



# **e-Government Interoperability Framework (e-GIF)**

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## **Government Data Standards Catalogue**

### **Volume 2 – Data Types Standards**

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## **EXECUTIVE SUMMARY**

The e-Government Interoperability Framework (e-GIF) mandates the adoption of XML and the development of XML schemas as the cornerstone of the government interoperability and integration strategy. A key element in the development of XML schemas is an agreed set of data standards. The Government Data Standards Catalogue sets out the rationale, approach and rules for setting and agreeing the set of Government Data Standards (GDS) to be used in the schemas and other interchange processes. It also contains the standards agreed to date. These standards are also recommended for data storage at the business level.

The Catalogue comprises 3 volumes:

Volume 1 sets out the general principles, i.e. the rationale, approach and rules for setting standards

Volume 2, this Volume, sets out the Data Types standards

Volume 3 sets out the Data Items standards

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## **Index of Data Type Standards**

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## Amount Sterling

|                  |   |
|------------------|---|
| Name:            | AMOUNT STERLING   |
| Definition:      | The amount of a sum of money expressed in Sterling.   |
| Business Format: | Max 16 characters   |
| XML Schema ID:   | Tbd   |
| Validation:      | A sign (+ or -) followed by a maximum of 14 numeric characters representing the amount expressed in pounds and pence to two decimal places. |
| Values:          | N/A   |
| Default Value:   | N/A   |
| Owner:           | OeE   |
| Based on:        | None  |
| Verification:    | N/A   |
| Comments:        | This allows for + or - £999,999,999,999.99.   |
| Version:         | 0.4 draft   |
| Date:            |   |

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## BS7666 Address

|                  |   |
|------------------|---|
| Name:            | BS7666 ADDRESS  |
| Definition:      | The address that provides a unique identification and location of a real world object in Great Britain. |
| Business Format: | As per BS7666 1994  |
| XML Schema ID:   | Tbd   |
| Validation:      | See BS7666 1994   |
| Values:          | N/A   |
| Default Value:   | N/A   |
| Owner:           | BSI   |
| Based on:        | BS7666 1994   |
| Verification:    | N/A   |
| Comments:        | N/A   |
| Version:         | 0.1 draft   |
| Date:            |   |

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## Date

|                  |   |
|------------------|---|
| Name:            | DATE  |
| Definition:      | The day, month, year and century, or any combinations of these elements, of an event  |
| Business Format: | Max 10 Characters in the format CCYY-MM-DD  |
| XML Schema ID:   | Tbd   |
| Validation:      | <ol style="list-style-type: none"><li>1. Values less than 10 in the day, month or year elements, should be entered with a zero in the first position</li><li>2. Days must not be greater than 30 in April, June, September and November.</li><li>3. Days must not be greater than 28 in February except when 29 is allowed for a leap year.</li></ol> |
| Values:          | CCYY should be a valid year number<br>MM in Range 01 - 12<br>DD in Range 01 - 31  |
| Default Value:   | N/A   |
| Owner:           | OeE   |
| Based on:        | XML Schema Part 2: Datatypes W3C Recommendation 02 May 2001. See <a href="http://www.w3.org/TR/xmlschema-2/">http://www.w3.org/TR/xmlschema-2/</a>  |
| Verification:    | N/A   |
| Comments:        | <ol style="list-style-type: none"><li>1. See the W3C standard for details of formatting shortened versions of Date, e.g. month and year only</li><li>2. DSS cannot process dates before 29/2/1852</li></ol>   |
| Version:         | 0.3 draft   |
| Date:            |   |

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## E-Mail Address

|                  |   |
|------------------|---|
| Name:            | E-MAIL ADDRESS  |
| Definition:      | The string of characters that are needed in order to get an item of e-mail delivered to the correct post-box for the intended person, role or office. |
| Business Format: | As per IETF RFC2822   |
| XML Schema ID:   | Tbd   |
| Validation:      | See IETF RFC2822  |
| Values:          | N/A   |
| Default Value:   | N/A   |
| Owner:           | OeE   |
| Based on:        | IETF RFC2822  |
| Verification:    | N/A   |
| Comments:        | N/A   |
| Version:         | 0.4 draft   |
| Date:            |   |

