

GLN Bulk CSV Text Submission File Layout (All Fields*, CSV Format)

The GLN Bulk CSV Text Submission File Layout allows you to create up to 1,000 transactions using a spreadsheet, like Microsoft Excel, saved in Comma Separated Value (CSV) format. The following transactions are supported:

Update, Add, Add to Subset, Delete from Subset, Demographic Lookup, Identifier Lookup, and Reactivation.

This file can be loaded directly from the AGIIS website, by clicking on the Files Menu>Upload Files or by placing the file in the GLN\Inbound folder of your login directory under NAPD.AGIIS.org.

A complete list of submission codes can be found in AGIIS under the Links Menu>GLN Bulk>Submission Codes Text.

Please refer to the bottom of this document for instructions on how to submit the file, character encoding, file naming convention, and CSV formatting.

Please note that all 56 columns (Excel columns A through BD) must be included on each row of the spreadsheet.

Field	Max Length	Position	Definition
Transaction Identifier	30	1	Optional, a unique transaction identifier supplied by the submitter that allows the submitter to uniquely match a submission file transaction with the corresponding transaction in the return file.
Subscriber Identifier Type Code	1	2	Paired with Subscriber Identifier Value, this code specifies the identifier type associated with the subscriber submitting this file. Use E for EBID, G for GLN.
Subscriber Identifier Value	30	3	Paired with Subscriber Identifier Type Code, this value specifies the identifier value associated with the subscriber submitting this file. Use the EBID value for an EBID, the GLN value for a GLN.
Target Entity Identifier Type Code	1	4	Paired with Target Identifier Value, this code specifies the identifier type associated with "target entity".
Target Entity Identifier Value	30	5	For "target entity" transactions (Update, Add to Subset, Delete from Subset, Lookup by Identifier, Reactivate), the identifier value of the existing "target entity". Use EBID value for EBID's, GLN value for GLN's. For 2002-Add transactions, populate with either the full 13 digit Subscriber Owned or Non-Subscriber Owned GLN -OR- the constant value AGIIS_GLN to assign an AGIIS GLN to the entity.
AGIIS GLN Subset Proprietary Code	30	6	This field used to set a subscriber's "GLN Subset Proprietary Code" in the AGIIS database and normally corresponds to a unique identifier of a record in the subscriber's legacy database. This field should be populated by the Subscriber for the 2001 (Update), 2002 (Add), 2003 (Add to Subset), 2007 (Remove from Subset), and 2013 (Reactivate) transactions. For all other transaction types, this field in the submission record is ignored. Note that for 2002-Add and 2013-Reactivate transactions this field can be populated with the constant USE_ID in order to automatically assign the entity identifier as the proprietary code. Note that both GLN and EBID subset proprietary codes are provided in order to allow the subscriber to set both subsets in a single Bulk transaction. Please note that "multiple proprietary codes" are only supported in the XML format Bulk Submission file. For 2007-Remove from Subset transactions this must be populated with the value REMOVE to remove the entity from the GLN Subset
AGIIS EBID Subset Proprietary Code	30	7	This field used to set a subscriber's "EBID Subset Proprietary Code" in the AGIIS database and normally corresponds to a unique identifier of a record in the subscriber's legacy database. This field should be populated by the Subscriber for the 2002 (Add), 2003 (Add to Subset), 2007 (Remove from Subset), and 2013 (Reactivate) transactions. For all other transaction types, this field in the submission record is ignored. Note that for 2002-Add and 2013-Reactivate transactions this field can be populated with the constant USE_ID in order to automatically assign the entity identifier as the proprietary code. Note that both GLN and EBID subset proprietary codes are provided in order to allow the subscriber to set both subsets in a single Bulk transaction. Note that if this field is populated and the target entity does not already have an EBID, the target entity will be automatically be enumerated with an EBID. Please note that "multiple proprietary codes" are only supported in the XML format Bulk Submission file. For 2007-Remove from Subset transactions this must be populated with the value REMOVE to remove the entity from the EBID Subset

