

CAREERPRO - FEDERAL LEARNING ACCOUNT

Batch Channel Manual

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A service provided by



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1. Introduction

1.1. Purpose of this document

For the FLA platform various channels were developed that are to make it as easy as possible for employers to communicate the FLA data to Sigedis.

Major companies, relying on information systems to keep their training data up-to-date, can use a web service (online channel, REST API) or file transfer (sFTP, BATCH channel) to transmit data. The transfer of data via batch or API is an automated process between two IT systems. This means that no manual user intervention is required to transfer the data.

The documentation below describes how this BATCH channel works..

This is intended for IT professionals who want to know more about the technical aspects of the BATCH channel. Specialized terminology and technical examples are used to clearly explain the concepts.

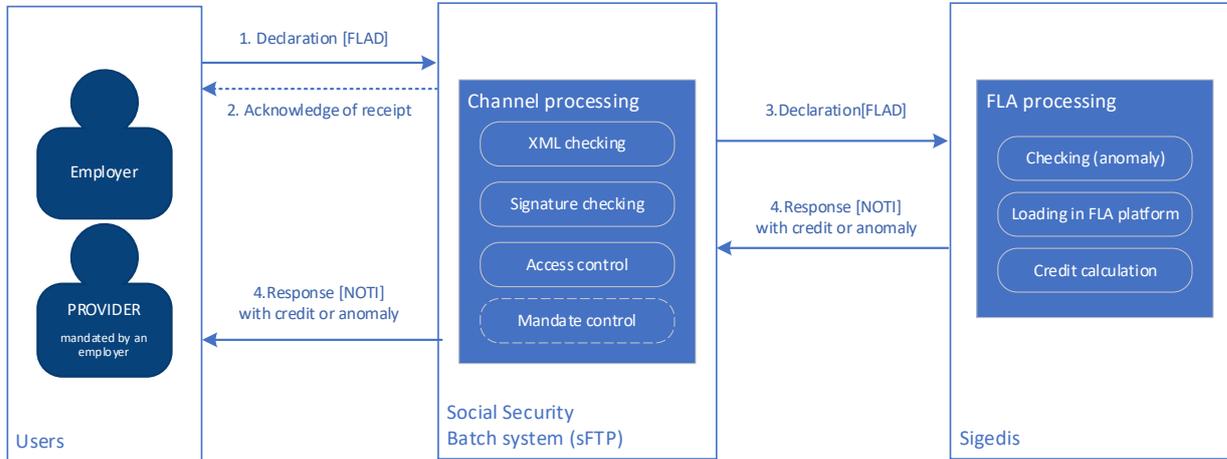
This document is part of the documents that are at the disposal of the employer and its authorized representative:

Document	Description
BATCH Channel Manual	Document describing the necessary steps to transmit FLA data by using the BATCH channel.
API Channel Manual	Document describing the necessary steps to transmit FLA data by using the API channel.
Online Application Manual	Document describing the necessary steps to enter the FLA data by using the online application.
Description of the anomalies	List of all anomalies and warnings related to the data of FLA data.
Glossary	Technical documentation describing the data blocks and zones of the batch and API.
XSD	Technical scheme defining the BATCH structure.
SWAGGER	Technical scheme defining the API structure.
Setting up the batch channel	Document describing the necessary steps to configure the BATCH channel on the social security portal.
Setting up the API channel	Document describing the necessary steps to configure the web service channel (API) on the social security portal.
Getting access to the online application	Document describing the steps that are necessary for a user to get access to the <i>CareerPro Federal Learning Account</i> online application

2. Exchange of data

The exchange of structured messages between the users (= employers and their authorized representatives) and Sigedis is realized through the social security BATCH SFTP channel (called the system of streams). Prior to being able to use this channel, the user must have configured his accesses using the social security portal. The necessary steps for this configuration are described in the document "Setting up the batch channel".

The following diagram shows the various steps of an exchange of files between a user and Sigedis. Each step will be described later in this document.



2.1. Transmission of the data by the user

First of all the user must create files containing FLA data and then transmit them by using the social security batch channel. In this respect the social security standard protocol is to be followed.

Description of a transmission

In order to realize a transmission the user puts three files on the social security SFTP in his IN folder (or INTEST if it is a test transmission). This folder is common to all batch streams transferred by the user. The Federal Learning Account files must comply with the following denomination criteria:

```
GO.FLAD.xxxxxx.yyyymmdd.zzzzz.R.1
FS.FLAD.xxxxxx.yyyymmdd.zzzzz.R.1.1
FI.FLAD.xxxxxx.yyyymmdd.zzzzz.R.1.1
```

where

- xxxxxx refers to the user's sender number, received upon access configuration (eg. 102011);
- yyyymmdd refers to the transmission date (eg. 20230119);
- zzzzz is a sequence number providing the file with a unique name (eg. 00001);
- R indicates that it is a transmission in the production environment (T for the test environment);
- the "GO.FLAD" file is an "empty" file allowing to trigger the transfer of files having the same file name. This file must be the last file that is put on the SFTP;
- the "FS.FLAD" file contains the signature¹ of the FI data file. The calculation of this signature uses the certificate that has been specified during access configuration;
- the "FI.FLAD" file is the data file containing the *Federal Learning Account* information.

Example:

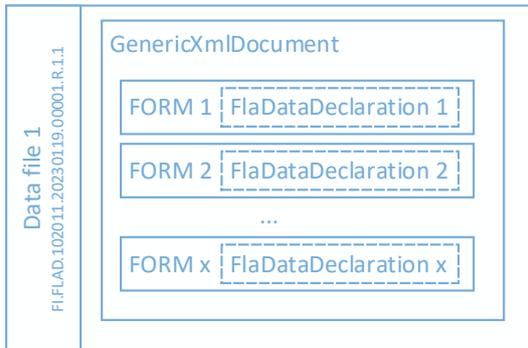
```
GO.FLAD.102011.20230119.00001.R.1
FS.FLAD.102011.20230119.00001.R.1.1
FI.FLAD.102011.20230119.00001.R.1.1
```

¹ See documentation on socialSecurity.be ([NL](#) page, section of "Transmission of a structured message using SFTP") for details on the creation of a signature file

Description of the data file (FI.FLAD)

The data file is a full-XML file of the “*GenericXmlDocument*” type. This XML can contain several forms (several *<Form>* blocks). Each of these forms has 1 data block (*<Data>* block) that contains 1 FederalLearningAccount declaration (*<FlaDataDeclaration>* block).

So the employer can transmit several *FlaDataDeclaration* declarations in one and the same file. The figure below is a concise presentation of the structure of a data file.



