CGI Advantage® 4

Fixed Assets
Run Sheets Guide

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1 Purpose of the System Administration Guide

This manual is intended to help system administrators initiate, configure, monitor, and control all processing for CGI Advantage. The manual has five parts:

- The CGI Advantage System Administration Guide contains information about the CGI Advantage system architecture, and configuration (including the embedded third party components), post-installation setup, security configuration and considerations, workflow, job framework and its usage/maintenance, and other information pertinent to administering the application.
- The CGI Advantage HRM run sheet guides describe each process of CGI Advantage HRM in detail with its input, output, parameters, sort sequence, and selection criteria.
- The CGI Advantage Financial run sheet guides describe each process of CGI Advantage Financial in detail with its input, output, parameters, sort sequence, and selection criteria.
- The CGI Advantage HRM Payroll Engine System Administration Guide describes the system control tables and utilities for CGI Advantage HRM.
- The CGI Advantage VSS System Administration Guide describes each VSS process in detail with its input, output, parameters, sort sequence, and selection criteria.

System administration tasks include setting up and maintaining application security, querying and viewing the application status through logs and reports, managing workflow, setting up and maintaining system tables, and other critical application maintenance tasks.

1.1 Common terms and glossary used

The terms "Job" and "Batch" have been used interchangeably throughout the document. Please note that the CGI Advantage technical architecture is flexible enough to support the execution of jobs/batch processes while the application is available for online usage. In other words, the jobs/batch processes are technically not required to be "offline" processes.

2 Description of Processes

This chapter describes the processes in CGI Advantage that are considered system administration processes. For each process, you see information on these topics:

- Description
- Steps to Run this Process (if applicable)
- When to Run
- Major Input
- Output
- Parameters – Batch and Custom
- Sort Sequence
- Selection Criteria
- Notes
- Problem Resolution

System Wide Batch Parameters:

System wide batch parameter fields are available with each batch program, which provide the path for the input/output directory. These parameters allow sites to easily and quickly update the path for individual batch processes.

System wide batch parameters can be defined at the System Level, Area Level, Chain Job level, Chain Level or Job level. There has to be a default value set for the system wide batch parameters at any of these levels mentioned above so that the process will generate, read or write the respective files from the given location.

System wide batch parameters are defined at the System Level on the System Level Process Parameters (BATSETUP) reference page, searching for the Catalog Label of *Batch Catalog* and then choosing the record-level action of *Edit.*

- **AMSROOT** - Root directory of the batch files (for example, C:\AMSADV30\RTFiles)
- **AMSEXPORT** - For files that are created by the program and need to remain after the job is completed (i.e. cannot be temporary files). This could include interface files that come from/go to third party sources (for example, $AMSROOT\ExportImport).
- **AMSIMPORT** - For files that are used by the program and need to remain after the job is completed (that is, cannot be temporary files). This could include interface files that come from/go to third party sources (for example, $AMSROOT\ExportImport).
- **AMSLOGS** - For batch framework log files. If the job requires its own log files, this is where it is put (for example, $AMSROOT\Logs).
- **AMSPARM** - Batch job parameter files specific to a single job instance only (for example, $AMSROOT\Parms).
- **AMSTEMP** - For temporary files, usually stamped with process ID (for example, C:\TEMP).
- **AMSSPOOL** - Batch job report files, statistic files, exception reports, and so forth. These files may be sent to an OS print queue. File name is usually date and time stamped (for example, $AMSROOT\Spool).

Note:

Assumptions while implementing system wide batch parameters: It is assumed that wherever in the Job processes system wide batch parameter variables (that is, AMSEXPORT, AMSIMPORT, AMSROOT, AMSLOGS, AMSPARM, AMSTEMP, AMSSPOOL) are declared as input parameters, care should be taken to set the overrideable flag for that variable to *true*, otherwise the process may fail.

Pivot Date/Year Validation:

Note:

Assumption for date attributes: Set the Earliest Year (EARLIEST_YEAR) and Latest Year (LATEST_YEAR) on the Application Parameter reference page. When defining the year range, attention should be given to setting a range vast enough to accommodate all system impacts (such as imported transactions). The Job input date/year must lie between the above year range; otherwise, the process will fail.

2.1 Fixed Assets Batch and Chain Processes

Advantage Fixed Assets enables you to manage and control your organization's fixed assets throughout their life cycle. As an optional add-on product to CGI Advantage Financial, Advantage Fixed Assets is fully integrated with CGI Advantage Financial's accounting function, ensuring that all codes used to classify assets are consistent with those in your organization's general ledger.

Descriptions of the Advantage Fixed Assets processes are organized in this section in alphabetical order.

2.1.1 FAPR Purge Process

When to Run

This process is expected to run on request to clear records on the FAPR table where the Fixed Asset Acquisition Shell transaction has been successfully submitted or the shell has been discarded and the Ready To Purge flag is true.

Description

The Batch Parameters, FAPR, FAPL Tables drive this process. The process can be run in either Report Only or Report and Update mode. The process selects records on FAPR where the **Purge Shell Record** flag is true AND where the **Shell Acceptance Date** is less than the **Purge Date** batch process parameter.

Major Input

1. Fixed Asset Payment Request (FAPR)
2. FAPR Accounting Lines (FAAL)
3. Disbursement Details (FAPL)

Output

1. FAPR Purge Report
2. FAPR Table, updated
3. FAAL Table, updated
4. FAPL Table, updated

Parameters

Batch Parameters

Job or Job # in a Chain	Parameter	Description	Default Values
FAPR PURGE	Client Name (CLIENT_NM)	Optional field for the name of client to be appear on report	No default
	Purge Mode (PRG_PROC_NM)	Required field for a Purging Mode (Valid values are R - Report Mode Only U - Report & Update Mode)	No default
	Purge Date (PURG_DT)	Required date to determine what records to purge. Job purges records before date. Must be entered as mm/dd/yyyy	No default

Job or Job # in a Chain	Parameter	Description	Default Values
	Generate Report (PARM_DOC_CD)	Required field for a mode to generate the purge report. Valid Values are P - Purge Report; D - Discard Report; or B - Both	No default

Sort Criteria

- None

Selection Criteria

For Purge Report

Select records from FAPR
Where Ready to Purge Flag is true
And Shell Acceptance Date <= Purge Date(one of the batch parameter)

For Shell Discarded Report

Select records from FAPL, FAPR
Where Shell Discarded Flag is True
Group by attribute of FAPL

Troubleshooting

If the process fails due to any reason (like network is down or server is down etc.), then the user has to correct those errors and has to re-start from the beginning. No need for a restore.

2.1.2 Fixed Asset Disposition Chain

Chain or Job Name	Fixed Asset Disposition (FAD) Chain Job
Recommended Frequency	On Demand
Single Instance Required	Yes
Can be restarted?	Yes
Reports generated	Yes. Process and Exception Reports

Overview

The Fixed Asset Disposition (FAD) Chain Job reads the Fixed Asset Disposition Entry (FADE) table, validates the records against the FA Registry table, and then generates a Disposition (FD) transaction for each record on FADE.

The FAD process includes two reports. First, the job includes an exception report to list any FD transactions that got rejected. The second report is produced when the job is run in Report Mode only.

Major Input

- Fixed Asset Disposition Entry Table (R_FADE)
- Fixed Asset Registry Header Table (R_FAR_HDR)
- Fixed Asset Registry Component Table (R_FAR_COMP)
- Fixed Asset Registry Accounting Table (R_FAR_ACTG)

Major Output

- FD Transactions
- Fixed Assets to be disposed Report
- Exception Report

Chain Job Return code

The following table shows the potential return codes for the FAD chain job. Note that the Chain job ends with the highest return code across all of the jobs.

Return Code	Condition
Successful (1)	All of the jobs end successfully
Warning (4)	One of the jobs in the chain ends with a return code of Warning
Non Fatal Error (8)	One of the jobs in the chain ends with a return code of Non Fatal Error

Return Code	Condition
Failed (12)	One of the jobs in the chain ends with a return code of Failed
Terminated (16)	One of the jobs in the chain ends with a return code of Terminated
System Failure (20)	One of the jobs in the chain ends with a return code of System Failure

Problem Resolution

If any of the jobs in the chain failed due to application errors it is advisable to restart the job after correcting the errors instead of rescheduling the job. Restarting the job will reduce the processing time since the job will resume from where it has last committed and select only the unprocessed records.

Please refer to the individual jobs for details regarding the specific job processes and problem resolution.

FAD Chain: FA Disposition

Job Name	FA Disposition
Recommended Frequency	On Demand.
Single Instance Required	Yes.
Can be restarted?	Yes. See the overview and the Problem Resolution section for more details.
Reports Generated	Yes.

Overview

This process consists of following basic steps:

- **Parameter Validation:**

  In this step, the process will verify the parameters. If the parameter validation is successful, the job will go to the next step. Otherwise the job will end with a return code of 'Failed'.

- **Processing Of Records:** In this step based on the input parameter Run Mode, the job will decide whether it should run in Report Mode or Update Mode.

  If the Run Mode is Report Then

  - All the records having **Processed** flag set to *False* and **Marked for Deletion** flag set to *False* are selected from Fixed Asset Disposition Entry table and added on the report.
  - A report is generated with these values and will be called 'Fixed Assets to be Disposed'.

  If the Run Mode is Update Then

  - Delete records from Fixed Asset Disposition Entry table where **Marked for Deletion** Flag set to *True*.
  - To start with creating the FD Transactions records are selected from Fixed Asset Disposition Entry table where Processed Flag is false and Disposition Date is less than or equal to the Application Date.
  - Find the matching records from R_FAR_HDR, R_FAR_COMP and R_FAR_ACTG tables to populate the FD header, component and accounting line details.

- **Generate XML:** Generate XML for FD Header, FD Component and FD Accounting line by using above selected records
- **System Maintenance Utility Load:** Existing SMU job will be used to load the FD transactions from XML file created in above step.
- **System Maintenance Utility Auto Apply:** Existing SMU job will be used to Auto Apply all the fields on the FD transactions created in above step.
- **System Maintenance Utility Submit:** Existing SMU job will be used to submit the FD transactions created in above step.
- **Generate Exception Report:** An exception report will be generated for each failed header/ component/ accounting line by providing Asset Number, Component Number and Error message.

Process Steps	Messages
1. Parameter Validation	• Validating Batch Parameters • Parameters are valid or invalid depending on the Validation. If the parameter is invalid, the invalid value will be displayed in the log. • If the required parameters are not provided then <<PARM_NM>> is required message is added on Job Log • Parameter validation completed
2. Report Mode	• Selecting the records from R_FADE table for report mode. • Selection of records for generating report completed • If the selection returns 0 records then the following message will be issued: “No records selected for Report generation”.
3. Update Mode	• Deleting the FADE records • Deletion of records completed
4. Selection of FADE Records for FD Transaction Creation	• Selecting the records from R_FADE table for update mode. • Selection of records for update mode is completed • If no records are selected then the following message will be issued: “No records selected for processing”
5. Selection of FAR records for FD Transaction creation	• Generating XML for FD transactions

Restartability Information

This process is implemented with checkpoints. If the process fails for any reason (such as the network is down or the server is down), then the process restarts from the last point where it stopped.

If the job fails in any of the above steps the job can be restarted after resolving the error. If the job is restarted, it will start from the last point where it stopped.

For example, the job failed after processing 2 records from the total of 25 eligible records due to some fatal condition (table space error). If the job is restarted after resolving the table space issue, the job will start by selecting the records from 3rd transaction.

Instead of restarting the job, if the job is rescheduled with the same parameter value after resolving the table space issue, the job will start from the beginning.

The restart will fail if another instance of this job has been scheduled and ran successfully before restarting the failed job.

Major Input

- Fixed Asset Disposition Entry Table (R_FADE)
- Fixed Asset Registry Header Table (R_FAR_HDR)
- Fixed Asset Registry Component Table (R_FAR_COMP)
- Fixed Asset Registry Accounting Table (R_FAR_ACTG)

Batch Parameters

Parameter	Description	Default Value
RUN_MD	Required. Report or Update Mode: 1. Report Only 2. Update	1
DOC_CD	Required. FD Transaction Code	FD
DOC_DEPT_CD	Required. FD Transaction Department Code	No Default
DOC_UNIT_CD	Optional. FD Transaction Unit Code	No Default
DOC_PFX	Optional. FD Transaction Prefix	No Default
EVNT_TYP	Required. FD Transaction Event Type	FA04
AMSEXPORT	Required. AMS Export Import	$$AMSROOT$$/ExportImport

Parameter	Description	Default Value
	Directory	
COMMIT_BLOCK_SIZE	Optional. Commit Block Size	100
PROG_CTR_SIZE	Required. Progression Counter	100

Major Output

- FADisposition.xml (XML file for FD transactions)
- Fixed Assets to be disposed Report

Job Return code

The following table shows the potential job return codes for the FA Disposition XML Creation job.

