

NDS1 National Directory Input

Specification of

Directory Listings and Transactions

(National Directory Information Unit)

Sign Off List.

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RECORD OF CHANGES

REVISION	DESCRIPTION	REVISED BY	ISSUE DATE
DRAFT A	Initial draft		28/07/99
1.0	Amalgamation of sections on Business and Residential. Re-write of Introduction. Add Figure I.	Internal review	16/09/99
1.1	Change eircom to Directory Information Unit, insert section 2.5, Change field length of Reference Number, insert fields for CD-Rom and Internet, Change description of Indent Levels	Internal review	4/10/99
1.2	Amended to exclude publishing Fields, Inserted explanation of Reference Number, Included Change Transaction. Reviewed input of Business Name fields.	Internal review	6/01/00
1.3	Type of Telephone number field amended to reflect that the National Directory only includes Listed and Unlisted Telephone Numbers. Ex-Directory numbers will not be included in the National Directory	Internal review	10/01/00
1.4	Amended to include section 2.4 on header record on input file. Section 2.3 updated to include header record format. Updated section 3.4 to explain the use of the character '&'. Updated 3.10 to highlight that the full long list entry must be supplied in the case of a change entry. Updated 4.5 errors and stated there may be more errors which would cause an entry to be rejected. Included table of fields which will be in the report file.	Feedback from AOs	17/01/00
1.5	Inserted section on abbreviations terms & Definitions. Added to note on 1.4, Change section 2.2 to identify type of file. Clarify section 2.5 Updated section 2.6, Changed Customer Type field to have Dublin Government and Provincial Government Directories, Inserted Mandatory/Optional fields, change length of Name field, Note added to single or multiple field, Notes added to the directory record, corrected 3.3 for number of !, Corrected 3.9 from Delete to Change, Updated section 4.5 with list of errors, changed 5. to identify type of file, Clarified entering title for Business listings.	Feedback from AOs	15/02/00

Effective: 04/05/10 Revision: Version 2.2 Status: Approved Page: 3 of 29			
1.6	Revised layout of report. Amendments of file name and record lengths limitation removed	Feedback from AOs	20/03/00
1.7	Modification to field lengths. Repositioned Sequence number into record field. Note on publication abbreviations.	Feedback from AOs. Internal review.	10/05/00
1.8	Section 2.2.3 added. Updated section 3 so First name field no longer mandatory for Residential Listings, Residential Listings must have some part of Address field entered, Record changed to allow 10 Levels of Indentation. Updated section 3.2.2 Record validation explanation expanded, Updated section 3.5 to allow/ Section 4.2 updated definition on Long List. Updated section 5.2	Internal review	8/8/00
1.9	Section 3 Updated- Customer Type field, Type for Telephone Book For Publishing field, Updated Notes field	Internal Review with Carrier Services	18/10/00
2.0	Revised after meeting with Carrier services		05/02/01
2.1	Updated to change eircom details		04/12/08

TABLE OF CONTENTS

1. Introduction.....	6
1.1 Preface.....	6
1.2 Purpose.....	6
1.3 Audience.....	6
1.4 data quality.....	6
1.5 Scope & Exclusions.....	7
1.6 Method of transfer.....	7
2. File formats.....	8
2.1 File Types.....	8
2.2 File Name.....	8
2.2.1 Update files.....	8
2.2.2 Complete Load.....	8
2.2.3 Renaming of Processed Files.....	8
2.3 High Level File Specification.....	9
2.4 Application of a complete load.....	9
2.5 Capitalisation within a file.....	9
3. Directory Record.....	10
3.1 Reference Number.....	13
3.1.1 Insert.....	14
3.1.2 Delete.....	14
3.1.3 Change.....	14
3.2 Consolidation (Grouped Listings).....	14
3.3 Indentation Level.....	15
3.4 Allowable data Characters.....	16
3.5 Sample records.....	16
3.6 Transactions.....	17
3.7 Insert new Entry.....	17
3.8 Delete Entry.....	17
3.9 Change Entry.....	17
3.10 Change Listing.....	17
4. Transfer of Information.....	17
4.1 Data from Authorised operators to eircom.....	17
4.2 Long Lists.....	17
5. Report File.....	18
5.1 Summary information.....	18

Effective: 04/05/10	Revision:	Version 2.2	Status: Approved	Page: 5 of 29
---------------------	-----------	-------------	------------------	---------------

5.2 *Rejected Records*..... 18

5.3 *Field Numbers*..... 20

5.4 *Error Classes* 21

5.5 *report File Format* 21

6. Abbreviations 21

7. References 21

8. Appendix I: Business Name/Business Description Abbreviations..... 22

9. Appendix II :Title/Qualification Abbreviations 27

10. Appendix III : Address Abbreviations 27

1. Introduction

1.1 PREFACE

eircom's National Directory Information Unit (NDIU) will be responsible for providing a National Directory Service (NDS) (Figure I) whereby all Authorised Operators shall provide **eircom** with their Directory Listings. These Listings shall be stored on the National Directory Database (NDD).

