

Transaction Code Training

Revised April 2024
Presented to: RSTARS Users
Presented by: SFMS

Agenda

- General Information
- Deposits
- Accounts Receivable
- Balanced Transactions
- Pre-encumbrances & Encumbrances
- Vouchers Payable
- Accruals
- Budgets

General Information

Transaction Code Basics

- ⦿ **What is a Transaction Code?**
 - > A 3-character code that determines the accounting impact of financial transactions in R*STARS.
- ⦿ **Why do we use Transaction Codes in R*STARS?**
 - > Transaction Codes are designed to simplify transaction entry and keep accounting records in balance. All general ledger accounts for a dual accounting system are posted using just one transaction code.
- ⦿ **How do you select the correct Transaction Code?**
 - > That is what we will cover in today's training. It depends on what General Ledger (GL) accounts need to be impacted and which Comptroller Object (COBJ), if any, need to be used to correctly report the activity.

TOOLBOX



- General Ledger (GL) accounts:
 - OAM 60.10.00
 - RSTARS D31 Screen
- Comptroller Object (COBJ):
 - OAM 60.30.00
 - OAM 60.20.00
- 28A & 28B Screens:
 - RSTARS
 - OBIEE Query
- Transaction Code spreadsheet on SFMS website
- DAFQA010 Profile Report

Also look at OAM 05.35.00.PR

Numerical Ranges

.108 Transaction codes are grouped by type of transaction. Determining the appropriate range can narrow the search for a particular transaction code.

001-080	Budgetary Transactions
101-199	Revenue, Receipt, and Receivable Transactions
200-299	Pre-encumbrances, Encumbrances, Expenditures, and Disbursements
301-395	System Generated Transactions
398-399	Deposit Liability Reclassification Transactions
400-599	Journal Vouchers (Including Capital Assets)
601-683	SFMA Maintenance Transactions
685-691, 779-795, 996-998	Specialty T-Codes (Central and Agency Specific)
692-697	Balanced Transactions Between Agencies
700-705	Treasury Interface Entries
706-743, 748-765, 866-874	Interagency Transactions
744-747, 800-845, 881-895	Agency Specific Transactions
766-778	Suspense Account Transactions
850-863	Payroll/Mass Transit Transactions
900-949	Fiscal Year End Transactions
950-960	ADPICS Interface Transactions
961-995	Automatic Reversal Transactions

What general ledger account will be used?

- OAM 60.10.00
- R*STARS D31 Screen

```
SD31 UC: 10 STATE OF OREGON 02/16/18 04:33 PM
LINK TO: COMPROLLER GENERAL LEDGER ACCOUNT PROFILE PROD

COMP GL ACCOUNT: 3100 TITLE: REVENUE CONTROL - CASH
GAAP GL CLASS: 310 (MUST BE IN D14)
NACUBO GL CLASS: 99 (MUST BE IN D46)
NORMAL BALANCE: C (D=DEBIT, C=CREDIT)
YEAR END CLOSE: 2 (0=MEMO,1=REAL NOT CLOSED,2=NOMINAL CLOSED)
INVESTMENT TYPE: 99 G/L EDIT TYPE: S OBJECT IND: R
GASB 9 CASH FLOW CAT: 99 STMT OF CHANGES CATEGORY: 99

INDICATORS IDENTIFY VALID BALANCE TYPES (BT, FROM D05 BALANCE TYPE PROFILE)
IN EACH FINANCIAL TABLE TO BE POSTED FOR THE GL ACCOUNT:
APPROPRIATION: 12 (BT, NP=NO POST, AA=ANY)
AGENCY BUDGET: 12 (BT, NP=NO POST, AA=ANY)
CASH CONTROL: NP (BT, NP=NO POST, AA=ANY) DOCMNT: NP (BT, NP=NO POST, AA=ANY)
GRANT: 12 (BT, NP=NO POST, AA=ANY) PROJ: 12 (BT, NP=NO POST, AA=ANY)

GAAP GL CATEGORY: 30 NACUBO GL CATEGORY: 99 STATUS CODE: A
EFF START DATE: 06011990 EFF END DATE: LAST PROC DATE: 09152001
Z06 RECORD SUCCESSFULLY RECALLED

F1-HELP F3-DEL F5-NEXT F9-INT F10-SAVE F11-SAVE/CLEAR ENTER-INQ CLEAR-EXIT
```

What comptroller object do you want to use?

- OAM 60.30.00
- OAM 60.20.00

What can the 28A and B Transaction Code Decision Profile tell us?

```

S28A UC: 10 STATE OF OREGON 02/16/18 04:35 PM
LINK TO: TRANSACTION CODE DECISION PROFILE PROD

TRAN CODE: 190 TITLE: RECEIPT OF REVENUE NOT ACCRUED
GENERAL LEDGER DR-1: 0065 CR-1: 3100 DR-2: CR-2:
POSTING DR-3: CR-3: DR-4: CR-4:

TRANS DOCD DUDT SVDT CDOC I RDOC MOD N AGCY R IDX PCA COBJ R
EDIT AOBJ RVRS PDT N CI N 1099 N WARR INVC I VNUM VNAM VADD
INDS: DMETH N APN# R FUND R GLA N AGL N GRNT SUBG PROJ MULT G38# N
POST SEQ: 2 REG NO: 3 WW IND: 0 D/I: WAR CANCL TC: PYTC: FUTMY: N
GEN- TC: DT: ACCR TC: TR TC: INTERFACE IND:
PAY LIQ TC: PAY RED TC: CUM POST IND: Y BAL TC: A/S DOC AMT: +
A/S BT MATCH GLA DOC A/S BT MATCH GLA DOC
DF:
FILE AP: + 12
POSTING AB: + 12
INDS: CC: + 12 + 34
GP: + 12
PJ: + 12
AGY GL: STATUS CODE: A
EFF START DATE: 05281990 EFF END DATE: LAST PROC DATE: 05052004
Z06 RECORD SUCCESSFULLY RECALLED

F1-HELP F3-DEL F5-NEXT F6-28B F9-INT F10-SAVE F11-SAVE/CLEAR ENT-INQ CLEAR-EXIT
    
```

```

S28B UC: 10 STATE OF OREGON 02/16/18 04:35 PM
LINK TO: TRANS CODE DESCRIPTION PROFILE PROD

TRAN CODE: 190 (MUST BE IN 28A TRANSACTION CODE DECISION PROFILE)
DESCRIPTION: RECORD & ADJ RECPT & DEPOSIT OF REVENUE. CASH &
CASH REV ARE INCREASED. USE TC149 TO RECORD REV
RECVD FOR SALE OF A FIXED ASSET IN PROP FUND.
TC332 GEN WHEN DEPOSIT IS RECON W/TREASURY.
0065-UNRECON DEPOSIT;3100-REVENUE CTL-CASH
I/E (I=INCLUDE, E=EXCLUDE) ENTER GL ACCOUNT CODES SEPARATED WITH "-" OR ", ".

I/E (I=INCLUDE, E=EXCLUDE) ENTER COMPTROLLER OBJECTS SEPARATED WITH "-" OR ", ".
I 0111 - 1200 , 1404 - 1405 , 1407 , 1408 , 1429 , 1435 , 1500 - 1750 ,
I 2000 - 2600 ,
ENTER UP TO 10 VALID DOC TYPES FOR THE TRANS CODE. ("% IN #1 = ALL VALID)
1: CR 2: CI 3: ST 4: AW 5: 6: 7: 8: 9: 10:
ENTER UP TO 10 VALID BATCH TYPES FOR THE TRANS CODE. ("% IN #1 = ALL VALID)
1: 2 2: 4 3: 4: 5: 6: 7: 8: 9: 10:
TREAS CAT: STATUS CODE: A
EFF START DATE: 05311990 EFF END DATE: LAST PROC DATE: 06142016
Z06 RECORD SUCCESSFULLY RECALLED

F1-HELP F3-DEL F5-NEXT F6-28A F9-INT F10-SAVE F11-SAVE/CLEAR ENT-INQ CLEAR-EXIT
    
```

- These go “hand-in-hand”.
- Note: Only the 28A indicates if the transaction code is inactive.

Segments on the 28A screen:

1. General Ledger Posting Segment – indicates the general ledger accounts to which the transaction will post.
2. Transaction Edit Indicators Segment – indicates the elements to be filled in on the transaction entry screen.
3. Special Indicators Segment – fields that provide added power and flexibility for system processing.
4. File Posting Indicators Segment – determines the financial table to which the system will post the transaction.

File Posting Indicators Crosswalk

DF = Document Financial Table (R*STARS 64 screen)

AP = Appropriation Table (R*STARS 62 screen)

AB = Agency Budget Table (R*STARS 61 screen)

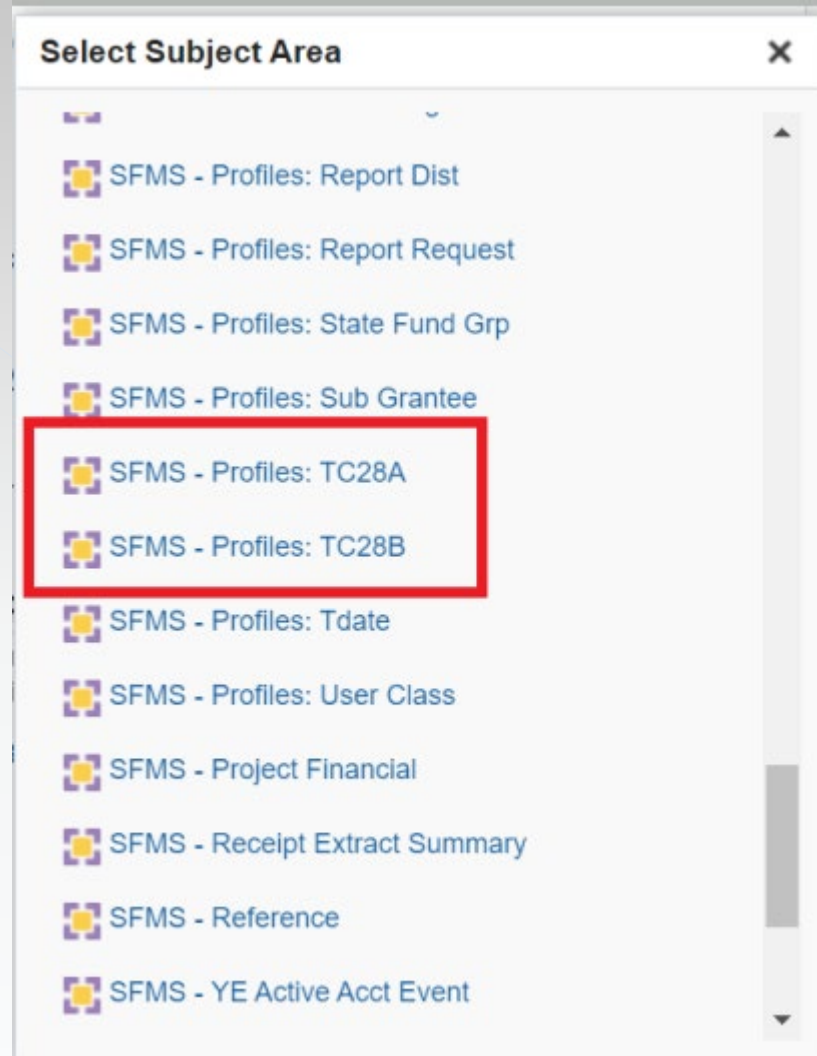
CC = Cash Control Table (R*STARS 63 screen)

GP = Grant Financial Table (R*STARS 66 screen)

PJ = Project Financial Table (R*STARS 80 screen)

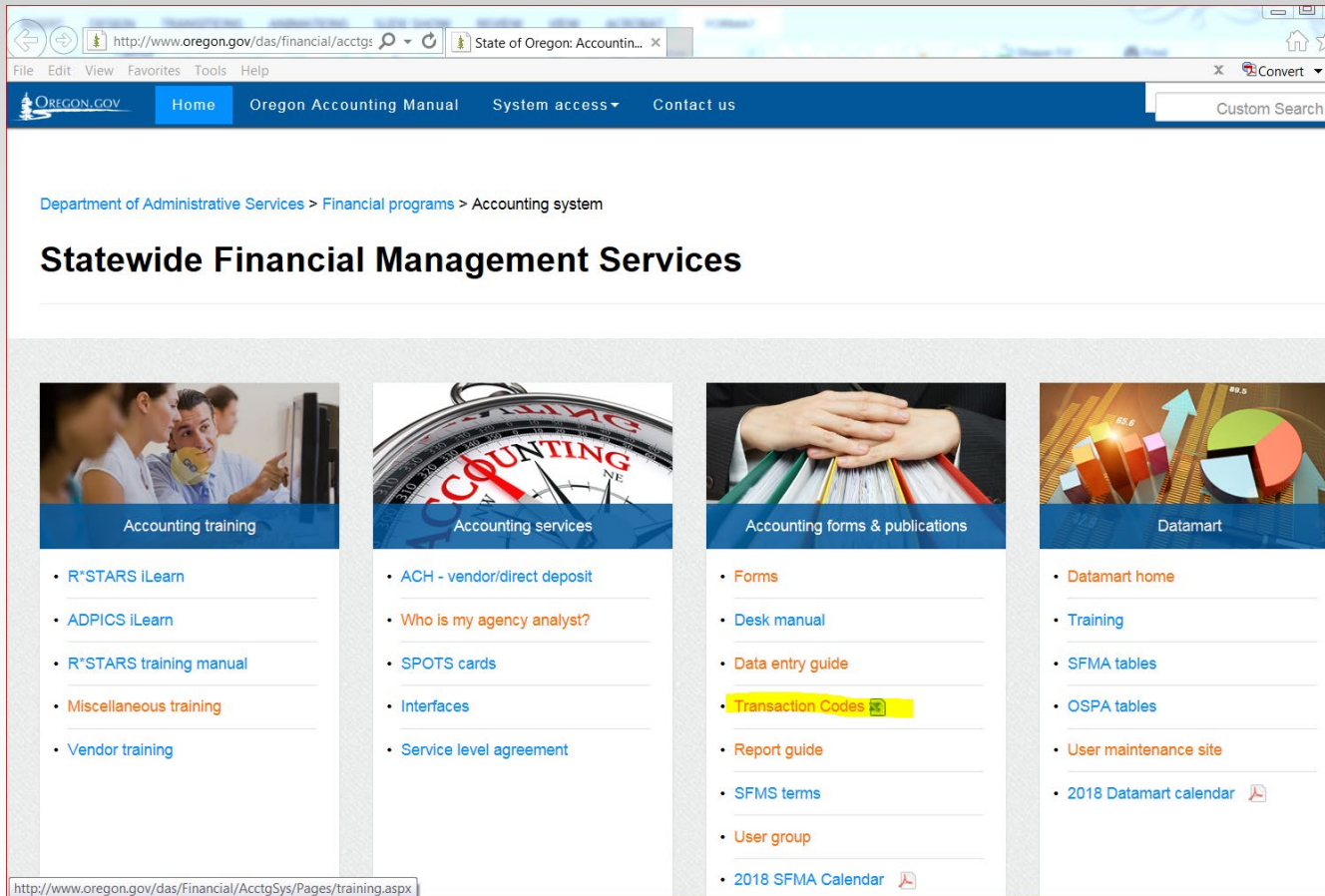
OBIEE Query

Query 28A and B
information via
OBIEE



SFMS Website

We can search the Transaction Code spreadsheet found at:



DAFQA010 Report

The DAFQA010 can be ordered from the R*STARS 91 profile:

This is a profile report so the Frequency can be any weekday

```
S091 UC: 10 STATE OF OREGON 04/16/18 10:32 AM
LINK TO: REPORT REQUEST PROFILE PROD

AGENCY: 000 REQUESTER: DLAY REQUEST NO: 01 REPORT ID: DAFQA010

APPN YEAR: PERIOD: FY: FREQUENCY: 04232018 FREQ CONTROL: S
RANGE - FROM DATE: THRU DATE:
LEVEL - ORG: PROGRAM: OBJECT: FUND: NACUBO FUND: GL ACCT:

SPECIAL SELECTS -
AGENCY: OR AGENCY GROUP: ORG CODE:
PROGRAM CODE: NACUBO FUND:
APPROP FUND: FUND:
COMP OBJECT: AGY OBJECT:
GL ACCT: AGY GL ACCT:
SPEC SEL 1: SPEC SEL 2:

STATUS CODE: A
EFF START DATE: 05022014 EFF END DATE: LAST PROC DATE: 04162018
```

DAFQA010 Report Continued

Transaction codes available for any GL:

DAFQA010		STATEWIDE T-CODE LISTING BY G/L ACCOUNT AS OF 04/16/18	
GL ACCT	TITLE	TRANS CODE	DESCRIPTION
1577	TRUST FUNDS PAY -NONCURRENT	595 967	CUM AGCY FND BAL/NC TRST FND PAY W/A RVS GENERATED NC TRUST FUNDS PAY - REVERSAL
1578	RESERVE SECURITIES IN TRUST	591 596 968	REC FIDUCIARY&AGCY FD BAL/RES SEC-TRUST CUM AGCY FND BAL/RES SEC IN TRST W/A RVS GENERATED RES SEC IN TRUST - REVERSAL
1600	OBLIGATIONS UNDER SECURITY LENDING	928 989	ESTBLSH SECURITIES LENDING CASH & OBLIG AUTO RVS SECURITIES LENDING CASH & OBLIG
1603	UNEARNED REVENUE - NON DOC	164 492 632 910 973	RECEIPT OF UNEARNED REVENUE - NO DOC SUP RECOGNIZ EARNED UNEARNED REV- NO DOC SUP SET UP CONVERTED NO DOC SUP DEFERRED REV RECLASS ACCRUED REVENUE TO UNEARNED REV AUTO REV RECLASS ACCRD REV TO UNEARN REV
1604	UNEARNED REVENUE - DOC SUPPORTED	170 443 444 493 625 699 780 782	RECEIPT OF UNEARNED REVENUE-DOC SUPP MOVE UNEARNED REVENUE OUT AND CASH OUT MOVE UNEARNED REVENUE IN AND CASH IN RECOGNIZE EARNED PORTION OF UNEARNED REV SET UP CONVERTED DOC SUP DEFERRED REV RECORD RECEIPT OF PREPAID LEGAL FEES REVENUE/PREPAID LEGAL FEES-PROP REVENUE TSFR IN

Deposit

Types of deposit transactions:

Revenue

Reduction of Expense

Collection of Receivable

Miscellaneous Liabilities

Receipt of Investments

And many more!

Sub-types of Types of deposit transactions:

Collection of Receivable:

- Billed
- Unbilled
- Federal
- Local
- Current
- Non-current

Deposit Liability or Unearned Revenue:

- Doc supported
- Not doc supported

Sub-types of Types (cont'd):

Refund of Expenditure:

G38

No G38

Non-current Receivable:

Governmental fund

Proprietary fund

In other words, you need to know what you have!

Example 1: Cash Receipt for Unearned Revenue

Your agency would like to post a payment (non-document supported) received for a convention to be held in 4 months

Let's look at different ways to find the GL #; use what works for you:

Using OAM 60.10.00 General Ledger Chart of Accounts

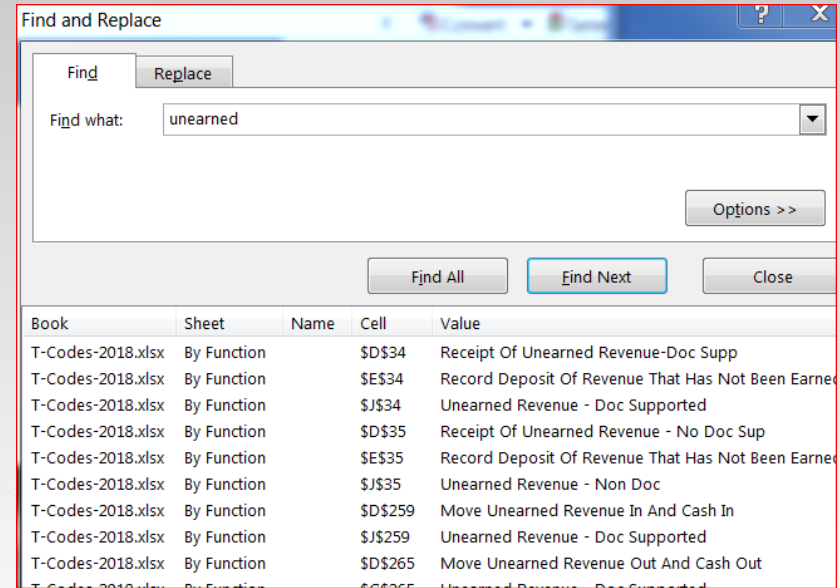
1577	Trust Funds Payable – Noncurrent	The portion of a liability for amounts individuals or businesses that is due
1578	Reserve for Securities in Trust	Liability account that offsets assets
1600	Obligations Under Securities Lending	The liability that offsets cash held as lending.
1603	Unearned Revenue – Non Document Supported	Revenue that has been received but has not yet been recognized because it has not been earned – without document support.

Find

Previous Next

Example 1: Cash Receipt for Unearned Revenue Continued 1

For this example we searched the TC Spreadsheet for “unearned”



Status Code	Tcode	Tcode Title	Full description	GI Acct Dr1	GI Acct Title5	GI Acct Dr Cr Ind5	GI Acct Cr1	GI Acct Title	GI Acct Dr Cr Ind	GI Acct Dr2	GI Acct Title6	GI Acct Dr Cr Ind6	GI Acct Cr2	GI Acct Title2	GI Acct Dr Cr Ind2	GI Acct Dr3
A 170		Receipt Of Unearned Revenue-Doc Sup	Record Deposit Of Revenue That H	0065	Unreconciled Deposit	D	1604	Unearned Revenue - Doc Sup C	3200	Gaap Revenue Offset	D	3100	Revenue Control - C			
A 164		Receipt Of Unearned Revenue - No Do	Record Deposit Of Revenue That H	0065	Unreconciled Deposit	D	1603	Unearned Revenue - Non Doc C	3200	Gaap Revenue Offset	D	3100	Revenue Control - C			
A 179		Collection Intergov Rec Local-Billed	Record Deposit Of A/R Local Billed	0065	Unreconciled Deposit	D	0547	Due From Other Government D	3101	Revenue Control - Accru C		3100	Revenue Control - C			
A 148		Collection Of Interest Rec'V Designatec	Record Collect Of Design Int Recvl	0065	Unreconciled Deposit	D	0576	Interest Receivable-Designat D	3101	Revenue Control - Accru C		3100	Revenue Control - C			

Example 1: Cash Receipt for Unearned Revenue Continued 2

For deposits, we want debit to GL0065 and credit the GL applicable (1603 for this example)

Status Code	Tcode	Tcode Title	GL Acct Dr1	GL Acct Title5	GL Acct Dr Cr Ind5	GL Acct Cr1	GL Acct Title	GL Acct Dr Cr Ind	GL Acct Dr2	GL Acct Title6	GL Acct Dr Cr Ind6	GL Acct Cr2	GL Acct Title2	GL Acct Dr Cr Ind2	GL Acct Dr3
A	164	Receipt Of Unearned Revenue - No Doc Sur	0065	Unreconciled Deposit	D	1603	Unearned Revenue - Non Doc	C	3200	Gaap Revenue Offset	D	3100	Revenue Control - C		

Example 1: Cash Receipt for Unearned Revenue Continued 3

Example 1

What do the 28a & b screens look like?

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S28A UC: 10 STATE OF OREGON 03/08/18 05:16 PM
LINK TO: TRANSACTION CODE DECISION PROFILE PROD
TRAN CODE: 164 TITLE: RECEIPT OF UNEARNED REVENUE - NO DOC SUP
GENERAL LEDGER DR-1: 0065 CR-1: 1603 DR-2: 3200 CR-2: 3100
POSTING DR-3: CR-3: DR-4: CR-4:
TRANS DOCD DUDT SVDT CDOC I RDOC MOD N AGCY R IDX PCA COBJ R
EDIT AOBJ RVRS PDT N CI N 1099 N WARR INVC I VNUM VNAM VADD
INDS: DMETH N APN# R FUND R GLA N AGL N GRNT SUBG PROJ MULT G38# N
POST SEQ: 2 REG NO: 3 WW IND: 0 D/I: WAR CANCL TC: PYTC: FUTMY: N
GEN- TC: DT: ACCR TC: TR TC: INTERFACE IND:
PAY LIQ TC: PAY RED TC: CUM POST IND: Y BAL TC: A/S DOC AMT: +
A/S BT MATCH GLA DOC A/S BT MATCH GLA DOC
DF:
FILE AP: + 12
POSTING AB: + 12
INDS: CC: + 12 + 34
GP: + 12
PJ: + 12
AGY GL: STATUS CODE: A
EFF START DATE: 06011990 EFF END DATE: LAST PROC DATE: 02132015
Z06 RECORD SUCCESSFULLY RECALLED
F1-HELP F3-DEL F5-NEXT F6-28B F9-INT F10-SAVE F11-SAVE/CLEAR ENT-INQ CLEAR-EXIT
    
```

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S28B UC: 10 STATE OF OREGON 03/08/18 05:18 PM
LINK TO: TRANS CODE DESCRIPTION PROFILE PROD
TRANS CODE: 64 (MUST BE IN 28A TRANSACTION CODE DECISION PROFILE)
DESCRIPTION: RECORD DEPOSIT OF REVENUE THAT HAS NOT BEEN EARNED
REV IS NOT INCR FOR F/S PURPOSES. TC332 GEN WHEN
DEP IS RECON W/TREAS. WHEN UNEARNED REV EARNED USE
TC492. 0065-UNRECON DEP;1603-UNEARNED REV-NON DOC
3200-GAAP REV OFFSET;3100-REVENUE CTL-CASH
I/E (I=INCLUDE, E=EXCLUDE) ENTER GL ACCOUNT CODES SEPARATED WITH "-" OR ",".

I/E (I=INCLUDE, E=EXCLUDE) ENTER COMPTROLLER OBJECTS SEPARATED WITH "-" OR ",".
I 0111 - 1200 , 1404 - 1405 , 1501 - 1750 , 2000 - 2600 ,

ENTER UP TO 10 VALID DOC TYPES FOR THE TRANS CODE. ("% IN #1 = ALL VALID)
1: CR 2: CI 3: ST 4: AW 5: 6: 7: 8: 9: 10:
ENTER UP TO 10 VALID BATCH TYPES FOR THE TRANS CODE. ("% IN #1 = ALL VALID)
1: 2 2: 4 3: 4: 5: 6: 7: 8: 9: 10:
TREAS CAT: STATUS CODE: A
EFF START DATE: 06011990 EFF END DATE: LAST PROC DATE: 02132015
Z06 RECORD SUCCESSFULLY RECALLED
F1-HELP F3-DEL F5-NEXT F6-28A F9-INT F10-SAVE F11-SAVE/CLEAR ENT-INQ CLEAR-EXIT
    
```

Example 1: Cash Receipt for Unearned Revenue Continued 4

And what does the accounting look like for this deposit?

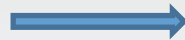
		Enter revenue for future seminar										
		GL0065 Unrecon Deposit		GL 0070 Cash at Treasury		GL 1603 Unearned Revenue		GL3200 GAAP Rev Offset		GL 3100 Revenue control		
		TCode	DR	CR	DR	CR	DR	CR	DR	CR	DR	CR
Original Entry:												
1	Receipt of Unearned Revenue	164	250				250	250				250
2	Deposit Reconciles	332		250	250							
Balance					250		250	250				250

NOTE: When a deposit on the 13 screen reconciles with treasury, the system always generates TC332. The agency cannot spend money that sits in GL0065, only what sits in GL0070.

Example 2 :Interest Distribution from Treasury

Search for “Interest” in the OAM 60.30.00 or 60.20.00 if you do not know the Comptroller object:

Result: 0810



0740	Income of Individuals in State Care	financial guardian. Benefits or other income of individuals for whom financial guardian.
0800	Interest on Investments	Investment Income – Proceeds from interest earned on cash, investments and loans, and income from changes in fair value of investments.
0801	Interest on Program Loans	Investment Income – Proceeds from interest earned on cash, investments and loans, and income from changes in fair value of investments.
0810	Income from Investments – Treasury	Investment Income – Proceeds from interest earned on cash, investments and loans, and income from changes in fair value of investments.
OAM 60.30.00		4 of 35

0811	Interest on Program Loans – Treasury	Investment Income – Proceeds from interest earned on cash, investments and loans, and income from changes in fair value of investments.
0820	Excess Fund Interest – Treasury	Investment Income – Proceeds from interest earned on cash, investments and loans, and income from changes in fair value of investments.

Example 2: Interest Distribution from Treasury Continued 1

Search the transaction code spreadsheet from SMFS website for desired GL codes:

- Debit to GL0065 Unreconciled Deposits
- Credit to GL3100 Revenue

Status Code	Tcode	Tcode Title	GL Acct Dr1	GL Acct Title5	GL Acct Dr Cr Ind5	GL Acct Cr1	GL Acct Title	GL Acct Dr Cr Ind	GL Acct Dr2
A	149	Cash Receipts/Sale Of Fa-Prop/Fid/Govtl	0065	Unreconciled Deposit	D	3100	Revenue Control - Cash	C	
A	190	Receipt Of Revenue Not Accrued	0065	Unreconciled Deposit	D	3100	Revenue Control - Cash	C	
A	189	Pay Loss On Bonds/Cop Call Exp	0065	Unreconciled Deposit	D	3100	Revenue Control - Cash	C	
A	182	Recognize Interest Dist. From Treasury	0065	Unreconciled Deposit	D	3100	Revenue Control - Cash	C	
A	406	Reverse Unreconciled Deposit	0065	Unreconciled Deposit	D	3100	Revenue Control - Cash	C	

Looking at titles, TC190 or 182 look like they might work.

Example 2: Interest Distribution from Treasury Continued 2

Or, search Title column for “interest”

Status Code	Tcode	Tcode Title	Gl Acct Dr1	Gl Acct Title5	
A	185	Record Wire Tf/Ach Transfer Out	0065	Unreconciled Deposit	D
A	183	Recognize Accrued Interest Purch Rec'D	0065	Unreconciled Deposit	D
A	182	Recognize Interest Dist. From Treasury	0065	Unreconciled Deposit	D
A	199	Establish A/R Other Billed-No Invoice	0501	Accounts Receivable -Other -	D
A	198	Est Intergov Rec(Local)Billed-No Invoic	0547	Due From Other Governments D	

Find and Replace

Find

Find what:

Book	Sheet	Name	Cell	Value	Formula
T-Codes-2018.xlsx	By Function		\$D\$37	Collection Of Interest Rec'V Designated	
T-Codes-2018.xlsx	By Function		\$D\$38	Collection Of Interest Rec-Other Billed	
T-Codes-2018.xlsx	By Function		\$D\$39	Coll Of Interest Rec-Other Unbilled	
T-Codes-2018.xlsx	By Function		\$D\$58	Est Interest Receivable - Designated	
T-Codes-2018.xlsx	By Function		\$D\$69	Adjust Interest Receivable-Other Billed	
T-Codes-2018.xlsx	By Function		\$D\$70	Est Interest Receivable - Other Billed	
T-Codes-2018.xlsx	By Function		\$D\$74	Est/Adjust Interest Rec - Other Unbilled	
T-Codes-2018.xlsx	By Function		\$D\$101	Recognize Accrued Interest Purch Rec'D	
T-Codes-2018.xlsx	By Function		\$D\$102	Recognize Interest Dist. From Treasury	
T-Codes-2018.xlsx	By Function		\$D\$114	Record Interest On Delinquent Billed Rec	

Gather the possibilities with Ctrl+F

Note, this only found TC182 with “interest” in the title; TC190 was not highlighted on the search.

Example 2: Interest Distribution from Treasury

Continued 3

Check the 28a screen for both t-codes to determine if there are any differences:

TC182:

TC190:

```

S28A UC: 10 STATE OF OREGON 03/09/18 02:29 PM
LINK TO: TRANSACTION CODE DECISION PROFILE PROD

TRAN CODE: 182 TITLE: RECOGNIZE INTEREST DIST. FROM TREASURY
GENERAL LEDGER DR-1: 0065 CR-1: 3100 DR-2: CR-2:
POSTING DR-3: CR-3: DR-4: CR-4:
TRANS DOCD DUDT SVDT CDOC I RDOC MOD N AGCY R IDX PCA COBJ R
EDIT AOBJ RVRS PDT N CI N 1099 N WARR INVC I VNUM VNAM VADD
INDS: DMETH N APN# R FUND R GLA N AGL N GRNT SUBG PROJ MULT G38# N
POST SEQ: 2 REG NO: 3 WW IND: 0 D/I: D WAR CANCL TC: PYTC: FUTMY: N
GEN- TC: DT: ACCR TC: TR TC: INTERFACE IND:
PAY LIQ TC: PAY RED TC: CUM POST IND: Y BAL TC: A/S DOC AMT: +
A/S BT MATCH GLA DOC A/S BT MATCH GLA DOC
DF:
FILE AP: + 12
POSTING AB: + 12
INDS: CC: + 12 + 34
GP: + 12
PJ: + 12
AGY GL: STATUS CODE: A
EFF START DATE: 04261994 EFF END DATE: LAST PROC DATE: 02032012
Z06 RECORD SUCCESSFULLY RECALLED

F1-HELP F3-DEL F5-NEXT F6-28B F9-INT F10-SAVE F11-SAVE/CLEAR ENT-INQ CLEAR-EXIT
    
```

```

S28A UC: 10 STATE OF OREGON 03/09/18 02:34 PM
LINK TO: TRANSACTION CODE DECISION PROFILE PROD

TRAN CODE: 190 TITLE: RECEIPT OF REVENUE NOT ACCRUED
GENERAL LEDGER DR-1: 0065 CR-1: 3100 DR-2: CR-2:
POSTING DR-3: CR-3: DR-4: CR-4:
TRANS DOCD DUDT SVDT CDOC I RDOC MOD N AGCY R IDX PCA COBJ R
EDIT AOBJ RVRS PDT N CI N 1099 N WARR INVC I VNUM VNAM VADD
INDS: DMETH N APN# R FUND R GLA N AGL N GRNT SUBG PROJ MULT G38# N
POST SEQ: 2 REG NO: 3 WW IND: 0 D/I: WAR CANCL TC: PYTC: FUTMY: N
GEN- TC: DT: ACCR TC: TR TC: INTERFACE IND:
PAY LIQ TC: PAY RED TC: CUM POST IND: Y BAL TC: A/S DOC AMT: +
A/S BT MATCH GLA DOC A/S BT MATCH GLA DOC
DF:
FILE AP: + 12
POSTING AB: + 12
INDS: CC: + 12 + 34
GP: + 12
PJ: + 12
AGY GL: STATUS CODE: A
EFF START DATE: 05281990 EFF END DATE: LAST PROC DATE: 05052004
Z06 RECORD SUCCESSFULLY RECALLED

F1-HELP F3-DEL F5-NEXT F6-28B F9-INT F10-SAVE F11-SAVE/CLEAR ENT-INQ CLEAR-EXIT
    
```

Only the title is different

Example 2:

AND check the 28b screen to verify whether these t-codes will work:

TC182:

TC190:

```

S28B UC: 10 STATE OF OREGON 03/09/18 02:31 PM
LINK TO: TRANS CODE DESCRIPTION PROFILE PROD
TRANS CODE: 182 (MUST BE IN 28A TRANSACTION CODE DECISION PROFILE)
DESCRIPTION: RECOGNIZE INTEREST DISTRIB FROM TREASURY THRU THE
TREAS INTERFACE (EXCESS INTEREST OR INTEREST ON
INVESTMENTS). TC332 GEN WHEN ENTRY RECON W/TREAS.
USE 182R TO RECORD A NEG AMT. GASB 34
0065-UNRECON DEPOSIT;3100-REVENUE CTL-CASH
I/E (I=INCLUDE, E=EXCLUDE) ENTER GL ACCOUNT CODES SEPARATED WITH "-" OR ",".

I/E (I=INCLUDE, E=EXCLUDE) ENTER COMPTROLLER OBJECTS SEPARATED WITH "-" OR ",".
I 0810 , 0811 , 0820 ,

ENTER UP TO 10 VALID DOC TYPES FOR THE TRANS CODE. ("% IN #1 = ALL VALID)
1: ID 2: IR 3: 4: 5: 6: 7: 8: 9: 10:
ENTER UP TO 10 VALID BATCH TYPES FOR THE TRANS CODE. ("% IN #1 = ALL VALID)
1: 2 2: 4 3: 4: 5: 6: 7: 8: 9: 10:
TREAS CAT: STATUS CODE: A
EFF START DATE: 06291994 EFF END DATE: LAST PROC DATE: 09072011
Z06 RECORD SUCCESSFULLY RECALLED

F1-HELP F3-DEL F5-NEXT F6-28A F9-INT F10-SAVE F11-SAVE/CLEAR ENT-INO CLEAR-EXIT
  
```

```

S28B UC: 10 STATE OF OREGON 03/09/18 02:34 PM
LINK TO: TRANS CODE DESCRIPTION PROFILE PROD
TRANS CODE: 190 (MUST BE IN 28A TRANSACTION CODE DECISION PROFILE)
DESCRIPTION: RECORD & ADJ RECPT & DEPOSIT OF REVENUE. CASH &
CASH REV ARE INCREASED. USE TC149 TO RECORD REV
RECVD FOR SALE OF A FIXED ASSET IN PROP FUND.
TC332 GEN WHEN DEPOSIT IS RECON W/TREASURY.
0065-UNRECON DEPOSIT;3100-REVENUE CTL-CASH
I/E (I=INCLUDE, E=EXCLUDE) ENTER GL ACCOUNT CODES SEPARATED WITH "-" OR ",".

I/E (I=INCLUDE, E=EXCLUDE) ENTER COMPTROLLER OBJECTS SEPARATED WITH "-" OR ",".
I 0111 - 1200 , 1404 - 1405 , 1407 , 1408 , 1429 , 1435 , 1500 - 1750 ,
I 2000 - 2600 ,

ENTER UP TO 10 VALID DOC TYPES FOR THE TRANS CODE. ("% IN #1 = ALL VALID)
1: CR 2: CI 3: ST 4: AW 5: 6: 7: 8: 9: 10:
ENTER UP TO 10 VALID BATCH TYPES FOR THE TRANS CODE. ("% IN #1 = ALL VALID)
1: 2 2: 4 3: 4: 5: 6: 7: 8: 9: 10:
TREAS CAT: STATUS CODE: A
EFF START DATE: 05311990 EFF END DATE: LAST PROC DATE: 06142016
Z06 RECORD SUCCESSFULLY RECALLED

F1-HELP F3-DEL F5-NEXT F6-28A F9-INT F10-SAVE F11-SAVE/CLEAR ENT-INO CLEAR-EXIT
  
```

Both allow CDBJ 0010

Example 2: Interest Distribution from Treasury Continued 4

What does the accounting look like:

TC182

		Interest Distribution from Treasury							
		GL0065 Unrecon Deposit		GL 0070 Cash at Treasury		GL 3100 Revenue control			
		TCode	DR	CR	DR	CR	DR	CR	
Original Entry:									
1	Interest Distribution from Treasury	182	250					250	COBJ: 0810
2	Deposit Reconciles	332		250	250				
Balance after deposit					250			250	

or you can use

TC190

		Interest Distribution from Treasury							
		GL0065 Unrecon Deposit		GL 0070 Cash at Treasury		GL 3100 Revenue control			
		TCode	DR	CR	DR	CR	DR	CR	
Original Entry:									
1	Interest Distribution from Treasury	190	250					250	COBJ: 0810
2	Deposit Reconciles	332		250	250				
Balance after deposit					250			250	

CORRECTING ENTRIES FOR DEPOSITS

- A. Hanging Balances
- B. Deposit Correction T-Code Decision Process
- C. Deposit Reconciliation T-Code Matrix Table

A. How a Hanging Balance is Created

1. Deposit is posted to RSTARS using TC151, to Fund A
2. The deposit reconciles and t-code 332 is system-generated and posted
3. Agency determines that TC151 in Fund A should have been TC172 in Fund B
4. Agency (incorrectly) uses deposit recon t-codes 151R and 172 to correct the deposit and **must** use the same deposit number on each transaction

Correcting entries that were incorrectly posted:

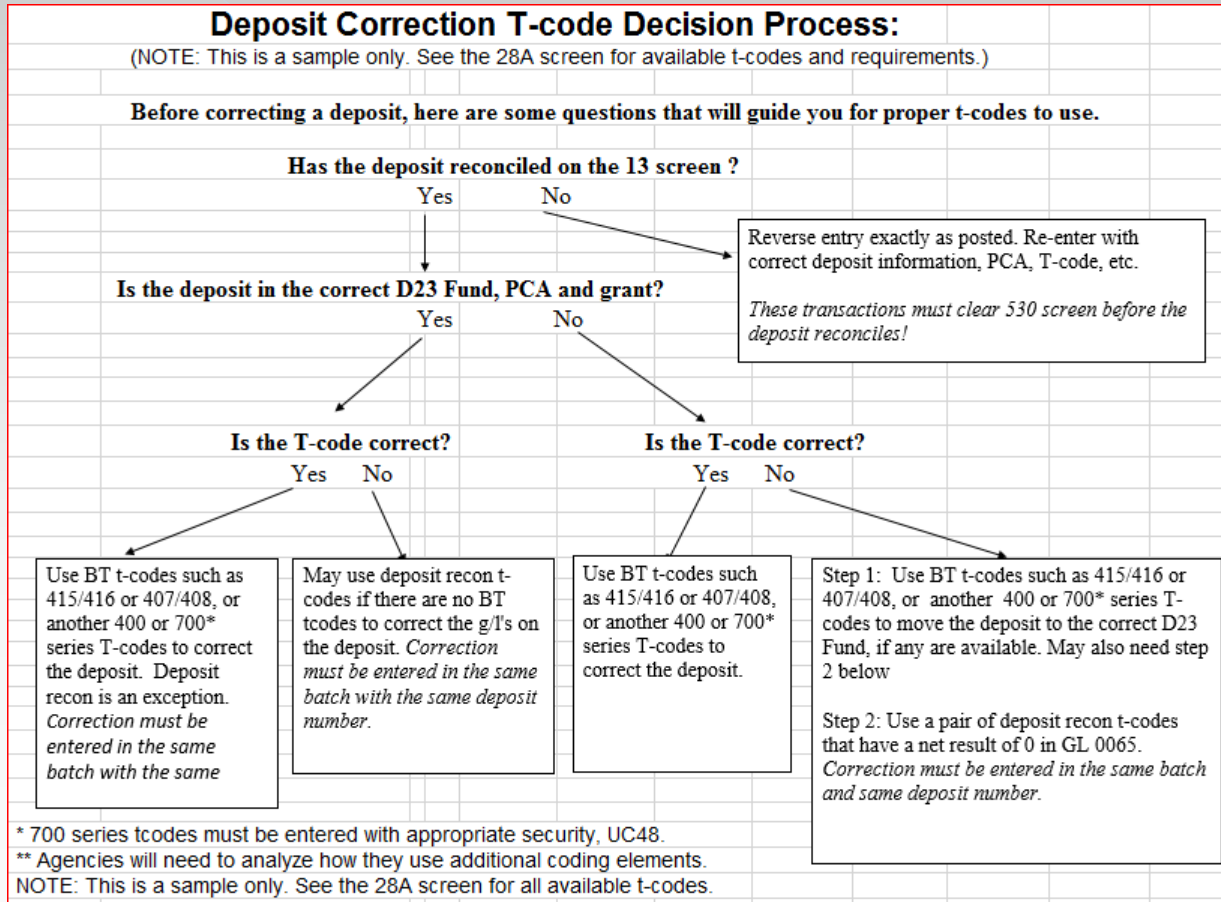
		Incorrect D23 Fund - Fund A								Correct D23 Fund - Fund B							
		GL0065 Unreconciled Cash		GL 0070 Cash at Treasury		GL 0060 Undistributed Cash		GL 3500 Expenditure Control		GL0065 Unreconciled Cash		GL 0070 Cash at Treasury		GL 0060 Undistributed Cash		GL 3500 Expenditure Control	
		TCode	DR	CR	DR	CR	DR	CR	DR	CR	TCode	DR	CR	DR	CR	DR	CR
Original Entry:																	
1	Unidentified Receipt	151	500					500									
2	System Generated TC 332, deposit reconciled on 13 screen	332		500	500												
Balance before agency correction			0		500			500	0								
Agency tried to correct the deposit with deposit recon tcodes:																	
3	Reverse Original Entry with TC 151R, Fund A, then	151R		500			500										
4	Re-enter it with TC172, Fund B									172	500						500
Balance after agency correction			500		500			0	0		500			0		0	500
			Will never clear		Did not move						Will never clear						

Results

- TC332 is not generated because same deposit # in same batch: this is what we want 😊
- Creates a bit bucket: this is not what we want ☹️
- Cash in GL0070 remains in Fund A and does not move to Fund B: this is not what we want ☹️
- Hanging Balances in GL0065 in both funds that will never clear without correction: this is not what we want ☹️

Agency **should not** use deposit recon t-codes to reclass between funds after a deposit has reconciled (except in very limited cases).

Deposit Correction T-code Decision Process



Deposit Reconciliation T-code Matrix Table (common t-codes):

Same D23 Fund, PCA & Grant		The T-code that should have been used is:							
		Or the change I need to make does not include changing the D23 Fund:							
The Deposit has Reconciled on the 13 Screen. The Tcode used on the original deposit was:		TC 150 (GL 0573)	TC 151 (GL 0060)	TC 162 (GL 1551)	TC 164 (GL 1603)	TC 165 (GL 1550)	TC 170 (GL 1604)	TC 172 or 167R (GL 3500)	TC 190 (GL 3100)
TC 150 (GL 0573)	RECEIPT FOR RETURN OF UNREIMBURSED ADVANCE	434/435	150R/151*	150R/162*	150R/164*	150R/165*	150R/170*	150R/172*	150R/190*
TC 151 (GL 0060)	RECORD UNIDENTIFIED RECEIPT	151R/150*	496/497	151R/162*	151R/164*	151R/165*	151R/170*	151R/172*	151R/190*
TC 162 (GL 1551)	RECORD RECEIPT OF DEPOSIT LIABILITY - no doc support	162R/150*	162R/151*	432/433	162R/164*	162R/165*	162R/170*	162R/172*	421/422
TC 164 (GL 1603)	RECEIPT OF DEFERRED REVENUE - no doc support	164R/150*	164R/151*	164R/162*	164R/164*	164R/165*	164R/170*	164R/172*	164R/190*
TC 165 (GL 1550)	RECORD RECEIPT OF DEPOSIT LIABILITY - doc support	168R/150*	168R/151*	168R/162*	168R/164*	430/431	168R/170*	168R/172*	398/399
TC 170 (GL 1604)	RECEIPT OF DEFERRED REVENUE - doc support	493 then 190R/150*	493 then 190R/151*	493 then 421R/422R	493 then 190R/164*	493 then 190R/165*	443/444	493 then 409R/410R	493, no other entry
TC 172 or 167R (GL 3500)	REFUND OF EXPENDITURE / Outgoing Treas Fees	172R/150*	172R/151*	172R/162*	172R/164*	172R/165*	172R/170*	415/416	409/410
TC 190 (GL 3100)	RECEIPT OF REVENUE NOT ACCRUED	190R/150*	190R/151*	421R/422R	190R/164*	190R/165*	190R/170*	409R/410R	407/408

*To correct t-code within same D23 fund, deposit recon tcodes may be used when no BT t-code is available.

The deposit recon t-codes should be in same batch with same deposit number in the same D23 fund.

