
PeopleSoft Enterprise Banks Setup and Processing 9.1 PeopleBook

November 2009

Copyright © 1992, 2009, Oracle and/or its affiliates. All rights reserved.

Trademark Notice

Oracle is a registered trademark of Oracle Corporation and/or its affiliates. Other names may be trademarks of their respective owners.

License Restrictions Warranty/Consequential Damages Disclaimer

This software and related documentation are provided under a license agreement containing restrictions on use and disclosure and are protected by intellectual property laws. Except as expressly permitted in your license agreement or allowed by law, you may not use, copy, reproduce, translate, broadcast, modify, license, transmit, distribute, exhibit, perform, publish or display any part, in any form, or by any means. Reverse engineering, disassembly, or decompilation of this software, unless required by law for interoperability, is prohibited.

Warranty Disclaimer

The information contained herein is subject to change without notice and is not warranted to be error-free. If you find any errors, please report them to us in writing.

Restricted Rights Notice

If this software or related documentation is delivered to the U.S. Government or anyone licensing it on behalf of the U.S. Government, the following notice is applicable:

U.S. GOVERNMENT RIGHTS

Programs, software, databases, and related documentation and technical data delivered to U.S. Government customers are "commercial computer software" or "commercial technical data" pursuant to the applicable Federal Acquisition Regulation and agency-specific supplemental regulations. As such, the use, duplication, disclosure, modification, and adaptation shall be subject to the restrictions and license terms set forth in the applicable Government contract, and, to the extent applicable by the terms of the Government contract, the additional rights set forth in FAR 52.227-19, Commercial Computer Software License (December 2007). Oracle USA, Inc., 500 Oracle Parkway, Redwood City, CA 94065.

Hazardous Applications Notice

This software is developed for general use in a variety of information management applications. It is not developed or intended for use in any inherently dangerous applications, including applications which may create a risk of personal injury. If you use this software in dangerous applications, then you shall be responsible to take all appropriate fail-safe, backup, redundancy and other measures to ensure the safe use of this software. Oracle Corporation and its affiliates disclaim any liability for any damages caused by use of this software in dangerous applications.

Third Party Content, Products, and Services Disclaimer

This software and documentation may provide access to or information on content, products and services from third parties. Oracle Corporation and its affiliates are not responsible for and expressly disclaim all warranties of any kind with respect to third party content, products and services. Oracle Corporation and its affiliates will not be responsible for any loss, costs, or damages incurred due to your access to or use of third party content, products or services.

Contents

Preface

PeopleSoft Enterprise Banks Setup and Processing Preface	xi
PeopleSoft Products	xi
PeopleSoft Application Fundamentals	xi
Deferred Processing	xii
PeopleBooks and the Online PeopleSoft Library	xii
Common Elements Used in This PeopleBook	xiii

Chapter 1

Getting Started With PeopleSoft Enterprise Bank Setup and Processing	1
Bank Setup and Processing Overview	1
Other Sources of Information	1

Chapter 2

Setting Up Banks	3
Understanding Bank Setup	3
Understanding IBAN	4
Defining General Bank Setup	5
Pages Used to Define General Bank Setup	5
Establishing Credit Ratings	6
Establishing Bank ID Qualifiers	6
Defining IBAN Formats	9
Establishing Payment Forms	12
Establishing Payment Sort Fields	13
Defining Bank Information	14
Pages Used to Define Bank Information	15
Defining Bank Information	16
Defining Bank Branches	18
Defining Branch Contacts	20
Defining Financial Contacts	20

Chapter 3

Setting Up External, Internal, and Netting Accounts	23
Understanding External, Internal, and Netting Accounts	23
Common Elements Used in This Chapter	24
Defining Settlement Instructions	25
Pages Used to Define Settlement Instructions	25
Defining Settlement Instructions	26
Defining Beneficiary Bank EFT Options	27
Defining External Account Information	29
Bank Account ChartField Inheritance for Education and Government	30
Bank Account Payment Methods	34
International Bank Account Number (IBAN) Functionality	34
Value Date for Bank Accounts	35
Pages Used to Define External Account Information	36
Defining External Accounts Information	38
Defining Valid Currencies	42
Defining ChartField Inheritance Options	42
Defining Account Signatories	43
Reviewing Account Contacts	43
Defining Account Information	43
Defining Collection Methods	47
Specifying Draft Document Types	52
Defining Payment Methods	53
Specifying Document Sequence Types	58
Defining Bank Account Draft ChartFields	58
Defining EFT Options for Payment Methods	58
(USF) Defining Prenotification	58
Defining Layout Properties	58
Defining Account Settlement Information	59
Defining Internal Account Information	59
Prerequisites	60
Pages Used to Define Internal Account Information	60
Defining Internal Accounts	61
Generating Interest Accrual Schedules	62
Defining ChartFields for Internal Accounts	62
Defining Netting Accounts	63
Pages Used to Define Netting Accounts	63
Defining Netting Accounts	63
Defining Valid Currencies for Netting Accounts	64

Chapter 4

Setting Up Counterparties	65
Defining Counterparty Information	65
Pages Used to Define Counterparty Information	65
Defining Counterparties	65
Defining Settlement Instructions for Counterparty Deals	66

Chapter 5

Setting Up Additional Banking Information	69
Understanding Additional Bank Functionality	69
Prerequisites	69
Defining Account Pool Information	70
Pages Used to Define Account Pool Information	70
Defining Account Pooling	71
Defining Bank Transfer Charges	71
Pages Used to Define Bank Transfer Charges	72
Defining Bank Transfer Charge Amounts	72
Defining Bank Transfer Charges for a Bank	73
Grouping Business Units	74
Page Used to Group Business Units	74
Grouping and Accessing Bank Accounts	75
Pages Used to Group and Access Bank Accounts	75
Defining Account Groups	75
Viewing and Updating Account Group Assignments	76
Using the Bank Account Manager	77

Chapter 6

Setting Up Files for Electronic Funds Transfers	79
Setting Up EFT Processing	79
(USF) US Federal ACH and EFT Layouts	83
Prerequisite	84
Common Elements Used in This Section	85
Pages Used to Set Up EFT Processing	85
Managing EFT File Layouts	86
(GBR) Specifying BACS Options	87
(NLD) Specifying BTL91 Options	88
(CAN) Specifying CPA005 Options	88

(CHE) Specifying DTALSV Options	88
(DEU) Specifying DTAZV Options	88
(FRA) Specifying ETEBAC Options	89
(SGP) Specifying FEDI Options	89
Creating an SQR Module for the EFT File Layout	90
Defining EFT Payment Format Codes	90
Page Used to Define EFT Payment Format Codes	91
Defining EFT Payment Format Codes	91
Managing Bank/Branch Files for EFT Payments	92
Prerequisites	92
Pages Used to Manage the Bank/Branch File	93
Loading the Bank/Branch File	93
Maintaining External Bank-Branch Information	94
Defining ACH Layouts	95
Pages Used to Define ACH Layouts	95

Chapter 7

Setting Up and Using the Financial Sanctions Service	97
Understanding the Financial Sanctions Service	97
Importing the SDN List	98
Understanding the SDN List Import	98
Pages Used to Import the SDN List	99
Importing the Financial Sanction List	99
Building and Rebuilding the SDN-List, Search Indexes	102
Searching the Financial Sanctions Data	105
Pages Used to Search the Financial Sanctions Data	105
Viewing Financial Sanctions Inquiry Results	106
Viewing the Details of a Financial-Sanctions Entry	107

Chapter 8

Setting Up the Bank Statement Import Process	109
Understanding the Bank Statement Import Infrastructure	109
Setting Up the Bank Statement Import Process	111
Pages Used to Set Up Bank Statement Import Functionality	111
Transforming Bank Statement Files to a PSBD Layout	111
Defining Balance Codes	113
Defining Transaction Codes	114

Chapter 9

Setting Up Reconciliation	119
Understanding Reconciliation	119
Setting Up Reconciliation Tables for Sources and Rules	121
Pages Used to Set Up Reconciliation Sources and Rules	122
Defining Reconciliation Record Source Types	123
Defining Reconciliation Field Aliases	124
Specifying Reconciliation Criteria Options	124
Defining Reconciliation Rules	124
Specifying Field Updates	126
Updating Reconciliation Criteria	127
Defining Reconciliation Options for Accounts	128
Prerequisites	128
Pages Used to Reconcile Statements Automatically	129
Selecting a Reconciliation Method	129
Setting Up Reconciliation Tolerances	132
Defining Statement Activities	133
Page Used to Define Statement Activity Types	134
Creating Statement Activity Types	134
Setting Up Cash Management Bank Statement Accounting Functionality	135
Prerequisites	136
Page Used to Set Up Cash Management Bank Statement Accounting	136
Setting Up Cash Management Bank Statement Accounting	136

Chapter 10

Receiving and Updating Bank Statements	139
Understanding Statement Updates	139
Importing Bank Statements	140
Pages Used to Import Bank Statements	141
Importing Bank Statements	141
Administering Statement Information	144
Understanding Statement Administration	144
Pages Used to Administer Statement Information	144
Updating Bank Balances	145
Updating Bank Transaction Entries	147
Entering Funds Availability	149
Reviewing Addenda Information	149
Updating Internal Bank Balances	149
Pages Used to Update Internal Bank Balances	149

Updating Internal Bank Balances	149
Entering Float Information for Internal Bank Balances	150
Updating Current Day Bank Statements	150
Pages Used to Update Current Day Bank Statements	151
Updating Current Day Balances	151
Updating Current Day Transactions	151
Review Statement Balance Information	152
Pages Used to Review Statement Balance Information	152
Reviewing Bank Balances	153
Using the Bank Statement Manager	154
Reviewing Bank Statement Files	155
Pages Used to Review Bank Statement Files	156
Reviewing Bank Statement Files	156

Chapter 11

Reconciling Statements	159
Understanding Bank Reconciliation Processing	159
Multicurrency Situations	160
Prerequisites	160
Common Elements in This Chapter	161
Processing Reconciliations	162
Page Used to Process Reconciliations	163
Processing Reconciliations	163
Processing Bank Statement Accounting	165
Page Used to Run Bank Statement Accounting	165
Processing Bank Statement Accounting	165
Managing Reconciliation Methods and Statements	166
Recommended Reconciliation Process	166
Pages Used to Manage Reconciliation Methods and Statements	167
Reconciling Transactions Automatically	168
Reconciling Transactions Semi-manually	170
Reconciling Transactions Manually	174
Reconciling Externally Generated Transactions	176
Pages Used to Reconcile Externally Generated Transactions	177
Entering External Transactions	177
Managing Federal Schedule ID Reconciliations	179
Prerequisites	180
Common Elements in This Section	180
Pages Used to Manage Federal Schedule ID Reconciliations	180
Reconciling Federal Schedule ID Payments	181
Reverse Reconciling Federal Schedule ID Payments	182
Reviewing Bank Reconciliation Information	182

Pages Used to Review Bank Reconciliation	183
Using the Reconciliation Manager	183
Reviewing Reconciliation Transactions by Account	185
Reviewing Bank Statement Information	185
Chapter 12	
Resolving Reconciliation Exceptions	187
Understanding Reconciliation Exceptions	187
Understanding Reconciliation Exceptions Workflow	188
Processing Reconciliation Errors and Exceptions	189
Prerequisites	189
Pages Used to Process Reconciliation Errors and Exceptions	189
Routing Exceptions to a User's Worklist	191
Running Error and Exception Reports	191
Forcing Exceptions to Reconcile	191
Resolving Exceptions Using Semimanual Reconciliation	194
Viewing Accounting for Forced Reconciliations	195
Chapter 13	
Performing Book to Bank Reconciliation	197
Understanding Book to Bank Reconciliation	197
Prerequisites	198
Book to Bank Reconciliation	199
Performing Book to Bank Reconciliation	201
Pages Used to Perform Book to Bank Reconciliation	201
Selecting Statements for Book to Bank Reconciliation	203
Managing Book to Bank Reconciliation Statements	205
Reviewing Book to Bank Reconciliation Details	207
Overriding the Book to Bank Reconciliation Status	212
Chapter 14	
Managing Letters of Credit	213
Understanding Letters of Credit	213
Prerequisites	213
Common Elements Used in This Chapter	214
Entering and Amending Letters of Credit	216
Pages Used to Enter and Amend Letters of Credit	216
Entering Import or Export Information	217

Entering General Information for Letters of Credit	218
Entering Related Documentation Information	219
Amending a Letter of Credit	219
Managing Letters of Credit	220
Page Used to Manage Letters of Credit	220
Managing Letter of Credit Information	220

Appendix A

Delivered Workflows for Banks Setup and Processing	223
Delivered Workflows for PeopleSoft Banking	223
Exceptions	223
Facility Review	224

Appendix B

Bank Reports	225
Bank Reconciliation Reports: A to Z	225

Index	227
--------------------	------------

PeopleSoft Enterprise Banks Setup and Processing Preface

This preface discusses:

- Application fundamentals.
- Deferred processing.
- Common elements.

Note. This PeopleBook documents only page elements that require additional explanation. If a page element is not documented with the process or task in which it is used, then it either requires no additional explanation or is documented with the common elements for the section, chapter, or PeopleBook.

PeopleSoft Products

This PeopleBook refers to these products:

- PeopleSoft Enterprise Cash Management.
- PeopleSoft Enterprise Deal Management.
- PeopleSoft Enterprise Risk Management.
- PeopleSoft Enterprise Billing.
- PeopleSoft Enterprise General Ledger.
- PeopleSoft Enterprise Payables.
- PeopleSoft Enterprise Purchasing.
- PeopleSoft Enterprise Receivables.
- PeopleSoft EnterpriseOne General Accounting.

PeopleSoft Application Fundamentals

PeopleSoft Bank Setup and Processing PeopleBook provides implementation and processing information for PeopleSoft Banks. Additional essential information describing the setup and design of your system resides in companion documentation. The companion documentation consists of important topics that apply to many or all PeopleSoft applications across the Financials, Enterprise Service Automation, and Supply Chain Management product lines. You should be familiar with the contents of these PeopleBooks.

These PeopleBooks complement The Banks Setup and Processing PeopleBook:

- *PeopleSoft Enterprise Applications Fundamentals 9.1 PeopleBook.*
- *PeopleSoft Enterprise Global Options and Reports 9.1 PeopleBook.*

Deferred Processing

Several pages in this PeopleBook operate in deferred processing mode. The system does not update or validate most fields on these pages until you save the page or refresh it by clicking a button, link, or tab. This delayed processing has various implications for the field values on the page; for example, if a field contains a default value, any value you enter before the system updates the page overrides the default. Another implication is that the system updates quantity balances or totals only when you save or otherwise refresh the page.

See Also

Enterprise PeopleTools 8.50 PeopleBook: PeopleSoft Application Designer

PeopleBooks and the Online PeopleSoft Library

A companion PeopleBook called PeopleBooks and the Online PeopleSoft Library contains general information, including:

- Understanding the PeopleSoft online library and related documentation.
- How to send PeopleSoft documentation comments and suggestions to Oracle.
- How to access hosted PeopleBooks, downloadable HTML PeopleBooks, and downloadable PDF PeopleBooks as well as documentation updates.
- Understanding PeopleBook structure.
- Typographical conventions and visual cues used in PeopleBooks.
- ISO country codes and currency codes.
- PeopleBooks that are common across multiple applications.
- Common elements used in PeopleBooks.
- Navigating the PeopleBooks interface and searching the PeopleSoft online library.
- Displaying and printing screen shots and graphics in PeopleBooks.
- How to manage the PeopleSoft online library including full-text searching and configuring a reverse proxy server.
- Understanding documentation integration and how to integrate customized documentation into the library.
- Glossary of useful PeopleSoft terms that are used in PeopleBooks.

You can find this companion PeopleBook in your PeopleSoft online library.

Common Elements Used in This PeopleBook

Account	ChartField that identifies the nature of a transaction for corporate accounts.
Affiliate	ChartField that is used to map transactions between business units when you use a single interunit account.
Alt Acct (alternate account)	ChartField that identifies the nature of a transaction for statutory accounts. This field appears only if you enable the Alternate Account option for your organization and for the general ledger business unit.
Attachment	Click this link to add, delete, and view attachments. When adding large attachments, you should save the transaction before adding the attachment.
Bank Account	Code that you define to identify a bank account on pages and in running processes and reports, such as CHCK (checking).
Bank Account # (bank account number) or Account # (account number)	Number or code that identifies a bank account, which the bank assigns.
Bank or Bank Code	Code that you define to identify a bank on pages and in running processes and reports.
Bank ID	Code that identifies a bank that is assigned by a bank regulatory agency.
Branch or Branch Name	Code that you define to identify a bank branch on pages and in running processes and reports.
Branch ID	Unique identifier for a branch of a bank, which you get from the bank.
Budget Ref (budget reference)	ChartField that identifies unique budgets when individual budgets share budget keys and overlapping budget periods.
Class	ChartField that identifies a particular appropriation when you combine it with a fund, department ID, program code, and budget reference.
Counterparty	A counterparty is a bank that has a trading relationship with your organization.
Currency	Code that identifies the type of currency for an amount, such as USD for US dollar or EUR for euro.
Dept (department)	ChartField that indicates who is responsible for or affected by the transaction.
Description	Free-form text field with a maximum limit of 256 characters.

Effective Date	Date on which a table row becomes effective; the date that an action begins. For example, if you want to close out a ledger on June 30, the effective date for the ledger closing would be July 1. This date also determines when you can view and change the information. Pages or panels and batch processes that use the information use the current row.
Fund	ChartField that represents structural units for education and government accounting. Can also represent a divisional breakdown in your organization.
Fund Affiliate	ChartField used to correlate transactions between funds when using a single intraunit account.
Reference	Reference number for a bank transaction.
Oper Unit (operating unit)	ChartField used to identify a location, such as a distribution warehouse or sales center.
Process Frequency	Designates the appropriate frequency in the Process Frequency group box: <i>Once</i> : Executes the request the next time the batch process runs. After the batch process runs, the process frequency is automatically set to <i>Don't Run</i> . <i>Always</i> : Executes the request every time the batch process runs. <i>Don't Run</i> : Ignores the request when the batch process runs.
Process Monitor	This link takes you to the Process List page, where you can view the status of submitted process requests.
Product	ChartField that captures additional information that is useful for profitability and cash flow analysis by product sold or manufactured.
Program	ChartField that identifies groups of related activities, cost centers, revenue centers, responsibility centers, and academic programs. Tracks revenue and expenditures for programs.
Project	ChartField that captures information for project/grants accounting.
Report Manager	This link takes you to the Report List page, where you can view report content, check the status of a report, and see content detail messages (which display a description of the report and the distribution list).
Run	This button takes you to the Process Scheduler request page, where you can specify the location where a process or job runs and the process output format.
Run Control ID	A code that identifies the run parameters for a report or process.
SetID	A code that represents information stored in a set of control table or TableSets. A TableSet is a group of tables (records) necessary to define your company's structure and processing options.
Short Description	Free-form text field with a maximum limit of 15 characters.