In order to create a FI.FLAD. data file the declarant must follow the following steps:

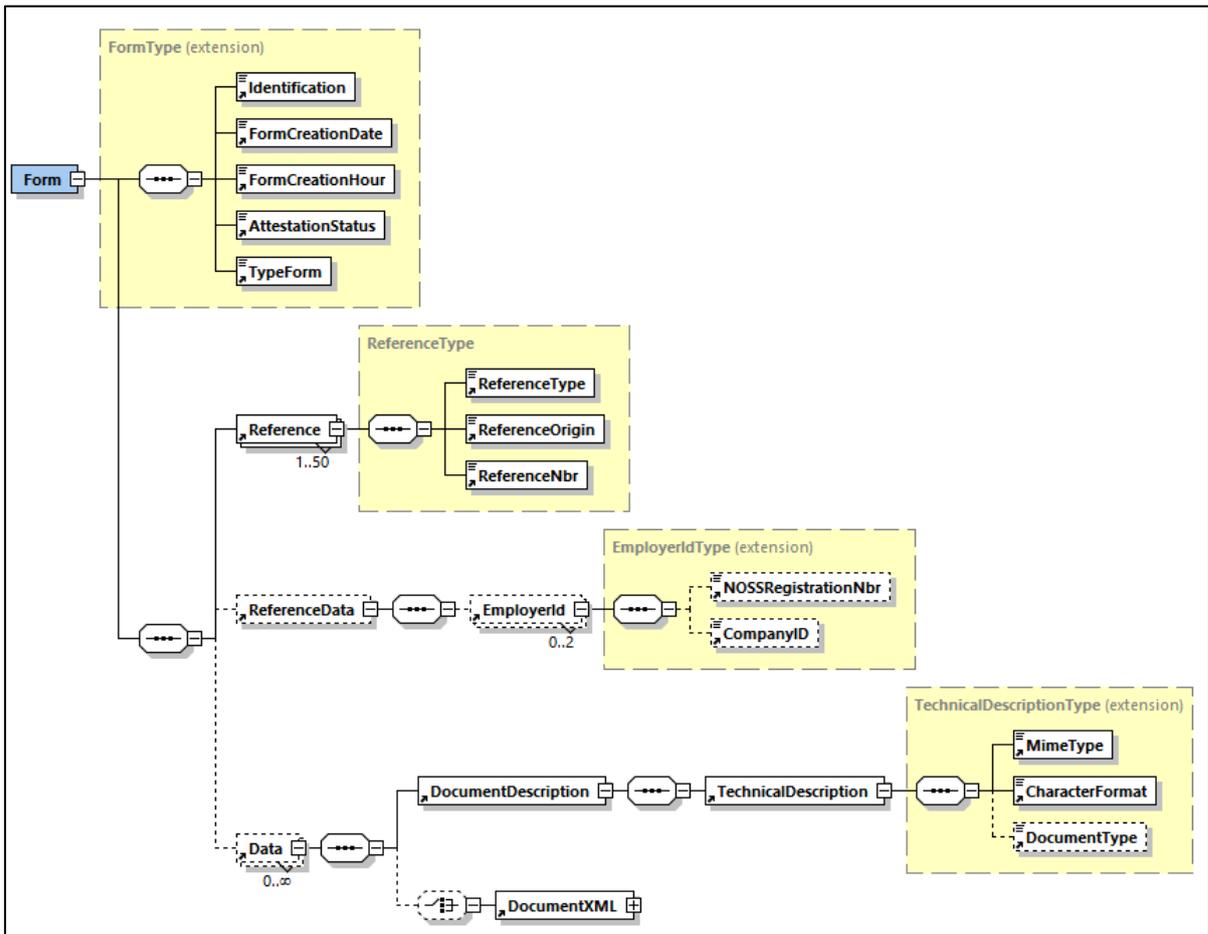
- 1) Create one XML *FlaDataDeclaration* per employee and per year (cf. [3.1 Definition of the “FlaDataDeclaration”](#))
- 2) Integrate each *FlaDataDeclaration* into a form of the *<Form>* type (cf. [2.1.1 Details of the technical envelope of the declarations \(Form\)](#))
- 3) Put these forms together in 1 file of the “*GenericXmlDocument*” type, taking into account the standard limits of the channel of system streams:
 - a. A data file can contain a maximum of 3,500 forms.
 - b. A data file size cannot exceed 35MB.

An example of a data file can be found in the annexes.

2.1.1. Details of the technical envelope of the declarations (Form)

To allow transmission through the social security BATCH channel the “Federal Learning Account” (*FlaDataDeclaration*) declarations must be integrated into a technical XML envelope named Form (*Form*). This section describes how to integrate the *FlaDataDeclaration* into the form.

A form (*Form*) contains a lot of zones that are not used within this project. The diagram below shows the structure of a form but only displays the zones that are used within this project. The rest of the zones are intentionally not visible.



Field name	Description
Identification (00296)	Zone describing the nature of the form = FLAD001 for a “Federal Learning Account” declaration
FormCreationDate (00218)	Date on which the form was created. Format: YYYY-MM-DD
FormCreationHour (00299)	Exact time when the form was created Format: HH:MM:SS.SSS <u>Comment</u> It is important that creation date and hour contain values that correspond with the real time when the document was created.
AttestationStatus (00110)	Status of the form = 0 for a “Federal Learning Account” declaration
TypeForm (00297)	Type of the form = SU for a “Federal Learning Account” declaration
Reference (90082)	Block with the employer reference of the form
ReferenceType (00221)	Type of reference number = 1 to indicate that the reference number relates to this form.
ReferenceOrigin (00298)	Origin of the reference number = 1 to indicate that the reference number has been allocated by the declarant.
ReferenceNbr (00222)	Reference number (alphanumeric) (max 20 characters). This reference will also be present in the response. The reference allows you to link a submitted form to a response.
ReferenceData (90452)	Block with the employer’s identification numbers
EmployerId (90256)	
NOSSRegistrationNbr (00011)	Employer’s NOSS number
CompanyID (00014)	Employer’s CBE number
Data (90370)	
DocumentDescription (90453)	Block with a technical description of the data
TechnicalDescription (90454)	
MimeType (01044)	= application/xml for a “Federal Learning Account” declaration

CharacterFormat (01046)	= NATIVE for a “Federal Learning Account” declaration
DocumentType (01164)	= MAIN for a “Federal Learning Account” declaration
DocumentXML (90456)	Block with the XML of the “Federal Learning Account” declaration

Below is an XML example of the Form envelope that must be created with respect to a “Federal Learning Account” declaration. The FlaDataDeclaration is added where the “ ” are displayed.

```

<Form>
  <Identification>FLAD001</Identification>
  <FormCreationDate>2024-01-08</FormCreationDate>
  <FormCreationHour>11:30:00.743</FormCreationHour>
  <AttestationStatus>0</AttestationStatus>
  <TypeForm>SU</TypeForm>
  <Reference>
    <ReferenceType>1</ReferenceType>
    <ReferenceOrigin>1</ReferenceOrigin>
    <ReferenceNbr>RefEmployer#0001</ReferenceNbr>
  </Reference>
  <ReferenceData>
    <EmployerId>
      <NOSSRegistrationNbr>132042316</NOSSRegistrationNbr>
      <CompanyID>880820673</CompanyID>
    </EmployerId>
  </ReferenceData>
  <Data>
    <DocumentDescription>
      <TechnicalDescription>
        <MimeType>application/xml</MimeType>
        <CharacterFormat>NATIVE</CharacterFormat>
        <DocumentType>MAIN</DocumentType>
      </TechnicalDescription>
    </DocumentDescription>
    <DocumentXML>
      ....
    </DocumentXML>
  </Data>
</Form>

```

2.2. Acknowledgement of receipt generated by the stream system

ACRF

For each transmission from the employer the batch channel performs standard verifications on transmission level (signature control, access control, ...). Then it sends an acknowledgement of receipt (“ACRF” file) specifying whether the transmission was accepted or refused. In case of refusal, an anomaly code « ACRF-yyy » is given in the file « yyy » corresponding to an anomaly number. The definition of the code can be found in the glossary.