Deposit Reconciliation T-code Matrix Table (common t-codes):

Changing the D23 Fund, PCA or Grant		The T-code that should have been used is:							
		Or the change I need to make includes changing the D23 Fund:							
The Deposit has Reconciled on the 13 Screen. The Tcode used on the original deposit was:		TC 150 (GL 0573)	TC 151 (GL 0060)	TC 162 (GL 1551)	TC 164 (GL 1603)	TC 165 (GL 1550)	TC 170 (GL 1604)	TC 172 or 167R (GL 3500)	TC 190 (GL 3100)
TC 150 (GL 0573)	RECEIPT FOR RETURN OF UNREIMBURSED ADVANCE	434/435	150R/151, then 496/497	150R/162, then 432/433	150R/164,49 2 then 407/408,	150R/165, then 430/431	150R/170, then 443/444	150R/172, then 415/416	150R/190, then 407/408
TC 151 (GL 0060)	RECORD UNIDENTIFIED RECEIPT	496/497 then 151B/150**	496/497	496/497 then 151B/162**	496/497 then 151R/164**	496/497 then 151B/165**	496/497 then 151R/170**	496/497 then 151R/172**	496/497 then 151B/190**
TC 162 (GL 1551)	RECORD RECEIPT OF DEPOSIT LIABILITY - no doc support	432/433 then 162B/150**	432/433 then 162B/151**	432/433	432/433 then 162R/164**	432/433 then 162B/165**	432/433 then 162R/170**	432/433 then 162R/172**	421/422
TC 164 (GL 1603)	RECEIPT OF DEFERRED REVENUE - no doc support	432 then 407/408, then 190R/150	164R/151, then 496/497	164R/162, then 432/433	432 then 407/408, then 190R/164	164R/165, then 430/431	164R/170, then 443/444	164R/172, then 415/416	164R/190, then 407/408
TC 165 (GL 1550)	RECORD RECEIPT OF DEPOSIT LIABILITY - doc support	430/431 then 168R/150**	430/431 then 168R/151**	430/431 then 168R/162**	430/431 then 168R/164**	430/431	430/431 then 168R/170**	430/431 then 168R/172**	398/399
TC 170 (GL 1604)	RECEIPT OF DEFERRED REVENUE - doc support	443/444, 493, then 190R/150	443/444, 493, then 190R/151	493, then 421R/422R	443/444, 493, then 190R/164	443/444, 493, then 190R/165	443/444	493, then 409R/410R	493, then 407/408
TC 172 or 167R (GL 3500)	REFUND OF EXPENDITURE / Outgoing Treas Fees	415/416 then 172R/150**	415/416 then 172R/151**	415/416 then 172R/162**	415/416 then 172R/164**	415/416 then 172R/165**	415/416 then 172R/170**	415/416	409/410
TC 190 (GL 3100)	RECEIPT OF REVENUE NOT ACCRUED	407/408 then 190B/150**	407/408 then 190B/151**	421R/422R	407/408 then 190R/164**	407/408 then 190B/165**	407/408 then 190R/170**	409R/410R	407/408

** To correct t-code between D23 funds, PCA or grant, first use BT t-codes to move between funds, then deposit recon t-codes to move between GLs.

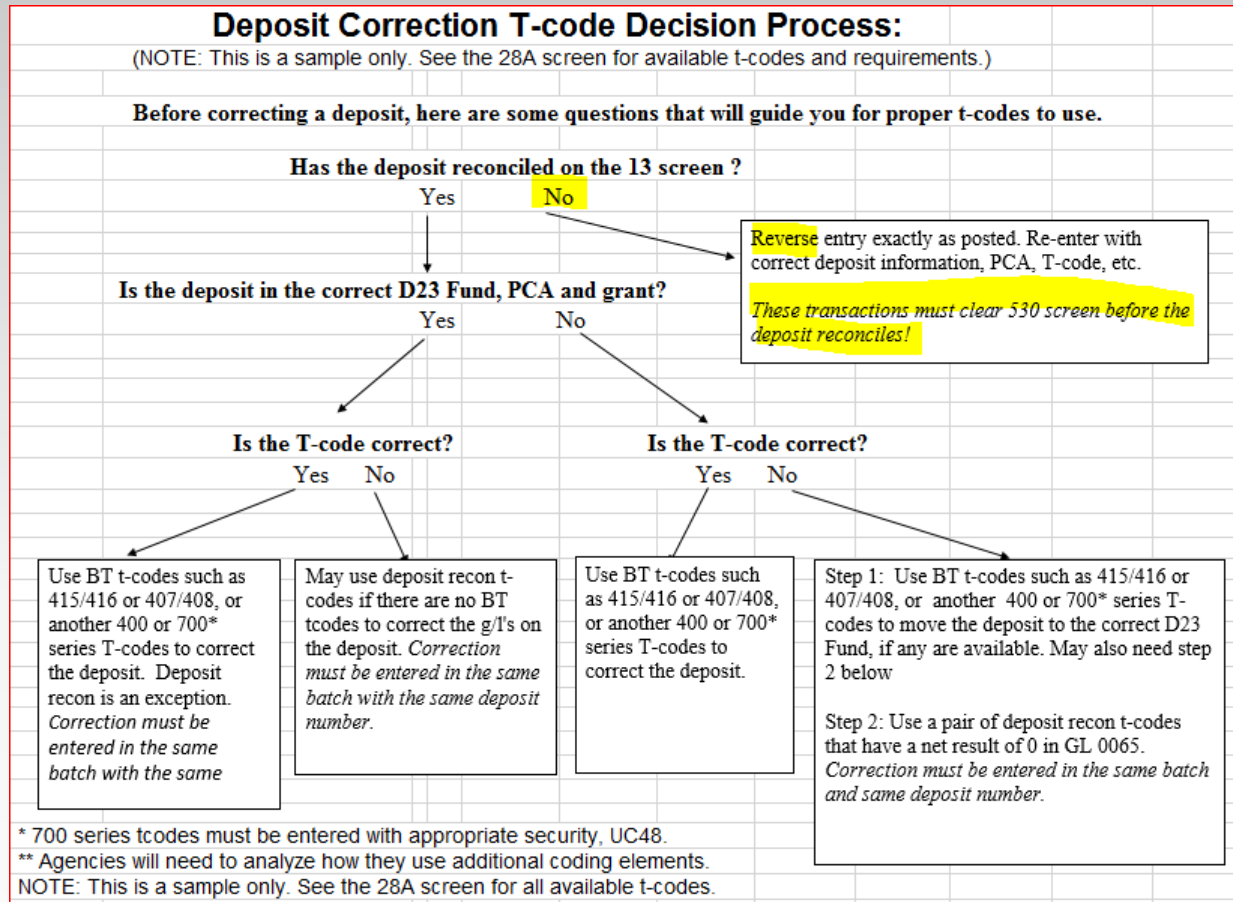
The deposit recon t-codes should be in same batch with same deposit number in the same D23 fund.

Example 3: Deposit Correction – still on 13 screen

- Deposit is posted to RSTARS using TC190
- Treasury has not posted the deposit, so the deposit has not reconciled; it is on the 13 screen

		Incorrect Comptroller Object							
		GL0065 Unrecon Deposit		GL 0070 Cash at Treasury		GL 3100 Revenue control		COBJ	
		TCode	DR	CR	DR	CR	DR	CR	
Original Entry:									
1	Receipt of Unearned Revenue	190	250					250	0500
Balance before agency correction			250					250	

Example 3: Deposit Correction – still on 13 screen Continued 1



Example 3: Deposit Correction – still on 13 screen Continued 2

- Agency realizes COBJ 0600 RENTS should be used, not 0050 FINES
- Deposit entry has cleared 530 screen so cannot be corrected
- Deposit is on the 13 screen unreconciled because Treasury entry has not posted yet

		Incorrect Comptroller Object							
		GL0065 Unrecon Deposit		GL 0070 Cash at Treasury		GL 3100 Revenue control		COBJ	
		TCode	DR	CR	DR	CR	DR	CR	
1	Receipt of Revenue	190	250					250	0500
2	Reverse the original entry	190R		250			250		0500
3	Enter again with correct COBJ	190	250					250	0600

- Transactions must be released and clear the 530 screen **before** the deposit reconciles (step 4)

Example 3: Deposit Correction – still on 13 screen Continued 3

		Incorrect Comptroller Object							
		GL0065 Unrecon Deposit		GL 0070 Cash at Treasury		GL 3100 Revenue control		COBJ	
		TCode	DR	CR	DR	CR	DR	CR	
1	Receipt of Revenue	190	250					250	0500
2	Reverse the original entry	190R		250			250		0500
3	Enter again with correct COBJ	190	250					250	0600
4	Deposit reconciles	332		250	250				0600
Balance after reconciliation					250			250	0600

However, timing is everything!

These transactions need to clear the 530 screen before the deposit reconciles.

It may be best to let the original entry post, then correct it similar to the remaining examples.

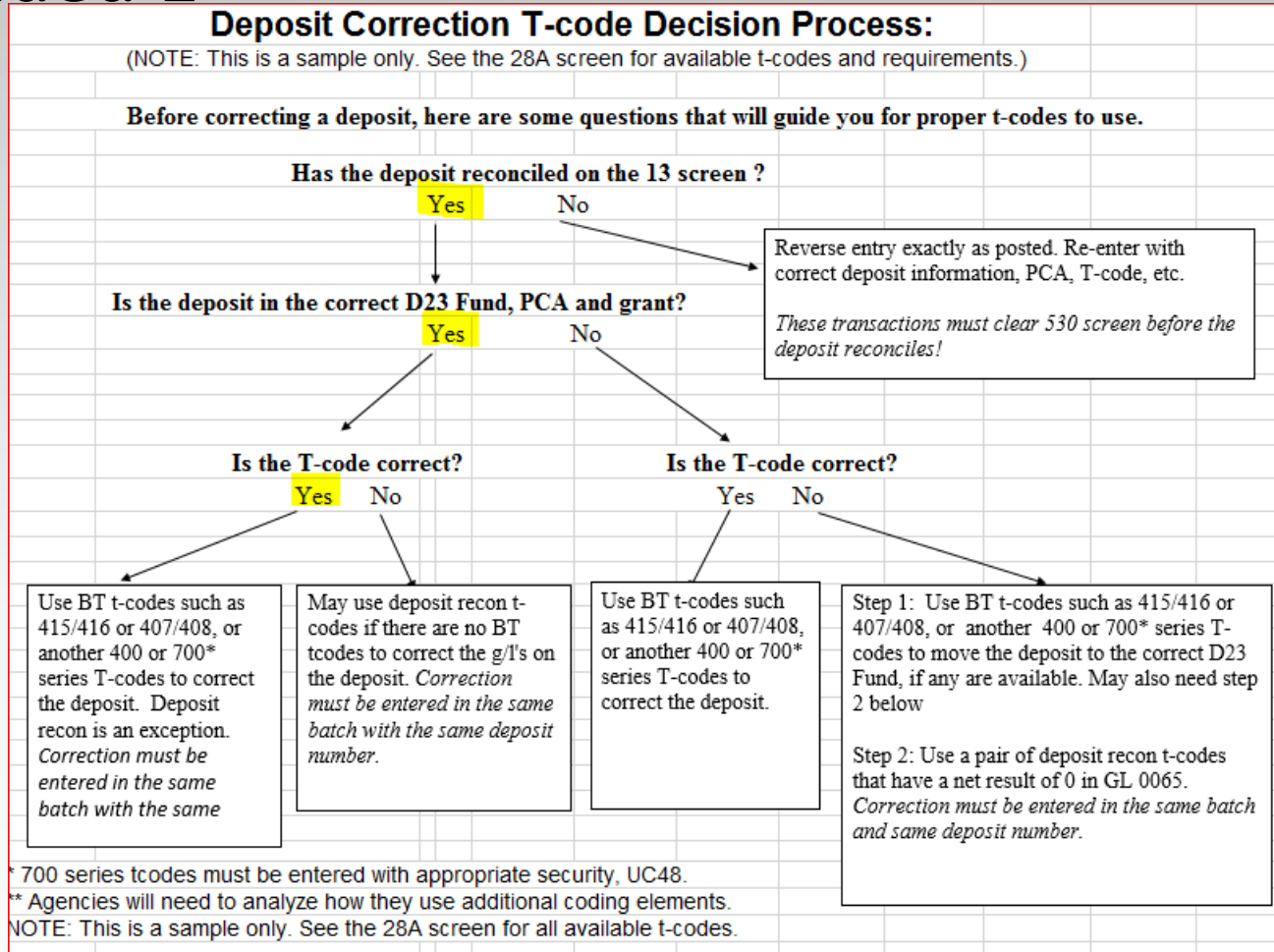
Example 4: Correct a Coding Element

- Deposit was entered with TC 162 as deposit liability GL1551
- Deposit reconciled and is no longer on 13 screen
- The t-code is correct
- The Index only needs to be changed; D23, PCA and grant are the same

			Incorrect Comptroller Object						
			GL0065 Unrecon Deposit		GL 0070 Cash at Treasury		GL 1551 Deposit Liability		Index
			TCode	DR	CR	DR	CR	DR	CR
Original Entry:									
1	Receipt of Dep Liability	162	300					300	12345
2	Deposit Reconciles	332		300	300				
Balance before agency correction						300		300	12345

Example 4: Correct a Coding Element

Continued 1



Example 4: Correct a Coding Element

Continued 2

Reverse from GL1551 incorrect Index; post to GL1551 correct index
 Choose a balanced transaction to make the correction: refer to tcode.xlsx

Status Code	Tcode	Tcode Title	GL Acct Dr1	GL Acct Title5	GL Acct Dr Cr Ind5	GL Acct Cr1	GL Acct Title	GL Acct Dr Cr Ind	GL Acct Dr2	GL Acct Title6	GL Acct Dr Cr Ind6	GL Acct Cr2	GL Acct Title2	GL Acct Dr Cr Ind2	GL Acct Dr3
A	383	Warrant Cancellation - Dep Liab W/O Doc	1551	Deposit Liability-Non-Docume C	0070	Cash On Deposit With Treasu D	1111	Payments Outstanding C D	1011	Payments Outstand C					
A	421	Move Dep Liab Out And Cash Out (Non-Doc)	1551	Deposit Liability-Non-Docume C	0070	Cash On Deposit With Treasu D									
A	764	Revrt G/F Prior Bi \$/Tsfr Expired \$	1551	Deposit Liability-Non-Docume C	0070	Cash On Deposit With Treasu D									
A	762	Move Dep Liab/Cash Out Of Agy(Non-Doc)	1551	Deposit Liability-Non-Docume C	0070	Cash On Deposit With Treasu D									
I	833	Afs Ck Cancellation-Deposit Liability	1551	Deposit Liability-Non-Docume C	0070	Cash On Deposit With Treasu D	1111	Payments Outstanding C D	1013	Afs Checks Outstan C					
I	803	Afs Deposit Liability	1551	Deposit Liability-Non-Docume C	0070	Cash On Deposit With Treasu D	1111	Payments Outstanding C D	1013	Afs Checks Outstan C					

- TC383: warrant cancel; not for agency use; includes GL1111 & 1011
- TC421: possibility
- TC764: we are not reverting to general fund
- TC762: possibility, but series “700”
- TC833 and 803: inactive; includes other GLs

Example 4: Correct a Coding Element

Continued 3

```

S28A UC: 10 STATE OF OREGON 04/15/16 09:27 AM
LINK TO: TRANSACTION CODE DECISION PROFILE PROD

TRAN CODE: 421 TITLE: MOVE DEP LIAB OUT AND CASH OUT (NON-DOC)
GENERAL LEDGER DR-1: 1551 CR-1: 0070 DR-2: CR-2:
POSTING DR-3: CR-3: DR-4: CR-4:
TRANS DOCD DUDT SVDT CDOC I RDOC MOD N AGCY R IDX PCA COBJ N
EDIT AOBJ N RVRS PDT N CI N 1099 N WARR N INVC VNUM VNAM VADD
INDS: DMETH N APN# FUND R GLA N AGL GRNT SUBG PROJ MULT G38# N
POST SEQ: 2 REG NO: 5 WW IND: 0 D/I: D WAR CANCL TC: PYTC: FUTMY: N
GEN- TC: DT: ACCR TC: TR TC: INTERFACE IND: 1 T
PAY LIQ TC: PAY RED TC: CUM POST IND: Y BAL TC: 422 A/S DOC AMT: -
A/S BT MATCH GLA DOC A/S BT MATCH GLA DOC
DF:
FILE AP:
POSTING AB:
INDS: CC: - 22
GP:
PJ:
AGY GL: 1 STATUS CODE: A
EFF START DATE: 06291994 EFF END DATE: LAST PROC DATE: 02252010
Z06 RECORD SUCCESSFULLY RECALLED
  
```

```

S28A UC: 10 STATE OF OREGON 04/19/16 09:39 AM
LINK TO: TRANSACTION CODE DECISION PROFILE PROD

TRAN CODE: 422 TITLE: MOVE REVENUE IN AND CASH IN (NON-DOC)
GENERAL LEDGER DR-1: 0070 CR-1: 3100 DR-2: CR-2:
POSTING DR-3: CR-3: DR-4: CR-4:
TRANS DOCD DUDT SVDT CDOC I RDOC MOD N AGCY R IDX PCA COBJ R
EDIT AOBJ RVRS PDT N CI N 1099 N WARR N INVC VNUM VNAM VADD
INDS: DMETH N APN# R FUND R GLA N AGL N GRNT SUBG PROJ MULT G38# N
POST SEQ: 2 REG NO: 5 WW IND: 0 D/I: D WAR CANCL TC: PYTC: FUTMY: N
GEN- TC: DT: ACCR TC: TR TC: INTERFACE IND: 1 T
PAY LIQ TC: PAY RED TC: CUM POST IND: Y BAL TC: 421 A/S DOC AMT: +
A/S BT MATCH GLA DOC A/S BT MATCH GLA DOC
DF:
FILE AP: + 12
POSTING AB: + 12
INDS: CC: + 12
GP: + 12
PJ: + 12
AGY GL: STATUS CODE: A
EFF START DATE: 05201994 EFF END DATE: LAST PROC DATE: 06102010
Z06 RECORD SUCCESSFULLY RECALLED
  
```

Notice TC422 credits GL3100 Revenue Control – but we want GL1551

THIS IS NOT WHAT WE WANT – BACK TO THE DRAWING BOARD!

Example 4: Correct a Coding Element

Continued 4

```

S28A UC: 10 STATE OF OREGON 04/19/16 09:48 AM
LINK TO: TRANSACTION CODE DECISION PROFILE PROD

TRAN CODE: 762 TITLE: MOVE DEP LIAB/CASH OUT OF AGY(NON-DOC)
GENERAL LEDGER DR-1: 1551 CR-1: 0070 DR-2: CR-2:
POSTING DR-3: CR-3: DR-4: CR-4:
TRANS DOCD DUDT SVDT CDOC I RDOC MOD N AGCY R IDX PCA COBJ N
EDIT AOBJ N RVRS PDT N CI N 1099 N WARR N INVC VNUM I VNAM R VADD R
INDS: DMETH N APN# FUND R GLA N AGL GRNT SUBG PROJ MULT G38# N
POST SEQ: 2 REG NO: 5 WW IND: 0 D/I: D WAR CANCL TC: PYTC: FUTMY: N
GEN- TC: DT: ACCR TC: TR TC: INTERFACE IND: 1 T
PAY LIQ TC: PAY RED TC: CUM POST IND: Y BAL TC: 763 A/S DOC AMT: -
A/S BT MATCH GLA DOC A/S BT MATCH GLA DOC
DF:
FILE AP:
POSTING AB:
INDS: CC: - 22
GP:
PJ:
AGY GL: 1 STATUS CODE: A
EFF START DATE: 06291994 EFF END DATE: LAST PROC DATE: 02212006
Z06 RECORD SUCCESSFULLY RECALLED
    
```

```

S28A UC: 10 STATE OF OREGON 04/19/16 09:49 AM
LINK TO: TRANSACTION CODE DECISION PROFILE PROD

TRAN CODE: 763 TITLE: RECEIPT OF CASH TO A SUSP ACCT/BETW AGYS
GENERAL LEDGER DR-1: 2954 CR-1: 2904 DR-2: CR-2:
POSTING DR-3: CR-3: DR-4: CR-4:
TRANS DOCD DUDT SVDT CDOC I RDOC MOD N AGCY R IDX PCA COBJ N
EDIT AOBJ N RVRS N PDT N CI N 1099 N WARR N INVC VNUM VNAM VADD
INDS: DMETH N APN# N FUND R GLA N AGL N GRNT N SUBG N PROJ N MULT G38# N
POST SEQ: 3 REG NO: 5 WW IND: 0 D/I: D WAR CANCL TC: PYTC: FUTMY: N
GEN- TC: DT: ACCR TC: TR TC: INTERFACE IND: 1 S
PAY LIQ TC: PAY RED TC: CUM POST IND: Y BAL TC: 762 A/S DOC AMT: +
A/S BT MATCH GLA DOC A/S BT MATCH GLA DOC
DF:
FILE AP:
POSTING AB:
INDS: CC:
GP:
PJ:
AGY GL: STATUS CODE: A
EFF START DATE: 07011994 EFF END DATE: LAST PROC DATE: 09142015
Z06 RECORD SUCCESSFULLY RECALLED
    
```

TC762 looks good – TC763 does not because it has different GL accounts

THIS IS NOT WHAT WE WANT – BACK TO THE DRAWING BOARD!

Example 4: Correct a Coding Element

Continued 5

Check for a usable “Open GL” t-code on tcode.xlsx

Filter DR1 for GL 1551 since we want to reverse the original entry

There were no results – we want the debit to be blank

Filter CR1 for GL0070 – debit will be blank and we can choose from a list

Tcode	Tcode Title	Status Code	GI Acct Dr1	GI Acct Cr1	GI Acct Dr2	GI Acct Cr2	GI Inc Exc Ind1	GI Inc Exc Ind2	GI Acct1	GI Acct2	GI Acct3	GI Acct4	GI Acct5	GI Acct6	GI Acct7	GI Acct8	GI Acct9	GI Acct10	GI Acct11	GI Acct12
432	Move Dep Liab Out And Cash Out (Non-Doc)	A	0070				I		0507	,	1551	,								
491	Investments With Cash In Treasury	I	0070				I	I	0060	,	0240	,	0245	,	0330	,	0335	,	0580	,
797	Move General Fund Cash To Clear D23 Fund	A	0070				I		3020	,	3041	-	3045	,	3051	-	3053	,		

Search available GLs for 1551

TC432 is the only possibility

Example 4: Correct a Coding Element

Continued 6

```

S28A UC: 10 STATE OF OREGON 03/13/18 01:43 PM
LINK TO: TRANSACTION CODE DECISION PROFILE PROD
TRAN CODE: 432 TITLE: MOVE DEP LIAB OUT AND CASH OUT (NON-DOC)
GENERAL LEDGER DR-1: CR-1: 0070 DR-2: CR-2:
POSTING DR-3: CR-3: DR-4: CR-4:
TRANS DOCD DUDT SVDT CDOC I RDOC MOD N AGCY R IDX PCA COBJ N
EDIT AOBJ N RVRS PDT N CI N 1099 N WARR N INVC VNUM VNAM VADD
INDS: DMETH N APN# FUND R GLA I AGL GRNT SUBG PROJ MULT G38# N
POST SEQ: 2 REG NO: 5 WW IND: 0 D/I: D WAR CANCL TC: PYTC: FUTMY: N
GEN- TC: DT: ACCR TC: TR TC: INTERFACE IND: 1 T
PAY LIQ TC: PAY RED TC: CUM POST IND: Y BAL TC: 433 A/S DOC AMT: -
A/S BT MATCH GLA DOC A/S BT MATCH GLA DOC
DF:
FILE AP:
POSTING AB:
INDS: CC: - 22
GP:
PJ:
AGY GL: 1 STATUS CODE: A
EFF START DATE: 06291994 EFF END DATE: LAST PROC DATE: 02252010
Z06 RECORD SUCCESSFULLY RECALLED
F1-HELP F3-DEL F5-NEXT F6-28B F9-INT F10-SAVE F11-SAVE/CLEAR ENT-INQ CLEAR-EXIT
  
```

```

S28B UC: 10 STATE OF OREGON 03/13/18 01:43 PM
LINK TO: TRANS CODE DESCRIPTION PROFILE PROD
TRAN CODE: 432 (MUST BE IN 28A TRANSACTION CODE DECISION PROFILE)
DESCRIPTION: TO MOVE DEP LIAB AND CASH FROM ONE FUND TO ANOTHER
THIS TC MUST BE USED WITH TC 433 AS A BAL ENTRY.
DEP LIAB ORIGINALLY RECORDED W/TC162. THIS TC IS
FOR USE WITHIN AGENCY OR BETWN AGY.IF USED BETWN
AGENCIES, USE U/C48. 0070-CASH ON DEP W/TREAS
I/E (I=INCLUDE, E=EXCLUDE) ENTER GL ACCOUNT CODES SEPARATED WITH "-" OR ",".
I 0507 , 1551 ,

I/E (I=INCLUDE, E=EXCLUDE) ENTER COMPTROLLER OBJECTS SEPARATED WITH "-" OR ",".

ENTER UP TO 10 VALID DOC TYPES FOR THE TRANS CODE. ("% IN #1 = ALL VALID)
1: BT 2: BI 3: 4: 5: 6: 7: 8: 9: 10:
ENTER UP TO 10 VALID BATCH TYPES FOR THE TRANS CODE. ("% IN #1 = ALL VALID)
1: G 2: 2 3: 4 4: 5 5: 6: 7: 8: 9: 10:
TREAS CAT: STATUS CODE: A
EFF START DATE: 06291994 EFF END DATE: LAST PROC DATE: 07192011
Z06 RECORD SUCCESSFULLY RECALLED
F1-HELP F3-DEL F5-NEXT F6-28A F9-INT F10-SAVE F11-SAVE/CLEAR ENT-INQ CLEAR-EXIT
  
```

TC432 allows a debit to GL1551 to clear out the incorrect Index

Example 4: Correct a Coding Element

Continued 7

```

S28A UC: 10 STATE OF OREGON 03/13/18 01:46 PM
LINK TO: TRANSACTION CODE DECISION PROFILE PROD
TRAN CODE: 433 TITLE: MOVE DEP LIAB IN AND CASH IN (NON-DOC)
GENERAL LEDGER DR-1: 0070 CR-1: DR-2: CR-2:
POSTING DR-3: CR-3: DR-4: CR-4:
TRANS DOCD DUDT SVDT CDCO I RDOC MOD N AGCY R IDX PCA COBJ N
EDIT AOBJ N RVRS PDT N CI N 1099 N WARR N INVC VNUM VNAM VADD
INDS: DMETH N APN# FUND R GLA I AGL GRNT SUBG PROJ MULT G38# N
POST SEQ: 2 REG NO: 5 WW IND: 0 D/I: D WAR CANCL TC: PYTC: FUTMY: N
GEN- TC: DT: ACCR TC: TR TC: INTERFACE IND: 1 T
PAY LIQ TC: PAY RED TC: CUM POST IND: Y BAL TC: 432 A/S DOC AMT: +
A/S BT MATCH GLA DOC A/S BT MATCH GLA DOC
DF:
FILE AP:
POSTING AB:
INDS: CC: + 22
GP:
PJ:
AGY GL: 2 STATUS CODE: A
EFF START DATE: 06291994 EFF END DATE: LAST PROC DATE: 02252010
Z06 RECORD SUCCESSFULLY RECALLED
F1-HELP F3-DEL F5-NEXT F6-28B F9-INT F10-SAVE F11-SAVE/CLEAR ENT-INQ CLEAR-EXIT

```

```

S28B UC: 10 STATE OF OREGON 03/13/18 01:46 PM
LINK TO: TRANS CODE DESCRIPTION PROFILE PROD
TRANS CODE: 433 (MUST BE IN 28A TRANSACTION CODE DECISION PROFILE)
DESCRIPTION: TO MOVE DEPOSIT LIABILITY AND CASH INTO CORRECT
FUND. THIS TC MUST BE USED WITH TC 432 AS A
BALANCED TRANSACTION. THIS TC IS FOR USE WITHIN
AN AGENCY OR BETWEEN AGENCIES. IF USED BETWEEN
AGENCIES USE U/C48. 0070-CASH ON DEP W/TREAS
I/E (I=INCLUDE, E=EXCLUDE) ENTER GL ACCOUNT CODES SEPARATED WITH "-" OR ", ".
I 0507 , 1551 ,
I/E (I=INCLUDE, E=EXCLUDE) ENTER COMPTROLLER OBJECTS SEPARATED WITH "-" OR ", ".
ENTER UP TO 10 VALID DOC TYPES FOR THE TRANS CODE. ("% IN #1 = ALL VALID)
1: BT 2: BI 3: 4: 5: 6: 7: 8: 9: 10:
ENTER UP TO 10 VALID BATCH TYPES FOR THE TRANS CODE. ("% IN #1 = ALL VALID)
1: G 2: 2 3: 4 4: 5 5: 6: 7: 8: 9: 10:
TREAS CAT: STATUS CODE: A
EFF START DATE: 06291994 EFF END DATE: LAST PROC DATE: 02152012
Z06 RECORD SUCCESSFULLY RECALLED
F1-HELP F3-DEL F5-NEXT F6-28A F9-INT F10-SAVE F11-SAVE/CLEAR ENT-INQ CLEAR-EXIT

```

TC433 allows a credit to GL1551 for the correct Index

BT with TC432/433 should work

Example 4: Correct a Coding Element

Continued 8

What does the accounting look like?

		GL0065 Unrecon Dep		GL 0070 Cash at Treasury		GL 1551 Deposit Liability		GL 3100 Revenue control		Index	
		TCode	DR	CR	DR	CR	DR	CR	DR	CR	
Original Entry:											
1	Receipt of Dep Liability	162	300					300			12345
2	Deposit Reconciles	332		300	300						
Balance before agency correction					300			300			12345
3	Reverse the original entry	432				300	300				12345
4	Enter with correct Index	433			300			300			45678
Balance after agency correction					300			300			45678
SUCCESS!											

Example 5: Correct the t-code in same fund

Deposit was entered with TC 151

Deposit has reconciled and is not on the 13 screen

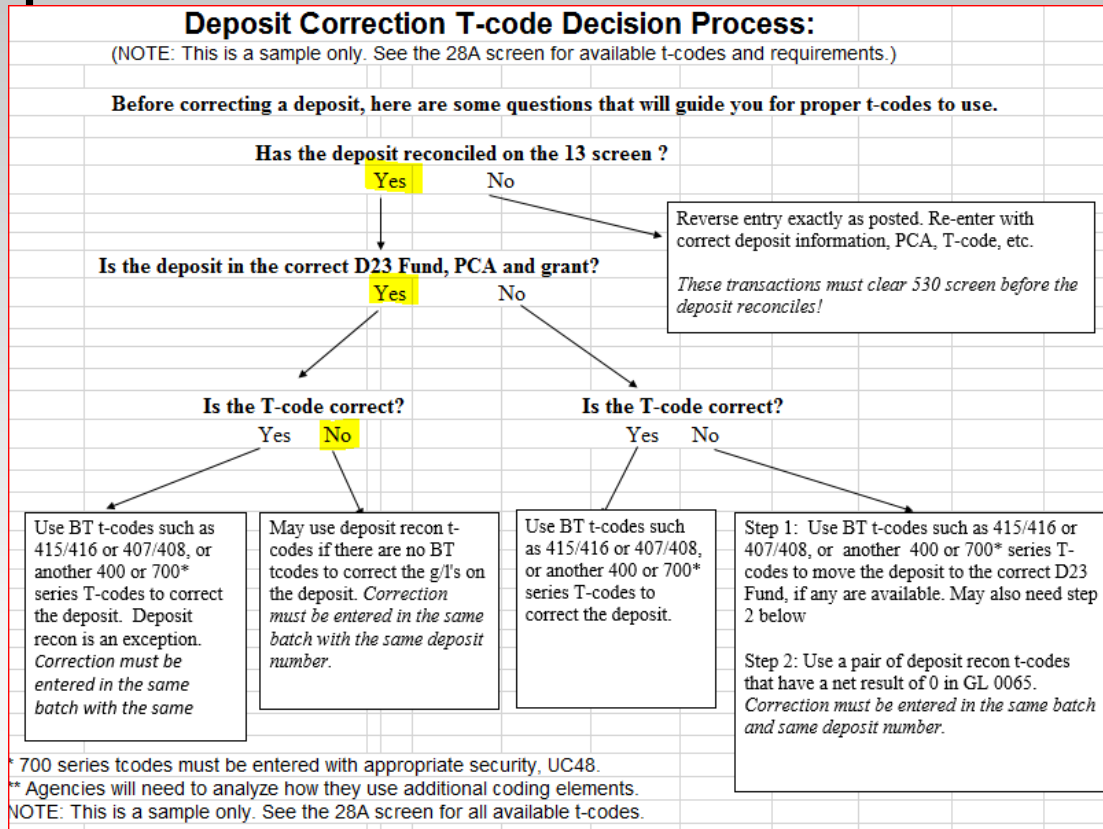
All coding elements are OK

The unidentified deposit has been identified and should be a refund of expenditure

			Incorrect G/L								
			GL0060 Undistributed Cash		GL 0065 Unreconciled Deposit		GL 0070 Cash at Treasury		GL 3500 Expenditure		
			TCode	DR	CR	DR	CR	DR	CR	DR	CR
Original Entry:											
1	Unidentified Receipt	151		150	150						
2	System Generated TC 332, deposit reconciled on 13 screen	332				150		150			
Balance before agency correction					150			150		0	

Example 5: Correct the t-code in same fund

Continued 1



Is there a balanced transaction set of t-codes that can make the correction to move from credit to GL0060 to credit GL3500 for refund of expenditure?
 Search transaction code spreadsheet (or your preferred method)

Example 5: Correct the t-code in same fund

Continued 2

Status Code	Tcode	Tcode Title	GI Acct Dr1	GI Acct Title5	GI Acct Dr Cr Ind5	GI Acct Cr1	GI Acct Title	GI Acct Dr Cr Ind	GI Acct Dr2	GI Acct Title6	GI Acct Dr Cr Ind6	GI Acct Cr2	GI Acct Title2	GI Acct Dr Cr Ind2	GI Acct Dr3
A	388	Warr Canc-Return Of Unident Receipt	0060	Undistributed Cash Receipt	C	0070	Cash On Deposit With Treasu D	1111	Payments Outstanding C D	1011	Payments Outstand C				
A	496	Move Unidentified Receipt Out Of A Fund	0060	Undistributed Cash Receipt	C	0070	Cash On Deposit With Treasu D								
I	494	Reverse Treasury Credit Advice	0060	Undistributed Cash Receipt	C	0070	Cash On Deposit With Treasu D								
A	732	Move Unident Receipt Between Sfms Agen	0060	Undistributed Cash Receipt	C	0070	Cash On Deposit With Treasu D								
A	817	Afs Move Unident Receipt Out Of Fund/Agy	0060	Undistributed Cash Receipt	C	0070	Cash On Deposit With Treasu D								
A	815	Afs Move Unident Receipt Out Of Fund/Agy	0060	Undistributed Cash Receipt	C	0070	Cash On Deposit With Treasu D								
A	811	Afs Move Unident Receipt Out Of Fund/Agy	0060	Undistributed Cash Receipt	C	0070	Cash On Deposit With Treasu D								
A	809	Afs Move Unident Receipt Betw Sfms Agy	0060	Undistributed Cash Receipt	C	0070	Cash On Deposit With Treasu D								
A	827	Dhs Move Unident Receipt Out Of Fund/Agy	0060	Undistributed Cash Receipt	C	0070	Cash On Deposit With Treasu D								
A	825	Dhs Move Unident Receipt Out Of Fund/Agy	0060	Undistributed Cash Receipt	C	0070	Cash On Deposit With Treasu D								
I	813	Afs Move Unident Receipt Out Of Fund/Agy	0060	Undistributed Cash Receipt	C	0070	Cash On Deposit With Treasu D								

TC388: warrant cancel – not for agency use

TC496: looks promising; check its companion t-code

TC494: inactive; SFMS probably will not activate it

TC732: looks promising; check its companion t-code

TC817,815,811,809,827,825,813: special use by a specific agency

Example 5: Correct the t-code in same fund

Continued 3

```

S28A UC: 10 STATE OF OREGON 04/15/16 12:02 PM
LINK TO: TRANSACTION CODE DECISION PROFILE PROD

TRAN CODE: 496 TITLE: MOVE UNIDENTIFIED RECEIPT OUT OF A FUND
GENERAL LEDGER DR-1: 0060 CR-1: 0070 DR-2: CR-2:
POSTING DR-3: CR-3: DR-4: CR-4:
TRANS DOCD DUDT SVDT CDOC I RDOC MOD N AGCY R IDX PCA COBJ N
EDIT AOBJ N RVRS PDT N CI N 1099 N WARR INVC VNUM VNAM VADD
INDS: DMETH N APN# FUND R GLA N AGL N GRNT SUBG PROJ MULT G38# N
POST SEQ: 4 REG NO: 5 WW IND: 0 D/I: D WAR CANCL TC: PYTC: FUTMY: N
GEN- TC: DT: ACCR TC: TR TC: INTERFACE IND: 1 T
PAY LIQ TC: PAY RED TC: CUM POST IND: Y BAL TC: 497 A/S DOC AMT: -
A/S BT MATCH GLA DOC A/S BT MATCH GLA DOC
DF:
FILE AP:
POSTING AB:
INDS: CC: + 23
GP:
PJ:
AGY GL: STATUS CODE: A
EFF START DATE: 04261994 EFF END DATE: LAST PROC DATE: 09022003
Z06 RECORD SUCCESSFULLY RECALLED
  
```

```

S28A UC: 10 STATE OF OREGON 04/15/16 12:02 PM
LINK TO: TRANSACTION CODE DECISION PROFILE PROD

TRAN CODE: 497 TITLE: MOVE UNIDENTIFIED RECEIPT INTO A FUND
GENERAL LEDGER DR-1: 0070 CR-1: 0060 DR-2: CR-2:
POSTING DR-3: CR-3: DR-4: CR-4:
TRANS DOCD DUDT SVDT CDOC I RDOC MOD N AGCY R IDX PCA COBJ N
EDIT AOBJ N RVRS PDT N CI N 1099 N WARR INVC VNUM VNAM VADD
INDS: DMETH N APN# FUND R GLA N AGL N GRNT SUBG PROJ MULT G38# N
POST SEQ: 4 REG NO: 5 WW IND: 0 D/I: D WAR CANCL TC: PYTC: FUTMY: N
GEN- TC: DT: ACCR TC: TR TC: INTERFACE IND: 1 T
PAY LIQ TC: PAY RED TC: CUM POST IND: Y BAL TC: 496 A/S DOC AMT: +
A/S BT MATCH GLA DOC A/S BT MATCH GLA DOC
DF:
FILE AP:
POSTING AB:
INDS: CC: + 22
GP:
PJ:
AGY GL: STATUS CODE: A
EFF START DATE: 04261994 EFF END DATE: LAST PROC DATE: 09022003
Z07 NEXT RECORD SUCCESSFULLY READ
  
```

TC496 works to clear GL0060, but TC497 puts it right back into GL0060

THIS TC DOES NOT WORK – BACK TO THE DRAWING BOARD!

Example 5: Correct the t-code in same fund

Continued 4

```

S28A UC: 10 STATE OF OREGON 03/15/18 04:34 PM
LINK TO: TRANSACTION CODE DECISION PROFILE PROD

TRAN CODE: 732 TITLE: MOVE UNIDENT RECEIPT BETWEEN SFMS AGENCY
GENERAL LEDGER DR-1: 0060 CR-1: 0070 DR-2: CR-2:
POSTING DR-3: CR-3: DR-4: CR-4:
TRANS DOCD DUDT SVDT CDOC I RDOC MOD N AGCI R IDX PCA COBJ N
EDIT AOBJ N RVRS PDT N CI N 1099 N WARR N INVC VNUM I VNAM R VADD R
INDS: DMETH N APN# R FUND R GLA N AGL N GRNT SUBG PROJ MULT G38# N
POST SEQ: 4 REG NO: 5 WW IND: 0 D/I: D WAR CANCL TC: PITC: FUTMI: N
GEN- TC: DT: ACCR TC: TR TC: INTERFACE IND: 1 T
PAY LIQ TC: PAY RED TC: CUM POST IND: Y BAL TC: 733 A/S DOC AMT: -
A/S BT MATCH GLA DOC A/S BT MATCH GLA DOC
DF:
FILE AP:
POSTING AB:
INDS: CC: + 23
GP:
PJ:
AGI GL: STATUS CODE: A
EFF START DATE: 04261994 EFF END DATE: LAST PROC DATE: 09022003
Z06 RECORD SUCCESSFULLY RECALLED
F1-HELP F3-DEL F5-NEXT F6-28B F9-INT F10-SAVE F11-SAVE/CLEAR ENT-INQ CLEAR-EXIT
    
```

```

S28A UC: 10 STATE OF OREGON 03/15/18 04:35 PM
LINK TO: TRANSACTION CODE DECISION PROFILE PROD

TRAN CODE: 733 TITLE: MOVE UNIDENT RECEIPT BETWEEN SFMS AGENCY
GENERAL LEDGER DR-1: 0070 CR-1: 0060 DR-2: CR-2:
POSTING DR-3: CR-3: DR-4: CR-4:
TRANS DOCD DUDT SVDT CDOC I RDOC MOD N AGCI R IDX PCA COBJ N
EDIT AOBJ N RVRS PDT N CI N 1099 N WARR N INVC VNUM VNAM VADD
INDS: DMETH N APN# R FUND R GLA N AGL N GRNT SUBG PROJ MULT G38# N
POST SEQ: 4 REG NO: 5 WW IND: 0 D/I: D WAR CANCL TC: PITC: FUTMI: N
GEN- TC: DT: ACCR TC: TR TC: INTERFACE IND: 1 T
PAY LIQ TC: PAY RED TC: CUM POST IND: Y BAL TC: 732 A/S DOC AMT: +
A/S BT MATCH GLA DOC A/S BT MATCH GLA DOC
DF:
FILE AP:
POSTING AB:
INDS: CC: + 22
GP:
PJ:
AGI GL: STATUS CODE: A
EFF START DATE: 04261994 EFF END DATE: LAST PROC DATE: 09022003
Z07 NEXT RECORD SUCCESSFULLY READ
F1-HELP F3-DEL F5-NEXT F6-28B F9-INT F10-SAVE F11-SAVE/CLEAR ENT-INQ CLEAR-EXIT
    
```

TC732 works to clear GL0060, but TC733 puts it right back into GL0060

THIS TC DOES NOT WORK – BACK TO THE DRAWING BOARD!

Example 5: Correct the t-code in same fund

Continued 5

Is there a BT that we can reverse so that it does what we want?

Status Code	Tcode	Tcode Title	Gl Acct Dr1	Gl Acct Title5	Gl Acct Dr Cr Ind5	Gl Acct Cr1	Gl Acct Title	Gl Acct Dr Cr Ind	Gl Acct Dr2
I	376	Cas Issued Warr Canc-Ret Unident Receipt	0070	Cash On Deposit With Treasur D		0060	Undistributed Cash Receipt	C	
A	497	Move Unidentified Receipt Into A Fund	0070	Cash On Deposit With Treasur D		0060	Undistributed Cash Receipt	C	
I	495	Reverse Treasury Debit Advice	0070	Cash On Deposit With Treasur D		0060	Undistributed Cash Receipt	C	
A	700	Quasi-External Unidentified Receipt	0070	Cash On Deposit With Treasur D		0060	Undistributed Cash Receipt	C	
A	733	Move Unident Receipt Between Sfms Agenc	0070	Cash On Deposit With Treasur D		0060	Undistributed Cash Receipt	C	

- TC376: inactive; SFMS probably will not activate it
- TC497: looks possible, but we just saw that it does not work
- TC495: inactive; SFMS probably would not activate it
- TC700: possible, but 700 series (usually between agencies)
- TC733: looks possible, but we just saw that it does not work

Example 5: Correct the t-code in same fund

Continued 6

```

S28A UC: 10 STATE OF OREGON 04/15/16 12:05 PM
LINK TO: TRANSACTION CODE DECISION PROFILE PROD

TRAN CODE: 700 TITLE: QUASI-EXTERNAL UNIDENTIFIED RECEIPT
GENERAL LEDGER DR-1: 0070 CR-1: 0060 DR-2: CR-2:
POSTING DR-3: CR-3: DR-4: CR-4:
TRANS DOCD DUDT SVDT CDOC I RDOC MOD N AGCY R IDX PCA COBJ N
EDIT AOBJ N RVRS PDT N CI N 1099 N WARR N INVC VNUM VNAM VADD
INDS: DMETH N APN# FUND R GLA N AGL N GRNT SUBG PROJ MULT G38# N
POST SEQ: 2 REG NO: 5 WW IND: 0 D/I: D WAR CANCL TC: PYTC: FUTMY: N
GEN- TC: DT: ACCR TC: TR TC: INTERFACE IND: 1 T
PAY LIQ TC: PAY RED TC: CUM POST IND: Y BAL TC: 701 A/S DOC AMT: +
A/S BT MATCH GLA DOC A/S BT MATCH GLA DOC
DF:
FILE AP:
POSTING AB:
INDS: CC: + 22
GP:
PJ:
AGY GL: STATUS CODE: A
EFF START DATE: 07012009 EFF END DATE: LAST PROC DATE: 08182009
Z06 RECORD SUCCESSFULLY RECALLED
  
```

```

S28B UC: 10 STATE OF OREGON 04/15/16 12:08 PM
LINK TO: TRANS CODE DESCRIPTION PROFILE PROD

TRANS CODE: 700 (MUST BE IN 28A TRANSACTION CODE DECISION PROFILE)
DESCRIPTION: QUASI-EXTERNAL UNIDENTIFIED RECEIPT GENERATED BY
THE PAYING AGENCY WHERE BOTH AGENCIES ARE ON SFMA.
MUST BE USED WITH TC 701 AS A BALANCED ENTRY.

0070-CASH ON DEP W/TREAS;0060-UNDISTRBTD CASH RCPT
I/E (I=INCLUDE, E=EXCLUDE) ENTER GL ACCOUNT CODES SEPARATED WITH "-" OR ", ".

I/E (I=INCLUDE, E=EXCLUDE) ENTER COMPTROLLER OBJECTS SEPARATED WITH "-" OR ", ".

ENTER UP TO 10 VALID DOC TYPES FOR THE TRANS CODE. ("% IN #1 = ALL VALID)
1: BT 2: BI 3: 4: 5: 6: 7: 8: 9: 10:
ENTER UP TO 10 VALID BATCH TYPES FOR THE TRANS CODE. ("% IN #1 = ALL VALID)
1: G 2: 2 3: 4 4: 5 5: 6: 7: 8: 9: 10:
TREAS CAT: STATUS CODE: A
EFF START DATE: 07012009 EFF END DATE: LAST PROC DATE: 07222011
Z06 RECORD SUCCESSFULLY RECALLED
  
```

TC700R will debit GL0060 and credit GL0070 – just what we want
 There are no restrictions on the 28B screen

Example 5: Correct the t-code in same fund

Continued 7

```

S28A UC: 10 STATE OF OREGON 04/19/16 10:04 AM
LINK TO: TRANSACTION CODE DECISION PROFILE PROD
TRAN CODE: 701 TITLE: QUASI-EXTERNAL EXP - NO A/R
GENERAL LEDGER DR-1: 3500 CR-1: 0070 DR-2: CR-2:
POSTING DR-3: CR-3: DR-4: CR-4:
TRANS DOC DUDT SVDT CDOC I RDOC MOD N AGCY R IDX PCA COBJ R
EDIT AOBJ RVRS PDT N CI N 1099 WARR N INVC VNUM I VNAM R VADD R
INDS: DMETH N APN# R FUND R GLA N AGL N GRNT SUBG PROJ MULT G38# N
POST SEQ: 3 REG NO: 5 WW IND: 0 D/I: D WAR CANCL TC: PYTC: FUTMY: N
GEN- TC: DT: ACCR TC: TR TC: INTERFACE IND: 1 T
PAY LIQ TC: PAY RED TC: CUM POST IND: Y BAL TC: 700 A/S DOC AMT: -
A/S BT MATCH GLA DOC A/S BT MATCH GLA DOC
DF:
FILE AP: + 15
POSTING AB: + 15
INDS: CC: + 15
GP: + 15
PJ: + 15
AGY GL: STATUS CODE: A
EFF START DATE: 07012009 EFF END DATE: LAST PROC DATE: 08182009
Z06 RECORD SUCCESSFULLY RECALLED
    
```

```

S28B UC: 10 STATE OF OREGON 04/19/16 10:05 AM
LINK TO: TRANS CODE DESCRIPTION PROFILE PROD
TRANS CODE: 701 (MUST BE IN 28A TRANSACTION CODE DECISION PROFILE)
DESCRIPTION: QUASI-EXTERNAL EXPENDITURE GENERATED BY THE PAYING
AGENCY WHERE BOTH AGENCIES ARE ON SFMA. MUST BE
USED WITH TC 700 AS A BALANCED ENTRY.
3500-EXPEND CTL-CASH;0070-CASH ON DEP W/TREASURER
I/E (I=INCLUDE, E=EXCLUDE) ENTER GL ACCOUNT CODES SEPARATED WITH "-" OR ", ".
I/E (I=INCLUDE, E=EXCLUDE) ENTER COMPTROLLER OBJECTS SEPARATED WITH "-" OR ", ".
I 3111 - 5999 , 6201 - 7415 ,
ENTER UP TO 10 VALID DOC TYPES FOR THE TRANS CODE. ("% IN #1 = ALL VALID)
1: BT 2: BI 3: 4: 5: 6: 7: 8: 9: 10:
ENTER UP TO 10 VALID BATCH TYPES FOR THE TRANS CODE. ("% IN #1 = ALL VALID)
1: G 2: 2 3: 4 4: 5 5: 6: 7: 8: 9: 10:
TREAS CAT: STATUS CODE: A
EFF START DATE: 07012009 EFF END DATE: LAST PROC DATE: 07222011
Z06 RECORD SUCCESSFULLY RECALLED
    
```

TC701R will debit GL0070 and credit GL3500 –what we want for reduction of expense
 The comptroller objects require it to be an expense so this should work

Example 5: Correct the t-code in same fund

Continued 8

		Incorrect G/L								
		GL0060 Undistributed Cash		GL 0065 Unreconciled Deposit		GL 0070 Cash at Treasury		GL 3500 Expenditure		
		TCode	DR	CR	DR	CR	DR	CR	DR	CR
Original Entry:										
1	Unidentified Receipt	151		150	150					
2	System Generated TC 332, deposit reconciled on 13 screen	332				150	150			
Balance before agency correction				150			150			0
3	Clear GL0060	700R	150					150		
4	Post to Red of Expense	701R					150			150
Balance after agency correction				0	0		150			150
THIS ONE WORKS BECAUSE OF THE GL's; IT WILL NOT GENERATE A BIT BUCKET.										