Status	Indicates whether a row in a table is active or inactive. You cannot display inactive rows on transaction pages or use them for running batch processes. Inactivate rather than delete data that you no longer use in order to maintain an audit trail.
Stmt ID (statement ID)	The statement number that is generated by the PeopleSoft application.
Transaction Amount	Amount of a statement transaction.
Unit	Business unit for an item.

See Also

Enterprise PeopleTools 8.50 PeopleBook: Using PeopleSoft Applications

Chapter 1

Getting Started With PeopleSoft Enterprise Bank Setup and Processing

This chapter presents an overview of the business processes described in the *PeopleSoft Enterprise Bank Setup and Processing 9.1 PeopleBook* and related implementation requirements.

Bank Setup and Processing Overview

The *PeopleSoft Enterprise Bank Setup and Processing 9.1 PeopleBook* explains these business processes:

- Managing federal and nonfederal Electronic Funds Transfer (EFT) and Automated Clearing House (ACH) electronic payment layouts.
- Establishing an electronic banking method between Oracle/PeopleSoft applications and a financial institution.
- Defining comprehensive bank, counterparty, and bank account information.
- Establishing reconciliation methods for bank accounts.
- Receiving and updating bank statement information.
- Reconciling bank statement information with system information.
- Resolving reconciliation exceptions.
- Importing and exporting letters of credit creation and maintenance.
- Generating applicable reports for a specific business process.

Other Sources of Information

In the planning phase of an implementation, take advantage of all PeopleSoft sources of information, including the installation guides, table-loading sequences, data models, and business process maps. A complete list of these resources is in the preface of the *PeopleSoft Enterprise Applications Fundamentals 9.1 PeopleBook*, with information on where to find the most up-to-date version of each.

See Also

Enterprise PeopleTools 8.50 PeopleBook: PeopleSoft Setup Manager

Enterprise PeopleTools 8.50 PeopleBook: PeopleSoft Component Interfaces

Chapter 2

Setting Up Banks

This chapter provides an overview of PeopleSoft bank setup and discusses how to:

- Define general bank setup.
- Define bank information.

Understanding Bank Setup

Before you can move funds in and out of PeopleSoft Financials, you must define banks and bank accounts in the system. You define as many banks and bank accounts as you need to manage your funds. For each bank, you can also define various processing defaults.

In PeopleSoft, a bank is any financial institution with which your organization maintains a banking relationship. A counterparty is a bank that has a trading relationship with your organization. You must set up bank information before you can define counterparty information.

When you define bank information, you define a hierarchy of information: first, the general bank setup; second, the bank detail information (general information such as bank and branch information, and processing information such as payment methods for bank accounts). Once you have established this core banking data, you can then define settlement instructions (predefined bank account specifics for handling cash inflows and outflows), account types (external, internal, or netting) and additional banking functionality. Finally, you define your counterparty information.

PeopleSoft bank functionality is available to PeopleSoft Cash Management, Deal Management, Risk Management, Expenses, Payables, Receivables, and General Ledger. Establishing your banks, bank accounts, and counterparties involves several steps that vary depending on which applications you have installed. Your banks supply information such as account, bank ID, branch ID, and other Depository Financial Institution (DFI) numbers. Other information depends on how you and your customers, vendors, and counterparties agree to set up payment, receipt, and settlement procedures.

See Also

[Chapter 4, "Setting Up Counterparties," page 65](#)

Understanding IBAN

The International Bank Account Number (IBAN) format was developed by European Committee for Banking Standards (ECBS) and the International Organization for Standardization (ISO) to streamline the straight-through processing—the automatic debiting of the ordering customer and crediting the beneficiary account—of cross-border payments. SEPA Usage rules require the use of BIC and IBAN codes to uniquely identify the banks and bank accounts of the creditor and debtor in all Euro cross-border payments. Besides improving the efficiency of processing cross-border payments, IBAN also makes it easier to validate foreign account numbers. The IBAN format is an internationally agreed upon standard that is defined in ISO 13616.

The IBAN varies in length depending on the country, but no IBAN is greater in length than 34 alphanumeric characters. The IBAN is composed of:

- Country code

The first two characters of the IBAN are the letters that identify the country as specified in ISO 3166.

- IBAN check digits

Two numeric digits that are used in the algorithm designed to formally validate the IBAN.

- Basic Bank Account Number (BBAN)

The identifier used by financial institutions in individual countries as part of National Account Numbering Schemes that uniquely identifies an account of a customer at a financial institution. Also known as the Domestic Bank Account Number. Included in the BBAN are the:

- BIC/SWIFT code. (bank identifier code/society for world international financial telecommunication)

BIC, also known as the SWIFT code, identifies the bank and possibly the bank branch. To enable bank compliance, you must enter a BIC code for your bank. The system validates the formatting of the code, but not the value of the BIC.

- Account number.

The customer's bank account number.

- Bank check digit.

The one or two digits that are used in the formal validation of the domestic bank account.

PeopleSoft IBAN Processing

PeopleSoft provides sample IBAN formats for 38 countries. These formats can be viewed on the IBAN Formats page. The IBAN can be displayed on various PeopleSoft Financial application pages. These pages afford the user the ability to enter the IBAN manually or have the application generate it after the user enters the IBAN check digit. The method used can be done on a country-by-country basis that is determined by the IBAN Enterable field located on the IBAN Formats page.

Defining General Bank Setup

To define rating agencies and credit ratings, use the Credit Ratings/Rating Agency component (CREDIT_RTG_TBL_GBL).

To define bank identification qualifiers, use the Bank ID Qualifiers component (BANK_ID_QUALS_GBL).

To define payment forms, use the Payment Forms component (PYMNT_FORM_PYMNT_GBL).

To define IBAN formats, use the IBAN Formats component (IBAN_FORMAT_GBL).

Before you begin to define your banks, you must define the supporting data.

This section discusses how to establish:

- Credit ratings.
- Bank ID qualifiers.
- IBAN formats.
- Payment forms.
- Payment sort fields.

Pages Used to Define General Bank Setup

<i>Page Name</i>	<i>Definition Name</i>	<i>Navigation</i>	<i>Usage</i>
Credit Ratings/Rating Agency	CREDIT_RTG_TBL	Setup Financials/Supply Chain, Product Related, Treasury, Credit Ratings/Rating Agency	Define rating agencies and their associated credit ratings.
Bank ID Qualifiers	BNK_ID_QUAL_PNL	Banking, Banks and Branches, Bank ID Qualifiers	View the ID qualifiers that the system uses to edit bank values.
IBAN Formats	IBAN_FORMAT_TBL	Banking, Banks and Branches, IBAN Formats	View IBAN formats and generate sample IBANs.
Form Information	PYMNT_FORM	Banking, Banks and Branches, Payment Forms, Form Information	Enter attributes related to your forms of payment.
Sort Fields	PYMNT_FORM_SORT	Banking, Banks and Branches, Payment Forms, Sort Fields	Select the grouping of fields used to sort your forms of payment.

Establishing Credit Ratings

Access the Credit Ratings/Rating Agency page (Setup Financials/Supply Chain, Product Related, Treasury, Credit Ratings/Rating Agency).

Credit Ratings/Rating Agency

SetID: Rating Agency:

Description:

Ratings					
*Value	*Rating	*Rating Description	*Short Description		
<input type="text" value="1"/>	<input type="text" value="F1+"/>	<input type="text" value="Strongest Capacity Short Term"/>	<input type="text" value="Strongest"/>	<input type="button" value="+"/>	<input type="button" value="-"/>
<input type="text" value="2"/>	<input type="text" value="F1"/>	<input type="text" value="Strong Capacity Short Term"/>	<input type="text" value="Strong"/>	<input type="button" value="+"/>	<input type="button" value="-"/>
<input type="text" value="3"/>	<input type="text" value="F2"/>	<input type="text" value="Satisfactory Capacity"/>	<input type="text" value="Satisfctry"/>	<input type="button" value="+"/>	<input type="button" value="-"/>
<input type="text" value="4"/>	<input type="text" value="F3"/>	<input type="text" value="Adequat Capacity Short Term"/>	<input type="text" value="Adequate"/>	<input type="button" value="+"/>	<input type="button" value="-"/>
<input type="text" value="5"/>	<input type="text" value="B"/>	<input type="text" value="Speculative - minimal"/>	<input type="text" value="Speculativ"/>	<input type="button" value="+"/>	<input type="button" value="-"/>
<input type="text" value="6"/>	<input type="text" value="C"/>	<input type="text" value="High default risk"/>	<input type="text" value="High Risk"/>	<input type="button" value="+"/>	<input type="button" value="-"/>
<input type="text" value="7"/>	<input type="text" value="D"/>	<input type="text" value="Default imminent"/>	<input type="text" value="Default"/>	<input type="button" value="+"/>	<input type="button" value="-"/>
<input type="text" value="8"/>	<input type="text" value="WD"/>	<input type="text" value="Withdrawn Rating"/>	<input type="text" value="Withdrawn"/>	<input type="button" value="+"/>	<input type="button" value="-"/>

Credit Ratings/Rating Agency page

Value Displays the value by which to rank the ratings in ascending order. 1 is the highest rating. This value assigns a numeric equivalent to an alphanumeric rating so that you can implement any processes or credit reports needed for your organization.

Rating Displays the actual alphanumeric rating that the rating agency assigns.

Establishing Bank ID Qualifiers

Access the Bank ID Qualifiers page (Banking, Banks and Branches, Bank ID Qualifiers).

Bank ID Qualifiers

Bank Qualifiers by Country				Customize	Find	First	1-16 of 16	Last
*Bank ID Qualifier	*Country	Description	Short Desc					
001	USA	United States Bank	US Bank	+	-			
002	CAN	Canadian Bank	CAN Bank	+	-			
003	AUS	Australian Bank	AUS Bank	+	-			
005	GBR	United Kingdom Bank	UK Bank	+	-			
006	ESP	Spanish Bank	ESP Bank	+	-			
007	NLD	Netherlands Bank	NL Bank	+	-			
008	NLD	Netherlands Giro	NL Giro	+	-			
009	FRA	French Bank	FR Bank	+	-			
010	DEU	German Bank	DEU Bank	+	-			
011	GBR	Building Society	Bldg Soc	+	-			
012	CHE	Swiss Bank	CHE Bank	+	-			
013	BEL	Belgium Bank	BEL Bank	+	-			
014	JPN	Japanese Bank	JPN Bank	+	-			
015	NOR	Norwegian Bank	NOK Bank	+	-			
016	ITA	Italian Bank	ITL Bank	+	-			

Bank ID Qualifier page

PeopleSoft delivers predefined bank ID qualifiers, which you should typically not modify.

Bank ID Qualifier

Displays the country-specific numeric value for a bank. This value controls how the bank and counterparty pages edit and display bank information. This information drives bank account edits, which can vary by country for each bank type. In some cases, a country may have more than one ID.

Each bank ID qualifier indicates a specific type of bank with specific identifying information. For example, when the system encounters a bank ID qualifier of *001* (indicating a U.S. bank), the system validates that you entered a valid check digit for an ABA transit routing number for the bank qualifier.

Note. If you add a new bank ID qualifier, you must write PeopleCode to match the new value. This code appears in the record PeopleCode for `FUNCLIB_LCINTFC.BANK_ID_QUAL` in the FieldFormula event. We suggest that you make this page a display-only page or use PeopleTools security to limit access to system administrators only.

This table describes the system-delivered data.

Note. Qualifiers marked with *(no field validation)* have no rule validation. If you want the system to automatically perform rule validation routines, you must write the appropriate PeopleCode. For more information, refer to the European Committee for Banking Standards website at <http://www.ecbs.org>. You can access various countries' bank account numbering conventions and specifications at <http://www.ecbs.org/tr201country.htm>.

Bank ID Qualifier	Bank ID (Defining Banks)	Bank Account Number (Bank Accounts)	Branch	Check Digit
001 U.S. Bank	9-digit transit routing number. Exactly 9 numerics with check digit calculation.	NA	NA	NA
002 Canadian Bank	Exactly 4 numerics.	Between 7 and 12 numerics.	Branch routing number Exactly 5 numerics.	NA
003 Australian Bank	Exactly 3 numerics.	Max 9 numerics.	Exactly 3 numerics.	NA
005 Great Britain Bank	Exactly 6 numerics. (Sort Code)	Max 10 numerics.	NA	NA
006 Spanish Bank	Exactly 4 numerics.	Exactly 10 numerics.	Exactly 4 numerics.	Exactly 2 digits with check digit algorithm.
007 Netherlands Bank	NA*	Exactly 10 numerics with modulus 11 check.	NA	NA
008 Netherlands Giro	NA*	Max 7 numerics.	NA	NA
009 French bank	Exactly 5 numerics.	Max 11 characters.	Exactly 5 numerics.	Check digit algorithm.
010 German Bank	Exactly 8 numerics.	Max 10 numerics.	NA	NA

Bank ID Qualifier	Bank ID (Defining Banks)	Bank Account Number (Bank Accounts)	Branch	Check Digit
011 Great Britain Building Society	Exactly 6 numerics. (Sort Code)	Max 10 numerics.	NA	NA
012 Swiss Bank	Between 3 and 5 digits.	Max 16 characters.	NA	NA
013 Belgian Bank	Exactly 3 numerics.	Max 7 numerics.	NA	2 numerics with 97 modulus check.
014 Japan Bank	Exactly 4 numerics.	Max 7 numerics.	Exactly 3 numerics.	NA
015 Norwegian Bank (no field validation)	NA	NA	NA	NA
016 Italian Bank	Exactly 5 numerics.	Max 12 alphanumerics.	Exactly 5 numerics.	1 alpha with check digit algorithm.
020 Swiss PPT(no field validation)	NA	NA	NA	NA

See Also

Enterprise PeopleTools 8.50 PeopleBook: Security Administration, "Working with Permission Lists"

Defining IBAN Formats

Access the IBAN Formats page (Banking, Banks and Branches, IBAN Formats).

IBAN Formats

IBAN Formats														
	*Country	IBAN Enterable	Bank ID Start	Bank ID Length	Bank ID Pad	DFI ID Start	DFI ID Length	DFI ID Pad	Branch ID Start	Branch ID Length	Branch ID Pad	Account Start	Account Length	Account Pad
1	AND	<input checked="" type="checkbox"/>	5	4	<input checked="" type="checkbox"/>			<input type="checkbox"/>	9	4	<input checked="" type="checkbox"/>	13	12	<input checked="" type="checkbox"/>
2	AUT	<input checked="" type="checkbox"/>	5	5	<input type="checkbox"/>			<input type="checkbox"/>			<input type="checkbox"/>	10	11	<input checked="" type="checkbox"/>
3	BEL	<input type="checkbox"/>	5	3	<input type="checkbox"/>			<input type="checkbox"/>			<input type="checkbox"/>	8	7	<input type="checkbox"/>
4	BGR	<input checked="" type="checkbox"/>	5	4	<input type="checkbox"/>			<input type="checkbox"/>	9	4	<input type="checkbox"/>	13	10	<input type="checkbox"/>

IBAN Format Tester

Country: Length:

Country: IBAN Digit: Bank ID: DFI ID:

Branch: Account #: Check Digit:

IBAN Formats page (1 of 2)

Customize Find View All First 1-4 of 43 Last				
Check Digit Start	Check Digit Length	Example IBANs		
<input type="text"/>	<input type="text"/>	AD1200012030200359100100	<input type="button" value="+"/>	<input type="button" value="-"/>
<input type="text"/>	<input type="text"/>	AT611904300234573201	<input type="button" value="+"/>	<input type="button" value="-"/>
<input type="text" value="15"/>	<input type="text" value="2"/>	BE68539007547034	<input type="button" value="+"/>	<input type="button" value="-"/>
<input type="text"/>	<input type="text"/>	BG80BNBG96611020345678	<input type="button" value="+"/>	<input type="button" value="-"/>

IBAN Formats page (2 of 2)

This page displays the formatted components of the International Bank Account Number (IBAN) based on the three-character, European country code selected in the first column. The IBAN is composed of a country code, IBAN check digits, and the Basic Bank Account Number (BBAN)—all the information needed to route a payment through any national clearinghouse. PeopleSoft supports and provides sample data for 38 countries.

Note. Because the two-character, country code and IBAN check digits are always the first four characters of an IBAN, it is not necessary to include columns defining their position and length on this page.

Country Select the three-letter country code for a specific European country.

IBAN Enterable	<p>This box determines how the IBAN is entered on various PeopleSoft Financials application pages. If Selected, the user enters the IBAN manually. If left unchecked, the user enters a two-character, IBAN, check digit and clicks a View IBAN button to have the system generate it.</p> <hr/> <p>Note. Previous to PeopleSoft Enterprise 9 Financials, IBAN was supported only for Belgium, France, Germany, Ireland, Italy, Netherlands, Spain, Switzerland, and the United Kingdom, and only by using the check-digit entry method. For those nine countries, the default setting for the IBAN Enterable field is unchecked. Any of these countries can be configured to support entering the IBAN manually by selecting this box.</p> <hr/>
Bank ID Pad,DFI ID Pad,Branch ID Pad,and Account Pad	<p>If checked, leading zeroes will be prefixed to the ID value to extend it to its maximum length.</p>
Bank ID Start	<p>Enter where the first alphanumeric character of the bank identification value will appear in the IBAN.</p>
Bank ID Length	<p>Enter the number of characters making up the bank identification value.</p>
DFI Start	<p>Enter where the first alphanumeric character of the DFI code will appear in the IBAN. The DFI is a bank identifier that may be included in the IBAN ID when the DFI Qualifier is set to SWIFT on bank-account related pages. For example, the Beneficiary Bank page.</p>
DFI Length	<p>Enter the number of characters making up the DFI code.</p>
Branch ID Start	<p>Enter where the first alphanumeric character of the branch ID code will appear in the IBAN.</p>
Branch ID Length	<p>Enter the number of characters making up the branch ID code.</p>
Account Start	<p>Enter where the first alphanumeric character of the bank account will appear in the IBAN.</p>
Account Length	<p>Enter the number of characters making up the bank account.</p>
Check Digit Start	<p>Enter where the first alphanumeric character of the bank check digit will appear in the IBAN.</p> <hr/> <p>Note. This is the check digit used in the formal validation of the domestic bank account, not the IBAN check digit.</p> <hr/>
Check Digit Length	<p>Enter the number of characters making up the bank check digit.</p>

IBAN Format Tester

Select a country code and click Format to generate a sample IBAN for any of the 38 PeopleSoft-supported countries.

Note. PeopleSoft is not responsible for the validity of IBANs manually keyed in any of the bank-account related pages. The IBAN should be provided by a financial institution.

See [Chapter 3, "Setting Up External, Internal, and Netting Accounts," Defining External Accounts Information, page 38.](#)

See [Chapter 3, "Setting Up External, Internal, and Netting Accounts," Defining Settlement Instructions, page 26.](#)

See *PeopleSoft Enterprise Cash Management 9.1 PeopleBook*, "Transferring Funds," Specifying Destination Information.

