

Electoral Registration Data Standards

Standards as referred to at section 1(a)

Name Standards

Name	Person Given Name
Description	The forename or given name of a person.
Business Format	Max. 35 characters.
Validations	1. Any allowable character from UNICODE set of characters. 2. Consecutive spaces are not allowed.
Owner	e-GU
Based On	BSEN 7372:1993
Verification	Optional
Comment	

Name	Person Initials
Description	Used to record a person's initials.
Business Format	Max 35 characters with a space between each initial.
Validation	
Owner	e-GU
Verification	Optional
Comment	This can be used to record a person's full set of initials or used in conjunction with and in addition to a Person Given Name. General practice is to record the first Given Name in full and then use initials for other Given names.

Name	Person Family Name
Description	That part of a person's name used to describe family, clan, tribal group, or marital association.
Business Format	Max. 35 characters.
Validation	Consecutive spaces are not allowed.
Owner	e-GU
Based On	BSEN 7372:1993
Verification	Compulsory
Comment	

Name	Person Title
Description	Standard form of address used to precede a person's name.
Business Format	Max. 35 characters.
Validation	
Values	The full available range of generally recognised titles is permitted. However if any of the following are used then the value input must conform to the following format: Mr Mrs Miss Ms Dr Rev Sir Lady Lord Dame
Default Value	
Owner	e-GU
Based On	BSEN 28601
Verification	
Comment	A person can have multiple occurrences of a Title.

Name	Person Name Suffix
Description	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
Validations	<ol style="list-style-type: none"> 1. The first character of each occurrence must be A - Z. 2. Consecutive spaces are not allowed. 3. Each occurrence must be separated by a space.
Value	
Owner	e-GU
Based On	BSEN 7372:1993
Verification	
Comment	This is used mainly for Senior and Junior suffixes to differentiate individuals in the same family with the same forenames and initials.

Standards as referred to at section 1(b)

Date of Birth

Name	Person Date of Birth
Description	The date on which a person was or is officially deemed to have been born
Business Format	10 characters in the format DD/MM/YYYY
Validations	<ol style="list-style-type: none">1. Values less than 10 in the day, month or year elements should be entered with a zero in the first position2. Days must not be greater than 30 in April, June, September and November3. Days must not be greater than 28 in February except when 29 is allowed for a leap year4. Date must not be in the future5. Date must not be later than Person Death Date where held
Value	YYYY should be a valid year number MM in Range 01-12 DD in Range 01-31
Default Value	
Owner	e-GU
Based On	XML Schema Part 2: Datatypes W3C Recommendation 02 May 2001
Verification	Mandatory for all electors where currently collected. Under the representation of the People (England and Wales) Regulations 2001, where a registration officer has doubts about a person's age, he / she may require that person to produce either a birth certificate or a statutory declaration as to the person's date of birth.

Standards as referred to at section 1(c)

UK Address Standard

Permission to reproduce extracts derived from *Spatial datasets for geographical referencing – Part 2 Specification for a land and property gazetteer (BS7666-2: 2006)* is granted by British Standards Institute

Name	UK Address Standard	
Description	A geographical hierarchy of address elements, which will dictate a standard form for a given address	
Business Format	SAON – Number, name and / or description of the Secondary Addressable Object: 100 Characters Optional	
	PAON – Number, name and / or description of the Primary Addressable Object: 100 Characters Mandatory	
	Street – Name, number or description of street: 100 Characters Mandatory	
	Locality – 35 Characters	Mandatory – At least one of these components must present
	Town – 30 Characters	
	Admin. Area – 30 Characters	
	Post Town – as assigned by the Royal Mail: 30 Characters Optional only required where different to Town	
	Post Code – as assigned by the Royal Mail: 8 Characters Mandatory	
Validation	Consecutive spaces are not allowed.	
Owner	e-GU	
Based On	BS7666-2: 2006	
Verification		
Comment	Mandatory	

Name	Unique Property Reference Number	
Description	A unique identifier for each land and property unit.	
Business Format	Max. 12 Characters	
Validation	BS7666 - Positive integer minimum length of 1 digit and maximum length of 12.	
Value	Positive integer in the range 1- 999999999999	
Based On	BS7666-2: 2006	
Verification	The value of the UPRN should be verified as part of the address validation process using the National Land and Property Gazetteer (NLPG) – where possible	
Comments	Mandatory	

Standards as referred to at section 1(d)

International Address Standard

Name	International Address Standard	
Description	Postal Delivery point outside of the United Kingdom	
Business Format	Address – Location of property, minimum of one line, maximum of 7: 90 Characters Mandatory	

	Country – Destination Country: 35 Characters Mandatory
	Post Code / Zip Code – As assigned by destination county postal system: 8 Characters Optional (to be completed if provided)
	International / Overseas Flag
Validation	
Value	
Based On	
Verification	
Comments	Mandatory for non-UK addresses

Standards as referred to at section 1(e)

British Forces Post Office Address

Name	British Forces Post Office Address
Description	British Forces Delivery
Business Format	Address – British Forces Post Office, minimum of one line, maximum of 7: 35 Characters Mandatory British Forces Post Office Post Code – As assigned by the BFPO Mandatory
Validation	Must possess BFPO Postcode and at least one line
Value	
Based On	
Verification	
Comments	These addresses are neither International addresses, nor compliant with BS7666-2 :2006