The ACRF file is available in the transmitter’s OUT (or OUTTEST) folder and consists of three files:

- FO.ACRF.999999.yyyymmdd.zzzzz.R.FLAD
- FS.ACRF.999999.yyyymmdd.zzzzz.R.FLAD
- GO.ACRF.999999.yyyymmdd.zzzzz.R.FLAD

Negative NOTI

If the transmission is accepted the stream system will perform extra verifications on form level (XML syntax, conformity of the XML in relation to the XSD, ...). The refused forms will not be sent to Sigedis. With respect to the latter the stream system will send directly to the employer a negative confirmation (NOTI file) for each refused form. The NOTI file is put in the transmitter’s OUT (or OUTTEST) folder and consists of three files:

- FO.NOTI.999999.yyyymmdd.zzzzz.R.FLAD
- FS.NOTI.999999.yyyymmdd.zzzzz.R.FLAD
- GO.NOTI.999999.yyyymmdd.zzzzz.R.FLAD

2.3. Transmission of the declarations to Sigedis

The batch channel transmits all accepted forms to Sigedis. These files are then handled by Sigedis and enrich the *Federal Learning Account* platform. The main steps in this enrichment are:

- Control of the quality of the declaration.
Depending on the result of the verifications a declaration may have the following status:
 - Accepted (with or without anomaly of the warning gravity)
 - Refused (anomaly of the blocking gravity)
- Storage of the data in the Federal Learning Account (only with respect to the accepted forms).
- Calculation of the remaining credit (only with respect to the accepted forms).

2.4. Creation of business responses by Sigedis

Sigedis creates a notification (NOTI file) for each received form and sends it to the user (through the batch channel). This notification may contain two types of information:

- The result of the processing of the declaration:
 - The *<HandlingResult>* block indicates whether the declaration was accepted or refused by Sigedis.
 - The *<AnomalyReport>* block indicates whether Sigedis has found anomalies in the declaration.
- With respect to the forms that were accepted by Sigedis an additional data block will be present, containing the calculation of the remaining credit. This information shall be stored in the *<ApplicationData>* block and shall contain a *FlaCreditCalculation* (cf. [3.2 "Definition of the FlaCreditCalculation"](#))

The notifications will be available in the user's OUT (or OUTTEST) folder. This folder is common to the notifications of all batch streams configured by the user. Federal Learning Account notifications are identified by the suffix « .FLAD ».

A notification consists of 3 files:

- FO.NOTI.999999.yyymmdd.zzzzz.R.FLAD
- FS.NOTI.999999.yyymmdd.zzzzz.R.FLAD
- GO.NOTI.999999.yyymmdd.zzzzz.R.FLAD

The file containing the result of the processing is FO.NOTI.xxxx

An example of a response file can be found in the annex.

Linking an answer to a transfer

In a NOTI file you can find several answer forms, 1 answer form per transferred declaration. The zone of the answer form that links to the declaration transferred by the user is ReferenceNbr (with ReferenceType = 1 and ReferenceOrigin = 1). The value of that zone in the NOTI Answer is the same as the value provided by the user in the FLAD declaration.

3. Definition of the stream

3.1. Definition of the “*FlaDataDeclaration*” declarations

A “Federal Learning Account” declaration (named *FlaDataDeclaration*) is an XML declaration that refers to a specific year and a specific employee. This declaration may include data on the “**training rights**” which an employee is entitled to for the year of the declaration. It may also contain data on the “**trainings**” that an employee initiates during the declaration year.

The employer has the choice to declare the two types in one and the same *FlaDataDeclaration* or in two separate *FlaDataDeclaration* forms.

3.1.1. The concept of complete picture

It is compulsory for the declaration of a specific type of data (trainings and/or rights) always to present the complete picture of that data for the year of declaration:

- If an employer declares rights, he is obliged to specify all rights of the employee with respect to the year concerned, even if some of these rights were already declared in a previous transmission.
- If an employer declares trainings, he is obliged to specify all the trainings of the employee which start in the year concerned, even if some of these trainings were already declared in a previous transmission. This principle also applies to trainings declared using multiple periods taking place in different years. All training periods have to be included in the calendar year of the very first period (= first start date). Trainings that take place over several FLA windows (= 5-year period during which training rights accumulate) have to be split: at least one training period per FLA window.

A new photograph is situated at the employee level. This means that a new declaration/photo completely replaces the previous declaration of the employee concerned.

Example

- If in January the employer transfers a first FLAD file for 1000 employees (= 1000 *flaDataDeclaration*) then this will give 1000 different photos.
- If in February there are changes for only 5 employees then the employer can transmit a second FLAD file containing only the data of these 5 employees.

3.1.1.1. Examples for an employee

Scenario

In January the employer decides that his employee is entitled to 32 hours of training (4 days of 8 hours). In June the employer realizes that this employee is entitled to 40 hours of training (5 days of 8 hours) instead of 32 hours.

The employee first follows a training of 8 hours in February and a second training of 4 hours in June.

Declaration by the employer

The table below shows two ways to transmit this information through the batch channel.

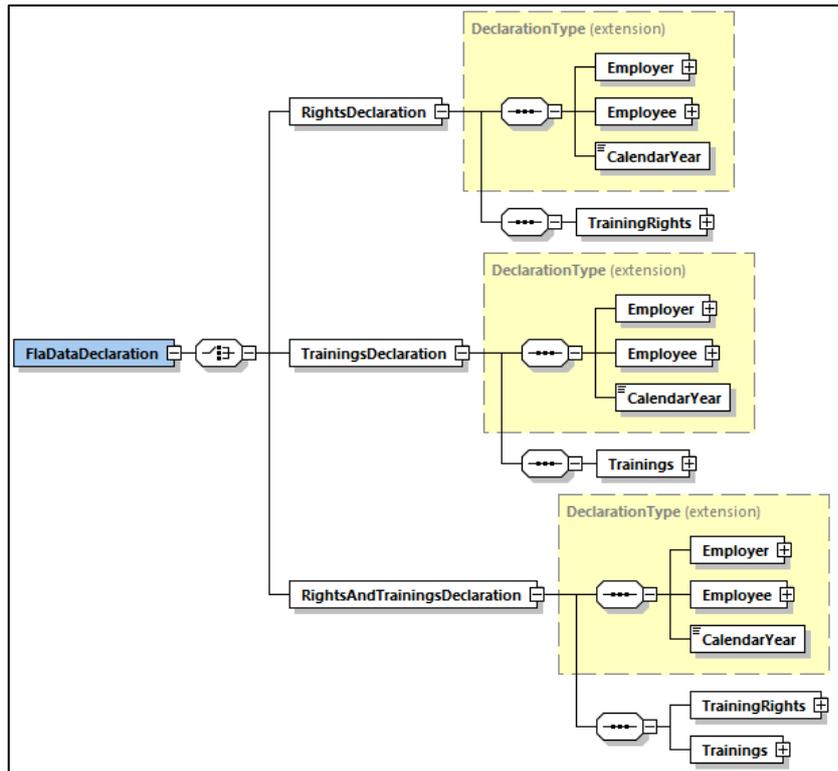
	Option 1	Option 2
In January	The employer transmits 1 <i>FlaDataDeclaration</i> with - the 32 hours of training right	The employer transmits 1 <i>FlaDataDeclaration</i> with - the 32 hours of training right
In February	The employer transmits 1 <i>FlaDataDeclaration</i> with - the 32 hours of training right - the 8 hours of the first training	The employer transmits 1 <i>FlaDataDeclaration</i> with - Only the 8 hours of the first training
In June	The employer transmits 1 <i>FlaDataDeclaration</i> with - the 40 hours of training right - the 8 hours of the first training - the 4 hours of the second training	The employer transmits 2x <i>FlaDataDeclaration</i> 1st <i>FlaDataDeclaration</i> with - the 40 hours of training right 2nd <i>FlaDataDeclaration</i> with - the 8 hours of the 1st training - the 4 hours of the 2nd training

Comments

- It is possible to combine both options.
 - One prerequisite that absolutely must be observed is: if a type of data is declared, all information with respect to that type of data must be mentioned.
- ➔ **If in June the employer does not again declare the information with respect to the 1st training, the FLA application will consider the 1st training not followed and it will be deleted from the employee’s account.**

3.1.2. Main structure of FlaDataDeclaration

The XML of a *FlaDataDeclaration* declaration must comply with the following XSD structure:



Field name	Description
FlaDataDeclaration (FLA01)	“Federal Learning Account” declaration. FlaDataDeclaration can contain only <u>one child block</u> (choice).
RightsDeclaration (FLA33)	Block to be used only for declaring rights.
TrainingsDeclaration (FLA34)	Block to be used only for declaring trainings.
RightsAndTrainingsDeclaration (FLA35)	Block to declare trainings and rights at the same time.

