

**Data dictionary for Commute Trip Reduction (CTR) survey
fixed-width .dat files (last updated 07/16/18)**



Header record (first row):

field name	field type	length	start	end	description
Header info	text	3	1	3	"557"
Rec_num	text	6	4	9	"000001"
Batch	text	3	10	12	"001"
Filler1	text	6	13	18	Leave blank
Record_type	text	3	19	21	"001"
Header_flag	text	1	22	22	"Y"
Filler2	text	18	23	40	Leave blank
Form label	text	5	41	45	"CTRHD"
Distributed	text	5	46	50	Number of surveys distributed to employees; pad left with blanks
Returned	text	5	51	55	Number of surveys returned; pad left with blanks
Date_cond	text	8	56	63	Date survey completed (mmddyyyy format); pad month and date left with zeroes, if necessary
Surv_type	text	2	64	65	01=CTR 03=Transit Pass 04=TMP 05=Other
All_emp	text	1	66	66	1=Yes, site meets criteria for surveying all employees 2=No, site does not meet criteria (discuss with jurisdiction representative)
Filler3	text	5	67	71	Null (former values now entered from files after scanning, not scanned from header sheet)
EmployerID	text	6	72	77	CTR ID for this worksite
ESOW	text	5	78	82	Number of employees shifted outside window (discuss with jurisdiction representative)
Total_emp	text	5	83	87	Total number of employees at worksite; pad left with blanks
Exemp_Emp	text	5	88	92	Exempt employees (discuss with jurisdiction representative)
Control_1	text	1	93	93	0=Online Survey 1=Paper Survey
Control_2	text	1	94	94	1 if filled in, blank if not (reserved for future control of printing survey report form)
Control_3	text	1	95	95	1 if filled in, blank if not (reserved for future control of printing survey report form)
Control_4	text	1	96	96	1 if filled in, blank if not (reserved for future control of printing survey report form)
Filler	text	43	97	139	Leave blank

E_ID_again	text	6	140	145	CTR ID for this worksite (same as EmployerID above)
CR/LF	Reserved	2	154	155	System filler to account for CR/LF at end of record

All subsequent rows map to the following format:

field name	field type	length	start	end	description
Header_info	text	3	1	3	"557"
Rec_num	text	6	4	9	Lithocode value for the form
Batch	text	3	10	12	"001"
Filler1	text	6	13	18	Leave blank
Header_flag	text	1	19	19	"Y"
Filler2	text	18	20	37	Leave blank
Form label	text	3	38	40	Leave blank
County form2	text	2	41	42	See table below for values
Q1	text	1	43	43	Answer to Q1; 1=Full-time 2=Part-time (20 to 34 hours) 3=Part-time (less than 20 hours) Blank=did not answer
Q2_mon	text	1	44	44	Answer to Q2 (Monday); 1=Scheduled Blank=Not scheduled
Q2_tues	text	1	45	45	Answer to Q2 (Tuesday); 1=Scheduled Blank=Not scheduled
Q2_weds	text	1	46	46	Answer to Q2 (Wednesday); 1=Scheduled Blank=Not scheduled
Q2_thur	text	1	47	47	Answer to Q2 (Thursday); 1=Scheduled Blank=Not scheduled
Q2_frid	text	1	48	48	Answer to Q2 (Friday); 1=Scheduled Blank=Not scheduled
Q2_sat	text	1	49	49	Answer to Q2 (Saturday); 1=Scheduled Blank=Not scheduled
Q2_sun	text	1	50	50	Answer to Q2 (Sunday); 1=Scheduled Blank=Not scheduled
Q2_none	text	1	51	51	Answer to Q2 (Never); 1=Never scheduled Blank=Not marked
Q3-	text	3	52	54	Response to Q3;

					0-999, pad left with zeros (e.g. 009 for 9 miles, blank if omitted)
Q4_mon	text	2	55	56	Response to Q4 (Monday); see table below for codes, padded left with blanks
Q4_tues	text	2	57	58	Response to Q4 (Tuesday); see table below for codes, padded left with blanks
Q4_weds	text	2	59	60	Response to Q4 (Wednesday); see table below for codes, padded left with blanks
Q4_thur	text	2	61	62	Response to Q4 (Thursday); see table below for codes, padded left with blanks
Q4_frid	text	2	63	64	Response to Q4 (Friday); see table below for codes, padded left with blanks
Q4_sat	text	2	65	66	Response to Q4 (Saturday); see table below for codes, padded left with blanks
Q4_sun	text	2	67	68	Response to Q4 (Sunday); see table below for codes, padded left with blanks
Q5_	text	2	69	70	Response to Q5; 1-15 for number of vehicle occupants Blank=Not answered This question should be blank unless at least one day in Q4 reports using carpool, vanpool, or motorcycle (modes 2, 3, or 4 from table below)
Q6 – zip code	text	5	71	75	Response to Q6, 5-digit zip code
Q7 – typical commute week	text	1	76	76	Response to Q7; 1=Yes 2=No Blank=Not answered
Q8 – work schedule	text	1	77	77	Response to Q8; 1=5 days a week 2=3 days a week 3=4 days a week 4=7 days in 2 weeks 5=9 days in 2 weeks 6=other Blank=Not answered
Q9 - parking	text	1	78	78	Response to Q9, pay to park; 1=Yes 2=No 3=I don't drive alone Blank=Not answered
Q10 – Telework	text	1	79	79	Response to Q10, telework; 0 =Don't telework 1=1 day/week 2=2 days/week 3=3 or more days/week 4=A couple times a month 5=Occasionally Blank=Not answered