See *PeopleSoft Enterprise Order to Cash Common Information 9.1 PeopleBook*, "Maintaining General Customer Information."

See *PeopleSoft Enterprise Expenses 9.1 PeopleBook*, "Defining Accounting Data for PeopleSoft Expenses."

Establishing Payment Forms

Access the Form Information page (Banking, Banks and Branches, Payment Forms, Form Information).

For the form ID that you select, the system displays a payment form image in the Preview group box.

Form Attributes

Form Type

Indicates whether the payment prints on check stock or is an electronic file. Select one of these options:

System numbered form: The system generates check numbers to print on the payment forms.

Pre-numbered form: The check stock has preprinted check numbers. The system does not generate check numbers, but keeps track of the payment references and can warn you of any discontinuity in reference numbers.

ASCII file: EFT or positive payment files.

Remittance Advice only: Wire transfers (through Pay Cycle Manager) and letters of credit.

Form Alignment Count

Aligns the printer head with the first row of the form so that checks and advices print correctly. You use this field only with system-numbered forms.

Advice Attributes

Advice Location

Select where the payment advice prints. Options are:

Same report as check: Below or above the check on the same form.

Separate advice report: Separate job from the check. You must load two different forms: one for the checks and one for the advices.

No advice: No advice lines.

Overflow Location	<p>Select where information prints, if it does not fit on one page. Options are:</p> <p><i>Same report as check:</i> If more advice lines are required than the number of lines on the check form, the system uses a second check form for advice lines and voids the check.</p> <p><i>Separate advice report:</i> The system uses a separate advice form for overflow. You must load two different forms: one for the checks and one for the advices. The system creates two separate reports.</p> <p><i>No advice report:</i> No advice lines.</p>
Advice Lines	<p>Displays the total number of lines that print on your advice. Enter the number of lines available for the advice. This differs depending on whether the advice is on the same report as the check or on a separate report. The information that you assign must fit on the Crystal check space.</p>
Advice Layout	<p>Displays where the check and advice are positioned on the printed page. The Crystal report determines the layout, so this field is only informational. Match the description to how you define the Crystal report. Options are:</p> <p><i>Check over stub:</i> Positions the check over the advice.</p> <p><i>Stub over check:</i> Positions the advice over the check.</p> <p><i>Full page:</i> Sends the advice lines to a separate page from the check and a separate file.</p>

Establishing Payment Sort Fields

Access the Sort Fields page (Banking, Banks and Branches, Payment Forms, Sort Fields).

Form ID: CHECK1 Description: Sample Stub over Check w/ Adv

List Find | View All First 1-9 of 11 Last

Sort Field	Descr	Sequence
<input type="checkbox"/>	Remit Zip Code	
<input type="checkbox"/>	Payment Handling	
<input checked="" type="checkbox"/>	Bank SetID	1
<input checked="" type="checkbox"/>	Bank Code	2
<input checked="" type="checkbox"/>	Bank Account	3
<input checked="" type="checkbox"/>	Payment Method	4
<input checked="" type="checkbox"/>	Remit SetID	6
<input checked="" type="checkbox"/>	Remit Vendor	7
<input type="checkbox"/>	Name 1	

Sort Fields page

Select the fields that you want to use to sort your check output. Enter sequence numbers for sorting priority.

Defining Bank Information

To define bank information, use the following components:

- Bank Information component (COUNTERPARTY_DEFN_GBL).
- Bank Branch Information component (BANK_BRANCHPNL_GBL).

Use the TR_BANK_BRANCH_CI component interface to load data into the Bank Branch Information tables.

- Contact Information component (CONTACT_INFO_GBL).

Use the CONTACT component interface to load data into the Contact Information tables.

- Settlement Instruction component (SETTLEMENT_INSTRUC_GBL).

Use the TR_SETTLEMENT_INSTRUCTIONS_CI component interface to load data into the Settlement Instruction tables.

This section discusses how to:

- Define bank information.
- Define bank addresses.

- Set up electronic statements.
- Define bank branches.
- (Optional) Define bank branch addresses.
- (Optional) Define branch contacts.
- Define beneficiary bank information.
- (Optional) Define beneficiary bank EFT options.
- Define beneficiary bank addresses.
- Define financial contacts.
- (Optional) Define financial contact addresses.

See Also

PeopleSoft Enterprise Global Options and Reports 9.1 PeopleBook, "Working with VAT"

Pages Used to Define Bank Information

Page Name	Definition Name	Navigation	Usage
Bank Information	BANK_PNL1	Banking, Banks and Branches, Bank Information	Define each bank and its general characteristics.
Address Information	BANK_ADDR_PNL	Click Address Information on the Bank Information page.	Capture the address and phone information for the bank.
Bank Contact Notes	BANK_NOTES_SP	Click Notes on the Bank Information page.	Enter miscellaneous notes for the bank.
VAT Defaults Setup (value-added tax defaults setup)	VAT_DEFAULTS_DTL	Click VAT Defaults on the Bank Information page.	Specify default VAT information for a bank. <i>See PeopleSoft Enterprise Global Options and Reports 9.1 PeopleBook, "Working with VAT."</i>
Bank Branch Information	BANK_BRNCHPNL	Banking, Banks and Branches, Bank Branch Information	Define bank branch information.
Address	BRANCH_ADDRESS_SEC	Click Address Information on the Bank Branch Information page.	Set up the bank branch address.

Page Name	Definition Name	Navigation	Usage
Bank Contacts	BRANCH_PNLCONTCT	Click Contact Information on the Bank Branch Information page.	Set up contact information for a specified branch.
VAT Defaults Setup (value-added tax defaults setup)	VAT_DEFAULTS_DTL	Click VAT Defaults on the Bank Branch Information page.	Specify default VAT information for a bank branch.
Contact Information	TR_CONTACT_PNL	Banking, Banks and Branches, Contact Information	Enter information about how to contact the people with whom you do business.
Contact Address Information	TR_CONTACT_ADDRSEC	Click Address Information on the Contact Information page.	Enter address information for your financial contacts. Note. You must enter branch address information correctly for this information to be available for use in Billing.

Defining Bank Information

Access the Bank Information page (Banking, Banks and Branches, Bank Information).

Bank Information

SetID: SHARE Bank: USBNK

*Description: *Type:

Short Desc: *Status:

Country: United States [Change Country](#) Agency Location Code:

Bank ID Qualifier: Immediate Origin:

Bank ID: Immediate Destination:

Bank Options

Internal BU

Treasury Counterparty

Banking Counterparty

Credit Ratings Customize | Find | View 1 | First 1-2 of 2 Last

Agency	Value	Rating	Description		
MDYLT	1	Aaa	Best Quality	+	-
S&PLT	1	AAA	Extremely Strong Capacity	+	-

[Address Information](#) [Notes](#) [VAT Defaults](#)

Bank Information page

Type	<p>Select a bank type. Options are:</p> <p><i>External:</i> A bank or counterparty that exists separately from your organization. Most banks and brokerage firms are in this category. External banks are those you conduct business with outside of your organization, such as banking partners, brokers, issuers, and guarantors. You can associate external banks with a reconciliation method, cutoff times, settlement instructions, vendor banks, customer banks, and employee banks.</p> <p><i>Internal:</i> A bank or counterparty that is part of your organization (for example, a central treasury, a subsidiary company, or an operating division).</p> <p><i>Netting:</i> A Receivables or Payables counterparty with whom you have established a netting contract to roll up transactions and thus decrease the overall number of transactions between parties.</p> <p><i>Origin:</i> A Receivables or Billing entity that holds funds until they are transferred to a bank. Typically, this is an organization with which you have a lock-box banking arrangement.</p>
(USF) Agency Location Code (United States federal agency location code)	<p>To reconcile U.S. federal government schedule ID payments, select the U.S. Treasury Disbursing Office that is disbursing payments for Treasury Schedules (known as SF-1166 Voucher and Schedule of Payments). This option applies only to banks with a default currency of USD.</p> <p>The General Ledger report GLSF224P uses the Agency Location Code (ALC) when reporting General Ledger, Receivables, and Payables cash activity to the federal government.</p> <p>See <i>PeopleSoft Enterprise General Ledger 9.1 PeopleBook</i>, "General Ledger Reports," General Ledger Reports: A to Z.</p>
Bank ID Qualifier	Select a bank qualifier, if one is defined for the bank's country. The system uses the bank qualifier to validate values when you create accounts for the bank.
Bank ID	Enter a bank ID, to use electronic banking. This is the code by which the bank identifies itself. The code is contained in the electronic statement and edited according to rules driven by the bank ID qualifier. This field is accessible only for external and origin bank types.
Immediate Origin and Immediate Destination	Enter origin and destination routing codes for electronic transfers. Obtain the codes from your bank.

Important! You can define the same bank ID for different setIDs; however, you can define a specified bank account number only once per bank ID.

Bank Options

The bank type determines the options that are available in the Bank Options group box.

Internal BU (internal business unit)	Denotes a bank or counterparty that is an internal business unit. This option applies only to internal bank types. If you select this check box, then also specify the General Ledger unit with which it is associated.
---	---

Treasury Counterparty	Denotes a bank or counterparty with which you transact deals. Select to use a counterparty for transactions in Deal Management. This option applies to both internal and external bank or counterparty types.
Banking Counterparty	Denotes a bank or counterparty with which you maintain a banking relationship. Most commercial banks fall within this category. This option applies only to external bank or counterparty types and enables you to associate external accounts with this entity.
Financial Sanction Validation	<p>This field appears only if <i>Enable in Treasury Settlements</i> or <i>Payables Enabled at Bank</i> is selected on the Financial Sanctions Option page.</p> <p>Selecting this field in conjunction with <i>Enable in Treasury Settlements</i> on the Financial Sanctions Option page, will initiate a financial sanctions search and validation of the payee before dispatching settlements originating from this bank in Cash Management.</p> <p>For Payables and eSettlement, selecting this field in conjunction with <i>Payables Enabled at Bank</i> on the Financial Sanctions Option page will initiate a search and validation of vendors at payment time.</p> <p>See <i>PeopleSoft Enterprise Application Fundamentals 9.1 PeopleBook</i>, "Setting Installation Options for PeopleSoft Applications," Setting Financial Sanctions Options.</p>
Notes	Click to enter miscellaneous notes about the bank.
VAT Default (value-added tax default)	Click to access the VAT Defaults Setup page. The VAT Defaults Setup page is a common page used to set up VAT default settings for all PeopleSoft applications processing VAT transactions. On this page, you can define bank information defaults as applicable.

Note. The VAT Defaults link appears on all Bank Information pages; however, it is available only if the country for the bank is set up for VAT.

See Also

[Chapter 11, "Reconciling Statements," Reconciling Federal Schedule ID Payments, page 181](#)

PeopleSoft Enterprise Global Options and Reports 9.1 PeopleBook, "Working with VAT"

Defining Bank Branches

Access the Bank Branch Information page (Banking, Banks and Branches, Bank Branch Information).

Bank Branch Information

SetID: SHARE Bank: BLBNK BELGIUM BANK Branch: ANTWERP

*Description: Notes:

Short Desc:

*Status:

Country: Belgium [Change Country](#)

Bank ID Qualifier: Branch ID:

VAT Registration Options

Register Branch for VAT VAT Registration ID: BE

Use VAT Suspension

[Address Information](#) [Contact Information](#) [VAT Defaults](#)

Bank Branch Information page

Bank ID Qualifier

Select a bank qualifier, if one is defined for the branch's country. The system uses the bank qualifier to validate values when you create accounts for the branch.

BIC (bank identifier code)

Enter a BIC code for this bank branch. This code is based on the ISO standard (9362), which is the universal method used to identify the financial institutions that enable automated processing of payments. A BIC code is used to route cross-border and some domestic payments to a bank branch or payments center.

When you enter this code for a bank branch, the system updates the BANK_BRANCH_TBL. This enables the system to reference the BACK_BRANCH_TBL and automatically populate the BIC field when you create an external account for the same bank branch.

SEPA requires the use of BIC and IBAN codes to uniquely identify the creditor's and debtor's banks and bank accounts in all Euro cross-border payments. It is imperative that the IBAN and BIC codes are correct to avoid repair fees that the bank charges due to processing errors, and to avoid delays in processing payments and collections due to the time-consuming correction of these errors.

Once you enter a BIC code, the system validates the length and layout of the characters, and validates the BIC country code against the country code set up for the bank branch .

VAT Registration Options

Bank branches represent physical bank locations. In order for the system to determine the appropriate VAT treatment for transactions generated through each branch, you must define the VAT registration information, as well as the VAT default parameters to use in VAT accounting.

Register Branch for VAT (register branch for value-added tax)	Select the check box and enter the VAT Registration ID, which the system automatically validates.
Use VAT Suspension (use value-added tax suspension)	Select if bank has been selected as a supplier that suspends charging VAT. <hr/> Note. You must first set two other VAT suspension settings in PeopleSoft to enable the VAT suspension functionality: you must select the Use VAT Suspension check box on the VAT Country table and set the VAT Exception Type for the VAT entity to <i>Suspension</i> . In order for a VAT applicable transaction to be marked as suspended, these three settings (VAT Country, VAT Exception Type for VAT entity, and the bank branch set as a VAT suspended supplier) must be in place. <hr/>
VAT Defaults (value-added tax defaults)	Click to access the VAT Defaults Setup page. The VAT Defaults Setup page is a common page used to set up VAT defaulting for all PeopleSoft applications processing VAT transactions. On this page, you can define bank branch information defaults as applicable. <hr/> Note. The VAT Defaults link appears on all Bank Branch Information pages; however, it is available only if the country for the bank is set up for VAT and the Register Branch for VAT check box is selected. <hr/>

See Also

PeopleSoft Enterprise Global Options and Reports 9.1 PeopleBook, "Working with VAT"

Defining Branch Contacts

Access the Bank Contacts page (click Contact Information on the Bank Branch Information page).

Contact ID Select a contact ID to automatically populate the Name, Contact Title, and Telephone fields.



Edit Contact Information

Click to access the Financial Contact Information page and edit contact information.

Defining Financial Contacts

Access the Contact Information page (Banking, Banks and Branches, Contact Information).

Contact Type Select the contact type. Options are: *Accounts Payable, Billing Contract, Broker, Commercial Paper Contact, Contract Collaborator, Executive Management, External Contact, General, Internal Corporate Contact, Investment Pool Contact, Line of Credit Facility, Sales Contact, Service Contact, or Warehouse/Shipping Contact.*

Bank Code

Displays the code of the banks with which the contact is associated.

Chapter 3

Setting Up External, Internal, and Netting Accounts

This chapter provides an overview of external, internal, and netting accounts and discusses how to:

- Define settlement instructions.
- Define external account information.
- Define internal account information.
- Define netting account information.

Understanding External, Internal, and Netting Accounts

In PeopleSoft, you can create and maintain the following types of bank accounts, depending on your organizational needs:

- *Settlement Instructions:* You first create "stand alone" settlement instructions which will later be associated with specific accounts or counterparties when you define your internal, external, and netting accounts.
- *External accounts:* External accounts in PeopleSoft represent physical (or "brick and mortar") financial institutions. You must define external accounts for each physical bank with which you maintain a banking relationship. PeopleSoft defines maintaining a banking relationship as involving any of the following (or any combination) of the following banking activities:
 - Submit checks through Payables Pay Cycle Manager.
 - Create wires and electronic funds transfer (EFTs) that are then settled through Cash Management Payment Dispatch or Payables PayCycle Manager.
 - Send direct debits and EFTs that are then settled through Cash Management Payment Dispatch or Payables PayCycle Manager.
 - Transfer funds between bank accounts.
- *Internal accounts:* Internal accounts are accounts that exist solely within your organization and that are used to transfer funds between business units.

- *Netting accounts:* Netting accounts are virtual accounts that exist only within your organization.

You create netting accounts to net the cash flow between Payables and Receivables items. There are functional restrictions as to what external account cash flow can be netted.

A net is associated with two accounts: a netting account and a designated disbursement external account. After netting a cash flow, the system transfers the netted payment to the designated netting account. Any remaining balance is transferred to the disbursement account for settlement. (Note that the disbursement account is a different external account than the netting account defined for the netting bank.)

Common Elements Used in This Chapter

Account # (account number)	Displays the account number of the bank, as defined by bank ID calculations on the Bank ID Qualifiers page. For banks in some countries with certain bank qualifier IDs, you must also enter a check digit.
Acct Type (account type) and Bank Account Type	Enter a value that identifies the type of account, such as <i>Check Acct</i> (checking account) or <i>SB Acct</i> (stocks and bonds account).
Company ID or Company Identification Number or Remitter ID	<p>Enter a company ID, which is specified by certain European banks (for example, banks in France and Italy) to identify the issuer of an electronic file. Banks may issue one remitter ID per payment method for use with these four payment methods: Direct Debit (<i>DD</i>), Wire Transfer (<i>WIR</i>), Electronic Funds Transfer (<i>EFT</i>), or Automated Clearing House (<i>ACH</i>). During Pay Cycle Manager processing, the system accesses this data (if available) from a table and submits it with the specified payment method information.</p> <p>If you are specifying EFT options for a French bank account, you complete this field only if you are also using the ETEBAC EFT layout. Company ID is then used to populate Numero d'emetteur. If specifying options for an Italian bank account, complete this field only if you are using the ITAPYMT EFT layout.</p> <hr/> <p>Note. Numero d'Emetteurs (or remitter IDs) are different from the 'Numéro National d'émetteur' (NNE). Remitter IDs are issued by any central European bank. NNEs are issued only by the Banque de France and are mandatory information when processing direct debits using a ETBDD EFT layout. Numero d'emetteur is also optional information when processing drafts using ETBDR EFT layout.</p> <hr/> <p>See Chapter 3, "Setting Up External, Internal, and Netting Accounts," Defining Account Information, page 43.</p> <p>See Chapter 3, "Setting Up External, Internal, and Netting Accounts," Defining Collection Methods, page 47.</p>

DFI Qualifier and DFI ID (depository financial institution qualifier) and DFI ID (depository financial institution ID)	<p>Select the DFI qualifier and enter the associated DFI ID to identify the bank using its DFI ID. If you use intermediary routings, this bank represents the final bank into which funds are transferred. The DFI qualifier indicates the format—the number of characters and numerics—that is used in the bank's DFI ID. Each type has a specific number of digits that you can enter:</p> <p><i>Transit Number:</i> Enter exactly nine numerics, plus check digit calculation.</p> <p><i>Swift ID:</i> Enter 8 or 11 characters; positions 5 and 6 must be a valid two-character country code.</p> <p><i>CHIPS ID:</i> Enter three or four numerics for a CHIPS ID (CHIPS Participant ID).</p> <p><i>CHIPS UID</i> (CHIPS universal identification number): Enter six numerics for a CHIPS UID.</p> <p><i>Canadian Bank Branch/Institute:</i> No validation.</p> <p><i>Mutually Defined:</i> No validation.</p>
EFT Layout (electronic funds transfer layout)	Select one of the predefined EFT formats used in various countries and by many clearing institutions. We also provide you with the tools to create additional EFT layout formats when needed.
Last File Number	Displays the last EFT file number.