A *FlaDataDeclaration* declaration may contain

- a declaration with only rights. In this case the *RightsDeclaration* block is to be completed.
- a declaration with only trainings. In this case the *TrainingsDeclaration* block is to be completed.
- a declaration with both rights and trainings. In this case the *RightsAndTrainingsDeclaration* block is to be completed.

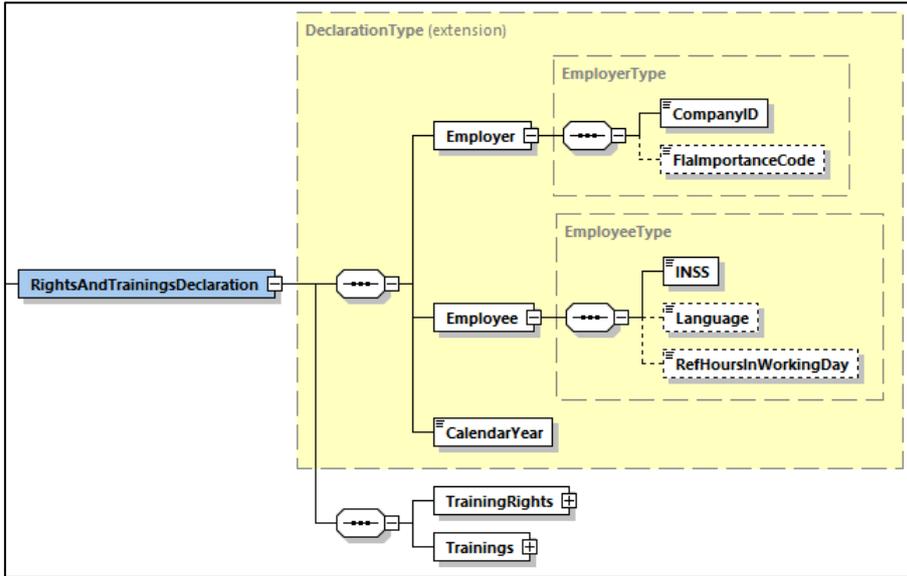
These three types of declarations share one and the same identification heading (defined by *DeclarationType*). This basis contains information on the employer (*Employer*), the employee (*Employee*) and the year concerned (*CalendarYear*).

In addition to this identification heading each of these three declarations contains the FLA data that the employer wishes to declare (right and/or training).

As the *RightsAndTrainingsDeclaration* declaration exactly reproduces the data from the other two declarations² only this one will be discussed in detail in this document.

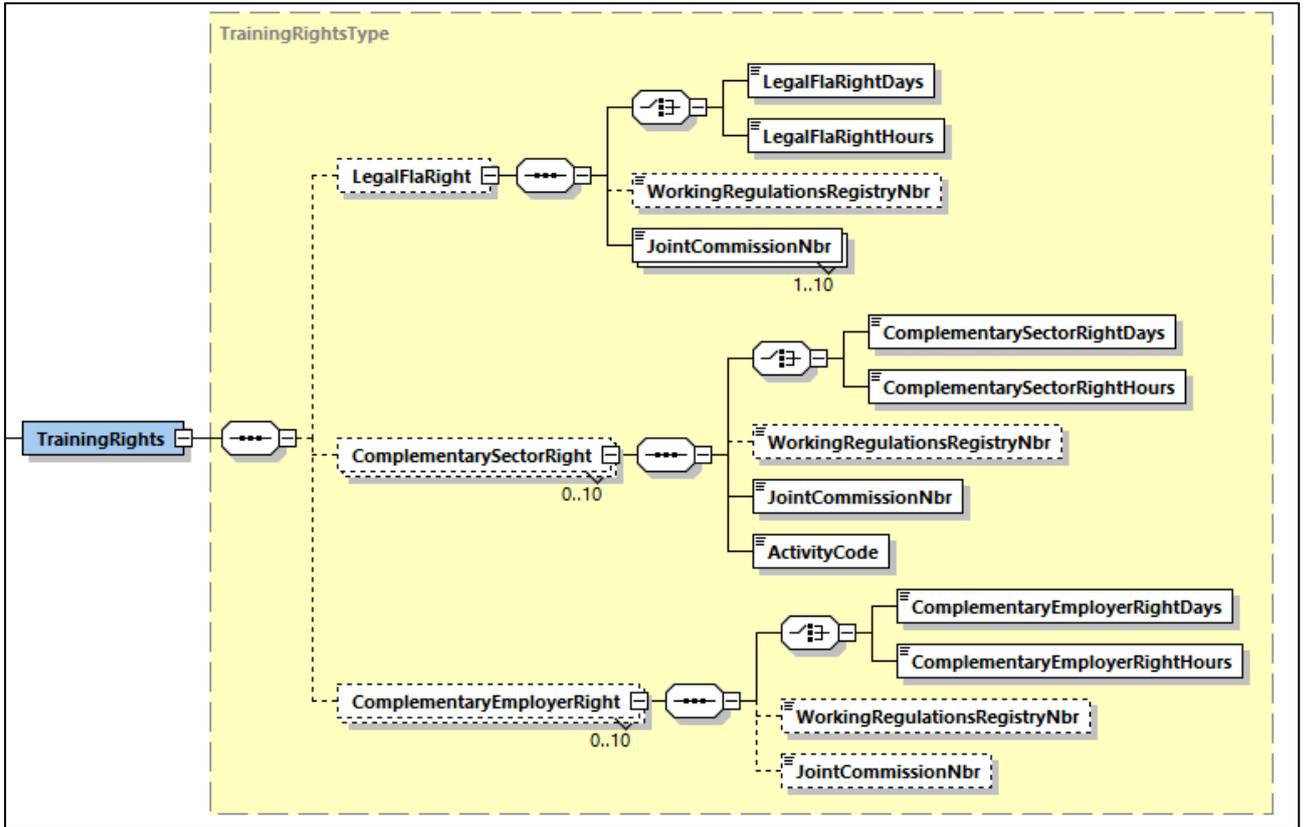
² The *RightsAndTrainingsDeclaration* declaration contains the *TrainingRights* from the *RightsDeclaration* and the *Trainings* from the *TrainingsDeclaration*.

3.1.3. Structure of RightsAndTrainingsDeclaration



Field name	Description
Employer (FLA02)	Data block for employer identification.
CompanyID (00014)	CBE number of the employer.
FlalmportanceCode (FLA32) (Optional)	Company size as defined in the 'Federal Learning Account' law. 1 = 1 to 4 employees 2 = 5 to 9 3 = 10 to 19 4 = 20 to 49 5 = 50 to 99 6 = 100 to 199 7 = 200 to 499 8 = 500 to 999 9 = 1000 and more
Employee (FLA03)	Data block for employee identification.
INSS (00024)	Employee identification number within social security. This is the national register number or BIS number.
Language (01047) (Optional)	The employee's language preference. 1 = Dutch 2 = French 3 = German 4 = English
RefHoursInWorkingDay (FLA31) (Optional)	The average number of hours a day (expressed in hundredths of an hour) that someone is working full-time within the company. Value between 0 (= 0 hours) and 1400 (= 14 hours). 7 hours and 36 minutes is expressed as 760.
CalendarYear (01004)	Year covered by the declaration. All years from 1950 to 2100 will be accepted.
TrainingRights (FLA04)	Data block with the rights of training times that the employee is entitled to during the year of declaration.
Trainings (FLA05)	Data block with all the trainings followed by the employee starting in the year of declaration. There is a <Training> (FLA15) sub block for each training.

