Where the SOR is not yet issued (status code 02) the SOR date should be left blank
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Field Name	Type	Column AL	Require
Statement of Results Issue Date	Text		Conditional - QCTO
	<p><u>Conditions for compliance</u></p> <p>The date must be provided when the learner is found competent in all the modules of the qualification.</p> <ol style="list-style-type: none"> 1. The first character of the data is a valid, non-space character 2. The date format will be in an YYYYMMDD format at the point where the SOR is issued and is then a required field. Please note that this is not a date format field and cannot contain / - or . 3. It should be noted that the Statement of Results issue date cannot be greater than the EISA date as this ensures access to the EISA and confirmation of compliance for entry 4. Where the SOR status is (01) the date must be entered 5. When the SOR date is entered, the previous Column (AL) must be changed to (01) if (02) had been entered 		

DATA LOAD SPECIFICATIONS FOR SDP's

Field Name	Type		Column AM	Require
Assessment Centre Code	Text			Conditional – QCTO
Assessment Centre Code refers to the accreditation number given to the assessment centre where the learner will be assessed at for the EISA	<u>Conditions for compliance</u> <ol style="list-style-type: none"> Each record will be associated with an Assessment Centre Code. The first character of the data is a valid, non-space character At the point when QCTO uploads the SOR information the assessment centre code is a required field 			

Field Name	Type		Column AN	Require
Learner Readiness for EISA Type Id	Text			Yes - QCTO
Allowed Codes 1 = Enrolled 2 = RPL for Access to EISA determined by SDP 3 = Mixed Mode to EISA 4 = SDP Training and assessment for readiness to EISA 5 = SDP e-learning training and assessment for readiness to EISA 6 = RPL for Access to EISA determined by Assessment Partner/Quality Partner	<u>Conditions for compliance</u> <ol style="list-style-type: none"> Must be a valid code selected from the list provided If the learner is in enrolled status (01) the SOR status will reflect code (02) and the SOR issue date will be blank. If any other code is used but code (01) then the SOR issue status should reflect (01) and the SOR date must be entered 			

Field Name	Type		Column AO	Require
FLC	Text			Yes - SDP
01 = FLC certificate (competent) 02 = RPL	<u>Conditions for compliance</u> This field must contain data <ol style="list-style-type: none"> The first character of the data value must be a valid, non-space character 			

DATA LOAD SPECIFICATIONS FOR SDP's

<p>03 = Grade 12/NCV –Level 4 Mathematics(ML)/English with Mathematics/Mathematical Literacy, English HL/FAL or First or Second Language pass 04 = Not yet competent 05 = FLC not completed yet 06 = Not applicable <i>(qualification on NQF 5 and above)</i> 07 = Enrolled for FLC 08 = N3 Mathematics and Business Language</p>	<p>2. Only valid code indicators will be allowed.</p>
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Field Name	Type		Column AP	Require
FLCStatementofresultnumber	Text			Yes - SDP
	<p><u>Conditions for compliance</u></p> <p>Conditions for compliance The following may be supplied</p> <ol style="list-style-type: none"> 1. NSC/SC or NCV Certificate number or N3 Certificate Number 2. FLC Statement of Results Number 3. RPL – provide code RPLYYYYMMDD <p>(Where RPL is done to indicate recognition for the FLC requirements, then the number supplied should be RPL followed by the date of RPL assessment)</p>			

DATA LOAD SPECIFICATIONS FOR SDP's

Field Name	Type		Column AQ	Require
Date Stamp	Text			Yes – QCTO
Date stamp refers to the last date this record was last updated	<u>Conditions for compliance</u> <ol style="list-style-type: none"> 1. The first character of the data is a valid, non-space character 2. The date provided will be in YYYYMMDD format . Please note that this is not a date format field and cannot contain / - or . 			

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