Q11_1	text	1	80	80	Response to Q11 (financial incentives) 1=Marked Blank=Not marked
Q11_2	text	1	81	81	Response to Q11 (subsidized fare) 1=Marked Blank=Not marked
Q11_3	text	1	82	82	Response to Q11 (health) 1=Marked Blank=Not marked
Q11_4	text	1	83	83	Response to Q11 (parking) 1=Marked Blank=Not marked
Q11_5	text	1	84	84	Response to Q11 (money) 1=Marked Blank=Not marked
Q11_6	text	1	85	85	Response to Q11 (time) 1=Marked Blank=Not marked
Q11_7	text	1	86	86	Response to Q11 (teleworking) 1=Marked Blank=Not marked
Q11_8	text	1	87	87	Response to Q11 (can't drive) 1=Marked Blank=Not marked
Q11_9	text	1	88	88	Response to Q11 (emergency ride home) 1=Marked Blank=Not marked
Q11_10	text	1	89	89	Response to Q11 (incentive to give up parking) 1=Marked Blank=Not marked
Q11_11	text	1	90	90	Response to Q11 (carpool/vanpool parking) 1=Marked Blank=Not marked
Q11_12	text	1	91	91	Response to Q11 (environment/community) 1=Marked Blank=Not marked
Q11_13	text	1	92	92	Response to Q11 (other) 1=Marked Blank=Not marked
Q12_1	text	1	93	93	Response to Q12 (bus/train inconvenient) 1=Marked Blank=Not marked
Q12_2	text	1	94	94	Response to Q12 (information) 1=Marked Blank=Not marked
Q12_3	text	1	95	95	Response to Q12 (needed for job) 1=Marked Blank=Not marked

Q12_4	text	1	96	96	Response to Q12 (short commute) 1=Marked Blank=Not marked
Q12_5	text	1	97	97	Response to Q12 (family care) 1=Marked Blank=Not marked
Q12_6	text	1	98	98	Response to Q12 (convenience) 1=Marked Blank=Not marked
Q12_7	text	1	99	99	Response to Q12 (safety) 1=Marked Blank=Not marked
Q12_8	text	1	100	100	Response to Q12 (bike parking) 1=Marked Blank=Not marked
Q12_9	text	1	101	101	Response to Q12 (other) 1=Marked Blank=Not marked
Q13_1	text	2	102	103	Response to Q13 Community Transit (paper survey only); 0-39 for number of trips, padded left with zeroes Blank=not answered
Q13_2	text	2	104	105	Response to Q13 Everett Transit (paper survey only); 0-39 for number of trips, padded left with zeroes Blank=not answered
Q13_3	text	2	106	107	Response to Q13 for Intercity Transit (paper survey only); 0-39 for number of trips, padded left with zeroes Blank=not answered
Q13_4	text	2	108	109	Response to Q13 King County Metro (paper survey only); 0-39 for number of trips, padded left with zeroes Blank=not answered
Q13_5	text	2	110	111	Response to Q13 Kitsap Transit (paper survey only); 0-39 for number of trips, padded left with zeroes Blank=not answered
Q13_6	text	2	112	113	Response to Q13 Pierce Transit (paper survey only); 0-39 for number of trips, padded left with zeroes Blank=not answered
Q13_7	text	2	114	115	Response to Q13 Sound Transit (paper survey only); 0-39 for number of trips, padded left with zeroes Blank=not answered
Q13_8	text	2	116	117	Response to Q13 Whatcom Transportation Authority (paper survey only); 0-39 for number of trips, padded left with zeroes

					Blank=not answered
Q13_9	text	2	118	119	Response to Q13 Ferry as walk-on (paper survey only); 0-39 for number of trips, padded left with zeroes Blank=not answered
Q13_10	text	2	120	121	Response to Q13-10 for Other (paper survey only); 0-39 for number of trips, padded left with zeroes Blank=not answered
Filler	text	18	122	139	Data alignment
E_ID_again	text	6	140	145	CTR ID for this worksite
Litho	text	8	146	153	[00000000-16777215]
CR/LF	reserved	2	154	155	System filler to account for CR/LF at end of record

County codes

County	Code
Clark	20
King	21
Kitsap	22
Pierce	23
Snohomish	24
Spokane	25
Thurston	26
Whatcom	27
Yakima	

Codes for Q4_mon through Q4_sun

Mode	Code
drove alone	1
carpool	2
vanpool	3
motorcycle/moped	4
took the bus	5
bicycled	6
walked	7
teleworked	8
other	9
did not work	10
rode the train	11
compressed workweek day off	12
overnight business trip	13
boarded ferry with car/van/bus	14
boarded ferry as walk-on passenger	15