And the winner is:

Note: a 700 series balanced t-code can be used within an agency if all other requirements fit the situation

Example 6: Correct the PCA

TC187 posted to record a revenue transfer in (COBJ 1288)

The deposit reconciled and cleared the 13 screen

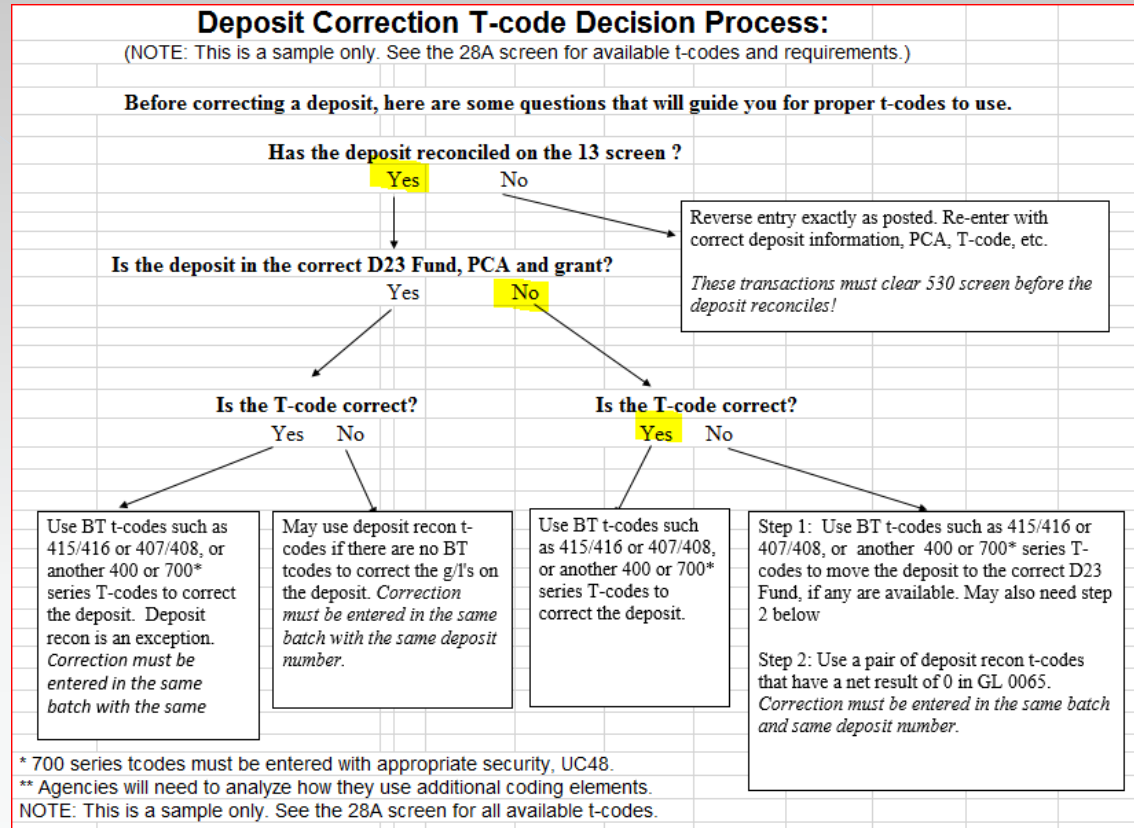
The PCA is incorrect (causing the D23 to be incorrect)

The t-code is correct

		Incorrect PCA						
		GL0065 Unreconciled Cash		GL 0070 Cash at Treasury		GL 3150 Record Transfer In		
		TCode	DR	CR	DR	CR	DR	CR
Original Entry:								
1	Unreimbursed Advance	187	235					235
2	System Generated TC 332, deposit reconciled on 13 screen	332		235	235			
Balance before agency correction					235		235	

		Correct PCA						
		GL0065 Unreconcile d Deposit		GL 0070 Cash at Treasury		GL 3150 Record Transfer In		
		TCode	DR	CR	DR	CR	DR	CR

Example 6: Correct the PCA Continued 1



Is there a balanced transaction set of t-codes that can make the correction and move from incorrect PCA to correct PCA but stay in GL3150?

Example 6: Correct the PCA Continued 2

Search transaction codes spreadsheet:

- Debit GL3150 to clear
- Credit GL0070 to move cash

Status Code	Tcode	Tcode Title	GL Acct Dr1	GL Acct Title5	GL Acct Dr Cr Ind5	GL Acct Cr1	GL Acct Title	GL Acct Dr Cr Ind	GL Acct Dr2
A	423	Refund Operating Rev-Tfr In (Within Agy)	3150	Operating Transfers In Contro C	C	0070	Cash On Deposit With Treasu D		
A	754	Reduce Revenue Transfer In	3150	Operating Transfers In Contro C	C	0070	Cash On Deposit With Treasu D		

Possibilities: TC423
TC754

Example 6: Correct the PCA Continued 3

```

S28A UC: 10 STATE OF OREGON 03/20/18 03:45 PM
LINK TO: TRANSACTION CODE DECISION PROFILE PROD
TRAN CODE: 423 TITLE: REFUND OPERATING REV-TFR IN (WITHIN AGY)
GENERAL LEDGER DR-1: 3150 CR-1: 0070 DR-2: CR-2:
POSTING DR-3: CR-3: DR-4: CR-4:
TRANS DOCD DUDT SVDT CDOC I RDOC MOD N AGCY R IDX PCA COBJ R
EDIT AOBJ RVRS PDT N CI N 1099 N WARR N INVC VNUM VNAM VADD
INDS: DMETH N APN# R FUND R GLA N AGL N GRNT SUBG PROJ MULT G38# R
POST SEQ: 2 REG NO: 5 WW IND: 0 D/I: D WAR CANCL TC: PITC: FUTMY: N
GEN- TC: DT: ACCR TC: TR TC: INTERFACE IND: 1 T
PAY LIQ TC: PAY RED TC: CUM POST IND: Y BAL TC: 424 A/S DOC AMT: -
A/S BT MATCH GLA DOC A/S BT MATCH GLA DOC
DF:
FILE AP: - 20
POSTING AB: - 20
INDS: CC: - 20
GP: - 20
PJ: - 20
AGY GL: STATUS CODE: A
EFF START DATE: 07161990 EFF END DATE: LAST PROC DATE: 06302007
Z06 RECORD SUCCESSFULLY RECALLED
  
```

```

S28A UC: 10 STATE OF OREGON 03/20/18 03:46 PM
LINK TO: TRANSACTION CODE DECISION PROFILE PROD
TRAN CODE: 424 TITLE: OPERATING REVENUE-TRANSF IN (WITHIN AGY)
GENERAL LEDGER DR-1: 0070 CR-1: 3150 DR-2: CR-2:
POSTING DR-3: CR-3: DR-4: CR-4:
TRANS DOCD DUDT SVDT CDOC I RDOC MOD N AGCY R IDX PCA COBJ R
EDIT AOBJ RVRS PDT N CI N 1099 N WARR N INVC VNUM VNAM VADD
INDS: DMETH N APN# R FUND R GLA N AGL N GRNT SUBG PROJ MULT G38# R
POST SEQ: 2 REG NO: 5 WW IND: 0 D/I: D WAR CANCL TC: PITC: FUTMY: N
GEN- TC: DT: ACCR TC: TR TC: INTERFACE IND: 1 T
PAY LIQ TC: PAY RED TC: CUM POST IND: Y BAL TC: 423 A/S DOC AMT: +
A/S BT MATCH GLA DOC A/S BT MATCH GLA DOC
DF:
FILE AP: + 20
POSTING AB: + 20
INDS: CC: + 20
GP: + 20
PJ: + 20
AGY GL: STATUS CODE: A
EFF START DATE: 07161990 EFF END DATE: LAST PROC DATE: 06302007
Z07 NEXT RECORD SUCCESSFULLY READ
  
```

TC423 & TC424 appear to do what we want them to do

Example 6: Correct the PCA Continued 4

```

S28B UC: 10 STATE OF OREGON 03/20/18 03:47 PM
LINK TO: TRANS CODE DESCRIPTION PROFILE PROD
TRANS CODE: 423 (MUST BE IN 28A TRANSACTION CODE DECISION PROFILE)
DESCRIPTION: RVRS/REFUND A PREV RECORDED NON-BUDGETED OPERATING
TSFR-IN. TO BE USED FOR TSFR BETWEEN FUNDS WITHIN
AN AGY OR TO CORR PCA/INDEX, ETC ON TSFR BETW AGIS
DON'T USE 423/424 FOR TSFR-IN FROM AGIS. GASB 34
3150-OPERATE TSFR-IN CTL;0070-CASH ON DEP W/TREAS
I/E (I=INCLUDE, E=EXCLUDE) ENTER GL ACCOUNT CODES SEPARATED WITH "-" OR ",".

I/E (I=INCLUDE, E=EXCLUDE) ENTER COMPTROLLER OBJECTS SEPARATED WITH "-" OR ",".
I 1201 - 1400 ,

ENTER UP TO 10 VALID DOC TYPES FOR THE TRANS CODE. ("% IN #1 = ALL VALID)
1: BT 2: BI 3: 4: 5: 6: 7: 8: 9: 10:
ENTER UP TO 10 VALID BATCH TYPES FOR THE TRANS CODE. ("% IN #1 = ALL VALID)
1: G 2: 2 3: 4 4: 5 5: 6: 7 : 8: 9 : 10:
TREAS CAT: STATUS CODE: A
EFF START DATE: 06201990 EFF END DATE: LAST PROC DATE: 08222011
Z06 RECORD SUCCESSFULLY RECALLED
    
```

```

S28B UC: 10 STATE OF OREGON 03/20/18 03:48 PM
LINK TO: TRANS CODE DESCRIPTION PROFILE PROD
TRANS CODE: 424 (MUST BE IN 28A TRANSACTION CODE DECISION PROFILE)
DESCRIPTION: TSFR CASH INTO A FUND & RECORD AS NON BUDG OPERATE
TSFR. TC TO BE USED FOR TFRS BETW FUNDS WITHIN AGY
OR TO CORR PCA/INDEX, ETC ON TFRS BETW AGIS. DO
NOT USE 423/424 TO RECORD TFR-IN FROM OTHER AGIS
0070-CASH ON DEP W/TREAS;3150-OPERATING TFR-IN CTL
I/E (I=INCLUDE, E=EXCLUDE) ENTER GL ACCOUNT CODES SEPARATED WITH "-" OR ",".

I/E (I=INCLUDE, E=EXCLUDE) ENTER COMPTROLLER OBJECTS SEPARATED WITH "-" OR ",".
I 1201 - 1400 ,

ENTER UP TO 10 VALID DOC TYPES FOR THE TRANS CODE. ("% IN #1 = ALL VALID)
1: BT 2: BI 3: 4: 5: 6: 7: 8: 9: 10:
ENTER UP TO 10 VALID BATCH TYPES FOR THE TRANS CODE. ("% IN #1 = ALL VALID)
1: G 2: 2 3: 4 4: 5 5: 6: 7 : 8: 9 : 10:
TREAS CAT: STATUS CODE: A
EFF START DATE: 06201990 EFF END DATE: LAST PROC DATE: 09072011
Z07 NEXT RECORD SUCCESSFULLY READ
    
```

Is our COBJ 1288 included on both?

YES so this BT will work

Example 6: Correct the PCA Continued 5

```

S28A UC: 10 STATE OF OREGON 03/20/18 03:52 PM
LINK TO: TRANSACTION CODE DECISION PROFILE PROD

TRAN CODE: 754 TITLE: REDUCE REVENUE TRANSFER IN
GENERAL LEDGER DR-1: 3150 CR-1: 0070 DR-2: CR-2:
POSTING DR-3: CR-3: DR-4: CR-4:
TRANS DOCD DUDT SVDT CDOC I RDOC MOD N AGCY R IDX PCA COBJ R
EDIT AOBJ RVRS N PDT N CI N 1099 N WARR N INVC VNUM I VNAM R VADD R
INDS: DMETH N APN# R FUND R GLA N AGL N GRNT SUBG PROJ MULT G38# R
POST SEQ: 2 REG NO: 5 WW IND: 0 D/I: D WAR CANCL TC: PITC: FUTMY: N
GEN- TC: DT: ACCR TC: TR TC: INTERFACE IND: 1 T
PAY LIQ TC: PAY RED TC: CUM POST IND: Y BAL TC: 755 A/S DOC AMT: -
A/S BT MATCH GLA DOC A/S BT MATCH GLA DOC
DF:
FILE AP: - 20
POSTING AB: - 20
INDS: CC: - 20
GP: - 20
PJ: - 20
AGY GL: STATUS CODE: A
EFF START DATE: 06171994 EFF END DATE: LAST PROC DATE: 06302007
Z06 RECORD SUCCESSFULLY RECALLED
  
```

```

S28A UC: 10 STATE OF OREGON 03/20/18 03:53 PM
LINK TO: TRANSACTION CODE DECISION PROFILE PROD

TRAN CODE: 755 TITLE: RECORD CASH RECEIVED-SUSPENSE ACCOUNT
GENERAL LEDGER DR-1: 2954 CR-1: 2904 DR-2: CR-2:
POSTING DR-3: CR-3: DR-4: CR-4:
TRANS DOCD DUDT SVDT CDOC I RDOC MOD N AGCY R IDX PCA COBJ N
EDIT AOBJ RVRS N PDT N CI N 1099 N WARR N INVC VNUM VNAM VADD
INDS: DMETH N APN# N FUND R GLA N AGL N GRNT N SUBG N PROJ N MULT G38# N
POST SEQ: 3 REG NO: 5 WW IND: 0 D/I: D WAR CANCL TC: PITC: FUTMY: N
GEN- TC: DT: ACCR TC: TR TC: INTERFACE IND: 1 S
PAY LIQ TC: PAY RED TC: CUM POST IND: Y BAL TC: 754 A/S DOC AMT: +
A/S BT MATCH GLA DOC A/S BT MATCH GLA DOC
DF:
FILE AP:
POSTING AB:
INDS: CC:
GP:
PJ:
AGY GL: STATUS CODE: A
EFF START DATE: 06171994 EFF END DATE: LAST PROC DATE: 09022003
Z07 NEXT RECORD SUCCESSFULLY READ
  
```

TC754 and TC755 will not work – TC755 does not affect GL3150

Example 6: Correct the PCA Continued 6

What does the accounting look like?

		Incorrect PCA						Correct PCA									
		GL0065 Unreconciled Cash		GL 0070 Cash at Treasury		GL 3150 Record Transfer In		GL0065 Unreconcile d Deposit		GL 0070 Cash at Treasury		GL 3150 Record Transfer In					
		TCode	DR	CR	DR	CR	DR	CR	TCode	DR	CR	DR	CR	DR	CR		
Original Entry:																	
1	Unreimbursed Advance	187	235					235									
2	System Generated TC 332, deposit reconciled on 13 screen	332		235	235												
Balance before agency correction					235			235									
3	Reverse the original entry	423				235	235										
4	Enter with correct PCA								424			235			235		
Balance after agency correction					0			0				235			235		
						SUCCESS!!											
												SUCCESS!!					

Example 7: Correct the PCA and t-code

		Incorrect PCA and t-code								
		GL0065 Unreconciled Cash		GL 0070 Cash at Treasury		GL 3100 Revenue Control		GL 3500 Expenditure Control		
		TCode	DR	CR	DR	CR	DR	CR	DR	CR
Original Entry:										
1	Receipt of Revenue	190	650					650		
2	System Generated TC 332, deposit reconciles on 13 screen	332		650	650					
Balance before agency correction					650			650		

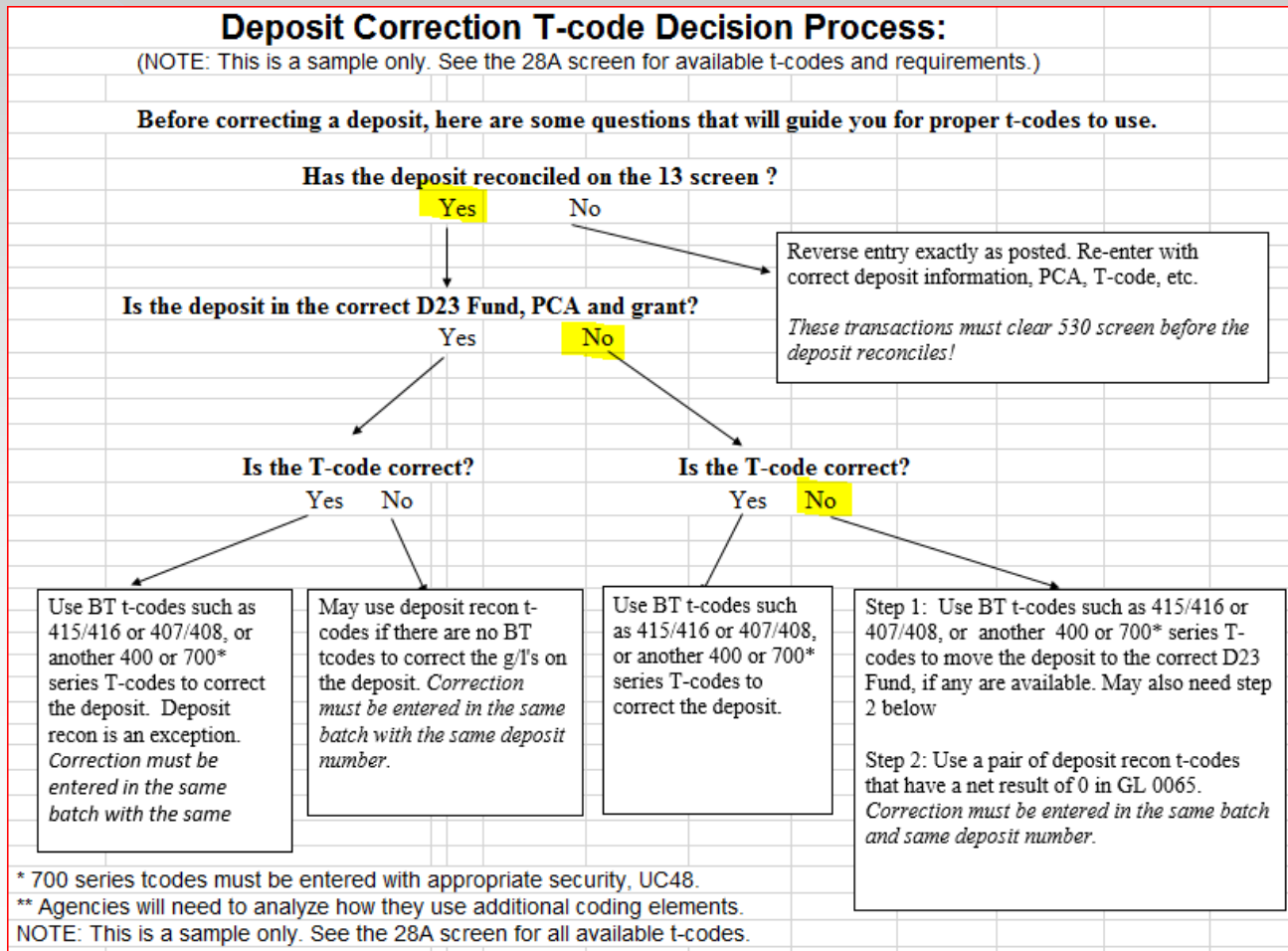
		Correct PCA and t-code								
		GL0065 Unreconciled Cash		GL 0070 Cash at Treasury		GL 3100 Revenue Control		GL 3500 Expenditure Control		
		TCode	DR	CR	DR	CR	DR	CR	DR	CR

Your agency discovers this should have been a reduction of expenditure (TC172) in a different PCA

Is there a balanced transaction set of t-codes that can clear GL3100 in incorrect PCA and move to GL3500 in correct PCA?

Search transaction code spreadsheet.

Example 7: Correct the PCA and t-code Continued 1



Example 7: Correct the PCA and t-code Continued 2

Goal: debit GL3100 to clear credit GL3500 to reduce revenue

Status Code	Tcode	Tcode Title	GL Acct Dr1	GL Acct Title5	GL Acct Dr Cr Ind5	GL Acct Cr1	GL Acct Title	GL Acct Dr Cr Ind	GL Acct Dr2	GL Acct Title6	GL Acct Dr Cr Ind6	GL Acct Cr2	GL Acct Title2	GL Acct Dr Cr Ind2	GL Acct Dr3
A	292	Revenue Transfer Out To Lgip(No Warr	3100	Revenue Control - Cash	C	0070	Cash On Deposit With Treasu D								
A	384	Warrant Cancellation/ Revenue Refund	3100	Revenue Control - Cash	C	0070	Cash On Deposit With Treasu D	1111	Payments Outstanding C D	1011	Payments Outstand C				
A	395	Warrant Cancellation-Rev Transfer	3100	Revenue Control - Cash	C	0070	Cash On Deposit With Treasu D	1111	Payments Outstanding C D	1011	Payments Outstand C				
A	314	Allocation Of Indirect Revenues - Charg	3100	Revenue Control - Cash	C	0070	Cash On Deposit With Treasu D								
A	407	Move Revenue And Cash Out Of A Fund	3100	Revenue Control - Cash	C	0070	Cash On Deposit With Treasu D								
A	417	Record Revenue Refund-Receipted Acc	3100	Revenue Control - Cash	C	0070	Cash On Deposit With Treasu D								
A	694	Rev Ref To Susp From Rect'D Acct/Btw	3100	Revenue Control - Cash	C	0070	Cash On Deposit With Treasu D								
A	716	Quasi-External Revenue Refund - A/R	3100	Revenue Control - Cash	C	0070	Cash On Deposit With Treasu D								
A	712	Quasi-External Revenue Refund- No A/	3100	Revenue Control - Cash	C	0070	Cash On Deposit With Treasu D								
A	734	Quasi-External Revenue Refund- No A/	3100	Revenue Control - Cash	C	0070	Cash On Deposit With Treasu D								
A	752	Quasi-Ext Red Of Rev A/R Billed Dep Li	3100	Revenue Control - Cash	C	0070	Cash On Deposit With Treasu D								

TC292: we do not want LGIP

TC384 & 395: warrant cancels & additional GLs; agency cannot use these

TC314: we do not want allocations

TC407: moves revenue – this is a possibility

TC417, 694, 716, 712, 734; we do not want revenue refunds

TC752: we do not want deposit liability

Example 7: Correct the PCA and t-code

Continued 3

```

S28A UC: 10 STATE OF OREGON 04/19/16 11:35 AM
LINK TO: TRANSACTION CODE DECISION PROFILE PROD
TRAN CODE: 407 TITLE: MOVE REVENUE AND CASH OUT OF A FUND
GENERAL LEDGER DR-1: 3100 CR-1: 0070 DR-2: CR-2:
POSTING DR-3: CR-3: DR-4: CR-4:
TRANS DOCD DUDT SVDT CDOC I RDOC MOD N AGCY R IDX PCA COBJ R
EDIT AOBJ RVRS PDT N CI N 1099 N WARR N INVC VNUM VNAM VADD
INDS: DMETH N APN# R FUND R GLA N AGL N GRNT SUBG PROJ MULT G38# N
POST SEQ: 2 REG NO: 5 WW IND: 0 D/I: D WAR CANCL TC: PYTC: FUTMY: N
GEN- TC: DT: ACCR TC: TR TC: INTERFACE IND: 1 T
PAY LIQ TC: PAY RED TC: CUM POST IND: Y BAL TC: 408 A/S DOC AMT: -
A/S BT MATCH GLA DOC A/S BT MATCH GLA DOC
DF:
FILE AP: - 12
POSTING AB: - 12
INDS: CC: - 12
GP: - 12
PJ: - 12
AGY GL: STATUS CODE: A
EFF START DATE: 05201994 EFF END DATE: LAST PROC DATE: 02252010
Z06 RECORD SUCCESSFULLY RECALLED
  
```

```

S28A UC: 10 STATE OF OREGON 04/19/16 11:37 AM
LINK TO: TRANSACTION CODE DECISION PROFILE PROD
TRAN CODE: 408 TITLE: MOVE REVENUE AND CASH INTO A FUND
GENERAL LEDGER DR-1: 0070 CR-1: 3100 DR-2: CR-2:
POSTING DR-3: CR-3: DR-4: CR-4:
TRANS DOCD DUDT SVDT CDOC I RDOC MOD N AGCY R IDX PCA COBJ R
EDIT AOBJ RVRS PDT N CI N 1099 N WARR N INVC VNUM VNAM VADD
INDS: DMETH N APN# R FUND R GLA N AGL N GRNT SUBG PROJ MULT G38# N
POST SEQ: 2 REG NO: 5 WW IND: 0 D/I: D WAR CANCL TC: PYTC: FUTMY: N
GEN- TC: DT: ACCR TC: TR TC: INTERFACE IND: 1 T
PAY LIQ TC: PAY RED TC: CUM POST IND: Y BAL TC: 407 A/S DOC AMT: +
A/S BT MATCH GLA DOC A/S BT MATCH GLA DOC
DF:
FILE AP: + 12
POSTING AB: + 12
INDS: CC: + 12
GP: + 12
PJ: + 12
AGY GL: STATUS CODE: A
EFF START DATE: 05201994 EFF END DATE: LAST PROC DATE: 02252010
Z06 RECORD SUCCESSFULLY RECALLED
  
```

TC407 reverses GL3100, but TC408 puts it right back.
 This helps to change the PCA, but not the GL.

This does not do it completely – back to the drawing board!

Example 7: Correct the PCA and t-code Continued 4

Can we find a BT that works if we reverse the t-codes?

Status Code	Tcode	Tcode Title	GI Acct Dr1	GI Acct Title5	GI Acct Dr Cr Ind5	GI Acct Cr1	GI Acct Title	GI Acct Dr Cr Ind	GI Acct Dr2	GI Acct Title6	GI Acct Dr Cr Ind6	GI Acct Cr2	GI Acct Title2	GI Acct Dr Cr Ind2
A	315	Allocation Of Indirect Revenues-Recov	0070	Cash On Deposit With Treasur D		3100	Revenue Control - Cash	C						
A	399	Reclass Dep Liab--Doc Supp To Revenu	0070	Cash On Deposit With Treasur D		3100	Revenue Control - Cash	C						
I	356	Project Recovery - Revenue Recognitio	0070	Cash On Deposit With Treasur D		3100	Revenue Control - Cash	C						
I	374	Cas Issued Warrant Cancellatn/Rev Ref	0070	Cash On Deposit With Treasur D		3100	Revenue Control - Cash	C						
A	408	Move Revenue And Cash Into A Fund	0070	Cash On Deposit With Treasur D		3100	Revenue Control - Cash	C						
A	410	Record Revenue/Increase Cash (Within	0070	Cash On Deposit With Treasur D		3100	Revenue Control - Cash	C						
A	422	Move Revenue In And Cash In (Non-Do	0070	Cash On Deposit With Treasur D		3100	Revenue Control - Cash	C						
I	624	General Fund Revenue	0070	Cash On Deposit With Treasur D		3100	Revenue Control - Cash	C						
A	725	Quasi-External Revenue - No A/R	0070	Cash On Deposit With Treasur D		3100	Revenue Control - Cash	C						
A	723	Quasi-External Revenue - No A/R	0070	Cash On Deposit With Treasur D		3100	Revenue Control - Cash	C						
A	735	Quasi-External Revenue - No A/R	0070	Cash On Deposit With Treasur D		3100	Revenue Control - Cash	C						
A	765	Revrt G/F Prior Bi \$/Tsfr Expired \$	0070	Cash On Deposit With Treasur D		3100	Revenue Control - Cash	C						
A	786	Quasi-External Revenue - No (A/R)	0070	Cash On Deposit With Treasur D		3100	Revenue Control - Cash	C						
A	812	Afs Tfr Of Rev Not Accrued From Fund/	0070	Cash On Deposit With Treasur D		3100	Revenue Control - Cash	C						
I	839	Afs Check Cancellation For Prior Ay	0070	Cash On Deposit With Treasur D		3100	Revenue Control - Cash	C	1013	Afs Checks Outstanding	C	1111	Payments Outstand D	
I	867	Cross System Unbilled Revenue	0070	Cash On Deposit With Treasur D		3100	Revenue Control - Cash	C						
A	890	Scf/Oya Receipt	0070	Cash On Deposit With Treasur D		3100	Revenue Control - Cash	C						
A	996	Record Encoding Error < \$2.00	0070	Cash On Deposit With Treasur D		3100	Revenue Control - Cash	C						

A lot – let's rule some out

Example 7: Correct the PCA and t-code Continued 5

We can rule some out:

TC315: we don't want allocations

TC356, 374, 624, 839, 867: inactive; SFMS probably will not activate it

TC399: we don't want deposit liability

TC408: we just saw that both sides hit GL3100

TC723, 725, 735; probably not 700 series unless 400 series does not work

TC765: we don't want to revert to General Fund

TC812, 890: specifically used by an agency

TC996; has a different specific use

Possibilities:

TC410

TC422

Example 7: Correct the PCA and t-code

Continued 6

First possibility: TC410R

```

S28A UC: 10 STATE OF OREGON 04/19/16 12:00 PM
LINK TO: TRANSACTION CODE DECISION PROFILE PROD
TRAN CODE: 409 TITLE: RECORD EXP/DECREASE CASH (WITHIN AGENCY)
GENERAL LEDGER DR-1: 3500 CR-1: 0070 DR-2: CR-2:
POSTING DR-3: CR-3: DR-4: CR-4:
TRANS DOCB DUDT SVDT CDOC I RDOC MOD N AGCY R IDX PCA COBJ R
EDIT AOBJ RVRS PDT N CI N 1099 WARR N INVC VNUM VNAM VADD
INDS: DMETH N APN# R FUND R GLA N AGL N GRNT SUBG PROJ MULT G38# N
POST SEQ: 2 REG NO: 5 WW IND: 0 D/I: D WAR CANCL TC: PYTC: FUTMY: N
GEN- TC: DT: ACCR TC: TR TC: INTERFACE IND: 1 T
PAY LIQ TC: PAY RED TC: CUM POST IND: Y BAL TC: 410 A/S DOC AMT: -
A/S BT MATCH GLA DOC A/S BT MATCH GLA DOC
DF:
FILE AP: + 15
POSTING AB: + 15
INDS: CC: + 15
GP: + 15
PJ: + 15
AGY GL: STATUS CODE: A
EFF START DATE: 07161990 EFF END DATE: LAST PROC DATE: 09022003
Z06 RECORD SUCCESSFULLY RECALLED
  
```

```

S28A UC: 10 STATE OF OREGON 04/19/16 11:47 AM
LINK TO: TRANSACTION CODE DECISION PROFILE PROD
TRAN CODE: 410 TITLE: RECORD REVENUE/INCREASE CASH (WITHIN AG)
GENERAL LEDGER DR-1: 0070 CR-1: 3100 DR-2: CR-2:
POSTING DR-3: CR-3: DR-4: CR-4:
TRANS DOCB DUDT SVDT CDOC I RDOC MOD N AGCY R IDX PCA COBJ R
EDIT AOBJ RVRS PDT N CI N 1099 N WARR N INVC VNUM VNAM VADD
INDS: DMETH N APN# R FUND R GLA N AGL N GRNT SUBG PROJ MULT G38# N
POST SEQ: 2 REG NO: 5 WW IND: 0 D/I: D WAR CANCL TC: PYTC: FUTMY: N
GEN- TC: DT: ACCR TC: TR TC: INTERFACE IND: 1 T
PAY LIQ TC: PAY RED TC: CUM POST IND: Y BAL TC: 409 A/S DOC AMT: +
A/S BT MATCH GLA DOC A/S BT MATCH GLA DOC
DF:
FILE AP: + 12
POSTING AB: + 12
INDS: CC: + 12
GP: + 12
PJ: + 12
AGY GL: STATUS CODE: A
EFF START DATE: 07161990 EFF END DATE: LAST PROC DATE: 09022003
Z06 RECORD SUCCESSFULLY RECALLED
  
```

TC410R allows the revenue to clear out in the incorrect PCA
 TC409R allows the reduction of expense in the correct PCA

Example 7: Correct the PCA and t-code

Continued 7

```

S28B UC: 10 STATE OF OREGON 03/13/18 04:08 PM
LINK TO: TRANS CODE DESCRIPTION PROFILE PROD
TRANS CODE: 409 (MUST BE IN 28A TRANSACTION CODE DECISION PROFILE)
DESCRIPTION: TO RECORD EXPENDITURES AND CASH REDUCTION WITHIN
AN AGENCY. THIS TC MUST BE USED WITH TC 410 AS A
BALANCED ENTRY. USE WHEN NETTING OR RECLASSING
REVENUES/EXPENDITURES.
3500-EXPENDITURE CTL-CASH;0070-CASH ON DEP W/TREAS
I/E (I=INCLUDE, E=EXCLUDE) ENTER GL ACCOUNT CODES SEPARATED WITH "-" OR ", ".

I/E (I=INCLUDE, E=EXCLUDE) ENTER COMPTROLLER OBJECTS SEPARATED WITH "-" OR ", ".
I 3111 - 5999 , 6201 - 7415 , 7510 , 7511 ,

ENTER UP TO 10 VALID DOC TYPES FOR THE TRANS CODE. ("% IN #1 = ALL VALID)
1: BT 2: BI 3: BX 4: 5: 6: 7: 8: 9: 10:
ENTER UP TO 10 VALID BATCH TYPES FOR THE TRANS CODE. ("% IN #1 = ALL VALID)
1: G 2: 2 3: 4 4: 5 5: 6: 7: 8: 9: 10:
TREAS CAT: STATUS CODE: A
EFF START DATE: 06201990 EFF END DATE: LAST PROC DATE: 07192011
Z06 RECORD SUCCESSFULLY RECALLED
  
```

```

S28B UC: 10 STATE OF OREGON 04/19/16 11:59 AM
LINK TO: TRANS CODE DESCRIPTION PROFILE PROD
TRANS CODE: 410 (MUST BE IN 28A TRANSACTION CODE DECISION PROFILE)
DESCRIPTION: TO RECORD REVENUE AND CASH INCREASE. THIS TC TO BE
USED WITHIN AN AGENCY, NOT BETWEEN AGENCIES. THIS
TC MUST BE USED WITH TC409 AS A BAL ENTRY. USE
WHEN NETTING OR RECLASSING REVENUE/EXPENDITURES.
0070-CASH ON DEP W/TREAS;3100-REVENUE CTL-CASH
I/E (I=INCLUDE, E=EXCLUDE) ENTER GL ACCOUNT CODES SEPARATED WITH "-" OR ", ".

I/E (I=INCLUDE, E=EXCLUDE) ENTER COMPTROLLER OBJECTS SEPARATED WITH "-" OR ", ".
I 0111 - 1200 , 1404 - 1405 , 1408 , 1501 - 1750 , 2000 - 2600 ,

ENTER UP TO 10 VALID DOC TYPES FOR THE TRANS CODE. ("% IN #1 = ALL VALID)
1: BT 2: BI 3: BX 4: 5: 6: 7: 8: 9: 10:
ENTER UP TO 10 VALID BATCH TYPES FOR THE TRANS CODE. ("% IN #1 = ALL VALID)
1: G 2: 2 3: 4 4: 5 5: 6: 7: 8: 9: 10:
TREAS CAT: STATUS CODE: A
EFF START DATE: 06201990 EFF END DATE: LAST PROC DATE: 09122013
Z06 RECORD SUCCESSFULLY RECALLED
  
```

Verify that the original COBJ on TC190 is also available for TC410, and that the COBJ desired for reduction of expense is available on TC409

28B screens look OK

Example 7: Correct the PCA and t-code

Continued 8

Second possibility: TC422R

```

S28A UC: 10 STATE OF OREGON 04/19/16 02:34 PM
LINK TO: TRANSACTION CODE DECISION PROFILE PROD

TRAN CODE: 422 TITLE: MOVE REVENUE IN AND CASH IN (NON-DOC)
GENERAL LEDGER DR-1: 0070 CR-1: 3100 DR-2: CR-2:
POSTING DR-3: CR-3: DR-4: CR-4:
TRANS DOCD DUDT SVDT CDOC I RDOC MOD N AGCY R IDX PCA COBJ R
EDIT AOBJ RVRS PDT N CI N 1099 N WARR N INVC VNUM VNAM VADD
INDS: DMETH N APN# R FUND R GLA N AGL N GRNT SUBG PROJ MULT G38# N
POST SEQ: 2 REG NO: 5 WW IND: 0 D/I: D WAR CANCL TC: PYTC: FUTMY: N
GEN- TC: DT: ACCR TC: TR TC: INTERFACE IND: 1 T
PAY LIQ TC: PAY RED TC: CUM POST IND: Y BAL TC: 421 A/S DOC AMT: +
A/S BT MATCH GLA DOC A/S BT MATCH GLA DOC
DF:
FILE AP: + 12
POSTING AB: + 12
INDS: CC: + 12
GP: + 12
PJ: + 12
AGY GL: STATUS CODE: A
EFF START DATE: 05201994 EFF END DATE: LAST PROC DATE: 06102010
Z06 RECORD SUCCESSFULLY RECALLED
  
```

```

S28A UC: 10 STATE OF OREGON 04/19/16 02:36 PM
LINK TO: TRANSACTION CODE DECISION PROFILE PROD

TRAN CODE: 421 TITLE: MOVE DEP LIAB OUT AND CASH OUT (NON-DOC)
GENERAL LEDGER DR-1: 1551 CR-1: 0070 DR-2: CR-2:
POSTING DR-3: CR-3: DR-4: CR-4:
TRANS DOCD DUDT SVDT CDOC I RDOC MOD N AGCY R IDX PCA COBJ N
EDIT AOBJ N RVRS PDT N CI N 1099 N WARR N INVC VNUM VNAM VADD
INDS: DMETH N APN# FUND R GLA N AGL GRNT SUBG PROJ MULT G38# N
POST SEQ: 2 REG NO: 5 WW IND: 0 D/I: D WAR CANCL TC: PYTC: FUTMY: N
GEN- TC: DT: ACCR TC: TR TC: INTERFACE IND: 1 T
PAY LIQ TC: PAY RED TC: CUM POST IND: Y BAL TC: 422 A/S DOC AMT: -
A/S BT MATCH GLA DOC A/S BT MATCH GLA DOC
DF:
FILE AP:
POSTING AB:
INDS: CC: - 22
GP:
PJ:
AGY GL: 1 STATUS CODE: A
EFF START DATE: 06291994 EFF END DATE: LAST PROC DATE: 02252010
Z06 RECORD SUCCESSFULLY RECALLED
  
```

Example 7: Correct the PCA and t-code

Continued 9

What does the accounting look like?

The winner is: TC409R/410R

		Incorrect PCA and t-code										Correct PCA and t-code									
		GL0065 Unreconciled Cash		GL 0070 Cash at Treasury		GL 3100 Revenue Control		GL 3500 Expenditure Control				GL0065 Unreconciled Cash		GL 0070 Cash at Treasury		GL 3100 Revenue Control		GL 3500 Expenditure Control			
		TCode	DR	CR	DR	CR	DR	CR	DR	CR	TCode	DR	CR	DR	CR	DR	CR	DR	CR		
Original Entry:																					
1	Receipt of Revenue	190	650					650													
2	System Generated TC 332, deposit reconciles on 13 screen	332		650	650																
Balance before agency correction					650			650													
3	Clear GL3100	410R				650	650														
4	Post Reduction Exp									409R			650						650		
Balance after agency correction			0	0	0	0	0	0	0				650						650		
SUCCESS!!										SUCCESS!!											

RECAP – DEPOSIT TOOL BOX:

General Ledger accounts: OAM 60.10.00 & D31 screen

Comptroller Object: OAM 60.30.00 or 60.20.00

28A & 28B Screens in RSTARS & OBIEE query

Transaction Codes spreadsheet on SFMS website

DAFQA010 RSTARS report

Various questions about the original deposit if a reclassification is needed

Cheat Sheets:

- Deposit T-code Matrix Table

- Deposit Correction T-code Decision Process

- How a Hanging Balance is Created



Accounts Receivable

Toolbox 1



General Ledger accounts:

OAM 60.10.00

RSTARS D31 screen

Comptroller Object:

OAM 60.30.00

OAM 60.20.00

28A & 28B Screens:

RSTARS

OBIEE Query

T-codes.xlsx on SFMS website

DAFQA010 in RSTARS 91 screen

Transaction Codes: Definitions Related to Accounts Receivable Transactions

Definitions

Tracked: Allows tracking of amount, adjustment, payment and balance
Posts to the document financial table (64 screen)

Unbilled: Transactions are not tracked in the document financial table
There is no Ref Doc to use in subsequent transactions

Billed: Transactions are tracked in the document financial table
The Cur Doc on set-up is Ref Doc in subsequent entries

Invoice: The system generates invoices (515 Invoice Entry screen)

Transaction Code: Decision Process and Table

- ▶ Accounts Receivable

 - Billed Receivables – post to 64 screen

 - Unbilled Receivables – do not post to 64 screen

Sample of 64 screen: Document Record Inquiry

```
S064 UC: 01          STATE OF OREGON          03/30/18 03:15 PM
LINK TO:           DOCUMENT RECORD INQUIRY          ACPT

AGY: 101 DOC NO/SFX/CLASS: AR806220 001 001

CREATE DATE: 010818  CLOSE DATE:
INQ TYPE: MC   (MA, YA, MY, YY, MC, YC)
INQ YEAR: 18   INQ MONTH: 10  DOC BALANCE:      637.00

BT   TITLE          AMOUNT BT   TITLE          AMOUNT
01  ORIG AMOUNT      637.00

F1-HELP  F5-NEXT  F9-INTERRUPT  ENTER-INQUIRE  CLEAR-EXIT
```

Types of Account Receivable Transactions

Billed – Doc Supported
Unbilled – Not Doc supported
Revenue
Reduction of Expenditure
Federal
Local
Current
Non-current

And more

Transaction Codes: Receivables Not Tracked on the Document Financial Table

Receivable T-code Decision Process

(NOTE: This is a sample only. See the 28A screen for all available t-codes.)

Do you want the transaction to be tracked in the Document Financial Table (64 screen)?

Yes

No



Let's look at untracked receivables

RECEIVABLE MATRIX TABLE

Untracked Receivables

These are not Document Supported Transactions.

Do not post to Document Financial Table (DF Table) / 64 screen.
 Establish receivable with T-codes: 105, 104, 117, 112, or 108.