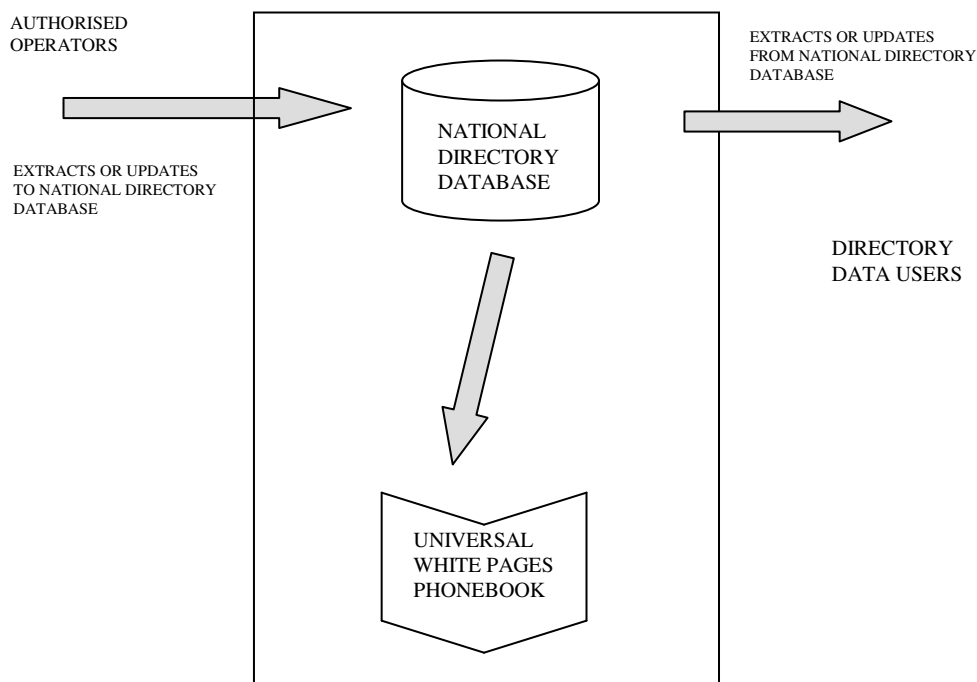


Figure I: National Directory Service.

These Directory Listings will be used to publish the National Directory and shall be made available to Directory Data Users (DDUs).

1.2 PURPOSE

This document outlines the record format for directory data to be input to National Directory Database.

1.3 AUDIENCE

This document is aimed at AOs within Ireland.

1.4 DATA QUALITY

NDIU does not perform any modification of the input core data and as a result, the data the NDIU receives as input will be provided as output.

The quality of the data in the Universal White Pages Phonebooks (UWB), and which the NDIU provide to DDUs will be equal to the quality of input data.

Each Authorised Operator is solely responsible for the quality of the data they provide to the NDD.

1.5 SCOPE & EXCLUSIONS

This document is concerned solely with the format of directory listings file provided by Authorised Operators to the NDD.

1.6 METHOD OF TRANSFER

Directory data can be received as updates or as complete loads.

If the AO chooses to provide data as updates then a file of daily updates shall be provided to the NDIU via a hub server [Refer to NDS3 National Directory Input - Transfer of Authorised Operator Update data to National Directory Database].

Alternatively if a complete load is to be provided then this information should be provided using a DAT tape or CD-ROM and provision of such data will have to be agreed and scheduled with eircom NDIU.

2. File formats

2.1 FILE TYPES

Input data can be provided as updates or a complete load.

For each file type a report file will be generated when the data is applied to the NDD.

2.2 FILE NAME

2.2.1 Update files

The Update File name is as follows;

NDS_TYPE_OPID_YYYYMMDD_BATCHNO

Where

NDS denotes National Database Service.

TYPE is either I for Input or R for Report

OPID is Operator ID (Operator ID will be given to the AO prior to testing)

YYYYMMDD is date of input file.

BATCHNO is batch number. There will only be one file per day therefore BATCHNO = 001

e.g.

NDS_I_XXXXX_20000312_001

NDS_R_XXXXX_20000312_001

2.2.2 Complete Load

The complete load name is as follows;

NDS_TYPE_OPID_YYYYMMDD_CLD

Where

CLD denotes a complete load.

e.g.

NDS_I_XXXXX_20000312_CLD

NDS_R_XXXXX_20000312_CLD

2.2.3 Renaming of Processed Files

When an update file is processed by the NDD the file on the AO directory on the hub will be renamed depending on the process result. If the file is successfully updated then NDS_I_... will be changed to NDS_P_.... If the file is completely rejected then the NDS_I_... will change to NDS_J_...

2.3 HIGH LEVEL FILE SPECIFICATION

The format of the Input file must satisfy the following requirements:

- ASCII, flat file format must be used
- Variable length fields. Each field within the record will be delimited by an Exclamation Mark (!)
- Any unused field within a record will be seen as two consecutive delimiters
- No fields within the record need be padded out.
- All fields within the record must be left Justified.
- Each Record will be separated by a carriage return, line feed.
- The last Record within each file will hold the number of records sent.
- The first record will be written as ***SOF*!INPUT**
- The last record will be written as ***EOF*!Number of records in file**

2.4 APPLICATION OF A COMPLETE LOAD

When a complete load is received from the AO then all the AOs current data will be deleted from the NDD and the complete load applied.

2.5 CAPITALISATION WITHIN A FILE

The following fields should be supplied in the way a customer wishes their listing to appear for display or publishing, i.e. The fields must be in proper case. Listings should be supplied from the AO's exactly as a customer wishes them to appear in a printed format.

- Surname or Company/Business Name or Indent Information
- First Name/Rest of Name
- Business Description
- Title
- Qualification
- Address Premises
- House Number
- House Name
- Thoroughfare/Street Name
- Locality/Townland
- City/Town
- Post Code
- County
- Cross Reference Text

The fields Company/Business Name or Indent Information, may incorporate capitals throughout the string if appropriate e.g. ABC Flowers or MBNA International

All other fields except those listed above **must** be in uppercase only.

All core data will be published exactly as provided to the NDD with the exception of applying appropriate publishing criteria. e.g. in address fields road may be changed to rd etc.

3. Directory Record

The following are the fields needed to define a directory record. Each field within the record shall be separated by a Exclamation Mark “!”.

Field	Type	Size	Description	Mandatory /Optional
Reference Number	AN	16	Unique identifier for each unique Listing (see section 3.1 on reference number)	Mandatory
Sequence Number	N	10	Unique identifier for each record within a listing. For single listing, the value will be 1. For multiple listings, the value will be from 1 to the number of records within the listing.	Mandatory
Transaction Type	A	1	Describes the Type of transaction I For Insert Entry, D For Delete of entry, C for change of entry.	Mandatory
Customer Type	A	1	R -Residential, B-Business	Mandatory
Single or multiple entry	A	1	Field to identify if the entry is a single line entry or a Multiple line entry. Valid fields are 'S' – Single 'M' – Multiple Line RESIDENTIAL LISTINGS MUST BE SINGLE ONLY	Mandatory
Indentation Level	N	2	Degree of indentation. Up to 10 levels of indentation are allowed under the Main Header. Valid fields are 0 – Main Header 1 – Indent Level 1 2 – Indent Level 2 3 – Indent Level 3 4 – Indent Level 4 5 – Indent Level 5 6 – Indent Level 6 7 – Indent Level 7 8 – Indent Level 8 9 – Indent Level 9 10 – Indent Level 10	Mandatory
Surname or Company/Business Name or Indent Information	ANP	70	Surname (Family Name (for Residential Listings)) or Full Name of Company or Business <ul style="list-style-type: none"> For Business listings the full Company name or full Business name must be entered in this field e.g. 'Irish Tourist Board' or 'Murphy John & Sons' Indent information e.g. Branches, Head Office, Departments. In Business Listings if the name contains a title e.g. Dr (Doctor) enter the 	Mandatory