Defining Settlement Instructions

This section discusses how to:

- Define beneficiary bank accounts.
- Define EFT options for settlements.

Pages Used to Define Settlement Instructions

<i>Page Name</i>	<i>Definition Name</i>	<i>Navigation</i>	<i>Usage</i>
Beneficiary Bank	STL_INSTRUCTION	Banking, Bank Accounts, Settlement Instructions	Create settlement instructions for use by Treasury Management. Associate the instructions with appropriate accounts or counterparties.
Beneficiary Address	STL_ADDRESS	Banking, Bank Accounts, Settlement Instructions Select the Beneficiary Address tab.	Capture bank address information on your settlement instructions.

Page Name	Definition Name	Navigation	Usage
EFT Options	TR_EFT_OPT_SEC	Click EFT Options on the Beneficiary Bank page.	Define specifics for EFT transmissions when using these settlement instructions.

Defining Settlement Instructions

Access the Beneficiary Bank page (Banking, Bank Accounts, Settlement Instructions).

The screenshot displays the 'Beneficiary Bank' page with the following details:

- SetID:** SHARE **Instructions:** BLBNK
- *Description:** BLBNK - Receiving Instructions
- Radio Buttons:** Our Instructions/Receive Into Partner Instructions/Pay Into
- Account Information:**
 - *Currency:** BEF Franc **Description:** BEF Settlement Instructions
 - Name 1:** [Empty]
 - Name 2:** [Empty]
 - Bank Name:** Belgium Bank
 - Branch Name:** ANTWERP **Country:** BEL Belgium
 - Bank ID Qualifier:** 013 Belgium Bank **Acct Type:** [Dropdown]
 - Bank ID:** 320
 - Account #:** 4824685 **Check Digit:** 72
 - DFI Qualifier:** [Empty] **DFI ID:** [Empty]
 - IBAN Digit:** [Empty] [View IBAN](#)
- Mandate Details:**
 - Mandate BU:** [Empty]
 - Mandate ID:** [Empty]
- Navigation Links:** [EFT Options](#) [Routings](#) [Remittance Advise Attributes](#)

Beneficiary Bank page

Our Instructions/Receive Into Select if these instructions dictate receipt of funds from a counterparty. Generally, information entered here matches external bank account information already defined in the PeopleSoft system (on the External Accounts page).

Partner Instructions/Pay Into Select if these instructions dictate payment of funds to a counterparty. Generally, information entered here enables electronic payment to an account *not* defined in the PeopleSoft system.

Account Information

Complete the fields to identify the bank that receives funds when using these settlement instructions:

- If the Partner Instructions/Pay Into radio button is selected, the bank account that you describe here is the *counterparty's* bank account into which you're transferring funds.

Because bank accounts are defined by currency, you must insert additional rows for each currency used for fund settlement.

- If the Our Instructions/Receive Into radio button is selected, the bank account that you describe here is *your* bank account for receiving funds in the referenced currency.

Currency	Select the currency. We recommend that you set up settlement instructions for each currency defined for the bank account.
Name 1 and Name 2	Enter the beneficiary names, if required.
Bank ID Qualifier	Select an ID to enable the bank information to be edited online. For certain bank ID qualifiers, you must specify a check digit.
IBAN Digit (international bank account number digit)	This field and the View IBAN button appears only if the IBAN Enterable field is not selected on the IBAN Formats page. For the specified settlement instructions, define the account's IBAN for transmittal with other settlement information. Enter the check digit and click View IBAN. If the system validates the check digit, the IBAN for this account appears next to the View IBAN button, and the system stores it on a record.
IBAN (international bank account number)	Enter the IBAN. This field appears only if the IBAN Enterable field is selected on the IBAN Formats page.
BIC (bank identifier code)	Enter a BIC code, which is based on ISO standard (9362), and is the universal method used to identify financial institutions to facilitate the automated processing of payments. A BIC code is used to route cross-border and some domestic payments to a bank branch or payments center. The system validates the length and layout of the characters and the BIC country code is validated against the bank's branch country code.

See Also

[Chapter 3, "Setting Up External, Internal, and Netting Accounts," International Bank Account Number \(IBAN\) Functionality, page 34](#)

Defining Beneficiary Bank EFT Options

Access the EFT Options page (click EFT Options on the Beneficiary Bank page).

EFT Options

Payment Format:	<input type="text" value=""/>	▼	<input type="checkbox"/>	Crossed Check
Transaction Handling:	Pay+Advice	▼	Payment Instruction 1:	<input type="text" value="CHK"/> 🔍
Domestic Costs:	<input type="text" value=""/>	▼	Payment Instruction 2:	<input type="text" value="TEB"/> 🔍
Correspondent's Costs:	<input type="text" value=""/>	▼	Payment Instruction 3:	<input type="text" value=""/> 🔍
Bank Check Drawn On:	Payee Bank	▼	Payment Instruction 4:	<input type="text" value=""/> 🔍
Check Forwarding:	<input type="text" value=""/>	▼		
Payment Instruction Ref 1:	<input type="text" value=""/>			
Payment Instruction Ref 2:	<input type="text" value=""/>			
		<input type="button" value="OK"/> <input type="button" value="Cancel"/>		

EFT Options page

Payment Format

Select a payment format for this settlement instruction's EFT option. You can create your own payment formats or modify the delivered formats, such as *Check Std*, *Pay & Dep*, and *Wire*.

Transaction Handling

Select an option that determines the parts of the payment that are included in the EFT file when you send it to the bank. Options are:

(Blank): No information is sent.

Pay+Advice: Both the actual payment and the advice are transmitted.

Prenote: Test run to verify that all EFT information is correct before sending out an actual payment and advice.

Pymnt Only: Only the payment is sent with the EFT file.

Domestic Costs and Correspondent's Costs	<p>Depending on the country in which an EFT takes place, there may be costs involved in executing such transactions, especially if there is a transfer between two different countries. The Domestic Costs field designates who pays for the bank costs of the EFT.</p> <p>If there are any other third parties to the transfer, correspondent's costs are also assessed.</p> <p>When there are domestic costs or correspondent's costs tied to an EFT transaction, select the source from which these costs are paid. Options are:</p> <ul style="list-style-type: none"> • <i>(Blank)</i>: No costs are incurred. • <i>Payee Acct</i>: The payee's account is assessed for the charges. • <i>Payr/Payee</i>: The payee and the payer share costs equally. This option is available only for domestic costs. • <i>Pyr D Acct</i>: Costs are assessed to the payer's domestic account. • <i>Pyr F Acct</i>: Costs are assessed to the payer's foreign account.
Bank Check Drawn On	Select where a check comes from, if it is necessary to generate a check for this EFT transaction. Options are: <i>(none)</i> , <i>Payee Bank</i> , or <i>Payer Bank</i> .
Check Forwarding	Select where the check should go. Options are: <i>(none)</i> , <i>Payee Bank</i> , <i>Payee</i> , <i>Payer</i> , or <i>Pyr Bank</i> .
Crossed Check	Select if the EFT involves a check that cannot be signed over to a third party.
Payment Instruction 1, Payment Instruction 2, Payment Instruction 3, and Payment Instruction 4	Select additional payment instructions for the employee's EFTs. These fields contain standard EFT instruction codes that are delivered with your system.
Payment Instruction Ref 1 and Payment Instruction Ref 2	Enter any additional comments regarding EFT transactions.

See Also

[Chapter 6, "Setting Up Files for Electronic Funds Transfers," page 79](#)

Defining External Account Information

To define external accounts, use the External Bank Accounts component (BANK_EXTERNAL_GBL).

Use the TR_EXTERNAL_ACCOUNTS_CI component interface to load data into the External Bank Accounts tables.

To define bank cut-off times, use the Bank Cut-off Times component (CUTOFF_TIMES_GBL).

This section also describes how to:

- Define external accounts information.
- Define valid currencies.
- Define ChartField inheritance options.
- Define account signatories.
- Review account contacts.
- Define account information.
- Define collection methods.
- (Optional) Specify draft document types.
- Define payment methods.
- (Optional) Specify document sequence types.
- (Optional) Define bank account draft ChartFields.
- (Optional) Define EFT options for payment methods.
- (USF) Define prenotification.
- Define format properties.
- Define account settlement information.

Understanding Nuances of External Bank Accounts

This section provides overviews on:

- Bank account ChartField inheritance for Education and Government.
- Bank account payment methods.
- IBAN check digit validation.
- Value date for bank accounts.

Bank Account ChartField Inheritance for Education and Government

In education and government organizations, you can associate bank accounts with a single fund (non-pooled) or group of funds (pooled). Pooled accounts may contain funding from many different grants or endowments, and this pooled fund is represented as a fully configurable ChartField:

- As nonpooled accounts are associated with a single fund, you may explicitly enter the fund as a ChartField on the bank account and use it like the other ChartFields.

- For pooled bank accounts, the ChartField must be derived at the transaction that references the bank account, because all of the activity in the account must be tracked back to a particular fund (per governmental requirements).

To correctly process transactional ChartFields for pooled bank accounts, use the Bank Account ChartField Inheritance feature. This feature provides a balancing methodology at the ChartField level rather than at the business unit level, which in turn facilitates the interunit and intraunit accounting entry functionality. To enable ChartField inheritance, select one of four inheritance options for each fully configurable ChartField (plus Department and Project ChartFields) on the External Accounts - ChartField Options page. Automatic processes cross-validate whether the specific ChartField supports the inheritance option; the cross-validation is dependent on the PeopleSoft applications and options selected on the External Accounts page.

The following tables illustrate the valid inheritance option combinations:

- Table labels (except for valid inheritance options) relate to page fields and check boxes that appear on the External Accounts page.
- You specify inheritance option values (listed in italics in the following tables, next to valid inheritance options) on the External Accounts - ChartField Options page.

Inheritance Option Code Key

This table displays the codes for inheritance options:

<i>Inheritance Option</i>	<i>Code</i>
Always Inherit	<i>A</i>
Do Not Inherit	<i>N</i>
Inherit Within Unit	<i>I</i>
Use Unit Default	<i>D</i>
Option not applicable	<i>N/A</i>

Note. We define inheritance options in the Defining ChartField Inheritance Options section.

Receivables, Billing, and Cash

This table displays the inheritance options for Cash Management, Receivables, and Billing transactions:

	<i>Account Types</i>	<i>Processing Options</i>		
	Accounts Receivables (AR) or Billing (BI)	Cash Clearing	AR Draft Cash Control	Dep in Transit

	Account Types		Processing Options					
Account Types	Cash AR	Deposit AR	AR OffSetDr.*	AR OffsetCr.*	Cntrl - AR	Disc - AR	Draft - AR	Dit-AR
Valid Inheritance Options	<i>N</i>	<i>N</i>	<i>N/A</i>	<i>N/A</i>	<i>N</i>	<i>N</i>	<i>N</i>	<i>N</i>
	<i>D</i>	<i>D</i>	<i>N/A</i>	<i>N/A</i>	<i>D</i>	<i>D</i>	<i>D</i>	<i>D</i>
	<i>I</i>	<i>N</i>	<i>I</i>	<i>I</i>	<i>I</i>	<i>I</i>	<i>I</i>	<i>I</i>
	<i>I</i>	<i>D</i>	<i>I</i>	<i>I</i>	<i>I</i>	<i>I</i>	<i>I</i>	<i>I</i>
	<i>A</i>	<i>N</i>	<i>A</i>	<i>A</i>	<i>A</i>	<i>A</i>	<i>A</i>	<i>A</i>
	<i>A</i>	<i>D</i>	<i>A</i>	<i>A</i>	<i>A</i>	<i>A</i>	<i>A</i>	<i>A</i>

*If any Cash - AR ChartField inheritance option is set to either *A* or *I*, and you select the Cash Clearing check box, these ChartFields appear on the External Accounts - ChartFields tab when you save.

Payables

This table displays the inheritance options for payables (AP) transactions:

	Account Types	Processing Options		
	AP	Cash Clearing	TFR Charge by Vendor	Drafts Payable
Acct Type	Cash - AP	Cntrl - AP	Bnk Charge	Draft - AP
Valid Inheritance Options	<i>N</i>	<i>N</i>	<i>N</i>	<i>N</i>
	<i>D</i>	<i>D</i>	<i>D</i>	<i>D</i>
	<i>I</i>	<i>I</i>	<i>I</i>	<i>I</i>
	<i>A</i>	<i>A</i>	<i>A</i>	<i>A</i>

Treasury

This table displays the inheritance options for treasury (TR) transactions:

	Account Types	Processing Options		
	TR	Cash Clearing	Stmt Accounting	TR
Acct Type	Cash	Control	Fees	Cash
Valid Inheritance Options	<i>N</i>	<i>N</i>	<i>N</i>	<i>N</i>
	<i>D</i>	<i>D</i>	<i>D</i>	<i>D</i>
	<i>I</i>	<i>I</i>	<i>I</i>	<i>I</i>
	<i>A</i>	<i>A</i>	<i>A</i>	<i>A</i>

Expenses

This table displays the inheritance options for expense (EX) transactions:

	Account Types	Processing Options		
	EX	Cash Clearing*	TFR Charge by Vendor *	Drafts Payable *
Acct Type	Cash AP	Cntrl - AP	Bnk Charge	Draft AP
Valid Inheritance Options	<i>N</i>	<i>N</i>	<i>N</i>	<i>N</i>
	<i>D</i>	<i>D</i>	<i>D</i>	<i>D</i>
	<i>I</i>	<i>I</i>	<i>I</i>	<i>I</i>
	<i>A</i>	<i>A</i>	<i>A</i>	<i>A</i>

When you select the AP application check box on the External Accounts page, these ChartFields appear on the ChartFields tab. When you select only the EX application check box, no inheritance validation is enforced. However, when you select the EX and AP check boxes, the AP inheritance validation rules are enforced.

Bank Account Payment Methods

If you use Cash Management and Payables in your organization's banking processes, you can configure banking accounts to automatically process certain Cash Management settlements through either the Cash Management Payment Dispatch or Payables Pay Cycle Manager (PCM) functionality.

To enable this settlement integration, there are now two payment sources predefined in PCM:

- TR: Payment source used for bank transfers, fees, and deal settlements.
- TRET: Payment source used for EFT request transactions.

The following is a listing of supported and unsupported settlement options for Cash Management settlements:

- You can settle ACH and EFT payment methods through either Treasury settlements pages or Pay Cycle Manager.
- Checks are automatically configured to settle through Pay Cycle Manager.

As this is a system default value, you cannot access the External Accounts - Payment Methods settle through option.

- You cannot settle direct debits through Pay Cycle Manager.

Note. All Cash Management settlements processed through PCM must use the same default currency of the account. For example, if a bank account has a default currency of USD, and you create a settlement from this account with a currency of JPY, PCM cannot process the settlement.

International Bank Account Number (IBAN) Functionality

International Bank Account Number (IBAN) provides an international standard account identifier in order to facilitate automated processing of cross border transactions. IBAN standards are established by the European Committee for Banking Standards (ECBS) and the International Standards Organization (ISO).

PeopleSoft provides a function that validates an IBAN for new account information and stores the IBAN and its check digit in a record. Clicking the View IBAN button on either the Beneficiary Bank page or External Accounts page, as well as various other PeopleSoft Financials application pages, starts a function that validates the IBAN check digit entry, using processes and functions that conform to ISO 13616, 3166, and 7064. If the check digit is successfully validated, the system concatenates the two-digit country code, IBAN check digit and the existing Basic Bank Account Number (BBAN) to create the IBAN:

<i>Calculation Page</i>	<i>Related Record</i>
External Accounts	BANK_ACCT_DEFN
Settlement Instructions	STL_INSTRUCTION
EFT Request Entry	TR_WR_DETAIL

Calculation Page	Related Record
EFT Template	TR_WR_TEMPLATE

For electronic formats, the IBAN includes the two-letter country code, two-numeral check digit, and existing BBAN. For paper formats, the IBAN is the same as the electronic format, and also includes the tag *IBAN* followed by a space, with the number separated into groups of four characters. The last group may vary in length, up to four characters.

Note. Besides the IBAN check digit functionality, users have the option of entering the IBAN manually. Which method is used is determined on a country-by-country basis on the IBAN Formats page.

Single Euro Payment Area (SEPA) Requires IBAN and Bank Identifier Code (BIC)

The European Commission (EC), and the European Central Bank (ECB) working with the Eurosystem, with the support of the European Payments Council (EPC), which brings together the European payments industry, created the Single Euro Payment Area (SEPA). SEPA enables citizens, companies and other economic actors to make and receive payments in Euros between and within national boundaries in Europe with the same basic conditions, rights and obligations, regardless of their location.

SEPA requires the use of BIC and IBAN codes to uniquely identify the creditor's and debtor's banks and bank accounts in all Euro cross-border payments. It is imperative that the IBAN and BIC codes are correct to avoid repair fees that the bank charges due to processing errors. In addition, the validation of the IBAN and BIC codes avoids delays in processing payments and collections due to the time-consuming correction of these errors. The system only validates BIC codes when payments are being settled or settled and dispatched as long as the currency is EUR and the layout is SEPA_CT.

See *PeopleSoft Enterprise Financial Gateway 9.1 PeopleBook*, "Defining SEPA (Single Euro Payment Area) Requirements and Transactions."

See Also

[Chapter 2, "Setting Up Banks," Understanding IBAN, page 4](#)

[Chapter 2, "Setting Up Banks," Defining IBAN Formats, page 9](#)

Value Date for Bank Accounts

Value dating transactions is a common practice in Western European countries, similar to the banking practice of *float* in the U.S. The value date of a transaction is the date on which funds are available (either as a deposit or a settlement). Banks negotiate this date to be a specified number of days before or after the business date of a transaction. For payments or settlements, the value date is calculated as a number of days *before* the business date, which means that the check must clear the bank prior to settling with the individual beneficiary. For deposits, the value date is calculated as a specified number of days *beyond* the business date.




You specify a value date (expressed as a positive or negative number) for a selected payment method. This functionality is available to you depending on how you configure Treasury Management. If you do not enable the value date functionality for a business unit, automatic processes enable the accounting date (or business date) to appear by default in the Value Date field. Using the Value Date option in PeopleSoft is mainly a setup step. After you specify value date parameters for a specific bank account on the External Accounts - Payment Methods page, automatic processes populate the calculated value date in the system and on applicable PeopleSoft reports.

