

Appendix B:

TRACS Message FormatsB-2

Appendix B: TRACS Message Formats

TRACS Tenant and Voucher/Payment processing will result in various messages being generated and returned to the entity that submitted the input. Do not confuse the TRACS Messages with the MAT Messages that were described in the **TENER** and **VCHER** records in Chapter 4 and further documented in Appendix C. Both the TRACS Tenant and the Voucher/Payment systems return messages to the owner or their agent. All messages have a similar format. There is header data that contains information identifying the sender of the submission including project and contract identification data. Tenant and Voucher message headers vary slightly in detail, but they follow the same basic format. Following the header data that identifies the entity to receive the message together with the project and contract identification, there will be a variable number of message lines. The examples that follow are based upon Tenant data.

TRACS Tenant System returns discrepancy messages, fatal error messages, and informational messages to the entity that submitted the input. Discrepancy Messages, documented in Appendix D, indicate that the TRACS edits have detected an inconsistency in the data submitted or in the amounts calculated. The transaction has not been rejected by TRACS, but it has been flagged as a discrepancy. The property owner or agent is expected to research the discrepancy and respond based upon the severity of the discrepancy. In some cases the message is an “information only” message sent by TRACS when it detects an apparent anomaly that may have no bearing on the tenant’s eligibility for assistance.

The TRACS Tenant System will reject some transactions when to accept them would result in corrupting the TRACS database. These fatal errors are documented in Appendix E. Transactions that are rejected due to fatal errors must be corrected and resubmitted to TRACS.

Informational messages are similar to discrepancy messages except that they will not be stored in TRACS. These messages are documented in Appendix F.

TRACS Voucher/Payment System, like the Tenant System, produces both discrepancy messages and fatal error messages. These messages are in Appendix D and Appendix E, respectively. The TRACS Voucher/Payment System also produces a variety of control and status messages to keep the owners and their agents informed as to the status of their payment. In every case the message header follows the format already described to identify the entity to receive the message and the project and contract to which it pertains. Appendix G documents the message types that are unique to the TRACS Voucher/Payment System.

Figure B-1: TRACS Message Text Format

The following data will be returned in addition to the specific message text.

Field	Data
@** TRACMnnnnn	(TRACSMail identification)
User Defined	(reserved for OA Defined Data)
User Defined	(reserved for OA Software Vendor)
User Defined	(reserved for OA Software Release/Version)
User Defined	(reserved for CA Software Vendor)
User Defined	(reserved for CA Software Release/Version)
User Defined	(reserved for Agency Defined Data)
Project Name	
Project Number	
Contract Number	
Unit Number	
SSN	(Head of Household SSN)
Name	(Head of Household Name)
Tenant Number	
Effective Date	The (re)certification effective date. (Hud-50059, Item #1)
Specific Message Text	This includes message type (fatal, discrepancy, or informational), message text, and additional message details if applicable.

Figure B-2: Sample TRACS Message Transmissions

There are three kinds of TRACS messages transmitted to the originating entity: **Fatal Error**, **Discrepancy**, and **Informational**. Below is an example of all three kinds of messages transmitted to the user via TRACSMail:

Fatal Error Example

```
@*@ TRACM00098TRACM00098
OA Defined Data      : MAT40TRANS
OA Software Vendor   : MYSOFTWARE
OA Software Release/Version : TRACS8.3
CA Software Vendor   :
CA Software Release/Version :
Agency Defined Data : 01515555
Project Name        : PINECREST
Project No.         : 24755316
Contract No.        : CA30M000001
Unit No.            : 106
SSN                 : 121212121
Name                : WASHINGTON, REBECCA
Tenant No.          : 106R
Effective Date      : 2007-01-01
Fatal Error: F0096
MOVE-OUT EXISTS ON THE TRACS DATABASE
Fatal Error: F0035
MOVE-OUT ACTION NOT PROCESSED
```

Discrepancy Message Example

@*@ TRACM00098TRACM00098

OA Defined Data :
OA Software Vendor :
OA Software Release/Version :
CA Software Vendor : MYSOFTWARE
CA Software Release/Version : TRACS8.1.0
Agency Defined Data : 12412412
Project Name : PINECREST
Project No. : 13644205
Contract No. : CA30M000121
Unit No. : 100
SSN : 121212121
Name : COLE, KENNETH
Tenant No. : 100C
Effective Date : 2007-02-01
Discrepancy : CE004
Action Required : 3

INTERIM EFFECTIVE DATE IS PRIOR TO PREVIOUS EFFECTIVE DATE
REPORTED EFFECTIVE DATE = 000000020030201
REPORTED PRIOR EFFECTIVE DATE = 000000020030301
VERIFY EFFECTIVE DATE OF THIS CERTIFICATION

Informational Message Example

@*@ TRACM00440TRACS00440
OA Defined Data : MAT10TRANS
OA Software Vendor : MYSOFTWARE
OA Software Release/Version : TRACS2.0.2.C
CA Software Vendor :
CA Software Release/Version :
Agency Defined Data : 01231230
Project Name : HOLIDAY HEAVEN
Project No. : 059685012
Contract No. :
Unit No. : D9
SSN : XXXXXXXXXX
Name : VAUGHAN, SARAH
Tenant No. : 351D
Effective Date : 2007-02-01
Informational: UA020
MAT10 SUBMITTED FOR AN OCCUPIED UNIT ADDRESS
Reported Head Id: 121212121
Occupying Head Id: 343434343