Return Code	Condition
Successful (1)	All the selected intercept records are processed successfully
Warning (4)	No eligible records found.
Non Fatal Error (8)	N/A
Failed (12)	The job fails under the following conditions: • Parameters are invalid • Run time exceptions for unexpected situations. When this job ends with a return of code Failed, subsequent jobs in the chain will be set to inactive.
Terminated (16)	This return code is issued when the job is terminated by the user. When this job ends with a return of code of *Terminated,* subsequent jobs in the chain will be set to *Inactive*.
System Failure (20)	This return code is issued when the job is terminated because of database server or network issues. When this job ends with a return of code *System Failure*, subsequent jobs in the chain will be set to *Inactive*.

Sort Sequence

None

Selection Criteria

If the Run Mode is Report Then

- All the records having **Processed** flag set to *False* and **Marked for Deletion** flag set to *False* are selected from the Fixed Asset Disposition Entry table and added on the report.

- A report is generated with these values and will be called 'Fixed Assets to be Disposed'.

If the Run Mode is Update Then

- Delete records from Fixed Asset Disposition Entry table where 'Marked for Deletion' Flag set to *True*.
- To start with creating the FD Transactions records are selected from Fixed Asset Disposition Entry table where Processed Flag is false and Disposition Date is less than or equal to the Application Date.
- Find the matching records from R_FAR_HDR, R_FAR_COMP and R_FAR_ACTG tables to populate the FD header, component and accounting line details.

Problem Resolution

The following table shows the possible return codes and recommendations for each processing step.

Step 1: Parameter Validation:

Possible Return Codes	Condition	Recommendation	Other Instructions
Successful (1)	Successful	N/A	N/A
Warning (4)	N/A	This step doesn't issue this return code.	This step doesn't issue this return code.
Non Fatal Error (8)	N/A	This step doesn't issue this return code.	This step doesn't issue this return code.
Failed (12)	Required Parameters are not entered **Sample Message:** Run Mode cannot be blank.	Enter the Run Mode.	Alternatively, the job can be rescheduled after correcting the parameters.
	Failed because of runtime exceptions for an unexpected situation.	The reason for the failure needs to be investigated before restarting the job.	
Terminated (16)	Job is terminated manually by the user.	The reason for the termination needs to be investigated. The job can either be restarted or rescheduled.	
System Failure (20)	When the job is terminated because of database server or network issues.	The reason for the System Failure needs to be investigated. The job can either be restarted or	

Possible Return Codes	Condition	Recommendation	Other Instructions
		rescheduled.	

Step 2: Selection of records

Possible Return Codes	Condition	Recommendation	Other Instructions
Successful (1)	All the selected intercept records are processed successfully	N/A	N/A
Warning (4)	No eligible records were found on the intercept tables for discarding	N/A	N/A
Non Fatal Error (8)	N/A	N/A	N/A
Failed (12)	Job failed due to Fatal conditions	In this step, the job can fail under the following two conditions. 1) Encounters any runtime exceptions and 2) Failed during restart. If the job fails because of the runtime exceptions, investigate the exception reported by the process, resolve the error and restart the job.	Schedule a new job
Terminated (16)	Job is terminated manually by the user.	Reason for the termination needs to be investigated. A new job can be scheduled	If another instance of the job has already been scheduled and ran successfully, then this job should not be restarted – only new job should be scheduled.
System Failure (20)	When the job is terminated because of database server or network issues	Reason for the System Failure needs to be investigated. A new job can be scheduled.	If another instance of the job has already been scheduled and ran successfully, then this job should not be restarted –

Possible Return Codes	Condition	Recommendation	Other Instructions
			only new job should be scheduled.

Step 3: Creation of the XML file

Possible Return Codes	Condition	Recommendation	Other Instructions
Successful (1)	N/A	N/A	N/A
Warning (4)	N/A	N/A	N/A
Non Fatal Error (8)	N/A	N/A	N/A
Failed (12)	Failed because of issues in creating parameter files, for example, parameter file location not found.	Investigate the reason of failure and then re-run the job. If any location issues, correct the same.	Parameter files will be located in the AMSEXPORT directory.
	Failed because of runtime exceptions for an unexpected situation.	Failure reason needs to be investigated before scheduling a new job.	Failed because of runtime exceptions for an unexpected situation.
Terminated (16)	Job is terminated manually by the user.	The reason for the termination needs to be investigated and a new job scheduled.	N/A
System Failure (20)	When the job is terminated because of database server or network issues.	The reason for the System Failure needs to be investigated and a new job scheduled.	N/A

Step 3: Creation of FD Generation Report

Possible Return Codes	Condition	Recommendation	Other Instructions
Successful (1)	The FA Generation report generated successfully.	N/A	N/A
Warning (4)	N/A	N/A	N/A

Possible Return Codes	Condition	Recommendation	Other Instructions
Non Fatal Error (8)	N/A	N/A	N/A
Failed (12)	Failed due to issues in creating the report.	Investigate the reason for the report not being created and re-run the chain.	N/A
	Failed because of runtime exceptions for an unexpected situation.	Failure reason needs to be investigated before scheduling a new job.	N/A
Terminated (16)	Job is terminated manually by the user.	The reason for the termination needs to be investigated and a new job scheduled.	N/A
System Failure (20)	When the job is terminated because of database server or network issues.	The reason for the System Failure needs to be investigated and a new job scheduled.	N/A

FAD Chain: Load FD Transaction job

Job Name	Load FD Transaction Job
Recommended Frequency	On Demand.
Single Instance Required	Yes.
Can the job be restarted?	Optionally, based on the Save Restart Information parameter.
Reports generated	No. All of the exceptions are only written to the log.

Overview

After the generation of the FD Generation report, the next step of the Fixed Asset Disposition chain is the Load FD Transaction Job. This step uses the SysManUtil function with the *Transaction Load* action to load FD transactions. FD transactions are selected for loading based the Transaction ID, Transaction Code, Transaction Version Number, Transaction Status, Transaction Phase and Transaction Type parameters for this step.

This chain terminates with a *Successful* job Return Code if the steps of the chain are processed correctly. If any of the steps in the chain fails to process successfully, the job will terminate.

After the Fixed Asset Disposition chain, users can view the generated reports to determine the necessary updates as to which FD transactions have been loaded.

Major Input

- FA Disposition Transaction XML file

Batch Parameters

Parameter	Description	Default Value
AMSEXPORT	AMS Export Import Directory	$$AMSROOT$$/ExportImport
FILE_NM	Input XML File Name	FADisposition.xml
COMMIT_SIZE	Commit Block Size	100
ACTN_CD	Action Code	171

Please refer to the SMU Transaction Upload Job run sheet in the *CGI Advantage Financial – Utilities Run Sheet Guide* for the full list of SMU Transaction upload batch parameters.

Major Output

- FD Transactions in draft version

Job Return code

The following table shows the potential job return codes for the Inferences & Validations job:

Return Code	Condition
Successful (1)	All of the records are loaded into the Transaction Catalog successfully or the input file is empty.
Warning (4)	This return code will be issued when some of the records failed to load where as all other records were loaded successfully.
Non Fatal Error (8)	None of the records get loaded into the Transaction Catalog.
Failed (12)	• Parameters are invalid • When the input file is not found in the specified directory • Restart failed because another instance of the FAD chain has already been run successfully • Runtime exceptions encountered for any unexpected situations When the job ends with a return code of *Failed*, subsequent jobs in the chain will be set to *Inactive*.
Terminated (16)	This return code is issued when the job is terminated by the user. When the job ends with a return code of *Terminated,* subsequent jobs in the chain will be set to inactive.

Return Code	Condition
System Failure (20)	This return code is issued when the job is terminated because of database server or network issues. When this job ends with a return code of *System Failure*, subsequent jobs in the chain are set to *Inactive*.

Sort Sequence

N/A

Selection Criteria

N/A

Problem resolution

The following table shows the possible return codes and recommendations for each processing step specific to the job in the chain. For general errors and recommendations, refer to the SMU Transaction Upload run sheet in the *CGI Advantage Financial – Utilities Run Sheet Guide*.

Possible Return Codes	Condition	Recommendation	Other Instructions
Failed (12)	Failed while restarting the job since another instance of the job has already been run successfully. **Sample Message**: Cannot restart the job since another instance of this job has already been run successfully.	**Recommendation:** Schedule a new job.	

FAD Chain: Auto Apply Job

Job Name	Auto Apply
Recommended Frequency	On demand.
Single Instance Required	Yes
Can be restarted?	Yes.

Report Generated	No. All of the exceptions are written to the error file.

Overview

The FD Auto Apply job uses the SysManUtil utility to Auto Apply each FA transaction loaded by the FD Upload job for final processing to update the tables.

Major Input

- SMU job parameter file
- Draft FD Transactions in the catalog

Batch Parameters

Parameter	Description	Default Value
ACTN_CD	Action Code	326

Major Output

The Transactions would have been processed to infer all asset components and component details associated with the selected Fixed Asset Number.

Batch Return Codes

The following table shows the potential job return codes for the FD Auto Apply job in the FAD Chain.

Return Code	Condition
Successful (1)	All of the transactions generated in that run submitted successfully.
Warning (4)	Not Applicable for this job.
Non Fatal Error (8)	Not Applicable for this job.
Failed (12)	• Input parameter file is not found. • Restart failed because another instance of the FAD chain has already been run successfully. • Runtime exceptions encountered for any unexpected situations. When the job ends with a return code of *Failed*, subsequent jobs in the chain will be set to *Inactive*.
Terminated (16)	This return code is issued when the job is terminated by the user. When the job ends with a return code of *Terminated*, subsequent jobs in the chain are set to *Inactive*.
System Failure (20)	This return code is issued when the job is terminated because of database server or network issues. When this job ends with a return code of *System Failure*, subsequent jobs in the chain will be set to *Inactive*.

Sort Sequence

N/A

Selection Criteria

N/A

Problem Resolution

If the job ends with a return code of Failed and above, the job can be restarted only when the Save Restart Information parameter is selected and another instance of the job has not been scheduled and run successfully. If another instance of the job has already been scheduled and ran successfully, then this job should not be restarted a new job should only be scheduled.

If the restart is not an immediate option and the fatal error is because of a few transactions, the rest of the transactions can be submitted manually. The Transaction Ids can be found on the input parameter file.

The following table shows the possible return codes and recommendations for each processing step specific to the job in the chain. For general errors and recommendations, refer to the SMU Transaction Auto Apply Job run sheet in the *CGI Advantage Financial – Utilities Run Sheet Guide*.

Possible Return Codes	Condition	Recommendation	Other Instructions
Failed (12)	Failed while restarting the job since another instance of the job has already been run successfully. Sample Message: Cannot restart the job since another instance of this job has already been run successfully.	Schedule a new job.	

FAD Chain: Submit FD Transactions Job

Job Name	Submit FD Transactions
Recommended Frequency	On Demand.
Single Instance Required	Yes
Can be restarted?	Yes. See the Overview and the Problem Resolution sections for more details.
Report Generated	No. All of the exceptions are written to the error file.

Overview

The FA Submit job uses the SysManUtil utility to submit each FD transaction loaded by the FD Upload job for final processing to update the tables and complete the FAD chain.

Major Input

- SMU job parameter file
- Draft FD Transactions in the catalog

Batch Parameters

Parameter	Description	Default Value
AMSEXPORT	AMS Export Import Directory	$$AMSROOT$$/ExportImport
FILE_NM	Input XML File Name	$$AMSLOGS$$/FDExep.txt
ACTN_CD	Action Code	162

Note: This job uses only a subset of the SMU submit job parameters. For a full list of available parameters for the SMU submit job, refer to the SMU Transaction Submit Job run sheet in the *CGI Advantage Financial – Utilities Run Sheet Guide*.

Major Output

The Transactions would have been processed to final or rejected.

Batch Return codes

The following table shows the potential job return codes for the individual FAD submit job in the FD submitter.

Return Code	Condition
Successful (1)	All of the transactions generated in that run submitted successfully.
Warning (4)	Not Applicable for this job.
Non Fatal Error (8)	Not Applicable for this job.
Failed (12)	• Input parameter file is not found. • Restart failed because another instance of the FAD chain has already been run successfully. • Runtime exceptions encountered for any unexpected situations. When the job ends with a return code of failed, subsequent jobs in the chain will be set to inactive.

Return Code	Condition
Terminated (16)	This return code is issued when the job is terminated by the user. When the job ends with a return code of *Terminated*, subsequent jobs in the chain is set to *Inactive*.
System Failure (20)	This return code is issued when the job is terminated because of database server or network issues. When this job ends with a return code of *System Failure*, subsequent jobs in the chain are set to *Inactive*.