Effective: 04/05/10		Revision: Version 2.2		Status: Approved		Page: 11 of 29	
				<p>Title in this field as the first word following the Surname e.g. Murphy Dr John as well as in the title field</p> <ul style="list-style-type: none"> In Residential listings title should only be entered in the Title field. 			
First Name/Rest of Name	ANP	35	<p>First Name or Rest of name for Residential Listings only.</p> <p>This field is not used for Business Listings</p>	Optional			
Business Description	ANP	50	<p>This field contains a description of the Business, abbreviated if possible, Not used in Residential Listings (See Appendix I for abbreviations)</p>	Optional			
Title	ANP	16	<p>Mode of address e.g. Rev, Fr, Dr etc. Mr, Mrs, Miss and Ms are not to be used. (See Appendix II for abbreviations)</p>	Optional			
Qualification	ANP	30	<p>A Persons qualifications e.g. BSc etc. -Not used in Business Listings (see Appendix II for abbreviations)</p>	Optional			
Address Premises	ANP	25	<p>This field will be used (if needed) where there is an apartment block or other physical location that cannot form part of the street address.</p> <p>It will also be used (if needed) where a building is sub-divided into separate sub-units, e.g., several apartments, flats or offices or to record the precise location of an office in a multi-tenant complex.</p>	Optional			
House Number	ANP	7	<p>This field holds the House number of an entry. A range of numbers can also be entered e.g. 46-50</p>	Optional			
House Name	ANP	30	<p>This field is to Identify the House Name e.g. 'Churchview'</p>	Optional			
Thoroughfare/Street Name	ANP	50	<p>This field identifies the Main Street Name/Thoroughfare. (see Appendix III for abbreviations)</p>	Optional			
Locality/Townland	ANP	35	<p>Locality (Rathmines, Marino)</p>	Optional			
City/Town	ANP	20	<p>City/Town (Dublin, Limerick,Donegal)</p>	Optional			
Post Code	ANP	6	<p>Post Code.</p>	Optional			
County	ANP	15	<p>County</p>	Optional			
STD	N	8		Mandatory for Residential			
Telephone Number	N	8		Mandatory for Residential			
Type of Telephone listing	A	1	<p>Telephone numbers can be Listed, or Unlisted Only</p> <p>Listed Numbers can be used for both publishing and enquiry purposes.</p> <p>Unlisted Numbers can be used for enquiry purposes but not publishing purposes.</p> <p>Valid fields are</p>	Mandatory			

Effective: 04/05/10		Revision:		Version 2.2	Status: Approved	Page: 12 of 29
				“L” - Listed “U” – Unlisted		
Mail Shot	A	1		This Flag indicates that the Customer does not wish to have Mail sent to them for a Direct Marketing Campaign. ‘R’ – Mail shot Restricted	Optional	
PSTN/ISDN/Mobile	A	1		This field indicates the type of Telephone Number Valid fields are ‘P’ – PSTN Line ‘I’ – ISDN Line ‘M’ – Mobile	Mandatory for listings which have a Telephone Number	
Telephone Book for Publishing	AN	2		This field is to Identify which Telephone Directory the 'Listed' Entry should be published in. This field is also used to identify if a listing should be published in the Dublin Government section (DG) or the Provincial Government section (PG)	Mandatory for all 'Listed' entries.	
Cross Reference Text	AN	60		Cross reference text-used to refer to another record under a different Name (e.g. A Cross reference may be as follows: 'Virgin Airlines see Virgin Atlantic Airways'). NB only the reference text must be entered in this field i.e. 'Virgin Atlantic Airways'. The name must be entered in the Surname/Business Name and First Name fields as per normal entry. Not used in Residential Listings	Optional	
Geo Code	*			Geographical Directory Code		
X. Co-ordinate	*					
Y. Co-ordinate	*					
CD Rom	*			This field restricts the listing from being printed on the CD-Rom		
Internet	*			This field restricts the listing from being printed on the Internet		
email	*			This Field contains the customers email address		
URL	*			This field contains the customers URL		

* Character Type: A-Alphabetic, N-Numeric, P-Punctuation.

* Please note that at present these fields are not used but provision is made here for possible inclusion in a later release of NDS.

TABLE I: DIRECTORY RECORD

Note:

(1) If a AO wishes to supply a record which has a field length which exceeds the specification above then they must contact the NDIU directly and there may be a charge for this.

(3) To enter a residential listing which consists of more than one Name, the data should be entered as follows e.g.

- Murphy John & Mary,
Surname - Murphy
First Name/Rest of Name - John & Mary
- Or
Murphy John & O'Byrne Mary
Surname - Murphy
First Name/Rest of Name - John & O'Byrne Mary

(4) The following is a guide for entering Business Names

- Business Listing is Michael Murphy, Plumber, 120 High street 01 1234567
Enter as follows
Surname/Company or Business Name - Murphy Michael
First Name/Rest of Name - *Blank*
Business Description - Plumber
- Business Listing is Michael Murphy & Sons Ltd, Painter & Decorators, 11 West rd 01 2345678
Enter as Follows
Surname/Company or Business Name - Murphy Michael & Sons Ltd.
First Name/Rest of Name - *Blank*
Business Description - Painter & Decorator
- Business Listing is ABC Intercontinental Carriers 10 Low St 01 3456789
Enter as follows
Surname/Company or Business Name - ABC Intercontinental Carriers
First Name/Rest of Name - *Blank*
Business Description - *Blank*

(5) The following is an example of how to enter a cross reference listing. The company name is Virgin Atlantic Airways but the majority of people ask for Virgin Airlines. A cross reference is entered on the NDD as follows

- Surname/Company or Business Name - Virgin Airlines
First Name - *Blank*
Cross reference Text - Virgin Atlantic Airways

(6) Irish Language. A fada can be applied to a character by adding a\after the appropriate character (e.g. Sea\n for Seán).

