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## Premises Identification Numbers (PINs) and Location Identifiers Numbers (LIDs) for SCS

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### Frequently Asked Questions (FAQ) March 2013

#### About this FAQ:

Surveillance Collaboration Services (SCS) software<sup>1</sup> supports the administration of the location identifiers defined in the Animal Disease Traceability (ADT) General Standards<sup>2</sup> document. This FAQ document provides clarification regarding the implementation and administration of these location identification standards for States using SCS.

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<sup>1</sup> SCS software is Veterinary Services’ implementation of the proprietary CoreOne product by Trace First Ltd.

<sup>2</sup> Animal Disease Traceability – [December 20, 2012 Version 2.0]  
[http://www.aphis.usda.gov/traceability/downloads/ADT\\_standards.pdf](http://www.aphis.usda.gov/traceability/downloads/ADT_standards.pdf)

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**--DEFINITIONS--**

**1. *What are the Location Identification Numbering Standards?***

As the term implies, location identifiers are used to associate a number with a location. The Animal Disease Traceability (ADT) General Standards document defines two options for location identifiers: Premises Identification Numbers (PIN) and Location Identification (LID) numbers. PINs are issued through a system-to-system interface, with the PIN allocator maintained by APHIS Veterinary Services (VS). LIDs are assigned by a process developed and used by a State that typically resides within its information system.

The LID and PIN data standards are defined in the ADT General Standards document as follows:

| Data Element     | Length | Format       | Example            | Comments   |
|------------------|--------|--------------|--------------------|--|
| LID <sup>1</sup> | 6      | Alphanumeric | MN4321             | First 2 characters are the State postal abbreviation.  |
|                  | 8      | Alphanumeric | CA654321           | First 2 characters are the State postal abbreviation.  |
| PIN              | 7      | Alphanumeric | OO23R69<br>SC90X56 | Last character is a check digit. <sup>2</sup><br>The State postal abbreviation may also be used when set up in the PIN Allocator |

<sup>1</sup> States and Tribes may issue LIDs in the 7-character format only when the ISO 7064:1983 check digit is used as the last character.

<sup>2</sup> The check digit calculation algorithm is based on ISO 7064:1983, "Data Processing – Check Character Systems." (See Animal Disease Traceability Technical Standards document.)

Note: To avoid confusion with the numbers 0 and 1, the LID and PIN will not contain the letters O or I except when the letters are contained in the State or Tribal code.

**2. *What is the PIN Allocator/Repository?***

The PIN Allocator/Repository is the system maintained by VS to issue PINs and maintain the information submitted for each premises record. Each PIN record has the address, city, State, and ZIP code stored in the repository (unless the PIN was issued through as an exception process). Other optional data fields may be reported to the repository if the State elects to do so.

**3. *What is a Standardized Premises Identification System (SPIS)?***

The SPIS is a premises identification system provided by VS at the National Information Technology Center (NITC) that States and Tribal Nations may elect to use to administer their premises information. The SPIS, through a Web service call with the PIN Allocator, obtains a PIN for each location. The State may elect to have optional data fields submitted to the PIN allocator/repository.