Sort Sequence

N/A

Selection Criteria

N/A

Problem Resolution

If the job ends with a return code of *Failed* and above, the job can be restarted only when the Save Restart Information parameter is selected and another instance of the job has not been scheduled and run successfully. If another instance of the job has already been scheduled and ran successfully, then this job should not be restarted a new job should only be scheduled.

If the restart is not an immediate option and the fatal error is because of a few transactions, the rest of the transactions can be submitted manually or discarded manually depending on the issue. The Transaction IDs can be found on the input parameter file.

The following table shows the possible return codes and recommendations for each processing step specific to the job in the chain. For general errors and recommendations, refer to the SMU Transaction Submit Job run sheet in the *CGI Advantage Financial – Utilities Run Sheet Guide*.

Possible Return Codes	Condition	Recommendation	Other Instructions
Failed (12)	Failed while restarting the job since another instance of the job has already been run successfully. **Sample Message**: Cannot restart the job since another instance of this job has already been run successfully.	Schedule a new job.	

FAD Chain: Generate Exception Report Job

Job Name	Generate Exception Report
Recommended Frequency	On Demand.
Single Instance Required	Yes
Can be restarted?	Yes. See the Overview and the Problem Resolution sections for more details.
Report Generated	No. All of the exceptions are written to the error file.

Overview

This batch job will generate exception report for the failed FD transactions in earlier step. The report will be generated by showing Transaction details along with Fixed Asset Number, Component Number and the error message.

Major Input

- SMU job log file
- FD Transactions header table

Batch Parameters

Parameter	Description	Default Value
EXCEP_PARM_FILE_NM	Exception Report File Name that got generated by SMU	

Major Output

Exception Report

Batch Return codes

The following table shows the potential job return codes for the individual FAD Exception job in the FD submitter.

Return Code	Condition
Successful (1)	Report is generated successfully.
Warning (4)	Not Applicable for this job.
Non Fatal Error (8)	Not Applicable for this job.
Failed (12)	• Input parameter file is not found. • Restart failed because another instance of the FAD chain has

Return Code	Condition
	already been run successfully. • Runtime exceptions encountered for any unexpected situations. When the job ends with a return code of failed, subsequent jobs in the chain will be set to inactive.
Terminated (16)	This return code will be issued when the job is terminated by the user. When the job ends with a return code of *Terminated*, subsequent jobs in the chain will be set to *Inactive*.
System Failure (20)	This return code will be issued when the job is terminated because of database server or network issues. When this job ends with a return code of *System Failure*, subsequent jobs in the chain will be set to *Inactive*.

Sort Sequence

N/A

Selection Criteria

N/A

Problem Resolution

Possible Return Codes	Condition	Recommendation	Other Instructions
Failed (12)	Failed while restarting the job since another instance of the job has already been run successfully. **Sample Message**: Cannot restart the job since another instance of this job has already been run successfully.	Schedule a new job.	

2.1.3 Fixed Asset Intent Job

Job Name	Fixed Asset Intent Job
Recommended Frequency	On Demand
Single Instance Required	Yes
Can be restarted?	Yes, see the individual jobs for more details.
Reports generated	Yes, some of the jobs in the chain generate the reports for processed records and exception report. Please refer to the individual jobs for more details.

Overview

The Fixed Asset Intent job in CGI Advantage Financial is a group of jobs that work together to create Fixed Asset transactions. This process selects authorized FA records from FAINT (header, component and accounting) tables to generate the FA/ FI transactions depending on the intent types and capitalization trigger for each record. The Fixed Asset Intent chain has the following jobs (each of the jobs listed below, is described in subsequent sections):

1. Generate FA/ FI Transactions
2. Load XML
3. Submit Transactions

Note: Even though the above jobs in the chain can be run individually by disabling other jobs, it is recommended to always run the entire chain.

The acceptable job return code configuration depends on the business requirement. For example, if the requirement is that the subsequent jobs in the chain should continue only if the job ends with a return code of Successful, the Acceptable job return codes for all of the jobs should be set to Successful. If for some jobs in the chain, a Non Fatal error is an Acceptable job return code, then that can also be configured. These configurations can be done in the Job setup page.

If any of the jobs in the chain ends with a return code of *Failed*, *Terminated* or *System Failure*, all of the subsequent jobs are be set to *Inactive*.

Major Input

- Fixed Asset Intent FAINT Header (FA_INT_HDR) table
- Fixed Asset Intent FAINT Component (FA_INT_COMM) table
- Fixed Asset Intent FAINT Accounting (FA_INT_ACTG) table

Major Output

- FA/ FI Transactions
- Intent processed transaction report

- FA/ FI Exception Report

Chain Job Return code

The following table shows the potential return codes for the Fixed Asset Intent chain job. Note that the Chain job will end with the highest return code across all of the jobs.

Return Code	Condition
Successful (1)	All of the jobs end successfully.
Warning (4)	One of the jobs in the chain ends with a return code of *Warning.*
Non Fatal Error (8)	One of the jobs in the chain ends with a return code of *Non Fatal Error.*
Failed (12)	One of the jobs in the chain ends with a return code of *Failed.*
Terminated (16)	One of the jobs in the chain ends with a return code of *Terminated.*
System Failure (20)	One of the jobs in the chain ends with a return code of *System Failure.*

Problem Resolution

If any of the jobs in the chain failed due to application errors it is advisable to restart the job after correcting the errors instead of rescheduling the job. Restarting the job reduces the processing time since the job resumes from where it has last committed and selects only the unprocessed records.

Please refer to the individual jobs for details regarding the specific job processes and problem resolution.

Fixed Asset Intent Chain: Generate FA/ FI Transactions

Job Name	Generate FA/ FI Transactions
Recommended Frequency	On Demand.
Single Instance Required	Yes.
Can be restarted?	Yes. See the overview and the Problem Resolution section for more details.
Reports Generated	Yes.

Overview

This job selects eligible records from the FAINT tables and creates the .xml file for FA/FI transactions which are eligible for being recorded as Fixed Assets and generate an exception report. The selection of the eligible records depends on the Run Mode parameter and the Intent Transaction Department. The process would select those FA Intent transactions that have both

the "Processed" flag false (unselected) and Exception flag false (unselected) on the FAINT Accounting line table. Following are the 3 possible values for Run mode:

1. Acquire Only
2. Increase Only
3. Acquire and Increase

Once the records are accumulated based on Run Mode, each of the record is written to the XML file stating the Event Category of each record as follows:

- An FA transaction is generated with Event Type = FA01 {Acquisition transaction} if the Capitalized Amount on the Header for a Intent is = $0
- An FA transaction is generated with Event Type = FA02 {Betterment transaction} if the Capitalized Amount on the FAINTHDR > $0 and Capitalized Amount for the same Intent on FAINTCOM = $0
- An FA transaction is generated with Event Type = FA10 {Increase in Shell} if the Capitalized Amount on FAINTCOM > $0 and Quantity has changed for the same commodity line.
- An FA transaction is generated with Event Type = FA07 {Increase/Decrease} if the Capitalized Amount on FAINTCOM > $0 and Referenced Amount has changed for the same commodity line.

Records shall also be selected from the FAINTHDR table based only on the FN Action field set to *Clear* on FAINTHDR to generate FA transaction of Event Type = FA14. The FA14 is to record the reversal of a pending asset balance that was previously established on a payment request.

Process Steps	Messages
1. Parameter Validation	• Validating Batch Parameters • Parameters are valid or invalid depending on the Validation. If the parameter is invalid, the invalid value will be displayed in the log. • Batch Parameter validation completed.
2. Selection of Records	• Selecting eligible records • If the selection returns 0 records, then the following message will be issued: “No eligible record found”. • Number of records (count) selected will be displayed • At the end, the following message will be issued: Selection of records completed.
3. Filtering records and creation of XML	• Generating the FAIntent XML file • FAIntent XML file generated • Number of transactions included in that XML file may be provided.

Batch Parameters

Parameter	Description	Default Value
RUN_MD	Run Mode of the job	No Default
REPORT	Report Only	No
INT_DOC_DEPT_CD	Intent Transaction Department	No Default
(CLIENT_NM)	Client Name for Report Optional field. Entry of a value in this field specifies the name that will appear on report.	No Default
FA_DOC_CD	FA Transaction Code for Acquisition Transactions	FA
FI_DOC_CD	FI Transaction Code for Increase Transactions	FI
FA_ACQ_EVNT_TYP	FA Acquisition Event Type	FA01
FA_BTR_EVNT_TYP	FA Betterment Event Type	FA02
FA_INC_SHELL_EVNT_TYP	FA Increase Shell Event Type	FA10
FA_INC_EVNT_TYP	FA Increase Event Type	FA07
FA_DOC_DEPT_CD	FA/FI Transaction Dept	No Default
FA_DOC_UNIT_CD	FA/FI Transaction Unit	No Default
FA_DOC_ID_PFX	The Transaction ID prefix used for Auto Numbering FA transactions	No Default
FI_DOC_ID_PFX	The Transaction ID prefix used for Auto Numbering FI transactions	No Default
INCR_MD	Increase Mode {Valid Values : 1 = Closed Only, 2 = Any Increase or Decrease }	No Default
AMSEXPORT	Location to store the parameter file	No Default
COMMIT_SIZE	Commit Block Size	100
SEL_BLK_SIZE	Selection Record Size	No Default
PROG_CTR_SIZE	Progression Counter	100
ACQ_METH	Acquisition Method Required. Enter Acquisition Method for the Job Run. This code represents the user-defined method by which the asset was acquired. Valid values are stored on the Acquisition / Disposition (FADM) table.	No Default. This should be a valid value (for example, the value should reside on the Acquisition Disposition (FADM) table and marked as *Acquisition*.

Parameter	Description	Default Value
CLIENT_NAME	Enter Client Name for the Report Run	No Default
DOC_CREA_DT	Generated Transaction Date of Record	No Default

Major Input

Tables

- FAINT Header (FA_INT_HDR)
- FAINT Commodity (FA_INT_COMM)
- FAINT Accounting (FA_INT_ACTG)

Major Output

- FAIntent transaction XML File
- Intent processed transaction report

Job Return Code

The following table shows the potential job return codes for the FAIntent XML Creation job.

Return Code	Condition
Successful (1)	All the selected intercept records are processed successfully
Warning (4)	No eligible records found.
Non Fatal Error (8)	N/A
Failed (12)	The job will fail under the following conditions: • Parameters are invalid • Run time exceptions for unexpected situations. When this job ends with a return of code *Failed*, subsequent jobs in the chain will be set to *Inactive*.
Terminated (16)	This return code is issued when the job is terminated by the user. When this job ends with a return of code *Terminated* subsequent jobs in the chain will be set to *Inactive*.
System Failure (20)	This return code is issued when the job is terminated because of database server or network issues. When this job ends with a return of code *System Failure*, subsequent jobs in the chain is set to *Inactive*.

Sort Sequence

None

Selection Criteria

Run Mode	Selection Logic
1 {Acquire Only}	• The FN record has not been capitalized – Capitalized Amount on FAINTHDR is equal to zero.
2 {Increase Only}	• The FN record has been partially capitalized – Capitalized Amount on FAINTHDR > 0 and • There is additionally PR/ Disb activity to be capitalized – PR/ Disb Amount does not equal Capitalized Amt and • The Agreement is now closed (this only applies if the Capitalization Trigger = Agreement Closed)
3 {Acquire and Increase}	• Both above selection criteria will be clubbed together

Once the records are filtered based on the Run Mode, if the Run Mode = Acquire, Then consider the field Capitalization Trigger on FAINTHDR table for selection of eligible records as follows:

- If the Capitalization Trigger = Agreement Closed, the Fixed Asset Intent job will select the FAINT record and when multiple agreements are referencing the same FN, then a FA/FB transaction is created only when all of the related individual agreement transactions are closed completely. The Fixed Asset Intent job will compare the PO Total Accounting Amount and the PO Total Closed Amount on the FAINTHDR table and if the values are equal than the Fixed Asset Intent job will select the FAINT records for capitalization.
- If the Capitalization Trigger = Percent Complete, the Fixed Asset Intent job will select the FAINT record when all the individual agreements referencing the same FN should have reached the Percent Complete value entered on the FN transaction for the Job to create a FA/FB for this FN. The Job will determine this by comparing each FA Intent Component record's Closed Percentage with that of its respective FA Intent Header's Capitalize at percent complete value. The Closed Percentage on FA Intent component for each FN must be greater than or equal to Capitalize at percent complete value on FA Intent Header.
- If the Capitalization Trigger = Anticipated In-Service Date, the Fixed Asset Intent job selects the FAINT record when the Application Date is greater than or equal to the Anticipated In-Service Date.