Description	Un-Tracked A/R GL account	Establish Receivable		Collection
		T-codes	Adjusting T-codes	Deposit T-codes
1 To credit Accrued Revenue				
-Federal	dr - GL 0542	105	105 R	175
-Others	dr - GL 0503	104	104 R	177
- Interest Receivable:				
-Other	dr - GL 0575	117	117 R	146
-Designated Investment	dr- GL 0576	112	112 R	148
2 To credit Transfer In	dr- GL 0503	108	108 R	166

Example 1: Receivable for unbilled Federal Revenue

What GL account should I use? OAM 60.10.00 General Ledger Chart of Accounts

0542	Accounts Receivable Federal – Unbilled	Amounts due to the reporting government. These amounts include shared taxes, loans, charges for reimbursement of expenditures not posted to the Document F
0543	Accounts Receivable Federal – Billed	Amounts due to the reporting government. These amounts include taxes, loans, charges for service reimbursement of expenditures. The accrual should be made at the time the service or supplies spent by the agency are

Find ✕

Previous Next

▶ **Replace with**

Example 1: Receivable for unbilled Federal Revenue Continued 1

Search the t-code.xls from SMFS website for desired General Ledger (GL) codes

Status Code	Tcode	GL Acct Dr1	GL Acct Title5	GL Acct Dr Cr Ind5	GL Acct Cr1	GL Acct Title	GL Acct Dr Cr Ind	GL Acct Dr2	GL Acct Title6
A	105	0542	Accounts Receivable - Federal D		3101	Revenue Control - Accrued	C		

TC105 was the only t-code that fits our GL needs

Example 1: Receivable for unbilled Federal Revenue Continued 2

What do the 28a & b screens look like?

```

S28A UC: 10 STATE OF OREGON 04/09/18 12:30 PM
LINK TO: TRANSACTION CODE DECISION PROFILE PROD
TRAN CODE: 105 TITLE: EST/ADJUST INTERGOV REC (FEDERAL) UNBILLED
GENERAL LEDGER DR-1: 0542 CR-1: 3101 DR-2: CR-2:
POSTING DR-3: CR-3: DR-4: CR-4:
TRANS DOCD DUDT SVDT CDOC I RDOC MOD N AGCY R IDX PCA COBJ R
EDIT AOBJ RVRS PDT N CI N 1099 N WARR N INVC VNUM VNAM VADD
INDS: DMETH N APN# R FUND R GLA N AGL GRNT SUBG PROJ MULT G38# N
POST SEQ: 2 REG NO: 3 WW IND: 0 D/I: WAR CANCL TC: PYTC: FUTMY: N
GEN- TC: DT: ACCR TC: TR TC: INTERFACE IND:
PAY LIQ TC: PAY RED TC: CUM POST IND: Y BAL TC: A/S DOC AMT: +
A/S BT MATCH GLA DOC A/S BT MATCH GLA DOC
DF:
FILE AP: + 14
POSTING AB: + 14
INDS: CC:
GP: + 14
PJ: + 14
AGY GL: 1 STATUS CODE: A
EFF START DATE: 08281990 EFF END DATE: LAST PROC DATE: 09022003
Z06 RECORD SUCCESSFULLY RECALLED
F1-HELP F3-DEL F5-NEXT F6-28B F9-INT F10-SAVE F11-SAVE/CLEAR ENT-INO CLEAR-EXIT
    
```

```

S28B UC: 10 STATE OF OREGON 04/09/18 12:35 PM
LINK TO: TRANS CODE DESCRIPTION PROFILE PROD
TRANS CODE: 105 (MUST BE IN 28A TRANSACTION CODE DECISION PROFILE)
DESCRIPTION: ESTABLISH/ADJUST AN A/R FEDERAL - UNBILLED AND
ACCUE REVENUE. USE TC 115 OR 116 TO ADJUST
RECEIVABLE ESTABLISHED IN A PRIOR CLOSED YEAR. USE
TC 175 TO RECORD COLLECTION.
0542-A/R-FED-UNBILLED;3101-REVENUE CNTL-ACCRUED
I/E (I=INCLUDE, E=EXCLUDE) ENTER GL ACCOUNT CODES SEPARATED WITH "-" OR ",".
I/E (I=INCLUDE, E=EXCLUDE) ENTER COMPTROLLER OBJECTS SEPARATED WITH "-" OR ",".
I 0300 - 0360
ENTER UP TO 10 VALID DOC TYPES FOR THE TRANS CODE. ("% IN #1 = ALL VALID)
1: AR 2: AC 3: AI 4: 5: 6: 7: 8: 9: 10:
ENTER UP TO 10 VALID BATCH TYPES FOR THE TRANS CODE. ("% IN #1 = ALL VALID)
1: 2 2: 3: 4: 5: 6: 7: 8: 9: 10:
TREAS CAT: STATUS CODE: A
EFF START DATE: 08281990 EFF END DATE: LAST PROC DATE: 07152011
Z06 RECORD SUCCESSFULLY RECALLED
F1-HELP F3-DEL F5-NEXT F6-28A F9-INT F10-SAVE F11-SAVE/CLEAR ENT-INO CLEAR-EXIT
    
```


Example 1: Receivable for unbilled Federal Revenue Continued 3

And what does the accounting look like for this receivable

		Enter Federal Receivable - unbilled				
		GL0542 Accts Rec Fed Unbilled		GL 3101 Revenue Control- Accrued		
		TCode	DR	CR	DR	CR
Original Entry:						
1	Set up Fed A/R - unbille	105	250			250
COBJ: 0300						
Balance			250		250	

Example 2 : Adjust Federal unbilled receivable

Search the t-code.xls from the SFMS website for desired General Ledger (GL) codes

Status Code	Tcode	GL Acct Dr1	GL Acct Title5	GL Acct Dr Cr Ind5	GL Acct Cr1	GL Acct Title	GL Acct Dr Cr Ind	GL Acct Dr2	GL Acct Title6	GL Acct Dr Cr Ind6	GL Acct Cr2	GL Acct Title2	GL Acct Dr Cr Ind2
A	105	0542	Accounts Receivable - Federal D	C	3101	Revenue Control - Accrued	C						
A	127	3101	Revenue Control - Accrued	C	0502	Allow For Uncollectible Acct-	C						
A	126	3101	Revenue Control - Accrued	C	0411	Allow For Uncollectible Taxes	C						
A	118	3101	Revenue Control - Accrued	C									
A	180	3101	Revenue Control - Accrued	C	0543	Accounts Receivable - Federa D							
A	196	3101	Revenue Control - Accrued	C	0501	Accounts Receivable -Other - D							
A	214	3101	Revenue Control - Accrued	C				2951	System Clearing General C		2951	System Clearing Ger C	
A	220	3101	Revenue Control - Accrued	C	1211	Vouchers Payable	C						
A	295	3101	Revenue Control - Accrued	C	1211	Vouchers Payable	C						
I	687	3101	Revenue Control - Accrued	C									
I	958	3101	Revenue Control - Accrued	C	1211	Vouchers Payable	C						

You need to adjust both GL0542 and GL3101. TC105 was the only t-code that hits both of these GL's

Example 2: Adjust Federal unbilled receivable Continued

And what does the accounting look like when we adjust this receivable

		Enter Federal Receivable - unbilled					
			GL0542 Accts Rec Fed Unbilled		GL 3101 Revenue Control- Accrued		
		TCode	DR	CR	DR	CR	
Original Entry:							
1	Set up Fed A/R - unbille	105	250			250	COBJ: 0300
2	Adj A/R decrease	105R		50	50		COBJ: 0300
Balance							
			200		200		

Example 3: Receive payment on Federal unbilled receivable

Search the t-code.xls from SFMS website for desired General Ledger (GL) codes

Status Code	Tcode	GL Acct Dr1	GL Acct Title5	GL Acct Dr Cr Ind5	GL Acct Cr1	GL Acct Title	GL Acct Dr Cr Ind	GL Acct Dr2	GL Acct Title6	GL Acct Dr Cr Ind6	GL Acct Cr2	GL Acct Title2
A	175	0065	Unreconciled Deposit	D	0542	Accounts Receivable - Federa D		3101	Revenue Control - Accru C		3100	Revenue Control - Cas

You need to Debit unreconciled deposit (GL0065) and credit GL0542. TC175 was the only t-code that hits both of these GL's

Example 3: Receive payment on Federal unbilled receivable Continued 1

What do the 28a & b screens look like?

```

S28A UC: 10 STATE OF OREGON 04/09/18 01:43 PM
LINK TO: TRANSACTION CODE DECISION PROFILE PROD
TRAN CODE: 75 TITLE: COLLECT INTERGOV REC (FEDERAL) UNBILLED
GENERAL LEDGER DR-1: 0065 CR-1: 0542 DR-2: 3101 CR-2: 3100
POSTING DR-3: CR-3: DR-4: CR-4:
TRANS DOCD DUDT SVDT CDOC I RDOC MOD N AGCY R IDX PCA COBJ R
EDIT AOBJ RVRS PDT N CI N 1099 N WARR INVC I VNUM VNAM VADD
INDS: DMETH N APN# R FUND R GLA N AGL GRNT SUBG PROJ MULT G38# N
POST SEQ: 2 REG NO: 3 WW IND: 0 D/I: WAR CANCEL TC: PYTC: FUTMY: N
GEN- TC: DT: ACCR TC: TR TC: INTERFACE IND:
PAY LIQ TC: PAY RED TC: CUM POST IND: Y BAL TC: A/S DOC AMT: +
A/S BT MATCH GLA DOC A/S BT MATCH GLA DOC
DF:
FILE AP: + 12 - - - 14
POSTING AB: + 12 - - - 14
INDS: CC: + 12 - - - 34
GP: + 12 - - - 14
PJ: + 12 - - - 14
AGY GL: 2 STATUS CODE: A
EFF START DATE: 06011990 EFF END DATE: LAST PROC DATE: 09022003
Z06 RECORD SUCCESSFULLY RECALLED
F1-HELP F3-DEL F5-NEXT F6-28B F9-INT F10-SAVE F11-SAVE/CLEAR ENT-INQ CLEAR-EXIT
    
```

```

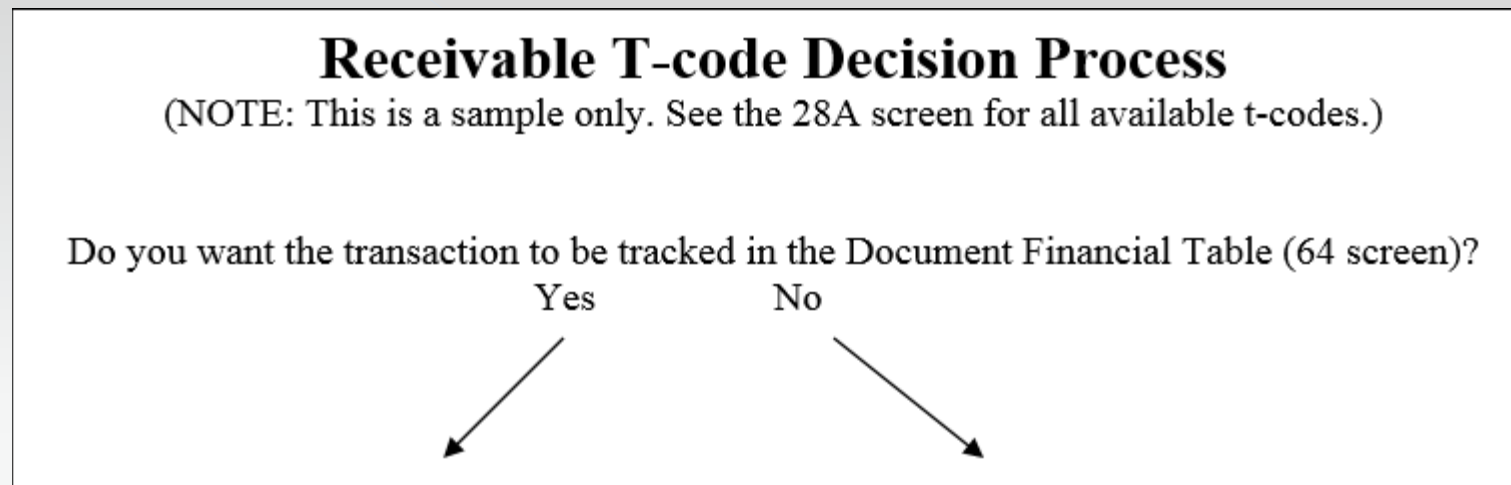
S28B UC: 10 STATE OF OREGON 04/09/18 01:45 PM
LINK TO: TRANSACTION CODE DESCRIPTION PROFILE PROD
TRAN CODE: 175 (MUST BE IN 28A TRANSACTION CODE DECISION PROFILE)
DESCRIPTION: RECORD DEPOSIT OF A/R FED UNBILLED ESTAB W/TC105.
A/R REDUCED & ACCRUED REVENUE RECLASS TO CASH REV.
TC332 GEN WHEN DEP IS RECON W/TREAS.
0065-UNRECON DEPOSIT;0542-A/R FEDERAL-UNBILLED
3101-REVENUE CTL-ACCRUED;3100-REVENUE CTL-CASH
I/E (I=INCLUDE, E=EXCLUDE) ENTER GL ACCOUNT CODES SEPARATED WITH "-" OR ",".
I/E (I=INCLUDE, E=EXCLUDE) ENTER COMPTROLLER OBJECTS SEPARATED WITH "-" OR ",".
I 0300 - 0360
ENTER UP TO 10 VALID DOC TYPES FOR THE TRANS CODE. ("% IN #1 = ALL VALID)
1: CR 2: CI 3: ST 4: AW 5: 6: 7: 8: 9: 10:
ENTER UP TO 10 VALID BATCH TYPES FOR THE TRANS CODE. ("% IN #1 = ALL VALID)
1: 2 2: 4 3: 4: 5: 6: 7: 8: 9: 10:
TREAS CAT: STATUS CODE: A
EFF START DATE: 08281990 EFF END DATE: LAST PROC DATE: 09092011
Z06 RECORD SUCCESSFULLY RECALLED
F1-HELP F3-DEL F5-NEXT F6-28A F9-INT F10-SAVE F11-SAVE/CLEAR ENT-INQ CLEAR-EXIT
    
```

Example 3: Receive payment on Federal unbilled receivable Continued 2

And what does the accounting look like once the receipt of payment has been recorded and the deposit reconciled?

				Enter Federal Receivable - unbilled				Enter Federal Receivable - unbilled						
		GL0065 Unreconciled Dept		GL 0070 Cash		GL0542 Accts Rec Fed Unbilled		GL 3101 Revenue Control- Accrued		GL 3100 Revenue Control- Cash				
		TCode	DR	CR	DR	CR	DR	CR	DR	CR	DR	CR		
Original Entry:														
1	Set up Fed A/R - unbille	105					250			250			COBJ: 0300	
2	Adj A/R decrease	105R						50	50				COBJ: 0300	
3	Record Receipt of pmt	175	200					200	200			200		
4	Deposit Reconciliation	332		200	200									
Balance			0	0	200		0	0	0			200		

Transaction Codes: Receivables Tracked on the Document Financial Table

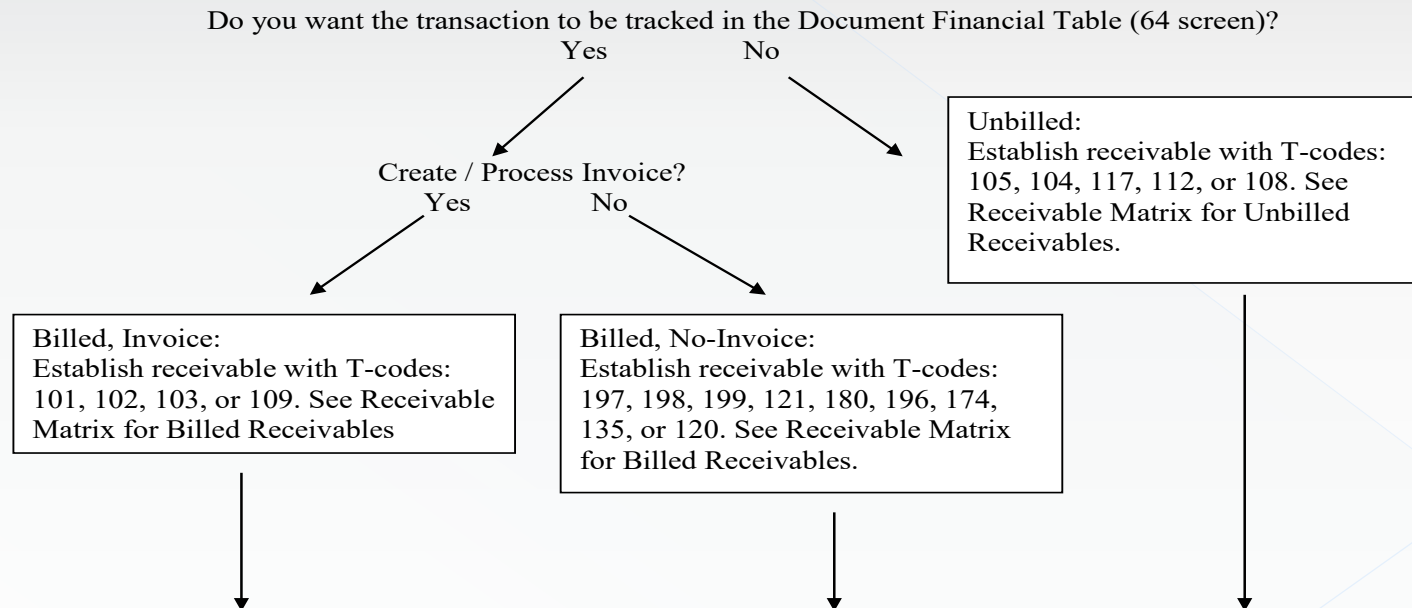


Let's look at tracked or document supported receivables

Transaction Codes: Receivables Tracked on the Document Financial Table 1

Receivable T-code Decision Process

(NOTE: This is a sample only. See the 28A screen for all available t-codes.)



RECEIVABLE MATRIX TABLE 2

Billed Receivables

- These are Document Supported Transactions.
- Post to Document Financial Table (DF Table) / 64 screen, allows tracking of adjustments, payments, and current balances.

C		Establish Receivable			Collection Entry			
		Tracked A/R GL account	Invoice T-codes	No- Invoice T-codes	Adjusting T-codes	Deposit		Transfer T-codes
						T-codes	Adjusting	
1	To credit Accrued Revenue							
	-Federal	dr - GL 0543	101	197	110	178	450/451	-
	-Local	dr- GL 0547	102	198	111	179		-
	-Others	dr - GL 0501	103	199	107	176	464/465	
	- Interest Receivable	dr - GL 0574		121	122	147		730/731, 718/719, 716/717 783/784
2	Negative Receivable - debits Accrued Revenue							
	- Federal	cr- GL 0543		180	110	178R	451/450 465/464	-
	- Others	cr- GL 0501		196	107	176R		730R / 731R
3	To credit Transfer In	dr- GL 0501	109	174	171	173		706 / 707 708 / 709 710 / 711
4	To credit Expenditures or for Reduction of Expense	dr- GL 0501		135	136	137		704 / 705
5	To credit Deposit Liability	dr- GL 0501		120	123	160		760 / 761

Example 4: Credit to Accrued Revenue – Other Billed, No-Invoice

What GL account should I use? OAM 60.10.00 General Ledger Chart of Accounts

0501	Accounts Receivable Other – Billed	Amounts due to the reporting sales of goods or services, and Financial table in R*STARS. It falling in another receivable cl amounts due from other funds resulting from transfer of mon
0502	Allowance for Uncollectible Accounts – Current	That portion of current account to be uncollectible.
0503	Accounts Receivable Other – Unbilled	Amounts due to the reporting entity, primarily resulting from sales of goods or services, and that are not posted to the Document Financial table in R*STARS. Includes all receivables not falling in another receivable classification. Does not include amounts due from other funds or other state agencies resulting from transfer of moneys.

Find ✕

accounts receivable other ▾

Previous Next

▶ **Replace with**

Example 4: Credit to Accrued Revenue – Other Billed, No-Invoice Continued 1

Search the t-code.xls from SFMS website for desired General Ledger (GL) codes

Status Code	Tcode	Tcode Title	Gl Acct Dr1	Gl Acct Title5	Gl Acct Dr Cr Ind5	Gl Acct Cr1	Gl Acct Title	Gl Acct Dr Cr Ind
A	103	Establish A/R Other Billed-Invoice	0501	Accounts Receivable -Other - D	D	3101	Revenue Control - Accrued	C
A	107	Adjust Accounts Receivable Other-Billed	0501	Accounts Receivable -Other - D	D	3101	Revenue Control - Accrued	C
A	193	Est Rec (Oth) Billed-Grant/Proj/Cmia	0501	Accounts Receivable -Other - D	D	3101	Revenue Control - Accrued	C
A	199	Establish A/R Other Billed-No Invoice	0501	Accounts Receivable -Other - D	D	3101	Revenue Control - Accrued	C
A	196	Est Negative A/R Other Billed-No Invoice	3101	Revenue Control - Accrued	C	0501	Accounts Receivable -Other - D	D
I	106	Record Interest On Delinquent Billed Rec	0501	Accounts Receivable -Other - D	D	3101	Revenue Control - Accrued	C

Looks like there are several T-codes that might be used. Lets decide which one will be best.

Example 4: Credit to Accrued Revenue – Other Billed, No-Invoice Continued 2

What do the 28a & b screens look like?

```

S28A UC: 10 STATE OF OREGON 04/10/18 03:52 PM
LINK TO: _____ TRANSACTION CODE DECISION PROFILE PROD
TRAN CODE: 193 TITLE: EST REC (OTH) BILLED-GRANT/PROJ/CMIA
GENERAL LEDGER DR-1: 0501 CR-1: 3101 DR-2: _____ CR-2: _____
POSTING DR-3: _____ CR-3: _____ DR-4: _____ CR-4: _____
TRANS DOCD _____ SVDT _____ CDOC I RDOC _____ MOD N AGCY R IDX PCA COBJ R
EDIT AOBJ RVRS _____ PDT N CI N 1099 N WARR N INVC _____ VNUM _____ VNAM _____ VADD _____
INDS: DMETH N APN# R FUND R GLA N AGL GRNT SUBG PROJ MULT G38# N
POST SEQ: 2 REG NO: 3 WW IND: 0 D/I: _____ WAR CANCL TC: _____ PYTC: _____ FUTMY: N
GEN- TC: _____ DT: _____ ACCR TC: _____ TR TC: _____ INTERFACE IND: _____
PAY LIQ TC: _____ PAY RED TC: _____ CUM POST IND: Y BAL TC: _____ A/S DOC AMT: +
A/S BT MATCH GLA DOC A/S BT MATCH GLA DOC
DF: + 01 - 1 1 - - - - -
FILE AP: + 14 - - - - -
POSTING AB: + 14 - - - - -
INDS: CC: - - - - -
GP: + 14 - + 28 - - -
PJ: + 14 - + 28 - - -
AGY GL: _____ 1 _____ STATUS CODE: A
EFF START DATE: 06011989 EFF END DATE: _____ LAST PROC DATE: 09022003
Z06 RECORD SUCCESSFULLY RECALLED
F1-HELP F3-DEL F5-NEXT F6-28R F9-INT F10-SAVE F11-SAVE/CLEAR ENT-INQ CLEAR-EXT
    
```

```

S28B UC: 10 STATE OF OREGON 04/10/18 03:57 PM
LINK TO: _____ TRANS CODE DESCRIPTION PROFILE PROD
TRAN CODE: 93 (MUST BE IN 28A TRANSACTION CODE DECISION PROFILE)
DESCRIPTION: TO ESTABLISH A/R-OTHER (BILLED) AND ACCRUE REVENUE.
USED FOR GRANT/PROJ/CMIA-SYSTEM GENERATED
TRANSACTIONS.
0501-A/R-OTHER-BILLED;3101-REVENUE CONTROL-ACCRUED
I/E (I=INCLUDE, E=EXCLUDE) ENTER GL ACCOUNT CODES SEPARATED WITH "-" OR ",",
-----
I/E (I=INCLUDE, E=EXCLUDE) ENTER COMPTROLLER OBJECTS SEPARATED WITH "-" OR ",",
I 0111 - 0299 , 0401 - 1200 , 1404 - 1405 , 1501 - 1750 , 2000 - 2600 ,
ENTER UP TO 10 VALID DOC TYPES FOR THE TRANS CODE. ("% IN #1 = ALL VALID)
1: FB 2: _____ 3: _____ 4: _____ 5: _____ 6: _____ 7: _____ 8: _____ 9: _____ 10: _____
ENTER UP TO 10 VALID BATCH TYPES FOR THE TRANS CODE. ("% IN #1 = ALL VALID)
1: P 2: S 3: _____ 4: _____ 5: _____ 6: _____ 7: _____ 8: _____ 9: _____ 10: _____
TREAS CAT: _____ STATUS CODE: A
EFF START DATE: 08281990 EFF END DATE: _____ LAST PROC DATE: 07152011
Z06 RECORD SUCCESSFULLY RECALLED
F1-HELP F3-DEL F5-NEXT F6-28A F9-INT F10-SAVE F11-SAVE/CLEAR ENT-INQ CLEAR-EXT
    
```

Example 4: Credit to Accrued Revenue – Other Billed, No-Invoice Continued 3

Search the t-code.xls from SFMS website for desired General Ledger (GL) codes

Status Code	Tcode	Tcode Title	Gl Acct Dr1	Gl Acct Title5	Gl Acct Dr Cr Ind5	Gl Acct Cr1	Gl Acct Title	Gl Acct Dr Cr Ind
A	103	Establish A/R Other Billed-Invoice	0501	Accounts Receivable -Other - D	D	3101	Revenue Control - Accrued	C
A	107	Adjust Accounts Receivable Other-Billed	0501	Accounts Receivable -Other - D	D	3101	Revenue Control - Accrued	C
A	193	Est Rec (Oth) Billed-Grant/Proj/Cmia	0501	Accounts Receivable -Other - D	D	3101	Revenue Control - Accrued	C
A	199	Establish A/R Other Billed-No Invoice	0501	Accounts Receivable -Other - D	D	3101	Revenue Control - Accrued	C
A	196	Est Negative A/R Other Billed-No Invoice	3101	Revenue Control - Accrued	C	0501	Accounts Receivable -Other - D	D
I	106	Record Interest On Delinquent Billed Rec	0501	Accounts Receivable -Other - D	D	3101	Revenue Control - Accrued	C

Looks like there are several T-codes that might be used. Lets decide which one will be best.

Example 4: Credit to Accrued Revenue – Other Billed, No-Invoice Continued 4

What do the 28a & b screens look like for t-code 196?
 This t-code posts the opposite of what we want, and it does not allow a reverse to be used.

```

S28A UC: 10 STATE OF OREGON 04/10/18 04:06 PM
LINK TO: _____ TRANSACTION CODE DECISION PROFILE PROD
TRAN CODE: 196 TITLE: EST NEGATIVE A/R OTHER BILLED-NO INVOICE
GENERAL LEDGER DR-1: 3101 CR-1: 0501 DR-2: _____ CR-2: _____
POSTING DR-3: _____ CR-3: _____ DR-4: _____ CR-4: _____
TRANS DOCD DUDT R SVDT CDOC I RDOC MOD N AGCY R IDX PCA COBJ R
EDIT AOBJ R VRS N PDT N CI N 1099 N WARR N INVC VNUM I VNAM R VADD R
INDS: DMETH N APN# R FUND R GLA N AGL GRNT SUBG PROJ MULT G38# N
POST SEQ: 2 REG NO: 3 WW IND: 0 D/I: WAR CANCL TC: PYTC: FUTMY: N
GEN- TC: _____ DT: _____ ACCR TC: _____ TR TC: _____ INTERFACE IND: _____
PAY LIQ TC: _____ PAY RED TC: _____ CUM POST IND: Y BAL TC: _____ A/S DOC AMT: +
A/S BT MATCH GLA DOC A/S BT MATCH GLA DOC
DF: - 01 N 2 1 - - - - -
FILE AP: - 14 - - - - -
POSTING AB: - 14 - - - - -
INDS: CC: - - - - -
GP: - 14 - - - - -
PJ: - 14 - - - - -
AGY GL: _____ 2 STATUS CODE: A
EFF START DATE: 08281990 EFF END DATE: _____ LAST PROC DATE: 09022003
Z06 RECORD SUCCESSFULLY RECALLED
F1-HELP F3-DEL F5-NEXT F6-28B F9-INT F10-SAVE F11-SAVE/CLEAR ENT-INO CLEAR-EXIT
    
```

```

S28B UC: 10 STATE OF OREGON 04/10/18 04:09 PM
LINK TO: _____ TRANS CODE DESCRIPTION PROFILE PROD
TRAN CODE: 196 (MUST BE IN 28A TRANSACTION CODE DECISION PROFILE)
DESCRIPTION: ESTABLISH NEG A/R-OTHER BILLED SUPPORTED IN DF
TABLE. USE TC107 TO ADJ REC IN YR ESTAB; TC113 &
114 TO ADJ REC ESTAB IN PRIOR YR; TC730R/731R TO
REIMBURSE INVOICED AGY. INVOICE NOT REQUIRED.
3101-REVENUE CTL-ACCRUED;0501-A/R-OTHER-BILLED
I/E (I=INCLUDE, E=EXCLUDE) ENTER GL ACCOUNT CODES SEPARATED WITH "-" OR ",".
-----
I/E (I=INCLUDE, E=EXCLUDE) ENTER COMPTROLLER OBJECTS SEPARATED WITH "-" OR ",".
I 0111 - 0299 , 0401 - 1200 , 1404 - 1405 , 1501 - 1750 , 2000 - 2600 , _____
ENTER UP TO 10 VALID DOC TYPES FOR THE TRANS CODE. ("% IN #1 = ALL VALID)
1: AR 2: AC 3: AI 4: AF 5: AM 6: _____ 7: _____ 8: _____ 9: _____ 10: _____
ENTER UP TO 10 VALID BATCH TYPES FOR THE TRANS CODE. ("% IN #1 = ALL VALID)
1: 2 2: - 3: - 4: - 5: - 6: - 7: - 8: - 9: - 10: -
TREAS CAT: _____ STATUS CODE: A
EFF START DATE: 08281990 EFF END DATE: _____ LAST PROC DATE: 09072011
Z06 RECORD SUCCESSFULLY RECALLED
F1-HELP F3-DEL F5-NEXT F6-28A F9-INT F10-SAVE F11-SAVE/CLEAR ENT-INO CLEAR-EXIT
    
```

Example 4: Credit to Accrued Revenue – Other Billed, No-Invoice Continued 5

Search the t-code.xls from SFMS website for desired General Ledger (GL) codes

Status Code	Tcode	Tcode Title	Gl Acct Dr1	Gl Acct Title5	Gl Acct Dr Cr Ind5	Gl Acct Cr1	Gl Acct Title	Gl Acct Dr Cr Ind
A	103	Establish A/R Other Billed-Invoice	0501	Accounts Receivable -Other - D	D	3101	Revenue Control - Accrued	C
A	107	Adjust Accounts Receivable Other-Billed	0501	Accounts Receivable -Other - D	D	3101	Revenue Control - Accrued	C
A	193	Est Rec (Oth) Billed-Grant/Proj/Cmia	0501	Accounts Receivable -Other - D	D	3101	Revenue Control - Accrued	C
A	199	Establish A/R Other Billed-No Invoice	0501	Accounts Receivable -Other - D	D	3101	Revenue Control - Accrued	C
A	196	Est Negative A/R Other Billed-No Invoice	3101	Revenue Control - Accrued	C	0501	Accounts Receivable -Other - D	D
I	106	Record Interest On Delinquent Billed Rec	0501	Accounts Receivable -Other - D	D	3101	Revenue Control - Accrued	C

Looks like there are several T-codes that might be used. Lets decide which one will be best.

Example 4: Credit to Accrued Revenue – Other Billed, No-Invoice Continued 6

What do the 28a & b screens look like for t-code 199?

```

S28A UC: 10 STATE OF OREGON 04/10/18 04:17 PM
LINK TO: _____ TRANSACTION CODE DECISION PROFILE PROD
TRAN CODE: 199 TITLE: ESTABLISH A/R OTHER BILLED-NO INVOICE
GENERAL LEDGER DR-1: 0501 CR-1: 3101 DR-2: _____ CR-2: _____
POSTING DR-3: _____ CR-3: _____ DR-4: _____ CR-4: _____
TRANS DOCD DUDT R SVDT CDOC I RDOC MOD N AGCY R IDX PCA COBJ R
EDIT AOBJ R VRS N PDT N CI N 1099 N WARR N INVC VNUM I VNAM R VADD R
INDS: DMETH N APN# R FUND R GLA N AGL GRNT SUBG PROJ MULT G38# N
POST SEQ: 2 REG NO: 3 WW IND: 0 D/I: WAR CANCL TC: PYTC: FUTMY: N
GEN- TC: DT: ACCR TC: TR TC: INTERFACE IND:
PAY LIQ TC: PAY RED TC: CUM POST IND: Y BAL TC: A/S DOC AMT: +
A/S BT MATCH GLA DOC A/S BT MATCH GLA DOC
DF: + 01 N 1 1
FILE AP: + 14
POSTING AB: + 14
INDS: CC:
GP: + 14 + 28
PJ: + 14 + 28
AGY GL: 1 STATUS CODE: A
EFF START DATE: 08281990 EFF END DATE: LAST PROC DATE: 11202013
Z06 RECORD SUCCESSFULLY RECALLED
F1-HELP F3-DEL F5-NEXT F6-28B F9-INT F10-SAVE F11-SAVE/CLEAR ENT-INQ CLEAR-EXIT
    
```

```

S28B UC: 10 STATE OF OREGON 04/10/18 04:18 PM
LINK TO: _____ TRANS CODE DESCRIPTION PROFILE PROD
TRAN CODE: 199 (MUST BE IN 28A TRANSACTION CODE DECISION PROFILE)
DESCRIPTION: ESTABLISH A/R OTHER-BILLED & ACCRUE REV. USE
TC107 TO ADJ. IF A/R WAS ESTAB IN PRIOR YEAR, MAY
ALSO NEED TC113. USE TC176 OR TC730/731 TO RECORD
COLLECTION. INVC NOT REQUIRED. TC103 FOR INVOICE.
BAL. 0501-A/R-OTHER-BILLED;3101-REVENUE CTL-ACCRUE
I/E (I=INCLUDE, E=EXCLUDE) ENTER GL ACCOUNT CODES SEPARATED WITH "-" OR ", ".
-----
I/E (I=INCLUDE, E=EXCLUDE) ENTER COMPTROLLER OBJECTS SEPARATED WITH "-" OR ", ".
I 0111 - 0299 , 0401 - 1200 , 1404 - 1405 , 1501 - 1750 , 2000 - 2600 ,
ENTER UP TO 10 VALID DOC TYPES FOR THE TRANS CODE. ("% IN #1 = ALL VALID)
1: AR 2: AC 3: AI 4: AF 5: AM 6: AK 7: 8: 9: 10:
ENTER UP TO 10 VALID BATCH TYPES FOR THE TRANS CODE. ("% IN #1 = ALL VALID)
1: 2 2: 4 3: 4: 5: 6: 7: 8: 9: 10:
TREAS CAT: STATUS CODE: A
EFF START DATE: 08281990 EFF END DATE: LAST PROC DATE: 05292013
Z06 RECORD SUCCESSFULLY RECALLED
F1-HELP F3-DEL F5-NEXT F6-28A F9-INT F10-SAVE F11-SAVE/CLEAR ENT-INQ CLEAR-EXIT
    
```


Example 4: Credit to Accrued Revenue – Other Billed, No-Invoice Continued 7

And what does the accounting look like when recording this receivable?

		Enter Other Receivable - billed					
		GL0501 Accts Rec Other Billed			GL 3101 Revenue Control- Accrued		
		TCode	DR	CR	DR	CR	
Original Entry:							
1	Set up Other A/R - billed	199	500			500	COBJ: 0407
Balance			500			500	

Example 4: Credit to Accrued Revenue – Other Billed, No-Invoice Continued 8

(Record Billed Accounts Receivable – No Invoice – Other)

Here is what the 64 screen might look like for this entry

```
S064 UC: 01 STATE OF OREGON 04/11/18 10:00 AM
LINK TO: _____ DOCUMENT RECORD INQUIRY ACPT

AGY: 101 DOC NO/SFX/CLASS: AI808008 001 001

CREATE DATE: 041118 CLOSE DATE:
INQ TYPE: MC (MA, YA, MY, YY, MC, YC)
INQ YEAR: 18 INQ MONTH: 10 DOC BALANCE: 500.00

BT TITLE AMOUNT BT TITLE AMOUNT
01 ORIG AMOUNT 500.00

F1-HELP F5-NEXT F9-INTERRUPT ENTER-INQUIRE CLEAR-EXIT
```

Example 5: Adjust Billed Accounts Receivable – No Invoice - Other

How to adjust a receivable entry made using t-code 199?

```
S28B UC: 10 STATE OF OREGON 04/11/18 08:33 AM
LINK TO: TRANS CODE DESCRIPTION PROFILE PROD
TRANS CODE: 199 (MUST BE IN 28A TRANSACTION CODE DECISION PROFILE)
DESCRIPTION: ESTABLISH A/R OTHER-BILLED & ACCRUE REV. USE
TC107 TO ADJ. IF A/R WAS ESTAB IN PRIOR YEAR, MAY
ALSO NEED TC113. USE TC176 OR TC730/731 TO RECORD
COLLECTION. INVC NOT REQUIRED. TC103 FOR INVOICE.
BAL. 0501-A/R-OTHER-BILLED;3101-REVENUE CTL-ACCRUE
I/E (I=INCLUDE, E=EXCLUDE) ENTER GL ACCOUNT CODES SEPARATED WITH "-" OR ", ".
-----
I/E (I=INCLUDE, E=EXCLUDE) ENTER COMPTROLLER OBJECTS SEPARATED WITH "-" OR ", ".
I 0111 - 0299 , 0401 - 1200 , 1404 - 1405 , 1501 - 1750 , 2000 - 2600 ,
ENTER UP TO 10 VALID DOC TYPES FOR THE TRANS CODE. ("% IN #1 = ALL VALID)
1: AR 2: AC 3: AI 4: AF 5: AM 6: AK 7: 8: 9: 10:
ENTER UP TO 10 VALID BATCH TYPES FOR THE TRANS CODE. ("% IN #1 = ALL VALID)
1: 2 2: 4 3: 4: 5: 6: 7: 8: 9: 10:
TREAS CAT: STATUS CODE: A
EFF START DATE: 08281990 EFF END DATE: LAST PROC DATE: 05292013
Z06 RECORD SUCCESSFULLY RECALLED

F1-HELP F3-DEL F5-NEXT F6-28A F9-INT F10-SAVE F11-SAVE/CLEAR ENT-INQ CLEAR-EXIT
```

Example 5: Adjust Billed Accounts Receivable – No Invoice - Other Continued 1

Search the t-code.xls from SMFS website for desired General Ledger (GL) codes

Status Code	Tcode	Tcode Title	Gl Acct Dr1	Gl Acct Title5	Gl Acct Dr Cr Ind5	Gl Acct Cr1	Gl Acct Title	Gl Acct Dr Cr Ind
A	103	Establish A/R Other Billed-Invoice	0501	Accounts Receivable -Other - D		3101	Revenue Control - Accrued	C
A	107	Adjust Accounts Receivable Other-Billed	0501	Accounts Receivable -Other - D		3101	Revenue Control - Accrued	C
A	193	Est Rec (Oth) Billed-Grant/Proj/Cmia	0501	Accounts Receivable -Other - D		3101	Revenue Control - Accrued	C
A	199	Establish A/R Other Billed-No Invoice	0501	Accounts Receivable -Other - D		3101	Revenue Control - Accrued	C
A	196	Est Negative A/R Other Billed-No Invoice	3101	Revenue Control - Accrued	C	0501	Accounts Receivable -Other - D	
I	106	Record Interest On Delinquent Billed Rec	0501	Accounts Receivable -Other - D		3101	Revenue Control - Accrued	C

As you can see when searching the t-code spreadsheet, t-code 107 is also displayed as the recommended t-code to use when adjusting accounts receivable other – billed.

Example 5 Adjust Billed Accounts Receivable – No Invoice - Other Continued 2

What do the 28a & b screens look like for t-code 107?

```

S28A UC: 10 STATE OF OREGON 04/11/18 08:43 AM
LINK TO: TRANSACTION CODE DECISION PROFILE PROD
TRAN CODE: 107 TITLE: ADJUST ACCOUNTS RECEIVABLE OTHER-BILLED
GENERAL LEDGER DR-1: 0501 CR-1: 3101 DR-2: CR-2:
POSTING DR-3: CR-3: DR-4: CR-4:
TRANS DOCD DUDT R SVDT CDOC I RDOC I MOD N AGCY R IDX PCA COBJ R
EDIT AOBJ RVRS PDT N CI N 1099 N WARR N INVC VNUM R VNAM R VADD R
INDS: DMETH N APN# R FUND R GLA N AGL GRNT SUBG PROJ MULT G38# N
POST SEQ: 2 REG NO: 3 WW IND: 0 D/I: WAR CANCL TC: PYTC: FUTMY: N
GEN- TC: DT: ACCR TC: TR TC: INTERFACE IND:
PAY LIQ TC: PAY RED TC: CUM POST IND: Y BAL TC: A/S DOC AMT: +
A/S BT MATCH GLA DOC A/S BT MATCH GLA DOC
DF: + 02 M 1 2
FILE AP: + 14
POSTING AB: + 14
INDS: CC:
GP: + 14 + 28
PJ: + 14 + 28
AGY GL: 1 STATUS CODE: A
EFF START DATE: 08281990 EFF END DATE: LAST PROC DATE: 04042005
Z06 RECORD SUCCESSFULLY RECALLED
    
```

```

S28B UC: 10 STATE OF OREGON 04/11/18 08:45 AM
LINK TO: TRANSACTION CODE DECISION PROFILE PROD
TRANS CODE: 107 (MUST BE IN 28A TRANSACTION CODE DECISION PROFILE)
DESCRIPTION: TO ADJUST ACCOUNTS RECEIVABLE OTHER - BILLED
ESTABLISHED IN THE CURRENT YEAR WITH TC 103 OR 199
THIS TC POSTS TO THE DOCUMENT FINANCIAL TABLE.
0501-A/R-OTHER-BILLED;3101-REVENUE CNTL-ACCRUED
I/E (I=INCLUDE, E=EXCLUDE) ENTER GL ACCOUNT CODES SEPARATED WITH "-" OR ",".
I/E (I=INCLUDE, E=EXCLUDE) ENTER COMPTROLLER OBJECTS SEPARATED WITH "-" OR ",".
I 0111 - 0299 , 0401 - 1200 , 1404 - 1405 , 1501 - 1750 , 2000 - 2600 ,
ENTER UP TO 10 VALID DOC TYPES FOR THE TRANS CODE. ("% IN #1 = ALL VALID)
1: AR 2: AI 3: AF 4: AM 5: AK 6: 7: 8: 9: 10:
ENTER UP TO 10 VALID BATCH TYPES FOR THE TRANS CODE. ("% IN #1 = ALL VALID)
1: 2 2: 4 3: 4: 5: 6: 7: 8: 9: 10:
TREAS CAT: STATUS CODE: A
EFF START DATE: 08281990 EFF END DATE: LAST PROC DATE: 12102013
Z06 RECORD SUCCESSFULLY RECALLED
F1-HELP F3-DEL F5-NEXT F6-28A F9-INT F10-SAVE F11-SAVE/CLEAR ENT-INQ CLEAR-EXIT
    
```

You can see the definition of the document financial table balance types on the D05 profile. Use DF as the Table ID, then enter the balance type.

Example 5: Adjust Billed Accounts Receivable – No Invoice - Other Continued 3

What does the accounting look like when adjusting this receivable?

		Enter Other Receivable - billed				
		GL0501 Accts Rec Other Billed		GL 3101 Revenue Control- Accrued		
		TCode	DR	CR	DR	CR
Original Entry:						
1	Set up Other A/R - billed	199	500			500 COBJ: 0407
2	Adj A/R increase	107	250			250 COBJ: 0407
Balance			750		750	

If you need to reduce the receivable amount, you would use t-code 107R

Example 5: Adjust Billed Accounts Receivable – No Invoice – Other Continued 4

```
S064 UC: 01 STATE OF OREGON 04/11/18 10:09 AM
LINK TO: _____ DOCUMENT RECORD INQUIRY ACPT
AGY: 101 DOC NO/SFX/CLASS: AI808008 001 001
CREATE DATE: 041118 CLOSE DATE:
INQ TYPE: MC (MA, YA, MY, YY, MC, YC)
INQ YEAR: 18 INQ MONTH: 10 DOC BALANCE: 750.00
BT TITLE AMOUNT BT TITLE AMOUNT
01 ORIG AMOUNT 500.00
02 ADJUSTMENT 250.00
F1-HELP F5-NEXT F9-INTERRUPT ENTER-INQUIRE CLEAR-EXIT
```

Here is what the 64 screen might look like for this entry:

Note, the original transaction is shown as BT01, the adjustment is BT02

Example 6: Record Collection of Receivable

How to record receipt of payment for a receivable entry made using t-code 199?

```
S28B UC: 10 STATE OF OREGON 04/16/18 10:11 AM
LINK TO: TRANS CODE DESCRIPTION PROFILE PROD
TRANS CODE: 199 (MUST BE IN 28A TRANSACTION CODE DECISION PROFILE)
DESCRIPTION: ESTABLISH A/R OTHER-BILLED & ACCRUE REV. USE
TC107 TO ADJ. IF A/R WAS ESTAB IN PRIOR YEAR, MAY
ALSO NEED TC113. USE TC176 OR TC730/731 TO RECORD
COLLECTION. INVC NOT REQUIRED. TC103 FOR INVOICE.
BAL. 0501-A/R-OTHER-BILLED;3101-REVENUE CTL-ACCRUE
I/E (I=INCLUDE, E=EXCLUDE) ENTER GL ACCOUNT CODES SEPARATED WITH "-" OR ",".
-----
I/E (I=INCLUDE, E=EXCLUDE) ENTER COMPTROLLER OBJECTS SEPARATED WITH "-" OR ",".
I 0111 - 0299 , 0401 - 1200 , 1404 - 1405 , 1501 - 1750 , 2000 - 2600 ,
ENTER UP TO 10 VALID DOC TYPES FOR THE TRANS CODE. ("% IN #1 = ALL VALID)
1: AR 2: AC 3: AI 4: AF 5: AM 6: AK 7: 8: 9: 10:
ENTER UP TO 10 VALID BATCH TYPES FOR THE TRANS CODE. ("% IN #1 = ALL VALID)
1: 2 2: 4 3: 4: 5: 6: 7: 8: 9: 10:
TREAS CAT: STATUS CODE: A
EFF START DATE: 08281990 EFF END DATE: LAST PROC DATE: 05292013
Z06 RECORD SUCCESSFULLY RECALLED
F1-HELP F3-DEL F5-NEXT F6-28A F9-INT F10-SAVE F11-SAVE/CLEAR ENT-INQ CLEAR-EXIT
```


Example 6: Record Collection of Receivable Continued 1

How to record receipt of payment for a receivable entry made using t-code 199?

Search the t-code.xls from SMFS website for desired General Ledger (GL) codes

Status Code	Tcode	Tcode Title	GL Acct Dr1	GL Acct Title5	GL Acct Dr Cr Ind5	GL Acct Cr1	GL Acct Title	GL Acct Dr Cr Ind	GL Acct Dr2	GL Acct Title6	GL Acct Dr Cr Ind6	GL Acct Cr2	GL Acct Title2	GL Acct Dr Cr Ind2
A	176	Collection A/R - Other Billed	0065	Unreconciled Deposit	D	0501	Accounts Receivable -Other - D	3101	Revenue Control - Accru C	3100	Revenue Control - (C			
A	173	Collection A/R Billed - Transfer In	0065	Unreconciled Deposit	D	0501	Accounts Receivable -Other - D	3150	Operating Transfers In C C	3150	Operating Transfers C			
A	137	Collection A/R Cash Exp Refund Billed	0065	Unreconciled Deposit	D	0501	Accounts Receivable -Other - D	3503	Reduct Of Expend - Accr D	3500	Expenditure Control D			
A	160	Collection A/R Billed-Dep Liability	0065	Unreconciled Deposit	D	0501	Accounts Receivable -Other - D							
I	184	Collection A/R Cash Exp Refund Billed	0065	Unreconciled Deposit	D	0501	Accounts Receivable -Other - D	3501	Expenditure Control - Ac D	3500	Expenditure Control D			

As you can see there are several other t-codes on this list other than the t-code 176 that is referenced on the 28B screen for t-code 199 – so why aren't one of these other t-codes okay to use?

Example 6: Record Collection of Receivable Continued 2

How to record receipt of payment for receivable originally entered with t-code 199

What do the 28a & b screens look like for t-code 176?

```

S28A UC: 01 STATE OF OREGON 04/11/18 12:44 PM
LINK TO: TRANSACTION CODE DECISION PROFILE ACPT
TRAN CODE: 176 TITLE: COLLECTION A/R - OTHER BILLED
GENERAL LEDGER DR-1: 0065 CR-1: 0501 DR-2: 3101 CR-2: 3100
POSTING DR-3: CR-3: DR-4: CR-4:
TRANS DOCD DUDT SVDT CDOC I RDOC I MOD N AGCY R IDX PCA COBJ R
EDIT AOBJ RVRS PDT N CI N 1099 N WARR INVC I VNUM R VNAM R VADD R
INDS: DMETH N APN# R FUND R GLA N AGL GRNT SUBG PROJ MULT G38# N
POST SEQ: 2 REG NO: 3 WW IND: 0 D/I: WAR CANCEL TC: PYTC: FUTMY: N
GEN- TC: DT: ACCR TC: TR TC: INTERFACE IND:
PAY LIQ TC: PAY RED TC: CUM POST IND: Y BAL TC: A/S DOC AMT: +
A/S BT MATCH GLA DOC A/S BT MATCH GLA DOC
DF: + 03 M 2 2 + 04 M 2 2
FILE AP: + 12 - - - 14 - - -
POSTING AB: + 12 - - - 14 - - -
INDS: CC: + 12 - - - 34 - - -
GP: + 12 - - - 14 - - -
PJ: + 12 - - - 14 - - -
AGY GL: 2 STATUS CODE: A
EFF START DATE: 08281990 EFF END DATE: LAST PROC DATE: 09022003
Z06 RECORD SUCCESSFULLY RECALLED
F1-HELP F3-DEL F5-NEXT F6-28B F9-INT F10-SAVE F11-SAVE/CLEAR ENT-INQ CLEAR-EXIT
    
```

```

S28B UC: 01 STATE OF OREGON 04/11/18 12:47 PM
LINK TO: TRANS CODE DESCRIPTION PROFILE ACPT
TRAN CODE: 176 (MUST BE IN 28A TRANSACTION CODE DECISION PROFILE)
DESCRIPTION: RECORD DEPOSIT OF A/R OTH-BILLED ESTAB W/TC103,199
OR 193. A/R REDUCED & ACCRUED REV RECLASS TO CASH
REVENUE. TC332 GEN WHEN DEP IS RECON W/TREAS.
0065-UNRECON DEPOSIT;0501-A/R-OTHER-BILLED
3101-REVENUE CTL-ACCRUED;3100-REVENUE CTL-CASH
I/E (I=INCLUDE, E=EXCLUDE) ENTER GL ACCOUNT CODES SEPARATED WITH "-" OR ",".
I/E (I=INCLUDE, E=EXCLUDE) ENTER COMPTROLLER OBJECTS SEPARATED WITH "-" OR ",".
I 0111 - 0299 , 0401 - 1200 , 1404 - 1405 , 1501 - 1750 , 2000 - 2600 ,
ENTER UP TO 10 VALID DOC TYPES FOR THE TRANS CODE. ("% IN #1 = ALL VALID)
1: CR 2: CI 3: ST 4: AW 5: 6: 7: 8: 9: 10:
ENTER UP TO 10 VALID BATCH TYPES FOR THE TRANS CODE. ("% IN #1 = ALL VALID)
1: 2 2: 4 3: 4: 5: 6: 7: 8: 9: 10:
TREAS CAT: STATUS CODE: A
EFF START DATE: 08311990 EFF END DATE: LAST PROC DATE: 09092011
Z06 RECORD SUCCESSFULLY RECALLED
F1-HELP F3-DEL F5-NEXT F6-28A F9-INT F10-SAVE F11-SAVE/CLEAR ENT-INQ CLEAR-EXIT
    
```

You can see the definition of the document financial table balance types on the D05 profile. Use DF as the Table ID, then enter the balance type.

Example 6: Record Collection of Receivable Continued 3

What does the accounting look like when adjusting this receivable?

				Enter Other Receivable - billed									
				GL0065 Unreconciled Dept		GL 0070 Cash		GL0501 Accts Rec Other Billed		GL 3101 Revenue Control- Accrued		GL 3100 Revenue Control- Cash	
		TCode	DR	CR	DR	CR	DR	CR	DR	CR	DR	CR	
Original Entry:													
1	Set up Other A/R - billed	199					500			500			COBJ: 0407
2	Adj A/R increase	107					250			250			COBJ: 0407
3	Record Receipt of pmt	176	300					300	300			300	COBJ: 0407
4	Deposit Reconciliation	332		300	300								
Balance			0	0	300		450	0	0	450	0	300	

Note, you will only use this transaction code if you receive cash, check, or credit card funds from your debtor. If your receivable is for an amount due from another State Agency that is on SFMS, the receipt of funds may be recorded differently using the Balance transfer t-codes.