4. *What is a Compliant Premises Identification Systems (CPIS)?*

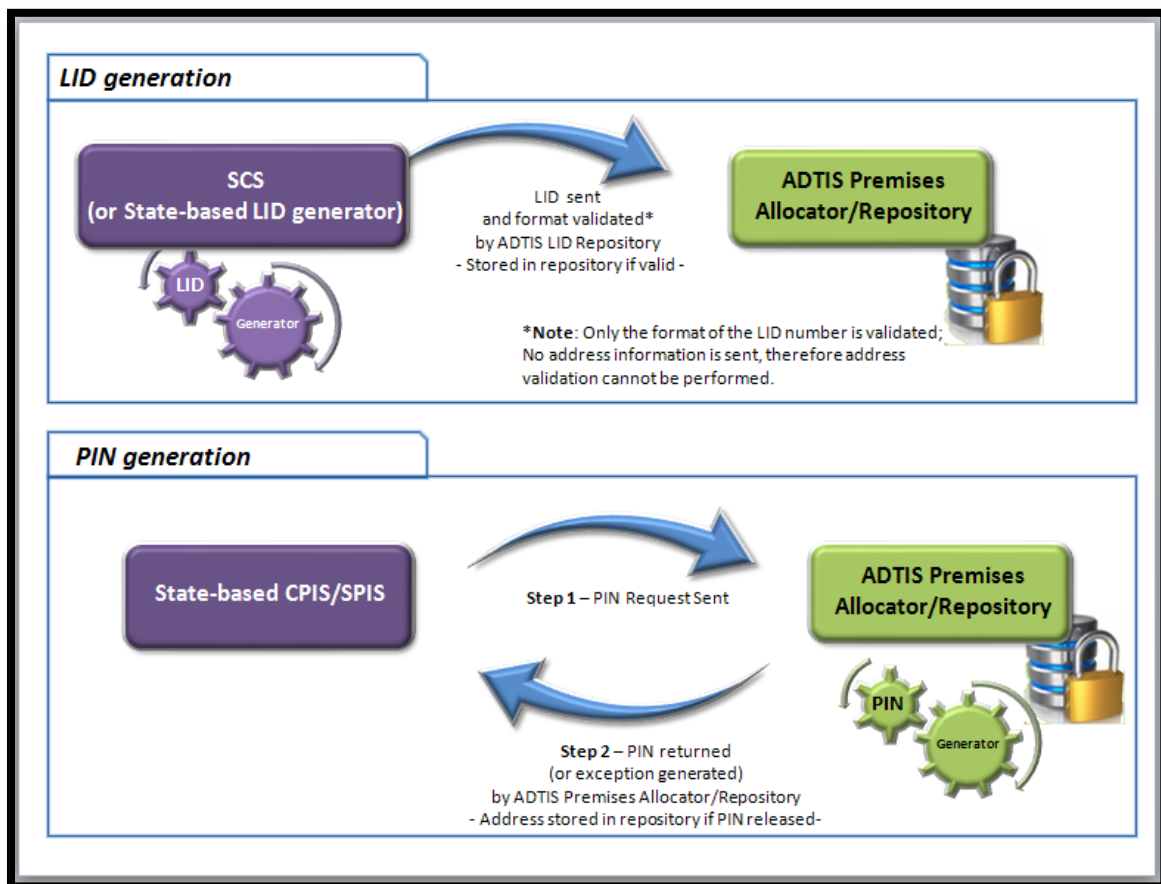
A CPIS is an information system operated by a State or Tribal Nation that it developed or acquired through a private company. The CPIS, at a minimum, maintains the data elements defined for premises in accordance with the ADT and has an interface to the PIN Allocator/Repository to obtain PINs. The CPIS may also use LIDs at the State's discretion.

5. *What is an "exception" with regard to processing premises identification records?*

The administration of PINs uses valid addresses to help avoid issuing multiple PINs to the same location. When the address for a location is not valid, or for locations without a postal address, a PIN is released to the location through an exception process where driving directions are provided. This allows the location to be mapped (plotted) using GPS coordinates.

6. *What is the difference between LID generation and PIN generation?*

The visual schematic in Figure 1 below provides a simplified explanation of the differences between LID generation and PIN generation.



-- FIGURE 1 --

## -ADMINISTRATION OF PINs in SCS--

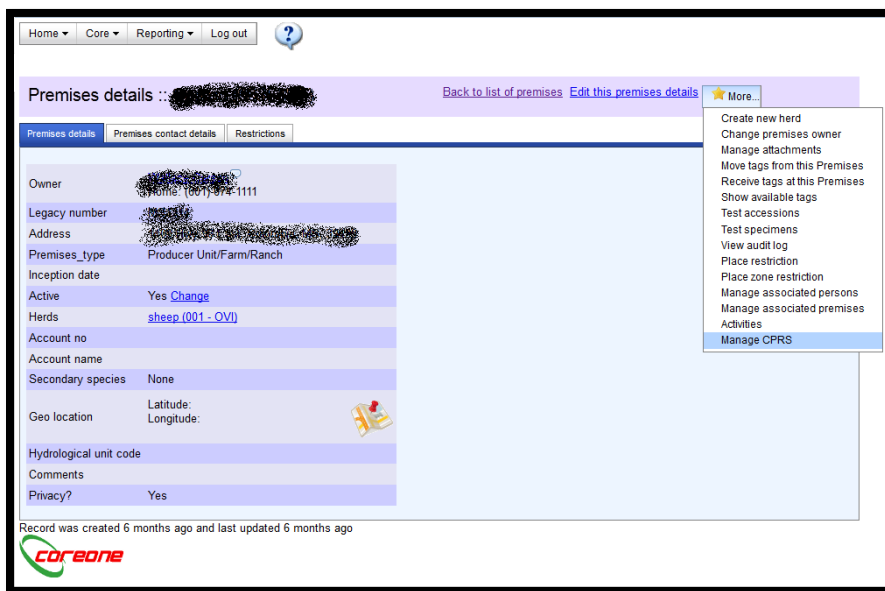
### 1. *What do I have to do to have SCS set up as a compliant system?*

SCS is an approved Compliant Premises Identification System (CPIS), and thus already has the interface (Web service call) established with the PIN Allocator/Repository. The functionality for using PINs in SCS is referred to as the CPIS feature or utility.