Problem Resolution

The following table shows the possible return codes and recommendations for each processing step.

Step 1: Parameter Validation:

Possible Return Codes	Condition	Recommendation	Other Instructions
Successful (1)	Successful	N/A	N/A
Warning (4)	N/A	This step doesn't issue this return code.	This step doesn't issue this return code.

Possible Return Codes	Condition	Recommendation	Other Instructions
Non Fatal Error (8)	N/A	This step doesn't issue this return code.	This step doesn't issue this return code.
Failed (12)	Required Parameters are not entered **Sample Message:** Run Mode cannot be blank.	Enter the Run Mode.	Alternatively, the job can be rescheduled after correcting the parameters.
	Failed because of runtime exceptions for an unexpected situation.	The reason for the failure needs to be investigated before restarting the job.	
Terminated (16)	Job is terminated manually by the user.	The reason for the termination needs to be investigated. The job can either be restarted or rescheduled.	
System Failure (20)	When the job is terminated because of database server or network issues.	The reason for the System Failure needs to be investigated. The job can either be restarted or rescheduled.	

Step 2: Selection of records

Possible Return Codes	Condition	Recommendation	Other Instructions
Successful (1)	All the selected intercept records are processed successfully	N/A	N/A
Warning (4)	No eligible records were found on the intercept tables for discarding	N/A	N/A
Non Fatal Error (8)	N/A	N/A	N/A
Failed (12)	Job failed due to Fatal conditions	In this step, the job can fail under the following two conditions. 1) Encounters any runtime exceptions and 2) Failed during restart.	Schedule a new job

Possible Return Codes	Condition	Recommendation	Other Instructions
		If the job fails because of the runtime exceptions, investigate the exception reported by the process, resolve the error and restart the job.	
Terminated (16)	Job is terminated manually by the user.	Reason for the termination needs to be investigated. A new job can be scheduled	If another instance of the job has already been scheduled and ran successfully, then this job should not be restarted – only new job should be scheduled.
System Failure (20)	When the job is terminated because of database server or network issues	Reason for the System Failure needs to be investigated. A new job can be scheduled.	If another instance of the job has already been scheduled and ran successfully, then this job should not be restarted – only new job should be scheduled.

Step 3: Creation of the XML file

Possible Return Codes	Condition	Recommendation	Other Instructions
Successful (1)	N/A	N/A	N/A
Warning (4)	N/A	N/A	N/A
Non Fatal Error (8)	N/A	N/A	N/A
Failed (12)	Failed because of issues in creating parameter files, for example, parameter file location not found.	Investigate the reason of failure and then re-run the job. If any location issues, correct the same.	Parameter files will be located in the AMSEXPORT directory.
	Failed because of runtime exceptions for an unexpected situation.	Failure reason needs to be investigated before scheduling a new job.	Failed because of runtime exceptions for an unexpected situation.

Possible Return Codes	Condition	Recommendation	Other Instructions
Terminated (16)	Job is terminated manually by the user.	The reason for the termination needs to be investigated and a new job scheduled.	N/A
System Failure (20)	When the job is terminated because of database server or network issues.	The reason for the System Failure needs to be investigated and a new job scheduled.	N/A

Step 3: Creation of FA Generation Report

Possible Return Codes	Condition	Recommendation	Other Instructions
Successful (1)	The FA Generation report generated successfully.	N/A	N/A
Warning (4)	N/A	N/A	N/A
Non Fatal Error (8)	N/A	N/A	N/A
Failed (12)	Failed due to issues in creating the report.	Investigate the reason for the report not being created and re-run the chain.	N/A
	Failed because of runtime exceptions for an unexpected situation.	Failure reason needs to be investigated before scheduling a new job.	N/A
Terminated (16)	Job is terminated manually by the user.	The reason for the termination needs to be investigated and a new job scheduled.	N/A.
System Failure (20)	When the job is terminated because of database server or network issues.	The reason for the System Failure needs to be investigated and a new job scheduled.	N/A.

Restartability Information

If the job fails in any of the above steps the job can be restarted after resolving the error. If the job is restarted, it will start from the step where it failed earlier and won't start from the beginning.

Fixed Asset Intent Chain: Load XML job

Job Name	Load XML Job
Recommended Frequency	On Demand.
Single Instance Required	Yes.
Can the job be restarted?	Optionally, based on the Save Restart Information parameter.
Reports generated	No. All of the exceptions are only written to the log.

Overview

After the generation of the FA Generation report, the next step of the Fixed Asset Intent chain is the FALoad. This step uses the SysManUtil function with the "Transaction Load" action to load FA transactions. This job first validates the batch parameters. If the parameters are valid, then it loads the records into the Transaction Catalog. If the parameters are not valid, the job issues appropriate messages and ends with a status of Failed. Once the records are loaded into the Transaction Catalog, the summary information is written into the log as how many records were in the input file and how many records loaded successfully.

Major Input

- FAIntent Transaction XML file

Batch Parameters

Parameter	Description	Default Value
AMSEXPORT	Export Location	$$AMSROOT$$/ExportImport
FILE_NM	Input XML File Name	FaIntent.xml
COMMIT_SIZE	Commit Block Size	100
ACTN_CD	Action Code	171
BYPS_ADNT_FL	Bypass Auto Transaction Numbering	true
DOC_STA_CD	Transaction Status: 1.Held or 2.Ready (1 or 2)	1

Please refer to the SMU Transaction Upload Job run sheet for the full list of SMU Transaction upload batch parameters.

Major Output

- FA/ FI Transactions in draft version
- Processed flag is set to true on the FA Intent Accounting table on FA intent records for which FA/ FI transactions have been loaded.

Job Return Code

The following table shows the potential job return codes for the Inferences & Validations job:

Return Code	Condition
Successful (1)	All of the records are loaded into the Transaction Catalog successfully or the input file is empty.
Warning (4)	This return code will be issued when some of the records failed to load where as all other records were loaded successfully.
Non Fatal Error (8)	None of the records get loaded into the Transaction Catalog.
Failed (12)	• Parameters are invalid • When the input file is not found in the specified directory • Restart failed because another instance of the Fixed Asset Intent chain has already been run successfully • Runtime exceptions encountered for any unexpected situations • Any transaction within the generated XML file exceeds the max line limit (set in Admin) for the FA transaction type. When the job ends with a return code of *Failed*, subsequent jobs in the chain are set to *Inactive*.
Terminated (16)	This return code is issued when the job is terminated by the user. When the job ends with a return code of *Terminated*, subsequent jobs in the chain are set to *Inactive*.
System Failure (20)	This return code is issued when the job is terminated because of database server or network issues. When this job ends with a return code of *System Failure*, subsequent jobs in the chain are set to *Inactive*.

Sort Sequence

N/A

Selection Criteria

N/A

Problem resolution

The following table shows the possible return codes and recommendations for each processing step specific to the job in the chain. For general errors and recommendations, refer to the SMU Transaction Upload run sheet.

Possible Return Codes	Condition	Recommendation	Other Instructions
Failed (12)	Failed while restarting the job since another instance of the job has already been run	**Recommendation:** Schedule a new job.	

Possible Return Codes	Condition	Recommendation	Other Instructions
	successfully. **Sample Message**: Cannot restart the job since another instance of this job has already been run successfully.		

Fixed Asset Intent Chain: Submit Transactions Job

Job Name	Submit Transactions
Recommended Frequency	On Demand.
Single Instance Required	No
Can be restarted?	Yes. See the Overview and the Problem Resolution sections for more details.
Report Generated	No. All of the exceptions are written to the error file.

Overview

The FA Submit job uses the SysManUtil utility to submit each FA transaction loaded by the FA Upload job for final processing to update the tables and complete the Fixed Asset Intent chain.

Major Input

- SMU job parameter file
- Draft FA Transactions in the catalog

Batch Parameters

Parameter	Description	Default Value
AMSEXPORT	AMS Export Import Directory	$$AMSROOT$$/ExportImport
FILE_NM	Input XML File Name	$$AMSLOGS$$/ITExep.txt
ACTN_CD	Action Code	162

Note: This job uses only a subset of the SMU submit job parameters. For a full list of available parameters for the SMU submit job, refer to the SMU Transaction Submit Job run sheet.

Major Output

The Transactions would have been processed to final or rejected.

Batch Return Codes

The following table shows the potential job return codes for the individual Fixed Asset Intent submit job in the FA submitter.

Return Code	Condition
Successful (1)	All of the transactions generated in that run submitted successfully.
Warning (4)	Not Applicable for this job.
Non Fatal Error (8)	Not Applicable for this job.
Failed (12)	• Input parameter file is not found. • Restart failed because another instance of the Fixed Asset Intent chain has already been run successfully. • Runtime exceptions encountered for any unexpected situations. When the job ends with a return code of failed, subsequent jobs in the chain will be set to inactive.
Terminated (16)	This return code is issued when the job is terminated by the user. When the job ends with a return code of *Terminated*, subsequent jobs in the chain are set to *Inactive*.
System Failure (20)	This return code is issued when the job is terminated because of database server or network issues. When this job ends with a return code of *System Failure*, subsequent jobs in the chain are set to *Inactive*.

Sort Sequence

N/A

Selection Criteria

N/A

Problem Resolution

If the job ends with a return code of *Failed* and above, the job can be restarted only when the Save Restart Information parameter is selected and another instance of the job has not been scheduled and run successfully. If another instance of the job has already been scheduled and ran successfully, then this job should not be restarted a new job should only be scheduled.

If the restart is not an immediate option and the fatal error is because of a few transactions, the rest of the transactions can be submitted manually or discarded manually depending on the Issue. The Transaction Ids can be found on the input parameter file.

The following table shows the possible return codes and recommendations for each processing step specific to the job in the chain. For general errors and recommendations, refer to the SMU Transaction Submit Job run sheet.

Possible Return Codes	Condition	Recommendation	Other Instructions
Failed (12)	Failed while restarting the job since another instance of the job has already been run successfully. **Sample Message**: Cannot restart the job since another instance of this job has already been run successfully.	Schedule a new job.	

2.1.4 Fixed Assets Suspect after Encumbrance Correction

When to Run

On-demand

Description

The Fixed Assets Suspect After Encumbrance Correction report exists because the chart of accounts elements (COA) on the accounting line of a purchase order move to a referencing payment request, then to a disbursement transaction, and end up on a fixed asset transaction under certain conditions. The conditions are not important, but what is important is that if the wrong purchase order line was referenced, it may have had different COA elements than the line that should have been referenced. In that case, there is a fixed asset in the system that is recorded incorrectly and will continue to use those incorrect COA elements on subsequent fixed asset activity. To remedy the situation, at a minimum a Fixed Asset Increase/Decrease (FI) transaction needs to be created to lower the accounting line amount of the wrong COA and insert or increase an existing line to the correct COA. Additionally, a Journal Voucher (JV) may be needed to correct any accounting recorded from prior depreciation runs.

To assist fixed asset managers, a report will be developed to list encumbrance corrections that referenced an encumbrance that is currently the referenced encumbrance on a fixed asset record.

The job selects final and historical final records in the Payment request accounting line catalog that have the transaction code specified in the parameters. If a Start Date is specified, the job will select records in the Payment request accounting line catalog with a Transaction Last Date value equal to or after the Start Date. The Transaction Last Date is the date the payment request accounting line went to final status. If a Start Date is not specified, the job will select all final and historical final records in the Payment request accounting line catalog.

The job compares the referenced purchase order transaction information from these selected Payment Request accounting lines with purchase order transaction information on the Fixed Assets Registry Accounting Line Catalog. When a Fixed Asset Registry Accounting Line is found to contain the referenced purchase order information matching the referenced transaction information, then a job generates a report containing these matching records. From this report, the users can review all updates from the encumbrance correction and choose to create a Fixed Asset Increase/Decrease (FI) transaction if necessary.

Major Input

- Payment Request Accounting (PR_DOC_ACTG) table – Records selected are those with a transaction phase of Final (3) or Historical (5)
- Fixed Asset Registry Accounting (R_FAR_ACTG) table

Output

FA Correction Report.

Parameters

Batch Parameters

Description (Caption)	Parameter Name	Default Value
Client Name for report	CLIENT_NM	
Correction transaction code(s) - multiple values are to be separated by commas.	DOC_CD	CEC
Optional start date for record selection. Please enter as mm/dd/ccyy.	START_DT	

- Client Name for report. The name appears as the first line in the header of the report. This is an optional field with no default. The system wide default for Client Name will be used when established.
- Correction transaction code(s) is a required field and records the encumbrance correction transaction codes that will be selected for processing. More than one code can be entered as a parameter. The default value is Commodity Based Correction (CEC).
- Start Date is an optional field. When not supplied, all lines for the transaction code parameters that are Final and Historical Final will be selected. When supplied, only those lines for the transaction code parameter that are Final and Historical Final will be selected where the transaction last date is equal to or greater than the parameter. The transaction last date in such a case is what is commonly referred to as the acceptance date.