(7) Long Lists: A long list may consist of many records but only one reference number should be applied for the complete list (i.e. for all records within a long list)

(8) Residential Listings must have at least one part of the Address fields populated.

3.1 REFERENCE NUMBER

All records are validated for correct format prior to the transactions being applied to the National Database. The reference number will be used by the National Database system to enact the Delete, Insert and Changes transactions as follows.

3.1.1 Insert

The system will check there is no current listing using the reference number supplied this will ensure that there is no duplication of entries. If the reference number is found to already exist on the system then the Transaction will be rejected.

Note: Only the reference number will be used for checking the entry exists. The name and address fields etc will not be used to check the existence of a listing

3.1.2 Delete

The system checks for the reference number and deletes the associated entry. The Delete transaction record will be checked for valid fields but will not be checked to ensure that the contents of the record being deleted are the same as the record already on the National Database. i.e. Only the reference number will be used to access the listing for deletion. All other data is necessary for audit purposes only.

For long lists, only the header record should be provided. The complete long list will be deleted.

3.1.3 Change

The change transaction will be a combination of the Delete and Insert transactions. The system will first check that there is an existing listing using the reference number. If a valid listing is found then the complete listing will be deleted and a new insert applied.

If there is no existing valid listing found then the transaction will be rejected and no update will be applied.

Note: A long list has one reference number and the above rules will apply to the complete listing.

The first 3 characters of the reference number will identify the AO. The next 13 characters will be a unique number for each listing.

e.g. OCE000000012345 is a reference number for an Ocean listing.

e.g.. EIR0000000123456 is a reference number for an **eircom** listing

3.2 CONSOLIDATION (GROUPED LISTINGS)

It is recognised that consolidation of listings for a company, person with numbers assigned by different Authorised Operators may be required. This will not be covered initially but may be covered at a later stage.

3.3 INDENTATION LEVEL

Indentation allows complex entries to be summarised and logically structured.

The following is an example of a listing for Allied Irish Banks, as it appears in the Telephone Directory, and the file layout relevant to this entry.

	INDENT LEVEL
ALLIED IRISH BANKS PLC	0
Group Headquarters	1
Bankcentre Ballsbridge 4	-6600311T 1
Chairman	2
Group Chief Executive	2
Secretary	-6600311 2
Branches	1
AIB Private Banking	2
Bankcentre 4	-6415111 3
Also	-6604733 4
Annesesley Bridge	2
87 Nth Strand 3	-8554500 3
Arran Quay	2
24 Arran qy Smithfield 7	-8725266 3
Also	-8725818 4
Artane	2
62 St Brigids rd 5	-8315530 3
Also	-8318466 4
Also	-8318681 4
Bray	2
107 Main st :Banklink	-2867771 3
Also	-2862477 4
20 Vevay rd : Banklink	-2867771 3

FILE LAYOUT

```

Reference Number!1!!B!M!0!ALLIED IRISH BANKS PLC!!!!!!!!!!!!!!L!!!!!!!!!!!!
Reference Number!2!!B!M!1!Group Headquarters!!!!!!!!!!!!!!L!!!!!!!!!!!!
Reference Number!3!!B!M!1!Bankcentre Ballsbridge 4!!!!!!!!!!!!!!01!6600311!L!I!!!!!!!!!!!!
Reference Number!4!!B!M!2!Chairman!!!!!!!!!!!!!!L!!!!!!!!!!!!
Reference Number!5!!B!M!2!Group Chief Executive!!!!!!!!!!!!!!L!!!!!!!!!!!!
Reference Number!6!!B!M!2!Secretary!!!!!!!!!!!!!!01!6600311!L!!!!!!!!!!!!
Reference Number!7!!B!M!1!Branches!!!!!!!!!!!!!!L!!!!!!!!!!!!
Reference Number!8!!B!M!2!AIB Private Banking!!!!!!!!!!!!!!L!!!!!!!!!!!!
Reference Number!9!!B!M!3!Bankcentre 4!!!!!!!!!!!!!!01!6415111!L!!!!!!!!!!!!
Reference Number!10!!B!M!4!Also!!!!!!!!!!!!!!01!6604733!L!!!!!!!!!!!!
Reference Number!11!!B!M!3!87 Nth Strand 3!!!!!!!!!!!!!!01!8554500!L!!!!!!!!!!!!
Reference Number!12!!B!M!2!Annesley Bridge!!!!!!!!!!!!!!L!!!!!!!!!!!!
Reference Number!13!!B!M!2!Arran Quay!!!!!!!!!!!!!!L!!!!!!!!!!!!
Reference Number!14!!B!M!3!24 Arran qy Smithfield 7!!!!!!!!!!!!!!01!8725266!L!!!!!!!!!!!!
Reference Number!15!!B!M!2!Artane!!!!!!!!!!!!!!L!!!!!!!!!!!!
Reference Number!16!!B!M!3!62 St Brigids rd 5!!Banklink!!!!!!!!!!!!!!01!8315530!L!!!!!!!!!!!!
Reference Number!17!!B!M!4!Also!!!!!!!!!!!!!!01!8318466!L!!!!!!!!!!!!
Reference Number!18!!B!M!4!Also!!!!!!!!!!!!!!01!8318681!L!!!!!!!!!!!!
Reference Number!19!!B!M!2!Bray!!!!!!!!!!!!!!L!!!!!!!!!!!!
Reference Number!20!!B!M!3!107 Main st!!Banklink!!!!!!!!!!!!!!01!2867771!L!!!!!!!!!!!!
Reference Number!21!!B!M!4!Also!!!!!!!!!!!!!!01!2862477!L!!!!!!!!!!!!
Reference Number!22!!B!M!3!20 Vevay rd!!Banklink!!!!!!!!!!!!!!01!2867771!L!!!!!!!!!!!!
    
```

The main header (Level 0) will appear in the Surname/Company or Business Name field.