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## Forename

|                  |  |
|------------------|--|
| Name:            | FORENAME   |
| Definition:      | The forename or given name of an individual.   |
| Business Format: | Max 35 characters  |
| XML Schema ID:   | Tbd  |
| Validation:      | <ol style="list-style-type: none"><li>1. Any allowable character</li><li>2. Consecutive spaces are not allowed</li></ol> |
| Values:          | N/A  |
| Default value:   | N/A  |
| Owner:           | OeE  |
| Based on:        | BSEN 7372:1993   |
| Verification:    | N/A  |
| Comments:        | An individual can have multiple occurrences of a Forename.   |
| Version:         | 0.4 draft  |
| Date:            |  |



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## Individual Full Name

|                  |  |
|------------------|--|
| Name:            | INDIVIDUAL FULL NAME   |
| Definition:      | The full name of an individual. This is an unstructured concatenation of some or all of the Title, Forename, Surname and name suffix elements, or other elements that make up an individual's full name. |
| Business Format: | Max 70 characters  |
| XML Schema ID:   | Tbd  |
| Validation:      | <ol style="list-style-type: none"><li>1. Any allowable character</li><li>2. Each element of the name must be separated by a space</li><li>3. Consecutive spaces are not allowed</li></ol>                |
| Values:          | N/A  |
| Default value:   | N/A  |
| Owner:           | OeE  |
| Based on:        | N/A  |
| Verification:    | N/A  |
| Comments:        | This standard is for use where it is not necessary to know or process the individual elements of an individual's name.   |
| Version:         | 0.1 draft  |
| Date:            |  |

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## International Postal Address

|                  |  |
|------------------|--|
| Name:            | INTERNATIONAL POSTAL ADDRESS   |
| Definition:      | The address of an International postal delivery point.   |
| Business Format: | <ol style="list-style-type: none"><li>1. Max 35 characters per line</li><li>2. Minimum of 2 lines and maximum of 5 lines for the postal delivery point details, plus 1 line for country and 1 line for postcode/zip code</li></ol> |
| XML Schema ID:   | Tbd  |
| Validation:      | N/A  |
| Values:          | N/A  |
| Default Value:   | N/A  |
| Owner:           | OeE  |
| Based on:        | N/A  |
| Verification:    | N/A  |
| Comments:        | N/A  |
| Version:         | 0.1 draft  |
| Date:            |  |

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## Name Suffix

|                  |   |
|------------------|---|
| Name:            | NAME SUFFIX   |
| Definition:      | A textual suffix that may be added to the end of a person's name, for example, OBE, MBE, BSc, JP, GM.   |
| Business Format: | Max 35 characters   |
| XML Schema ID:   | Tbd   |
| Validation:      | <ol style="list-style-type: none"><li>1. First character must be A – Z</li><li>2. Consecutive spaces are not allowed.</li><li>3. Each occurrence must be separated by a space</li></ol> |
| Value:           | N/A   |
| Default Value:   | N/A   |
| Owner:           | OeE   |
| Based on:        | BSEN 7372:1993  |
| Verification:    | N/A   |
| Comments:        | N/A   |
| Version:         | 0.3 draft   |
| Date:            |   |