See Also

[Chapter 3, "Setting Up External, Internal, and Netting Accounts," Defining Account Information, page 43](#)

[Chapter 3, "Setting Up External, Internal, and Netting Accounts," Defining Collection Methods, page 47](#)

Pages Used to Define External Account Information

<i>Page Name</i>	<i>Definition Name</i>	<i>Navigation</i>	<i>Usage</i>
External Accounts	BANK_PNL2	Banking, Bank Accounts, External Accounts	Set up external accounts.
Bank Branch Information	BANK_BRNCHPNL	Click Bank Branch Information on the External Accounts page.	Edit bank branch information associated with an external account.
Valid Currencies	BANK_ACCT_CURR_SEC	 Click the Currencies icon on the External Accounts page.	Enter valid default currencies for an external account.
ChartField Options	BNK_CF_OPTIONS_SEC	 Click Edit Inheritance Options on the External Accounts page.	Specify inheritance rules for ChartFields for an account type.
External Accounts - Signatories	BANK_PNLSIGNATORYS	Banking, Bank Accounts, External Accounts, Signatories	Define account signatories.
External Accounts - Contacts	BANK_PNLCNTCT	Banking, Bank Accounts, External Accounts, Contacts	View the names and phone numbers of bank contacts.
Bank Contact Notes	BRANCH_CNT_DISP_SP	 Click Bank Contact Notes on the Contacts page.	Enter notes about the bank contact for an external account.

Page Name	Definition Name	Navigation	Usage
External Accounts - Reconciliation	BANK_PNLRECON	Banking, Bank Accounts, External Accounts, Reconciliation	This page is described in the Setting Up Reconciliation chapter of this PeopleBook. See Chapter 9, "Setting Up Reconciliation," Selecting a Reconciliation Method, page 129.
External Accounts - Account Information	BANK_PNL3	Banking, Bank Accounts, External Accounts, Account Information	Specify additional information for each bank account.
External Accounts - Collection Methods	COLLECT_BANK	Banking, Bank Accounts, External Accounts, Collection Methods	Associate different payment methods and collection options (for your receipts) with multiple bank accounts that you established with a particular bank.
Document Types	BANK_COLCT_SEC	Click Document Type on the External Accounts - Collection Methods page.	Specify a document type for document sequencing for each draft event. The Receivable Update process (AR_UPDATE) uses this to create document sequence numbers. Note. The Document Type link appears only if <i>Draft</i> is selected in the Payment Method field.
External Accounts - Payment Methods	PYMNT_BANK	Banking, Bank Accounts, External Accounts, Payment Methods	Define the payment methods supported for an account, payment processing options, and EFT file attributes. For each account, you can enter multiple payment methods.
Document Sequence	PYMNT_BANK_DOC_SEC	Click Document Sequencing on the External Accounts - Payment Methods page.	Set up tracking of individual documents. Note. To access this page, document sequencing must be enabled on the Treasury Options page at the business unit level.
Bank Account Draft ChartFields	BANK_ACCT_CFDR_SEC	Click Draft Status on the External Accounts - Payment Methods page.	Enter details about the draft account ChartFields.

Page Name	Definition Name	Navigation	Usage
Prenotification	BANK_PRENOTE	Click Prenote on the External Accounts - Payment Methods page.	Indicate whether prenotification files (used in Federal Schedule Reconciliation) must be generated.
Define Layout Properties	PMT_BANK_MTHD_PROP	Click the Define Layout Properties icon on the External Accounts - Payment Methods page.	Review and edit values defined for a specific electronic format.
External Accounts - Account Settlement	BANK_PNLSETTLE	Banking, Bank Accounts, External Accounts, Account Settlement	Associate settlement instructions with a bank account.

Defining External Accounts Information

Access the External Accounts page (Banking, Bank Accounts, External Accounts).

External Accounts		Signatories	Contacts	Reconciliation	Account Information	Collection Methods	Payment Methods	Account Settlement
SetID:	SHARE	Bank:	ITBnk	ITALIAN BANK	External Bank ID:	06000		
Account Information								
Bank Account:	CHCK	*Status:	Active	*GL Unit:	ITLE1			
*Description:	Checking Account	Short Desc:	Checking	*Branch:	MILANO			
*Account #:	000011556BFE							
Sender DO:		Check Digit:	V	RFC:				
DFI Qualifier:		DFI ID:						
IBAN Digit:	11	View IBAN						
Valid Account Currencies				Account Use				
*Currency Code:	EUR	Acct Type:	Check Acct	<input checked="" type="checkbox"/> BI	<input checked="" type="checkbox"/> AR	<input checked="" type="checkbox"/> AP	<input checked="" type="checkbox"/> TR	<input checked="" type="checkbox"/> EX
*Rate Type:	CRRNT	<input checked="" type="checkbox"/> DD/AR Draft Cash Ctrl	<input type="checkbox"/> Cash Clearing	<input type="checkbox"/> TRF Charge				
*Index:	MODEL	<input checked="" type="checkbox"/> Drafts Payable	<input checked="" type="checkbox"/> Stmt Accounting	<input type="checkbox"/> Dep in Transit				
Bank Account Ledger Types								
Customize Find View All First 1-3 of 10 Last								
ChartFields Additional ChartFields								
	Acct Type	*Account	Oper Unit	Fund	Dept	Program	Class	
	Cash - AR	181505						
	Cash - AP	181505						
	Draft - AP	345505						

External Accounts page

Bank Accounts

Branch

Select a branch. The branch determines the location of the account and the bank qualifier to use for bank account validation. Depending on the bank ID qualifier associated with the branch, you might need to specify a check digit for the account. Click the Bank Branch Information button to view and edit bank branch information.

GL Unit (general ledger unit)

Select the general-ledger business unit associated with this account.

RFC (regional finance center)

Enter the three-character value that identifies the RFC to be assigned to the summary payment file.

(USF) Sender DO (sender disbursing office)

Enter the U.S. federal government Intragovernmental Payment and Collection System (IPAC) Sender DO Symbol identifier for the agency that is sending the IPAC transaction. This five-character code is assigned by the U.S. Treasury to agencies enrolled in IPAC.

See *PeopleSoft Enterprise Payables 9.1 PeopleBook*, "(USF) Processing PeopleSoft Payables for U.S. Federal Agencies."

IBAN Digit (International Bank Account Number digit) This field and the View IBAN button appears only if the IBAN Enterable field is not selected on the IBAN Formats page. Define the account's IBAN for transmittal with other account information for the bank account. Enter the two-numeral check digit code for the country and click View IBAN. If the system successfully validates the check digit, the IBAN for this account appears, and the system stores the IBAN check digit on the BANK_ACCT_DEFN table.

IBAN Enter the IBAN. This field appears only if the IBAN Enterable field is selected on the IBAN Formats page.

Important! For a specified setID and bank ID, no two accounts should have the same bank account number.

See [Chapter 2, "Setting Up Banks," Understanding IBAN, page 4.](#)

See [Chapter 2, "Setting Up Banks," Defining IBAN Formats, page 9.](#)

Valid Account Currencies

Rate Type Select the exchange rate type that expresses the value of one currency in terms of another.

Index Select the market rate index.

Currency Code Click the Currencies button to access the Valid Currencies page, and designate multiple valid currencies and a single default currency for this external account.

Account Use

Select the appropriate check boxes to indicate which PeopleSoft applications use this account. This determines which Ledger Account ChartFields that you must establish.

- BI: Billing
- AP: Payables
- AR: Receivables
- TR: Treasury
- EX: Expenses

Select the appropriate check box for the type of bank balance accounting used by this account.

Important! If you are setting up bank accounts for bank account transfer functionality, you *must* select the TR check box. Doing this creates a Cash ChartField for the bank account. The system requires a cash account ChartField active at the bank account level to display the account in the bank account transfer feature.

DD/AR Draft Cash Ctrl (direct debit/accounts receivable draft cash control) Select to record cash prior to actually receiving the funds in a draft. Available for entry only when you've selected the AR or BI bank check box.
Selecting DD/AR Draft Cash Ctrl also generates the SQL object used to control ChartField inheritance for direct debits.

Drafts Payable Available for entry only when you've selected the AP bank check box.

Cash Clearing Available for entry only when you've selected the AR,AP,or TR bank check box. You must select this check box before you can select the Dep in Transit check box.

Stmt Accounting (statement accounting) Available for entry only when you've selected the TR bank check box. Statement accounting makes particular ChartFields available so that you can map where fees and interest will go. This is important when you are installing Treasury to support bank reconciliation and Cash Management Bank Statement Accounting functionality, which supports generating accounting lines for fees and interest.

TRF Charge Available for entry only when you've selected the AP bank check box.

Dep in Transit (deposits in transit) Select to associate a Deposit in Transit account with this external bank account; the system adds the DIT-AR row to the Bank Account Types grid. You must first select the Cash Clearing check box to enable this check box.

Bank Account Ledger Types

This table displays the Bank Account Ledger Types that you must establish, depending on your selections in the Account Use group box. Enter the ChartField values to use for each account type.

Account Use	Required ChartFields	Drafts Payable ChartFields	Cash Clearing ChartFields	AR Draft Cash Control	Stmt Accounting ChartFields	TRF Charge by Vendor	Dep in Transit
BI	Cash - AR Deposit-AR DIT-AR	NA	NA	NA	NA	NA	NA
AP	Cash - AP DIT-AR	Draft - AP	Control- AP	NA	NA	Bnk - Charge	NA
AR	Cash - AR Deposit-AR	NA	NA	Draft - AR Control - AR Discount - AR	NA	NA	if selected

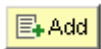
<i>Account Use</i>	<i>Required ChartFields</i>	<i>Drafts Payable ChartFields</i>	<i>Cash Clearing ChartFields</i>	<i>AR Draft Cash Control</i>	<i>Stmt Accounting ChartFields</i>	<i>TRF Charge by Vendor</i>	<i>Dep in Transit</i>
TR	Cash	NA	Control	NA	Interest Fees	NA	NA
EX	Cash – AP	NA	NA	NA	NA	NA	NA



Click to select ChartField inheritance options for a specified account type.

Previous in List and **Next in List**

Select to access the previous or next external account listed on the External Accounts search page.



Click to add a new external account to the system.

Note. You must specify the correct ChartField inheritance option combination to save the account information, depending on the Account Type options selected. Refer to the tables of valid inheritance option combinations listed in the Bank Account ChartField Inheritance section.

Defining Valid Currencies

Access the Valid Currencies page (click the Currencies icon on the External Accounts page).

Currency

Enter all valid currencies for the external account. Select the Default check box to indicate the default currency of the bank account.

The default currency drives certain PeopleSoft financial processes, such as reconciliation and transaction revaluation.

Generally, the default currency is the same as the associated General Ledger business unit currency. However, there can be situations where a bank account's specified default currency is different than that of the associated General Ledger Unit currency, depending on the system processing requirements.

Rate

Select a currency conversion rate type code.

Index

Enter a market index rate from which to derive the defined currency conversion rate.

Defining ChartField Inheritance Options

Access the ChartField Options page (click Edit Inheritance Options on the External Accounts page).

Select an inheritance option for each ChartField.

<i>Always Inherit</i>	The system uses ChartFields from the offsetting entry. Entries are either explicitly derived (entered by user) or derived by way of substitution (entered by the system at run time).
<i>Do Not Inherit</i>	Appears by default. You specify ChartField values on the External Accounts page.
<i>Inherit Within Unit</i>	The system uses ChartFields from the offsetting entry within the same business unit or the system uses the ChartField value specified on the External Accounts page for interunit transactions.
<i>Use Unit Default</i>	The business unit value appears by default from values specified on the Business Unit Option page, regardless of the offsetting transaction.

When you change inheritance from *Do Not Inherit* to another value, the specified ChartField appears as a read-only field on the External Accounts page. In the previous example, if you set the Department inheritance option to *Always Inherit*, the field is unavailable for entry on the External Accounts page.

See Also

[Chapter 3, "Setting Up External, Internal, and Netting Accounts," Bank Account ChartField Inheritance for Education and Government, page 30](#)

Defining Account Signatories

Access the Signatories page (Banking, Bank Accounts, External Accounts, Signatories).

Enter the name of the signatory and the monetary ceiling (the *signatory limit*) that the signatory can approve.

This page is for informational purposes only. The system does not generate a required activity for the signatory (for example, the signatory's electronic signature on a system-generated check). You can use this for reports or configurations that you want to add.

Reviewing Account Contacts

Access the Contacts page (Banking, Bank Accounts, External Accounts, Contacts).

Contact ID Click a contact link to access that person's financial contacts page.



Click the Bank Contact Notes button to enter notes for the contact on the Bank Contacts Notes page.

Defining Account Information

Access the External Accounts - Account Information page (Banking, Bank Accounts, External Accounts, Account Information).

External Accounts		Signatories		Contacts		Reconciliation		Account Information		Collection Methods		Payment Methods	
SetID:	SHARE	Bank:	ITBANK	ITALIAN BANK				External Bank ID: 06000					
Holiday List ID:	<input type="text"/>												
Account Information													
Bank Account:	CHCK	Checking Account		Remitter ID:	23568	Pool ID:	<input type="text"/>						
Preferred Language:	<input type="text"/>			Charge Bank:	ITBANK	Charge Account:	CHCK						
Payment Information							Payment Handling						
Check# Len:	6			<input type="checkbox"/> Override	Amount:		<input type="text"/>						
Fract Rtg#:	<input type="text"/>												
PayCycle Amount Limits													
Maximum Amount Per Paycycle:	<input type="text"/>				0.00	Paycycle Currency Code:	EUR						
Maximum Amount Per Payment:	<input type="text"/>				0.00	Payment Currency Code:	EUR						
Receipt Information													
Deposit Type:	C	Customer		Deposit Unit:	ITL1	<input checked="" type="checkbox"/> Payment Predictor							
Discount Evaluation Options													
Effective Date:	08/31/2009				Status:	Active		Find View All First 1 of 1 Last					
Interest Rate:	<input type="text"/>												
				Days in Year:	360								

External Accounts - Account Information page

Holiday List ID

Displays the EFT calendar associated with this bank. This field is used by EFT payments for Treasury, Expenses, and Payables. Enter a value only if you intend to use EFT as a payment method. Because this field is at the bank level, you cannot have two accounts for the same bank with different holiday lists.

Account Information

Preferred Language

Select the preferred default language for the account.

Charge Bank and Charge Acct (charge account)

Select the bank and account that charges bank processing fees to this account, if applicable.

Remitter ID

Displays the remitter ID that the bank assigned to your account. This information is used by the receiving bank when you submit files by EFT.

Depending on your country and bank, you could also define a remitter ID in the Company Identification Number field of the EFT Options page for Payment Methods.

For French bank accounts, the Remitter ID field is used to store the French Numéro National d'émetteur (NNE) issued by the Banque de France. This information is required to issue direct debits in France and is used in processing the direct debits EFT layout, ETBDD.

Pool ID

If this account is pooled with other bank accounts, select a pool ID (defined on the Pool ID page).

See Chapter 5, "Setting Up Additional Banking Information," Defining Account Pooling, page 71.

Payment Information

Only Payables uses the information in the Payment Information group box.

Check# Len (check number length)

Enter the number of digits in your check number during check printing, to a maximum of 10 digits. For example, if a check number has four digits, the system prints only those four digits, justified to the left, padded with leading zeros. For example, if the check number length is 4, then check #27 is 0027.

Fract Rtg# (fractional routing number)

Displays the number that the system uses to route checks to the drawee institution if the MICR line is illegible. The bank's routing number is usually printed twice on a check: on the MICR line and in the upper right corner as a fraction, such as 11-35/1210.

Note. Both the routing number and the fractional routing number are assigned to the bank. In the U.S., the Rand McNally Corporation publishes these numbers, although they are actually assigned by the Routing Numbers Administrative Board of the American Bankers Association.

Payment Handling

Only Payables uses the information in the Payment Handling group box.

Override

Select this check box to sort checks with large amounts during payment creation. Enter an amount in the Amount field to define the check amount that triggers an override. The payment handling code dictates the print order for these special checks. For example, if you specify an override limit of 50,000 USD with a handling code of *HD*, the system prints checks equal to or more than 50,000 USD in the sort sequence specified by the payment handling code.

You define handling codes on the Payment Handling Codes page. When adding new codes, leave gaps between numbers in the sort sequence so that you can easily add more codes as necessary. This table lists some handling codes that you may want to implement:

<i>Handling Code</i>	<i>Name</i>	<i>Sort Sequence</i>
<i>HD</i>	High Dollar Payment	99
<i>IN</i>	Internal Distribution	10

<i>Handling Code</i>	<i>Name</i>	<i>Sort Sequence</i>
<i>PO</i>	Route to Purchasing	50
<i>RE</i>	Regular Payments	1

PayCycle Amount Limits

This functionality is integrated with the Payables bank replacement functionality.

The system is not enabled for amount splitting. If a voucher amount exceeds the maximum amount per pay cycle or the maximum amount per payment, the entire voucher amount is derived from another account. For example, you establish that Bank Account 001 has a 50,000 USD maximum and Bank Account 002 has a 25,000 USD maximum. A 10-voucher group to be paid totals 51,000 USD. The first nine vouchers total 47,000 USD and are paid from Bank Account 001. The number 10 voucher totaling 4,000 USD is paid from Bank Account 002.

Note. You must first define valid currency codes for the account before you can define Paycycle Currency Code and Payment Currency Code values.

Maximum Amount Per Paycycle Enter the maximum amount that may be paid from a bank account per pay cycle run, and specify a pay cycle currency code. If the pay cycle amount exceeds the maximum limit set here, the system switches to the specified replacement bank accounts to pay the remainder.

For example, the total pay cycle is 2,000,000 USD. You specify that:

1. The system derives funds from Bank Account 01, to a maximum of 1,250,000 USD.
2. The system then derives funds up to a maximum of 500,000 USD from Bank Account 02.
3. The system then derives funds up to a maximum of 300,000 USD from Bank Account 03.

Maximum Amount Per Payment Enter the maximum amount that may be paid for an individual amount out of a bank account. If the limit is exceeded, the payment program selects another bank.

Receipt Information

Only Receivables uses the information in the Receipt Information group box.

Deposit Type Select the type of deposits that this account receives, and also indicate the associated Deposit Unit. This information tells you the nature of the deposit and varies according to record keeping practices. Deposit types might categorize regions in which you do business or might separate deposits by source of income. You must establish deposit types on the Deposit Type page before you can select one in this field.

Payment Predictor Select to enable the Payment Predictor process (AR_PREDICT) to process the deposits and payments that this account receives. If you select Payment Predictor for a bank account, the system sets the Payment Predictor process as the default method to apply all payments received from that bank account. You can disable the Payment Predictor process for individual payments during deposit and payment entry.

Discount Evaluation Options

Payables uses the Discount Evaluation Rate feature. Processes (during pay cycle selection) on a federal invoice amount calculate money saved by taking an "early pay" vendor discount, versus money earned by interest accrued on the invoice amount to the full due date. You can specify the interest rate per account of a single bank. To enable interest accrual calculation, specify the interest rate and related information.

Interest Rate Enter a percentage as a decimal.

Days in Year Displays the number of days that the system uses to compute the annual effective discount rate specified by the vendor. The default value is 360.

See Also

Chapter 5, "Setting Up Additional Banking Information," Defining Account Pool Information, page 70

PeopleSoft Enterprise Payables 9.1 PeopleBook, "Processing Pay Cycles"

PeopleSoft Enterprise Receivables 9.1 PeopleBook, "Setting Up Payment Predictor Processing"

Defining Collection Methods

Access the External Accounts - Collection Methods page (Banking, Bank Accounts, External Accounts, Collection Methods).