Example 6: Record Collection of Receivable Continued 4

Here is what the 64 screen might look like for this entry

```
S064 UC: 01 STATE OF OREGON 04/12/18 12:35 PM
LINK TO: _____ DOCUMENT RECORD INQUIRY ACPT
AGY: 101 DOC NO/SFX/CLASS: AI808008 001 001
CREATE DATE: 041118 CLOSE DATE:
INQ TYPE: MC (MA, YA, MY, YY, MC, YC)
INQ YEAR: 18 INQ MONTH: 10 DOC BALANCE: 450.00
BT TITLE AMOUNT BT TITLE AMOUNT
01 ORIG AMOUNT 500.00
02 ADJUSTMENT 250.00
03 LIQUIDATIONS 300.00
04 PYMT/COLLECTIONS 300.00
F1-HELP F5-NEXT F9-INTERRUPT ENTER-INQUIRE CLEAR-EXIT
```

Note, the original transaction is shown as BT01, the adjustment is BT02. The payment we just recorded is now shown in BT03 and BT04. And the balance is reduced by \$300

Example 7: Adjust the collection entry – move the payment for a receivable from one receivable document to another.

```
S28B UC: 10 STATE OF OREGON 04/11/18 08:33 AM
LINK TO: TRANS CODE DESCRIPTION PROFILE PROD
TRANS CODE: 199 (MUST BE IN 28A TRANSACTION CODE DECISION PROFILE)
DESCRIPTION: ESTABLISH A/R OTHER-BILLED & ACCRUE REV. USE
TC107 TO ADJ. IF A/R WAS ESTAB IN PRIOR YEAR, MAY
ALSO NEED TC113. USE TC176 OR TC730/731 TO RECORD
COLLECTION. INVC NOT REQUIRED. TC103 FOR INVOICE.
BAL. 0501-A/R-OTHER-BILLED;3101-REVENUE CTL-ACCRUE
I/E (I=INCLUDE, E=EXCLUDE) ENTER GL ACCOUNT CODES SEPARATED WITH "-" OR ",".
-----
I/E (I=INCLUDE, E=EXCLUDE) ENTER COMPTROLLER OBJECTS SEPARATED WITH "-" OR ",".
I 0111 - 0299 , 0401 - 1200 , 1404 - 1405 , 1501 - 1750 , 2000 - 2600 ,
ENTER UP TO 10 VALID DOC TYPES FOR THE TRANS CODE. ("% IN #1 = ALL VALID)
1: AR 2: AC 3: AI 4: AF 5: AM 6: AK 7: 8: 9: 10:
ENTER UP TO 10 VALID BATCH TYPES FOR THE TRANS CODE. ("% IN #1 = ALL VALID)
1: 2 2: 4 3: 4: 5: 6: 7: 8: 9: 10:
TREAS CAT: STATUS CODE: A
EFF START DATE: 08281990 EFF END DATE: LAST PROC DATE: 05292013
Z06 RECORD SUCCESSFULLY RECALLED

F1-HELP F3-DEL F5-NEXT F6-28A F9-INT F10-SAVE F11-SAVE/CLEAR ENT-INQ CLEAR-EXIT
```

Example 7: Adjust the collection entry – move the payment for a receivable from one receivable document to another Continued 1

Search the t-code.xls from SMFS website for desired General Ledger (GL) codes

Status Code	Tcode	Tcode Title	GL Acct Dr1	GL Acct Title5	GL Acct Dr Cr Ind5	GL Acct Cr1	GL Acct Title	GL Acct Dr Cr Ind	GL Acct Dr2	GL Acct Title6	GL Acct Dr Cr Ind6	GL Acct Cr2	GL Acct Title2
A	465	Move Revenue In And Cash In, Adj A/R	0070	Cash On Deposit With Treasur D		0501	Accounts Receivable -Other - D		3101	Revenue Control - Accrued	C	3100	Revenue Control - (C
A	464	Move Revenue Out And Cash Out, Adj A/R	0501	Accounts Receivable -Other - D		0070	Cash On Deposit With Treasu D		3100	Revenue Control - Cash	C	3101	Revenue Control - /C
A	731	Quasi-External Revenue (A/R)	0070	Cash On Deposit With Treasur D		0501	Accounts Receivable -Other - D		3101	Revenue Control - Accrued	C	3100	Revenue Control - (C
A	719	Quasi-External Revenue (A/R)	0070	Cash On Deposit With Treasur D		0501	Accounts Receivable -Other - D		3101	Revenue Control - Accrued	C	3100	Revenue Control - (C
A	717	Quasi-External Revenue - A/R	0070	Cash On Deposit With Treasur D		0501	Accounts Receivable -Other - D		3101	Revenue Control - Accrued	C	3100	Revenue Control - (C
A	784	Quasi-External Revenue (A/R)	0070	Cash On Deposit With Treasur D		0501	Accounts Receivable -Other - D		3101	Revenue Control - Accrued	C	3100	Revenue Control - (C
A	828	Dhs Coll A/R Other Unbilled Frm Fund/Agy	0070	Cash On Deposit With Treasur D		0501	Accounts Receivable -Other - D		3101	Revenue Control - Accrued	C	3100	Revenue Control - (C

As you can see there are several t-codes on this list. Lets figure out the correct ones to use.

Example 7: Adjust the collection entry – move the payment for a receivable from one receivable document to another Continued 2

28a screen for t-code 731:

```

S28A UC: 01 STATE OF OREGON 04/11/18 04:28 PM
LINK TO: TRANSACTION CODE DECISION PROFILE ACPT
TRAN CODE: 731 TITLE: QUASI-EXTERNAL REVENUE (A/R)
GENERAL LEDGER DR-1: 0070 CR-1: 0501 DR-2: 3101 CR-2: 3100
POSTING DR-3: CR-3: DR-4: CR-4:
TRANS DOCD DUDT SVDT CDOC I RDOC I MOD N AGCY R IDX PCA COBJ R
EDIT AOBJ RVRS PDT N CI N 1099 N WARR N INVC VNUM R VNAM R VADD R
INDS: DMETH N APN# R FUND R GLA N AGL GRNT SUBG PROJ MULT G38# N
POST SEQ: 2 REG NO: 5 WW IND: 0 D/I: D WAR CANCL TC: PYTC: FUTMY: N
GEN- TC: DT: ACCR TC: TR TC: INTERFACE IND: 1 T
PAY LIQ TC: PAY RED TC: CUM POST IND: Y BAL TC: 730 A/S DOC AMT: +
A/S BT MATCH GLA DOC A/S BT MATCH GLA DOC
DF: + 03 M 2 2 + 04 M 2 2
FILE AP: + 12 - - - 14 -
POSTING AB: + 12 - - - 14 -
INDS: CC: + 12 - - - 14 -
GP: + 12 - - - 14 -
PJ: + 12 - - - 14 -
AGY GL: 2 STATUS CODE: A
EFF START DATE: 04121994 EFF END DATE: LAST PROC DATE: 09022003
Z06 RECORD SUCCESSFULLY RECALLED
F1-HELP F3-DEL F5-NEXT F6-28B F9-INT F10-SAVE F11-SAVE/CLEAR ENT-INQ CLEAR-EXIT
    
```

28a screen for t-code 730:

```

S28A UC: 01 STATE OF OREGON 04/11/18 04:32 PM
LINK TO: TRANSACTION CODE DECISION PROFILE ACPT
TRAN CODE: 730 TITLE: QUASI-EXTERNAL EXPEND (A/R)
GENERAL LEDGER DR-1: 3500 CR-1: 0070 DR-2: CR-2:
POSTING DR-3: CR-3: DR-4: CR-4:
TRANS DOCD DUDT SVDT CDOC I RDOC MOD N AGCY R IDX PCA COBJ R
EDIT AOBJ RVRS PDT N CI N 1099 WARR N INVC VNUM I VNAM R VADD R
INDS: DMETH N APN# R FUND R GLA N AGL N GRNT SUBG PROJ MULT G38# N
POST SEQ: 3 REG NO: 5 WW IND: 0 D/I: D WAR CANCL TC: PYTC: FUTMY: N
GEN- TC: DT: ACCR TC: TR TC: INTERFACE IND: 1 T
PAY LIQ TC: PAY RED TC: CUM POST IND: Y BAL TC: 731 A/S DOC AMT: -
A/S BT MATCH GLA DOC A/S BT MATCH GLA DOC
DF: - - - - -
FILE AP: + 15 - - - - -
POSTING AB: + 15 - - - - -
INDS: CC: + 15 - - - - -
GP: + 15 - - - - -
PJ: + 15 - - - - -
AGY GL: STATUS CODE: A
EFF START DATE: 04121994 EFF END DATE: LAST PROC DATE: 09022003
Z06 RECORD SUCCESSFULLY RECALLED
F1-HELP F3-DEL F5-NEXT F6-28B F9-INT F10-SAVE F11-SAVE/CLEAR ENT-INQ CLEAR-EXIT
    
```

TC 731 looks like it would post correctly, however companion t-code 730 does not.

Example 7: Adjust the collection entry – move the payment for a receivable from one receivable document to another Continued 3

Let us take a look at TC719

28a screen for t-code 719:

```

S28A UC: 01 STATE OF OREGON 04/11/18 04:44 PM
LINK TO: TRANSACTION CODE DECISION PROFILE ACPT

TRAN CODE: 719 TITLE: QUASI-EXTERNAL REVENUE (A/R)
GENERAL LEDGER DR-1: 0070 CR-1: 0501 DR-2: 3101 CR-2: 3100
POSTING DR-3: CR-3: DR-4: CR-4:
TRANS DOCD DUDT SVDT CDOC I RDOC I MOD N AGCY R IDX PCA COBJ R
EDIT AOBJ RVRS PDT N CI N 1099 N WARR N INVC VNUM R VNAM R VADD R
INDS: DMETH N APN# R FUND R GLA N AGL GRNT SUBG PROJ MULT G38# N
POST SEQ: 2 REG NO: 5 WW IND: 0 D/I: D WAR CANCL TC: PYTC: FUTMY: N
GEN- TC: DT: ACCR TC: TR TC: INTERFACE IND: 1 T
PAY LIQ TC: PAY RED TC: CUM POST IND: Y BAL TC: 718 A/S DOC AMT: +
A/S BT MATCH GLA DOC A/S BT MATCH GLA DOC
DF: + 03 M 2 2 + 04 M 2 2
FILE AP: + 12 - - - - 14 - - - -
POSTING AB: + 12 - - - - 14 - - - -
INDS: CC: + 12 - - - - 14 - - - -
GP: + 12 - - - - 14 - - - -
PJ: + 12 - - - - 14 - - - -
AGY GL: 2 STATUS CODE: A
EFF START DATE: 04121994 EFF END DATE: LAST PROC DATE: 09022003
Z06 RECORD SUCCESSFULLY RECALLED
F1-HELP F3-DEL F5-NEXT F6-28B F9-INT F10-SAVE F11-SAVE/CLEAR ENT-INQ CLEAR-EXIT
    
```

28a screen for t-code 718:

```

S28A UC: 01 STATE OF OREGON 04/11/18 04:45 PM
LINK TO: TRANSACTION CODE DECISION PROFILE ACPT

TRAN CODE: 718 TITLE: QUASI-EXTERNAL EXP/ENCUMBERED-A/R
GENERAL LEDGER DR-1: 3500 CR-1: 0070 DR-2: CR-2:
POSTING DR-3: CR-3: DR-4: 3011 CR-4: 2735
TRANS DOCD DUDT SVDT CDOC I RDOC R MOD I AGCY R IDX PCA COBJ R
EDIT AOBJ RVRS PDT N CI N 1099 WARR N INVC VNUM I VNAM R VADD R
INDS: DMETH N APN# R FUND R GLA N AGL GRNT SUBG PROJ MULT G38# N
POST SEQ: 3 REG NO: 5 WW IND: 0 D/I: D WAR CANCL TC: PYTC: FUTMY: N
GEN- TC: DT: ACCR TC: TR TC: INTERFACE IND: 1 T
PAY LIQ TC: PAY RED TC: CUM POST IND: Y BAL TC: 719 A/S DOC AMT: -
A/S BT MATCH GLA DOC A/S BT MATCH GLA DOC
DF: + 03 M 8 2 + 04 M 8 2
FILE AP: - 18 - - - - 15 - - - -
POSTING AB: - 18 - - - - 15 - - - -
INDS: CC: + 15 - - - - 15 - - - -
GP: + 18 - - - - 15 - - - -
PJ: - 18 - - - - 15 - - - -
AGY GL: STATUS CODE: A
EFF START DATE: 04111994 EFF END DATE: LAST PROC DATE: 09022003
Z06 RECORD SUCCESSFULLY RECALLED
F1-HELP F3-DEL F5-NEXT F6-28B F9-INT F10-SAVE F11-SAVE/CLEAR ENT-INQ CLEAR-EXIT
    
```

TC 719 looks like it would post correctly, however companion t-code 718 does not.

Example 7: Adjust the collection entry – move the payment for a receivable from one receivable document to another Continued 4

Let us take a look at TC717

28a screen for t-code 717:

28a screen for t-code 716:

S28A UC: 01		STATE OF OREGON		04/11/18 04:57 PM							
LINK TO: _____		TRANSACTION CODE DECISION PROFILE		ACPT							
TRAN CODE: 717 TITLE: QUASI-EXTERNAL REVENUE - A/R											
GENERAL LEDGER DR-1: 0070 CR-1: 0501 DR-2: 3101 CR-2: 3100											
POSTING DR-3: _____ CR-3: _____ DR-4: _____ CR-4: _____											
TRANS	DOCD	DUDT	SVDT	CDOC	I RDOC	I MOD	N AGCY	R IDX	PCA	COBJ	R
EDIT	AOBJ	RVRS	PDT	N CI	N 1099	N WARR	N INVC	VNUM	R VNAM	R VADD	R
INDS:	DMETH	N APN#	R FUND	R GLA	N AGL	GRNT	SUBG	PROJ	MULT	G38#	N
POST SEQ: 2 REG NO: 5 WW IND: 0 D/I: D WAR CANCL TC: _____ PYTC: _____ FUTMY: N											
GEN- TC: _____ DT: _____ ACCR TC: _____ TR TC: _____ INTERFACE IND: 1 T											
PAY LIQ TC: _____ PAY RED TC: _____ CUM POST IND: Y BAL TC: 716 A/S DOC AMT: +											
A/S BT MATCH GLA DOC A/S BT MATCH GLA DOC											
DF:	+	03	M	2	2	+	04	M	2	2	
FILE	AP:	+	12	-	-	-	14	-	-	-	
POSTING	AB:	+	12	-	-	-	14	-	-	-	
INDS:	CC:	+	12	-	-	-	14	-	-	-	
	GP:	+	12	-	-	-	14	-	-	-	
	PJ:	+	12	-	-	-	14	-	-	-	
AGY GL: _____ 2 STATUS CODE: A											
EFF START DATE: 04111994 EFF END DATE: _____ LAST PROC DATE: 09022003											
Z06 RECORD SUCCESSFULLY RECALLED											
F1-HELP F3-DEL F5-NEXT F6-28B F9-INT F10-SAVE F11-SAVE/CLEAR ENT-INQ CLEAR-EXIT											

S28A UC: 01		STATE OF OREGON		04/11/18 04:59 PM							
LINK TO: _____		TRANSACTION CODE DECISION PROFILE		ACPT							
TRAN CODE: 716 TITLE: QUASI-EXTERNAL REVENUE REFUND - A/R											
GENERAL LEDGER DR-1: 3100 CR-1: 0070 DR-2: _____ CR-2: _____											
POSTING DR-3: _____ CR-3: _____ DR-4: _____ CR-4: _____											
TRANS	DOCD	DUDT	SVDT	CDOC	I RDOC	I MOD	N AGCY	R IDX	PCA	COBJ	R
EDIT	AOBJ	RVRS	PDT	N CI	N 1099	N WARR	N INVC	VNUM	I VNAM	R VADD	R
INDS:	DMETH	N APN#	R FUND	R GLA	N AGL	GRNT	SUBG	PROJ	MULT	G38#	N
POST SEQ: 2 REG NO: 5 WW IND: 0 D/I: D WAR CANCL TC: _____ PYTC: _____ FUTMY: N											
GEN- TC: _____ DT: _____ ACCR TC: _____ TR TC: _____ INTERFACE IND: 1 T											
PAY LIQ TC: _____ PAY RED TC: _____ CUM POST IND: Y BAL TC: 717 A/S DOC AMT: -											
A/S BT MATCH GLA DOC A/S BT MATCH GLA DOC											
DF:	-	12	-	-	-	-	-	-	-	-	
FILE	AP:	-	12	-	-	-	-	-	-	-	
POSTING	AB:	-	12	-	-	-	-	-	-	-	
INDS:	CC:	-	12	-	-	-	-	-	-	-	
	GP:	-	12	-	-	-	-	-	-	-	
	PJ:	-	12	-	-	-	-	-	-	-	
AGY GL: _____ STATUS CODE: A											
EFF START DATE: 04111994 EFF END DATE: _____ LAST PROC DATE: 09022003											
Z06 RECORD SUCCESSFULLY RECALLED											
F1-HELP F3-DEL F5-NEXT F6-28B F9-INT F10-SAVE F11-SAVE/CLEAR ENT-INQ CLEAR-EXIT											

TC 717 looks like it would post correctly, however companion t-code 716 does not.

Example 7: Adjust the collection entry – move the payment for a receivable from one receivable document to another Continued 5

Let us take a look at TC784

28a screen for t-code 784:

28a screen for t-code 783:

S28A UC: 01		STATE OF OREGON		04/12/18 07:56 AM							
LINK TO: _____		TRANSACTION CODE DECISION PROFILE		ACPT							
TRAN CODE: 784 TITLE: QUASI-EXTERNAL REVENUE (A/R)											
GENERAL LEDGER DR-1: 0070 CR-1: 0501 DR-2: 3101 CR-2: 3100											
POSTING DR-3: _____ CR-3: _____ DR-4: _____ CR-4: _____											
TRANS	DOCD	DUDT	SVDT	CDOC	I RDOC	I MOD	N AGCY	R IDX	PCA	COBJ	R
EDIT	AOBJ	RVRS	PDT	N CI	N 1099	N WARR	N INVC	VNUM	R VNAM	R VADD	R
INDS:	DMETH	N APN#	R FUND	R GLA	N AGL	GRNT	SUBG	PROJ	MULT	G38#	N
POST SEQ: 2 REG NO: 5 WW IND: 0 D/I: D WAR CANCL TC: _____ PYTC: _____ FUTMY: N											
GEN- TC: _____ DT: _____ ACCR TC: _____ TR TC: _____ INTERFACE IND: 1 T											
PAY LIQ TC: _____ PAY RED TC: _____ CUM POST IND: Y BAL TC: 783 A/S DOC AMT: +											
	A/S	BT	MATCH	GLA	DOC	A/S	BT	MATCH	GLA	DOC	
DF:	+	03	M	2	2	+	04	M	2	2	
FILE	AP:	+	12	-	-	+	14	-	-	-	
POSTING	AB:	+	12	-	-	+	14	-	-	-	
INDS:	CC:	+	12	-	-	+	14	-	-	-	
	GP:	+	12	-	-	+	14	-	-	-	
	PJ:	+	12	-	-	+	14	-	-	-	
AGY GL: _____ 2 STATUS CODE: A											
EFF START DATE: 03312009 EFF END DATE: _____ LAST PROC DATE: 03312009											
Z06 RECORD SUCCESSFULLY RECALLED											
F1-HELP F3-DEL F5-NEXT F6-28B F9-INT F10-SAVE F11-SAVE/CLEAR ENT-INQ CLEAR-EXIT											

S28A UC: 01		STATE OF OREGON		04/12/18 08:04 AM							
LINK TO: _____		TRANSACTION CODE DECISION PROFILE		ACPT							
TRAN CODE: 783 TITLE: QUASI-EXTERNAL EXP/SUBGRANTEE - A/R											
GENERAL LEDGER DR-1: 3500 CR-1: 0070 DR-2: 2919 CR-2: 2709											
POSTING DR-3: _____ CR-3: _____ DR-4: _____ CR-4: _____											
TRANS	DOCD	DUDT	SVDT	CDOC	I RDOC	- MOD	N AGCY	R IDX	PCA	COBJ	R
EDIT	AOBJ	RVRS	PDT	N CI	N 1099	- WARR	N INVC	VNUM	I VNAM	R VADD	R
INDS:	DMETH	N APN#	R FUND	R GLA	N AGL	N GRNT	SUBG	PROJ	MULT	G38#	N
POST SEQ: 3 REG NO: 5 WW IND: 0 D/I: D WAR CANCL TC: _____ PYTC: _____ FUTMY: N											
GEN- TC: _____ DT: _____ ACCR TC: _____ TR TC: _____ INTERFACE IND: 1 T											
PAY LIQ TC: _____ PAY RED TC: _____ CUM POST IND: Y BAL TC: 784 A/S DOC AMT: -											
	A/S	BT	MATCH	GLA	DOC	A/S	BT	MATCH	GLA	DOC	
DF:	-	33	-	-	-	+	15	-	-	-	
FILE	AP:	-	33	-	-	+	15	-	-	-	
POSTING	AB:	-	33	-	-	+	15	-	-	-	
INDS:	CC:	+	15	-	-	+	15	-	-	-	
	GP:	-	33	-	-	+	15	-	-	-	
	PJ:	-	33	-	-	+	15	-	-	-	
AGY GL: _____ STATUS CODE: A											
EFF START DATE: 03312009 EFF END DATE: _____ LAST PROC DATE: 03312009											
Z06 RECORD SUCCESSFULLY RECALLED											
F1-HELP F3-DEL F5-NEXT F6-28B F9-INT F10-SAVE F11-SAVE/CLEAR ENT-INQ CLEAR-EXIT											

TC 784 looks like it would post correctly, however companion t-code 783 does not.

Example 7: Adjust the collection entry – move the payment for a receivable from one receivable document to another Continued 6

Let us take a look at TC464 and 465

28a screen for t-code 464:

28a screen for t-code 465:

```

S28A UC: 01 STATE OF OREGON 04/12/18 08:30 AM
LINK TO: TRANSACTION CODE DECISION PROFILE ACPT

TRAN CODE: 464 TITLE: MOVE REVENUE OUT AND CASH OUT, ADJ A/R
GENERAL LEDGER DR-1: 0501 CR-1: 0070 DR-2: 3100 CR-2: 3101
POSTING DR-3: CR-3: DR-4: CR-4:
TRANS DOCD DUDT SVDT CDOC I RDOC I MOD N AGCY R IDX PCA COBJ R
EDIT AOBJ RVRS PDT N CI N 1099 N WARR N INVC VNUM VNAM VADD
INDS: DMETH N APN# R FUND R GLA N AGL GRNT SUBG PROJ MULT G38# N
POST SEQ: 2 REG NO: 5 WW IND: 0 D/I: D WAR CANCL TC: PYTC: FUTMY: N
GEN- TC: DT: ACCR TC: TR TC: INTERFACE IND: 1 T
PAY LIQ TC: PAY RED TC: CUM POST IND: Y BAL TC: 465 A/S DOC AMT: -
A/S BT MATCH GLA DOC A/S BT MATCH GLA DOC
DF: - 03 M 1 2 - 04 M 1 2
FILE AP: - 12 - + 14 -
POSTING AB: - 12 - + 14 -
INDS: CC: - 12 - - -
GP: - 12 - + 14 -
PJ: - 12 - + 14 -
AGY GL: 1 STATUS CODE: A
EFF START DATE: 04111994 EFF END DATE: LAST PROC DATE: 02252010
Z06 RECORD SUCCESSFULLY RECALLED
F1-HELP F3-DEL F5-NEXT F6-28B F9-INT F10-SAVE F11-SAVE/CLEAR ENT-INQ CLEAR-EXIT
    
```

```

S28A UC: 01 STATE OF OREGON 04/12/18 08:26 AM
LINK TO: TRANSACTION CODE DECISION PROFILE ACPT

TRAN CODE: 465 TITLE: MOVE REVENUE IN AND CASH IN, ADJ A/R
GENERAL LEDGER DR-1: 0070 CR-1: 0501 DR-2: 3101 CR-2: 3100
POSTING DR-3: CR-3: DR-4: CR-4:
TRANS DOCD DUDT SVDT CDOC I RDOC I MOD N AGCY R IDX PCA COBJ R
EDIT AOBJ RVRS PDT N CI N 1099 N WARR N INVC VNUM VNAM VADD
INDS: DMETH N APN# R FUND R GLA N AGL GRNT SUBG PROJ MULT G38# N
POST SEQ: 2 REG NO: 5 WW IND: 0 D/I: WAR CANCL TC: PYTC: FUTMY: N
GEN- TC: DT: ACCR TC: TR TC: INTERFACE IND: 1 T
PAY LIQ TC: PAY RED TC: CUM POST IND: Y BAL TC: 464 A/S DOC AMT: +
A/S BT MATCH GLA DOC A/S BT MATCH GLA DOC
DF: + 03 M 2 2 + 04 M 2 2
FILE AP: + 12 - - 14 -
POSTING AB: + 12 - - 14 -
INDS: CC: + 12 - - -
GP: + 12 - - 14 -
PJ: + 12 - - 14 -
AGY GL: 2 STATUS CODE: A
EFF START DATE: 08281990 EFF END DATE: LAST PROC DATE: 02252010
Z06 RECORD SUCCESSFULLY RECALLED
F1-HELP F3-DEL F5-NEXT F6-28B F9-INT F10-SAVE F11-SAVE/CLEAR ENT-INQ CLEAR-EXIT
    
```

TC pair 464/465 look like they will post correctly to make this adjustment.

Example 7: Adjust the collection entry – move the payment for a receivable from one receivable document to another Continued 7

Let us take a look at the 28B to make sure we have the correct objects available to use.

28b screen for t-code 464:

28b screen for t-code 465:

```

S28B UC: 01 STATE OF OREGON 04/12/18 08:29 AM
LINK TO: _____ TRANS CODE DESCRIPTION PROFILE ACPT
TRANS CODE: 464 (MUST BE IN 28A TRANSACTION CODE DECISION PROFILE)
DESCRIPTION: ADJ A/R SUFFIX. TO RECLASS A/R'S BETWEEN VARIOUS
SUFFIX NUMBERS. TC 464/465 MUST BE BALANCED ENTRY.
USE WITHIN AGENCY & BETWEEN FUNDS OR WITHIN FUNDS.
0501-A/R-OTHER-BILLED;0070-CASH ON DEP W/TREASURER
3100-REVENUE CTL-CASH;3101-REVENUE CTL-ACCRUED
I/E (I=INCLUDE, E=EXCLUDE) ENTER GL ACCOUNT CODES SEPARATED WITH "-" OR ", ".
-----
I/E (I=INCLUDE, E=EXCLUDE) ENTER COMPTROLLER OBJECTS SEPARATED WITH "-" OR ", ".
I 0111 - 1200 , 1404 - 1699 , 2000 - 2600 , _____
ENTER UP TO 10 VALID DOC TYPES FOR THE TRANS CODE. ("% IN #1 = ALL VALID)
1: BT 2: BI 3: 4: 5: 6: 7: 8: 9: 10:
ENTER UP TO 10 VALID BATCH TYPES FOR THE TRANS CODE. ("% IN #1 = ALL VALID)
1: G 2: 2 3: 4 4: 5 5: 6: 7: 8: 9: 10:
TREAS CAT: _____ STATUS CODE: A
EFF START DATE: 04111994 EFF END DATE: _____ LAST PROC DATE: 07212011
Z06 RECORD SUCCESSFULLY RECALLED
F1-HELP F3-DEL F5-NEXT F6-28A F9-INT F10-SAVE F11-SAVE/CLEAR ENT-INQ CLEAR-EXIT
  
```

```

S28B UC: 01 STATE OF OREGON 04/12/18 08:27 AM
LINK TO: _____ TRANS CODE DESCRIPTION PROFILE ACPT
TRANS CODE: 465 (MUST BE IN 28A TRANSACTION CODE DECISION PROFILE)
DESCRIPTION: ADJ A/R SUFFIX. TO RECLASS A/R'S BETWEEN SUFFIX
NUMBERS. TC 464/465 MUST BE BALANCED ENTRY. USE
WITHIN AN AGENCY & BETWEEN FUNDS OR WITHIN FUNDS.
0070-CASH ON DEP W/TREASURER;0501-A/R-OTHER BILLED
3101-REVENUE CTL-ACCRUED;3100-REVENUE CTL-CASH
I/E (I=INCLUDE, E=EXCLUDE) ENTER GL ACCOUNT CODES SEPARATED WITH "-" OR ", ".
-----
I/E (I=INCLUDE, E=EXCLUDE) ENTER COMPTROLLER OBJECTS SEPARATED WITH "-" OR ", ".
I 0111 - 1200 , 1404 - 1699 , 2000 - 2600 , _____
ENTER UP TO 10 VALID DOC TYPES FOR THE TRANS CODE. ("% IN #1 = ALL VALID)
1: BT 2: BI 3: 4: 5: 6: 7: 8: 9: 10:
ENTER UP TO 10 VALID BATCH TYPES FOR THE TRANS CODE. ("% IN #1 = ALL VALID)
1: G 2: 2 3: 4 4: 5 5: 6: 7: 8: 9: 10:
TREAS CAT: _____ STATUS CODE: A
EFF START DATE: 04111994 EFF END DATE: _____ LAST PROC DATE: 07212011
Z06 RECORD SUCCESSFULLY RECALLED
F1-HELP F3-DEL F5-NEXT F6-28A F9-INT F10-SAVE F11-SAVE/CLEAR ENT-INQ CLEAR-EXIT
  
```

TC pair 464/465 allow use of the same objects that were used on the originating TC199 entry.

Example 7: Adjust the collection entry – move the payment for a receivable from one receivable document to another Continued 8

What does the accounting look like when adjusting the collection entry?

		Enter Other Receivable - billed											
		GL0065 Unreconciled Dept		GL 0070 Cash		GL0501 Accts Rec Other Billed		GL 3101 Revenue Control- Accrued		GL 3100 Revenue Control- Cash			
		TCode	DR	CR	DR	CR	DR	CR	DR	CR	DR	CR	
Receivable # AI808008													
1	Set up Other A/R - billed	199					500			500			COBJ: 0407
2	Adj A/R increase	107					250			250			COBJ: 0407
3	Record Receipt of pmt	176	300					300	300			300	COBJ: 0407
4	Deposit Reconciliation	332		300	300								COBJ: 0407
5	Collection Adjustment	464				300	300			300	300		COBJ: 0407
Balance AI808008			0	0	0		750	0	0	750	0	0	
		TCode	DR	CR	DR	CR	DR	CR	DR	CR	DR	CR	
Receivable # AI808010													
1	Set up Other A/R - billed	199					300			300			COBJ: 0407
5	Collection Adjustment	465			300			300	300			300	COBJ: 0407
Balance AI808010			0	0	300		0	0	0	0	0	300	

When using T-codes 464 and 465 you will also need to use the original receivable document number and suffix as the reference document number and suffix.

Example 7: Adjust the collection entry – move the payment for a receivable from one receivable document to another Continued 9

Here are the 64 screens after the 464/465 entries

```

S064 UC: 01 STATE OF OREGON 04/12/18 10:38 AM
LINK TO: _____ DOCUMENT RECORD INQUIRY ACPT
AGY: 101 DOC NO/SFX/CLASS: AI808008 001 001
CREATE DATE: 041118 CLOSE DATE:
INQ TYPE: MC (MA, YA, MY, YY, MC, YC)
INQ YEAR: 18 INQ MONTH: 10 DOC BALANCE: 750.00
BT TITLE AMOUNT BT TITLE AMOUNT
01 ORIG AMOUNT 500.00
02 ADJUSTMENT 250.00
F1-HELP F5-NEXT F9-INTERRUPT ENTER-INQUIRE CLEAR-EXIT
    
```

```

S064 UC: 01 STATE OF OREGON 04/12/18 10:34 AM
LINK TO: _____ DOCUMENT RECORD INQUIRY ACPT
AGY: 101 DOC NO/SFX/CLASS: AI808010 001 001
CREATE DATE: 041118 CLOSE DATE:
INQ TYPE: MC (MA, YA, MY, YY, MC, YC)
INQ YEAR: 18 INQ MONTH: 10 DOC BALANCE: .00
BT TITLE AMOUNT BT TITLE AMOUNT
01 ORIG AMOUNT 300.00
03 LIQUIDATIONS 300.00
04 PYMT/COLLECTIONS 300.00
F1-HELP F5-NEXT F9-INTERRUPT ENTER-INQUIRE CLEAR-EXIT
    
```

Note, the first receivable no longer has balances in the liquidation and payment balance types and the document balance has been increased to \$750. The second receivable, AI808010, shows liquidation and payment of the \$300.

Recap

To adjust the receivable or record collection of the receivable, check 28B Trans Code Description Profile.

The Receivable Matrix ‘in the ‘Accounts Receivable TCs’ handout also shows the t-codes used to adjust and collect a receivable.

For Financial Statement Receivable Transactions, please see SARS Agency Guide to Year End Closing, Chapter E GAAP Offset Transactions at:

<https://www.oregon.gov/das/Financial/Acctng/Documents/ch.e.gaapoffsets.pdf>

Transaction Codes: Which One?

- ⦿ Now that you know:
- ⦿ Tools
- ⦿ Decision processes and
- ⦿ Tables

We have questions for you...

Question # 1

If I posted a payment to the wrong accounts receivable document, what would be my first step in deciding how to correct it?

- a) Send out a refund warrant and ask for a new check so it can be posted properly
- b) Move the revenue between documents by doing a TC464/465, using the correct A/R document
- c) Determine how the original receivable was established.

Question # 2

I mistyped the amount on my A/R doc; no payments have been made. To get the proper t-code, I can look on the (choose all that apply):

- a. 28B screen
- b. Balanced Transfer T-codes Matrix
- c. Receivable Matrix Table

Balanced Transactions

Types of Balanced Transactions:

1. Quasi-external transfers
2. Reimbursement transfers
3. Operating transfers
4. Correcting entries
5. Suspense (treasury) account entries



Kinds of Balance Transfers:

- ⦿ Between agencies or within agency?
 - > Within agency t-code usually in “400” series
 - > Between agencies t-code usually in “700” series

1-Quasi-external transfers:

- Types of Balanced Transactions:
 1. **Quasi-external transfers**
 2. Reimbursement transfers
 3. Operating transfers
 4. Correcting entries
 5. Suspense (treasury) account entries

Quasi-external transfers:

Example 1:

Generate a payment for the purchase of a good or service, as though the good or service had been purchased from an outside vendor.

The “**sending**” agency or fund records the transaction as an **expense**.

The “**receiving**” proprietary fund records the transaction as **revenue**.

- ◇ Sending (paying) agency/fund: GL3500
- ◇ Receiving agency/fund: GL3100

T-Code Excel:

Tcode	Tcode Title	Full description	Status Code	GL Acct Dr1	GL Acct Dr Cr Inc6	GL Acct Cr1	GL Acct Dr Cr Ind	GL Acct Dr2	GL Acct Dr Cr Inc6	GL Acct Cr2	GL Acct Dr Cr Ind2	GL Acct Dr3	GL Acct Dr Cr Ind7	GL Acct Cr3	GL Acct Dr Cr Inc8	GL Acct Dr4	GL Acct Dr Cr Inc8	GL Acct Cr4
291	Expenditure Tf Paid To Lgip (No Warrant)	To Record An Expenditure For A P&A		3500	D	0070	D											
301	Allocation Of Indirect Costs-Charge	System Generated. To Allocate IncA		3500	D	0070	D											
385	Warrant Cancellation/Expenditure	System Gen. Canx Payment (Wrnt/A		3500	D	0070	D	1111	D	1011	C							
391	Warrant Cancellation/Expenditure G38	System Gen. Canx Pymnt (Warrant A		3500	D	0070	D	1111	D	1011	C							
402	Dist To Funds Within Agy-Gf/Othr Transfr	To Distribute Amount To Another A		3500	D	0070	D											
404	Reimburs Suspense Acct From Recpted Acct	Reimburse Suspense Acct For Exp A		3500	D	0070	D											
409	Record Exp/Decrease Cash (Within Agency)	To Record Expenditures And Cash A		3500	D	0070	D											
415	Move Expend In And Cash Out Of A Fund	Move Expenditures & Reduce Cash A		3500	D	0070	D											
438	Reimb Susp Acct From RecpT/Prev Encumb.	To Reimburse A Suspense Acct For A		3500	D	0070	D									3011	C	2735
468	Move Expend In And Cash Out Of Fund -G38	Move Exp.& Red Cash Within A Ful A		3500	D	0070	D											
692	Pay Susp Ac Frm Recp Ac Btwn Agn/Pre Enc	Record Encumb Exp Pymnt In Recp A		3500	D	0070	D									3011	C	2735
696	Reimburs Susp Acct From Recpted Acct G38	Reimburse Suspense Acct For Exp A		3500	D	0070	D											
698	Record Prepayment Legal Fees-Govt	Record Pre-Pay Of Legal Fees. For A		3500	D	0070	D	0602	D	3032	C	3075	C	3600	C			
701	Quasi-External Exp - No A/R	Quasi-External Expenditure Gener A		3500	D	0070	D											
704	Quasi-External Exp d (A/R)	Quasi-External Expnd Generated A		3500	D	0070	D											
711	Expenditure Transfr Out (Between Agys)	To Transfer Cash Out Via Special P:A		3500	D	0070	D											

“400” series is usually within an agency
 “700” series is usually between agencies

Possibilities at this point:

TC	Title	Description
402	Dist To Funds Within Agy-Gf/Othr Transfr	To Distribute Amount To Another Fund Within Anagency For General Fund/Other Fund Transfer.This Tc Must Be Used With Tc 403 As A Balancedentry.3500-Expendtr Ctl-Cash;0070-Cash On Dep W/Treas
404	Reimburs Suspense Acct From Recpted Acct	Reimburse Suspense Acct For Exp Made. Must Beused With Tc405 As Balanced Entry. If Obj 6200Used On Tc404, Must Use Tc 776, Obj 1303.For Gasb38 Use Tc696.3500-Expendtr Ctl-Cash;0070-Cash On Dep W/Treas
409	Record Exp/Decrease Cash (Within Agency)	To Record Expenditures And Cash Reduction Within an Agency. This Tc Must Be Used With Tc 410 As A balanced Entry. Use When Netting Or Re classing revenues/Expenditures.3500-Expenditure Ctl-Cash;0070-Cash On Dep W/Treas
415	Move Expend In And Cash Out Of A Fund	Move Expenditures & Reduce Cash Within Or Betweenfunds From Where The Original Expend Was Paid Out.This Tc Must Be Used With/Tc416 As A Bal Entry.For Use Within An Agy, Not Between Agy. Xref Tc4683500-Expend Ctl-Cash;0070-Cash On Dep W/Treas
438	Reimb Susp Acct From Recp'T/Prev Encumb.	To Reimburse A Suspense Acct For Expenditures Made which Were Previously Encumbered. Must Be Processed with Tc 439 As A Bal Entry. Rvrs Codoe Not Allowed3500-Expenditure Ctl-Cash;0070-Cash On Dep W/Treas3011-Fund Bal Res For Encumb;2735-Encumb Control
468	Move Expend In And Cash Out Of Fund -G38	Move Exp.& Red Cash Within A Fund Or Between Funds from Where Orig Exp Was Paid. Tc Must Be Used W/Tc469 As A Balanced Entry. Tc For Use W/In Agency, Not Between Agencies. Use For Gasb38,Xref Tc 415.3500-Exend Ctl-Cash;0070-Cash On Dep W/Treasurer

S28A UC: 10 STATE OF OREGON
 LINK TO: _____ TRANSACTION CODE DECISION PROFILE PROD

TRAN CODE: 402 TITLE: DIST TO FUNDS WITHIN AGY-GF/OTHR TRANSFR
 GENERAL LEDGER DR-1: 3500 CR-1: 0070 DR-2: _____ CR-2: _____
 POSTING DR-3: _____ CR-3: _____ DR-4: _____ CR-4: _____
 TRANS DOCD _ DUDT _ SVDT _ CDOC I RDOC _ MOD N AGCY R IDX _ PCA _ COBJ R
 EDIT AOBJ _ RVRS _ PDT N CI N 1099 R WARR N INVC _ VNUM _ VNAM _ VADD _
 INDS: DMETH N APN# R FUND R GLA N AGL N GRNT _ SUBG _ PROJ _ MULT _ G38# R
 POST SEQ: 2 REG NO: 5 WW IND: 0 D/I: D WAR CANCL TC: _____ PYTC: _____ FUTMY: N
 GEN- TC: _____ DT: _____ ACCR TC: _____ TR TC: _____ INTERFACE IND: 1 T _____
 PAY LIQ TC: _____ PAY RED TC: _____ CUM POST IND: Y BAL TC: 403 A/S DOC AMT: =

- ▶ Does this pair work?
NO
- ▶ CR: for T-CODE 403 is not 3100

S28A UC: 10 STATE OF OREGON
 LINK TO: _____ TRANSACTION CODE DECISION PROFILE PROD

TRAN CODE: 403 TITLE: TRANSFER IN FROM GF/OTHR FUND WITHIN AGY
 GENERAL LEDGER DR-1: 0070 CR-1: 3150 DR-2: _____ CR-2: _____
 POSTING DR-3: _____ CR-3: _____ DR-4: _____ CR-4: _____
 TRANS DOCD _ DUDT _ SVDT _ CDOC I RDOC _ MOD N AGCY R IDX _ PCA _ COBJ R
 EDIT AOBJ _ RVRS _ PDT N CI N 1099 N WARR N INVC _ VNUM _ VNAM _ VADD _
 INDS: DMETH N APN# R FUND R GLA N AGL N GRNT _ SUBG _ PROJ _ MULT _ G38# R
 POST SEQ: 2 REG NO: 5 WW IND: 0 D/I: D WAR CANCL TC: _____ PYTC: _____ FUTMY: N
 GEN- TC: _____ DT: _____ ACCR TC: _____ TR TC: _____ INTERFACE IND: 1 T _____
 PAY LIQ TC: _____ PAY RED TC: _____ CUM POST IND: Y BAL TC: 402 A/S DOC AMT: ±

S28A UC: 10 STATE OF OREGON
 LINK TO: _____ TRANSACTION CODE DECISION PROFILE PROD

TRAN CODE: 409 TITLE: RECORD EXP/DECREASE CASH (WITHIN AGENCY)
 GENERAL LEDGER DR-1: 3500 CR-1: 0070 DR-2: _____ CR-2: _____
 POSTING DR-3: _____ CR-3: _____ DR-4: _____ CR-4: _____

TRANS DOCD _ DUDT _ SVDT _ CDOC I RDOC _ MOD N AGCY R IDX _ PCA _ COBJ R
 EDIT AOBJ _ RVRS _ PDT N CI N 1099 _ WARR N INVC _ VNUM _ VNAM _ VADD _
 INDS: DMETH N APN# R FUND R GLA N AGL N GRNT _ SUBG _ PROJ _ MULT _ G38# N

POST SEQ: 2 REG NO: 5 WW IND: 0 D/I: D WAR CANCL TC: _____ PYTC: _____ FUTMY: N
 GEN- TC: _____ DT: _____ ACCR TC: _____ TR TC: _____ INTERFACE IND: 1 T _____
 PAY LIQ TC: _____ PAY RED TC: _____ CUM POST IND: Y BAL TC: 410 A/S DOC AMT: _

▶ Does this pair work?

Yes

▶ CR: for T-CODE 410 is 3100

S28A UC: 10 STATE OF OREGON
 LINK TO: _____ TRANSACTION CODE DECISION PROFILE PROD

TRAN CODE: 410 TITLE: RECORD REVENUE/INCREASE CASH (WITHIN AG)
 GENERAL LEDGER DR-1: 0070 CR-1: 3100 DR-2: _____ CR-2: _____
 POSTING DR-3: _____ CR-3: _____ DR-4: _____ CR-4: _____

TRANS DOCD _ DUDT _ SVDT _ CDOC I RDOC _ MOD N AGCY R IDX _ PCA _ COBJ R
 EDIT AOBJ _ RVRS _ PDT N CI N 1099 N WARR N INVC _ VNUM _ VNAM _ VADD _
 INDS: DMETH N APN# R FUND R GLA N AGL N GRNT _ SUBG _ PROJ _ MULT _ G38# N

POST SEQ: 2 REG NO: 5 WW IND: 0 D/I: D WAR CANCL TC: _____ PYTC: _____ FUTMY: N
 GEN- TC: _____ DT: _____ ACCR TC: _____ TR TC: _____ INTERFACE IND: 1 T _____
 PAY LIQ TC: _____ PAY RED TC: _____ CUM POST IND: Y BAL TC: 409 A/S DOC AMT: +

S28A UC: 10 STATE OF OREGON
 LINK TO: _____ TRANSACTION CODE DECISION PROFILE PROD

TRAN CODE: 415 TITLE: MOVE EXPEND IN AND CASH OUT OF A FUND
 GENERAL LEDGER DR-1: 3500 CR-1: 0070 DR-2: _____ CR-2: _____
 POSTING DR-3: _____ CR-3: _____ DR-4: _____ CR-4: _____

TRANS DOCD _ DUDT _ SVDT _ CDOC I RDOC _ MOD N AGCY R IDX _ PCA _ COBJ R
 EDIT AOBJ _ RVRS _ PDT N CI N 1099 _ WARR N INVC _ VNUM _ VNAM _ VADD _
 INDS: DMETH N APN# R FUND R GLA N AGL N GRNT _ SUBG _ PROJ _ MULT _ G38# N

POST SEQ: 3 REG NO: 5 WW IND: 0 D/I: D WAR CANCL TC: _____ PYTC: _____ FUTMY: N
 GEN- TC: _____ DT: _____ ACCR TC: _____ TR TC: _____ INTERFACE IND: 1 T _____
 PAY LIQ TC: _____ PAY RED TC: _____ CUM POST IND: Y BAL TC: 416 A/S DOC AMT: =

▶ Does this pair work?

NO

▶ Expenditure on both sides.

DR: for T-CODE 415 is 3500

CR: for T-CODE 416 is 3500

S28A UC: 10 STATE OF OREGON
 LINK TO: _____ TRANSACTION CODE DECISION PROFILE PROD

TRAN CODE: 416 TITLE: MOVE EXPEND OUT AND CASH INTO A FUND
 GENERAL LEDGER DR-1: 0070 CR-1: 3500 DR-2: _____ CR-2: _____
 POSTING DR-3: _____ CR-3: _____ DR-4: _____ CR-4: _____

TRANS DOCD _ DUDT _ SVDT _ CDOC I RDOC _ MOD N AGCY R IDX _ PCA _ COBJ R
 EDIT AOBJ _ RVRS _ PDT N CI N 1099 _ WARR N INVC _ VNUM _ VNAM _ VADD _
 INDS: DMETH N APN# R FUND R GLA N AGL N GRNT _ SUBG _ PROJ _ MULT _ G38# N

POST SEQ: 3 REG NO: 5 WW IND: 0 D/I: D WAR CANCL TC: _____ PYTC: _____ FUTMY: N
 GEN- TC: _____ DT: _____ ACCR TC: _____ TR TC: _____ INTERFACE IND: 1 T _____
 PAY LIQ TC: _____ PAY RED TC: _____ CUM POST IND: Y BAL TC: 415 A/S DOC AMT: +

S28A UC: 10 STATE OF OREGON
 LINK TO: _____ TRANSACTION CODE DECISION PROFILE PROD

TRAN CODE: 468 TITLE: MOVE EXPEND IN AND CASH OUT OF FUND -G38
 GENERAL LEDGER DR-1: 3500 CR-1: 0070 DR-2: _____ CR-2: _____
 POSTING DR-3: _____ CR-3: _____ DR-4: _____ CR-4: _____

TRANS DOCD _ DUDT _ SVDT _ CDOC I RDOC _ MOD N AGCY R IDX _ PCA _ COBJ R
 EDIT AOBJ _ RVRS _ PDT N CI N 1099 _ WARR N INVC _ VNUM _ VNAM _ VADD _
 INDS: DMETH N APN# R FUND R GLA N AGL N GRNT _ SUBG _ PROJ _ MULT _ G38# R

POST SEQ: 3 REG NO: 5 WW IND: 0 D/I: D WAR CANCL TC: _____ PYTC: _____ FUTMY: N
 GEN- TC: _____ DT: _____ ACCR TC: _____ TR TC: _____ INTERFACE IND: 1 T _____
 PAY LIQ TC: _____ PAY RED TC: _____ CUM POST IND: Y BAL TC: 469 A/S DOC AMT: -

- ▶ Does this pair work?
 NO- these two are inactive.
- ▶ Expenditure on both sides.
 DR: for T-CODE 468 is 3500
 CR: for T-CODE 469 is 3500

S28A UC: 10 STATE OF OREGON
 LINK TO: _____ TRANSACTION CODE DECISION PROFILE PROD

TRAN CODE: 469 TITLE: MOVE EXPEND OUT/CASH INTO A FUND - G38
 GENERAL LEDGER DR-1: 0070 CR-1: 3500 DR-2: _____ CR-2: _____
 POSTING DR-3: _____ CR-3: _____ DR-4: _____ CR-4: _____

TRANS DOCD _ DUDT _ SVDT _ CDOC I RDOC _ MOD N AGCY R IDX _ PCA _ COBJ R
 EDIT AOBJ _ RVRS _ PDT N CI N 1099 _ WARR N INVC _ VNUM _ VNAM _ VADD _
 INDS: DMETH N APN# R FUND R GLA N AGL N GRNT _ SUBG _ PROJ _ MULT _ G38# R

POST SEQ: 3 REG NO: 5 WW IND: 0 D/I: D WAR CANCL TC: _____ PYTC: _____ FUTMY: N
 GEN- TC: _____ DT: _____ ACCR TC: _____ TR TC: _____ INTERFACE IND: 1 T _____
 PAY LIQ TC: _____ PAY RED TC: _____ CUM POST IND: Y BAL TC: 468 A/S DOC AMT: +

And the winner is.....