Sort Sequence

The report is ordered by PR Transaction code, Department, Transaction ID, Version, Vendor line number, Commodity line number, Accounting line number, Fixed asset number and Component number.

Selection Criteria

The payment request accounting records with a transaction Phase of Final or Historical Final and with a transaction code as one of the transaction codes specified in the job parameter are selected. Additional selection is done if a Start Date is supplied; only records with a transaction last date equal to or after the Start Date are selected. Fixed Asset Registry Accounting Lines that have referenced purchase order information matching the previously selected payment request accounting line's referenced transaction information are selected.

Problem Resolution

No database restore is required. Rerun the job.

2.1.5 Mass Depreciation

Job Name	Mass Depreciation
Recommended Frequency	On Demand Typically run prior to the close of each Fiscal Year (FY) but may also be run quarterly, monthly, or on request.
Single Instance Required	Yes
Can be restarted?	No
Reports generated	Depreciation Report – Report mode Exception Report – Update mode

Overview

The Mass Depreciation job can be run on demand and also can run multiple times throughout the year. The assets to be depreciated are selected based on the process parameters. The Fixed Asset Registries and the FA Depreciation Elements Change (DEPEC) page are used to calculate depreciation. DEPEC tracks modifications to the settings that have a potential impact on depreciation. Each DEPEC record is tracked with an effective date that creates two ranges of depreciation when not recalculating from the beginning: range 1 from the Last Depreciation Date on the FA Component Registry to the DEPEC Effective Date and from 1 day after that Effect Date to the Depreciation End Date parameter for Mass Depreciation.

DEPEC stores the 'before' and 'after' values along with the status indicators (Active Flag and Process Date) to control DEPEC record selection. DEPEC records also have a Recalculate from Beginning flag to signify whether the new data on the record needs to be used for the recalculation of depreciation from the applicable date (Application or In Service) up to the Depreciation End Date parameter of Mass Depreciation.

The job first checks whether any eligible records (Active records) exist on DEPEC and uses the information ("before" and "after" values that impact depreciation) to calculate the depreciation. If no eligible records are found on DEPEC, then the information on the Fixed Asset Registries is used (Useful Life, Acquisition Date or In Service Date, Last Depreciation Date, Asset Value, Accumulated Depreciation, Fund Code, Salvage Value and possibly Declining Rate) to calculate depreciation. Any asset changes made between depreciation runs will be included in depreciation calculations during the next process run.

The job only selects the assets subjected to depreciation and automatically computes the deprecation using the *Straight Line*, *Declining Balance* and *Sum-of-the-Years'-Digits* methods. If the Depreciation Method is *Manually Computed (MC)*, *Not Applicable (NA)* or *Modified*, the asset will not be selected for depreciation.

The formulas for the three depreciation methods that support automatic depreciation calculation are shown below.

1. **Straight Line:**

   Annual Depreciation = Original Asset Depreciable Base / Useful Life in years

   Where: Original Asset Depreciable Base = (Asset Historical Cost - Salvage Value)

2. **Declining Balance:**

   Annual Depreciation = ((Asset Depreciable Base / Useful Life in Years)* Declining Rate)

   Where: Asset Depreciable Base = (Asset Historical Cost - Accumulated Depreciation)

3. **Sum-of-the-Years'-Digits:**

Annual Depreciation = Asset Historical Cost * (Remaining Life in Years / Sum-of-the-Years'-Digits)

Where: Sum-of-the-Years'-Digits = (Useful Life*((Useful Life + 1)/2)) and Remaining Life in Years is a whole number that starts with the Useful Life and decrements by 1 with each anniversary of the Acquisition Date or In Service Date (on each anniversary, it gets decremented by 1) depending upon the Depreciation Date Indicator from the Fixed Asset Type.

Based on the asset's Depreciation Structure Indicator, depreciation posts to an accounting distribution defined by the asset's accounting lines or Responsibility Center. Composite asset depreciation uses the attributes stored on the asset header. Non-Composite calculations use the depreciation attributes stored on the asset's component line(s). The asset's residual useful life and the remaining asset value are used to depreciate each of the asset components. The charges are then allocated to the accounting lines funding the asset.

The following selection parameters can be used to break the process into a number of smaller runs, by targeting those specific Fixed Asset Component records in a specific run:

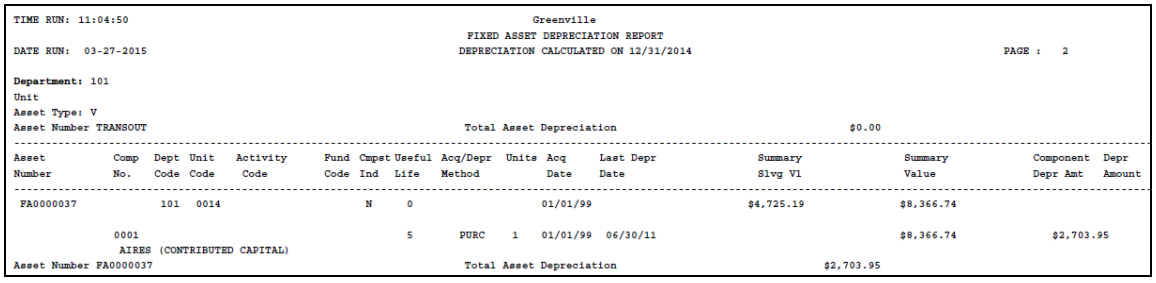
- Fixed Asset Type
- Fixed Asset Group
- Responsibility Center Fund
- From and To FA Number (Either both should be entered or none)
- Parameter lines in the parameter file (The parameter file kept at the parameter file location is used for the selection, only if none of the above online parameters have been entered)

The Mass Depreciation job can be run in two modes:

1. Report Mode
2. Update Mode

The Report Mode generates a report listing the depreciation to be applied to each selected asset based on the input parameters and each asset's depreciation attributes. The report is sorted and summarized by the Department and Fixed Asset Type. A sample of that report is given below.

A Report run is strongly suggested to verify selection criteria defined in the selection file as fixed asset numbers vary in length and can contain special characters. Selection uses ASCII selection logic, so being familiar with that logic will help if defining selection criteria with varying fixed asset number formats and lengths.



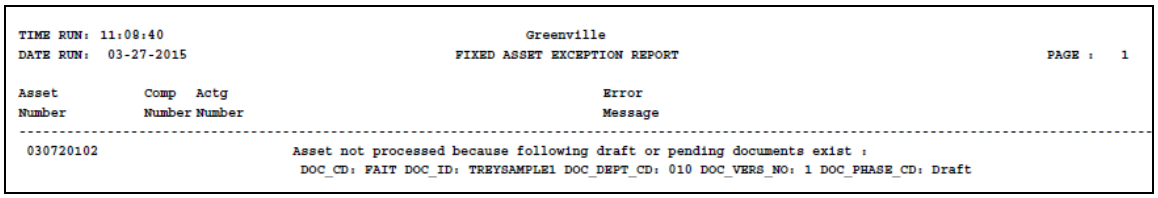
TIME RUN: 11:04:50 — Greenville — PAGE : 2
DATE RUN: 03-27-2015 — FIXED ASSET DEPRECIATION REPORT — DEPRECIATION CALCULATED ON 12/31/2014

Department: 101
Unit
Asset Type: V
Asset Number TRANSOUT — Total Asset Depreciation $0.00

Asset Number	Comp No.	Dept Code	Unit Code	Activity Code	Fund Code	Cmpst Ind	Useful Life	Acq/Depr Method	Units	Acq Date	Last Depr Date	Summary Slvg Vl	Summary Value	Component Depr Amt	Depr Amount
FA0000037		101	0014			N	0			01/01/99		$4,725.19	$8,366.74		
	0001						5	PURC	1	01/01/99	06/30/11		$8,366.74		$2,703.95
	AIRES (CONTRIBUTED CAPITAL)														

Asset Number FA0000037 — Total Asset Depreciation $2,703.95

The Update Mode calculates the depreciation, generates ME transaction posting lines to make accounting updates, and makes several direct updates to the Fixed Asset Registries, DEPEC, and Depreciation History (DEPH). This mode will also produce an Exception Report detailing any instance where depreciation could not or was not calculated. Such exceptions are listed in the job log when run in Report Mode. A sample of that report is given below.



```
TIME RUN: 11:08:40                                    Greenville
DATE RUN:  03-27-2015                    FIXED ASSET EXCEPTION REPORT                    PAGE :   1

Asset          Comp   Actg                                    Error
Number         Number Number                                  Message
-------------------------------------------------------------------------------------------------------
 030720102                    Asset not processed because following draft or pending documents exist :
                               DOC_CD: FAIT DOC_ID: TREYSAMPLE1 DOC_DEPT_CD: 010 DOC_VERS_NO: 1 DOC_PHASE_CD: Draft
```

Process Steps	Messages

1. Parameter Validation	• Run Started
	  - Each parameter is listed
	• Started Mass Depreciation Process
	• Run Mode is:1 (report mode)
	OR
	• Run Mode is:2 (update mode)
	Parameters are valid or invalid depending on the Validation. If any of the online parameter is invalid, the corresponding message will be logged.
	• If none of the below online parameters are found, then the System looks for the parameters file and validates the parameters entered in the file.
	  - Responsibility Fund
	  - Fixed Asset Group
	  - Fixed Asset Type
	  - From Fixed Asset Number
	  - To Fixed Asset Number
	• If the parameter file name is not entered or if the file entered is not found or any error occurred while reading the file, then the corresponding message is logged in the job logs and the job fails.
	• If the parameter file name is entered, found, and contains selection criteria the job will then validate the selection rules. If any are found to be invalid a corresponding message is logged.

2. Processing of Records	The following messages are issued when the job runs in Report mode.
	• Reports output folder mapped
	  - HTML and PDF report path listed
	• If there are no records found to be processed.
	  - No records selected to report
	  - Entered Fixed Asset Number/Range does not exist in Fixed Asset Registry
	• If records are found to be processed.
	  - Processing FA records.
	  - Asset: <FA Number> not processed because the following draft or pending transaction(s) exists:<Transaction details>
	  - <Number of FA records> FA records processed (This is a progressive message)
	  - Rendering report started.

Process Steps	Messages
	- Rendering report completed. • Mass Depreciation Process Ended • Run Ended The following messages are issued when the job runs in Update mode. • If there are no records found to be processed. - No Fixed Asset records met selection criteria • If records are found to be processed. - Processing FA records. - In Service date is blank at Header Level for fixed asset number and component number, hence Depreciation cannot be calculated. - In Service date is blank at Component Level for fixed asset number and component number, hence Depreciation cannot be calculated. - Problem occurred while calculating depreciation for fixed asset number and component number. The reason may be due to improper data retrieval from Fixed Asset Registries or DEPEC. - <Number of FA records> FA records processed (This is a progressive message) - Log errors on posting lines for the depreciation calculated - Generating Exception Report - Reports output folder mapped - HTML and PDF report path listed - Rendering report started. - Rendering report completed. • Mass Depreciation Process Ended • Run Ended

When to Run

- The Mass Depreciation job typically runs prior to the close of each Fiscal Year (FY). It can also run on a quarterly, monthly, or on a request basis.

Major Input

- Fixed Asset Registry Header (R_FAR_HDR)
- Fixed Asset Registry Component (R_FAR_COMP)
- Fixed Asset Registry Accounting (R_FAR_ACTG)
- FA Depreciation Elements Change (R_DEPR_ELEM_CHG)
- Fixed Asset Type (R_FATP)
- Special Accounts Fixed Asset (R_FA_SPEC)
- Auto Numbering (AUTO_DOC_NO)
- Batch Parameters

Batch Parameters

Note: The default values listed are those delivered with the software. Actual values may vary based on your site's setup.