The State needs to contact the SCS Help Desk to have its SCS instance activated as a CPIS and permit the administration of PINs. The SCS Help Desk will confirm that CPIS has been activated. This process will usually be handled within 3-5 business days of the request.

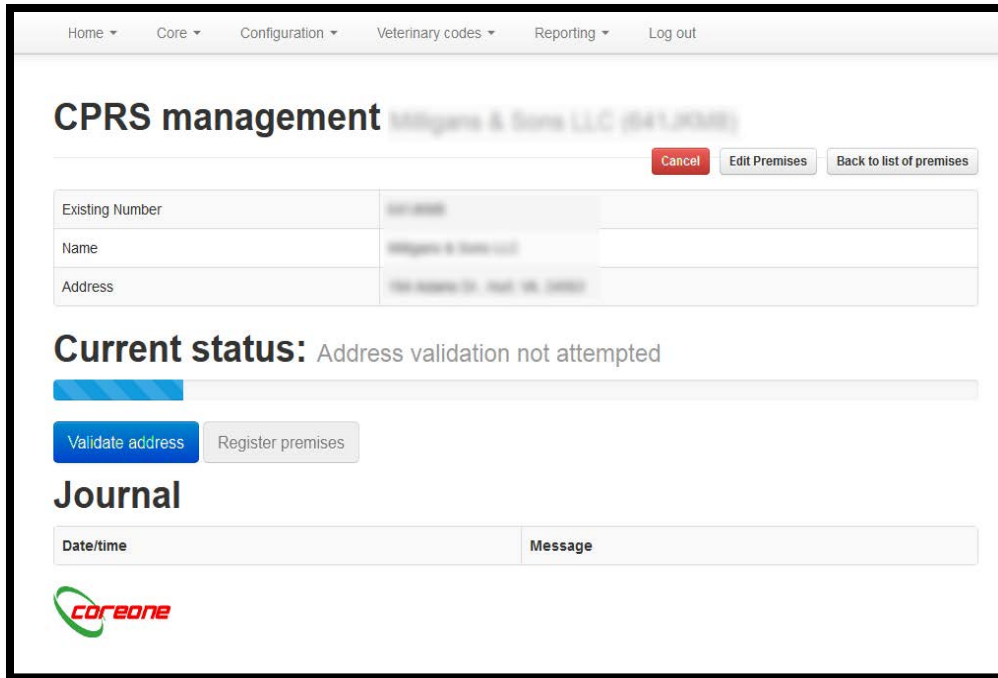
### 2. *How are PINs obtained for a premises in SCS?*

When the user is viewing the details of a premises, there is an item in the “More” menu called “Manage CPRS.” See Figure 2:



-- FIGURE 2 --

When the user selects the “Manage CPRS” menu item, he or she will be brought to a screen (Figure 3) where he or she can go through the workflow to request a Federal PIN:



-- FIGURE 3 --

**3. *What information is provided to the PIN Allocator/Repository to obtain a PIN?***

The required data fields for a PIN (address, city, State, and ZIP code) are systematically transmitted to the PIN Allocator/Repository when the user elects to have a PIN created for a premises. None of the optional data fields are transmitted to the Premises Allocator/Repository at this time.

**4. *How do I have PINs issued with our State's postal or Tribal Nation's abbreviation as the first two characters?***

Contact the ADTIS Help Desk via email at [adtis.help@aphis.usda.gov](mailto:adtis.help@aphis.usda.gov) and ask that the PIN Allocator be set to issue PINs with your postal abbreviation. The ADTIS Help Desk will notify you when the allocator has been set accordingly. From that point, all future PINs will start with your State's postal or Tribal Nation's abbreviation.

**5. *How are exceptions processed?***

The screens referred to in Figure 3 above show the exceptions reported by the PIN allocator at USDA.

**6. *Can a State using PINs provide a LID to producers in certain situations and have no PIN on that holding's record; e.g., a producer specifically does not want a PIN?***

Yes. Requesting a PIN is an explicit action and need only be carried out for premises you wish to have a PIN.

*7. Can a premises have both a PIN and LID? For example, a producer insisted on being assigned a LID only, but later finds it necessary to have a PIN?*

Yes, although SCS does not currently provide a means to inform USDA of the linkage between a LID and PIN.

**--ADMINISTRATION OF LIDs in SCS--**

*1. What do I do to have SCS set up to use LIDs?*

To enable the SCS LID generator as the location identifier, the State needs to contact the SCS Help Desk to have this LID generator activated within its SCS instance. After the settings for the administration of LIDs have been established, the SCS Help Desk will confirm that the LID generator has been activated. This process will usually be handled within 3-5 business days of the request.