- ▶ Verify the comptroller objects.

28a Screens for 409/410

S28B UC: 10 STATE OF OREGON
LINK TO: _____ TRANS CODE DESCRIPTION PROFILE PROD
TRANS CODE: 409 (MUST BE IN 28A TRANSACTION CODE DECISION PROFILE)
DESCRIPTION: TO RECORD EXPENDITURES AND CASH REDUCTION WITHIN AN AGENCY. THIS TC MUST BE USED WITH TC 410 AS A BALANCED ENTRY. USE WHEN NETTING OR RECLASSING REVENUES/EXPENDITURES.
3500-EXPENDITURE CTL-CASH;0070-CASH ON DEP W/TREAS
I/E (I=INCLUDE, E=EXCLUDE) ENTER GL ACCOUNT CODES SEPARATED WITH "-" OR ",".

I/E (I=INCLUDE, E=EXCLUDE) ENTER COMPTROLLER OBJECTS SEPARATED WITH "-" OR ",".
I 3111 - 5999 , 6201 - 7415 , 7510 , 7511 , _____

S28B UC: 10 STATE OF OREGON
LINK TO: _____ TRANS CODE DESCRIPTION PROFILE PROD
TRANS CODE: 410 (MUST BE IN 28A TRANSACTION CODE DECISION PROFILE)
DESCRIPTION: TO RECORD REVENUE AND CASH INCREASE. THIS TC TO BE USED WITHIN AN AGENCY, NOT BETWEEN AGENCIES. THIS TC MUST BE USED WITH TC409 AS A BAL ENTRY. USE WHEN NETTING OR RECLASSING REVENUE/EXPENDITURES.
0070-CASH ON DEP W/TREAS;3100-REVENUE CTL-CASH
I/E (I=INCLUDE, E=EXCLUDE) ENTER GL ACCOUNT CODES SEPARATED WITH "-" OR ",".

I/E (I=INCLUDE, E=EXCLUDE) ENTER COMPTROLLER OBJECTS SEPARATED WITH "-" OR ",".
I 0111 - 1200 , 1404 - 1405 , 1408 , 1501 - 1750 , 2000 - 2600 , _____

Can the Comptroller Object be used?

If your desired COBJ doesn't work,
then it is not a quasi-external transfer
that you want ☹️



2-Reimbursement Transfer:

- Types of Balanced Transactions:
 1. Quasi-external transfers
 2. **Reimbursement transfers**
 3. Operating transfers
 4. Correcting entries
 5. Suspense (treasury) account entries

Reimbursement transfer:

Example 2:

One agency or fund reimburses another agency or fund.

The reimbursing (**sending**) agency or fund records the **expense**.

The **receiving** agency or fund records a **reduction of expense**.

- ◇ Sending (paying) agency/fund: DR-GL3500
- ◇ Receiving agency/fund: CR-GL3500

T-Code Excel:

Tcode	Tcode Title	Full description	Status Code	GI Acct Dr1	GI Acct Dr Cr Ind5	GI Acct Cr1	GI Acct Dr Cr Ind	GI Acct Dr2	GI Acct Dr Cr Ind6	GI Acct Cr2	GI Acct Dr Cr Ind2	GI Acct Dr3	GI Acct Dr Cr Ind7	GI Acct Cr3	GI Acct Dr Cr Ind8	GI Acct Dr4	GI Acct Dr Cr Ind8	GI Acct Cr4
291	Expenditure Tf Paid To Lgip (No Warrant)	To Record An Expenditure For A P&A	A	3500	D	0070	D											
301	Allocation Of Indirect Costs-Charge	System Generated. To Allocate Inc A	A	3500	D	0070	D											
385	Warrant Cancellation/Expenditure	System Gen. Canx Payment (Wrnt/A	A	3500	D	0070	D	1111	D	1011	C							
391	Warrant Cancellation/Expenditure G38	System Gen. Canx Pymnt (Warrant A	A	3500	D	0070	D	1111	D	1011	C							
402	Dist To Funds Within Agy-Gf/Othr Transf	To Distribute Amount To Another A	A	3500	D	0070	D											
404	Reimburs Suspense Acct From Recpted Acct	Reimburse Suspense Acct For Exp A	A	3500	D	0070	D											
409	Record Exp/Decrease Cash (Within Agency)	To Record Expenditures And Cash A	A	3500	D	0070	D											
415	Move Expend In And Cash Out Of A Fund	Move Expenditures & Reduce Cash A	A	3500	D	0070	D											
438	Reimb Susp Acct From RecpT/Prev Encumb.	To Reimburse A Suspense Acct For A	A	3500	D	0070	D									3011	C	2735
468	Move Expend In And Cash Out Of Fund -G38	Move Exp. & Red Cash Within A Fun A	A	3500	D	0070	D											
692	Pay Susp Ac Frm Recp Ac Btwn Agn/Pre Enc	Record Encumb Exp Pymnt In Recp A	A	3500	D	0070	D									3011	C	2735
696	Reimburs Susp Acct From Recpted Acct G38	Reimburse Suspense Acct For Exp A	A	3500	D	0070	D											
698	Record Prepayment Legal Fees-Govt	Record Pre-Pay Of Legal Fees. For A	A	3500	D	0070	D	0602	D	3032	C	3075	C	3600	C			
701	Quasi-External Exp - No A/R	Quasi-External Expenditure Gener A	A	3500	D	0070	D											
704	Quasi-External Expend (A/R)	Quasi-External Expend Generated A	A	3500	D	0070	D											
711	Expenditure Transf Out (Between Agys)	To Transfer Cash Out Via Special P A	A	3500	D	0070	D											

“400” series is usually within an agency
 “700” series is usually between agencies

Possibilities at this point:

Sending Agency:

402

TC	Title	Description
402	Dist To Funds Within Agy-Gf/Othr Transfr	To Distribute Amount To Another Fund Within Anagency For General Fund/Other Fund Transfer.This Tc Must Be Used With Tc 403 As A Balancedentry.3500-Expendtr Ctl-Cash;0070-Cash On Dep W/Treas
404	Reimburs Suspense Acct From Recpted Acct	Reimburse Suspense Acct For Exp Made. Must Beused With Tc405 As Balanced Entry. If Obj 6200Used On Tc404, Must Use Tc 776, Obj 1303.For Gasb38 Use Tc696.3500-Expendtr Ctl-Cash;0070-Cash On Dep W/Treas
409	Record Exp/Decrease Cash (Within Agency)	To Record Expenditures And Cash Reduction Within an Agency. This Tc Must Be Used With Tc 410 As A balanced Entry. Use When Netting Or Re classing revenues/Expenditures.3500-Expenditure Ctl-Cash;0070-Cash On Dep W/Treas
415	Move Expend In And Cash Out Of A Fund	Move Expenditures & Reduce Cash Within Or Betweenfunds From Where The Original Expend Was Paid Out.This Tc Must Be Used With/Tc416 As A Bal Entry.For Use Within An Agy, Not Between Agy. Xref Tc4683500-Expend Ctl-Cash;0070-Cash On Dep W/Treas
438	Reimb Susp Acct From Recp'T/Prev Encumb.	To Reimburse A Suspense Acct For Expenditures Made which Were Previously Encumbered. Must Be Processed with Tc 439 As A Bal Entry. Rvrs Codoe Not Allowed3500-Expenditure Ctl-Cash;0070-Cash On Dep W/Treas3011-Fund Bal Res For Encumb;2735-Encumb Control
468	Move Expend In And Cash Out Of Fund -G38	Move Exp.& Red Cash Within A Fund Or Between Funds from Where Orig Exp Was Paid. Tc Must Be Used W/Tc469 As A Balanced Entry. Tc For Use W/In Agency, Not Between Agencies. Use For Gasb38,Xref Tc 415.3500-Exend Ctl-Cash;0070-Cash On Dep W/Treasurer

Possibilities at this point: Receiving Agency:

Tcode	Tcode Title	Full description	Status Code	GI Acct Dr1	GI Acct Dr Cr Ind5	GI Acct Cr1	GI Acct Dr Cr Ind	GI Acct Dr2	GI Acct Dr Cr Ind6	GI Acct Cr2	GI Acct Dr Cr Ind2	GI Acct Dr3	GI Acct Dr Cr Ind7	GI Acct Cr3	GI Acct Dr Cr Ind8	GI Acct Dr4	GI Acct Dr Cr Ind8	GI Acct Cr4
302	Allocation Of Indirect Costs-Recovery	System Generated. To Recover Th	A	0070	D	3500	D											
416	Move Expend Out And Cash Into A Fund	To Move Expenditures Already Ma	A	0070	D	3500	D											
469	Move Expend Out/Cash Into A Fund - G38	Move Expenditure Already Made E	A	0070	D	3500	D											
741	Quasi-External Reduction Of Exp - No A/R	Quasi-External Reduction Of Expei	A	0070	D	3500	D											
816	Refund Of Expenditure	To Move Unidentified Receipt Orig	A	0070	D	3500	D											

TC	Title	Description
416	Move Expend Out And Cash Into A Fund	To Move Expenditures Already Made Either Within A fund Or Between Funds. This Tc Must Be Used With Tc 415 As A Balanced Entry. This Tc Is For Use Within An Agency, Not Between Agencies. Xref Tc 469.0070-Cash On Dep W/Treas;3500-Expenditure Ctl-Cash
469	Move Expend Out/Cash Into A Fund - G38	Move Expenditure Already Made Either Within A Fund Or Between Funds. Must Be Used With Tc 468 As A Balanced Entry. Tc For Use Within An Agency, Not Between Agencies. Use For Gasb 38. Xref Tc 416.0070-Cash On Dep W/Treas;3500-Expend Ctl-Cash
741	Quasi-External Reduction Of Exp - No A/R	Quasi-External Reduction Of Expense Generated By The Paying Agency Where Both Agencies Are On SFMS. Must Be Used With Tc 740 As A Balanced Entry. Cannot Be Used For Operating Transfers. 0070-Cash On Dep W/Treas;3500-Expenditure Ctl-Cash

S28A UC: 10
LINK TO: _____

STATE OF OREGON
TRANSACTION CODE DECISION PROFILE

PROD

TRAN CODE: 415 TITLE: MOVE EXPEND IN AND CASH OUT OF A FUND

GENERAL LEDGER DR-1: 3500 CR-1: 0070 DR-2: _____ CR-2: _____

POSTING DR-3: _____ CR-3: _____ DR-4: _____ CR-4: _____

TRANS DOCD _ DUDT _ SVDT _ CDOC I RDOC _ MOD N AGCY R IDX _ PCA _ COBJ R

EDIT AOBJ _ RVRS _ PDT N CI N 1099 _ WARR N INVC _ VNUM _ VNAM _ VADD _

INDS: DMETH N APN# R FUND R GLA N AGL N GRNT _ SUBG _ PROJ _ MULT _ G38# N

POST SEQ: 3 REG NO: 5 WW IND: 0 D/I: D WAR CANCL TC: _____ PYTC: _____ FUTMY: N

GEN- TC: _____ DT: _____ ACCR TC: _____ TR TC: _____ INTERFACE IND: 1 T _____

PAY LIQ TC: _____ PAY RED TC: _____ CUM POST IND: Y BAL TC: 416 A/S DOC AMT: =

▶ Does this pair work?

Yes

▶ Sending agency debits GL 3500 and credits GL 0070

▶ Receiving agency debits GL 0070 and credits GL 3500

S28A UC: 10
LINK TO: _____

STATE OF OREGON
TRANSACTION CODE DECISION PROFILE

PROD

TRAN CODE: 416 TITLE: MOVE EXPEND OUT AND CASH INTO A FUND

GENERAL LEDGER DR-1: 0070 CR-1: 3500 DR-2: _____ CR-2: _____

POSTING DR-3: _____ CR-3: _____ DR-4: _____ CR-4: _____

TRANS DOCD _ DUDT _ SVDT _ CDOC I RDOC _ MOD N AGCY R IDX _ PCA _ COBJ R

EDIT AOBJ _ RVRS _ PDT N CI N 1099 _ WARR N INVC _ VNUM _ VNAM _ VADD _

INDS: DMETH N APN# R FUND R GLA N AGL N GRNT _ SUBG _ PROJ _ MULT _ G38# N

POST SEQ: 3 REG NO: 5 WW IND: 0 D/I: D WAR CANCL TC: _____ PYTC: _____ FUTMY: N

GEN- TC: _____ DT: _____ ACCR TC: _____ TR TC: _____ INTERFACE IND: 1 T _____

PAY LIQ TC: _____ PAY RED TC: _____ CUM POST IND: Y BAL TC: 415 A/S DOC AMT: +

TRAN CODE: 468 TITLE: MOVE EXPEND IN AND CASH OUT OF FUND -G38
GENERAL LEDGER DR-1: 3500 CR-1: 0070 DR-2: _____ CR-2: _____
POSTING DR-3: _____ CR-3: _____ DR-4: _____ CR-4: _____
TRANS DOCD _ DUDT _ SVDT _ CDOC I RDOC _ MOD N AGCY R IDX _ PCA _ COBJ R
EDIT AOBJ _ RVRS _ PDT N CI N 1099 _ WARR N INVC _ VNUM _ VNAM _ VADD _
INDS: DMETH N APN# R FUND R GLA N AGL N GRNT _ SUBG _ PROJ _ MULT _ G38# R
POST SEQ: 3 REG NO: 5 WW IND: 0 D/I: D WAR CANCL TC: _____ PYTC: _____ FUTMY: N
GEN- TC: _____ DT: _____ ACCR TC: _____ TR TC: _____ INTERFACE IND: 1 T _____
PAY LIQ TC: _____ PAY RED TC: _____ CUM POST IND: Y BAL TC: 469 A/S DOC AMT: -

- ▶ Does this pair work?
Yes-these two are inactive.
- ▶ Sending agency debits GL 3500 and credits GL 0070
- ▶ Receiving agency debits GL 0070 and credits GL 3500

TRAN CODE: 469 TITLE: MOVE EXPEND OUT/CASH INTO A FUND - G38
GENERAL LEDGER DR-1: 0070 CR-1: 3500 DR-2: _____ CR-2: _____
POSTING DR-3: _____ CR-3: _____ DR-4: _____ CR-4: _____
TRANS DOCD _ DUDT _ SVDT _ CDOC I RDOC _ MOD N AGCY R IDX _ PCA _ COBJ R
EDIT AOBJ _ RVRS _ PDT N CI N 1099 _ WARR N INVC _ VNUM _ VNAM _ VADD _
INDS: DMETH N APN# R FUND R GLA N AGL N GRNT _ SUBG _ PROJ _ MULT _ G38# R
POST SEQ: 3 REG NO: 5 WW IND: 0 D/I: D WAR CANCL TC: _____ PYTC: _____ FUTMY: N
GEN- TC: _____ DT: _____ ACCR TC: _____ TR TC: _____ INTERFACE IND: 1 T _____
PAY LIQ TC: _____ PAY RED TC: _____ CUM POST IND: Y BAL TC: 468 A/S DOC AMT: +

Use within agency, not between agency:

S28B UC: 10 STATE OF OREGON
LINK TO: _____ TRANS CODE DESCRIPTION PROFILE PROD
TRANS CODE: 415 (MUST BE IN 28A TRANSACTION CODE DECISION PROFILE)
DESCRIPTION: MOVE EXPENDITURES & REDUCE CASH WITHIN OR BETWEEN FUNDS FROM WHERE THE ORIGINAL EXPEND WAS PAID OUT. THIS TC MUST BE USED WITH/TC416 AS A BAL ENTRY. FOR USE WITHIN AN AGY, NOT BETWEEN AGY. XREF TC468 3500-EXPEND CTL-CASH;0070-CASH ON DEP W/TREAS
I/E (I=INCLUDE, E=EXCLUDE) ENTER GL ACCOUNT CODES SEPARATED WITH "-" OR ", ".

I/E (I=INCLUDE, E=EXCLUDE) ENTER COMPTROLLER OBJECTS SEPARATED WITH "-" OR ", ".
I 3111 - 5999 , 6093 , 6201 - 7415 , 7510 , 7511 , _____

S28B UC: 10 STATE OF OREGON
LINK TO: _____ TRANS CODE DESCRIPTION PROFILE PROD
TRANS CODE: 468 (MUST BE IN 28A TRANSACTION CODE DECISION PROFILE)
DESCRIPTION: MOVE EXP.& RED CASH WITHIN A FUND OR BETWEEN FUNDS FROM WHERE ORIG EXP WAS PAID. TC MUST BE USED W/TC 469 AS A BALANCED ENTRY. TC FOR USE W/IN AGENCY, NOT BETWEEN AGENCIES. USE FOR GASB38,XREF TC 415. 3500-EXEND CTL-CASH;0070-CASH ON DEP W/TREASURER
I/E (I=INCLUDE, E=EXCLUDE) ENTER GL ACCOUNT CODES SEPARATED WITH "-" OR ", ".

I/E (I=INCLUDE, E=EXCLUDE) ENTER COMPTROLLER OBJECTS SEPARATED WITH "-" OR ", ".
I 6169

S28A UC: 10 STATE OF OREGON
 LINK TO: _____ TRANSACTION CODE DECISION PROFILE PROD

TRAN CODE: 740 TITLE: QUASI-EXTERNAL EXP-NO A/R

GENERAL LEDGER DR-1: 3500 CR-1: 0070 DR-2: _____ CR-2: _____
 POSTING DR-3: _____ CR-3: _____ DR-4: _____ CR-4: _____

TRANS DOCD _ DUDT _ SVDT _ CDOC I RDOC _ MOD N AGCY R IDX _ PCA _ COBJ R
 EDIT AOBJ _ RVRS _ PDT N CI N 1099 _ WARR N INVC _ VNUM I VNAM R VADD R
 INDS: DMETH N APN# R FUND R GLA N AGL N GRNT _ SUBG _ PROJ _ MULT _ G38# N

POST SEQ: 3 REG NO: 5 WW IND: 0 D/I: D WAR CANCL TC: _____ PYTC: _____ FUTMY: N
 GEN- TC: _____ DT: _____ ACCR TC: _____ TR TC: _____ INTERFACE IND: 1 T _____
 PAY LIQ TC: _____ PAY RED TC: _____ CUM POST IND: Y BAL TC: 741 A/S DOC AMT: _____

▶ Does this pair work?

Yes

▶ Sending agency debits GL 3500 and credits GL 0070

▶ Receiving agency debits GL 0070 and credits GL 3500

S28A UC: 10 STATE OF OREGON
 LINK TO: _____ TRANSACTION CODE DECISION PROFILE PROD

TRAN CODE: 741 TITLE: QUASI-EXTERNAL REDUCTION OF EXP - NO A/R

GENERAL LEDGER DR-1: 0070 CR-1: 3500 DR-2: _____ CR-2: _____
 POSTING DR-3: _____ CR-3: _____ DR-4: _____ CR-4: _____

TRANS DOCD _ DUDT _ SVDT _ CDOC I RDOC _ MOD N AGCY R IDX _ PCA _ COBJ R
 EDIT AOBJ _ RVRS _ PDT N CI N 1099 _ WARR N INVC _ VNUM I VNAM R VADD R
 INDS: DMETH N APN# R FUND R GLA N AGL N GRNT _ SUBG _ PROJ _ MULT _ G38# N

POST SEQ: 2 REG NO: 5 WW IND: 0 D/I: D WAR CANCL TC: _____ PYTC: _____ FUTMY: N
 GEN- TC: _____ DT: _____ ACCR TC: _____ TR TC: _____ INTERFACE IND: 1 T _____
 PAY LIQ TC: _____ PAY RED TC: _____ CUM POST IND: Y BAL TC: 740 A/S DOC AMT: ±

S28B UC: 10 STATE OF OREGON
 LINK TO: _____ TRANS CODE DESCRIPTION PROFILE PROD
 TRANS CODE: 740 (MUST BE IN 28A TRANSACTION CODE DECISION PROFILE)
 DESCRIPTION: QUASI-EXTERNAL EXPENDITURE GENERATED BY THE PAYING
AGY WHERE BOTH AGENCIES ARE ON SFMS. MUST BE USED
WITH TC 741 AS A BALANCED ENTRY. CANNOT BE USED FOR
OPERATING TRANSFERS.
3500-EXPENDITURE CTL-CASH;0070-CASH ON DEP W/TREAS
 I/E (I=INCLUDE, E=EXCLUDE) ENTER GL ACCOUNT CODES SEPARATED WITH "-" OR ",".

 I/E (I=INCLUDE, E=EXCLUDE) ENTER COMPTROLLER OBJECTS SEPARATED WITH "-" OR ",".
 I 3111 - 5999 , 6201 - 7415 , _____

- Use between agencies are in SFMS.

S28B UC: 10 STATE OF OREGON
 LINK TO: _____ TRANS CODE DESCRIPTION PROFILE PROD
 TRANS CODE: 741 (MUST BE IN 28A TRANSACTION CODE DECISION PROFILE)
 DESCRIPTION: QUASI-EXTERNAL REDUCTION OF EXPENSE GENERATED BY
THE PAYING AGENCY WHERE BOTH AGENCIES ARE ON SFMS.
MUST BE USED WITH TC 740 AS A BALANCED ENTRY.
CANNOT BE USED FOR OPERATING TRANSFERS.
0070-CASH ON DEP W/TREAS;3500-EXPENDITURE CTL-CASH
 I/E (I=INCLUDE, E=EXCLUDE) ENTER GL ACCOUNT CODES SEPARATED WITH "-" OR ",".

 I/E (I=INCLUDE, E=EXCLUDE) ENTER COMPTROLLER OBJECTS SEPARATED WITH "-" OR ",".
 I 3111 - 5999 , 6201 - 7415 , 7510 , 7511 , _____



- ◎ Between funds in the same agency:
 - > TC415/416: specific COBJ
 - > TC468/469: Required G38 -these two are inactive.

- ◎ Between funds in a different agency:
 - > TC740/741

Can the Comptroller Object be used?



If your desired COBJ doesn't work,
then it is not a reimbursement transfer
that you want ☹️

3- Operating transfer:

Types of Balanced Transactions:

1. Quasi-external transfers
2. Reimbursement transfers
3. **Operating transfers**
4. Correcting entries
5. Suspense (treasury) account entries

Operating transfer:

Example 3:



One agency or fund has the authority to **collect** and record revenue. Another agency or fund has the authority (appropriation and allotment) to **expend** the cash.

The **sending** agency or fund originally receives the cash and records it as **revenue**.

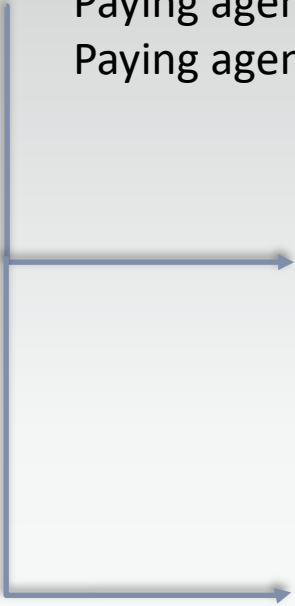
The **sending** agency then moves the cash to the fund or agency that has the authority to expend.

The **receiving** agency or fund will record an **expense** when the cash is disbursed with subsequent transactions.

Items to consider:

Transfer Out

Paying agency is sending money
Paying agency does the entry



1- Within or Between agencies
Within agency t-code usually in “400” series
Between agencies t-code usually in “700” series

2- To governmental fund or proprietary fund
Determines the comptroller object (COBJ)

Find GL account: for Transfer Out

OREGON ACCOUNTING MANUAL

SUBJECT: Accounting and Financial Reporting

Number: 60.10.00

DIVISION: Chief Financial Office

Effective date: June 6, 2016

Chapter: Chart of Accounts

Part: General Ledger Accounts

The following pages list and define the general ledger accounts in R*STARS. Budgetary accounts and accounts that roll up to default GAAP account classes have not been included.

<u>D31</u>	<u>General Ledger Account Title</u>	<u>Definition</u>
------------	-------------------------------------	-------------------

3550	Operating Transfers Out Control	General ledger control account for transfers to other funds.
------	---------------------------------	--

OREGON ACCOUNTING MANUAL	
SUBJECT: Accounting and Financial Reporting	Number: 60.20.00
DIVISION: Chief Financial Office	Revision date: June 6, 2016
Chapter: Chart of Accounts	
Part: Comptroller Objects (Nominal Accounts) – By Financial Statement Classification	

CAFR Title and Definition

<u>D10 No.</u>	<u>Comptroller Object Title</u>
-----------------------	--

Transfers to Other Funds – Flows of assets (cash or goods) out of an agency or fund without equivalent flows coming in and without a requirement for repayment from the receiving fund.

- | | |
|-------------|--|
| 1401 | Transfer Out to Other Fund |
| 1402 | Transfer Out Lottery Proceeds |
| 1403 | Transfer Out to General Fund |
| 1430 | Transfer Out to Oregon Corrections Enterprises |
| 1456 | Transfer Out – Indirect Cost Center |
| 1801 | Transfer Out to Department of Administrative Services |

We know what we want, now let's search:

- Find t-code:
 - > 710 Revenue-Trfr Out (Betw Agy) A/R-No Invoice - pairs with 711
 - > 720 Revenue-Transfer Out (Betwn Agy) No Invoice – pairs with 721
 - > Did receiving agency post an A/R?

Tcode	Tcode Title	Full description	Status Code	Gl Acct Dr1	Gl Acct Cr Ind5	Gl Acct Cr1	Gl Acct Dr Cr Ind	Gl Acct Dr2	Gl Acct Dr Cr Ind6	Gl Acct Cr2	Gl Acct Dr Cr Ind2	Gl Acct Dr3	Gl Acct Dr Cr Ind7	Gl Acct Cr3	Gl Acct Dr Cr Ind8	Gl Acct Dr4	Gl Acct Dr Cr Ind8	Gl Acct Cr4
381	Warrant Cancel/Trfr Out Lottery Proceeds	System Gen. To Canx Warrant Issu	A	3550	D	0070	D	1111	D	1011	C							
400	Operating Revenue-Trnsfr Out(Within Agy)	Tsfr Cash Out Of A Fund And Recor	A	3550	D	0070	D											
419	Record Transfer Out To Suspense Account	To Record A Transfer Out Of A Rec	A	3550	D	0070	D											
425	Operating Revenue-Trnsfr Out(Within Agy)	Tsfr Cash Out Of A Fund & Record	A	3550	D	0070	D											
685	Tr To Ous To Adv Susp For Gf Exp Das Onl	Tsfr Cash To Ous & Record As A No	A	3550	D	0070	D											
710	Revenue-Trfr Out(Betw Agy)A/R-No Invoice	To Transfer Cash Between Agencie	A	3550	D	0070	D											
720	Revenue-Transfer Out(Betwn Agy)No Invoice	To Transf Cash Btwn Agencies And	A	3550	D	0070	D											
746	Revenue Transfer Out-Odot Only	To Transfer Cash To An Agency Anc	A	3550	D	0070	D											

S28A UC: 10 STATE OF OREGON
 LINK TO: _____ TRANSACTION CODE DECISION PROFILE PROD

TRAN CODE: 710 TITLE: REVENUE-TRFR OUT(BETW AGY)A/R-NO INVOICE

GENERAL LEDGER DR-1: 3550 CR-1: 0070 DR-2: _____ CR-2: _____
 POSTING DR-3: _____ CR-3: _____ DR-4: _____ CR-4: _____

TRANS DOCB _ DUDT _ SVDT _ CDOC I RDOC _ MOD N AGCY R IDX _ PCA _ COBJ R
 EDIT AOBJ _ RVRS _ PDT N CI N 1099 N WARR N INVC _ VNUM I VNAM R VADD R
 INDS: DMETH N APN# R FUND R GLA N AGL N GRNT _ SUBG _ PROJ _ MULT _ G38# R

POST SEQ: 2 REG NO: 5 WW IND: 0 D/I: D WAR CANCL TC: _____ PYTC: _____ FUTMY: N
 GEN- TC: _____ DT: _____ ACCR TC: _____ TR TC: _____ INTERFACE IND: 1 T _____
 PAY LIQ TC: _____ PAY RED TC: _____ CUM POST IND: Y BAL TC: 711 A/S DOC AMT: =

	A/S	BT	MATCH	GLA	DOC	A/S	BT	MATCH	GLA	DOC
DF:	-	-	-	-	-	-	-	-	-	-
FILE AP:	+	<u>21</u>	-	-	-	-	-	-	-	-
POSTING AB:	+	<u>21</u>	-	-	-	-	-	-	-	-
INDS: CC:	+	<u>21</u>	-	-	-	-	-	-	-	-
GP:	+	<u>21</u>	-	-	-	-	-	-	-	-
PJ:	+	<u>21</u>	-	-	-	-	-	-	-	-

AGY GL: _____ STATUS CODE: A
 EFF START DATE: 07011994 EFF END DATE: _____ LAST PROC DATE: 06302007
 Z06 RECORD SUCCESSFULLY RECALLED

TC 710/711 if:

- ✓ Receiving agency has an A/R established
- ✓ Be sure to enter the A/R Doc in Ref Doc field

Does 28B show
 COBJ of **1801**?

S28B UC: 10 STATE OF OREGON PM
 LINK TO: _____ TRANS CODE DESCRIPTION PROFILE PROD

TRANS CODE: 710 (MUST BE IN 28A TRANSACTION CODE DECISION PROFILE)
 DESCRIPTION: TO TRANSFER CASH BETWEEN AGENCIES AND RECORD AS A
 TRANSFER WHICH HAS NOT BEEN BUDGETED. MUST BE
 PROCESSED WITH TC 711 AS A BALANCED ENTRY. GASB38.

3550-OPERAT TSFR-OUT CTL;0070-CASH ON DEP W/TREAS

I/E (I=INCLUDE, E=EXCLUDE) ENTER GL ACCOUNT CODES SEPARATED WITH "-" OR ",".

I/E (I=INCLUDE, E=EXCLUDE) ENTER COMPTROLLER OBJECTS SEPARATED WITH "-" OR ",".
I 1402 , 1800 - 1999 , 1430 , _____

ENTER UP TO 10 VALID DOC TYPES FOR THE TRANS CODE. ("% IN #1 = ALL VALID)
 1: BT 2: BI 3: _____ 4: _____ 5: _____ 6: _____ 7: _____ 8: _____ 9: _____ 10: _____

ENTER UP TO 10 VALID BATCH TYPES FOR THE TRANS CODE. ("% IN #1 = ALL VALID)
 1: G 2: 2 3: 4 4: _____ 5: _____ 6: _____ 7: _____ 8: _____ 9: _____ 10: _____

TREAS CAT: _____ STATUS CODE: A
 EFF START DATE: 07011995 EFF END DATE: _____ Revised 4/16/24
 LAST PROC DATE: 07222011
 Z06 RECORD SUCCESSFULLY RECALLED

S28A UC: 10 STATE OF OREGON
 LINK TO: _____ TRANSACTION CODE DECISION PROFILE PROD

TRAN CODE: 720 TITLE: REVENUE-TRANSFER OUT(BETWN AGY)NO INVOICE

GENERAL LEDGER DR-1: 3550 CR-1: 0070 DR-2: _____ CR-2: _____
 POSTING DR-3: _____ CR-3: _____ DR-4: _____ CR-4: _____

TRANS DOCD _ DUDT _ SVDT _ CDOC I RDOC _ MOD N AGCY R IDX _ PCA _ COBJ R
 EDIT AOBJ _ RVRS _ PDT N CI N 1099 N WARR N INVC _ VNUM I VNAM R VADD R
 INDS: DMETH N APN# R FUND R GLA N AGL N GRNT _ SUBG _ PROJ _ MULT _ G38# R
 POST SEQ: 2 REG NO: 5 WW IND: 0 D/I: D WAR CANCL TC: _____ PYTC: _____ FUTMY: N
 GEN- TC: _____ DT: _____ ACCR TC: _____ TR TC: _____ INTERFACE IND: 1 T _____
 PAY LIQ TC: _____ PAY RED TC: _____ CUM POST IND: Y BAL TC: 721 A/S DOC AMT: =
 A/S BT MATCH GLA DOC A/S BT MATCH GLA DOC
 DF: _____
 FILE AP: + 21 _____
 POSTING AB: + 21 _____
 INDS: CC: + 21 _____
 GP: + 21 _____
 PJ: + 21 _____

AGY GL: _____ STATUS CODE: A
 EFF START DATE: 07011994 EFF END DATE: _____ LAST PROC DATE: 06302007
 Z06 RECORD SUCCESSFULLY RECALLED

TC 720/721 if:
 ✓ Receiving agency does not have an A/R established

Does 28B
 show COBJ of
 1801?

S28B UC: 10 STATE OF OREGON
 LINK TO: _____ TRANS CODE DESCRIPTION PROFILE PROD

TRANS CODE: 720 (MUST BE IN 28A TRANSACTION CODE DECISION PROFILE)
 DESCRIPTION: TO TRANSF CASH BTWN AGENCIES AND RECORD IT AS A TRANSFER. TRANSFER HAS NOT BEEN BUDGETED. MUST BE PROCESSED WITH TC 721 AS A BALANCED ENTRY. THIS TC TO BE USED FOR LOTTERY & NEW AGENCY TSFRS. GASB38 3550-OPERATE TSFR-OUT CTL;0070-CASH ON DEP W/TREAS

I/E (I=INCLUDE, E=EXCLUDE) ENTER GL ACCOUNT CODES SEPARATED WITH "-" OR ",".

I/E (I=INCLUDE, E=EXCLUDE) ENTER COMPTROLLER OBJECTS SEPARATED WITH "-" OR ",".
I 1401 - 1403 , 1800 - 1999 , 1430 , _____

ENTER UP TO 10 VALID DOC TYPES FOR THE TRANS CODE. ("% IN #1 = ALL VALID)
 1: BT 2: BI 3: _____ 4: _____ 5: _____ 6: _____ 7: _____ 8: _____ 9: _____ 10: _____

ENTER UP TO 10 VALID BATCH TYPES FOR THE TRANS CODE. ("% IN #1 = ALL VALID)
 1: G 2: 2 3: 4 4: _____ 5: _____ 6: _____ 7: _____ 8: _____ 9: _____ 10: _____

TREAS CAT: _____ Revised 4/16/24 STATUS 164 CODE: A
 EFF START DATE: 07011994 EFF END DATE: _____ LAST PROC DATE: 08232011
 Z06 RECORD SUCCESSFULLY RECALLED



Winner? Depends

- ▶ Receiving agency has an A/R established
 - ▶ TC 710/711
- ▶ Receiving agency does not have an A/R established
 - ▶ TC 720/721

4-Correcting Entry:

Transactions to correct or re-classify earlier transactions

Types of Balanced Transactions:

1. Quasi-external transfers
2. Reimbursement transfers
3. Operating transfers
4. **Correcting entries**
5. Suspense (treasury) account entries

Correcting a balanced transaction

For audit trail purposes, the best way to correct a transfer is to reverse it exactly as it was entered and reenter it with the correct information.

This has challenges.

- The original sender cannot pull back funds. The agency that received the funds must transfer them back to the sender before the sender can retransfer them.
- The process requires a few days to confirm recovery before retransferring.

Potential alternative:

If the entry to one agency is correct, the agency with the error can reverse their side of the entry and reenter it.

NOTE – All reversals are dependent on a Reverse (RVRS) indicator of Y on the 28A screen.

One-Sided transfer corrections

The correction procedure depends on whether the transaction requires a G38 code and if it has caused an exception on one of the Statewide Balancing Reports generated by SARS.

If a G38 is not required

You may reverse and reenter your agency's side of the entry.

If a G38 is required and the transaction has caused an exception

You may reverse and reenter one side of the entry **to the same D23 fund as the original entry**. If the correction involves a different D23 fund, the receiver must reverse the transfer exactly as it was originally sent and ask the sender to resend it to the correct fund.

If a G38 is required, but there is not an exception

You should use a 400 series intra-agency T-code with cobjs from your agency perspective and the appropriate G38 codes corresponding to the entries for your agency. The results to the accounting records will leave the original transfer in from the sending agency, an offsetting operating transfer out, and an operating transfer in to the correct coding.

G38 Is Not Required

Example: Agency 998 entered a transfer to agency 999 using T-codes 730/731. G38 codes are not entered on these T-codes, but agency 998 realized that they sent the money out of the wrong D23 fund by using PCA 12345.

<u>Agy</u>	<u>T/C</u>	<u>PCA</u>
998	730	12345 should be 34567
999	731	54321

Correction: Agency 998 may process a 730R with the exact original coding and reenter the 730 with the correct PCA and therefore, D23 fund.

<u>Agy</u>	<u>T/C</u>	<u>PCA</u>
998	730R	12345
998	730	34567

G38 Is Required and Caused an Exception

Example: Agency 999 received a transfer from agency 998 that used T-codes 720/721 but the G38 assigned to T-code 721 was incorrect.

<u>Agy</u>	<u>T/C</u>	<u>Fund</u>	<u>G38</u>
998	720	1000	99920000
999	721	2000	99815000 should be 99810000

Correction: Because agency 999 received the transfer, agency 999 will have to make the correction. Agency 998 cannot enter a 721R for agency 999 because it would credit cash effectively pulling money back from agency 999.

<u>Agy</u>	<u>T/C</u>	<u>Fund</u>	<u>G38</u>
999	721R	2000	99815000
999	721	2000	99810000

Note that the D23 fund was not changed, only the G38. A one-sided transfer correction would not be appropriate in this case as it would result in the sending agency's original G38 to no longer reflect the correct D23 fund.

G38 Is Required but No Exception

Example: Agency 999 received a transfer from agency 998 using T-code 726/727 that did not cause a Statewide Balancing Report exception, but agency 999 wants the funds credited to a different fund, fund 9000.

Agy	T/C	Fund	G38	COBJ
998	726	1000	99920000	6###
999	727	2000	99810000	Transfer in from 998

Correction: Because there is no Statewide Balancing Report exception, agency 999 may correct their side of the transfer with a T-code pair from the 400 intra-agency T-code series.

Agy	T/C	Fund	G38	COBJ
999	400	2000	99990000	1401
999	401	9000	99920000	1301

Agency 999 T-code Example

G38 Required but No Exception

Fund 2000							
Agency 999 Receiving	GL 0070 CASH		GL 3150 Transfers In		GL 3550 Transfers Out		
	Tcode	DR	CR	DR	CR	DR	CR
727	XX			XX			
400		XX			XX		

Incorrect Information
Transfer Out

Fund 9000							
Agency 999 Receiving	GL 0070 CASH		GL 3150 Transfers In		GL 3550 Transfers Out		
	Tcode	DR	CR	DR	CR	DR	CR
401	XX			XX			

Correct Information

The accounting records reflect the original operating transfer in to fund 2000 and then an operating transfer out of 2000 and an operating transfer in to the final destination of fund 9000.

Resource in our website:

Department of Administrative Services > Financial programs > Accounting system

Statewide Financial Management Services



Accounting training	Accounting services	Accounting forms & publications	Datamart
<ul style="list-style-type: none">• R*STARS training courses• ADPICS training courses• Training• Vendor training• User group	<ul style="list-style-type: none">• ACH - vendor/direct deposit• SFMS contacts• SPOTS cards• Interfaces	<ul style="list-style-type: none">• R*STARS training manual• Data entry guide• Desk manual• Transaction codes• Report guide• SFMS terms• Forms and guidance	<ul style="list-style-type: none">• Datamart home• Training• SFMA tables• OSPA tables• User maintenance site• Datamart calendars

<http://www.oregon.gov/das/Financial/AcctgSys/pages/index.aspx>

R*STARS Training Manual / Chapter #4-Transaction Codes Page #7

- G38#** – A **GASB 38 Transfer Number** is entered when required (*R*) for reporting under GASB Statement 38 Para.14. It consolidates the Agency and the appropriate **D23** fund elements.

R*STARS Training Materials

Chapter 12

R*STARS TRAINING PROGRAM

COURSE #12 - TRANSACTION INQUIRY PART #2

COURSE CONTENT

Revised July 2022

DETERMINING IF ANOTHER AGENCY OR PROGRAM AREA IN YOUR AGENCY CREATED A BALANCED TRANSACTION

Under state policy, a state agency will pay another state agency or another program area in the same agency with a transfer, rather than a warrant. This reduces state banking charges.

R*STARS accomplishes this objective through balanced transactions (BT document type). For balanced transactions, the person who enters the transaction must enter at least two transactions – the transaction that “sends” the funds and the transaction that “receives” the funds – in the same batch and document number. This helps ensure that, statewide, the interagency transfer in/transfer out transactions will balance at the end of the fiscal year for the preparation of the Annual Comprehensive Financial Report (ACFR).

Another tool for reporting interagency transfers is the GASB 38 NUMBER (G38#) This is an 8–digit code identifying interagency and interfund transfers which require reporting under GASB Statement 38 Para.14. The G38 transfer number uses the format AAAFFFF0, where AAA is the agency on the other end of the transfer, FFFF is the appropriate **D23** fund in which the other agency will record the transfer, followed by a zero and a blank space or fillers.

Balanced transactions will usually impact cash. However, they may not interface to Treasury. They will only interface if they post to different Treasury funds; thus, giving Treasury the direction to move the dollars from one fund to another.

G38 – Code needs to be identified in data entry screens.

```
S084 UC: 10 STATE OF OREGON
LINK TO: _____ ACCOUNTING EVENT RECORD INQUIRY _____ PROD
BATCH: AGENCY 000 DATE _____ TYPE _ NO _____ SEQ NO 00000 REC TYPE: A STATUS: _
GL: DR1 CR1 DR2 CR2 DR3 CR3 DR4 CR4
DOC AGY: DOC DATE: EFF DATE: DUE DATE:
SERV DATE: CUR DOC/SFX/CLASS: MOD:
REF DOC/SFX/CLASS: AGENCY: 000
TRANS CODE: INDEX: PCA: AY: COMP/AGY OBJ:
AMOUNT: .00 RVS: DISCOUNT: .00 FO: PDT:
CI: PROP #: 1099: INV-NO: DT:
VEND/MC: DESC:
NAME: CONT NO:
CITY: ST: ZIP: RTI:
PMT-NO: DT: AP NO: FUND: AGY GL:
GRANT NO/PH: SUB GRANTEE: PROJ NO/PH:
MPCD: AGY CD-1: 2: 3: CASH FUND:
G38-TRANSFER: PMT TYPE: INT TM: 0.000 BANK:
DISC-DT: TM: PEN-DT: TM: PEN AMT: .00
LAST PROC - DT: TIME: ORIG SEQ NO: APPROVAL DT:
Z08 RECORD NOT FOUND - END OF FILE
F1-HELP F2-85 F3-PRIOR INQ F4-PRIOR F5-NEXT F7-86 F9-INT ENTER-INQ
```

5- Suspense Accounts:

Types of Balanced Transactions:

1. Quasi-external transfers
2. Reimbursement transfers
3. Operating transfers
4. Correcting entries
5. **Suspense (treasury) account entries**

Suspense Accounts:

The following general ledger accounts apply to Suspense accounts:

- 0075 Cash on Deposit - Suspense Acct at Treas
- 0504 Accounts Receivable - Suspense Accounts
- 3102 Revenue Control - Suspense
- 3502 Expenditure Control - Suspense
- 3152 Operating Transfers In Control - Suspense
- 3552 g Transfers Out Control – Suspense

These accounts are used for balanced transfers that deal with treasury (aka suspense) accounts from an agency (aka receipted) account:

- 2904 Non-SFMS Clearing Offset
- 2954 Non-SFMS Clearing Account

**List of t-codes in Desk Manual, Trea.5
Suspense Account Transactions in RSTARS**

Statewide Financial Management Services



Accounting training

- [R*STARS training courses](#)
- [ADPICS training courses](#)
- [Training](#)
- [Vendor training](#)
- [User group](#)




Accounting services

- [ACH - vendor/direct deposit](#)
- [SFMS contacts](#)
- [SPOTS cards](#)
- [Interfaces](#)



Accounting forms & publications

- [R*STARS training manual](#)
- [Data entry guide](#)
- [Desk manual](#)
- [Transaction codes](#) 
- [Report guide](#)
- [SFMS terms](#)
- [Forms and guidance](#)



Datamart

- [Datamart home](#)
- [Training](#)
- [SFMA tables](#)
- [OSPA tables](#)
- [User maintenance site](#)
- [Datamart calendars](#)

SFMS desk manual

- [ACH - VENDOR/DIRECT DEPOSIT](#)
- [AGENCY ANALYST CONTACT](#)
- [DATAMART](#)
- [NEWS LISTS](#)
- [R*STARS AND ADPICS COURSES](#)
- [R*STARS DATA ENTRY GUIDE](#)
- [R*STARS REPORT GUIDE](#)
- [R*STARS TRAINING MANUAL](#)
- ▶ SFMS DESK MANUAL**
- [SFMS FORMS](#)
- [SFMS TERMS](#)
- [SFMS USER GROUP](#)
- [SPOTS - STATE PURCHASE CARD](#)
- [TRAINING - MISCELLANEOUS](#)
- [ACCOUNTING SYSTEM HOME](#)

Desk manual by category and chapter

Category	Chapter	Chapter title
Profiles	prof.1	R*STARS vendor profile
Profiles	prof.2	Creation of new year profiles
Profiles	prof.4	Garnishments, levies, and other contractual or legal conveyance of monies
Profiles	prof.5	Establishing state employee vendor profiles with specific PDT's
Profiles	prof.8	ADPICS vendor profile
Payment	paym.1	Other vendor types
Payment	paym.2	Issuing survivor/estate payments on behalf of deceased employees
Payment	paym.3	Direct deposit for R*STARS vendors
Other	othe.1	Error correction
Other	othe.2	Who to call when you need help
Other	othe.3	R*STARS - 2018 calendar closing schedule
Other	othe.5	Matching inquiry screens with system tables
Other	othe.7	Items that may lead to a class mismatch
Other	othe.8	Screen 105 changes
Other	othe.9	Drill down procedures
General fund	gene.3	General fund \$ returned to agency after biennium close
Revenue	reve.1	General fund revenue deposits in SFMA
Revenue	reve.2	Document supported general ledger accounts
Treasury	trea.1	Deposit reconciliation
Treasury	trea.2	Reclassification through deposit reconciliation
Treasury	trea.4	Investment transactions
Treasury	trea.5	Suspense account transactions in R*STARS
Central processing	cent.2	Use of interface indicators for cash reconciliation reports
Central processing	cent.4	SFMA transfer transactions
Central processing	cent.5	DAFM351 general ledger close
Central processing	cent.7	DAFM353/356 fiscal year end rollover

Suspense Account Transactions in RSTARS

Cannot be reversed (in many cases)

R*STARS Transaction Codes That Involve Treasury (aka suspense) account Activity* (Titles are as defined on the 28A Transaction Code Decision Profile.)

Tcode	Suspense Account Transactions
405	Record Susp Acct Reimb From Recptd Acct
414	Record Susp Acct Reimb From Recptd Acct
418	Reimburse Susp Acct From Recptd Acct
420	Record Susp Acct Receipt From Recptd Acct
439	Record Susp Acct Reimb From Recptd Acct
686	Tr Gf Cash To Ous Susp For Adv Das Only
594	Ar Sps-Cum Agy Fnd-Trst Fd Pay W/Auto Rv
693	Recpt Of Pmt To Susp Ac/Btw Agys/Pre Enc
695	Receipt Of Pmt To A Susp Acct/Betw Agy'S
697	Rec Susp Acct Reimb Fr Recptd Acct G38
715	Receipt Of Pmt To A Susp Acct/Betw Agy'S
745	Record Cash Payment - Odot Only
747	Record Cash Payment - Odot Only
755	Record Cash Received-Suspense Account
763	Receipt Of Cash To A Susp Acct/Betw Agys
766	Record Suspense Account Revenue
767	Record Suspense Account Expenditures
768	Record Cash In Susp Acct-Gl Transaction
769	Estab Unbilled A/R - Suspense Accounts
770	Liquidate Unbilled A/R - Suspense Acct
771	Record Accts Payable In Suspense Account
772	Liquidate Accts Payable In Suspense Acct
773	Receipt Of Deposit Liability-Susp Acct
774	Apply Dep Liab To Revenue In Susp Acct
775	Record Suspense Account Transfer Out
776	Record Suspense Account Transfer In
777	Rec Pmt By Non Sfms Agy For Payrol Recv
778	Adjust Non-Sfms Clearing Account
789	Allowance For Uncollectible-Susp
810	Afs Move Unident Receipt Into Susp Acct
851	A/R For Payroll Fund By Agency
856	Pmt To Sfms Agy For Payroll Negative A/R
858	Recognize Pmt By Sfms Agy For Payrol Rec
883	Csd Suspense Trust Account Cash
884	Csd Redemption-Suspense Account
886	Csd Suspense Trust Payment

Revised 4/16/24

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Example 5: Multiple t-codes may be used:


Agency **A** wants their receipted fund to reimburse Agency **B**'s suspense fund.