Parameter	Description	Default Value
Client Name (CLIENT_NM)	Optional field for the name appearing on the report header.	(No Default)
Depreciation End Date (DEP_END_DT)	A required end date for the calculation of depreciation (mm/dd/ccyy).	(No Default)
Transaction Code (DOC_CD)	A required transaction code used in the Automatic Transaction Numbering (ADNT) lookup	ME
Transaction Department Code (DOC_DEPT_CD)	A required department code used in the Automatic Transaction Numbering (ADNT) lookup.	(No Default)
Transaction Prefix (PREX)	A required prefix of 1 to 4 in length used in the Automatic Transaction Numbering (ADNT) lookup.	(No Default)
Event Type (EVENT_TYP_ID)	Event Type ID This is a required field. The event type ID used to create posting lines for the mass depreciation.	FA13
Total Posting Lines (TOTAL_PSTNG_LINES)	A required number of posting lines commit at one time. The parameter is protected as should be kept low (100 is the recommended maximum). Not the same as a Commit Block Size.	100
Run Mode (MODE_IND)	A required indication of the mode to run the mass depreciation process: (1) *Report Only* - produces a report. (2) *Update Only* - produces and processes posting lines for the depreciation.	1
From Fixed Asset Number (FROM_FA_NO)	The first of two parameters for optionally specifying a range of 1 to many fixed asset numbers in a range.	No Default
To Fixed Asset Number (TO_FA_NO)	The second of two parameters for optionally specifying a range of 1 to many fixed asset numbers in a /range. If depreciating a single asset, enter the same number in both fields.	No Default
Fixed Asset Group	An optional selection parameter.	No Default

Parameter	Description	Default Value
(FA_GRP)		
Fixed Asset Type (FA_TYP)	An optional selection parameter.	No Default
Commit Block Size (COMMIT_BLK)	A required performance parameter used for intermediate commits. If not entered, the default is 100.	100
Progression Message Block Size (PROG_CTR_SZ)	A required parameter used to increment the progression count messages written to the job log.	100
Fiscal Year (FY)	An optional parameter to specify a fiscal year if the default year for the Depreciation End Date is not desired.	No Default
Period (PER)	An optional parameter to specify an accounting period if the default period for the Depreciation End Date is not desired.	No Default
Parameter File Location (AMSPARM)	The location where parameter files are stored.	No Default
Parameter File Name (PARM_FILE_NM)	An optional method of asset selection done with the file specified in this parameter.	MassDepreciationSelect.txt
Responsibility Center Fund (RC_FUND)	An optional selection parameter.	No Default
Select Block Size (SEL_BLK_SIZE)	A required performance parameter used for selection. If not entered, the default is 100.	100
Apply Overrides (APPLY_OVERRIDES)	This required parameter indicates whether overrides at the defined level of the Override Level parameter are applied. Valid values are *true* and *false.*	No
Override Level (OVERRIDE_LVL)	A required parameter if the Apply Overrides parameter is *true*, indicating the level of override applied. 10 being the highest and 1 being the lowest.	<Blank>

Major Output

Report Mode:

- Depreciation Report

Update Mode:

- Updates to Fixed Asset Registry Header (R_FAR_HDR)
- Updates to Fixed Asset Registry Component (R_FAR_COMP)
- Updates to Fixed Asset Registry Accounting (R_FAR_ACTG)
- Updates to FA Depreciation Elements Change (R_DEPR_ELEM_CHG)
- Inserts to Depreciation History (R_DEPR_HIST)
- Inserts to PSTNG_LN_CAT w/all common updates made from this information
- Exception Report

Job Return Code

The following table shows the potential job return codes for the Mass Depreciation job.

Return Code	Condition
Successful (1)	If there are some records selected by the selection criteria entered and all of them are processed successfully.
Warning (4)	If the job does not find any Fixed Asset Component records to be processed as per the selection criteria entered.
Non Fatal Error (8)	If a fixed asset is selected to be processed, but there is one or more Fixed Asset transaction(s) found using the same Fixed Asset Number, which is not yet final.
Failed (12)	The job may fail under the following conditions: - If any of the parameter validations have failed. - If any runtime exceptions occurred for an unexpected situation.
Terminated (16)	This return code is issued when the job is terminated by the User.
System Failure (20)	This return code is issued when the job is terminated because of Database server or network issues.

Sort Criteria

The records selected from R_FAR_COMP are sorted by the Department Code, Fixed Asset Number, and Component Number.

The records selected from DEPEC are sorted by Effective Date.

Selection Criteria

The job selects those records on the Fixed Asset Registry Component (R_FAR_COMP) that meet the following criteria in both Report and Update modes. This basic selection will be supplemented with any of the selection parameters or what is contained in the selection file.

Basic Fixed Asset Component Selection

- Depreciation Indicator = True

- Depreciation Method = Straight Line, Declining Balance, or Sum-of-the-Years'-Digits
- Component Value > 0
- Net Book Value > Salvage Value
- Applicable Start Date (Acquisition Date or In Service Date) < Depreciation End Date
- Last Depreciation Date < Depreciation End Date OR Last Depreciation Date is Null

Optional and Additional Fixed Asset Component Selection

Record selection can be performed based on the parameters entered in the parameter file in the Parameter file location (file name and location are specified as job parameters). This selection criterion is applicable, only if none of the below job parameters has a value supplied:

- Responsibility Center Fund
- Asset Type
- Asset Group
- From FA number
- To FA Number
- Matches parameter line in Selection File (see next section for details on that file)

DEPEC Selection

For each R_ FAR_COMP record selected, any DEPEC records for that asset component with an Effective Date > Last Depreciation Date of the asset component. If multiple DEPEC records are found that have the Recalculate from Beginning flag selected, then all of the DEPEC records before the latest one among such records are bypassed in the depreciation calculation done using the latest record that has the Recalculate from Beginning flag selected and overrides all of the calculations done using the previous DEPEC records.

Selection Parameter File Overview

The Selection Parameter file (placed at the AMSPARM location) is used to expand selection capability. The job will not work with a mixture of online selection parameter values and selection logic in the Selection Parameter file. Therefore, the job looks for this parameter file for selection criteria, only if it does not find the selection criteria in online parameters.

In this selection file, the user can use any Fixed Asset Registry Component (FARCOMP) field for the selection criteria (including fields that exist on FARCOMP but are not displayed online). The selection file allows for wildcards, comma-separated lists, and even ranges. The "_" (underscore) may be used as a wildcard to match any one character. The "%" (percent sign) may be used as a wildcard to match 0 to n characters. A range can be defined by using the key words of 'FROM' and 'TO' prefixed to the field (database field) name.

Also, multiple parameter lines are allowed (with different selection criteria under each one of those) in a parameter file. Each set of selection criteria must start with the _PARAM_LINE_ separator. While selecting the FARCOMP records using this file, the job selects all assets that are satisfied by all conditions under any of those parameter lines.

Selection Parameter File Rules:

- The '%' or the '_' or the ',' cannot be used for FROM or TO parameters of any field in Selection Parameter File.
- The '%' and the ',' both cannot be used on the same line of the input selection file.
- The '_' and the ',' cannot both be used on the same line of the input selection file.
- While specifying ranges for any fields, FROM and TO values should both be specified

- More than one FROM or TO value cannot be entered for a field under a single parameter line.
- Selection field must be present on R_FAR_COMP.
- If supplying a value for a date field, then the field needs to be in the MM/DD/CCYY format.

Selection Parameter File Examples:

Several examples of different uses of the selection file are provided below for reference:

Sample 1 – Unrelated Group of Fixed Assets with Commas

```
_PARAM_LINE_
FA_NO = V22000040, V22000041, V35000002, V55000111
```

By using the comma-separated values, assets can be selected for which the value for the selection field does not follow a particular pattern.

Sample 2 – Related Fixed Assets

```
_PARAM_LINE_
FA_NO= V%
_PARAM_LINE_
FA_NO= E_
```

If the values for the selection field follow a particular pattern for the assets that need to be selected, then wildcards can be used. For example, the above example selects all assets where FA_NO starts with V and also those assets where FA_NO starts with E and has only one character after that.

Sample 3 – Fixed Assets within Range

```
_PARAM_LINE_
FROM_DEPT_CD = 010
FROM_LOC_CD= 0001
TO_DEPT_CD = 010
TO_LOC_CD = 0900
```

This example shows both a range and the use of a selection field that is not one of the online parameters (Location). In this example, all assets (composite or component) for DEPT_CD fall between the FROM and TO values entered and LOC_CD falls between the FROM and TO values entered as well.

Sample 4 – Multiple Parameter lines with multiple selection criteria in each of them

```
_PARAM_LINE_
LOC_CD = 0001, 010
FROM_COMP_NO = 1
TO_COMP_NO = 5
_PARAM_LINE_
FROM_ACQ_DT = 01/11/2011
TO_ACQ_DT = 05/15/2015
FROM_COMP_VL = 1000.00
```

TO_COMP_VL = 9999999.99 LAST_DEPR_DT = 01/12/2012, 02/13/2013, 03/14/2014

The above example shows that the job selects those assets where the conditions under parameter line 1 will be satisfied and those assets where conditions under parameter line 2 will be satisfied.

Problem Resolution

If the job ends with a return code other than Successful or Warning after completing the parameter validation, a new job should be scheduled after the job log has been reviewed (the failed job should not be restarted).

The following tables show the possible return codes and recommendations for each processing step.

Step 1: Parameter Validation

Possible Return Codes	Condition	Recommendation	Other Instructions
Successful (1)	All of the parameters validated successfully.	N/A	N/A
Warning (4)	This step does not issue this return code.	N/A	N/A
Non Fatal Error (8)	This step does not issue this return code.	N/A	N/A
Failed (12)	The required parameters are not entered. **Sample Message:** Progression counter size is required.	Schedule a new job after entering a valid value for the parameter.	N/A
	The entered parameters are not valid. **Sample Message:** Invalid Fixed Asset Group.	Schedule a new job after entering a valid value for the parameter.	N/A
	The job failed because of runtime exceptions for an unexpected situation.	The reason for the failure needs to be investigated before scheduling a new job.	N/A
Terminated (16)	The job is terminated manually by a user.	The reason for the termination needs to be investigated before scheduling a new job.	N/A
System Failure (20)	The job is terminated because of database server or network issues.	The reason for the System Failure needs to be investigated before scheduling a new job.	N/A

Step 2: Processing of Records

Possible Return Codes	Condition	Recommendation	Other Instructions
Successful (1)	There are some records selected for the processing and all of them got processed successfully.	N/A	N/A
Warning (4)	The job did not find any Fixed Asset Component record as per the selection criteria entered. The job can end in Warning in Report mode and Update mode too.	Re-visit the selection parameters, if any are incorrect, select the intended assets, and then change those values appropriately and schedule a new job.	N/A
Non Fatal Error (8)	There are some fixed assets selected to be processed for which one or more Fixed Asset transaction(s) were found, which are not yet final.	View the job logs to find out which transaction exists for the Fixed asset selected. Determine whether the transaction needs to be submitted or discarded and then schedule a new job to select those assets.	N/A
Failed (12)	The job fails because of runtime exceptions for an unexpected situation.	The reason for the failure needs to be investigated before scheduling a new job.	N/A
Terminated (16)	The job is terminated manually by a user.	The reason for the termination needs to be investigated before scheduling a new job.	N/A
System Failure (20)	The job is terminated because of database server or network issues.	The reason for the System Failure needs to be investigated before scheduling a new job.	N/A

2.1.6 Reorganization Process (FARO)

When to Run

This process can be run annually, monthly, or on request.

Description

When a group of related assets have a change in Location or Responsibility Center, the Fixed Assets Reorganization process facilitates the automated reorganization of multiple assets. The Fixed Asset Reorganization (FARO) batch process will be used to modify Location-related fields (Location, Sub Location or Complex Building) or transfer Responsibility Center fields such as Department or Unit Code.

Selection parameters are entered on the Fixed Asset Reorganization (FARO) Table by specifying the old Values, New values, Run Mode and the Type of Reorganization (that is, Location or Responsibility Center). The off-line process (FARO) uses the information on the FARO table to generate Fixed Asset Modification Transaction (FM) for changes in location or Fixed Asset Transfer (FT) transactions for Responsibility Center changes.

The user can run the FARO process either in Report mode or Update Mode. When the user Runs the Process in Report Mode, only the report is generated. Transactions are only generated when the Run Mode is set to “UPDATE”.

The process generates a Transaction XML file. The user then loads the transactions to the Transaction Catalog using the System Maintenance Utility.

Major Input

- FA Reorganization Parameter table (R_FARO_PARM)
- Fixed Asset Registry Table (FAR)
- FAR Header (R_FAR_HDR)
- FAR Component (R_FAR_COMP)
- FAR Accounting (R_FAR_ACTG)
- Automatic Transaction Numbering Table (AUTO_DOC_NO)– To validate the Batch parameters and to generate Transaction Numbers

Output

The process will:

- Update R_FAR_HDR and R_FAR_COMP Tables with Reorganization Date.
- Create the Reorganization Reports in PDF format. Generated Files will be stored in the following directory: \\BatchRepository\Reports\ FAReorgProc.

  File Names: FAROLocation.PDF

  FAR0Responsibility.PDF
- Create the Reorganization Transaction XML file.

