

Statewide Descriptor Table D02 - Agency 1
 D02 – Agency 1
 D02 – Agency Data Entry Requirements 1

Statewide Descriptor Table D02 - Agency

D02 – Agency

The D02 table represents the first level of the classification structures, the agency codes, and the titles for each agency. The classification structure then splits into two structures called the organization and the program structures. Additionally, the reference data includes a Department code (set by Idaho Code) in order to group Departments for special reporting purposes. This table also contains agency contact phone numbers that are printed on outgoing warrants.

VERSION 3.1	STARS--DESCRIPTOR TABLE MAINTENANCE/INQUIRY	S023
FUNCTION: R (A=ADD, C=CHANGE, D=DELETE, N=NEXT, R=RECALL)		
TABLE-ID-NUMBER: 02 AGENCY		
.....1.....2.....3.....4.....5		
TABLE-ENTRY-KEY: 230		
AGENCY		
REFERENCE-DATA: 042086582000		
DEPT, AREA CODE + PHONE NBR		
TITLE: DEPARTMENT OF CORRECTION		

D02 – Agency Data Entry Requirements

Data Element	Description
TABLE-ID-NUMBER	Enter 02 .
TABLE-ENTRY-KEY	Enter the three-digit agency code assigned by SCO/DFM.
REFERENCE DATA	<p><u>DEPT</u> Enter the two-digit Department Code from Descriptor Table 07.</p> <p><u>AREA CODE + PHONE NBR</u> Enter the ten-digit Area Code and Phone Number of the agency. STARS prints this contact phone number on warrants issued on behalf of the agency.</p>
TITLE	Enter the name of the state agency, up to 50 characters, identified by the agency code.