*2. What format may I use for a LID?*

SCS has to be set up through the System Administrator to administer LIDs with the 8-character format. As noted in the LID standard above, your State's postal abbreviation will be the first 2 characters. In addition to the 2-character State postal abbreviation, SCS uses only the following characters for the remainder of the State LID:

**ABCDEFGHIJKLMNPQRTUVWXY346789**

*3. Are LIDs generated in sequential order in SCS?*

No. For security reasons, SCS has created nonsequential LIDs using the characters described in the answer to Question 2 above.

*4. Are LIDs reported to the Premises Allocator/Repository?*

Yes, LIDs (only the LID itself and the State in which the premises is located) are systematically transmitted to the Premises Allocator/Repository when a LID is generated. However, the only data transmitted is the LID itself and the state in which the premises is located.

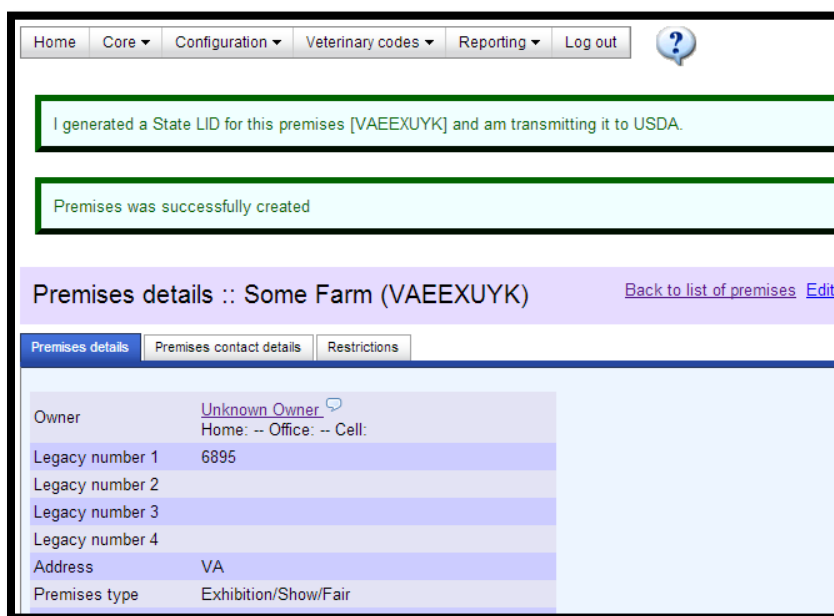
**Background:** The ADT requires a valid PIN or LID for producers obtaining AIN 840 tags and has established a process for AIN device manufacturers to validate the PIN/LID. To ensure LIDs assigned by the State are available for this validation, SCS systematically submits the LID to the Premises Allocator/ Repository when it is generated.

5. *Can a State using LIDs as its location identifier decide to use PINs later, and if so, how will the historic LID records be issued a PIN?*

A State can activate and deactivate the LID generator at any time. Authorized users can request a PIN allocation for an existing record; however, there is no function in SCS to automatically allocate PINs to large numbers of premises.

6. *How many premises location identifiers for a single premises can be stored within SCS?*

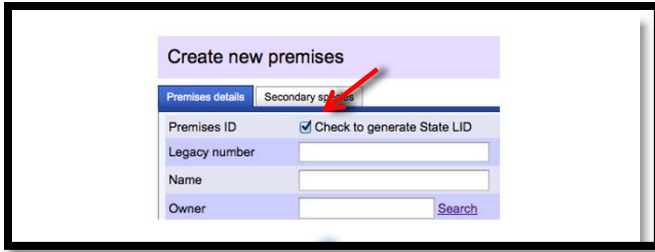
Up to five location identifiers can be stored for a single premise within SCS (as shown in Figure 4). The premises name and the first identifier is the one that displays in the banner (VAEEXUYK in Figure 4). All location identifiers are searchable.



-- FIGURE 4 --

7. *In SCS, can the State LID generator be bypassed and a manual number used in its place?*

Yes. The State LID generator can be bypassed by unchecking the “Check to generate State LID” checkbox as shown by the red arrow in Figure 5; however, the manual number will not be transmitted to the USDA repository. This could create issues for producers attempting to acquire AIN 840 tags since the premises identifier has not been transmitted to the USDA Premises Allocator/ Repository



-- FIGURE 5 --

8. *Can the State LID generator be used to create LIDs for legacy premises in the State's SCS?*

There is no function for automated LID generation for historic records.

**--OTHER RELATED ISSUES--**

1. *If I had been using SPIS to manage premises, should I discontinue using SPIS when I start using SCS to identify new premises locations?*

Yes, we think that would typically be most practical. However, you may want to discuss related issues with the ADT staff or SCS resources before making that decision to help avoid any misunderstandings.

2. *How are PINs issued through EMRS for locations in my State updated in my instance of SCS?*

Currently, there is not a mechanism to update SCS with PINs obtained from the Premises Allocator through other systems, such as the Emergency Management Response System or scrapie.