

BM3006 - Interdepartmental Cost Transfer Screen

This section describes the Interdepartmental Cost Transfer Screen and its functions. Use the Interdepartmental Cost Transfer Screen (BM3006) to transfer costs or income between account structures.

The total of the From and To Accounts fields must equal zero before transactions can be updated to the General Ledger module. Once the transactions have been updated to the General Ledger module, they cannot be changed, displayed or deleted from this screen.

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Initial Interdepartmental Cost Transfer Screen

Use the Initial Interdepartmental Cost Transfer Screen to enter document a number or numbers and, optionally, a description of the transfer (for example, printing charges). From this screen, you can also access the Interdepartmental Cost Transfer Screen - From/To Accounts to provide account information about the transfer.

User Function Keys

F1	REFRESH	Redisplays the screen and resets the fields to the defaults.
F8	MENU	Goes back to the FMS System Menu.

Data Fields

DOC NUM (key)	REF DOC NUM
BATCH DATE	TRNS DESC
BTCH POST PERIOD	

Document Number (DOC-NUM)

Description	Key field. A number identifying the document that is the source of the transaction.
Length	10 characters

Batch Date (BTCH-DATE)

Description	The date of the accounting event. Defaults to the current date, but can be changed.
Length	6 digits

Batch Post Period (BTCH-POST-PER)

Description	A date identifying the accounting period to which a batch of transactions will be posted. Defaults to the current year/month, but can be changed.
Length	4 digits

Reference Document Number (REF-DOC-NUM)

Description	An optional field identifying a document related to the source document (item in Doc Num field) for the current accounting transaction.
Length	10 characters

Transaction Description (TRNS-DESC)

Description	A description of the cost transfer.
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Length	30 characters
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Data Sets

Additions and changes made on this screen may update the following data sets:

- General Ledger Transaction Master (GL-TRNS-M)
- Interdepartmental Cost Transfer Master (COST-TRNSFR-M)
- General Ledger Transaction Detail (GL-TRNS-D)
- Interdepartmental Cost Transfer Detail (COST-TRNSFR-D)

Interdepartmental Cost Transfer Screen - From/To Accounts

You access the Interdepartmental Cost Transfer Screen - From/To Accounts from the Initial Interdepartmental Cost Transfer Screen. Use the Interdepartmental Cost Transfer Screen - From/To Accounts to enter the accounting structure or structures and amounts for the transfer of funds.

User Function Keys

F1	REFRESH	Redisplays the most recently saved version of the record.
F2	DUP	Copies the previously entered account structure to the next line.
F5	TRANSFER COMPLETE	Completes the cost transfer process and updates the data to the General Ledger module providing the cost transfer is in balance.
F6	FROM/TO ACCTS	Allows movement between the From Accounts and the To Accounts.

Data Fields

TRNS CD	SSOBJ
TRNS RVRS	SRC REV
APPR INDX	SUB SRC
PRG INDX	REIM-CD
ORG INDX	AMOUNT
SOBJ	

Transaction Code (AS-TRNS-CD)

Description	A code identifying the type of transaction being entered into the Accounts Payable module (for example, expenditure, revenue or liability).
Length	3 characters
Edits	Must be valid on the Transaction Code Table (GA1093).

Transaction Reverse (TRNS-RVRS)

Description	A code indicating that the normal debit/credit posting of the transaction code is to be reversed.				
Length	1 character				
Values	Defined by SBCTC-ITD as follows: <table style="margin-left: 40px;"> <tr> <td>R</td> <td>Reverse posting</td> </tr> <tr> <td>Blank</td> <td>Normal posting (default)</td> </tr> </table>	R	Reverse posting	Blank	Normal posting (default)
R	Reverse posting				
Blank	Normal posting (default)				

Appropriation Index (AS-APPR-INDX)

Description	A code identifying the appropriation index for the cost transfer.
Length	3 characters

Edits	Must be valid on the Fund/Appropriation Information Table (GA1090).
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Program Index (AS-PRG-INDX)

Description	A code identifying the program index for the cost transfer.
Length	3 characters
Edits	Must be valid on the Program Information Table (GA1091).

Organization Index (AS-ORG-INDX)

Description	A code identifying the organization index for the cost transfer.
Length	4 characters
Edits	Must be valid on the Organization Information Table (GA1092).

Subobject (AS-SOBJ)

Description	A code identifying the subobject for the cost transfer.
Length	2 characters
Edits	Must be valid on the Subobject Table (GA1011).

Sub-subobject (AS-SSOBJ)

Description	A code identifying the sub-subobject for the cost transfer.
Length	2 characters
Edits	Must be valid on the Sub-Subobject Table (GA1012).

Source of Revenue (AS-SRC-REV)

Description	A code identifying the source of revenue for the cost transfer.
Length	4 characters
Edits	Must be valid on the Major Source Table (GA1035).

Subsource (AS-SSRC)

Description	A code identifying the subsource for the cost transfer.
Length	2 characters
Edits	Must be valid on the Subsource Table (GA1036).

Reimbursable Code (REIM-CD)

Description	The reimbursable code for the cost transfer.
Length	2 characters
Edits	Must be valid on the Reimbursable Code Table (GA1075).

Amount (TRNS-AMT)

Description	The amount of the transaction.
Length	12 digits

Data Sets

Additions and changes made on this screen may update the following data sets:

- General Ledger Transaction Master (GL-TRNS-M)
- Interdepartmental Cost Transfer Master (COST-TRNSFR-M)
- General Ledger Transaction Detail (GL-TRNS-D)
- Interdepartmental Cost Transfer Detail (COST-TRNSFR-D)