External Accounts Signatories Contacts Reconciliation Account Information **Collection Methods** Payment Methods

SetID: SHARE Bank: USBNK USA BANK External Bank ID: 121042882

Account Information

Bank Account: DD Direct Debit

Payment Information Find | View All First 1 of 1 Last

Payment Method: Direct Debit Prenote Required Direct Debit Lead Time Days

Collection Options

Currency: Draft Risk Days:
 Min Remit Amt: Notice: *Clearing Method: Due Date

Discounted Draft Credit Limit

Credit Limit: Date: Review:

Value Date Value Date **Holiday Processing Options**

Value Date Days: Value Date Holiday Options: Not Applicable
 Payment Cutoff Time: 1:00PM Days: Allow due date in next month

Electronic Layouts Customize | Find | | First 1 of 1 Last

Default	Send to Financial Gateway	EFT Layout Code	Layout Options	Define Layout Properties	Bank Integration Layouts		
<input checked="" type="checkbox"/>	<input type="checkbox"/>	BACS <input type="button" value="🔍"/>	<input type="button" value="📄"/>	<input type="button" value="📄"/>	<input type="button" value="📄"/>	<input type="button" value="+"/>	<input type="button" value="-"/>

External Accounts — Collection Methods page

External Accounts - Collection Methods page

Payment Information

Payment Method Select the form of receipts reserved for a particular account. Options are:

- *Cash*
- *Check*
- *Credit Card*
- *Direct Debit*
- *Draft*
- *Electronic Fund Transfer*
- *Giro - EFT*
- *Giro - Manual*

If you select *Direct Debit* as the payment method, a Prenote Required check box appears. If you select this check box, the Create Direct Debit process in PeopleSoft Receivables creates a prenote that is sent to a customer's bank to confirm that the customer's account information is correct. The bank either confirms that the information is correct, or the prenote is automatically confirmed by the system after a specified number of days has elapsed.

If you select the Direct Debit payment method, the Electronic Layouts grid appears, where you can select an EFT (electronic file transmission) Layout to use for the direct debit transactions. If you select the Prenote Required check box and select an EFT Layout code, the system verifies that the EFT Layout is valid for use with direct debits with prenotes.

If you select the *Draft* payment method, and the bank account is assigned to a business unit that uses the document sequencing feature, you must set up document sequencing for draft processing. Click Document Type to specify the document types for each draft event.

Direct Debit Lead Time Days Enter the days needed to process a direct debit payment. This field is used by PeopleSoft eBill Payments and PeopleSoft Receivables to determine the payment date. Payment Date is the day of the funds transfer. Payment Date will be usually defaulted to item due date, however, if the due date subtracted from the direct debit lead time days is less than the current date, then the item should have already been selected for processing. In this case, the payment date will be the current date plus the direct debit lead time days.

See *PeopleSoft Enterprise Receivables 9.1 PeopleBook*, "Managing Direct Debits," Understanding the Set Up and Processing of Direct Debits with Prenotes.

Collection Options

The fields that are available vary based on the payment method that you select on this page.

Currency, Min Remit Amt (minimum remittance amount), and **Draft Risk Days** If you select *Draft* as the payment method, complete these fields. The system populates the Currency field with the default currency for the bank account. The system uses this currency for the credit limit amount for discounted drafts and for the minimum remittance amount. You can change the currency, if necessary.

The Min Remit Amt field displays the minimum that the bank permits you to remit for discounted drafts. This value appears on the Draft Remittance worksheet.

The Draft Risk Days field displays the number of days after the draft due date that the bank waits to notify you that a customer failed to pay for a draft. The system uses this information to trigger due-date processing for a discounted draft. For example, if a draft is due on January 6, and the number of risk days is 3, the Receivable Update process generates the accounting entries for due-date processing on January 9.

Notice Enter a notice period for direct debits. In various countries, the notice period is sometimes mandated by law. It may be contractually established by you with your customer, or it may be a courtesy that you extend as a reminder that you will be transferring funds from your customer's bank account in a specified number of days.

Clearing Method Select a clearing method for this particular account, if you are using cash-control accounting. The timing of the cash-control entry (debiting cash and crediting the cash clearing or control account) depends on your selection. Options are:

Bank Recon (Reconciliation): You recognize the cash as received (that is, cash is debited) when the payment is reconciled on the bank statement. European countries frequently use this method.

Due Date: You recognize (debit) cash as received when payment is made. Most companies in the U.S. use the cash-control method.

None: You have not implemented cash-control accounting or you want cash to update when you remit the direct debit to the bank.

Discounted Draft Credit Limit

These fields are available only if you selected the *Draft* payment method.

Credit Limit Enter the maximum amount that you have available with the bank account for discounted drafts. When you remit a draft, you see whether the customer has exceeded the credit limit on the Available Credit page.

Date Displays the date on which the bank account agreed to the credit limit.

Review Displays the date on which the bank plans to review the credit limit.

Value Date

A value date is a virtual date for a banking operation, generally not the real date for the operation. The practice of value date consists of recording a banking operation:

- One or several days (two to five) before the operation date for a debit.
- One or several days (two to five) after the operation date for a credit.

Value Date Select to enable value dating for the bank account.

Value Date Days Enter a value date (expressed as a positive or negative number) for the selected payment method.

Payment Cutoff Time Enter the cutoff time, using *AM* or *PM*, or use the timestamp button to enter the current system time. Payments arriving by this time are processed by the bank that day. Payments arriving afterwards are processed on the next business day.

Holiday Processing Options

Holiday Options Select the rules for the bank that the system uses to calculate the estimated settlement date for drafts and direct debits. Treasury Management uses this date for cash forecasting. It defines how to change the date when it falls on a bank holiday. You define holidays on the Business Calendar page, and then you assign a calendar to a bank account on the External Accounts - Account Information page. Options are:

Not Applicable: Does not change the estimated settlement date.

Pay After Holiday: Changes the estimated settlement date to a day after the holiday.

Pay Before Holiday: Changes the estimated settlement date to a day before the holiday.

Days Enter the number of days that you want to move the date to accommodate the holiday.

Allow due date in next month If you select the Pay After Holiday option, select Allow due date in next month to allow the new estimated settlement date to be in the next month. If you do not select this option, the system adjusts the date to the last business day prior to the original date.

Electronic Layouts

This grid is available only if the payment method is *Direct Debit* or *Draft*. If draft is the specified payment method, then you can specify only one layout.

Default Flag Select to make this layout the default layout for the specified payment method.

Send to Financial Gateway	Select to send the settlement through Cash Management's Financial Gateway. Only direct debits can be settled through Financial Gateway. If left unchecked, Pay Cycle Manager is used as the settlement method. <hr/> Note. Financial Gateway is a component of Cash Management 8.9. Therefore, you must have Cash Management installed on your system to make settlements using Financial Gateway. <hr/>
EFT Layout Code (electronic file transfer layout)	Select an EFT file format. <hr/> Note. If you selected <i>Direct Debit</i> and the Required Prenote check box as the payment method, the system verifies that the EFT file format that you select here is valid for direct debit transactions with prenotes. <hr/> See <i>PeopleSoft Enterprise Receivables 9.1 PeopleBook</i> , "Managing Direct Debits," Understanding the Set Up and Processing of Direct Debits with Prenotes.
Last File Number	Displays a sequence number used to uniquely identify payment files generated by the Receivables Collection Methods process. The system uses the last file number as part of the file name of the newly created payment file. It also automatically increases the last number by one to create the next file with a different file name. This prevents overwriting any other files.
Layout Options	Click to access the EFT Layout Codes and Details page. This icon is enabled only for layouts being settled through Pay Cycle Manager.
Define Layout Properties	Accesses a secondary page used for entering layout properties that are required by a particular bank. This field is available only if the settlement is processed through Cash Management's Financial Gateway.
Bank Integration Layouts	Accesses the Bank Integration Layouts page if the settlement is processed through Financial Gateway.

Specifying Draft Document Types

Access the Draft Document Types page (click Document Type on the External Accounts - Collection Methods page).

Event	Displays the type of draft activity in the draft life cycle, such as draft remitted or draft created.
Action	Select the posting action for the draft. Options are: A (actual): Specify the document type for the actual draft business event. D (dishonor): Specify the document type to use when you dishonor the draft after the business event.

Document Type Displays the document type that the Receivables Update process uses to create the document sequence numbers.

Defining Payment Methods

Access the External Accounts - Payment Methods page (Banking, Bank Accounts, External Accounts, Payment Methods tab).

External Accounts | Signatories | Contacts | Reconciliation | Account Information | Collection Methods | **Payment Methods**

SetID: SHARE Bank: USBNK USA BANK External Bank ID: 121042882

Account Information

Bank Account: CHCK USBNK CHECKING ACCT

Payment Information Find | View All | First 1 of 12 Last

*Payment Method: Automated Clearing House

Value Date Value Date Days: Value Date Payment Cutoff Time: 2:00PM

Holiday Processing Options Holiday Options: Not Applicable Days: Allow due date in next month

Payment Options Confirm Numbers Payment Schedule Positive Payment File Copy

Payment Form Last Ref Number: 0000005000 Positive Payment Form: Form ID: EFT1 File Copy Form:

Document Sequencing Prenote Draft Status

Electronic Layouts Customize | Find | First 1-2 of 2 Last

Default	Settle By	Layout	Layout Options	Define Layout Properties	Bank Integration Layouts
<input checked="" type="checkbox"/>	Pay Cycle	PPD			
<input type="checkbox"/>	Financial Gateway	CCD			

External Accounts - Payment Methods page

Payment Information

Payment Method

Select a payment method, which determines the additional attributes that you specify on the page. Also, the links available on this page change depending on the selection.

For most of the payment methods, you must specify a form ID and last reference number in the Payment Form group box. Values are:

Automated Clearing House

Direct Debit

Draft-Customer EFT

Draft-Customer Initiated: (Bill of Order) You must also specify a form ID and last reference number.

Draft-Vendor Initiated: (Bill of Exchange)

Electronic Funds Transfer

Giro-EFT

Giro-Manual

Letter of Credit

Manual Check

System Check

Wire Transfer

Important! If you are establishing a payment method of ACH or EFT for U.S. federal payment formats for an employee, or a vendor, or both an employee and vendor, you must select specific ACH or EFT layouts, depending on the specified payment method.

- With a *Automated Clearing House* Payment Method, you specify one of the following ACH layouts: *CTX* and *CTX820FED*.
- With a *Electronic Funds Transfer* Payment Method, you specify either the *ECSCHK* (*ECS Check*), *ECSVNDR* (*ECS Vendor*), *ECSTRVL* (*ECS Travel*), *SPDR* (*ECS Same day Payment Request*), *SF1166SCHCK* (*Bulk Check*), *SF1166VNDR* (*Bulk Vendor*), or *SF1166TRVL* (*Bulk Travel*) layout.

Refer to the following section for a discussion of delivered federal ACH and EFT layouts and their use.

Note. When defining multiple payment methods for one bank account, you cannot define multiple *Electronic Funds Transfer* payment methods with different EFT layouts.

Note. The ETEBAC and ITAPYMT EFT layouts must be associated with the *Electronic Funds Transfer* payment method, not the *Giro - EFT* method.

Value Date

A value date is a virtual date for a banking operation, generally not the real date for the operation. The practice of value date consists of recording a banking operation:

- One or several days (two to five) before the operation date for a debit.
- One or several days (two to five) after the operation date for a credit.

Value Date	Select to enable value dating for the bank account.
Value Date Days	Enter a value date (expressed as a positive or negative number) for the selected payment method.
Payment Cutoff Time	Enter the cutoff time, using <i>AM</i> or <i>PM</i> , or use the timestamp button to enter the current system time.

Holiday Processing Options

Holiday Options	Select the rules for the bank that the system uses to calculate the estimated settlement date for drafts and direct debits. Treasury uses this date for cash forecasting. It defines how to change the date when it falls on a bank holiday. You define holidays on the Business Calendar page, and then you assign a calendar to a bank account on the External Accounts - Account Information page. Options are: <i>Not Applicable:</i> Does not change the estimated settlement date. <i>Pay After Holiday:</i> Changes the estimated settlement date to a day after the holiday. If you select this option, select <i>Allow due date in next month</i> to allow the new estimated settlement date to be in the next month. If you do not select this option, the system adjusts the date to the last business day prior to the original date. <i>Pay Before Holiday:</i> Changes the estimated settlement date to a day before the holiday.
Days	Enter the number of days that you want the date moved to accommodate the holiday.

Payment Options

Select check boxes in the Payment Options group box, if you selected *Manual Check* or *System Check* as the payment method.

Confirm Numbers	Select to activate the Confirm Payment Reference capability in the Pay Cycle Manager. This feature enables you to use prenumbered payment forms and to ensure that the check numbers and the system payment reference numbers agree. If they do not agree, you can renumber the system references to accurately mirror the printed forms.
------------------------	---

Payment Schedule	For reconciliation of Federal Schedule ID payments, select this check box to generate the correct federal payment schedules for submission to the U.S. Treasury for payment.
Positive Payment	<p>Select to enable the system to create a payment file for every pay cycle using this bank account. The system formats the file to the specifications of the positive payment form that you select. This file format is defined by the APY2055 Query and the associated Crystal report. We provide a default positive pay report called POS1. The form ID and Crystal report must have the same name, such as POS1 and POS1.RPT. If you alter the POS1 Crystal report and rename it as POS2.RPT, you must use POS2 as the form ID.</p> <p>If you select this check box, you also must specify a value in the Positive Payment Form field in the Payment Form group box.</p>
File Copy	<p>Select to enable the Pay Cycle Manager to generate a duplicate set of checks for your files. Like <i>Checks</i> and Positive Payment, this method uses a Crystal report form that must match the form ID. For instance, you can specify Crystal report Copy 1 as a file copy form.</p> <p>If you select this check box, you also must specify a value in the File Copy Form field in the Payment Form group box.</p>
Document Sequencing	This link is available if this bank belongs to a GL business unit that is set up for document sequencing. Click to access the Document Sequencing page to assign the default document types for each payment method.
Prenote	Click to access the Prenotification page, and indicate that the system must generate Federal Schedule ID prenotification files.
Draft Status	Click to access the Bank Account Draft ChartFields page and define Draft ChartFields.
 Payment Form	
Last Ref Number (last reference number)	Select the check reference that Payables uses when printing payments. The system increments this number for each payment that it makes on the specified bank account. The system also increments this number when you record a manual payment for this account.
Form ID	Enter a form ID, which defines the payment layouts for your ACH, system check, wire transfer, customer draft, and EFT files. Payables has predefined forms: CHECK1 - 3, EFT1 and EFT2, and WIRE1. You specify which payment forms to use for a bank account. If you do not set up a specific form before you define your banks, you can use one of the defaults and adapt it later.
<hr/> Note. Do not enter a form ID for manual checks or vendor drafts. <hr/>	
Positive Payment Form	Enter a pay form if the Positive Payment check box is selected.
File Copy Form	Enter a form if the File Copy check box is selected.

Electronic Layouts

This table lists the payment methods that can be used for making settlements using Pay Cycle Manager or Financial Gateway. The Electronic Layouts grid appears only for the payment methods listed in the table:

Payment Method	Settle Through Method
Automated Clearing House	Both
Direct Debit	Financial Gateway only
Electronic Funds Transfer	Both
Giro - EFT	Pay Cycle Manager only
Wire Transfer	Both

Note. Financial Gateway is a component of Cash Management 8.9. Therefore, you must have Cash Management installed on your system to make settlements using Financial Gateway.

Default Flag	Select to make this layout the default layout for the specified payment method.
Layout	Select an EFT file layout. This field is uneditable if <i>Wire Transfer</i> is the selected payment method.
Layout Options	Click to access the EFT Layout Codes and Details page. This icon is enabled only for layouts settled through Pay Cycle Manager.
Define Layout Properties	Accesses a secondary page used for entering layout properties that are required by a particular bank. Only available if the settlement is processed through Financial Gateway.
Bank Integration Formats	Accesses the Bank Integration Formats page if the settlement is processed through Financial Gateway.

See Also

[Chapter 6, "Setting Up Files for Electronic Funds Transfers," Managing EFT File Layouts, page 86](#)

[Chapter 6, "Setting Up Files for Electronic Funds Transfers," Defining ACH Layouts, page 95](#)

[Chapter 11, "Reconciling Statements," Reconciling Federal Schedule ID Payments, page 181](#)

PeopleSoft Enterprise Payables 9.1 PeopleBook, "Setting Up Payment Formats and Payment Forms," Specifying Payment Form Attributes

Specifying Document Sequence Types

Access the Document Sequence page (click Document Sequencing on the External Accounts - Payment Methods page).

Document Type Displays the document type that the system uses to assign document sequence numbers.

Manual Document Type Displays the default document type on pages where you specify the document sequence number manually.

See *PeopleSoft Enterprise Global Options and Reports 9.1 PeopleBook*, "Defining Document Sequencing," Understanding Document Sequencing.

Defining Bank Account Draft ChartFields

Access the Bank Account Draft ChartFields page (click Draft Status on the External Accounts - Payment Methods page).

Accounting Template To create balanced accounting entries, select one of the templates that you defined on the Accounting Entry Template page.

Enter the appropriate ChartField values.

Defining EFT Options for Payment Methods

Access the EFT Options page (click the Layout Options icon on the External Accounts - Payment Methods page).

Originating DFI ID (Optional) Displays the DFI ID of the bank issuing the specified payment (originating depository financial institution ID) method.

(USF) Defining Prenotification

Access the Prenotification page (click Prenote on the External Accounts - Payment Methods page).

Select Prenotification Required. This generates the correct prenotification files used in Federal Schedule ID reconciliation.

Defining Layout Properties

Access the Define Layout Properties page (click the Define Layout Properties icon on the External Accounts - Payment Methods page).

Note. Contact your system administrator before editing any fields on this page. The system displays layout values defined on the Layout Catalog and Layouts pages that normally do not need to be changed.

See Also

PeopleSoft Enterprise Financial Gateway 9.1 PeopleBook, "Setting Up Electronic Banking Using Financial Gateway," Configuring Bank Statement, Payment, and Payment Acknowledgment Layouts

PeopleSoft Enterprise Financial Gateway 9.1 PeopleBook, "Setting Up Electronic Banking Using Financial Gateway," Defining Bank Integration Layouts for Payments

Defining Account Settlement Information

Access the Account Settlement page (Banking, Bank Accounts, External Accounts, Account Settlement tab).

Instructions Select the settlement instructions to use for this account, if you selected the TR check box in the Account Use group box on the External Accounts page.

Defining Internal Account Information

To define internal accounts, use the Internal Accounts component (BANK_INTERNAL_GBL).

This section lists prerequisites and discusses how to:

- Define internal accounts.
- Generate interest accrual schedules.
- Define ChartFields for internal accounts.