  Reorganization Type: Location (FM Transaction)

  Reorganization Type: Responsibility (FT Transaction)

XML File → Find the XML File at \\DATAFILES\ExportImport.

The Name of File is FM_FT_Doc.XML

- Run the SysManUtil – to load the FM/FT Transaction from the XML file generated

  FM Transaction will be created when Reorganization Type is Location.

  FT Transaction will be created when Reorganization Type is Responsibility.

- Process will generate the Fund/Sub Fund Edits Exception report when a selected asset for transfer is essentially an internal sale. If any of the situations in the following table exists for a selected asset, there will be no FT created. The program will instead write out that asset number to the FARO Responsibility Report in a new section – Unsuccessful Changes: Fund/Sub Fund Edits.

Responsibility Center Posting	**Depreciation Structure**	**Responsibility Center Old Fund to New Fund Relationship**
True	Either Value	Different funds with one or neither as GCA
True	Either Value	Different funds & sub funds with one or neither fund as GCA
True	Either Value	Same fund but different sub funds with the fund not GCA

Process will generate the Depreciation Edits Exception report when a selected asset for transfer with a Depreciation Structure of *Responsibility Center* is attempting to change fund values in the Responsibility Center that are not allowed. The scenarios not allowed are:

- Non-GCA fund to another non-GCA fund
- Non-GCA fund to a GCA fund
- GCA fund to a non-GCA fund

Parameters

Batch Parameters

Job or Job # in a Chain	**Parameter**	**Description**	**Default Values**
GENERATE XML FILE	Client Name (CLIENT_NM)	Optional field for the name of client to be appear on report	No default
	Transaction Status Code (DOC_STA_CD)	Required status to generate transaction with valid values are 1 for Held and 2 for Ready.	1

Job or Job # in a Chain	Parameter	Description	Default Values
	FM Transaction Code (FM_DOC_CD)	Required field for a transaction code to be used with the FM transaction department and prefix parameters to find an entry on the Automatic Transaction Numbering table.	FM
	FM Transaction Department Code (FM_DOC_DEPT_CD)	Required field for a department code to be used with the FM transaction code and prefix parameters to find an entry on the Automatic Transaction Numbering table.	No default
	FM Transaction Prefix Code (FM_DOC_PRFX)	Required prefix used to find the above FM transaction code and department's entry on the Automatic Transaction Numbering table.	No default
	FM Transaction Unit Code (FM_DOC_UNIT_CD)	Optional field for a unit code to be used in the creation of FM transactions. The unit is used to facilitate transaction security at a level below department.	No default
	FT Transaction Code (FT_DOC_CD)	Required field for a transaction code to be used with the FT transaction department and prefix parameters to find an entry on the Automatic Transaction Numbering table.	FT

Job or Job # in a Chain	Parameter	Description	Default Values
	FT Transaction Department Code (FT_DOC_DEPT_CD)	Required field for a department code to be used with the FT transaction code and prefix parameters to find an entry on the Automatic Transaction Numbering table.	No default
	FT Transaction Prefix Code (FT_DOC_PRFX)	Required prefix used to find the above FT transaction code and department's entry on the Automatic Transaction Numbering table.	No default
	FT Transaction Unit Code (FT_DOC_UNIT_CD)	Optional field for a unit code to be used in the creation of FT transactions. The unit is used to facilitate transaction security at a level below department.	No default
	Re-Organization Date (REORG_DT)	Required date that will be used as the 'as of' date for reorganizations. With assets that depreciate to the responsibility center, this date will be used to calculate depreciation for the old responsibility center.	No default
	Run Mode (RUN_MD)	Required field for the Run Mode of the job. 1 is for report only and 2 is for update	1

Job or Job # in a Chain	Parameter	Description	Default Values
	AMSEXPORT	Export Location at Reorganization Job	No Default
	AMSPARM	Parameter Location at Reorganization Job	No Default
LOAD REORG XML	Action Code (ACTN_CD)	Required and protected default transaction action of 171 for Import	171
	Commit Block Size (COMMIT_BLOCK)	Required block size of transaction to import as a unit of work.	10
	Transaction Status (DOC_ST)	Required status to load transaction with. Valid values are 1 for Held and 2 for Ready. It should be same as the DOC_STA_CD value, which is in the first batch job (GENERATE XML FILE).	1
	XML File Name (FILE_NM)	Required and protected file name that contains the FM and FT transactions to import.	$$AMSEXPORT$$/FM_FT_Doc.xml
AUTO APPLY	Action Code (ACTN_CD)	Required and protected default transaction action of 200 for 'Other' action, in which the job will do an auto apply	200
	FT Transaction Code (FT_DOC_CD)	Required field for a transaction code to be used to select transactions to perform the auto apply.	FT

Job or Job # in a Chain	Parameter	Description	Default Values
	FT Transaction Department Code (FT_DOC_DEPT_CD)	Required field for a department code to select transactions to perform the auto apply.	No default
	FT Transaction ID (FT_DOC_ID)	Required field for a department ID to select a transaction or transactions to perform the auto apply.	No default
	FT Transaction Prefix Code (FT_DOC_PRFX)	Required prefix used to find several FT transaction ID's to perform the auto apply.	No default
	Sub Action Code (DOC_S_ACTN_CD)	Required and protected default transaction sub action of 325 for Auto Apply.	325
	FT Transaction Unit Code (FT_DOC_UNIT_CD)	Optional field for a unit code to select transactions to perform the auto apply	No default
SUBMIT TRANSACTIONS	EXCEP_REP_FILE_NM	Exception Report File:	$$AMSLOGS$$/Reorg.txt
	PARM_FILE	Parameter File:	$$AMSPARM$$/SubmitReorgParm.txt

Sort Criteria

Process Sequence Number of Parameter Table.

Selection Criteria

- Select the record from FA Reorganization Table where ACT_FL= True.
- Select records of FAR which are filtered on basis of selection criteria specified in record selected in step 1 and reorganization date is not equal to reorganization date of Batch Parameter of process.

Job Return Code

The following table shows the potential job return codes for the Fixed Asset Reorganization job.

Possible Return Codes	Condition	Recommendation	Other Instructions
Successful (1)	All parameters were valid and at least one record was selected and a transaction is successfully created and loaded.	As there is no exception report produced, it is recommended that the Transaction Catalog is reviewed to find any transactions loaded that did not submit to final.	N/A
Warning (4)	No records were found to match Fixed Asset Reorganization Parameters.	Review asset data to determine if there was no matching fixed asset data or if the selection parameters were incorrect. If latter, correct and run the chain again.	N/A
Non-Fatal Error (8)	At least one transaction created and failed load.	Review the job logs to determine what the issue was, address the deficiency, and then run the chain again.	N/A
Failed (12)	The job fails because of runtime exceptions for an unexpected situation.	The reason for the failure needs to be investigated before scheduling a new job.	N/A
Terminated (16)	The job is terminated manually by a user.	The reason for the termination needs to be investigated before scheduling a new job.	N/A
System Failure (20)	The job is terminated because of database server or network issues.	The reason for the System Failure needs to be investigated before scheduling a new job.	N/A

Problem Resolution

No database restore is required. Correct the problem and rerun the job executing the program. No restoration of data sets or files from backups is required for this program.

This batch program produces new Advantage transactions, which are subject to the line limit functionality constraints. Sites should ensure that they run this job with parameters set to ensure that the created transactions are within the line limit controls.

2.1.7 Revaluation Process (FAMR)

When to Run

This process can be run Annually, Monthly or on Request.

Description

The Fixed Assets Subsystem provides for automated changes in “valuation”, an estimate of the replacement cost often used for insurance purposes. Based on selection parameters, the FAMR batch process generates Fixed Asset Modification (FM) transactions that change the valuation amount assigned to individual assets. Assets may be revalued based on a specified dollar amount (increase or decrease), a specified percentage (increase or decrease), or by a Replacement or completely new valuation amount. A Catalog Valuation Factor checkbox exists on the FAVAL. If this checkbox is selected (True), FAMR will use the Valuation Factor on FACLG to revalue the assets. If the Valuation Factor on FACLG specified on FAVAL is blank and the Catalog Valuation Factor checkbox is set to ‘True’, then the job should skip the record and write an exception to the Job Log.

The process uses selection parameters specified on the FA Reval Parameter (FAVAL) table. A Fixed Asset manager specifies the Asset groups or types or classes that are to be revalued along with the Method of Revaluation – that is, enter the Revaluation amount or the percentage factor. In the FAVAL table, that same manager has to enter the Revaluation date, which will be used in the generated transaction as the Transaction date. The addition of the Fixed Asset Catalog parameter allows sites to select assets based on the Fixed Asset Catalog and to revalue those assets using the Replacement Amount, Valuation Factor, or Valuation Change Amount.

Like other batch processes in the fixed asset subsystem, this process can be run in either Report or Update Mode. If the user runs the process in Report Mode, the process only generates the Report and not the FM Transactions. FM transactions will be generated only when the user runs the process in Update Mode.

The Job return code is set to ‘NON_FATAL_ERROR' if the process is run in Report Mode, irrespective of whether records are found or not. Due to which the subsequent jobs in the FA Revaluation chain ‘Load FM Transaction’ and ‘FM Submit’ will become inactive.

If the run mode is Update and if there are no records to process then the job return code is set to ‘Warning’.

If the run mode is Update and if there are records to process then the job return code is set to ‘Successful’.

The process generates a Transaction XML file. The user then loads the transactions to the Transaction Catalog using the SysManUtil Loader utility.

Major Input

- FA Revaluation Parameter table (R_FVAL_PARM)
- Fixed Asset Registry Table (FAR)
- FAR Header (R_FAR_HDR)
- FAR Component (R_FAR_COMP)
- Automatic Transaction Numbering Table (AUTO_DOC_NO) – To validate the Batch parameters and the Generate the FM Transaction Ids

Output

The process will:

- Update record into R_FAR_HDR and R_FAR_COMP Table with Valuation Selection Date.
- Generated FM Transaction will update the R_FAR_HDR and R_FAR_COMP Tables with other Revaluation information.
- Create the Revaluation Report in PDF format in the following directory: BatchRepository\Reports\ FARevaluationProcess. The Name of the PDF file will be FARevaluationProcess.PDF
- Create the Revaluation Transaction XML file and will be stored \\DATAFILES\ExportImport.

  The Name of the Transaction XML file will be REVALDoc.xml

  Run the SysManUtil – to load the FM Transaction from the XML file generated.

Parameters

Job or Job # in a Chain	Parameter	Description	Default Values
REVALUATION	Client Name (CLIENT_NM)	Optional field for the name of client to be appear on report	No default
	Transaction Status (DOC_ST)	Required status to load transaction with. Valid values are 1 for Held and 2 for Ready	1
	FM Transaction Code (FM_DOC_CD)	Required field for a transaction code to be used with the FM transaction department and prefix parameters to find an entry on the Automatic Transaction Numbering table.	FM
	FM Transaction Department Code (FM DOC_DEPT_CD)	Required field for a department code to be used with the FM transaction code and prefix parameters to find an entry on the Automatic Transaction Numbering table.	No default
	FM Transaction Prefix Code (FM_DOC_PRFX)	Required prefix used to find the above FM transaction code and department's entry on the Automatic Transaction	No default

Job or Job # in a Chain	Parameter	Description	Default Values
		Numbering table.	
	FM Transaction Unit Code (FM DOC_UNIT_CD)	Optional field for a unit code to be used in the creation of FM transactions. The unit is used to facilitate transaction security at a level below department.	No default
	Minimum Revaluation Days (MIN_REVLU_DY)	Required field for the minimum number days since Last Valuation for an asset to be selected by the process If Minimum Revaluation Days is greater than the number of days since the last Valuation Date the record is selected.	No default
	Run Mode (RUN_MD)	Required field for the Run Mode of the job. 1 is for report only and 2 is for update	1
	Valuation Date (VLU_DT)	Required date to be recorded as the last valuation date. Must be entered as mm/dd/ccyy. Record found on Calendar Date to get the fiscal year for Automatic Transaction Numbering search for the FM transaction entry to use. (** **Refer to Note**: Pivot Date/Year Validation, while entering the date)	No default
	AMSEXPORT (** **Refer to Note**: Assumptions for SWBP on page no. 5)	Export Location at Revaluation Job	No default
	AMSPARM (**Refer to Note**: Assumptions for SWBP on page no. 5)	Parameter Location at Revaluation Job	No default

Job or Job # in a Chain	Parameter	Description	Default Values
	Selection Block Size (SEL_BLK_SIZE)	Optional field. Controls the number of records fetched by the application at one time.	100
	Commit Block Size (COMMIT_BLOCK_SIZE)	Optional field. Controls how many records are committed by the application at one time.	100
LOAD FM TRANSACTION	Action Code (ACTN_CD)	Required and protected default transaction action of 171 for Import	171
	Commit Block Size (COMMIT_BLOCK)	Required block size of transaction to import as a unit of work.	10
	Revaluation XML File Name (FILE_NM)	Required and protected file name that contains the FM transactions to import.	$$AMSEXPORT$$/REVALDoc.xml
	Bypass Auto Transaction Numbering (BYPS_ADNT_FL)	Bypass Auto Transaction Numbering	True
FM SUBMIT	EXCEP_REP_FILE_NM	Exception Report File:	$$AMSLOGS$$/Reval.txt
	PARM_FILE	Parameter File:	$$AMSPARM$$/SubmitFMParm.txt

Sort Criteria

Process Sequence Number of Parameter Table

Selection Criteria

- Select one the record from FA Revaluation Table where ACT_FL= True.
- Select records of FAR which are filtered on basis of selection criteria specified in record selected in step 1 and Revaluation date not equal to Revaluation date of Batch Parameter of process.