Indent Information (Levels 1-10) will appear in the Indent Information field

The Indent information may be entered as follows

- Name or description of Sub Header (With or without address information supplied in the address fields)
- Name or description of Sub Header **and** address information (**N.B.** No address information is to be supplied in the address fields)
- Address information only (**N.B.** No address information is to be supplied in the address fields)

3.4 ALLOWABLE DATA CHARACTERS

The following Characters are the **only** valid Data Characters within a Record

Character	Printer Graphic	Position in Field
Space	Space	Anywhere except first or last Character in a populated field
Full stop	.	Anywhere except first Character in a populated field
Ampersand	&	Anywhere except first Character in a populated field. Ampersand can be used instead of the word 'and' e.g. John & Mary etc.
Back slash	\	Irish Language (Fada)
Forward slash	/	Anywhere except first Character in a populated field
Left Parenthesis	(Anywhere except first Character in a populated field
Right Parenthesis)	Anywhere except first Character in a populated field
Minus	-	Anywhere except first Character in a populated field
Apostrophe	'	Anywhere except first Character in a populated field
Comma	,	Anywhere except first Character in a populated field
A to Z	A to Z	Anywhere in Alpha or Alpha/Numeric fields
a to z	a to z	Anywhere in Alpha or Alpha/Numeric fields
0 to 9	0 to 9	Anywhere in Numeric or Alpha/Numeric fields
Colon	:	Anywhere except first Character in a populated field
At symbol	@	Anywhere except first Character in a populated field
Plus	+	Anywhere except first Character in a populated field
Quotation Mark	“	Anywhere except first Character in a populated field
Question Mark	?	Anywhere except first Character in a populated field
Percentage Sign	%	Anywhere except first Character in a populated field

TABLE II: Allowable Data Characters.

3.5 SAMPLE RECORDS

Sample Business Record:

Reference Number!Sequence Number!Transaction Type!Customer Type!Single or Multiple!Indentation Level!
Surname/Company or Business Name!!Business Description!Title!!Address Premises!House Number!House
Name!Thoroughfare/Street Name!Locality/Townland!City/Town!Post Code!County!STD!Telephone
Number!Type of Listing!Mail Shot!ISDN!Telephone Book!Cross Reference Text!Geo Code!X!Y!CD-
Rom!Internet!email!URL!

Sample Residential Record

Reference Number!Sequence Number!Transaction Type!Customer Type!Single or Multiple!Indentation
Level!Surname!First Name!!Title!Qualification!Address Premises!House Number!House
Name!Thoroughfare/Street Name!Locality!City/Town!Post Code!County!STD!Telephone Number!Type of
Listing!Mail Shot!ISDN!Telephone Book!!Geo Code!X!Y!CD-Rom! Internet!email!URL!

3.6 TRANSACTIONS

There are 3 different types of transaction that can be applied to the Directory Database i.e. Insert, Delete and Change.

3.7 INSERT NEW ENTRY

Field	Type	Size	Description
Transaction Type	A	1	Used to determine the type of transaction Valid field for Insert is I

3.8 DELETE ENTRY

Field	Type	Size	Description
Transaction Type	A	1	Used to determine the type of transaction Valid field for Delete is D

3.9 CHANGE ENTRY

Field	Type	Size	Description
Transaction Type	A	1	Used to determine the type of transaction Valid field for Change is C

3.10 CHANGE LISTING.

The change operation will consist of 'delete old listing' and 'insert new listing'.

Note: The reference number for the old listing and the new listing must be the same.

(Note: a complete new load of the **FULL** listing must be supplied i.e. the FULL EXISTING listing will be deleted and a **COMPLETE NEW** Listing must be supplied).

For long lists the complete new list must be provided.

4. Transfer of Information

4.1 DATA FROM AUTHORISED OPERATORS TO EIRCOM

Data will be provided to the NDIU as updates via hub server [Refer to NDS3 National Directory Input - Transfer of Authorised Operator Directory Input Data to National Directory Database] or a complete load by means of DAT tape or CD_ROM.

The data will be applied to the NDD and a report generated.

The AO will be provided with this report file.

4.2 LONG LISTS

All records in a long list must be supplied sequentially in a group. A Long List must have more than 1 entry.

5. Report File

The report file will contain summary information and details of records rejected.

5.1 SUMMARY INFORMATION.

Field	Type	Size	Description
Valid File	A	1	Valid fields are Y - Yes, N-No (No implies 1. the file could not be read 2. there is invalid header or trailer records 3. there is invalid number of records etc. If N then the whole file will be rejected.
No of Inserts Residential	N	10	
No of Inserts Business	N	10	
No of Inserts Dublin Government	N	10	
No of Inserts Provincial Government	N	10	
No of Deletes Residential	N	10	
No of Deletes Business	N	10	
No of Deletes Dublin Government	N	10	
No of Deletes Provincial Government	N	10	
No of Changes Residential	N	10	
No of Changes Business	N	10	
No of Changes Dublin Government	N	10	
No of Changes Provincial Government	N	10	
No of records exceeding published length	N	10	
Total No of records in file	N	10	
Total No of records read	N	10	
Total No of records applied	N	10	
Total No of records rejected	N	10	

5.2 REJECTED RECORDS

Field	Type	Size	Description
Record Reference	AN	16	

Effective: 04/05/10				Revision: Version 2.2		Status: Approved		Page: 19 of 29	
Sequence No	N	10							
Field number	N	2							
Error Class	N	2							

If a record is rejected then the appropriate listings will not be applied to the NDD.

For long lists this implies that if a record within the long list is rejected then the whole listing will be rejected.

Note: Rejections in an update file can impact a file for the following Day and may need a decision to cancel the following days update file.