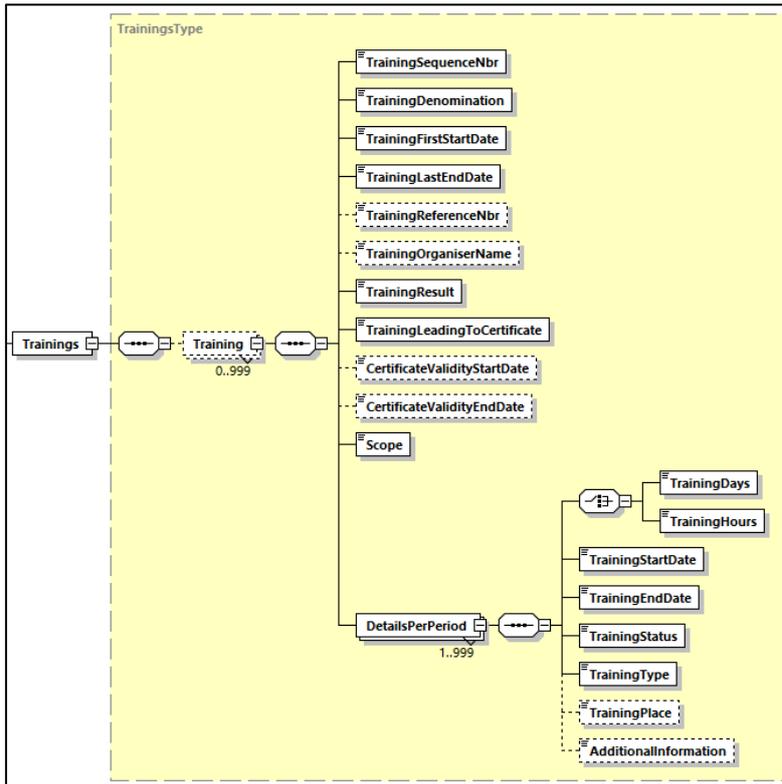
3.1.4. Structure of TrainingRights



Field name	Description
LegalFlaRight (FLA06) (Optional)	Data block with the individual training rights specified by the "Federal Learning Account" law. This number may vary according to your Collective Labour Agreement (CLA). Collective training rights are not included here.
LegalFlaRightDays (FLA09)	Individual legal right expressed in hundredths of days with a degree of accuracy of "half a day". Value between 0 (= 0 days) and 31200 (= 312 days).
LegalFlaRightHours (FLA10)	Individual legal right expressed in hundredths of an hour. Value between 0 (= 0 hours) and 312000 (= 3120 hours).
Note: The previous two fields cannot be present at the same time. Indeed, the right can be encoded in hours OR days. But not both at the same time.	
WorkingRegulationsRegistryNbr (00142) (Optional)	Registration number of the collective labour agreement.
JointCommissionNbr(00046)	Number of the joint commission which the employee belongs to. A person may fall under various joint commissions with one and the same employer. The field is repeated for each of them (max. 10x). Format : - CCC: The joint commissions; sequence of 3 digits, left aligned. - CCC.CC: Joint Subcommissions; sequence of 3 digits followed by a period and 2 digits, left aligned. - CCC.CC.CC: Joint sub-subcommissions; sequence of 3 digits followed by a period and 2 digits and then a period and 2 digits.
ComplementarySectorRight (FLA07) (Optional)	Data block with the individual complementary sectoral training rights specified by a collective labour agreement concluded within a joint (sub)commission. These fall outside the "Federal Learning Account" law and are in addition to legal training rights, if applicable. Collective training rights are not included here. There is one block per origin of law (= per joint committee).
Complementary SectorRightDays (FLA11)	Complementary sector right expressed in hundredths of days with a degree of accuracy of "half a day". Value between 0 (= 0 days) and 31200 (= 312 days).
Complementary SectorRightHours (FLA12)	Complementary sector right expressed in hundredths of an hour. Value between 0 (= 0 hours) and 312000 (= 3120 hours).

	Note: The previous two fields cannot be present at the same time. Indeed, the right can be encoded in hours OR days. But not both at the same time.	
	WorkingRegulationsRegistryNbr (00142) (Optional)	Registration number of the collective labour agreement.
	JointCommissionNbr(00046)	Number of the joint commission which the employee belongs to. A person may fall under various joint commissions within one and the same employer. The field is repeated for each of them (max. 10x). Format : - CCC: The joint commissions; sequence of 3 digits, left aligned. - CCC.CC: Joint Subcommissions; sequence of 3 digits followed by a period and 2 digits, left aligned. - CCC.CC.CC: Joint sub-subcommissions; sequence of 3 digits followed by a period and 2 digits and then a period and 2 digits.
	ActivityCode (00228)	NACE code representing the employer's economic activity. Example: "1120" for the activity of "Growing rice".
	ComplementaryEmployerRight (FLA08) (Optional)	Data block with the individual complementary training rights determined by the employer on the basis of an employment regulation at company level. These are outside the "Federal Learning Account" law and are in addition to legal training rights, if applicable. Collective training rights are not included here. There is one block per origin of entitlement (= per labour regulations).
	ComplementaryEmployerRightDays (FLA13)	Complementary employer right expressed in hundredths of days with a degree of accuracy of "half a day". Value between 0 (= 0 days) and 31200 (= 312 days).
	ComplementaryEmployerRightHours (FLA14)	Complementary employer right expressed in hundredths of an hour. Value between 0 (= 0 hours) and 312000 (= 3120 hours).
	Note: The previous two fields cannot be present at the same time. Indeed, the right can be encoded in hours OR days. But not both at the same time.	
	WorkingRegulationsRegistryNbr (00142) (Optional)	Registration number of the collective labour agreement.
	JointCommissionNbr(00046)	Number of the joint commission which the employee belongs to. A person may fall under various joint commissions within one and the same employer. The field is repeated for each of them (max. 10x). Format : - CCC: The joint commissions; sequence of 3 digits, left aligned. - CCC.CC: Joint Subcommissions; sequence of 3 digits followed by a period and 2 digits, left aligned. - CCC.CC.CC: Joint sub-subcommissions; sequence of 3 digits followed by a period and 2 digits and then a period and 2 digits.

3.1.5. Structure of Trainings



Field name	Description
TrainingSequenceNbr (FLA16)	Technical sequence number. The value has to be unique in the same declaration.
TrainingDenomination (FLA21)	Denomination of the training.
TrainingFirstStartDate (FLA19)	First start date of the training. For trainings that are declared in multiple training periods, this is the start date of the earliest period.
TrainingLastEndDate (FLA20)	Last end date of the training. For trainings that are declared in multiple training periods, this is the end date of the last period.
TrainingReferenceNbr (FLA22) (Optional)	Reference of the training (employer's internal reference number)
TrainingOrganiserName (FLA25) (Optional)	Name of the organizer of the training.
TrainingResult (FLA26)	Zone specifying the result of the training: 1 = The training was 'successful' 2 = The training was 'failed' 3 = The training was interrupted 4 = The training was completed but had no results 5 = The training has not yet been completed
TrainingLeadingToCertificate (FLA27)	Zone indicating whether the training has resulted in obtaining a certificate (or another performance certificate such as a diploma, etc.). 1 = The training does not lead to a certificate 2 = The training leads to a certificate
CertificateValidityStartDate (FLA28) (Optional)	Start date of the validity of the certificate.
CertificateValidityEndDate (FLA29) (Optional)	End date of the validity of the certificate.
Scope (FLA30)	Zone indicating whether or not the training falls within the scope of the "Federal Learning Account". This zone allows you to know whether the training is to be taken into consideration when calculating the remaining training credit. 1= Training falls within the FLA scope 2= Training does not fall within the FLA scope
DetailsPerPeriod (FLA36)	Data block containing details about the training period
TrainingDays (FLA17)	Number of training days of the training period expressed in hundredths of days with a degree of accuracy up to "half a day".