Agency **A** send the amount to agency **B** Fund in receipted account, not the suspense account.

- AGY A/Fund A Receipted
- AGY B/Fund B Receipted
- AGY B/Fund C Suspense

1- T-codes contain "Sus" :

We have 45 T-codes



Tcode	Tcode Title	Full description	Status Code	GI Acct Dr1	GI Acct Dr Cr Ind6	GI Acct Cr1	GI Acct Dr Cr Ind	GI Acct Dr2	GI Acct Dr Cr Ind6	GI Acct Cr2	GI Acct Dr Cr Ind2	GI Acct Dr3	GI Acct Dr Cr Ind7	GI Acct Cr3	GI Acct Dr Cr Ind8	GI Acct Dr4	GI Acct Dr Cr Ind8	GI Acct Cr4
368	Dhs Suspense Check Adjustment	Used For Entering Corrections Of DA		1013	C	1111	D											
404	Reimburs Suspense Acct From Recptd Acct	Reimburse Suspense Acct For Exp A	A	3500	D	0070	D											
405	Record Susp Acct Reimb From Recptd Acct	Record A Suspense Acct Reimb Frc A	A	2954	D	2904	C											
413	Reimb Suspense Acct From Dep Liab-Recptd	To Reimburse A Suspense Account A	A	1550	C	0070	D											
414	Record Susp Acct Reimb From Recptd Acct	Record A Suspense Account Reimt A	A	2954	D	2904	C											
418	Reimburse Susp Acct From Recptd Acct	Record A Suspense Account Reimt A	A	2954	D	2904	C											
419	Record Transfer Out To Suspense Account	To Record A Transfer Out Of A Rec A	A	3550	D	0070	D											
420	Record Susp Acct Receipt From Rcptd Acct	Record A Suspense Account Receip A	A	2954	D	2904	C											
438	Reimb Susp Acct From Recp'T/Prev Encumb.	To Reimburse A Suspense Acct For A	A	3500	D	0070	D								3011	C	2735	D
439	Record Susp Acct Reimb From Recptd Acct	Record A Suspense Account Reimt A	A	2954	D	2904	C											
614	Load Cash Balance For Suspense Account	To Load Cash Beginning Balance Fcl		0075	D	2951	C											
630	Load Suspense Account Transfer Out	To Record Transfer Out Of A Suspe I		3552	D	2951	C											
631	Load Suspense Account Transfer In	To Record Transfer In To A Suspen I		2951	C	3152	C											
685	Tr To Ous To Adv Susp For Gf Exp Das Onl	Tsfr Cash To Ous & Record As A No A	A	3550	D	0070	D											
686	Tr Gf Cash To Ous Susp For Adv Das Only	To Record An Increase To Cash For A	A	2954	D	2904	C											
692	Pay Susp Ac Frm Recp Ac Btwn Agn/Pre Enc	Record Encumb Exp Pymnt In Recp A	A	3500	D	0070	D								3011	C	2735	D
693	Recpt Of Pmt To Susp Ac/Btw Agys/Pre Enc	Record Recpt Of Monies To Susper A	A	2954	D	2904	C											
694	Rev Ref To Susp From Rect'D Acct/Btw Agy	Record Revenue Refund Pymnt Or A	A	3100	C	0070	D											
695	Receipt Of Pmt To A Susp Acct/Betw Agy'S	Record Receipt Of Monies To Susp A	A	2954	D	2904	C											
696	Reimburs Susp Acct From Recpted Acct G38	Reimburse Suspense Acct For Exp A	A	3500	D	0070	D											
697	Rec Suspense Acct From Recptd Acct G38	Record A Suspense Acct Reimb Frc A	A	2954	D	2904	C											
714	Pmt To Susp From Recpted Acct/Betw Agy'S	Record Exp Payment On Receiptec A	A	3500	D	0070	D											
715	Receipt Of Pmt To A Susp Acct/Betw Agy'S	Record Receipt Of Monies To A Sus A	A	2954	D	2904	C											

Revised 4/16/24

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2- Look at "700" series because that is typically between agencies.

We have almost 16 T-Codes.


Tcode	Tcode Title	Full description	Status Code	GI Acct Dr1	GI Acct Dr Cr Ind5	GI Acct Cr1	GI Acct Dr Cr Ind	GI Acct Dr2	GI Acct Dr Cr Ind6	GI Acct Cr2	GI Acct Dr Cr Ind2	GI Acct Dr3	GI Acct Dr Cr Ind7	GI Acct Cr3	GI Acct Dr Cr IndB	GI Acct Dr4	GI Acct Dr Cr Ind8	GI Acct Cr4
714	Pmt To Susp From Recpted Acct/Betw Agy'S	Record Exp Payment On Receiptec A		3500	D	0070	D											
715	Receipt Of Pmt To A Susp Acct/Betw Agy'S	Record Receipt Of Monies To A Su:A		2954	D	2904	C											
755	Record Cash Received-Suspense Account	To Record Receipt Of Monies To A A		2954	D	2904	C											
763	Receipt Of Cash To A Susp Acct/Betw Agys	Record Receipt Of Monies To A Su:A		2954	D	2904	C											
766	Record Suspense Account Revenue	To Record Revenue For Suspense J A		0075	D	3102	C											
767	Record Suspense Account Expenditures	To Record Summary Level Expendi A		3502	D	0075	D											
768	Record Cash In Susp Acct-GI Transaction	To Record Cash In A Suspense Accc A		0075	D													
769	Estab Unbilled A/R - Suspense Accounts	Establish Unbilled A/R & Accrue R€ A		0504	D	3102	C											
770	Liquidate Unbilled A/R - Suspense Acct	To Liquidate A/R In Suspense Acco A		0075	D	0504	D											
771	Record Accts Payable In Suspense Account	To Record Accounts Payable In Sus A		3502	D	1215	C											
772	Liquidate Accts Payable In Suspense Acct	To Liquidate Accounts Payable In S A		1215	C	0075	D											
773	Receipt Of Deposit Liability-Susp Acct	Record The Receipt Of A Deposit L A		0075	D	1551	C											
774	Apply Dep Liab To Revenue In Susp Acct	To Apply Deposit Liability To Reve A		1551	C	3102	C											
775	Record Suspense Account Transfer Out	To Record Transfer Out Of A Suspe A		3552	D	0075	D											
776	Record Suspense Account Transfer In	To Record Transfer-In To A Suspen A		0075	D	3152	C											
789	Allowance For Uncollectible-Susp	Establish Allowance For Uncollecti A		3102	C	0411	C											

3- Eliminate **GL 2735** (Encumbrance Control) if agency did not set up an encumbrance.

We don't have any.

4-Eliminate A/R if the receiving agency did not set up a receivable in their suspense account.

We get to 14 T-Codes



Tcode	Tcode Title	Full description	Status Code	GI Acct Dr1	GI Acct Dr Cr Ind5	GI Acct Cr1	GI Acct Dr Cr Ind	GI Acct Dr2	GI Acct Dr Cr Ind6	GI Acct Cr2	GI Acct Dr Cr Ind2	GI Acct Dr3	GI Acct Dr Cr Ind7	GI Acct Cr3	GI Acct Dr Cr Ind8	GI Acct Dr4	GI Acct Dr Cr Ind8	GI Acct Cr4
714	Pmt To Susp From Recpted Acct/Betw Agy'S	Record Exp Payment On Receiptec A		3500	D	0070	D											
715	Receipt Of Pmt To A Susp Acct/Betw Agy'S	Record Receipt Of Monies To A Su: A		2954	D	2904	C											
755	Record Cash Received-Suspense Account	To Record Receipt Of Monies To A A		2954	D	2904	C											
763	Receipt Of Cash To A Susp Acct/Betw Agys	Record Receipt Of Monies To A Su: A		2954	D	2904	C											
766	Record Suspense Account Revenue	To Record Revenue For Suspense / A		0075	D	3102	C											
767	Record Suspense Account Expenditures	To Record Summary Level Expendi A		3502	D	0075	D											
768	Record Cash In Susp Acct-GI Transaction	To Record Cash In A Suspense Acct A		0075	D													
771	Record Accts Payable In Suspense Account	To Record Accounts Payable In Sus A		3502	D	1215	C											
772	Liquidate Accts Payable In Suspense Acct	To Liquidate Accounts Payable In SA		1215	C	0075	D											
773	Receipt Of Deposit Liability-Susp Acct	Record The Receipt Of A Deposit L A		0075	D	1551	C											
774	Apply Dep Liab To Revenue In Susp Acct	To Apply Deposit Liability To Reve A		1551	C	3102	C											
775	Record Suspense Account Transfer Out	To Record Transfer Out Of A Suspe A		3552	D	0075	D											
776	Record Suspense Account Transfer In	To Record Transfer-In To A Suspen A		0075	D	3152	C											
789	Allowance For Uncollectible-Susp	Establish Allowance For Uncollecti A		3102	C	0411	C											

5- The pair should contain general ledger accounts that affect suspense accounts (or description stating it is for suspense accounts).

Companion T-codes affects GL account (2954)

Tcode	Tcode Title	Full description	Status Code	GL Acct Dr1	GL Acct Cr Ind5	GL Acct Cr1	GL Acct Dr Cr Ind
714	Pmt To Susp From Recpted Acct/Betw Agy'S	Record Exp Payment On Receiptec A	A	3500	D	0070	D
715	Receipt Of Pmt To A Susp Acct/Betw Agy'S	Record Receipt Of Monies To A Su A	A	2954	D	2904	C
755	Record Cash Received-Suspense Account	To Record Receipt Of Monies To A A	A	2954	D	2904	C
763	Receipt Of Cash To A Susp Acct/Betw Agys	Record Receipt Of Monies To A Su: A	A	2954	D	2904	C
766	Record Suspense Account Revenue	To Record Revenue For Suspense J A	A	0075	D	3102	C
767	Record Suspense Account Expenditures	To Record Summary Level Expendi A	A	3502	D	0075	D
768	Record Cash In Susp Acct-GL Transaction	To Record Cash In A Suspense Accc A	A	0075	D		
771	Record Accts Payable In Suspense Account	To Record Accounts Payable In Sus A	A	3502	D	1215	C
772	Liquidate Accts Payable In Suspense Acct	To Liquidate Accounts Payable In SA	A	1215	C	0075	D
773	Receipt Of Deposit Liability-Susp Acct	Record The Receipt Of A Deposit L A	A	0075	D	1551	C
774	Apply Dep Liab To Revenue In Susp Acct	To Apply Deposit Liability To Reve A	A	1551	C	3102	C
775	Record Suspense Account Transfer Out	To Record Transfer Out Of A Suspe A	A	3552	D	0075	D
776	Record Suspense Account Transfer In	To Record Transfer-In To A Suspen A	A	0075	D	3152	C
789	Allowance For Uncollectible-Susp	Establish Allowance For Uncollecti A	A	3102	C	0411	C

Sending to suspense account:

```
S28A UC: 10 STATE OF OREGON
LINK TO: _____ TRANSACTION CODE DECISION PROFILE PROD

TRAN CODE: 714 TITLE: PMT TO SUSP FROM RECPTD ACCT/BETW AGY'S
GENERAL LEDGER DR-1: 3500 CR-1: 0070 DR-2: _____ CR-2: _____
POSTING DR-3: _____ CR-3: _____ DR-4: _____ CR-4: _____
TRANS DOCB _ DUDT _ SVDT _ CDOC I RDOC _ MOD N AGCY R IDX _ PCA _ COBJ R
EDIT AOBJ _ RVRS _ PDT N CI N 1099 _ WARR N INVC _ VNUM I VNAM R VADD R
INDS: DMETH N APN# R FUND R GLA N AGL N GRNT _ SUBG _ PROJ _ MULT _ G38# N
POST SEQ: 3 REG NO: 5 WW IND: 0 D/I: D WAR CANCL TC: _____ PYTC: _____ FUTMY: Y
GEN- TC: _____ DT: _____ ACCR TC: _____ TR TC: _____ INTERFACE IND: 1 T _____
PAY LIQ TC: _____ PAY RED TC: _____ CUM POST IND: Y BAL TC: 715 A/S DOC AMT: _
```

Note: the companion cannot use GL 0070 because GL 0070 is only for receipted accounts.

- Companion T-code for the suspense account

```
S28A UC: 10 STATE OF OREGON
LINK TO: _____ TRANSACTION CODE DECISION PROFILE PROD

TRAN CODE: 715 TITLE: RECEIPT OF PMT TO A SUSP ACCT/BETW AGY'S
GENERAL LEDGER DR-1: 2954 CR-1: 2904 DR-2: _____ CR-2: _____
POSTING DR-3: _____ CR-3: _____ DR-4: _____ CR-4: _____
TRANS DOCB _ DUDT _ SVDT _ CDOC I RDOC _ MOD N AGCY R IDX _ PCA _ COBJ N
EDIT AOBJ N RVRS N PDT N CI N 1099 N WARR N INVC _ VNUM _ VNAM _ VADD _
INDS: DMETH N APN# N FUND R GLA N AGL N GRNT N SUBG N PROJ N MULT _ G38# N
POST SEQ: 3 REG NO: 5 WW IND: 0 D/I: D WAR CANCL TC: _____ PYTC: _____ FUTMY: Y
GEN- SFMS TC Training DT: _____ ACCR TC: _____ TR TC: _____ INTERFACE IND: 1 S _____ 187
PAY LIQ TC: _____ PAY RED TC: _____ CUM POST IND: Y BAL TC: 714 A/S DOC AMT: +
```

Agency A makes the entry:

Agency A Sending Agency FUND A	GL 0070 CASH		GL 3500 Expenditure		
	Tcode	DR	CR	DR	CR
	1. 714		100.58	100.58	

Agency B Receiving Agency FUND B	GL 0070 CASH		GL 3500 CASH		GL 2904 non SFMS CLEARING OFFSET		GL 2954 non SFMS CLEARING ACCOUNT		
	Tcode	DR	CR	DR	CR	DR	CR	DR	CR
	2. 715					100.58	100.58		

But used General Fund 0401 account instead of Suspense Account

Agency B sees the transaction after it clears the 530 screen:

- ◇ Can the agency B do a TC715R to reverse Fund B and TC715 to use suspense Fund C?
 - ◇ No according to the 28A screen.

```
S28A UC: 10 STATE OF OREGON
LINK TO: _____ TRANSACTION CODE DECISION PROFILE PROD

TRAN CODE: 715 TITLE: RECEIPT OF PMT TO A SUSP ACCT/BETW AGY'S
GENERAL LEDGER DR-1: 2904 CR-1: 2904 DR-2: _____ CR-2: _____
POSTING DR-3: _____ CR-3: _____ DR-4: _____ CR-4: _____
TRANS DOCD _ DUDT _ SVDT _ CDOC I RDOC _ MOD N AGCY R IDX _ PCA _ COBJ N
EDIT AOBJ N RVRS N PDT N CI N 1099 N WARR N INVC _ VNUM _ VNAM _ VADD _
INDS: DMETH N APN# N FUND R GLA N AGL N GRNT N SUBG N PROJ N MULT _ G38# N
POST SEQ: 3 REG NO: 5 WW IND: 0 D/I: D WAR CANCL TC: _____ PYTC: _____ FUTMY: Y
GEN- TC: _____ DT: _____ ACCR TC: _____ TR TC: _____ INTERFACE IND: 1 S _ _ _ _ _
PAY LIQ TC: _____ PAY RED TC: _____ CUM POST IND: Y BAL TC: 714 A/S DOC AMT: +
```

Additional information

- ◇ However, SFMS temporarily allows a reversal of TC405 or TC715 only when a receipted account is inadvertently entered on the suspense side.
 - ◇ This will allow the cash to move at treasury to the appropriate suspense account.
- ◇ (Incorrect Suspense fund need to change to correct suspense)
 - ◇ If a suspense account had been entered on TC405 or TC715, but it was just the wrong one, the agency cannot reverse. Instead, the agency has to request a treasury transfer between suspense funds and record the transfer in their books using the t-codes in the Desk Manual, Suspense Account Transactions in R*STARS.

If it was receipted account SFMS team can help.

We lift the restriction to let the reverse transaction go through.

Please note that SFMS has several steps that must be completed before we temporarily modify a TC to allow reversal.

Please work with your SFMS analyst if you need assistance.

Agency B Receiving Agency FUND B	GL 0070 CASH		GL 3500 CASH		GL 2904 non SFMS CLEARING OFFSET		GL 2954 non SFMS CLEARING ACCOUNT	
	DR	CR	DR	CR	DR	CR	DR	CR
2. 715						100.58	100.58	
3. 715R					100.58			100.58

Here is a cheat sheet of common correcting balanced transfers.

Balanced Transfer T-codes Matrix (between Receipted Accounts)

(Note: This is a sample only. See the 28A screen for all available t-codes and requirements.)

Balanced Transfer between coding elements within the Agency (400 series T-codes)

Coding element correction (Fund, PCA, Grant, Project, Comp Obj, etc.)

Transaction originally posted as:	Original GL	Desired GL	BT T-codes
Cash Expenditures -only correcting coding element, GLs are correct	3500	3500	TC 415/416
- originally credited as Reduction of Expense change to Revenue	3500	3100	TC 409/410
- originally debited as Expenditure change to Reduction of Revenue	3500	3100	TC 409R/410R
- originally credited as Reduction of Expense change to Transfer In	3500 encumber	3150	TC 411/412
- originally debited as Expenditure change to Reduction of Transfer In	3500 encumber	3150	TC 411R/412R
Cash Revenues -only correcting coding element, GLs are correct	3100	3100	TC 407/408
- originally credited as Revenue change to Reduction of Expense	3100	3500	TC 409R/410R
- originally debited as Reduction of Revenue change to Expense	3100	3500	TC 409/410
- originally credited as Revenue change to Deposit Liability-Doc supp	3100	1550	TC 398R/399R
- originally debited as Reduction of Revenue change to Reduction of Deposit Liability-Doc supp	3100	1550	TC 398/399
- originally credited as Revenue change to Deposit Liability- no Doc supp	3100	1551	TC 421R/422R
- originally debited as Reduction of Revenue change to Reduction of Deposit Liability-no Doc supp	3100	1551	TC 421/422
Deposit Liability-Doc Support -only correcting coding element, GLs are correct	1550	1550	TC 430/431
- originally credited as Deposit Liability-Doc support change to Revenue	1550	3100	TC 398/399
- originally debited as Deposit Liability-Doc support change to Reduction of Revenue	1550	3100	TC 398R/399R
Deposit Liability-No Doc Support -only correcting coding element, GLs are correct	1551	1551	TC 432/433
- originally credited as Deposit Liability-no doc support change to Revenue	1551	3100	TC 421/422
- originally debited as Deposit Liability-no doc support change to Reduction of Revenue	1551	3100	TC 421R/422R
Deferred Revenue- Doc Support -only correcting coding element, GLs are correct	1604	1604	TC 443/444
Transfers-In -only correcting coding element, GLs are correct	3150	3150	TC 423/424
- originally credited as Transfer In change to Reduction of Expense	3150	3500 encumbered	TC 411R/412R
- originally debited as Reduction of Transfer In change to Expense	3150	3500 encumbered	TC 411/412
- originally debited as Reduction of Transfer In change to Transfer Out	3150	3550	TC 400/401
- originally credited as Transfer In change to Reduction of Transfer Out	3150	3550	TC 400R/401R
Transfers-Out -only correcting coding element, GLs are correct	3550	3550	TC 425/426
- originally credited as Reduction of Transfer Out change to Transfer In	3550	3150	TC 400/401
- originally debited as Transfer Out change to Reduction of Transfer In	3550	3150	TC 400R/401R
Unreimbursed Advances -only correcting coding element, GLs are correct	0573	0573	TC 434/435
Undistributed/Unidentified Receipt -only correcting coding element, GLs are correct	0060	0060	TC 496/497
Accounts Receivable -only correcting coding element, GLs are correct	0543	0543	TC 450/451
-only correcting coding element, GLs are correct	0501	0501	TC 464/465

Pre-Encumbrances & Encumbrances

The Expenditure Cycle

Pre-encumbrances	Encumbrances	Accounts Payable	Disbursements	Redemption
<ul style="list-style-type: none"> • Optional • Normally larger purchases outstanding for a long period of time • Liquidated by Encumbrance document 	<ul style="list-style-type: none"> • More formal commitments to make purchase • May be for an estimated cost vs actual • Liquidated by Accounts Payable document 	<ul style="list-style-type: none"> • Recognize expenditures and the related liability • Normally entered when goods or services have been received • Liquidated by Disbursement 	<ul style="list-style-type: none"> • Normally made through warrants or direct deposits • The actual payment to vendors • Payments made based on due dates 	<ul style="list-style-type: none"> • Payee negotiates warrant or direct deposit is finalized • Closes the cycle

Toolbox Revisit

- ◉ General Ledger (GL) accounts:
 - OAM 60.10.00
 - RSTARS D31 Screen
- ◉ Comptroller Object (COBJ):
 - OAM 60.30.00
 - OAM 60.20.00
- ◉ 28A & 28B Screens:
 - RSTARS
 - OBIEE Query
- ◉ Transaction Code spreadsheet on SFMS website
- ◉ DAFQA010 Profile Report

Also look at OAM 05.35.00.PR

Numerical Ranges

.108 Transaction codes are grouped by type of transaction. Determining the appropriate range can narrow the search for a particular transaction code.

001-080	Budgetary Transactions
101-199	Revenue, Receipt, and Receivable Transactions
200-299	Pre-encumbrances, Encumbrances, Expenditures, and Disbursements
301-395	System Generated Transactions
398-399	Deposit Liability Reclassification Transactions
400-599	Journal Vouchers (Including Capital Assets)
601-683	SFMA Maintenance Transactions
685-691, 779-795, 996-998	Specialty T-Codes (Central and Agency Specific)
692-697	Balanced Transactions Between Agencies
700-705	Treasury Interface Entries
706-743, 748-765, 866-874	Interagency Transactions
744-747, 800-845, 881-895	Agency Specific Transactions
766-778	Suspense Account Transactions
850-863	Payroll/Mass Transit Transactions
900-949	Fiscal Year End Transactions
950-960	ADPICS Interface Transactions
961-995	Automatic Reversal Transactions

OAM 60.10.00 does not include budgetary accounts or accounts that roll up to default GAAP account classes.

T-codes for Encumbrances & Pre-Encumbrances

- OAM 05.35.00.PR

200-299 Pre-encumbrances, Encumbrances, Expenditures, and Disbursements

- OAM 60.10.00 only includes GLs for Encumbrance Control because 2736 Pre-encumbrance Control rolls up to GL GAAP Account Class 270 Budgetary Fund Balance.
- Select the By Function tab of the T-code spreadsheet, filter Status Code to A, for active, and filter the Function to 3-Pre-Encumbrances, Encumbrances, Expenditures.

ONLY 41 T-CODES TO CHOOSE FROM!

1	Function	Status Code	Tcode	Tcode Title	Full description	Gl Acct Dr1	Gl Acct Title5	Gl Acct Dr	Gl Acct Cr1	Gl Acct Title	Gl Acct Dr2	Gl Acct Dr2	Gl Acct Title6
139	3-Pre-Encumbrances, Encumbrances, Expenditures	A	227	Disbursement Of	SET UP VOUCHER	0250	INVESTM D			1211	VOUCHER C		
140	3-Pre-Encumbrances, Encumbrances, Expenditures	A	229	Liquidate Unreim	LIQUIDATE UN	2951	SYSTEM C C			0573	UNREIMBUD		
141	3-Pre-Encumbrances, Encumbrances, Expenditures	A	230	Expense Of Unre	TO EXPENSE A	3500	EXPENDID			2951	SYSTEM C I C		
142	3-Pre-Encumbrances, Encumbrances, Expenditures	A	235	Return Unidentifie	SET UP VOUCHER	0060	UNDISTR C			1211	VOUCHER C		
143	3-Pre-Encumbrances, Encumbrances, Expenditures	A	237	Subgrantee-Total	TO ESTABLISH	2918	SUBGRAND			2713	BUDGET C C		
144	3-Pre-Encumbrances, Encumbrances, Expenditures	A	239	Subgrantee Reimb	ISSUE WRNT FO	3501	EXPENDID			1211	VOUCHER C	2709	REIMBURSABL
145	3-Pre-Encumbrances, Encumbrances, Expenditures	A	243	Subgrantee-Nonre	TO RECORD ME	2708	EXPENDID			2919	GRANT EX C		
146	3-Pre-Encumbrances, Encumbrances, Expenditures	A	246	Subgrantee Reimb	CORRECT REIM	2714	REIMBUR C			2918	SUBGRAN D		
147	3-Pre-Encumbrances, Encumbrances, Expenditures	A	250	Reimbursable Gra	TO ESTABLISH	2709	REIMBUR D			2919	GRANT EX C		
148	3-Pre-Encumbrances, Encumbrances, Expenditures	A	251	Reimb Grant Exp	TO ISSUE A WA	3501	EXPENDID			1211	VOUCHER C	2919	GRANT EXPEN
149	3-Pre-Encumbrances, Encumbrances, Expenditures	A	252	Reimbursable Gra	TO ESTABLISH	2709	REIMBUR D			2919	GRANT EX C		

Example #1: Establish an Encumbrance

- Situation: Your agency has signed a contract committing the agency to a \$100,000 consulting fee which the agency wants to encumber.

- Process:

- > OAM 05.35.00.PR

200-299 Pre-encumbrances, Encumbrances, Expenditures, and Disbursements

- > Filter T-code spreadsheet by function and filter by GL. What GL?

Function	Stat	Tco	Tcode Title	Full description	Gl Acct Dr1	Gl Acct Title5
	tus	de				
	Co					
	de					
3-Pre-Encumbrances, Encumbrances, Expenditure:	A	200	Establish A Pre-Encumbr	TO ESTABLISH A P	2736	PRE-ENCUMBRANCE CONT
3-Pre-Encumbrances, Encumbrances, Expenditure:	A	201	Adjust Pre-Encumbrance-	TO ADJUST A PRE	2736	PRE-ENCUMBRANCE CONT
3-Pre-Encumbrances, Encumbrances, Expenditure:	A	202	Cancel Pre-Encumbrance	TO CANCEL A PRE	2951	SYSTEM CLEARING GENER
3-Pre-Encumbrances, Encumbrances, Expenditure:	A	203	Encumbrance Not Pre-E	TO ESTABLISH AN	2735	ENCUMBRANCE CONTROL
3-Pre-Encumbrances, Encumbrances, Expenditure:	A	204	Encumbrance Pre-Encum	ESTABLISH ENCU	2735	ENCUMBRANCE CONTROL
3-Pre-Encumbrances, Encumbrances, Expenditure:	A	205	Adjust Existing Encumb-	TO ADJUST AN EN	2735	ENCUMBRANCE CONTROL
3-Pre-Encumbrances, Encumbrances, Expenditure:	A	206	Cancel Encumbrance (Nc	CANX ENCUMB E	2951	SYSTEM CLEARING GENER
3-Pre-Encumbrances, Encumbrances, Expenditure:	A	212	Encumbrance - Add Sfx	ADD ENCUMB & I	2735	ENCUMBRANCE CONTROL

Example #1: Establish an Encumbrance cont.

- What T-code?

Sta	Tco	Tcode Title	Full description	G1 Acct Dr1	G1 Acct Title5
A	203	Encumbrance Not Pre-Encumb(Non-Adpics)	TO ESTABLISH AN EN	2735	ENCUMBRANCE CONTROL
A	204	Encumbrance Pre-Encumbered (Non-Adpics)	ESTABLISH ENCUMBR	2735	ENCUMBRANCE CONTROL
A	205	Adjust Existing Encumb-(Non-Adpics)	TO ADJUST AN ENCUM	2735	ENCUMBRANCE CONTROL
A	212	Encumbrance - Add Sfx To Document	ADD ENCUMB & NEW	2735	ENCUMBRANCE CONTROL

- Choice depends on if it was Pre-encumbered.

S28A UC: 10 STATE OF OREGON 09/12/22 02:17 PM
 LINK TO: _____ TRANSACTION CODE DECISION PROFILE PROD

TRAN CODE: 203 TITLE: ENCUMBRANCE NOT PRE-ENCUMB(NON-ADPICS)
 GENERAL LEDGER DR-1: 2735 CR-1: 3011 DR-2: _____ CR-2: _____
 POSTING DR-3: _____ CR-3: _____ DR-4: _____ CR-4: _____

S28A UC: 10 STATE OF OREGON 09/12/22 02:19 PM
 LINK TO: _____ TRANSACTION CODE DECISION PROFILE PROD

TRAN CODE: 204 TITLE: ENCUMBRANCE PRE-ENCUMBERED (NON-ADPICS)
 GENERAL LEDGER DR-1: 2735 CR-1: 3011 DR-2: _____ CR-2: _____
 POSTING DR-3: _____ CR-3: _____ DR-4: 3012 CR-4: 2736

Example #2: Adjust an Encumbrance

- Returning to the T-code spreadsheet filtered by Function, by Status=Active and by Dr1 of GL 2735, what T-code?

Sta	Tco	Tcode Title	Full description	Gl Acct Dr1	Gl Acct Title5
A	203	Encumbrance Not Pre-Encumb(Non-Adpics)	TO ESTABLISH AN EN	2735	ENCUMBRANCE CONTROL
A	204	Encumbrance Pre-Encumbered (Non-Adpics)	ESTABLISH ENCUMBR	2735	ENCUMBRANCE CONTROL
A	205	Adjust Existing Encumb-(Non-Adpics)	TO ADJUST AN ENCUM	2735	ENCUMBRANCE CONTROL
A	212	Encumbrance - Add Sfx To Document	ADD ENCUMB & NEW	2735	ENCUMBRANCE CONTROL

- If you chose 205, the 28a screen supports your choice.

```

S28A UC: 10 STATE OF OREGON 09/12/22 02:22 PM
LINK TO: _____ TRANSACTION CODE DECISION PROFILE PROD

TRAN CODE: 205 TITLE: ADJUST EXISTING ENCUMB-(NON-ADPICS)
GENERAL LEDGER DR-1: 2735 CR-1: 3011 DR-2: _____ CR-2: _____
POSTING DR-3: _____ CR-3: _____ DR-4: _____ CR-4: _____
TRANS DOCD _ DUDT _ SVDT _ CDOC I RDOC I MOD N AGCY R IDX _ PCA _ COBJ R
EDIT AOBJ _ RVRS _ PDT N CI N 1099 _ WARR N INVC _ VNUM R VNAM R VADD R
INDS: DMETH N APN# R FUND R GLA N AGL N GRNT _ SUBG _ PROJ _ MULT _ G38# N
    
```


Example #3: Add an Encumbrance Suffix

- Returning to the T-code spreadsheet filtered by Function, by Status=Active and by Dr1 of GL 2735, what T-code?

Sta	Tco	Tcode Title	Full description	Gl Acct Dr1	Gl Acct Title5
A	203	Encumbrance Not Pre-Encumb(Non-Adpics)	TO ESTABLISH AN EN	2735	ENCUMBRANCE CONTROL
A	204	Encumbrance Pre-Encumbered (Non-Adpics)	ESTABLISH ENCUMBR	2735	ENCUMBRANCE CONTROL
A	205	Adjust Existing Encumb-(Non-Adpics)	TO ADJUST AN ENCUM	2735	ENCUMBRANCE CONTROL
A	212	Encumbrance - Add Sfx To Document	ADD ENCUMB & NEW	2735	ENCUMBRANCE CONTROL

- If you chose T-code 212, the 28a screen supports your choice.

```

S28A UC: 10 STATE OF OREGON 09/12/22 02:25 PM
LINK TO: _____ TRANSACTION CODE DECISION PROFILE PROD

TRAN CODE: 212 TITLE: ENCUMBRANCE - ADD SFX TO DOCUMENT
GENERAL LEDGER DR-1: 2735 CR-1: 3011 DR-2: 2951 CR-2: 2951
POSTING DR-3: _____ CR-3: _____ DR-4: _____ CR-4: _____
    
```

Example #4: Cancel an Encumbrance Suffix

- Returning to the T-code spreadsheet filtered by Function, by Status=Active and by GL 2735, what T-code?

Stat	Tco	Tcode Title	Full description	Gl Acct Dr1	Gl Acct Title5
A	203	Encumbrance Not Pre-Encumb(Non-Adpics)	TO ESTABLISH AN EN	2735	ENCUMBRANCE CONTROL
A	204	Encumbrance Pre-Encumbered (Non-Adpics)	ESTABLISH ENCUMBR	2735	ENCUMBRANCE CONTROL
A	205	Adjust Existing Encumb-(Non-Adpics)	TO ADJUST AN ENCUM	2735	ENCUMBRANCE CONTROL
A	212	Encumbrance - Add Sfx To Document	ADD ENCUMB & NEW	2735	ENCUMBRANCE CONTROL

- If we cancel an encumbrance, we need to credit GL2735. Let's switch the GL filter from Dr1 to Cr1.

Tco	Tcode Title	Full description	Gl Acct Dr1	Gl Acct Title5	Gl Acct Cr1
200	Establish A Pre-Encumbrance (Non-Adpics)	TO ESTABLISH A PRE-EN	2735		
201	Adjust Pre-Encumbrance-(Non-Adpics)	TO ADJUST A PRE-ENC	2735		
202	Cancel Pre-Encumbrance (Non-Adpics)	TO CANCEL A PRE-EN	295		
203	Encumbrance Not Pre-Encumb(Non-Adpics)	TO ESTABLISH AN EN	2735		
204	Encumbrance Pre-Encumbered (Non-Adpics)	ESTABLISH ENCUMBR	2735		
205	Adjust Existing Encumb-(Non-Adpics)	TO ADJUST AN ENCUM	2735		
206	Cancel Encumbrance (Non-Adpics)	CANX ENCUMB ESTAI	295		
212	Encumbrance - Add Sfx To Document	ADD ENCUMB & NEW	2735		
213	Accounts Recv-Add Sfx To Document	ADD AN ACCTS RECV			
214	Neg Accounts Recv-Add Sfx To Document	ADD AN ACCTS RECV	310		
217	Voucher Payable-Not Encumbered G38	TO SET UP VOUCHER	350		
219	Transfer Funds To Non Treas Or Non System	TO ISSUE A WARRANT	355		
220	Revenue Refund Payable/Trfr To Comp Unit	ISSUE A WARRANT FO	310		
221	Vouchers Payable-Not Enc-Rti-Type R Only	SET UP VOUCHER PAY	350		
222	Voucher Payable-Not Encumbered	TO SET UP VOUCHER	350		
223	Unreimbursed Advance Not Encumbered	TO ISSUE A WARRANT	057		
225	Voucher Payable - Encumbered	TO ISSUE WARRANT F	350		
226	Voucher Payable - Pre-Encumbered	ISSUE A WARRANT	350		

Sort Smallest to Largest

Sort Largest to Smallest

Sort by Color >

Sheet View >

Clear Filter From "Gl Acct Cr1"

Filter by Color >

Number Filters >

Search

- (Select All)
- 0070
- 0573
- 1120
- 1211
- 2713
- 2714
- 2918

Example #4: Cancel an Encumbrance cont.

- Change the filters to other Cr columns.

Sta	Tco	Tcode	Title	Full description	Gl Acct	Gl Acct Title4
A	206		Cancel Encumbrance (Non-Adpics)	CANX ENCUMB ESTAJ	2735	ENCUMBRANCE C
A	225		Voucher Payable - Encumbered	TO ISSUE WARRANT F	2735	ENCUMBRANCE C

- Is T-code 206 the correct option?

- Confirm with the 28a screen.

```

S28A    UC: 10                STATE OF OREGON                09/12/22 02:40 PM
LINK TO: _____          TRANSACTION CODE DECISION PROFILE                PROD

TRAN CODE: 206  TITLE: CANCEL ENCUMBRANCE (NON-ADPICS)
GENERAL LEDGER  DR-1: 2951 CR-1: 2951 DR-2: _____ CR-2:
POSTING        DR-3: _____ CR-3: _____ DR-4: 3011 CR-4: 2735
    
```

Vouchers Payable

Checks vs Warrants

⦿ Checks

- > Demand drafts written on a **suspense** account.
- > **Due immediately** upon presentment for payment.

⦿ Warrants

- > Promise to pay written on a **receipted** account.
- > **Due only if cash is available** at time of presentment.
- > During a fiscal emergency, the state would not be legally required to immediately redeem a warrant.

Suspense Account vs Receipted Account

- **Suspense Account**

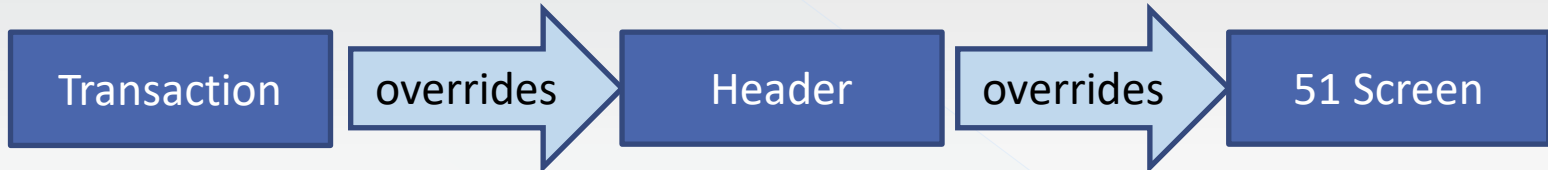
- > **Treasury coordinates** the opening and closing of the account.
- > **Only Treasury tracks** cash details and balance information.

- **Receipted Account**

- > Agencies must have statutory authority to open the account.
- > **DAS coordinates** the opening and closing of the account.
- > **Both Treasury and R*STARS track** transaction details and carry an account balance.

Payment Distribution Types

- PDT selection
 - > Can be entered on the Transaction Entry Screen for individual transactions.
 - > Can be entered on the Batch Header Screen for all transactions in the batch.
 - > Can be allowed to default from the 52 Vendor Profile for each transaction by leaving the PDT field blank on both the Transaction Entry Screen and the Batch Header Screen.



- Frequently used PDTs
 - > MA creates 1 warrant for agy #, vendor and mail code, and same or prior due date, and mails it to the vendor.
 - > RA creates 1 warrant as MA but returns it to the agency.
 - > DA combines voucher payment amounts like MA and RA but makes an ACH deposit for the vendor.

PDT Resources

SD50 UC: 10 STATE OF OREGON 09/30/22 02:07 PM
LINK TO: _____ PAYMENT DISTRIBUTION TYPE PROFILE PROD

PAYMENT DISTRIBUTION TYPE: **RA**
TITLE: RETURN TO AGENCY-COMBINE ALL
PAYMENT METHOD CODE: **W** (D=DIRECT DEPOSIT)
(W=WARRANT/CHECK)
(X=WIRE TRANSFER)
DIRECT MAIL: **N** (Y=MAIL,N=DO NOT MAIL)
SUPPRESS REMITTANCE: **N** (Y=SUPPRESS PRINTING OF REMITTANCE)
(N=PRINT REMITTANCE LINES)

PAYMENT CONSOLIDATION INDS - BATCH AGENCY: **Y** DOCUMENT: **Y** FUND: **Y** (Y=YES N=NO)

TAX OFFSET FLAG: **N** (Y=SUBJECT TO TAX OFFSET)
(N=EXEMPT FROM TAX OFFSET)

STATUS CODE: **A**
EFF START DATE: 09091994 EFF END DATE: _____ LAST PROC DATE: 04241997

S051 UC: 10 STATE OF OREGON 09/30/22 02:09 PM
LINK TO: _____ VENDOR MAIL CODE PROFILE PROD

VENDOR NO: _____
MAIL CODE: _____ NAME: _____
SEARCH NAMES: _____
ADDRESS: _____
CITY: _____ ST: _____ ZIP: _____
COUNTRY: _____ REGION: _____ TAX RATE: _____
UPDATE REASON: _____ OWNERSHIP CODE: _____ LICENSE: _____
VENDOR CONTACT: _____ FAX: _____
TELEPHONE: _____ EXT: _____ ALT VEND NAME: _____ LTR DATE: _____
PDT: _____ EMAIL: _____ PNI: _____
AGY: _____ CONTACT: _____ PHONE: _____
DIR DEP DATE: _____

HOLD REASON CODE: _____ STATUS CODE: **R**
EFF START DATE: 09302022 EFF END DATE: _____ LAST PROC DATE: _____

T-Codes for Vouchers Payable

- OAM 60.10.00

1211 Vouchers Payable Liabilities for goods and services evidenced by approved vouchers.

- OAM 05.35.00.PR

200-299 Pre-encumbrances, Encumbrances, Expenditures, and Disbursements

- T-Code Spreadsheet

Function	Stat Code	Tcode	Title	Full desc	Gl Acct Dr1	Gl Acct Title5	Gl Acct Dr	Gl Acct Cr1	Gl Acct Title
3-Pre-Encumbr: A	217		Voucher Payable-Not Encumbered G38	TO SET	3501	EXPENDITURE CONTROL - D		1211	VOUCHERS PAYABLE
3-Pre-Encumbr: A	219		Transfer Funds To Non Treas Or Non System	TO ISSU	3550	OPERATING TRANSFERS O1D		1211	VOUCHERS PAYABLE
3-Pre-Encumbr: A	220		Revenue Refund Payable/Trfr To Comp Unit	ISSUE A	3101	REVENUE CONTROL - ACCC		1211	VOUCHERS PAYABLE
3-Pre-Encumbr: A	221		Vouchers Payable-Not Enc-Rti-Type R Only	SET UP	3501	EXPENDITURE CONTROL - D		1211	VOUCHERS PAYABLE
3-Pre-Encumbr: A	222		Voucher Payable-Not Encumbered	TO SET	3501	EXPENDITURE CONTROL - D		1211	VOUCHERS PAYABLE
3-Pre-Encumbr: A	223		Unreimbursed Advance Not Encumbered	TO ISSU	0573	UNREIMBURSED ADVANCED		1211	VOUCHERS PAYABLE
3-Pre-Encumbr: A	225		Voucher Payable - Encumbered	TO ISSU	3501	EXPENDITURE CONTROL - D		1211	VOUCHERS PAYABLE
3-Pre-Encumbr: A	226		Voucher Payable - Pre-Encumbered	ISSUE A	3501	EXPENDITURE CONTROL - D		1211	VOUCHERS PAYABLE
3-Pre-Encumbr: A	227		Disbursement Of Investment - Other	SET UP	0250	INVESTMENTS - OTHER D		1211	VOUCHERS PAYABLE
3-Pre-Encumbr: A	235		Return Unidentified Receipt To Depositor	SET UP	0060	UNDISTRIBUTED CASH RECC		1211	VOUCHERS PAYABLE
3-Pre-Encumbr: A	239		Subgrantee Reimb Expend-No Commitment	ISSUE W	3501	EXPENDITURE CONTROL - D		1211	VOUCHERS PAYABLE
3-Pre-Encumbr: A	251		Reimb Grant Expend Commitment Payments	TO ISSU	3501	EXPENDITURE CONTROL - D		1211	VOUCHERS PAYABLE
3-Pre-Encumbr: A	287		Return Dep Liab To Depositor-No Doc Supp	SET UP	1551	DEPOSIT LIABILITY-NON-I C		1211	VOUCHERS PAYABLE
3-Pre-Encumbr: A	288		Vouchers Payable For Trust Fund Payable	SET UP	1575	TRUST FUNDS PAYABLE C		1211	VOUCHERS PAYABLE
3-Pre-Encumbr: A	290		Return Deposit Liability To Depositor	SET UP	1550	DEPOSIT LIABILITY-DOCUM C		1211	VOUCHERS PAYABLE
3-Pre-Encumbr: A	295		Revenue Transfer Out W/Warrant	RECORD	3101	REVENUE CONTROL - ACCC		1211	VOUCHERS PAYABLE

- Remember to also check other GL columns. i.e. DR1 – CR4.

Example #1: Voucher for Encumbrance

- Situation: Your agency has previously encumbered funds for a consulting fee and now needs to make a payment to the vendor.
- Process: Return to the filtered T-code Spreadsheet. (I hid some obviously incorrect T-codes on the following spreadsheet.)

217	Voucher Payable-Not Encumbered G38	TO SET	3501	EXPENDITURE CONTROL - D	1211	VOUCHERS PAYABLE
221	Vouchers Payable-Not Enc-Rti-Type R Only	SET UP	3501	EXPENDITURE CONTROL - D	1211	VOUCHERS PAYABLE
222	Voucher Payable-Not Encumbered	TO SET	3501	EXPENDITURE CONTROL - D	1211	VOUCHERS PAYABLE
225	Voucher Payable - Encumbered	TO ISSU	3501	EXPENDITURE CONTROL - D	1211	VOUCHERS PAYABLE
226	Voucher Payable - Pre-Encumbered	ISSUE A	3501	EXPENDITURE CONTROL - D	1211	VOUCHERS PAYABLE
288	Vouchers Payable For Trust Fund Payable	SET UP	1575	TRUST FUNDS PAYABLE C	1211	VOUCHERS PAYABLE

- Scrolling right is additional information to confirm the choice of 225.

C	D	X	Y	Z	AA	AB
Tcode	Title	Gl Acct Dr4	Gl Acct Title8	Gl Acct Cr4	Gl Acct Cr4	Gl Acct Title4
225	Voucher Payable - Encumbered	3011	FUND BALANCE R/C	2735	ENCUMBRANCE CONTROL-	
226	Voucher Payable - Pre-Encumbered	3012	FUND BALANCE R/C	2736	PRE-ENCUMBRANCE CONTI	

Example #1: Voucher for Encumbrance cont.

- Check the 28a screen.

S28A UC: 10 STATE OF OREGON 09/13/22 10:07 AM
 LINK TO: _____ TRANSACTION CODE DECISION PROFILE PROD
 TRAN CODE: **225** TITLE: **VOUCHER PAYABLE - ENCUMBERED**
 GENERAL LEDGER DR-1: **3501** CR-1: **1211** DR-2: _____ CR-2: _____
 POSTING DR-3: _____ CR-3: _____ DR-4: **3011** CR-4: **2735**

- Here is the entire process through warrant redemption

	TCode	GL 2736 Pre-Encumbrance Control		GL 3012 Fund Bal Res for Pre-Encumb		GL 2735 Encumbrance Control		GL 3011 Fund Bal Res for Encumb		GL 3501 Expend Cntrl Accrued		GL 1211 Vouchers Payable		GL 3500 Expend Cntrl Cash		GL 1011 Payments Outstanding		GL 1111 Pmts Outstdg Offset		GL 0070 Cash		
		DR	CR	DR	CR	DR	CR	DR	CR	DR	CR	DR	CR	DR	CR	DR	CR	DR	CR	DR	CR	
Estab Pre-enc	200	10			10																	
Estab EE	204		10	10		10			10													
Adjust EE	205					50			50													
Add Sfx	212					20			20													
VP	225						80	80	0	80			80									
System Pmt	380										80		80				80		80			80
Pmt Redemp (sys gen)	390															80			80			
BALANCE	TOTAL	0		0		0		0	0		0		0		DR 80		0		0			CR 80

Example #2: Unencumbered Voucher Payable

- OAM 60.10.00

1211	Vouchers Payable	Liabilities for goods and services evidenced by approved vouchers.
------	------------------	--

- OAM 05.35.00.PR

200-299	Pre-encumbrances, Encumbrances, Expenditures, and Disbursements
---------	---

- Return to filtered T-code Spreadsheet.

217	Voucher Payable-Not Encumbered G38	TO SET	3501	EXPENDITURE CONTROL - D	1211	VOUCHERS PAYABLE
221	Vouchers Payable-Not Enc-Rti-Type R Only	SET UP	3501	EXPENDITURE CONTROL - D	1211	VOUCHERS PAYABLE
222	Voucher Payable-Not Encumbered	TO SET	3501	EXPENDITURE CONTROL - D	1211	VOUCHERS PAYABLE
225	Voucher Payable - Encumbered	TO ISSU	3501	EXPENDITURE CONTROL - D	1211	VOUCHERS PAYABLE
226	Voucher Payable - Pre-Encumbered	ISSUE A	3501	EXPENDITURE CONTROL - D	1211	VOUCHERS PAYABLE
288	Vouchers Payable For Trust Fund Payable	SET UP	1575	TRUST FUNDS PAYABLE C	1211	VOUCHERS PAYABLE

- Scrolling right does not show any other GLs used in these T-codes.
- Which one is right?