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## Postcode

|                  |   |
|------------------|---|
| Name:            | POSTCODE  |
| Definition:      | The code allocated by the Post Office to identify a postal delivery point.  |
| Business Format: | Minimum 6 and Maximum 8 characters  |
| XML Schema ID:   | Tbd   |
| Validation:      | <ol style="list-style-type: none"><li>1. The Outward code can be 2, 3 or 4 characters followed by a space and the inward code, which is 3 characters and is always NAA</li><li>2. The outward code has seven valid formats, AN, ANN, AAN, AANN, ANA, AANA, and AAA</li><li>3. The letters I and Z are not used in the second alpha position (except GIR 0AA)</li><li>4. The second half of the code never uses the letters C, I, K, M, O, and V</li></ol> |
| Values:          | N/A   |
| Default Value:   | N/A   |
| Owner:           | Royal Mail  |
| Based on:        | Royal Mail  |
| Verification:    | N/A   |
| Comments:        | <p>The inward and outward code can be broken down into sub parts as follows:</p> <ul style="list-style-type: none"><li>• the outward code consists of a postcode area and a postcode district,</li><li>• the inward code consists of a postcode sector and a postcode unit.</li></ul>   |
| Version:         | 0.4 draft   |
| Date:            |   |

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## Requested Name

|                  |   |
|------------------|---|
| Name:            | REQUESTED NAME  |
| Definition:      | The name an individual wishes to use where some or all of the elements of the name are not catered for by Title, Forename(s), Surname and Name Suffix fields.   |
| Business Format: | Max 70 characters   |
| XML Schema ID:   | Tbd   |
| Validation:      | <ol style="list-style-type: none"><li>1. Each element of the name must be separated by a space</li><li>2. Consecutive Spaces are not allowed.</li></ol>   |
| Values:          | N/A   |
| Default Value:   | N/A   |
| Owner:           | OeE   |
| Based on:        | N/A   |
| Verification:    | N/A   |
| Comments:        | The Requested Name field should be used where a person requests a particular style of address, for example, The Warden of St.Annes Rest Home or where a name which is longer than that allowed for within a particular package shall be abbreviated in a way other than that arising by default |
| Version:         | 0.3 draft   |
| Date:            |   |

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## Surname

|                  |  |
|------------------|--|
| Name:            | SURNAME  |
| Definition:      | That part of a person's name which is used to describe family, clan, tribal group, or marital association. |
| Business Format: | Max 35 characters  |
| XML Schema ID:   | Tbd  |
| Validation:      | Consecutive spaces are not allowed.  |
| Values:          | N/A  |
| Default Value:   | N/A  |
| Owner:           | OeE  |
| Based on:        | BSEN 7372:1993   |
| Verification:    | N/A  |
| Comments:        | N/A  |
| Version:         | 0.4 draft  |
| Date:            |  |

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## Time

|                  |   |
|------------------|---|
| Name:            | TIME  |
| Definition:      | The time (using a 24 hour clock) at which an event, or the action in an event, takes place.   |
| Business Format: | Max 8 characters expressed as HH:MM:SS (H=hours, M=minutes, S=seconds)  |
| XML Schema ID:   | Tbd   |
| Validation:      | <ol style="list-style-type: none"><li>1. All times must be expressed in the 24 hour clock format, e.g. one minute past midnight is 00:01:00</li><li>2. Values of any element less than 10 should be entered with a zero in the first position</li></ol> |
| Values:          | N/A   |
| Default Value:   | N/A   |
| Owner:           | OeE   |
| Based on:        | XML Schema Part 2: Datatypes W3C Recommendation 02 May 2001. See <a href="http://www.w3.org/TR/xmlschema-2/">http://www.w3.org/TR/xmlschema-2/</a>  |
| Verification:    | N/A   |
| Comments:        | See the W3C standard for details of formatting shortened versions of Time, e.g. hours and minutes only  |
| Version:         | 0.3 draft   |
| Date:            |   |