5.3 FIELD NUMBERS

Field	Type
Reference Number	01
Sequence Number	02
Transaction Type	03
Customer Type	04
Single or multiple entry	05
Indentation Level	06
Surname or Company/ Business Name or Indent Information	07
First Name/Rest of Name	08
Business Description	09
Title	10
Qualification	11
Address Premises	12
House Number	13
House Name	14
Thoroughfare/Street Name	15
Locality/Townland	16
City/Town	17
Post Code	18
County	19
STD	20
Telephone Number	21
Type of Telephone listing	22
Mail Shot	23
PSTN/ISDN/Mobile	24
Telephone Book for Publishing	25
Cross Reference Text	26
Geo Code	27
X. Co-ordinate	28
Y. Co-ordinate	29
CD Rom	30
Internet	31
email	32
URL	33

5.4 ERROR CLASSES

Class	Description
01	Invalid Transaction Type (i.e. for Insert - Reference number exists, for Delete - Reference number does not exist and for Change - Reference number does not exist)
02	Mandatory field not included
03	Field is incorrect size
04	Field is incorrect type (i.e. Alpha characters for numeric) or invalid characters
05	Field has incorrect value e.g. P for 'Type of Telephone Listing'

5.5 REPORT FILE FORMAT.

The report file shall satisfy the following requirements

- ASCII, flat file format must be used
- Variable length fields. Each field within the record will be delimited by an Exclamation Mark (!)
- All fields will be populated.
- All fields within the record will be left Justified.
- Each Reject Record will be separated by a carriage return, line feed.
- The first record will be written as ***SOF*!REPORT**
- The start of rejects records will be designated as ***REJECT***
- The last record will be written as ***EOF***

6. Abbreviations

<i>Term</i>	<i>Definition</i>
NDIU	National Directory Information Unit
NDS	National Directory Service
NDD	National Directory Database
AO	Authorised Operator
DDU	Directory Data User
NWBP	National White Pages Book Provider.

7. References

1. NDS3 National Directory Input - Transfer of Authorised Operator Directory Input Data to National Directory Database.

8. Appendix I: Business Name/Business Description Abbreviations

A

Accommodation [Accom]
 Accountant [Acctnt]
 Addressing [Addgg]
 Administrator [Adm]
 Advertising [Advts]
 Aeronautical [Aero]
 Agency [Agcy]
 Agent [Agt]
 Agricultural [Agricl]
 Agriculture [Agric]
 Aluminium [Almmn]
 Analytical [Anal]
 And [&]
 Antiques [Antiq]
 Apartment [Apt]
 Appliances [Appl]
 Appointments [Appts]
 Architect [Archt]
 Artificial [Artif]
 Artificial Insemination [AI]
 Assessor [Assr]
 Assistance [Asstce]
 Assistant [Asst]
 Association [Assn]
 Assurance [Assce]
 Auction [Auct]
 Auctioneer [Auctnr]
 Automatic [Autmtc]
 Automobile [Auto]
 Automobile Engineer [Auto Engr]

B

Baker [Bkr]
 Bakery [Bkry]
 Banker [Bnkr]
 Banking [Bnkg]
 Baronet [Bart]
 Barrister-at-Law [Barrstr]
 Bed & Breakfast [B&B]
 Blacksmith [Bksmth]
 Boarding [Boards]
 Boatbuilder [Btblldr]
 Bookbinder [Bkbinder]
 Booking [Bookg]
 Bookseller [Bkseller]
 Box Maker [Boxmkr]
 Branch [Bch]
 Brigadier [Brig]
 Broker [Brkr]

Brothers [Bros]
 Builder [Bldr]
 Building [Bldg]
 Bureau [Bur]

C

Cabinetmaker [Cabtmakr]
 Cafeteria [Cafe]
 Calculating [Calc]
 Calculator [Calcr]
 Captain [Capt]
 Cardboard [Cardbd]
 Carpenter [Cpntr]
 Carrier [Carr]
 Central [Centl]
 Chartered [Chtrd]
 Chartered Accountant [Chtrd Acctnt]
 Chemical [Chem]
 Chemist [Chmst]
 Chimney Sweep [Chim Swp]
 Chiropodist [Chrpdst]
 Chocolate [Choc]
 Cigarettes [Cigs]
 Cinematograph [Cinemat]
 Cleaner [Clnr]
 Clothier [Clothr]
 Clothing [Cloths]
 College [Coll]
 Commercial [Comm1]
 Commission [Commn]
 Committee [Ctee]
 Company [Co]
 Component [Compnt]
 Conditioning [Cond]
 Confectioner [Confec]
 Confectionery [Confctnry]
 Construction [Constn]
 Constructional [Constnl]
 Constructor [Constr]
 Consultant [Conslt]
 Consulting [Consltg]
 Continental [Contl]
 Contractor [Contr]
 Controller [Cntrlr]
 Cooperative [Coop]
 Co-operative [Co-op]
 Collector [Collr]
 Corporation [Corpn]
 Correspondent [Corr]

D

Dealer [Dlr]
 Decorating [Decoratg]
 Decorator [Decor]
 Dental [Dent]
 Department [Dept]
 Designer [Desnr]
 Detective [Detec]
 Developer [Devlpr]
 Development [Devlopmt]
 Director [Dir]
 Dispensary [Dispnsy]
 Dispensing [Dispns]
 Distiller [Dstlr]
 Distribution [Distn]
 Distributor [Distr]
 District [Dist]
 Division [Div]
 Divisional [Divnl]
 Domestic [Dom]
 Draper [Drpr]
 Drapery [Drpry]
 Draughtsman [Drghtsmn]
 Dressmaker [Dressmkr]
 Dressmaking [Dressmkg]
 Duplicating [Dupl]

E

Electric [Elec]
 Electrical [Electl]
 Electrician [Electn]
 Employers [Emplyrs]
 Employment [Emplymt]
 Engineer [Engr]
 Engineering [Engrs]
 Engraver [Engrv]
 Enquiry [Enq]
 Entertainment [Entrtnmt]
 Equipment [Eqpt]
 Establishment [Estab]
 Etcetera [etc]
 Excavation [Excavatn]
 Exchange [Exch]
 Export [Expt]
 Exporter [Exptr]
 Extension [Extn]

F

Fabricator [Fabctr]
 Factor [Fctr]
 Factory [Fcty]
 Farmer [Frmr]
 Farmhouse [Frmhse]
 Fashion [Fash]
 Federation [Fed]
 Financier(s) [Financr(s)]
 Finisher [Fnsr]