Internal Accounts in PeopleSoft

Internal accounts are specific to PeopleSoft treasury management functionality. In Cash Management, they are used for internal funds transfers (transfers between internal bank accounts). In Deal Management, you use internal accounts with the On Behalf of Deals functionality.

When processing external bank transfers, the system also automatically generates internal account accounting entries for external business units indirectly related through internal business units. For a detailed explanation of this functionality, see the Processing Bank Transfers section in the *PeopleSoft Cash Management 8.9 PeopleBook*.

See Also

PeopleSoft Enterprise Cash Management 9.1 PeopleBook, "Transferring Funds," Processing Bank Account Transfers

PeopleSoft Enterprise Cash Management 9.1 PeopleBook, "Performing In-House Banking Activities"

PeopleSoft Enterprise Deal Management 9.1 PeopleBook, "Capturing Deals and Trade Tickets," Understanding On-Behalf-Of Deals

Prerequisites

For internal accounts, you must:

1. Define internal banks using the Bank Information page.
2. Designate one internal bank as the corporate treasury bank.

Select the Corporate Treasury check box (on the Bank Information page) for one of the counterparties as the account servicer. You must create a corporate treasury bank to set up internal accounts.

3. Define internal account information using the Internal Account pages.

You can establish internal accounts between two internal banks as long as one of the internal banks is specified as a Corporate Treasury.

See [Chapter 2, "Setting Up Banks," Defining Bank Information, page 16.](#)

Pages Used to Define Internal Account Information

Page Name	Definition Name	Navigation	Usage
Internal Accounts - Account Information	BANK_ACCT_INT	Banking, Bank Accounts, Internal Accounts, Account Information	Maintain balances and transfer amounts among the business units within your enterprise, with one or more treasury units serving as an in-house bank.
Generate Schedules	SCHEDULE_CREATE	<ul style="list-style-type: none"> • Click Generate Schedule on the Internal Accounts - Account Information page. • Set Up Financials/Supply Chain, Product Related, Treasury, Generate Schedules 	Generate interest accrual schedules.

Page Name	Definition Name	Navigation	Usage
Internal Accounts - Chartfields	BANK_ACCT_INT2	Banking, Bank Accounts, Internal Accounts, ChartFields	Enter both the account servicer's (treasury's) <i>and</i> the account owner's (business unit's) ChartField and account number information.

Defining Internal Accounts

Access the Internal Accounts - Account Information page (Banking, Bank Accounts, Internal Accounts, Account Information).

Account Information
Chartfields

SetID: SHARE Servicer: TUS01 Owner: TUS04 Bank Account: 14US

Account Information

Description: Short Desc:

Account #: Default Account Account Status:

Currency: US Dollar Accrue Interest

Interest Accrual Information

Schedule ID: [Generate Schedule](#)

Rate for TUS01 Debit, TUS04 Credit

Credit Rate Index: Rate Type: Margin Points:

Rate for TUS04 Debit, TUS01 Credit

Debit Rate Index: Rate Type: Margin Points:

Internal Accounts - Account Information page

There are two perspectives for each internal account: the view from the account owner's side (the business unit's perspective) and the view from the account servicer's side (the treasury's perspective). You must define both banks as internal banks, and define at least one bank as a corporate treasury.

Account Information

Account # (account number) Displays the bank account number assigned by the system.

Default Account Select to set this account as your default internal account.

Accrue Interest Select to accrue interest on this account. You can run interest accruals on the Interest Accruals page. You can view your interest accruals on the Internal Account Activity page.

Interest Accrual Information

- Schedule ID** If you specified that this account accrues interest, select a schedule ID to indicate how often interest accrues.

- Credit Rate Index and Debit Rate Index** Enter both debit and credit rate index information, which is required to run interest accrual calculation and interest schedule generation processes.

Generating Interest Accrual Schedules

Access the Generate Schedule page (click Generate Schedule on the Internal Accounts - Account Information page, or, select Set Up Financials/Supply Chain, Product Related, Treasury, Generate Schedules).

- Create Schedule** Click to create the interest accrual schedule for the internal account, using the start date and end date that you enter.

Defining ChartFields for Internal Accounts

Access the Internal Accounts - Chartfields page (Banking, Bank Accounts, Internal Accounts, ChartFields).

Account Information Chartfields

SetID: SHARE Servicer: TUS01 Owner: TUS04 Bank Account: 14US

Account Display Options

Display Servicer's Version Display Owner's Version

Account Owner TUS01 US001 - Corporate Treasury

GL Unit: US001

Account #: 1002

Cash Account Chartfields Customize | Find | [Grid Icon] First 1-2 of 2 Last

Acct Type	Account	Oper Unit	Fund	Dept	Program	Class
Cash	200106					
Interest	490099					

Internal Accounts - Chartfields page

Account Display Options

- Display Servicer's Version** Select to view or modify ChartFields for the servicer.

- Display Owner's Version** Select to view or modify ChartFields for the owner.

Cash Account ChartFields

Select a cash account ChartField for both the servicer's version and the owner's version.

Important! To properly book internal account transfer activity between the servicer and owner, you must specify General Ledger cash account ChartFields for *all* internal accounts. Doing this ensures that the system creates the necessary accounting entries and events, and updates the appropriate system tables and internal ledger accounts. In addition, if you selected the Accrue Interest check box on the Internal Accounts - Account Information page, you must enter ChartFields to create transactional accounting entries for the servicer and owner.

Defining Netting Accounts


To define netting bank accounts, use the Netting Accounts component (BANK_PNLNET_GBL).

Use the TR_NETTING_ACCOUNTS_CI component interface to load data into the Netting Accounts tables.

This section discusses how to:

- Define netting accounts.
- Define valid currencies for netting accounts.

Pages Used to Define Netting Accounts

Page Name	Definition Name	Navigation	Usage
Netting Accounts	BNK_PNL2	Banking, Bank Accounts, Netting Accounts	Set up netting accounts for a bank.
Netting Accounts - Valid Currencies	BANK_ACCT_CURR_SEC	Click the Currencies icon  on the Netting Accounts page.	Define all the valid currencies for a netting bank account, both default currency and secondary currencies. For nets involving multicurrency processing, you must define these values for the automatic multicurrency netting adjustment process.
Netting Accounts - Payment Methods	PYMNT_BANK	Banking, Bank Accounts, Netting Accounts, Payment Methods	Set up payment methods for a netting account.

Defining Netting Accounts

Access the Netting Accounts page (Banking, Bank Accounts, Netting Accounts).

If you selected *Netting* as the bank type, you use the Netting Accounts component to set up the bank account. This component is similar to the External Accounts component, except that it includes only three pages: Netting Accounts, Valid Currencies, and Payment Methods.

See Also

[Chapter 3, "Setting Up External, Internal, and Netting Accounts," Defining External Accounts Information, page 38](#)

Defining Valid Currencies for Netting Accounts

Access the Netting Accounts - Valid Currencies page (click the Currencies icon on the Netting Accounts page).

The screenshot shows the 'Valid Currencies' page. At the top, it displays 'SetID: SHARE Bank Code: NET03 Bank Account: NET3'. Below this is a table with the following columns: Default, *Currency, *Rate Type, and *Index. The table contains two rows:

Default	*Currency	*Rate Type	*Index		
<input checked="" type="checkbox"/>	JPY	CRRNT	MODEL	+	-
<input type="checkbox"/>	USD	CRRNT	MODEL	+	-

At the bottom of the page, there are 'OK' and 'Cancel' buttons.

Netting Accounts - Valid Currencies page

Define the default currency for the netting bank account.

If you use this netting bank account in multicurrency nets, also define all necessary "convert into" currencies. This ensures that the automatic multicurrency netting adjustment process correctly calculates the associated accounting entries. In the example, note the bank account is a Japanese bank defined with Japanese yen (JPY) as the default valid currency and U.S. dollars (USD) as a second valid currency.

See Also

[Chapter 3, "Setting Up External, Internal, and Netting Accounts," Defining Valid Currencies, page 42](#)

PeopleSoft Enterprise Cash Management 9.1 PeopleBook, "Managing Bilateral Netting," Processing Multicurrency Nets

Chapter 4

Setting Up Counterparties

This chapter discusses how to set up counterparties.

Defining Counterparty Information

To define treasury counterparties, use the Treasury Counterparties component (BANK_PNL_TR_GBL).

A counterparty is a bank that has a trading relationship. You must set up the bank before you can define counterparty information.

This section discusses how to:

1. Define counterparties.
2. (Optional) Define counterparty address information.
3. Define settlement instructions for counterparty deals.

Pages Used to Define Counterparty Information

<i>Page Name</i>	<i>Definition Name</i>	<i>Navigation</i>	<i>Usage</i>
Treasury Counterparties	BANK_PNL_TR	Banking, Banks and Branches, Treasury Counterparties	Establish counterparties.
Address Information	BANK_ADDR_PNL_TR	Click Address Information on the Counterparty Information page.	Enter your counterparty's address.
Settlement Instructions	BANK_STL_NET	Click Settlement Instructions on the Counterparty Information page.	Specify, by currency, the counterparty's account into which your payments will be directed as a result of deals transacted with this counterparty.

Defining Counterparties

Access the Treasury Counterparties page (Banking, Banks and Branches, Treasury Counterparties).

Treasury Counterparties

SetID: SHARE Counterparty: GMBNK

*Description: GERMAN BANK Country: DEU

Short Desc: GERMN BNK Bank ID Qualifier: DEU Bank

*Type: External Bank ID: 10001569

*Status: Active Notes:

Counterparty Options

Internal BU

Corporate Treasury Treasury Counterparty

Banking Counterparty

Counterparty Roles

Deal Counterparty Issuer Broker

[Address Information](#) [Settlement Instructions](#)

Credit Ratings Customize | Find | View All | First 1 of 1 Last

Agency	Value	Rating	Description

Treasury Counterparties page

Most of the fields on this page are the same as the fields on the Bank Information page. We describe only the fields that are unique to this page.

Counterparty Options

Corporate Treasury Select if a bank is a regional or corporate treasury. This option applies only to internal bank types. Corporate treasury entities have special rights within PeopleSoft Treasury, such as servicing internal accounts. You can designate multiple internal counterparties as a corporate treasury. If you select this check box, you should also specify the general ledger unit with which it is associated. When you select this check box, the system automatically selects the Internal BU check box.

Counterparty Roles

Select the check boxes that reflect the activities in which this counterparty is involved. Options are: Deal Counterparty, Issuer, or Broker.

See Also

Chapter 2, "Setting Up Banks," Defining Bank Information, page 16

Defining Settlement Instructions for Counterparty Deals

Access the Settlement Instructions page (click Settlement Instructions on the Counterparty Information page).

Settlement Instructions

SetID: SHARE Counterparty: AUBNK

Settlement Netting Options

Do Not Net
 Net
 Net Bulk
 Contractual Netting

Payment Instructions Find | View All First 1 of 1 Last

*Currency Code: Australian Dollar + -

*Instructions: Primary

Bank ID: 456

Branch ID: 789 Account #: 485607

DFI Qualifier: DFI ID:

Settle Thru Internal Account

Settle Thru Bank: AUSTRALIAN BANK

Settle Thru Account: CHECKING ACCT

Payment Method: ▾

Layout:

Settlement Instructions page

You can specify netting options and payment instructions for deals associated with a specified counterparty.

Note. Netting options specified here are used only in the *deal* settlement netting process; these options are not used in the *bilateral* account netting process.

See *PeopleSoft Enterprise Deal Management 9.1 PeopleBook*, "Capturing Deals and Trade Tickets," Specifying Instructions for Settling Deals.

Settlement Netting Options

Select a netting option for this counterparty.

- | | |
|-------------------|--|
| Do Not Net | Select if no netting takes place for transactions with this counterparty. |
| Net | Select if both positive and negative cash flows for each currency are netted, resulting in one net cash flow per currency. |
| Net Bulk | Select if positive and negative cash flows for each currency are netted separately, resulting in one positive cash flow amount and one negative cash flow amount per currency. |

Contractual Netting If you select either Net or Net Bulk, select this check box to indicate that there is a netting contract in place with this counterparty.

Payment Instructions

Instructions Select a settlement instruction.

Primary Select to indicate which instructions are the default instructions in Deal Management.

Settle Thru Internal Account Select to enable settlements to go through an internal account as opposed to an account in another bank. This check box is available only if the bank type is *Internal*.

Settle Thru Bank and Settle Thru Account Select the appropriate bank code and account code.

Payment Method Payment methods available to you are determined by the selected Settle Thru Bank and Settle Thru Account.
See [Chapter 3, "Setting Up External, Internal, and Netting Accounts," Defining Payment Methods, page 53.](#)

See *PeopleSoft Enterprise Financial Gateway 9.1 PeopleBook*, "Setting Up Electronic Banking Using Financial Gateway," Setting Up Payment Processing.

Options include:

Automated Clearing House

Direct Debit

Draft - Customer EFT

Draft - Customer Initiated

Draft - Vendor Initiated

Electronic Funds Transfer

Giro-EFT

Giro-Manual

Letter of Credit

Manual Check

System Check

Wire Transfer

 **Edit Settlement Instructions**

Click to access the Beneficiary Bank page and edit settlement instructions.

Chapter 5

Setting Up Additional Banking Information

This chapter provides an overview of defining additional bank processing information and discusses how to:

- Define account pool information.
- Define bank transfer charges.
- Group business units.
- Group and access bank accounts.

Understanding Additional Bank Functionality

Once you have established your organization's core bank information, you can then automate certain common banking processes and organize account groupings for easier administration. PeopleSoft's additional banking functionality includes:

- Account pooling: Specify the combining of funds from many account (or funds) to one account.
- Bank transfer charges: Define charges that are applied by a financial institution when transferring money between banks or bank accounts.
- Account administration: Group business units and bank accounts that are maintained by a specific user (or users) with an online management tool, for easier administration.

Prerequisites

You must define your banks, bank accounts, and counterparties.

See Also

[Chapter 2, "Setting Up Banks," page 3](#)

[Chapter 3, "Setting Up External, Internal, and Netting Accounts," page 23](#)

Defining Account Pool Information

To define account pools, use the Account Pools component (BANK_POOL_DEFN_GBL).

The term *pooled* has two distinct meanings in PeopleSoft Banks functionality.

The first meaning is a common banking practice. Account pooling at the bank level refers to the physical movement of money from *many* bank accounts to *one* account (even though in notional pooling, there is no true physical movement of funds). Account pooling has two setup steps:

1. Use the Pool ID page to set up a specific pool definition, including pool type (either notional or zero-balance account), pool ID, and other related information.
2. Select a pool ID on the External Accounts - Account Information page for a specific bank account.

The system automatically pools the account funds per the account pool definition.

The second meaning is generally used by educational and federal organizations. The term *pooled bank account* refers to *one* account that is associated with *multiple* funds. In this case, you must specify the inheritance options to use for the Fund ChartField for a bank account on the ChartField Options page.

This section discusses how to:

1. Define account pooling.
2. Select a pool ID.

Note. Cash Management provides enhanced account pooling functionality for investment purposes.

See Also

PeopleSoft Enterprise Cash Management 9.1 PeopleBook, "Managing Investment Pools"

[Chapter 3, "Setting Up External, Internal, and Netting Accounts," Bank Account ChartField Inheritance for Education and Government, page 30](#)

[Chapter 3, "Setting Up External, Internal, and Netting Accounts," Defining ChartField Inheritance Options, page 42](#)

Pages Used to Define Account Pool Information

Page Name	Definition Name	Navigation	Usage
Pool IDs	BANK_POOL_DEFN	Banking, Banks and Branches, Pool ID	Define a pool definition and related information for a bank account that will be pooled with other bank accounts.

Page Name	Definition Name	Navigation	Usage
External Accounts - Account Information	BANK_PNL3	Banking, Bank Accounts, External Accounts, Account Information	Select a pool ID for an account. See Chapter 3, "Setting Up External, Internal, and Netting Accounts," Defining External Accounts Information, page 38.

Defining Account Pooling

Access the Pool ID page (Banking, Banks and Branches, Pool ID).

Pool ID Enter a pool ID.

Account Type Code Select an account type. Options are:

Pool: notional pooling (no movement of funds between accounts). Notional pooling occurs when debit balances are offset against credit balances and the net position is the basis for calculating interest. There is no movement or commingling of funds. This is often referred to as interest offset pooling. You use notional pooling for credit limit purposes to reduce aggregate exposures to a bank and to reduce borrowing costs for a group of accounts, or as a means of earning interest on net credit balances (or for a combination of the two).

ZBA: (zero balance account). Cash concentration is frequently confused with pooling, mainly because cash pools are often set up by concentration. The most common form, zero balancing, occurs when the bank automatically transfers all balances to one central account at the end of each business day.

If you select *ZBA*, you can specify that this is a concentration account and select an account.

Defining Bank Transfer Charges

This section discusses how to:

- Define bank transfer charge amounts.
- Define bank transfer charges for a bank.

Pages Used to Define Bank Transfer Charges

Page Name	Definition Name	Navigation	Usage
Bank Transfer Charge Code	BCH_CHARGE_CD	Banking, Banks and Branches, Bank Transfer Charge Code	Define a set of bank charge amounts in the Bank Transfer Charge table. Set up bank charge amounts according to the bank account of the addressee and the range of payment amounts.
Bank Transfer Charge	BCH_BANK_CHRG	Banking, Banks and Branches, Bank Transfer Charge	Define the bank charge code according to the interbank or intrabank remittance.

Defining Bank Transfer Charge Amounts

Access the Bank Transfer Charge Code page (Banking, Banks and Branches, Bank Transfer Charge Code).

Bank Transfer Charge Code

SetID: SHARE Bank Charge Code: DBDB

Bank Charge Find | View All First 1 of 1 Last

*Effective Date: 01/01/2001 Status: Active

Descr: Differnt Bank Different Branch Currency: JPY

Amount			
	From Amount	To Amount	Charge Amount
1	0	39,999	200
2	40,000	99,999,999,999,999,999,999,999,999,999,999	400

Bank Transfer Charge Code page

From Amount

The From Amount and To Amount fields display the range of payment amounts. From Amount is a read-only field that increases the to amount value of the previous line by one. If, for example, the to amount in line 1 is 39,999, and the from amount in line 2 is 40,000 (39,999 + 1).

To Amount Enter the highest payment amount that you want to include in this range. The system automatically enters the maximum value, if you leave this field blank.

Charge Amount Enter the amount of the bank transfer charge to be deducted when the payment amount falls into the range between the from amount and the to amount.

Defining Bank Transfer Charges for a Bank

Access the Bank Transfer Charge page (Banking, Banks and Branches, Bank Transfer Charge).

Bank Transfer Charge

SetID: SHARE

Bank Code: JPBNK JAPANESE BANK

EFT Layout: GENX General Transfer (JPN)

Bank Information						
		*Inter / Intra Code	*Bank Charge Code	Description		
1		Same bank and same branch	SBSB	Same Bank Same Branch	+	-
2		Same bank and different branch	SBDB	Same Bank Different Branch	+	-
3		Different bank	DBDB	Differnt Bank Different Branch	+	-

Bank Transfer Charge page

The Bank Transfer Charge table contains a set of bank transfer charge codes whose exact amounts are defined by the destination of the remittance. Essentially, the bank transfer charge amount is defined by the relationship between the payer's bank account and the payee's bank account. When the remittance is made within the same bank, the charge is usually lower.