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## Title

|                  |  |
|------------------|--|
| Name:            | TITLE  |
| Definition:      | Standard form of address used to precede a person's name.  |
| Business Format: | Max 35 characters  |
| XML Schema ID:   | Tbd  |
| Validation:      | N/A  |
| Values:          | <p>The full available range of generally recognised titles are permitted. However if any of the following are used then the value input must conform to the format below:</p> <ul style="list-style-type: none"><li>Mr</li><li>Mrs</li><li>Miss</li><li>Ms</li><li>Dr</li><li>Rev</li><li>Sir</li><li>Lady</li><li>Lord</li><li>Captain</li><li>Major</li><li>Professor</li><li>Dame</li><li>Colonel</li></ul> |
| Default Value:   | N/A  |
| Owner:           | OeE  |
| Based on:        | BSEN 28601   |
| Verification:    | N/A  |
| Comments:        | An individual can have multiple occurrences of a Title.  |
| Version:         | 0.3 draft  |
| Date:            |  |



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## UK Postal Address

|                  |  |
|------------------|--|
| Name:            | UK POSTAL ADDRESS  |
| Definition:      | The address of a postal delivery point within the UK. This is usually a building and usually comprises a name/number, street, town and county. |
| Business Format: | <ol style="list-style-type: none"><li>1. Max 35 characters per line</li><li>2. Minimum of 2 lines and maximum of 5 lines</li></ol>             |
| XML Schema ID:   | Tbd  |
| Validation:      | N/A  |
| Values:          | N/A  |
| Default Value:   | N/A  |
| Owner:           | OeE  |
| Based on:        | BSEN 7372:1993   |
| Verification:    | N/A  |
| Comments:        | N/A  |
| Version:         | 0.4 draft  |
| Date:            |  |

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## UK Telephone Number

|                  |  |
|------------------|--|
| Name:            | UK TELEPHONE NUMBER  |
| Definition:      | A number, including any exchange or location code, at which a person or organisation can be contacted in the UK by telephonic means.   |
| Business Format: | Max 12 characters  |
| XML Schema ID:   | Tbd  |
| Validation:      | There must not be spaces between the characters  |
| Values:          | N/A  |
| Default Value:   | N/A  |
| Owner:           | OeE  |
| Based on:        | OFTEL guidance   |
| Verification:    | N/A  |
| Comments:        | <ol style="list-style-type: none"><li>1. The complete telephone number should always be transferred</li><li>2. It should be noted that “STD” code no longer has any geographic significance. Codes will increasingly be used to denote the type of equipment being called, static or mobile, the company providing the line, BT, Mercury etc, or the type of charging in operation on the number, e.g. 0800 free, 0345 local rate etc.</li></ol> |
| Version:         | 0.4 draft  |
| Date:            |  |

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## APPENDIX A      ABBREVIATIONS/ACRONYMS

Detailed below are the abbreviations and acronyms used within this Catalogue:

|   |       |
|---|-------|
| Banks Automated Clearing System                           | BACS  |
| British Standard European Norm                            | BSEN  |
| British Standards Institute                               | BSI   |
| British Telecom   | BT    |
| Crown Court Criminal Justice System                       | CCCJS |
| Customs & Excise  | HMCE  |
| Department  | DEPT  |
| Department of Social Security                             | DSS   |
| European Union  | EU    |
| Employment Service  | ES    |
| Government  | GOVT  |
| Government Data Standard(s)                               | GDS   |
| Internet Engineering Task Force                           | IETF  |
| Inland Revenue  | IR    |
| International Organisation for Standardisation            | ISO   |
| National Insurance Number                                 | NINO  |
| Not Applicable  | N/A   |
| Number  | NO    |
| Office of e-Envoy   | OeE   |
| Office for National Statistics                            | ONS   |
| Organisation for Economic Co-operation<br>and Development | OECD  |
| Request for Comment                                       | RFC   |
| Request for Proposal                                      | RFP   |

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|  |      |
|--|------|
| Standardised Industrial Classification | SIC  |
| Subscriber Trunk Dialling              | STD  |
| To be determined                       | Tbd  |
| Telephone                              | TEL  |
| United Kingdom                         | UK   |
| United Kingdom Passport Agency         | UKPA |
| Value Added Tax                        | VAT  |
| World Wide Web Consortium              | W3C  |
| Extensible Markup Language             | XML  |