Reactivate Entity Identifier Type Code	1	8	Paired with Reactivate Identifier Value, this code specifies the identifier type to be added to the "reactivated entity". Note that only G (GLN is supported at this time) . Note that if the "target entity" for reactivation already has a GLN, this field is ignored.
Reactivate Entity Identifier Value	30	9	For 2013 Reactivate transactions, the GLN identifier value to be assigned to the reactivated entity. Populate with either the full 13 digit Subscriber Owned or Non-Subscriber Owned GLN -OR- The constant value AGIIS_GLN to assign an AGIIS GLN to the entity. Note that if the "target entity" for reactivation already has a GLN, this field is ignored.
Grower First Name	30	10	The first name of the grower.
Grower Middle Name	30	11	The full middle name or middle initial of the grower.
Grower Last Name	30	12	The last name of the grower.
Grower Suffix	10	13	The name suffix of the Grower: JR, SR, I, II, III, IV
Business Name \ Location Name	128	14	The business name, where available. Note either surname(first, middle, last name) or business name MUST be supplied or the record will be rejected. For entities of classification "Location", this field contains the Location Name.
DBA Name	128	15	The doing business as name, where available.
Physical Address Line1	128	16	The street address line 1. For entities of classification "Location" where the address is specified to be a physical address, this field contains the Location Description.
Physical Address Line2	128	17	The street address line 2.
Physical City	30	18	The full city name.
Physical State/Province	2	19	The US state or Canadian province abbreviation.
Physical Zip/Postal Code	7	20	The 5 digit US zip or 7 character Canadian postal code. Canadian postal codes should be in the format "J3H 2Y3".
Physical Zip + 4	4	21	US Zip+4 Extension. This field can be omitted and will be automatically populated by address standardization.
Physical Country Code	3	22	The country of the entity described in the record. Only American (USA) and Canadian (CAN) addresses are supported at this time. This field can be omitted and will be automatically populated by address standardization.
Physical Address Override Indicator	1	23	Reserved for future use. A Y\N field used to indicate whether "an address override" exists for the physical address. Address overrides are used to override a "false positive error condition" raised by address standardization software for addresses that are known to be valid.
Mailing Address Line1	128	24	The street address line 1.
Mailing Address Line2	128	25	The street address line 2.
Mailing City	30	26	The full city name.
Mailing State/Province	2	27	The US state or Canadian province abbreviation.
Mailing Zip/Postal Code	7	28	The 5 digit US zip or 7 character Canadian postal code. Canadian postal codes should be in the format "J3H 2Y3".
Mailing Zip + 4	4	29	US Zip+4 Extension. This field can be omitted and will be automatically populated by address standardization.
Mailing Country Code	3	30	The country of the entity described in the record. Only American (USA) and Canadian (CAN) addresses are supported at this time. This field can be omitted and will be automatically populated by address standardization.
Mailing Address Override Indicator	1	31	Reserved for future use. A Y\N field used to indicate whether "an address override" exists for the mailing address. Address overrides are used to override a "false positive error condition" raised by address standardization software for addresses that are known to be valid.
Phone	10	32	The phone number.
Status Code	1	33	The entity status. Reserved for future use. Currently Bulk transactions are not allowed to set the entity status. Entities added by the Bulk Process will automatically have their status set to "In Business".
Active Indicator	1	34	The entity's record status. Reserved for future use. Currently Bulk transactions are not allowed to set the entity record status. Entities added by the Bulk Process will automatically have their record status set to "Active".
Duplicate Exempt Indicator	1	35	Reserved for future use. A Y\N field used to indicate whether "duplicate exemption override" exists for the entity. Duplicate Exemption overrides are used to override a "false positive duplicate condition" raised by match\merge software for entities that are known to be non-duplicates. Currently Bulk transactions are not allowed to set the duplicate exemption status.