Example #2: 28a Screen

- Hinges on whether a G38 is required due to interfund or interagency transactions.
- 28a screen for T-code 217.

```

S28A UC: 10 STATE OF OREGON 09/13/22 10:26 AM
LINK TO: _____ TRANSACTION CODE DECISION PROFILE PROD

TRAN CODE: 217 TITLE: VOUCHER PAYABLE-NOT ENCUMBERED G38
GENERAL LEDGER DR-1: 3501 CR-1: 1211 DR-2: _____ CR-2: _____
POSTING DR-3: _____ CR-3: _____ DR-4: _____ CR-4: _____
TRANS DOCD _ DUDT I SVDT _ CDOC I RDOC _ MOD N AGCY R IDX _ PCA _ COBJ R
EDIT AOBJ _ RVRS _ PDT R CI N 1099 R WARR _ INVC _ VNUM I VNAM R VADD R
INDS: DMETH R APN# R FUND R GLA N AGL N GRNT _ SUBG _ PROJ _ MULT _ G38# R
POST SEQ: 3 REG NO: 2 WW IND: 1 D/I: D WAR CANCL TC: 391 PYTC: _____ FUTMY: Y
GEN- TC: _____ DT: _____ ACCR TC: _____ TR TC: _____ INTERFACE IND: - - - - -
PAY LIQ TC: 387 PAY RED TC: 390 CUM POST IND: Y BAL TC: _____ A/S DOC AMT: ±
    
```

- Also look at Payment Liquidating T-code for 217, T-code 387.

```

S28A UC: 10 STATE OF OREGON 09/13/22 10:27 AM
LINK TO: _____ TRANSACTION CODE DECISION PROFILE PROD

TRAN CODE: 387 TITLE: PAYMENT LIQUIDATION EXPENDITURE G38
GENERAL LEDGER DR-1: 1211 CR-1: 0070 DR-2: 3500 CR-2: 3501
POSTING DR-3: 1111 CR-3: 1011 DR-4: _____ CR-4: _____
TRANS DOCD _ DUDT _ SVDT _ CDOC I RDOC _ MOD N AGCY R IDX _ PCA _ COBJ R
EDIT AOBJ _ RVRS _ PDT _ CI N 1099 R WARR _ INVC _ VNUM R VNAM R VADD R
INDS: DMETH _ APN# R FUND R GLA N AGL N GRNT _ SUBG _ PROJ _ MULT _ G38# R
POST SEQ: 3 REG NO: 6 WW IND: 0 D/I: D WAR CANCL TC: _____ PYTC: _____ FUTMY: N
    
```

- For our example, T-code 222 is the best choice.

Example #3: Error Correction 222 - 287

- Situation: Agency used T-code 222 instead of T-code 287.
- Process:
 - > Can we just reverse it and reenter?
 - Not if it has passed the due date and been paid.
 - > What GLs does T-code 287 affect?

```
S28A UC: 10 STATE OF OREGON 09/13/22 11:19 AM
LINK TO: _____ TRANSACTION CODE DECISION PROFILE PROD
TRAN CODE: 287 TITLE: RETURN DEP LIAB TO DEPOSITOR-NO DOC SUPP
GENERAL LEDGER DR-1: 1551 CR-1: 1211 DR-2: _____ CR-2: _____
POSTING DR-3: _____ CR-3: _____ DR-4: _____ CR-4: _____
```

- > What GLs does T-code 222 affect?

```
S28A UC: 10 STATE OF OREGON 09/13/22 11:30 AM
LINK TO: _____ TRANSACTION CODE DECISION PROFILE PROD
TRAN CODE: 222 TITLE: VOUCHER PAYABLE-NOT ENCUMBERED
GENERAL LEDGER DR-1: 3501 CR-1: 1211 DR-2: _____ CR-2: _____
POSTING DR-3: _____ CR-3: _____ DR-4: _____ CR-4: _____
```

- > Do we need to debit 1551 and credit 3501?

Example #3: Error T-Code 222 to 287 Activity

- We need to look at both the incorrect T-code 222 AND the system-generated transactions it created.

Incorr T-code System Pmt Redemption BALANCE	TCode	GL 3501		GL 1211		GL 1551		GL 0070		GL 3500		GL 1011 Payments Outstanding		GL 1111 Pmts Outstdg Offset	
		DR	CR	DR	CR	DR	CR	DR	CR	DR	CR	DR	CR	DR	CR
222		25			25										
380			25	25				25	25			25	25		
390												25			25
TOTAL		0		0		0		Cr 25		Dr 25		0		0	

- The correction needs to result in a debit to 1551 Deposit Liability (from T-code 287) and a credit to 3500. Let's filter the T-code Spreadsheet to debit 1551.

Function	Stat	Tcode	Tcode Title	Full descr	Gl Acct Dr1	Gl Acct Title5	Gl Acct Dr	Gl Acct Cr1	Gl Acct Title	Gl Acct Dr
3-Pre-Encumbr: A		287	Return Dep Liab To Depositor-No Doc Supp	SET UP	1551	DEPOSIT LIABILITY-NON-I C		1211	VOUCHERS PAYABLE	C
4-System-Gener A		383	Warrant Cancellation - Dep Liab W/O Doc	SYSTEM	1551	DEPOSIT LIABILITY-NON-I C		0070	CASH ON DEPOSIT WIT.D	D
6-Journal Vouch: A		421	Move Dep Liab Out And Cash Out (Non-Doc)	MOVE I	1551	DEPOSIT LIABILITY-NON-I C		0070	CASH ON DEPOSIT WIT.D	D
11-Interagency 1A		762	Move Dep Liab/Cash Out Of Agr(Non-Doc)	TO MOV	1551	DEPOSIT LIABILITY-NON-I C		0070	CASH ON DEPOSIT WIT.D	D
11-Interagency 1A		764	Revrt G/F Prior Bi \$/Tsfr Expired \$	RECORI	1551	DEPOSIT LIABILITY-NON-I C		0070	CASH ON DEPOSIT WIT.D	D
11-Interagency 1A		774	Apply Dep Liab To Revenue In Susp Acct	TO APPI	1551	DEPOSIT LIABILITY-NON-I C		3102	REVENUE CONTROL - \$C	C
22-SARS Year FA		909	Chg Expenditure To Dep Liab-No Auto Rvrs	TO REC	1551	DEPOSIT LIABILITY-NON-I C		3600	GAAP EXPENDITURE O C	C
22-SARS Year FA		938	Chg Exp To Dep Liab-No Auto Rvrs38	TO REC	1551	DEPOSIT LIABILITY-NON-I C		3600	GAAP EXPENDITURE O C	C

- Bummer, no Cr to GL 3500.

Example #3: Error T-Code 222 to 287 Selection

- Corrections can often be accomplished with balanced transfers that have offsetting entries to a single GL account. Look at GLs 0070, 3500, 3100 or others.
- Revisiting our filtered T-code Spreadsheet we find some potential transfers.

Function	Status Code	Tcode	Tcode Title	Full desc	GI Acct Dr1	GI Acct Title5	GI Acct Cr1	GI Acct Cr1	GI Acct Title	GI Acct Dr1
3-Pre-Encumbr: A		287	Return Dep Liab To Depositor-No Doc Supp	SET UP	1551	DEPOSIT LIABILITY-NON-I C	1211	VOUCHERS PAYABLE	C	
4-System-Gener A		383	Warrant Cancellation - Dep Liab W/O Doc	SYSTEM	1551	DEPOSIT LIABILITY-NON-I C	0070	CASH ON DEPOSIT WIT D	D	
6-Journal Vouch: A		421	Move Dep Liab Out And Cash Out (Non-Doc)	MOVE I	1551	DEPOSIT LIABILITY-NON-I C	0070	CASH ON DEPOSIT WIT D	D	
11-Interagency TA		762	Move Dep Liab/Cash Out Of Agr(Non-Doc)	TO MOV	1551	DEPOSIT LIABILITY-NON-I C	0070	CASH ON DEPOSIT WIT D	D	
11-Interagency TA		764	Revrt G/F Prior Bi \$/Tsfr Expired \$	RECORI	1551	DEPOSIT LIABILITY-NON-I C	0070	CASH ON DEPOSIT WIT D	D	
11-Interagency TA		774	Apply Dep Liab To Revenue In Susp Acct	TO APPI	1551	DEPOSIT LIABILITY-NON-I C	3102	REVENUE CONTROL - C	C	
22-SARS Year FA		909	Chg Expenditure To Dep Liab-No Auto Rvrs	TO REC	1551	DEPOSIT LIABILITY-NON-I C	3600	GAAP EXPENDITURE O C	C	
22-SARS Year FA		938	Chg Exp To Dep Liab-No Auto Rvrs38	TO REC	1551	DEPOSIT LIABILITY-NON-I C	3600	GAAP EXPENDITURE O C	C	

- More info on our possibilities:

- > 421 – 422 has wrong GL
- > 762 – 763 has wrong GL
- > 764 – 765 has wrong GL
- > 774 – Doesn't even have a balanced transaction.

TRAN CODE: <u>422</u>	TITLE: <u>MOVE REVENUE IN AND CASH IN (NON-DOC)</u>
GENERAL LEDGER	DR-1: <u>0070</u> CR-1: <u>3100</u> DR-2: <u> </u> CR-2: <u> </u>
TRAN CODE: <u>763</u>	TITLE: <u>RECEIPT OF CASH TO A SUSP ACCT/BETW AGYS</u>
GENERAL LEDGER	DR-1: <u>2954</u> CR-1: <u>2904</u> DR-2: <u> </u> CR-2: <u> </u>
TRAN CODE: <u>765</u>	TITLE: <u>REVRT G/F PRIOR BI \$/TSFR EXPIRED \$</u>
GENERAL LEDGER	DR-1: <u>0070</u> CR-1: <u>3100</u> DR-2: <u> </u> CR-2: <u> </u>

- Now what?

Example #3: T-Code 222 to 287 Selection cont.

- Corrections can also include the reversals of T-codes when allowed by the 28a screen.
- Let's revisit the T-code Spreadsheet but filter by a **credit** to 1551.

Function	Sta tus Co de	Tco de	Tcode Title	Full desc	Gl Acct Dr1	Gl Acct Title5	Gl Acc t Dr	Gl Acc t Cr1	Gl Acct Title
2-Revenues, Rec A		120	Establish A/R Billed Deposit Liability	TO EST/	0501	ACCOUNTS RECEIVABLE -C/D	1551	DEPOSIT LIABILITY-	
2-Revenues, Rec A		123	Adjust A/R Billed-Deposit Liability	TO ADJ/	0501	ACCOUNTS RECEIVABLE -C/D	1551	DEPOSIT LIABILITY-	
2-Revenues, Rec A		162	Record Receipt Of Dep Liab No Doc Supp	TO REC/	0065	UNRECONCILED DEPOSIT D	1551	DEPOSIT LIABILITY-	
11-Interagency TA		737	Quasi-External Deposit Liability	QUASI-E/	0070	CASH ON DEPOSIT WITH TID	1551	DEPOSIT LIABILITY-	
11-Interagency TA		773	Receipt Of Deposit Liability-Susp Acct	RECORI/	0075	CASH ON DEPOSIT-SUSPEND	1551	DEPOSIT LIABILITY-	
11-Interagency TA		792	B/U Wh Err-Rtn To Vendor-Redempt Compl	BACKUI/	0070	CASH ON DEPOSIT WITH TID	1551	DEPOSIT LIABILITY-	
11-Interagency TA		795	Establish Dep Liab/Cash For 2 Yr Expires	TO MOV/	0070	CASH ON DEPOSIT WITH TID	1551	DEPOSIT LIABILITY-	
17-DHS T-Cod A		818	Afs Rcpt Dep Liab No Doc Sup Frm Fnd/ Agr	TO MOV/	0070	CASH ON DEPOSIT WITH TID	1551	DEPOSIT LIABILITY-	
22-SARS Year EA		908	Chg Revenue To Dep Liab-No Auto Reverse	TO REC/	3200	GAAP REVENUE OFFSET D	1551	DEPOSIT LIABILITY-	
25-Specialty T-(A		997	Receipt Of Deposit Liab-Forgery Reimb.	RECORI/	0070	CASH ON DEPOSIT WITH TID	1551	DEPOSIT LIABILITY-	
27-PERS T-Coc A		Z05	Record Benefit Exp-Yr Of Rtrmt-Pers Only	RECORI/	3505	EXPENDITURE CONTROL -D	1551	DEPOSIT LIABILITY-	
27-PERS T-Coc A		Z12	Record Benefit Payment-Pers Only	QUASI-E/	3500	EXPENDITURE CONTROL -D	1551	DEPOSIT LIABILITY-	

- > Z12 - No PERS use only.
- > 795 – Per the 28a, no balanced transaction.
- > 792 – 791 has wrong GL.
- > 773 – Per the 28a, no balanced transaction.
- > 737 – HMMM, 736 has the right GL.

TRAN CODE: 791 TITLE: B/U WH ERR-RTN TO VENDOR-REDEMPT COMPLT
 GENERAL LEDGER DR-1: 1318 CR-1: 0070 DR-2: _____ CR-2: _____
 POSTING DR-3: _____ CR-3: _____ DR-4: _____ CR-4: _____

TRAN CODE: 736 TITLE: QUASI-EXTERNAL EXP-NO A/R
 GENERAL LEDGER DR-1: 3500 CR-1: 0070 DR-2: _____ CR-2: _____
 POSTING DR-3: _____ CR-3: _____ DR-4: _____ CR-4: _____

Example #3: T-Code 222 to 287 test

- Can 736 & 737 be reversed?

```

TRAN CODE: 737 TITLE: QUASI-EXTERNAL DEPOSIT LIABILI
GENERAL LEDGER DR-1: 0070 CR-1: 1551 DR-2: _____ CF
POSTING DR-3: _____ CR-3: _____ DR-4: _____ CF
TRANS DOCB _ DUDT _ SVDT _ CDOC I RDOC _ MOD N
EDIT AOBJ N RVRS [ ] PDT N CI N 1099 N WARR N
    
```

```

TRAN CODE: 736 TITLE: QUASI-EXTERNAL EXP-NO A/R
GENERAL LEDGER DR-1: 3500 CR-1: 0070 DR-2: _____ CR
POSTING DR-3: _____ CR-3: _____ DR-4: _____ CR
TRANS DOCB _ DUDT _ SVDT _ CDOC I RDOC _ MOD N
EDIT AOBJ _ RVRS [ ] PDT N CI N 1099 _ WARR N
    
```

- Test it out.

		GL 3501 Expend Control Accrued		GL 1211 Vouchers Payable		GL 1551 Deposit Liability		GL 0070 Cash		GL 3500 Expend Cntrl Cash		GL 1011 Payments Outstanding		GL 1111 Pmts Outstdg Offset	
	TCode	DR	CR	DR	CR	DR	CR	DR	CR	DR	CR	DR	CR	DR	CR
Incorr T-code	222	25			25										
System Pmt	380		25	25				25	25			25		25	
Redemption	390											25			25
Corr	736R							25			25				
Corr	737R					25			25						
BALANCE	TOTAL	0		0		Dr 25		Cr 25		0		0		0	

- Results: The reversing entries credit GL 3500, debit GL 1551, and make offsetting entries to GL 0070. We are left with a debit to GL 1551 and credit to GL 0070. The same results that T-code 287 would have given.

Example #4: Error Correction 222 to 235

- What GL's do the two T-codes affect?

S28A UC: 08 STATE OF OREGON 09.
 LINK TO: _____ TRANSACTION CODE DECISION PROFILE
 TRAN CODE: 222 TITLE: VOUCHER PAYABLE-NOT ENCUMBERED
 GENERAL LEDGER DR-1: 3501 CR-1: 1211 DR-2: _____ CR-2: _____
 POSTING DR-3: _____ CR-3: _____ DR-4: _____ CR-4: _____

S28A UC: 08 STATE OF OREGON 09.
 LINK TO: _____ TRANSACTION CODE DECISION PROFILE
 TRAN CODE: 235 TITLE: RETURN UNIDENTIFIED RECEIPT TO DEPOSITOR
 GENERAL LEDGER DR-1: 0060 CR-1: 1211 DR-2: _____ CR-2: _____
 POSTING DR-3: _____ CR-3: _____ DR-4: _____ CR-4: _____

- What was the result of the T-code 222 AND its system generated transaction?

	TCode	GL 3501 Expend Control Accrued		GL 1211 Vouchers Payable		GL 0070 Cash		GL 3500 Expend Cntrl Cash		GL 1011 Payments Outstanding		GL 1111 Pmts Outstdg Offset	
		DR	CR	DR	CR	DR	CR	DR	CR	DR	CR	DR	CR
Incorr T-code	222	35			35								
System Pmt	380		35	35			35	35		35	35		
Redemption	390									35			35
BALANCE	TOTAL	0		0		Cr 35		Dr 35		0		0	

- > We need a credit to GL 3500 to offset the entry that should not have been made.
- > We need a debit to GL 0060 for the entry that should have been made.

Example #4: Error Correction 222 to 235 cont.

- We go to the T-code Spreadsheet & filter by Dr1 of 0060.

Tcode	Title	Full description	Status Code	Gl Acct Dr1	Gl Acc t Dr Cr	Gl Acct Cr1
235	Return Unidentified Receipt To Depositor	SET UP VOUCHER PAYABLE FOR	A	0060	C	1211
388	Warr Canc-Return Of Unident Receipt	SYSTEM GEND.CANCEL A WA	A	0060	C	0070
496	Move Unidentified Receipt Out Of A Fund	MOVE UNIDENTIFIED RECEI	A	0060	C	0070
732	Move Unident Receipt Between Sfms Agency	TO MOVE UNIDENTIFIED RE	A	0060	C	0070
809	Move Unident Receipt/Cash Out Of Agy	TO MOVE UNIDENTIFIED RE	A	0060	C	0070
811	Afs Move Unident Receipt Out Of Fund/Agy	TO MOVE UNIDENTIFIED RE	A	0060	C	0070
815	Afs Move Unident Receipt Out Of Fund/Agy	TO MOVE UNIDENTIFIED RE	A	0060	C	0070
817	Afs Move Unident Receipt Out Of Fund/Agy	TO MOVE UNIDENTIFIED RE	A	0060	C	0070
825	Dhs Move Unident Receipt Out Of Fund/Ag	TO MOVE UNIDENTIFIED RE	A	0060	C	0070
827	Dhs Move Unident Receipt Out Of Fund/Ag	TO MOVE UNIDENTIFIED RE	A	0060	C	0070
889	Csd Suspense Trust Receipt Liability	CSD TRUST SUSPENSE RECEIP	A	0060	C	1575

- There is no T-code for the exact entries we need.
- There are some balanced transfers to investigate.

Example #4: Error Correction 222 to 235 Selection

- 809 – 810 will bring in unwanted GLs that don't offset.

TRAN CODE: 809 TITLE: MOVE UNIDENT RECEIPT/CASH OUT OF AGY
 GENERAL LEDGER DR-1: 0060 CR-1: 0070 DR-2: _____ CR-2: _____
 POSTING DR-3: _____ CR-3: _____ DR-4: _____ CR-4: _____

TRAN CODE: 810 TITLE: RECORD CASH FROM RECPTD TO A SUSP ACCT
 GENERAL LEDGER DR-1: 2954 CR-1: 2904 DR-2: _____ CR-2: _____
 POSTING DR-3: _____ CR-3: _____ DR-4: _____ CR-4: _____

- 732 – 733 nets to a zero effect and it is for interagency transactions.

TRAN CODE: 733 TITLE: MOVE UNIDENT RECEIPT BETWEEN SFMS AGENCY
 GENERAL LEDGER DR-1: 0070 CR-1: 0060 DR-2: _____ CR-2: _____
 POSTING DR-3: _____ CR-3: _____ DR-4: _____ CR-4: _____

TRAN CODE: 732 TITLE: MOVE UNIDENT RECEIPT BETWEEN SFMS AGENCY
 GENERAL LEDGER DR-1: 0060 CR-1: 0070 DR-2: _____ CR-2: _____
 POSTING DR-3: _____ CR-3: _____ DR-4: _____ CR-4: _____

- 496 – 497 nets to a zero effect and it is for interagency transactions.

TRAN CODE: 496 TITLE: MOVE UNIDENTIFIED RECEIPT OUT OF A FUND
 GENERAL LEDGER DR-1: 0060 CR-1: 0070 DR-2: _____ CR-2: _____
 POSTING DR-3: _____ CR-3: _____ DR-4: _____ CR-4: _____

TRAN CODE: 497 TITLE: MOVE UNIDENTIFIED RECEIPT INTO A FUND
 GENERAL LEDGER DR-1: 0070 CR-1: 0060 DR-2: _____ CR-2: _____
 POSTING DR-3: _____ CR-3: _____ DR-4: _____ CR-4: _____

- OK that didn't work. Let's filter by Cr1 of 3500.

Tcode	Title	Full description	Stat	Gl Acct	Gl Acc	Gl Acct
			us	Dr1	t Dr	Cr1
			Co		Cr	
			de			
159	Recog Outg Ach/Wire Tfr/Tres Fee -G38	USE TC159R RECORD OUTGOIN	A	0065	D	3500
167	Recog Outgoing Ach/Wire Transfr/Tres Fee	TC167R TO RECORD OUTGOIN	A	0065	D	3500
172	Refund Of Expenditure	TO RECORD THE DEPOSIT OF A	A	0065	D	3500
302	Allocation Of Indirect Costs-Recovery	SYSTEM GENERATED. TO RECA	A	0070	D	3500
416	Move Expend Out And Cash Into A Fund	TO MOVE EXPENDITURES ALA	A	0070	D	3500
469	Move Expend Out/Cash Into A Fund - G38	MOVE EXPENDITURE ALREAIA	A	0070	D	3500
741	Quasi-External Reduction Of Exp - No A/R	QUASI-EXTERNAL REDUCTIO	A	0070	D	3500
816	Refund Of Expenditure	TO MOVE UNIDENTIFIED REA	A	0070	D	3500
819	Issue Afs Direct Deposit	TO RECORD AFS DIRECT DEP	A	0065	D	3500
Z01	Reclass Benefit Exp From Pers Reg To Var	TO RECLASS BENEFIT EXPEN	A	0586	D	3500

Example #4: Error Correction 222 to 235 Selection cont.

- 416-415 will bring in unwanted GLs that offset, but so does GL 3500.

TRAN CODE: 416 TITLE: MOVE EXPEND OUT AND CASH INTO A FUND
 GENERAL LEDGER DR-1: 0070 CR-1: 3500 DR-2: CR-2:
 POSTING DR-3: CR-3: DR-4: CR-4:

TRAN CODE: 415 TITLE: MOVE EXPEND IN AND CASH OUT OF A FUND
 GENERAL LEDGER DR-1: 3500 CR-1: 0070 DR-2: CR-2:
 POSTING DR-3: CR-3: DR-4: CR-4:

- 469-468 will bring in unwanted GLs that offset, but so does GL 3500.

TRAN CODE: 469 TITLE: MOVE EXPEND OUT/CASH INTO A FUND - G38
 GENERAL LEDGER DR-1: 0070 CR-1: 3500 DR-2: CR-2:
 POSTING DR-3: CR-3: DR-4: CR-4:

TRAN CODE: 468 TITLE: MOVE EXPEND IN AND CASH OUT OF FUND -G38
 GENERAL LEDGER DR-1: 3500 CR-1: 0070 DR-2: CR-2:
 POSTING DR-3: CR-3: DR-4: CR-4:

- 741-740 will bring in unwanted GLs that offset, but so does GL 3500.

TRAN CODE: 741 TITLE: QUASI-EXTERNAL REDUCTION OF EXP - NO A/R
 GENERAL LEDGER DR-1: 0070 CR-1: 3500 DR-2: CR-2:
 POSTING DR-3: CR-3: DR-4: CR-4:

TRAN CODE: 740 TITLE: QUASI-EXTERNAL EXP-NO A/R
 GENERAL LEDGER DR-1: 3500 CR-1: 0070 DR-2: CR-2:
 POSTING DR-3: CR-3: DR-4: CR-4:

- 816-815 looks promising...

TRAN CODE: 816 TITLE: REFUND OF EXPENDITURE
 GENERAL LEDGER DR-1: 0070 CR-1: 3500 DR-2: CR-2:
 POSTING DR-3: CR-3: DR-4: CR-4:

TRAN CODE: 815 TITLE: AFS MOVE UNIDENT RECEIPT OUT OF FUND/AGY
 GENERAL LEDGER DR-1: 0060 CR-1: 0070 DR-2: CR-2:
 POSTING DR-3: CR-3: DR-4: CR-4:

- Until we look at the 28b screen.

```

S28B UC: 10 STATE OF OREGON 09/14/22 03:55 PM
LINK TO: TRANS CODE DESCRIPTION PROFILE PROD
TRAN CODE: 815 (MUST BE IN 28A TRANSACTION CODE DECISION PROFILE)
DESCRIPTION: TO MOVE UNIDENTIFIED RECEIPT ORGINALLY RECORDED
WITH TC 151 FROM ONE FUND/AGY TO ANOTHER. THIS
TC MUST BE USED WITH TC 816 AS A BALANCED ENTRY.
THIS TC PROCESSED BY AFS ONLY.
  
```

Now what?

Example #4: Error Correction 222 to 235 Selection still cont.

- Let's look for other GLs that are often offset by different T-codes.

Tcode	Title	Full description	Stat	Gl	Gl	Gl
de			us	Acct	Acc	Acct
			Co	Dr1	t Dr	Cr1
			de		Cr	
159	Recog Outg Ach/Wire Tfr/Tres Fee -G38	USE TC159R RECORD OUTGOING	A	0065	D	3500
167	Recog Outgoing Ach/Wire Transfr/Tres Fee	TC167R TO RECORD OUTGOING	A	0065	D	3500
172	Refund Of Expenditure	TO RECORD THE DEPOSIT OF A	A	0065	D	3500
302	Allocation Of Indirect Costs-Recovery	SYSTEM GENERATED. TO RECA	A	0070	D	3500
416	Move Expend Out And Cash Into A Fund	TO MOVE EXPENDITURES ALA	A	0070	D	3500
469	Move Expend Out/Cash Into A Fund - G38	MOVE EXPENDITURE ALREAIA	A	0070	D	3500
741	Quasi-External Reduction Of Exp - No A/R	QUASI-EXTERNAL REDUCTIOA	A	0070	D	3500
816	Refund Of Expenditure	TO MOVE UNIDENTIFIED REA	A	0070	D	3500
819	Issue Afs Direct Deposit	TO RECORD AFS DIRECT DEPA	A	0065	D	3500
Z01	Reclass Benefit Exp From Pers Reg To Var	TO RECLASS BENEFIT EXPEN:A	A	0586	D	3500

- GL 0065 is often used in deposit transactions, and the transactions above credit GL 3500 which is one of the entries we need for this correction.
- Is there a T-code that credits GL 0065 and debits GL 0060, the other entry we need?

Example #4: Error Correction 222 to 235 Selection Finally

- No active T-code debits GL 0060 and credits GL 0065.
- What about a T-code that debits GL 0065 and credits GL 0060 that could be reversed?

Tcode	Tcode Title	Full description	Status	GL Acct	GL Acc	GL Acct
de			Co de	Dr	t Dr	Cr
151	Record Unidentified Receipt	TO RECORD & ADJ RECEIPT CA		0065	D	0060

- Just one. Let's look at the 28a.

```

TRAN CODE: 151 TITLE: RECORD UNIDENTIFIED RECEIPT
GENERAL LEDGER DR-1: 0065 CR-1: 0060 DR-2: _____ CR-2: _____
POSTING DR-3: _____ CR-3: _____ DR-4: _____ CR-4: _____
TRANS DOCD _ DUDT _ SVDT _ CDOC I RDOC _ MOD N AGCY R ID>
EDIT AOBJ N RVRS _ PDT N CI N 1099 N WARR _ INVC I VNUM
    
```

It's reversible!

- Look back at those transactions that debited 0065 and credited 3500.
- 159 – requires a G38 code.
- 167 – requires a reverse indicator which means the entries would be opposite.
- 172 – is a winner.
- NOTE: **The 172 and 151R transactions MUST be to the same D23 fund AND include the same deposit number to prevent the system from attempting to reconcile them with a Treasury entry.**

Example #4: Error Correction 222 to 235 Test

- Here is what it would look like.

	GL 0065 Unreconciled Deposit		GL 0060 Undistributed Cash Receipt		GL 3501 Expend Control Accrued		GL 1211 Vouchers Payable		GL 0070 Cash		GL 3500 Expend Cntrl Cash		GL 1011 Payments Outstanding		GL 1111 Pmts Outstdg Offset	
TCode	DR	CR	DR	CR	DR	CR	DR	CR	DR	CR	DR	CR	DR	CR	DR	CR
Incorr VP System Pmt Redemption					150			150								
222																
380						150				150	150			150	150	
390													150			150
Balance		0		0		0		0		Cr 150		Dr 150		0		0
Correction												150				
172	150															
151R		150	150													
BALANCE		0		Dr 150		0		0		Cr 150		0		0		0
TOTAL		0		Dr 150		0		0		Cr 150		0		0		0

It bears repeating: **The 172 and 151R transactions MUST be to the same D23 fund AND include the same deposit number to prevent the system from attempting to reconcile them with a Treasury entry.**

Accruals

Accrual Tool for the Toolbox from SFMS

- Guidelines to Facilitate Year End Closing Transactions (aka The Yellow Pages)

GUIDELINES TO FACILITATE YEAR END CLOSING TRANSACTIONS

May 3, 2022

These guidelines are intended to assist agencies with closing for Fiscal Month 12 (FM12) and Fiscal Month 13 (FM13) of FY22 / AY23.

Fiscal Month 12 (FM12) - June effective dates, fiscal month closes July 15
Fiscal Month 13 (FM13) - June 31 effective date - Begins July 1 through August 12

FM13, also known as Period 13, is the last fiscal period in R*STARS to record year end accounting adjustments.
 FM13 should be used generally to post material items that cannot be posted to FM12.

530 Screen ⚠️ Remind your staff when viewing batches from the 530 screen to select a batch with F2-Details and select a transaction from the 520 screen with F2-Select. Another option to view is to select a batch from the 530 screen with F11-Correct Batch, on the 510 screen select F7-Details, and select a transaction from the 520 screen with F2-Details. When F4-CHGE is selected from the 510 screen, it can either put an approved batch on hold or cause user class errors on system generated batches such as type "8" t-code 857/858 batches.

Note – when two fiscal years are open, a transaction effective date cannot be changed on a tracked document in an edit mode 2 batch. Delete and enter new transactions with the correct effective date.

	Fiscal Month 12 - Closes Friday, July 15, 2022	Fiscal Month 13 – Closes Friday, August 12, 2022
--	---	---

	Fiscal Month 12 - Closes Friday, July 15, 2022	Fiscal Month 13 – Closes Friday, August 12, 2022
EXPENDITURES Services/supplies received as of calendar date June 30, 2022, FY22 Expenditures, but payment made after 6/30.	FY22 Expenditure paid between July 1 and close of FM12: ___ Use a warrant generating TC, effective date 06/30. In this scenario, the expenditure will show in FY22, and the movement of cash will show in FY23 because the cash transaction will have a current effective date (FM01/FY23).	FY22 Expenditure paid between July 16 and close of month 13: ___ Use a warrant generating TC, effective date of 06/31. ___ If the payment cannot be made by the close of FM13, accrue with TC437 * prior to the close of FM13. The system automatically generates a reversing entry in July 2022 (FM01/FY23) using TC983. *To accrue Distribution to Subrecipients, see OAM 15.42.00.PR.116.f

Accrual Tools for the Toolbox from SARS

- From SARS
 - > Year-End Close Training
 - > Guide to Year-End Closing
 - <https://www.oregon.gov/das/Financial/Acctng/Pages/Yr-end-cls.aspx>

Guide to Year-End Closing

Chapter	Alpha/Number	Document title
▣ Chapter : A-G (7)		
A-G	A	Current Year Schedule
A-G	B	Year-End Closing Overview
A-G	C	Pre-Closing Review
A-G	D	Month 13 - Year-End Closing

- **D.6. Accounting Estimates for Year-end Accruals**

- **D.10.b. Reference Guide for Month 13 Transaction Codes**

<i>Financial Statement Transactions</i>							
T Code	DR GL	CR GL	Description	Auto Reverse T-Code	Balancing T-Code	Modified Accrual	Full Accrual
437			To establish an estimated expenditure or to accrue an expenditure for financial statement purposes.	983		X	X

Example #1: Accrue Expenses

- According to the last slide of our additional tools:
 - SFMS YE Guidelines T-code 437

	Fiscal Month 12 - Closes Friday, July 15, 2022	Fiscal Month 13 - Closes Friday, August 12, 2022
EXPENDITURES Services/supplies received as of calendar date June 30, 2022, FY22 Expenditures, but payment made after 6/30.	FY22 Expenditure paid between July 1 and close of FM12: Use a warrant generating TC, effective date 06/30. In this scenario, the expenditure will show in FY22, and the movement of cash will show in FY23 because the cash transaction will have a current effective date (FM01/FY23).	FY22 Expenditure paid between July 16 and close of month 13: Use a warrant generating TC, effective date of 06/31. If the payment cannot be made by the close of FM13, accrue with TC437 * prior to the close of FM13. The system automatically generates a reversing entry in July 2022 (FM01/FY23) using TC983. *To accrue Distribution to Subrecipients, see OAM 15.42.00 PR 116.f

- SARS Guide to YE Closing T-code 437

437	To establish an estimated expenditure or to accrue an expenditure for financial statement purposes.	983		X	X
-----	---	-----	--	---	---

- You still need to determine the GL to credit.

```

S28A UC: 10 STATE OF OREGON 09
LINK TO: TRANSACTION CODE DECISION PROFILE

TRAN CODE: 437 TITLE: ESTABLISH EST EXP ACCR W/AUTO REVERSE
GENERAL LEDGER DR-1: 3505 CR-1: DR-2: CR-2:
POSTING DR-3: CR-3: DR-4: CR-4:

S28B UC: 10 STATE OF OREGON 09/14/22 08:27 AM
LINK TO: TRANS CODE DESCRIPTION PROFILE PROD
TRANS CODE: 437 (MUST BE IN 28A TRANSACTION CODE DECISION PROFILE)
DESCRIPTION: ESTABLISH ESTIMATE EXPENSE FOR MONTH, QTR, OR YEAR
FOR FINANCIAL STMT PURPOSE(IE COP/INT/PAY). THIS
WILL BE RVRSD IN FOLLOWING MONTH W/TC983. TO
DECREASE FINANCIAL STMT ESTIMATED EXPEND USE TC
437R. XREF TC473 3505-EXPEND CTL-FIN STMT ACCRUAL
I/E (I=INCLUDE, E=EXCLUDE) ENTER GL ACCOUNT CODES SEPARATED WITH "-" OR ",".
I 0060 , 1215 , 1230 , 1512 , 1533
    
```

Beauty of Auto Reverse

- How to identify T-codes that auto reverse.

```

S28A UC: 10 STATE OF OREGON 09/14/22 08:14 AM
LINK TO: _____ TRANSACTION CODE DECISION PROFILE PROD
TRAN CODE: 437 TITLE: ESTABLISH EST EXP ACCR W/AUTO REVERSE
GENERAL LEDGER DR-1: 3505 CR-1: _____ DR-2: _____ CR-2: _____
POSTING DR-3: _____ CR-3: _____ DR-4: _____ CR-4: _____
TRANS DOCD _ DUDT _ SVDT _ CDOC I RDOC _ MOD N AGCY R IDX _ PCA _ COBJ R
EDIT AOBJ _ RVRS _ PDT N CI N 1099 N WARR N INVC N VNUM N VNAM N VADD N
INDS: DMETH N APN# _ FUND R GLA I AGL _ GRNT _ SUBG _ PROJ _ MULT _ G38# N
POST SEQ: 3 REG NO: 5 WW IND: 0 D/I: 0 WAR CANCL TC: _____ PYTC: _____ FUTMY: N
GEN- TC: _____ DT: 66 ACCR TC: 983 TR TC: _____ INTERFACE IND: _____
    
```

```

S28B UC: 10 STATE OF OREGON 09/14/22 08:17 AM
LINK TO: _____ TRANS CODE DESCRIPTION PROFILE PROD
TRAN CODE: 437 (MUST BE IN 28A TRANSACTION CODE DECISION PROFILE)
DESCRIPTION: ESTABLISH ESTIMATE EXPENSE FOR MONTH, QTR, OR YEAR
FOR FINANCIAL STMT PURPOSE(IE COP/INT/PAY). THIS
WILL BE RVRSD IN FOLLOWING MONTH W/TC983. TO
DECREASE FINANCIAL STMT ESTIMATED EXPEND USE TC
437R. XREF TC473 3505-EXPEND CTL-FIN STMT ACCRUAL
    
```

- The system-generated reversing entry

```

S28A UC: 10 STATE OF OREGON 09/14/22 08:20 AM
LINK TO: _____ TRANSACTION CODE DECISION PROFILE PROD
TRAN CODE: 983 TITLE: AUTO REVERSE EXPENDITURE ACCRUAL
GENERAL LEDGER DR-1: _____ CR-1: 3505 DR-2: _____ CR-2: _____
POSTING DR-3: _____ CR-3: _____ DR-4: _____ CR-4: _____
TRANS DOCD _ DUDT _ SVDT _ CDOC I RDOC _ MOD N AGCY R IDX _ PCA _ COBJ R
EDIT AOBJ _ RVRS _ PDT N CI N 1099 N WARR N INVC N VNUM N VNAM N VADD N
INDS: DMETH N APN# _ FUND R GLA I AGL _ GRNT _ SUBG _ PROJ _ MULT _ G38# N
POST SEQ: 3 REG NO: 5 WW IND: 0 D/I: 0 WAR CANCL TC: _____ PYTC: _____ FUTMY: Y
GEN- TC: _____ DT: _____ ACCR TC: _____ TR TC: _____ INTERFACE IND: _____
    
```

- What it looks like

	TCode	GL 3505 Expend Control Fin St Accrual		GL 1215 Accounts Payable		GL 0070 Cash		GL 3500 Expend Cntrl Cash		GL 1011 Payments Outstanding		GL 1111 Pmts Outstdg Offset	
		DR	CR	DR	CR	DR	CR	DR	CR	DR	CR	DR	CR
Accrual Mo 13	437	50			50								
AutoRev Mo 01	983		50	50									
Expend Mo 01						50	50						
Combo Bal	TOTAL	0		0		Cr 50	Dr 50			0		0	

Example #2: Accrue Revenue Not Billed Selection

- The SFMS YE Guidelines

DEPOSITS July bank activity	Record as July (FM01/FY23). If discovered later the activity actually applies to June, an accrual should be posted in June (FM12/FY22). Use TC436 for Accrued Revenue. The system automatically generates a reversing entry in July 2022 (FM01/FY23) using TC981.	Record as July (FM01/FY23). If discovered later the activity actually applies to June, an accrual should be posted with effective date 6/31 (FM13/FY22). Use TC436 for Accrued Revenue. The system automatically generates a reversing entry in July 2022 (FM01/FY23) using TC981.
---------------------------------------	--	---

- The SARS Guide to YE Closing

436	To establish a receivable/investment that will not be billed and to accrue the revenue for financial statement purposes.	981
------------	--	------------

- The T-code Spreadsheet

- GL from OAM

- Filter spreadsheet by Cr1 GL

Tcode	Title	Full description	Status Code	GL Acct Dr1	GL Acc t Dr Cr	GL Acc t Cr1
436	Estimated Unbilled Rec/Inv W/Auto Revers	ESTABLISH	A			3105
912	Establish Est Revenue/Due From O/F-Agys	TO ESTAB	A	0586	D	3105
946	Auto Reverse Lt Receivable	GOVTL FI	A	0503	D	3105
962	Auto Rvrs Rev Accr-Due To Othr Gvt	TO AUTO	A	1512	C	3105
969	Auto Reverse Revenue Accrual	TO AUTO	A	1532	C	3105
973	Auto Rev Reclass Accrd Rev To Uneam Rev	TO AUTO	A	1603	C	3105
979	Auto Reverse Revenue Refund Accrual	TO AUTO	A	1215	C	3105

Example #2: Accrued Revenue Not Billed 28a

```

S28A UC: 10 STATE OF OREGON 09/14/22 01:43 PM
LINK TO: _____ TRANSACTION CODE DECISION PROFILE PROD
TRAN CODE: 436 TITLE: ESTIMATED UNBILLED REC/INV W/AUTO REVERS
GENERAL LEDGER DR-1: _____ CR-1: 3105 DR-2: _____ CR-2: _____
POSTING DR-3: _____ CR-3: _____ DR-4: _____ CR-4: _____
TRANS DOCD _ DUDT _ SVDT _ CDOC I RDOC _ MOD N AGCY R IDX _ PCA _ COBJ R
EDIT AOBJ _ RVRS _ PDT N CI N 1099 N WARR N INVC N VNUM N VNAM N VADD N
INDS: DMETH N APN# _ FUND R GLA I AGL _ GRNT _ SUBG _ PROJ _ MULT _ G38# N
POST SEQ: 2 REG NO: 5 WW IND: 0 D/I: _ WAR CANCL TC: _ PYTC: _ FUTMY: N
GEN- TC: _ DT: GA ACCR TC: 981 TR TC: _ INTERFACE IND: _ _ _ _ _
    
```

```

S28B UC: 10 STATE OF OREGON 09/14/22 01:45 PM
LINK TO: _____ TRANS CODE DESCRIPTION PROFILE PROD
TRANS CODE: 436 (MUST BE IN 28A TRANSACTION CODE DECISION PROFILE)
DESCRIPTION: ESTABLISH A REC/INVESTMENT NOT BILLED AND NOT
RECORDED, AND ACCRUE REVENUE FOR F.S. PURPOSE. TC
WILL GENERATE REVERSE TC981 IN NEXT MONTH. USE436R
TO DECREASE EST UNBILLED REC. GL MUST BE INPUT.
3105-REVENUE CTL-FIN STMT ACCRUAL
I/E (I=INCLUDE, E=EXCLUDE) ENTER GL ACCOUNT CODES SEPARATED WITH "-" OR ",".
I 0060 _ 0250 _ 0410 _ 0411 _ 0503 _ 0504 _ 0542 _ 0572 _ 0575 _ 0576 _ 0587
I 0930 - 0933 _ 1575 _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _
I/E (I=INCLUDE, E=EXCLUDE) ENTER COMPTROLLER OBJECTS SEPARATED WITH "-" OR ",".
I 0111 - 1200 _ 1404 - 1455 _ 1457 - 1799 _ 2000 - 2600 _ _ _ _ _ _ _ _ _ _
    
```


Budgets

T-codes for Budgeting

- Four levels of budgetary accounting
 - > Legislative Appropriation – highest level to satisfy needs of Legislature.
 - > Agency – addresses individual agency tracking needs.
 - > Grant and Project – independent of appropriation and agency budgets.
 - > Financial Plans – low level of detail for day-to-day monitoring of activities.
- R*STARS can also allocate any of the four budget types to specific time periods.
- 30 active T-codes available

Function	Stat Code	Tcode Title	Full desc	Gl Acct Dr1	Gl Acct Title5	Gl Acc t Dr	Gl Acc Cr1	Gl Acct Title
1-Budgetery	A 002	Appropriation Allotment	TO RE	2901	APPROPRIATION ALLOTMENT OFFSET	D	2701	APPROPRIATION ALLOTMENT
1-Budgetery	A 004	Appropriation Transfers Out	TO TR	2700	APPROPRIATION/LIMITATION CONTROL	C	2900	BUDGETARY FUND BALANCE
1-Budgetery	A 005	Appropriation Transfer In	TO TR	2900	BUDGETARY FUND BALANCE	D	2700	APPROPRIATION/LIMITATION CONTROL
1-Budgetery	A 006	Appropriation Reversion (Lapse)	TO RE	2700	APPROPRIATION/LIMITATION CONTROL	C	2900	BUDGETARY FUND BALANCE
1-Budgetery	A 007	Appropriation Adjustments/Revisions	TO AI	2900	BUDGETARY FUND BALANCE	D	2700	APPROPRIATION/LIMITATION CONTROL
1-Budgetery	A 008	E-Board Appropriation Adj/Revisions	TO RE	2900	BUDGETARY FUND BALANCE	D	2700	APPROPRIATION/LIMITATION CONTROL
1-Budgetery	A 009	E-Board Appn Adj/Revisions-Capital Proj	RECO	2900	BUDGETARY FUND BALANCE	D	2700	APPROPRIATION/LIMITATION CONTROL
1-Budgetery	A 010	Establish Orig Appn - Capital Projects	ESTAF	2900	BUDGETARY FUND BALANCE	D	2700	APPROPRIATION/LIMITATION CONTROL
1-Budgetery	A 011	Appropriated Capital Projects Adjustment	RECO	2900	BUDGETARY FUND BALANCE	D	2700	APPROPRIATION/LIMITATION CONTROL
1-Budgetery	A 012	Establish Original Appropriation	LOAD	2900	BUDGETARY FUND BALANCE	D	2700	APPROPRIATION/LIMITATION CONTROL
1-Budgetery	A 013	Linking Allotment	TO RE	2720	LINKING ALLOTMENT	C	2920	LINKING ALLOTMENT OFFSET
1-Budgetery	A 014	Appropriation - Unschedule	TO UN	2700	APPROPRIATION/LIMITATION CONTROL	C	2900	BUDGETARY FUND BALANCE
1-Budgetery	A 019	Agency Budget Adjustment - W/Out Allot	TO AI	2905	AGENCY BUDGET OFFSET	D	2705	AGENCY ESTIMATED EXPENDITURE BUD
1-Budgetery	A 020	Establish Agy Orig Budget W/Out Allot	TO ES	2905	AGENCY BUDGET OFFSET	D	2705	AGENCY ESTIMATED EXPENDITURE BUD

T-codes for Budgeting by Type

Budget Type	T-codes	GL accounts
Appropriation	004-012 & 014	2700, 2900
Agency	019, 020, 023, 024	2705, 2718, 2905
Grant or Project	070, 071, 073, 075-080	2705, 2711, 2712, 2715 - 2717, 2905, 2911, 2912, 2915, 9020, 9021
Financial Plan	060-063	2703, 2704, 2707, 2710, 2907
Allotment	002, 013, 022	2701, 2706, 2720, 2901, 2906, 2920

Reference: R*STARS Training Manual, Chapter 3

Example Establish an Agency Budget

- Look at the preceding chart, or filter T-code Spreadsheet by active T-codes for Function 1-Budgetary and review those with agency budget in the title.

019	Agency Budget Adjustment - W/Out Allot	TO ADJUST AGENCY BUDGET	A	2905	D	2705
020	Establish Agy Orig Budget W/Out Allot	TO ESTABLISH THE ORIGINAL	A	2905	D	2705
023	Agency Budget - Unschedule	TO UNSCHEDULE AN AMOUNT	A	2705	C	2905
024	Establish/ Adjust Agency Revenue Budget	TO ESTABLISH OR ADJUST AN	A	2718	D	2905

- Do we want T-code 020 or 024?
- Look at the GLs involved.

SD31	UC: 10	STATE OF OREGON	09/14/22 02:25 PM
LINK TO: _____	COMPTRROLLER GENERAL LEDGER ACCOUNT PROFILE		PROD
COMP GL ACCOUNT: <u>2905</u>		TITLE: <u>AGENCY BUDGET OFFSET</u>	
SD31	UC: 10	STATE OF OREGON	09/14/22 02:25 PM
LINK TO: _____	COMPTRROLLER GENERAL LEDGER ACCOUNT PROFILE		PROD
COMP GL ACCOUNT: <u>2705</u>		TITLE: <u>AGENCY ESTIMATED EXPENDITURE BUDGET</u>	
SD31	UC: 10	STATE OF OREGON	09/14/22 02:26 PM
LINK TO: _____	COMPTRROLLER GENERAL LEDGER ACCOUNT PROFILE		PROD
COMP GL ACCOUNT: <u>2718</u>		TITLE: <u>AGENCY REVENUE BUDGET</u>	

References:

Here are some references and resources available to you for additional details.

- ▶ Data Entry Guide, Chapter 5
[https://www.oregon.gov/das/Financial/AcctgSys/Documents/Chapter 5 Desc Profiles.html](https://www.oregon.gov/das/Financial/AcctgSys/Documents/Chapter_5_Desc_Profiles.html)
- ▶ Data Entry Guide, Chapter 6
[https://www.oregon.gov/das/Financial/AcctgSys/Documents/Chapter 6 Non Descriptive Profiles.html](https://www.oregon.gov/das/Financial/AcctgSys/Documents/Chapter_6_Non_Descriptive_Profiles.html)

Additional References and Resources

- ▶ SFMS Desk Manual, Revenue reve.2
https://www.oregon.gov/das/Financial/AcctgSys/Documents/Reve2_AY_End_Doc_Supp.pdf
- ▶ Oregon Accounting Manual
<https://www.oregon.gov/das/Financial/Acctng/Pages/OAM.aspx>
- ▶ R*STARS Training Manual Chapter 9, Accounts receivable
https://www.oregon.gov/das/Financial/AcctgSys/Documents/Chapter_09_rev.html
- ▶ DAFQA010 – Statewide T-Code Listing by General Ledger Account requestable report
- ▶ DAFQ28C0 – Transaction Code Reference Listing (listing of 28A & 28B)