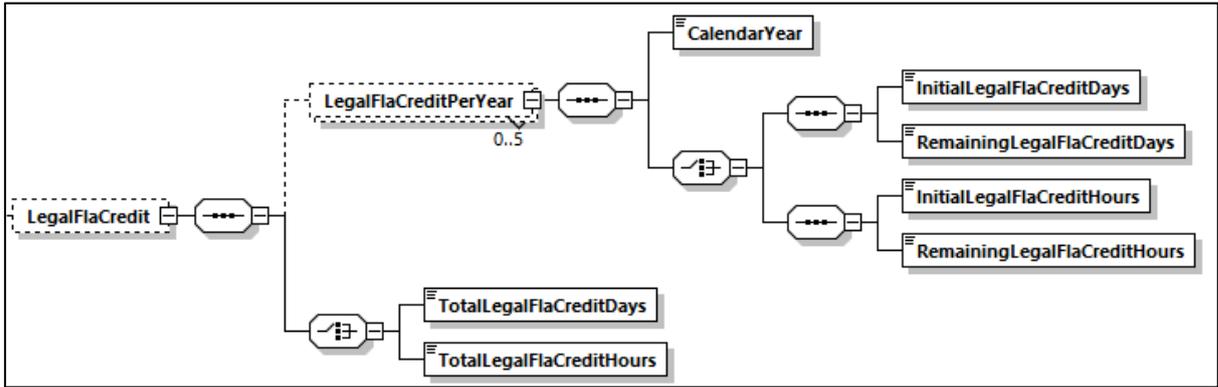
	Value between 0 (= 0 days) and 156000 (= 1560 days = 5 years with 312 days).
TrainingHours (FLA18)	Number of training hours of the training period expressed in hundredths of an hour. Value between 0 (= 0 hours) and 1560000 (= 15600 hours = 5 years of 312 days of 10 hours).
Note: The previous two fields cannot be present at the same time. Indeed, the right can be encoded in hours OR days. But not both at the same time.	
TrainingStartDate (FLA37)	Start date of the training period.
TrainingEndDate (FLA38)	End date of the training period.
TrainingStatus (FLA39)	Zone specifying the status of the training: 1 = Training followed and passed 2 = Not followed 3 = Not suitable for the employee 4 = Reserved for the employee (not yet followed).
TrainingType (FLA23)	Field defining the type of training: 1 = formal training 2 = informal training
TrainingPlace (Optionnel) (FLA24)	Place of the training: 1 = On-site training 2 = Off-site training 3 = Online training 4 = Abroad (outside Belgium)
AdditionalInformation (Optionnel) (FLA40)	Free text area in which additional information about the training period can be indicated. Depending on the needs of the declarant, this may be the reference of the training period, the title of the training module that is/will be followed during the (specific) training period, etc.

3.2. Definition of the “*FlaCreditCalculation*” responses

For each declaration that was transmitted and accepted by the system (content correct, authorized declaration,...) the employer will receive a response with the calculation of the remaining credit of the employee mentioned in the declaration. This calculation is transmitted as a XML file and contains the corresponding details.

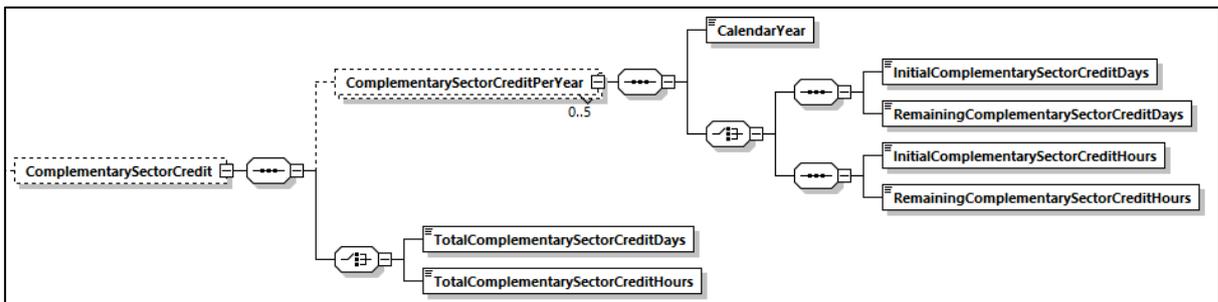
3.2.1. Main structure of *FlaCreditCalculation*

The detailed calculation complies with the following XSD structure:



Field name	Description
LegalFlaCreditPerYear (FLA55)	Data block with the detailed calculation of the legal credit for a specific year. There is one block a year with a maximum of five blocks.
CalendarYear (01004)	Year covered by the detailed calculation.
InitialLegalFlaCreditDays (FLA56)	Legal annual credit based on the declared legal right expressed in hundredths of days with a degree of accuracy of "half a day". Value between 0 (= 0 days) and 31200 (= 312 days).
RemainingLegalFlaCreditDays (FLA57)	Remaining annual legal credit. It is calculated on the basis of the declared legal rights and the trainings followed. Expressed in hundredths of days with a degree of accuracy of "half a day". Value between 0 (= 0 days) and 31200 (= 312 days).
InitialLegalFlaCreditHours (FLA58)	Legal annual credit based on the declared legal right. It is expressed in hundredths of an hour. Value between 0 (= 0 days) and 31200 (= 312 days).
RemainingLegalFlaCreditHours (FLA59)	Remaining annual legal credit. It is calculated on the basis of the declared legal rights and the trainings followed. Expressed in hundredths of an hour. Value between 0 (= 0 hours) and 31200 (= 3120 hours).
TotalLegalFlaCreditDays (FLA60)	Sum of the remaining annual legal credits (over a period of five years). Hence this number is the legal credit that is available at the moment of calculation. Expressed in hundredths of a day with a degree of accuracy of "half a day". Value between 0 (= 0 days) and 31200 (= 312 days).
TotalLegalFlaCreditHours (FLA61)	Sum of the remaining annual legal credits (over a period of five years). Hence this number is the legal credit that is available at the moment of calculation. Expressed in hundredths of an hour. Value between 0 (= 0 hours) and 31200 (= 3120 hours).

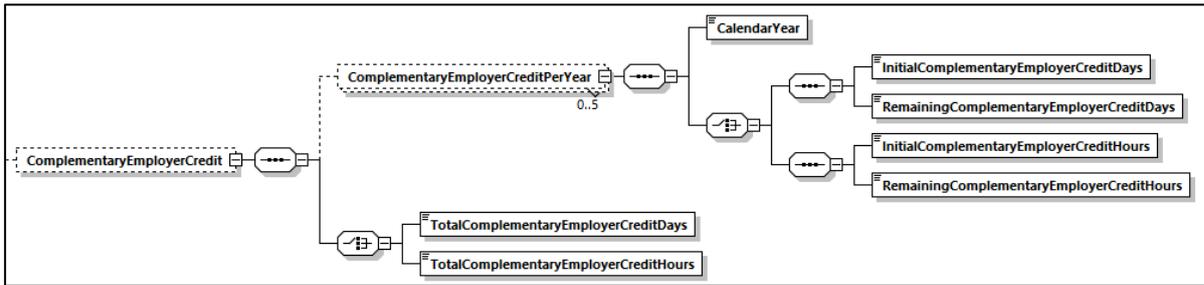
3.2.3. Structure of ComplementarySectorCredit



Field name	Description
ComplementarySectorCreditPerYear (FLA62)	Data block with the detail of the additional credit at sector level for a specific year. There is one block per year with a maximum of five blocks.
CalendarYear (01004)	Year covered by the detailed calculation.