Fishmonger [Fishmgr]
 Fittings [Ftngs]
 Floor Coverings [Flr Cvrngs]
 Florest [Flor]
 Footwear [Footwr]
 Foreign [Fgn]
 Forwarding [Fwdg]
 Friday [Fri]
 Funeral [Funrl]
 Funeral Directory [Funrl Dir]
 Furnisher [Furn]
 Furnishing [Furn]
 Furniture [Furn]
 Furrier [Furr]

G

Garage [Gar]
 Garden [Gdn]
 Gardener [Gndr]
 General [Genl]
 Gentlemen [Gents]
 Gentlemen's [Gents]
 Glazier [Glaz]
 Government [Govt]
 Great [Gt]
 Greengrocer [Grngrcr]
 Greyhound [Greyhnd]
 Grocer [Grcr]
 Group [Gp]
 Grower [Grwr]
 Gynaecologist [Gynalcol]

H

Haulier [Halr]
 Haberdasher [Hbdshr]
 Hairdresser [Hrdrsr]
 Hairdressing [Hrdrsg]
 Hardware [Hdwre]
 Haulage [Hlge]
 Headquarters [Hq]
 Heating [Htg]
 Horticulture [Hortl]
 Hospital [Hosp]
 Housefurnishers [Hsefurns]
 Household [Hsehld]
 Housing [Hsng]
 Hydraulic [Hydr]

I

Implements [implmts]
 Import [Impt]
 Importer [Imptr]
 Importing [Imptg]
 Incorporated [Inc]
 Independent [Indept]

Effective: 04/05/10

Revision:

Version 2.2

Status: Approved

Page: 24 of 29

Industrial [Indstl]
 Information [Informn]
 Inspector [Inspr]
 Installation [Instln]
 Institute [Inst]
 Instrument [Instmt]
 Insurance [Insce]
 Interior [Int]
 International [Internatl]
 Investment [Invest]
 Ironmonger [Ironmgr]
 Ironmongery [Ironmgry]
 Ironwork [Ironwk]

J

Jeweller [Jewlr]
 Joiner [Joinr]
 Journalist [Journ]

K

Kitchen [Kitch]
 Knitwear [Knitwr]

L

Laboratory [Lab]
 Launderer [Laundr]
 Lawyer [Lwyr]
 Leader [Ldr]
 Leather [Lthr]
 Letterpress [Ltrpress]
 Library [Lib]
 Licensed [Licd]
 Lieutenant [Lt]
 Limited [Ltd]
 Linoleum [Lino]
 Lithographer [Lthgphr]
 Lithographic [Lthgphc]
 Lithography [Lthgphy]
 Livestock [Livestk]
 Locomotive [Loco]

M

Machinery [Mach]
 Machines [Machs]
 Mademoiselle [Mlle]
 Maintenance [Maintce]
 Maker [Mkr]
 Mail Order [Mail Ord]
 Management [Mgmt]
 Manager [Mgr]
 Manufacturer [Mfr]
 Manufacturing [Mfg]
 Market [Mkt]

Marketing [Mktgl]
 Materials [Matls]
 Mechanic [Mech]
 Mechanical [Mechl]
 Medical [Med]
 Medical Officer [MO]
 Medical Practitioner [Med Pract]
 Medicine [Med]
 Mercantile [Merc]
 Merchandise [Mchndise]
 Merchant [Mchnt]
 Middle [Mid]
 Mineral [Minrl]
 Modern [Mod]
 Monday [Mon]
 Month [Mth]
 Monthly [Mthly]
 Monumental [Monmtl]
 Mortgage [Mortg]
 Municipal [Mun]
 Music [Mus]
 Musician [Musn]
 Mutual [Mutl]

N

National [Nat]
 National School [NS]
 Newsagent [Newagt]
 Northern [Nthn]
 Nurse [Nrse]
 Nurseries [Nsries]
 Nursery [Nsry]
 Nurserymen [Nsrymen]
 Nursing [Nrsg]

O

Off Licence [Off Lic]
 Operator [Opr]
 Ophthalmic [Ophth]
 Optical [Optcl]
 Optician [Optcn]
 Ornamental [Ornamtl]
 Outfitter [Outftr]
 Outward [Out]

P

Panel Beater [Panl Btr]
 Panel Beater [Panel Btr]
 Panel Beating [Panel Btg]
 Passenger [Passgr]
 Pawnbroker [Pwnbrbkr]
 Pharmaceutical [Pharml]
 Pharmacist [Pharm]
 Pharmacy [Pharmy]

Effective: 04/05/10

Revision:

Version 2.2

Status: Approved

Page: 25 of 29

Photographer [Photogr]
 Photography [Photog]
 Physician [Physn]
 Physiotherapist [Physthpst]
 Plumbing [Plumbg]
 Post Office [PO]
 Poulterer [Poulter]
 Practitioner [Pract]
 Preparation [Prepn]
 Preparatory [Prep]
 Presbytery [Presby]
 Printer [Prntr]
 Private [Priv]
 Produce [Prod]
 Producer [Prodcr]
 Professional [Profsnl]
 Professor [Prof]
 Promoter [Promtr]
 Property [Propty]
 Proprietor [Prop]
 Providers [Provdrs]
 Provision [Provn]
 Public [Pblc]
 Publican [Publn]
 Publication [Pubn]
 Publicity [Pubcty]
 Publisher [Publr]
 Publishing [Pubg]
 Purchase [Pchse]
 Purveyor [Purvyr]

Q

Qualified [Qualfd]
 Quantity [Qty]
 Quarters [Qrs]

R

Radiation [Radtn]
 Radiator [Radtr]
 Rainwear [Rainwr]
 Reception [Recptn]
 Rectory [Rety]
 Refiners [Refnrs]
 Refinery [Refny]
 Refreshments [Refreshmts]
 Refrigeration [Refrig]
 Registered [Regd]
 Registration [Regn]
 Registry [Regy]
 Removal [Reml]
 Repairer [Rpr]
 Representative [Rep]
 Requisites [Reqs]
 Residence [Res]
 Resident [Resdt]
 Restaurant [Rstrnt]
 Retail [Rtl]
 Retailer [Rtlr]

Retired [Ret]
 Roofing [Roofg]
 Ropeworks [Ropewks]