Name Override Indicator	1	36	Reserved for future use. A Y/N field used to indicate whether "a name override" exists for the grower or business name. Name overrides are used to override a "false positive error condition" raised by business rule edit software for names that are known to be valid. Currently Bulk transactions are not allowed to set the entity name override status.
Replacement Entity Identifier Type Code	1	37	Reserved for future use. For "replacement" transactions (Update with Replaced By/Bought By), this field is paired with the replacement identifier value field in order to specify the existing entity which will be used to replace the "target entity".
Replacement Entity Identifier Value	30	38	Reserved for future use. For "replacement" transactions (Update with Replaced By/Bought By), this field is paired with the replacement identifier type code value field in order to specify the existing entity which will be used to replace the "target entity".
Business Classification Indicator	1	39	A Y/N value indicating whether the entity is classified as a Business (Blank=default to N. Default applies to 2002 Add transactions only.)
Consumer Classification Indicator	1	40	A Y/N value indicating whether the entity is classified as a Consumer (Blank=default to Y. Default applies to 2002 Add transactions only.)
Location Classification Indicator	1	41	A Y/N value indicating whether the entity is classified as a Location (Blank=default to N. Default applies to 2002 Add transactions only.)
Latitude	20	42	The latitude associated with the physical location of the entity. Latitude is a measurement of distance north or south of the equator. Use the following format: dd.ffffD where dd = 0-2 digits, ffff = 0-10 digits and D = N or S. This format represents a decimal number of degrees. If the number of degrees is a whole number, the decimal point is optional.
Longitude	20	43	The longitude associated with the physical location of the entity. Longitude is a measurement of distance east or west of the prime meridian (Greenwich, England). Use the following format: ddd.ffffD where ddd = 0-3 digits, ffff = 0-10 digits and D = E or W. This format represents a decimal number of degrees. If the number of degrees is a whole number, the decimal point is optional.
SPC Code	9	44	The Standard Point Location Code (SPLC). An SPLC is assigned to all stations registered by rail carriers. Between six to nine digits, this numeric code is used to specify the physical location of a station.
AWSA Number	15	45	The Agrichemical Warehousing Standards Association (AWSA) Number. The Agrichemical Warehousing Standards Association is managed by warehouse operators, manufacturers, distributors, and governments working together. Its mission is the continuous improvement of agrichemical warehouse performance in Canada through the establishment of standards to improve environmental protection, working conditions and business risk.
Request Verification Type	1	46	For 2002 Add and 2001 Update transactions, the verification type to be requested or set on the entity. M (Member Services), S (Subscriber), I (Self). Note that "Member Services" verification requests entail a fee and submission thru Bulk requires special authorization.
Request Verification Level	1	47	For 2002 Add and 2001 Update transactions, if the verification type was M (Member Services), the verification level to be requested or set on the entity. 1 (Tier 1 - Web Verification only), 2 (Tier 2 - Phone/Email + Web Verification).
Request Verification Subscriber ID Type Code	1	48	For 2002 Add and 2001 Update transactions, if the verification type was S (Subscriber), this value is paired with Subscriber Verification Identifier Value in order to specify the Subscriber who performed the verification. Use E for EBID, G for GLN.
Request Verification Subscriber ID Value	30	49	For 2002 Add and 2001 Update transactions, if the verification type was S (Subscriber), this value is paired with Subscriber Verification Identifier Type Code in order to specify the Subscriber who performed the verification. Use the EBID value for EBID's, G:N value for GLN's.
Request Verification Date	8	50	For 2002 Add and 2001 Update transactions, if the verification type was S (Subscriber) or I (Self), the date verification was performed in text format YYYYMMDD. Example: "19990711"
Request Verification Time	6	51	For 2002 Add and 2001 Update transactions, if the verification type was S (Subscriber) or I (Self), the time verification was performed in text format HHMMSS. Example: "134500".

Submission Code	4	52	The code indicating the type of transaction. See list of submission codes supported for GLN Bulk on the AGIIS web. See the AGIIS Web ... Links ... GLN Bulk for a complete list of submission codes.
Submission Date	8	53	The date of the file submission in text format YYYYMMDD. Example: "19990711".
Submission Time	6	54	The time of the file submission in text format HHMMSS. Example: "134500".
GLN Reuse Exempt Indicator	1	55	A Y/N value indicating whether the entity represented in this return file record is classified as exempt from having its GLN removed for reuse on a new entity.
Filler	299	56	Reserved for future use. Note that this column must be included!

File Uploading and Downloading via FTP

Files should be uploaded to the NAPD.AGIIS.ORG ftp site in the \GLN\INBOUND folder of your login directory. Return files will be placed in the \GLN\OUTBOUND folder. Please contact the Member Services to obtain FTP access.

Character Encoding

Although it is fine to submit the file with standard ASCII text encoding (if you do not have any "foreign" multi-byte characters in your input data), you should be prepared to interpret the return file as UTF-8 encoded. This is because AGIIS supports UTF-8 encoding (primarily for French Canadian names and addresses) and it is possible that you will receive records in your return file with such characters (e.g. the data you submitted was matched to an existing record in AGIIS that had the foreign characters).

File Naming Convention

Files must be named in accordance with the following example: 1100046503738_20121018000001.csv where:
1100046503738 is the submitting subscriber's GLN
20121018000001 is a date/time stamp in YYYYMMDDhhmmss format

CSV Formatting

Standard CSV file formatting is required (this will be done automatically if you "Save As" an Excel file as CSV). All fields are treated as text columns. Fields with embedded commas must be delimited with double-quote characters. Fields that contain double quote characters must be surrounded by double-quotes, and the embedded double-quotes must each be represented by a pair of consecutive double quotes. Please note that all 56 columns (Excel columns A through BD) must be included on each row of the spreadsheet.