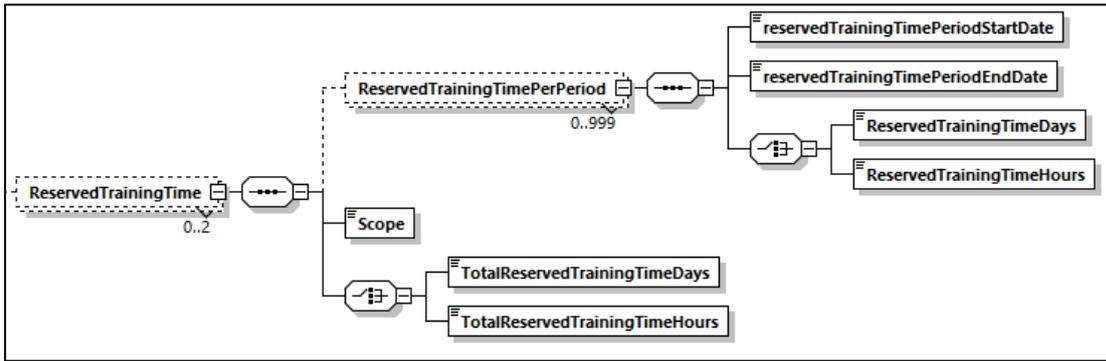
InitialComplementarySectorCreditDays (FLA63)	Additional annual credit at sector level based on the declared rights at sector level. It is expressed in hundredths of days with a degree of accuracy of "half a day". Value between 0 (= 0 days) and 31200 (= 312 days).
RemainingComplementarySectorCreditDays (FLA64)	Remaining complementary annual credit at sector level. It is calculated based on the declared additional rights at sector level and the formations followed. It is expressed in hundredths of days with a degree of accuracy of "half a day". Value between 0 (= 0 days) and 31200 (= 312 days).
InitialComplementarySectorCreditHours (FLA65)	Additional annual credit based on the declared rights at sector level. It is expressed in hundredths of an hour. Value between 0 (= 0 hours) and 312000 (= 3120 hours).
RemainingComplementarySectorCreditHours (FLA66)	Remaining additional annual right at sector level. It is calculated based on the declared additional rights at sector level and the formations followed. It is expressed in hundredths of an hour. Value between 0 (= 0 hours) and 312000 (= 3120 hours).
TotalComplementarySectorCreditDays (FLA67)	Sum of the remaining additional credit at sector level (over the five-year period). Hence this number indicates the complementary sectoral credit that is available at the moment of calculation. It is expressed in hundredths of a day) with a degree of accuracy of "half a day". Value between 0 (= 0 days) and 31200 (= 312 days).
TotalComplementarySectorCreditHours (FLA68)	Sum of the remaining additional credit at sector level (over the five-year period).Hence this number indicates the complementary sectoral credit that is available at the moment of calculation. It is expressed in hundredths of an hour. Value between 0 (= 0 hours) and 312000 (= 3120 hours).

3.2.4. Structure of ComplementaryEmployerCredit



Field name	Description
ComplementaryEmployerCreditPerYear (FLA69)	Data block with the detail of the calculation of the credit of the additional right at employer level. There is one block per year with a maximum of five blocks.
CalendarYear (01004)	Year covered by the detailed calculation.
InitialComplementaryEmployerCreditDays (FLA70)	Additional annual credit from the employer. It is based on the declared additional employer rights. It is expressed in hundredths of days with a degree of accuracy of "half a day". Value between 0 (= 0 days) and 31200 (= 312 days).
RemainingComplementaryEmployerCreditDays (FLA72)	Remaining additional annual credit from the employer. It is calculated based on the declared additional employer rights and the formations followed out of the FLA scope. It is expressed in hundredths of days with a degree of accuracy of "half a day". Value between 0 (= 0 days) and 31200 (= 312 days).
InitialComplementaryEmployerCreditHours (FLA71)	Additional annual credit from the employer. It is based on the declared additional employer rights. It is expressed in hundredths of an hour. Value between 0 (= 0 hours) and 312000 (= 3120 hours).
RemainingComplementaryEmployerCreditHours (FLA73)	Remaining additional annual credit from the employer. It is calculated based on the declared additional employer rights and the formations followed out of the FLA scope. It is expressed in hundredths of an hour. Value between 0 (= 0 hours) and 312000 (= 3120 hours).
TotalComplementaryEmployerCreditDays (FLA74)	Sum of the remaining annual complementary employer credits. Hence this number indicates the complementary employer credit that is available at the moment of calculation. It is expressed in hundredths of a day with a degree of accuracy of "half a day". Value between 0 (= 0 days) and 31200 (= 312 days).
TotalComplementaryEmployerCreditHours (FLA75)	Sum of the remaining annual complementary employer credits. Hence this number indicates the complementary employer credit that is available at the moment of calculation. It is expressed in hundredths of an hour. Value between 00 (=0 hours) and 312000 (=3120 hours).

3.2.5. Structure of ReservedTrainingTime



Champ	Description
ReservedTrainingTimePerPeriod (FLA76)	Data block with the detail of the reserved training time per training period.
reservedTrainingTimePeriodStartDate (FLA77)	Start date of the reserved training period
reservedTrainingTimePeriodEndDate (FLA78)	End date of the reserved training period
ReservedTrainingTimeDays (FLA79)	Reserved training time per training period. Expressed in hundredths of days with a degree of accuracy up to "half a day". Value between 0 (= 0 days) and 156000 (= 1560 days = 5 years of 312 days).
ReservedTrainingTimeHours (FLA80)	Reserved training time per training period. Expressed in hundredths of an hour. Value between 0 (= 0 hours) and 1560000 (= 15600 hours = 5 years of 312 days to 10 hours).
Scope (FLA30)	Zone that specifies whether the reserved training time falls under the "Federal Learning Account". 1 = Reserved training time is in scope. 2 = Reserved training time is out of scope.
TotalReservedTrainingTimeDays (FLA81)	Sum of the reserved training time. Expressed in hundredths of a day with a degree of accuracy up to "half a day". Value between 0 (= 0 days) and 156000 (= 1560 days = 5 years of 312 days).
TotalReservedTrainingTimeHours (FLA82)	Sum of the reserved training time. Expressed in hundredths of an hour. Value between 0 (= 0 hours) and 1560000 (= 15600 hours = 5 years of 312 days of 10 hours).

4. Annexes

4.1. Examples

4.1.1. Declaration file sent by the employer

Below are examples of declaration files. These are examples of the scenario described in “[3.1.1](#) The concept of complete picture/ [option 1](#)”, more in particular:

	Option 1
In January	The employer transmits 1x <i>FlaDataDeclaration</i> with <ul style="list-style-type: none"> - the 32 hours of legal training rights File <i>FI.FLAD.102011.20240108.00001.T.1.1</i>
In February	The employer transmits 1x <i>FlaDataDeclaration</i> with <ul style="list-style-type: none"> - the 32 hours of training rights - the 8 hours of the 1st training File <i>FI.FLAD.102011.20240210.00001.T.1.1</i>
In June	The employer transmits 1x <i>FlaDataDeclaration</i> with <ul style="list-style-type: none"> - the 40 hours of training rights - the 8 hours of the 1st training - the 4 hours of the 2nd training File <i>FI.FLAD.102011.20240610.00001.T.1.1</i>

