

GA1092 – Organization Information Table

Required table. Codes defined by colleges.

Use the Organization Information Table to identify organization index codes, corresponding titles, campus, division, department, and, optionally, the cost center represented by the organization index.

You can also use this table to identify grant and contract or capital project numbers. County codes, city codes, or both can be assigned to organization indexes if there is a need to capture data at that level.

User Function Keys

F1	REFRESH
F2	ADD
F3	CHANGE
F4	INQUIRY
F8	MENU

Data Fields

FYR (display only)	SUB-PROJECT
ORGANIZATION INDEX (key field)	PROJECT PHASE
ORG INDX TITLE	GRANT/CONTRACT NUMBER
ORG INDX STATUS (required)	COUNTY
CAMPUS	CITY
DIVISION	BDGT ORG INDX (required)
DEPARTMENT	PURCH EDIT IND
COST CENTER	RVSN DATE (display only)
PROJECT	PURCH CENTER ID

Fiscal Year (FYR)

Definition	Display only. The fiscal year of the table.
-------------------	---

Organization Index (ORG-INDX)

Definition	Key field. A code defined by colleges representing the campus, division, and department assignments.
Length	4 characters

Organization Index Title (TITLE)

Definition	A title defined by colleges describing the organization index.
Length	20 characters

Organization Index Status (INDX-EDIT-STAT)

Definition	Entry required. A code indicating the status of the organization index.
-------------------	---

Values	Defined by SBCTC-ITD as follows: A Active (default) L Limited I Inactive D Delete N Non-accounting
---------------	--

Campus (CAMPUS)

Description	A code assigned by colleges identifying the campus.
Length	1 character
Edits	Must be valid on the Campus Table (GA1001).

Division (DIV)

Description	A code assigned by colleges identifying a division of a campus (for example, literature, languages or physical education).
Length	1 character
Edits	The combination of campus and division must be valid on the Division Table (GA1002).

Department (DEPT)

Description	Key field. A code assigned by colleges identifying a department within a division.
Length	2 characters
Edits	The combination of campus, division, and department must be valid on the Department Table (GA1003).

Cost Center (COST-CNTR)

Description	Key field. A code assigned by colleges identifying a cost center within a department.
Length	2 characters
Edits	The combination of campus, division, department, and cost center must be valid on the Cost Center Table (GA1006).

Project Number (PROJ-NUM)

Description	Must be blank if the Grant/Contract Number field is used. A code assigned by colleges identifying the project.
Length	4 characters
Edits	Must be valid on the Capital Projects Control Table (PM1002) and the Project Number Table (GA1042).

Subproject (SPROJ)

Description	Key field. A code assigned by colleges identifying a subproject category within a
--------------------	---

	project.
Length	2 characters
Edits	Must be valid on the Capital Projects Control Table (PM1002) and the Subproject Table (GA1043).

Project Phase (PROJ-PHASE)

Description	A code assigned by colleges identifying a phase within a project such as design, site preparation, construction.
Length	2 characters
Edits	Must be valid on the Capital Projects Control Table (PM1002) and the Project Phase Table (GA1044).

Grant/Contract Number (GC-NUM)

Definition	Must be blank if the Project field is used.
Edits	Must be valid on the Grant and Contract Table (PM1001) and the Project Number Table (GA1042).

County Code (COUNTY-CD)

Description	Key field. A code identifying the county.
Length	2 digits
Edits	Must be valid on the County Code Table (ZX0040) or blank.

City/Town Code (CITY-CD)

Description	A code identifying a city.
Length	4 digits
Edits	Must be valid on the City Table (ZX0030) or blank.

Budgeted Organization Index (BDGT-ORG-INDX)

Definition	Entry required. A code identifying how the accounting organization index is to be reported to the budget file. It allows for budgeting to a higher level than accounting.
Length	4 characters
Edits	Must be valid on the Organization Information Table (GA1092).

Purchasing Edit Indicator (PURCH EDIT IND)

Definition	Indicates whether or not an ORG-INDX entry should be edited during the budget extract process for downloading to the reality purchasing system.
Value	Defined by SBCTC-ITD as follows: <ul style="list-style-type: none"> Y Yes. Report errors for this ORG-INDX (default). N No. Do not report errors for this ORG-INDX.

Revision Date (RVSN-DATE)

Definition	Display only. A date assigned by the system indicating when the current record was changed or added.
-------------------	--

Purchasing Center Identification (PURCH CENTER ID)

Definition	A code which corresponds to the center ID in the reality purchasing system.
Length	12 characters

Data Sets

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

- Organization Information Table (ORG-INFO-TBL-M)