Problem Resolution

No database restore is required. Correct the problem and rerun the job executing the program. No restoration of data sets or files from backups is required for this program.

This batch program produces new Advantage transactions, which are subject to the line limit functionality constraints. Sites should ensure that they run this job with parameters set to ensure that the created transactions are within the line limit controls.

2.1.8 Revaluation Batch Process

When to Run

This process can be run Annually, Monthly or on Request.

Description

The Revaluation Batch process uses selection parameters specified on the FA Reval Parameter (FAVAL) table. A Fixed Asset manager specifies the Asset groups or types or classes that are to be revalued along with the Method of Revaluation – that is, enter the Revaluation Amount or the Percentage Factor. In the FAVAL table, that same manager has to enter the Revaluation Date, which will be used in the generated transaction as the Transaction Date. The addition of the Fixed Asset Catalog parameter allows sites to select assets based on the Fixed Asset Catalog and to revalue those assets using the Replacement Amount, Valuation Factor, or Valuation Change Amount.

The Revaluation Batch process is run in Seed Mode only. By running the process in Seed Mode, the records in Temporary table (R_FA_REVAL_TEMPL) are deleted and then new set of records are inserted into this temporary table based on the selection parameters.

The Job return code is set to *Successful* if the process is run in Seed Mode, irrespective of whether records were found or not.

If there was an error in deleting or inserting records into the temporary table, then job return code is set to *Failed*.

The process ends just after inserting eligible records into the temporary table.

Major Input

- FA Revaluation Parameter table (R_FVAL_PARM)
- Fixed Asset Registry Table (FAR)
- FAR Header (R_FAR_HDR)
- FAR Component (R_FAR_COMP)
- Automatic Transaction Numbering Table (AUTO_DOC_NO) – To validate the Batch parameters and the Generate the FM Transaction IDs.

Output

The process will:

- First delete the records from the Temporary table (R_FA_REVAL_TEMPL).
- Select eligible records from FAR Header (R_FAR_HDR) and FAR Component (R_FAR_COMP) tables based on the entries from FA Revaluation Parameter table (R_FVAL_PARM).

Parameters

Job or Job # in a Chain	Parameter	Description	Default Values
REVALUATION	Client Name (CLIENT_NM)	Optional field for the name of client to be appear on report	No default
	Transaction Status (DOC_ST)	Required status to load transaction with. Valid values are 1 for Held and 2 for Ready	1
	FM Transaction Code (FM_DOC_CD)	Required field for a transaction code to be used with the FM transaction department and prefix parameters to find an entry on the Automatic Transaction Numbering table.	FM
	FM Transaction Department Code (FM DOC_DEPT_CD)	Required field for a department code to be used with the FM transaction code and prefix parameters to find an entry on the Automatic Transaction Numbering table.	No default
	FM Transaction Prefix Code (FM_DOC_PRFX)	Required prefix used to find the above FM transaction code and department's entry on the Automatic Transaction Numbering table.	No default
	FM Transaction Unit Code (FM DOC_UNIT_CD)	Optional field for a unit code to be used in the creation of FM transactions. The unit is used to facilitate transaction security at a level below department.	No default
	Minimum Revaluation Days (MIN_REVLU_DY)	Required field for the minimum number days since Last Valuation for an asset to be selected by the process. If Minimum Revaluation Days is greater than the number of days since the last Valuation Date the record is selected.	No default

Job or Job # in a Chain	Parameter	Description	Default Values
	Run Mode (RUN_MD)	Required field for the Run Mode of the job. 1 is for report only, 2 is for update and 3 for Seed Only	3
	Valuation Date (VLU_DT)	Required date to be recorded as the last valuation date. Must be entered as mm/dd/ccyy. Record found on Calendar Date to get the fiscal year for Automatic Transaction Numbering search for the FM transaction entry to use. (** Refer to Note: Pivot Date/Year Validation, while entering the date)	No default
	AMSEXPORT (** Refer to Note: Assumptions for SWBP on page no. 5)	Export Location at Revaluation Job	No default
	AMSPARM (**Refer to Note: Assumptions for SWBP on page no. 5)	Parameter Location at Revaluation Job	No default
	Commit Block Size (COMMIT_BLOCK_SIZE)	Optional field. Controls how many records are committed by the application at one time.	100
	Selection Block Size (SEL_BLK_SIZE)	Optional field. Controls the number of records fetched by the application at one time.	100

Sort Criteria

Process Sequence Number of Parameter Table

Selection Criteria

- Select one the record from FA Revaluation Table where ACT_FL equals *True*.
- Select records of FAR which are filtered on basis of selection criteria specified in record selected in step 1 and Revaluation Date not equal to Revaluation Date of Batch Parameter of process.

Problem Resolution

No database restore is required. Correct the problem and rerun the job executing the program. No restoration of data sets or files from backups is required for this program.

2.1.9 Shell Generation Process

When to Run

The shell generation process should be run on a regularly scheduled basis. It may be run daily, weekly, monthly or on request.

Description

When the Shell Generation system option is selected on the System Options (SOPT) table, commodity based Payment Request (PRC) transactions related to the purchase of a Fixed Asset update the Fixed Asset Payment Request (FAPR) table. This table is used to track asset purchases and generate Fixed Asset Acquisition transactions.

Users may control the commodity lines that update FAPR and trigger shells using the Shell Indicator on the payment commodity line. If the Shell Indicator is selected and the commodity unit price meets the minimum threshold amount (if any) on the Commodity Fixed Asset Threshold (COMMFA) table, then the PRC inserts records into the FAPR and Fixed Asset Accounting Line (FAAL) tables. The subsequent disbursement triggers additional updates on the Fixed Asset Posting Line (FAPL) table.

The offline process selects records on FAPR/FAAL/FAPL and uses the information to generate Fixed Asset Acquisition (FA) transactions. The process runs on a user-defined schedule and will only select records that are fully disbursed. This process generates draft transactions called “shells” that require manual data entry before they will be accepted by the system. Once the shells are processed, the Shell Acceptance Date is updated and the FAPR records become available for purge using the purge process.

The process generates a Transaction XML file. This file will have one component record for each eligible shell. The user then loads the transactions to the Transaction Catalog using the SysManUtil Loader utility.

If the batch parameter “Use Transaction Department and Unit from Payment Request” is set to Y, then the created transactions will have the Transaction Department and Transaction Unit from the Payment Request transaction, depending on the setup on the Automatic Transaction Numbering (ADNT) table. If the parameter is set to N, or if matching values for the FA transaction are not set up on ADNT, then the created transactions will have the values provided in the batch parameters. Following is a high-level list of the Transaction Dept and Unit assignment logic:

1. Look for exact match of PR Transaction Department and batch parameter Prefix on ADNT for FA Transaction Code.
2. Look for PR Transaction Department and wildcard Prefix on ADNT for FA Transaction Code.
3. Look for wildcard Transaction Department and wildcard Prefix on ADNT for FA Transaction Code
4. If none of the above values are found, then the system will use the Transaction Department, Transaction Unit (if provided), and Transaction Prefix when creating the FA shell transactions.

Major Input

- Fixed Asset Payment Request (FAPR)
- FAPR Accounting Lines (FAAL)
- Disbursement Details (FAPL)
- Automatic Transaction Numbering Table (AUTO_DOC_NO) – to validate the Batch parameters and to generate Transaction Numbers

Output

- FA-Transaction
- FA- Transaction XML File
- Updates to Other tables (like FAPR, FAPL and PR_DOC_COMM)

Parameters

Batch Parameters

Job or Job # in a Chain	Parameter	Description	Default Values
GENERATE XML FILE	FA Transaction Code (FA_DOC_CD)	Required field for a transaction code to be used with the FA transaction department and prefix parameters to find an entry on the Automatic Transaction Numbering table.	FA
	FA Transaction Department Code (FA_DOC_DEPT_CD)	Required field for a department code to be used with the FA transaction code and prefix parameters to find an entry on the Automatic Transaction Numbering table.	No default
	FA Transaction Prefix Code (FA_DOC_PRFX)	Required prefix used to find the above FA transaction code and department's entry on the Automatic Transaction Numbering table.	No default
	FA Transaction Unit Code (FA_DOC_UNIT_CD)	Optional field for a unit code to be used in the creation of FA transactions. The unit is used to facilitate transaction security at a level below department.	No default
	Use Transaction Department and Unit from Payment Request (PR_DEPT_UNIT _RQMNT_IND)	Required field that indicates either to use values of Transaction Department and Transaction Unit from the Payment Request (if value = Y) or from the batch parameter page (if value = N) in the creation of FA transactions. Valid values are Y or N	N
	AMSEXPORT (** **Refer to Note**: Assumptions for SWBP on page no. 5)	Export Location at Generate XML File Job	No Default

Job or Job # in a Chain	Parameter	Description	Default Values
LOAD FA TRANSACTION	Action Code (ACTN_CD)	Required and protected default transaction action of 171 for Import	171
	Commit Block Size (COMMIT_BLOCK)	Required block size of transaction to import as a unit of work.	10
	FA Transaction XML File Name (FILE_NM)	Required and protected file name that contains the FA transactions to import.	$$AMSEXPORT$$ /FADocument.xml

Sort Criteria

None

Selection Criteria

SQL is for selecting commodity records is as follows

- Select records from FAPR which are fully disbursed
- And Ready to Purge flag is false
- And Shell generated date is null

Problem Resolution

If the process fails due to any reason (for example, the network is down or server is down), then the user has to correct the errors and re-start the process from the beginning.

This batch program produces new CGI Advantage transactions, which are subject to the line limit functionality constraints. Sites should ensure that they run this job with parameters set to ensure that the created transactions are within the line limit controls.

2.2 Fixed Assets Report Processes

The Advantage Fixed Assets report run sheet included in this section is:

- Purge Report and Shell Discarded Report

2.2.1 Purge Report and Shell Discarded Report

Description

The Batch Parameters, FAPR, FAPL Tables drive this Process. The process can generate either of one report or both the report during the same run of the process. When process is run to generate Purge report than process picks up only those commodity records from FAPR, for which “Ready To Purge Flag” is true. While when process is run to generate shell discarded report process picks up only those commodity records from FAPL, for which “Shell Discarded flag ” is true on FAPR.

When to Run

This process is expected to run when:

- To generate report on FAPR Table for those records where Ready To Purge flag is true.
- To generate Purge Report and delete those records permanently.
- To generate report on FAPL Table for shell discarded records.

Major Input

- FAPR Table
- FAPL Table

Output

- Purge Reports
- Shell discarded report

Parameters

Batch Parameters

Job or Job # in a Chain	Parameter	Description	Default Values
PURGE & SHELL DISCARD	Client Name (CLIENT_NM)	Optional field for the name of client to be appear on report	No default
	Purge Mode (PRG_PROC_NM)	Required mode to run the process. (R) – Report mode (U) – Report and Update mode.	No default
	Purge Date (PURG_DT)	Required parameter that will determine which records are to be purged. Must be entered as mm/dd/ccyy.	No default

Job or Job # in a Chain	Parameter	Description	Default Values
	Type of Report (RPT_NM)	Required field that specifies what type of report is to be produced. (P) will result in a Purge Report. (D) – will result in a Discard Report. (B) will result in both reports.	No default
	Commit Block Size (COMMIT_BLK)	Optional. Commit Block Size	100

Sort Criteria

None

Selection Criteria

For Purge Report

Select records from FAPR

Where Ready to Purge Flag is true

And Shell Acceptance Date <= Purge Date(one of the batch parameter)

For Shell Discarded Report

Select records from FAPL, FAPR

Where Shell Discarded Flag is True

Group by attribute of FAPL

Problem Resolution

If the process fails due to any reason (for example, the network is down or server is down), then the user has to correct those errors and has to re-start from the beginning.