FI.FLAD.102011.20240108.00001.T.1.1

```
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    <FormCreationHour>11:30:00.743</FormCreationHour>
    <AttestationStatus>0</AttestationStatus>
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    </Reference>
    <ReferenceData>
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        <CompanyID>880820673</CompanyID>
      </EmployerId>
    </ReferenceData>
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          <CharacterFormat>NATIVE</CharacterFormat>
          <DocumentType>MAIN</DocumentType>
        </TechnicalDescription>
      </DocumentDescription>
      <DocumentXML>
        <fla:FlaDataDeclaration xmlns:fla="http://socialsecurity.be/xml/ns/federalllearningaccount"
          xsi:schemaLocation="http://socialsecurity.be/xml/ns/federalllearningaccount FederalLearningAccount_V2.xsd">
          <fla:RightsDeclaration>
            <fla:Employer>
              <fla:CompanyID>880820673</fla:CompanyID>
              <fla:FlaImportanceCode>4</fla:FlaImportanceCode>
            </fla:Employer>
            <fla:Employee>
              <fla:INSS>70081500504</fla:INSS>
              <fla:Language>2</fla:Language>
              <fla:RefHoursInWorkingDay>800</fla:RefHoursInWorkingDay>
            </fla:Employee>
            <fla:CalendarYear>2024</fla:CalendarYear>
            <fla:TrainingRights>
              <fla:LegalFlaRight>
                <fla:LegalFlaRightHours>3200</fla:LegalFlaRightHours>
                <fla:WorkingRegulationsRegistryNbr>181682/CO/200</fla:WorkingRegulationsRegistryNbr>
                <fla:JointCommissionNbr>200</fla:JointCommissionNbr>
              </fla:LegalFlaRight>
            </fla:TrainingRights>
          </fla:RightsDeclaration>
        </fla:FlaDataDeclaration>
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</GenericXmlDocument>
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FI.FLAD.102011.20240210.00001.T.1.1

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  xmlns:xsi="http://www.w3.org/2001/XMLSchema-instance">
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        <CompanyID>880820673</CompanyID>
      </EmployerId>
    </ReferenceData>
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        </TechnicalDescription>
      </DocumentDescription>
      <DocumentXML>
        <fla:FlaDataDeclaration
          xmlns:fla="http://socialsecurity.be/xml/ns/federalllearningaccount"
          xsi:schemaLocation="http://socialsecurity.be/xml/ns/federalllearningaccount FederallLearningAccount_V2.xsd">
          <fla:RightsAndTrainingsDeclaration>
            <fla:Employer>
              <fla:CompanyID>880820673</fla:CompanyID>
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            </fla:Employer>
            <fla:Employee>
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              <fla:Language>2</fla:Language>
              <fla:RefHoursInWorkingDay>800</fla:RefHoursInWorkingDay>
            </fla:Employee>
            <fla:CalendarYear>2024</fla:CalendarYear>
            <fla:TrainingRights>
              <fla:LegalFlaRight>
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            </fla:TrainingRights>
            <fla:Trainings>
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                <fla:TrainingResult>1</fla:TrainingResult>
                <fla:TrainingLeadingToCertificate>2</fla:TrainingLeadingToCertificate>
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                  <fla:TrainingStatus>1</fla:TrainingStatus>
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                  <fla:TrainingPlace>1</fla:TrainingPlace>
                  <fla:AdditionalInformation>Session #1</fla:AdditionalInformation>
                </fla:DetailsPerPeriod>
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xsi:schemaLocation="http://socialsecurity.be/xml/ns/federalllearningaccount FederallLearningAccount_V2.xsd">
<fla:RightsAndTrainingsDeclaration>
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</Form>
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4.1.2. Response file sent by Sigedis (NOTI)

Below are examples of response files sent by Sigedis (NOTI)

- FI.NOTI.106940.20240108.00001.T contains a response of the “declaration accepted without anomalies” type
- FI.NOTI.106940.20230119.00002.T contains a response of the “refused declaration” type

FI.NOTI.106940.20240108.00001.T

```
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          </LegalFlaCreditPerYear>
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            <RemainingLegalFlaCreditHours>0</RemainingLegalFlaCreditHours>
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            <RemainingComplementarySectorCreditHours>0</RemainingComplementarySectorCreditHours>
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</ApplicationData>  
</Form>  
</NOTIFICATION>
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    </Reference>
    <HandledReference>
      <ReferenceType>1</ReferenceType>
      <ReferenceOrigin>2</ReferenceOrigin>
      <ReferenceNbr>03400YSZL9CWZ</ReferenceNbr>
    </HandledReference>
    <HandlingResult>
      <ResultCode>0</ResultCode>
      <AnomalyReport>
        <ErrorID>90059-102</ErrorID>
        <TagName>Form</TagName>
        <AnomalyClass>B</AnomalyClass>
        <AnomalyLabel>Formulier - XML-syntax niet correct</AnomalyLabel>
      </AnomalyReport>
    </HandlingResult>
  </Form>
</NOTIFICATION>
```

4.2. Manual XML validation

During the development of your application, which will allow you to create the necessary files for the BATCH channel, you'll need to check manually your XML files. These files have to be XML-compliant (XSD-compliant) and well-formed.

There are several applications available which allow you to carry out these checks manually. One such application is the "XML SPY".

4.2.1. XML SPY

Important note

If you open the example file with XML SPY, you will receive the error « Unable to load a schema with target namespace 'http://www.smals-mvm.be/xml/ns/systemFlux' ».

➔ This is an expected error.

Indeed, schemas located at « http://www.smals-mvm.be/xml/ns/ » can only be accessed by the Social Security BATCH system. It is important to avoid modifying schemaLocation, otherwise the BATCH system may reject the files.

Comment

If you wish to validate the XML with XML SPY, you can

- Use the XSDs directly, available on the federalLearningAccount.be website.
- or adapt schemaLocation with the public url of the latest XSD.
 - Schema for genericXmlDocument:

```
xsi:schemaLocation=http://www.smals-mvm.be/xml/ns/systemFlux
GenericXmlDocument_20224.xsd
becomes
xsi:schemaLocation=http://www.smals-mvm.be/xml/ns/systemFlux
https://www.socialsecurity.be/docu_xml/genericxml/GenericXmlDocument_20234.xsd
```

- schema for flaDataDeclaration

```
xsi:schemaLocation="http://socialsecurity.be/xml/ns/federallearningaccount FederalLearningAccount_V2.xsd"
becomes
xsi:schemaLocation="http://socialsecurity.be/xml/ns/federallearningaccount
https://www.socialsecurity.be/schemas_xml/FederalLearningAccount_V2.xsd"
```

Please note that it will be necessary to restore the correct values before sending the file to the BATCH channel.

4.3. Common problemen

4.3.1. Unknown anomaly code

If a declaration is rejected by the channel itself (and thus the file does not reach Sigedis) then it is possible that the response file contains anomaly codes that are not specific to the Federal Learning Account. These generic anomaly codes are not described in the Federal Learning Account documentation.

To know the meaning of the anomaly, you must analyze the code:

- The first part of the anomaly code contains the number of the zone it relates to. The XML tag of that zone is often repeated in the field following <tagName>.
- The second part of the anomaly tag contains the anomaly code. The definition of that code can be found in annex 30 of the Social Security structured annexes.

https://www.socialsecurity.be/lambda/portail/glossaires/bijlagen.nsf/web/Bijlagen_Home_Fr

Usually a declaration is rejected by the channel itself if the XML does not follow the structure defined in the XSD (Note that the order of the fields is important) or because certain values are not accepted by the XSD.

Example:

The anomaly " 00296-008 Identification- Not in the domain of definition " is obtained if the field « Identification » does not contain a correct value.

4.3.1. Connection to the SFTP impossible

If your SFTP application cannot connect and receives a timeout, your firewall may be blocking access to the Social Security SFTP server's IP address.

In that case, please contact your company's network administrator.