S

Saints [SS]
 Salesman [Slsmn]
 Sanitary [San]
 Saturday [Sat]
 School [Sch]
 Scientific [Scien]
 Sculptor [Sclptr]
 Secondary [Secndry]
 Secretary [Sec]
 Service [Svc]
 Shipper [Shpr]
 Shipping [Shpg]
 Shopkeeper [Shopkr]
 Shorthand [Shthd]
 Showroom [Shwrm]
 Silversmith [Silvsmth]
 Society [Soc]
 Solicitor [Solr]
 Spares [Sprs]
 Special [Spl]
 Specialist [Spclst]
 Spinners [Spnrs]
 Spirits [Spts]
 Station [Stn]
 Stationer [Stnr]
 Stationery [Stnry]
 Stevedores [Stevdrs]
 Stockbroker [Stkbrkr]
 Structural [Structl]
 Sunday [Sun]
 Superintendent [Supt]
 Supermarket [Supmkt]
 Supervisor [Supvr]
 Supplier [Supplr]
 Supplies [Supps]
 Surgeon [Surgn]
 Surgical [Surg]
 Surveyor(s) [Survyr]

T

Taxation [Taxn]
 Technical [Tech]
 Technician [Techn]
 Telegraph [Teleg]
 Telephone [Tel]
 Television [Tv]
 Teoranta [Teo]
 Textile, [Txl]
 Theatrical [Theat]
 Thermometer [Thermtr]
 Timber Yard [Timb Yd]
 Tobacconist [Tobccnst]
 Transport [Transp]
 Transportation [Transpn]

Effective: 04/05/10

Revision:

Version 2.2

Status: Approved

Page: 26 of 29

Traveller [Trav]
Tuberculosis [TB]
Turf Commissioner Agt [Turf Comm
Agt]
Typewriter [Typw]
Typewriting [Typwrg]

Vegetable [Veg]
Veterinary [Vet]
Victualler [Victlr]
Vintner [Vntr]
Voluntary [Vol]

U

Undertaker [Undrtrkr]
Undertaking [Undrtkng]
Underwriter [Undwtr]
Upholsterer [Uphol]
Urban Distnt Council [UDC]

V

Valuer [Valr]

W

Warehouse [Whouse]
Warehousemen [Whousemn]
Watchmaker [Wtchmkr]
Wholesale [Wsale]
Wholesaler [Wsaler]
Woodworkr [Wdwkr]
Works [Wks]
Workshop [Wkshp]
Worsted [Wrstd]

9. Appendix II :Title/Qualification Abbreviations

B

Bachelor of Arts [BA]
 Bachelor of Commerce [BComm]
 Bachelor of Dental Surgery [BDS]
 Bachelor of Science [BSc]

C

Catholic Curate [CC]
 Colonel [Col]
 Commandant [Comdt]
 Commander [Commdr]
 Commissioner [Commr]

D

Doctor [Dr]
 Doctor of Divinity [DD]

F

Fellow of Royal College of Surgeons Ireland [FRCSI]
 Fellow of Royal College of Surgeons [FRCS]
 Flight Lieutenant [Flt Lt]

H

Honorary [Hon]
 Honourable [Hon]

J

Junior [Jr]
 Justice of Peace [JP]

M

Major [Maj]
 Major General [Maj Gen]
 Master of Arts [MA]
 Master of Science [MSc]
 Member of Pharm Society of Ireland. [MPSI]
 Member of Royal College of Physns Ireland [MRCPI]
 Member of Royal College of Vet Surgeon [MRCVS]
 Member of Royal College of Physns [MRCP]
 Monsignor [Mons]

N

National Teacher [NT]

O

Officer [Offr]

P

Parish Priest [PP]

R

Reverend [Rev]
 Right [Rt]
 Right Honourable [Rt Hon]
 Right Reverend [Rt Rev]

S

State Certified Midwife [SCM]
 Senior [Sen]
 Squadron Leader [Sqdn-Ldr]
 State Registered Nurse [SRN]

V

Vicar General [VG]

10. Appendix III : Address Abbreviations

Fort [ft]

A

Appartments [apts]
Arcade [arc]
Avenue [ave]

B

Bridge [bdge]
Bank [bk]
Banks [bks]
Building [bldg]
Buildings [bldgs]
Boulevard [blvd]

C

Chambers [chmbs]
Close [cl]
Cliff [clf]
Cliffs [clfs]
Common [cmn]
Corner [cnr]
Centre [cntr]
College [coll]
Circle [crcl]
Crescent [cres]
Castle [cstl]
County [Co]
Court [ct]
Cottage [ctge]
Cottages [ctges]

D

Dock [dk]
Drive [dr]

E

Embankment [embkt]
Estate [est]
Exchange [exch]
Extension [extn]

F

Field [fld]
Fields [flds]
Farm [fm]

G

Garden [gdn]
Gardens [gdns]
Green [gn]
Grange [gnge]
Grove [gro]
Gate [gte]

H

Harbour [hbr]
Hill [hl]
Hills [hls]
Hamlet [hmlt]
Hours [hrs]
House [hse]
Houses [hses]
Height [ht]
Heath [hth]
Heights [hts]
Haven [hvn]

J

Junction [jct]

L

Lane [la]

Lodge [ldg]
Lawn [ln]
Lawns [lns]
Lower [lr]

M

Mansion [man]
Mansions [mans]
Meadow [mdw]
Meadows [mdws]
Market [mkt]
Mount [mt]
Mews [mws]

N

North [nth]
North Circular Rd [NCR]

Strand [str]

O

Orchard [ochd]

P

Parade [pde]
Park [pk]
Parks [pks]
Place [pl]
Promenade [prom]
Passage [psge]
Point [pt]

Q

Quarters [qrs]
Quay [qy]

R

Road [rd]
Roads [rds]
Residence [res]
Ridge [rge]
Railway [rly]

S

School [sch]
Square [sq]
Street [st]
South [sth]
South Circular Rd [SCR]
Station [stn]
END OF DOCUMENT

T

Terrace [tce]
Tower [twr]
Towers [twrs]

U

Upper [upr]

V

Villa [vla]
Villas [vlas]
Ville [vle]
Village [vlge]
Valley [vly]
View [vw]

W

Wood [wd]
Woods [wds]
Walk [wlk]
Walks [wlks]
Way [wy]

Y

yard [yd]