Inter / Intra Code Displays the relationship between the location of the payment bank account and the destination of the remittance. Options are:

Same bank and same branch: Payer's bank account and payee's bank account are both located in the same branch of the same bank.

Same bank and different branch: Payer's bank account and payee's bank account are both located in the same bank but in different branches.

Different bank: Payer's bank account and payee's bank account are located in different banks.

Note. There must be one bank charge code defined for each of these three values.

Bank Charge Code Enter the code that is defined on the Bank Transfer Charge Code page to specify the bank transfer charge amount corresponding to the inter/intra code. You can reuse the same bank charge code.

Example: The bank transfer charge is 200 when the payment amount is between 0 and 39,999 (inclusive), and the bank transfer charge is 400 when the payment amount is 40,000, or more if the payment bank (defined on vouchers) and destination of remittance (vendor bank account) are different.

This table displays a summary of the bank transfer charge amounts, based on bank transaction types:

<i>Transaction Type</i>	<i>Bank Transfer Charge</i>	<i>Bank Transfer Charge</i>
	For payment amounts of 0 to 39,999:	For payment amounts of 40,000 and above:
Intrabranh transaction (the same bank and branch)	0	0
Intrabank transaction (the same bank but different branches)	100	150
Interbank transaction (different banks)	200	400

Grouping Business Units

This section discusses how to group business units together so that you can display bank balance inquiries for a group of business units.

Page Used to Group Business Units

<i>Page Name</i>	<i>Definition Name</i>	<i>Navigation</i>	<i>Usage</i>
Business Unit Groups	BU_GRP_TBL	Banking, Administer Bank Statements, Business Unit Groups	Gather various business units together as a group. Select the appropriate units to include in the group.

Grouping and Accessing Bank Accounts

This section discusses how to:

- Define account groups.
- View and update account group assignments.
- Use the Bank Account Manager.

You can create a group definition that groups bank accounts for which individuals are responsible. Users assign themselves the bank account groups for which they are responsible. They can then use the Bank Account Manager page as a central starting point to work with their bank accounts.

Pages Used to Group and Access Bank Accounts

<i>Page Name</i>	<i>Definition Name</i>	<i>Navigation</i>	<i>Usage</i>
Account Groups	BNK_ACCTGRP_DEFN	Banking, Administer Bank Statements, Account Groups	Specify the bank accounts to group together for summary viewing and maintenance.
Account Group Definition	BNK_ACCTGRP_DEFN_A	Click Add Multiple Accounts on the Account Groups page.	Add multiple bank accounts to an account group definition.
My Account Groups (list)	BNK_ACCTGRP_FAV	Banking, Bank Accounts, My Account Groups	Assign a group of accounts to the current user or review the user's list of bank account groups.
My Account Groups (selection)	BNK_ACCTGRP_FAV_A	Click Update My Account Groups on the My Accounts Groups list page.	Select the account groups that you want to appear on your account group list.
Bank Account Manager	BNK_ACCTGRP_DTL	<ul style="list-style-type: none"> • Banking, Bank Accounts, Bank Account Manager • Select an account group from the Account Group ID column on the My Account Group page. 	Manage your bank accounts and activities.

Defining Account Groups

Access the Account Groups page (Banking, Administer Bank Statements, Account Groups).

Account Groups

Account Group

SetID: SHARE Account Group ID: DEPOSIT *Effective Date: 01/01/1900 *Status: Active

*Description: A/R Account Group Fee Structure

Add Multiple Accounts

*Bank Code	*Account	Bank Account #	Description	Currency Code	Bank Account Type
USBNK	CHCK	0741-256458	USBNK CHECKING ACCT	USD	Check Acct
USBNK	CHK1	0741-255556	Checking-Draft	USD	Bus Acct
USBNK	DD	0741-207846	Direct Debit	USD	Check Acct
USBNK	DRAF	0741-256416	Draft Account	USD	Check Acct
USBNK	EFT	0741-250786	EFT Account	USD	Check Acct

Account Groups page

Fee Structure Select this option to select only banks that are assigned to a fee structure. Then select the fee structure in the Fee Structure Code field.

Bank Accounts

You can add additional bank accounts by using two methods:

- One account at a time (most useful when you need to add one external bank with one account).
- Multiple accounts at a time (most useful when you have one external bank with multiple accounts).

To add one account:

1. Select a bank code.
2. Select a bank account.

To add multiple accounts:

1. Click the Add Multiple Accounts button.
2. Select a bank code for a bank with multiple accounts, and then click Search..
3. Select each account and click Update.

Viewing and Updating Account Group Assignments

Access the My Account Groups page (Banking, Bank Accounts, My Account Groups).

My Account Groups

[Update My Account Groups](#)

My Account Groups	
Account Group ID	Description
CN ACCTS	Canadian Accounts
DEPOSIT	A/R Account Group
DISBURSE	A/P Account Group
JP ACCTS	Japanese Accounts

Customize | Find | First 1-4 of 4 Last

[Create Account Group](#) [Search for Account Groups](#)

My Account Groups page

- Update My Accounts Groups** Click to assign bank account groups to the current user ID.
- Create Account Group** Click to create a new account group or update an existing group.
- Search for Account Groups** Click to access a list of account groups and view a list of the accounts in a group in the Bank Account Manager.
- Account Group ID** Click a link for an account group to work with the accounts in the group in the Bank Account Manager.

Using the Bank Account Manager

Access the Bank Account Manager page (Banking, Bank Accounts, Bank Account Manage).

Bank Account Manager								
Account Group ID: DEPOSIT		A/R Account Group		Effective Date: 01/01/1900				
Bank Accounts							Customize Find First 1-5 of 5 Last	
Bank	Account	Account #	Description	Currency	Acct Type	Available Balance		
USBNK	CHCK	0741-256458	USBNK CHECKING ACCT	USD	Check Acct			
USBNK	CHK1	0741-255556	Checking-Draft	USD	Bus Acct			
USBNK	DD	0741-207846	Direct Debit	USD	Check Acct			
USBNK	DRAF	0741-256416	Draft Account	USD	Check Acct			
USBNK	EFT	0741-250786	EFT Account	USD	Check Acct			

Bank Account Manager page

Account Group ID Click to view or update information for the account group.

Account Click to access the account's External Accounts page.



Click View Bank Statement Manager to view information about the account's bank statement.



Click Perform Funds Transfer to begin transferring funds from this account.

See Also

Chapter 3, "Setting Up External, Internal, and Netting Accounts," Defining External Accounts Information, page 38

PeopleSoft Enterprise Cash Management 9.1 PeopleBook, "Transferring Funds," Processing Bank Account Transfers

Chapter 6

Setting Up Files for Electronic Funds Transfers

This chapter discusses how to:

- Set up electronic funds transfer (EFT) processing.
- Define EFT payment format codes.
- Manage bank and branch files for EFT payments.
- Define Automatic Clearing House (ACH) layouts.

Note. The processes and procedures described here pertain to the FIN2025 electronic payment file formatting process used by Receivables and by the Pay Cycle Manager in PeopleSoft Enterprise Payables. Cash Management provides enhanced EFT functionality through its Financial Gateway functionality. To set up payment file formatting for Financial Gateway, refer to the *PeopleSoft Enterprise Financial Gateway PeopleBook*.

See Also

PeopleSoft Enterprise Financial Gateway 9.1 PeopleBook, "Setting Up Electronic Banking Using Financial Gateway"

Setting Up EFT Processing

To define EFT layouts, use the EFT File Layout component (EFT_LAYOUT_GBL)

To define ACH layouts, use the ACH Layout component (ACH_LAYOUT_GBL)

PeopleSoft provides several EFT layouts that you can use as delivered or modify. In addition, you must specify EFT payment format codes. These codes define the number of extra settlement days to consider when the system calculates payment schedules for EFTs.

In the event that you need to use an EFT file layout that PeopleSoft does not deliver with this release, you can add a new layout to the EFT processing package.

This section discusses how to:

- Add a new layout to the EFT File Layouts page.

- (Optional) Modify these existing layouts:
 - (GBR) BACS
 - (NLD) BTL91
 - (CAN) CPA005
 - (CHE) DTALSV
 - (DEU) DTAZV
 - (FRA) ETEBAC
 - (SGP) FEDI
- Create the Structured Query Copybook (SQC) module that formats the payment details into your layout. PeopleSoft delivers a template to help you do this.

Important! After you create the SQC module, you must tie it to the main EFT routing SQC to enable the EFT layout.

If you are adding additional EFT layouts, you should be familiar with coding in Structured Query Report-writer (SQR).

Delivered ACH and EFT Layouts

PeopleSoft delivers two types of file layouts: those intended for nongovernmental business use, and those intended for US federal government payments.

The "+" suffix of a PPD or CCD file layout indicates the file includes an 80 character addendum section. Addenda records are used by the Originator (originating financial institution) to supply additional information about the detail records that are transferred from the ODFI (Originating Depository Financial Institution) through the ACH Operator to the RDFI (Receiving Depository Financial Institution). The addenda transactions serve as an "envelope" to contain ANSI x.812 EDI 820 transactions.

In PeopleSoft, the CCD+ layout has certain restrictions. The RMR (Remittance Advice Accounts Receivables Open Item Reference) segment is the only transaction (out of many ANSI x.812 EDI 820 transactions) that is supported by PeopleSoft. In addition, the implementation of RMR segment is limited to certain remittance information such as invoice number.

The following table lists the delivered ACH and EFT layout formats that are generally used for nongovernmental payments and their country of use. For file formats that are required by the US Federal Government, see the section entitled US Federal ACH and EFT Layouts.

<i>Layout Name/Code</i>	<i>Description</i>	<i>Country</i>	<i>Layout Type</i>
CCD+	Cash Collect & Disburse Plus	(USA)	ACH
PPD	Prearranged Payment & Deposit	(USA)	ACH

Layout Name/Code	Description	Country	Layout Type
BACS	BACS	(GBR)	EFT
BECS	Bulk Electronic Clearing System	(AUS)	EFT
BSI1	Domestic Payments	(BEL)	EFT
BSI4	International Payments	(BEL)	EFT
BTL91	ABN AMRO Btl91	(NLD)	EFT
CLIEOP2	ClieOp2	(NLD)	EFT
CLIEOP3	ClieOp3	(NLD)	EFT
CPA005	Canadian Payment Association.	(CAN)	EFT
CSB19	Direct Debit	(ESP)	EFT
CSB34	CSB34	(ESP)	EFT
CSB43	Direct Debit	(ESP)	EFT
DDRD	Direct Debit	(JPN)	EFT
DOM80	Direct Debits	(BEL)	EFT
DTALSV	Payments	(CHE)	EFT
DTAUS	Domestic Payments	(DEU)	EFT
DTAZV	International Payments	(DEU)	EFT
EDI	EDI Manager	(USA)	EFT
ETBDD	Direct Debit	(FRA)	EFT

Layout Name/Code	Description	Country	Layout Type
ETBDR	Drafts	(FRA)	EFT
ETBIPT	International Payments	(FRA)	EFT
ETEBAC	Domestic Payments	(FRA)	EFT
FEDI	Singapore Giro	(SGP)	EFT
GENX	General Transfer	(JPN)	EFT
HIPAA	HIPAA 820 Outbound Map	(USA)	EFT
IPAC	IPAC Federal Payments	(USA)	EFT
ISABEL	Payment Clearing System	(BEL)	EFT
ITAPYMT	Domestic Payments	(ITA)	EFT
KIJ	Kijitsu	(JPN)	EFT
MT100	SWIFT Customer Transferr	(USA)	EFT
MT202	SWIFT Financial Institution Transfer	(USA)	EFT
PPD	Prearranged Payment & Deposit	(USA)	EFT
RIBA	Drafts	(ITA)	EFT
RID	Direct Debit	(ITA)	EFT
UFF	Universal File Format	(USA)	EFT

(USF) US Federal ACH and EFT Layouts

The United States Federal Government (through the US Treasury) has certain requirements for check, ACH, and EFT payments. Setting up this information (that is, defining that the file layout is for employee vendors, other vendors, or both) enables edits that are associated with the voucher creation process to work correctly. The edits check that the bank account and the file layout for the vendor payment are correct as per US Treasury specifications.

These specifications include the following:

- That employee payments are on a PPD or PPD+ file format.
- That vendors' (non-employee vendors) payments are on a CCD, CCD+, or CTX file format.
- That payments, including both employee and non-employee vendors, are on the SF1166SCHK, ECSCHK, or SDPR file format.

Note. You must use the SF1166SCHK, ECSCHK, or SDPR file format for payments that are created for *both* employee and non-employee vendors. These file formats are check requests to the US Treasury, and designed to bypass the system edit for federal ACH or EFT payments.

These EFT and ACH layouts that are delivered by PeopleSoft are specific for use when conducting business with the United States Federal government:

<i>Layout Name</i>	<i>Format</i>	<i>Layout Type</i>	<i>Use</i>
CTX	Corporate Trade Exchange (CTX) flat file payment order	ACH	Non-employee
CTX820FED	CTX ASC X120 820 payment order	ACH	Non-employee
ECSCHK	ECS vendor check payment	EFT	Both employee and non-employee
ECSVNR	ECS vendor ACH payment (CCD+)	EFT	Non-employee
ECSTRVL	ECS travel ACH payment (PPD+)	EFT	Employee
SDPR	ECS same day payment request (SDPR)	EFT	Both employee and non-employee
SF1166SCHK	Bulk vendor check payment	EFT	Both employee and non-employee

Layout Name	Format	Layout Type	Use
SF1166VNDR	Bulk vendor ACH payment (CCD+)	EFT	Non-employee
SF1166TRVL	Bulk travel ACH payment (PPD+)	EFT	Employee

You can also add file formats. You should refer to the United States Federal Treasury web site (<http://www.ustreas.gov/>) regarding file payment requirements before creating and adding file payment formats.

(USF) IPAC Transactions

Another delivered federal EFT layout (that is listed in the table entitled Delivered ACH and EFT layouts) is the IPAC layout. The Intragovernmental Payment and Collection System (IPAC) is an interagency funds transfer mechanism for US federal agencies. The IPAC EFT layout is used in conjunction with Payables to process three types of IPAC transactions: payments, adjustments, and zero-dollar transactions.

If you are processing IPAC transactions in Payables, the following two items must be defined in PeopleSoft banks functionality:

1. The delivered IPAC EFT layout is enabled for system use (select the pertinent options next to the EFT Layout Code field).
2. The bank accounts that process IPAC transactions are configured with the IPAC EFT layout on the External Accounts - Payment Methods page.

See Also

Chapter 3, "Setting Up External, Internal, and Netting Accounts," Defining Payment Methods, page 53

PeopleSoft Enterprise Payables 9.1 PeopleBook, "(USF) Setting Up PeopleSoft Payables for U.S. Federal Agencies," Setting Up EFT and ACH Payment Formats

Prerequisite

If you are setting up PeopleSoft EFT functionality to conduct business with United States Federal or government agencies, you must first complete the Enable Federal Payment region on the Installation Options - Payables page. Completing this region ensures that certain federal-specific fields display in this component.

See Also

PeopleSoft Enterprise Application Fundamentals 9.1 PeopleBook, "Setting Installation Options for PeopleSoft Applications," Setting Up Payables Installation Options

Common Elements Used in This Section

EFT Number	Enter the number that is associated with the SQC file name (for example, FINEFT02.SQC).
File	Displays the next file number that the system uses every time that you create a new file in the specified layout.
File Ext (file extension)	Displays a user-defined file extension (for example, BACS002.txt). To output the file to the web, you must save it as <i>.txt</i> .
NNE (National Remitter Number)	Displays the number that is assigned by the National Bank in France for EFT file transmissions.
Output Filename	Displays a user-defined output file name.
























Pages Used to Set Up EFT Processing

<i>Page Name</i>	<i>Definition Name</i>	<i>Navigation</i>	<i>Usage</i>
EFT File Layouts	EFT_LAYOUT	Set Up Financials/Supply Chain, Common Definitions, EFT, EFT File Layouts	View, modify, and add any EFT layouts.
BACS Options	BACS_LOGON_UK	Click Details for the BACS EFT file layout on the EFT File Layouts page.	(GBR) Set options for the BACS format.
BTL91 Options	BTL91_EFT_OPTIONS	Click Details for the BTL91 EFT file layout on the EFT File Layouts page.	(NLD) Set options for the BTL91 format.
CPA005 Options	CPA005_EFT_OPTIONS	Click Details for the CPA005 file layout on the EFT File Layouts page.	(CAN) Set options for the CPA005 format.
DTALSV Options	DTALSV_EFT_OPTIONS	Click Details for the DTALSV file layout on the EFT File Layouts page.	(CHE) Set options for the DTSALV format.
DTAZV Options	DTAZV_EFT_OPTIONS	Click Details for the DTAZV file layout on the EFT File Layouts page.	(DEU) Set options for the DTAZV format.
ETEBAC Options	ETEBAC_EFT_OPTIONS	Click Detail for the ETEBAC EFT file layout on the EFT File Layouts page.	(FRA) Set options for the ETEBAC format.

Page Name	Definition Name	Navigation	Usage
FEDI Options	FEDI_EFT_OPTIONS	Click Detail for the FEDI EFT file layout on the EFT File Layouts page.	(SGP) Set options for the FEDI format.

Managing EFT File Layouts

Access the EFT File Layouts page (Set Up Financials/Supply Chain, Common Definitions, EFT, EFT File Layouts).

EFT File Layouts																
EFT File Layouts																
Details	EFT Layout Code	Pay	DD	DR	In	Out	Prenote	Description	Short Description	Max Remits	ID Type	File	EFT Number	Output Filename	File Ext	
	BACS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	BACS (GBR)	BACS			0001	02	BACS	TXT	 
	BECS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Bulk Elec. Clearing Sys (AU)	BECS			0001	15	BECS	TXT	 
	BSI1	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Domestic Payments (BEL)	BSI1			0001	10	BSI1	TXT	 
	BSI4	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	International Payments (BE)	BSI4			0001	09	BSI4	TXT	 
	BTL91	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	ABN AMRO BTL91 (NLD)	BT91	4		0001	03	BT91	TXT	 
	CLIEOP2	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	ClieOp2 (NLD)	ClieOp2			0001	04	CLP2	TXT	 
	CLIEOP3	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	ClieOp3 (NLD)	ClieOp3			0001	25	CLP3	TXT	 

EFT File Layouts page

The options next to the EFT Layout Code field determine the purpose of the EFT file, where applicable.

- Pay** Select if the file layout is for payment files.
- DD** Select if the file layout is for direct debits.
- DR** Select if the file layout is for draft files.
- In** Select if the file layout is for inbound files.
- Out** Select if the file layout is for outbound files.

The remaining fields are:

Federal Payment Indicator	<p>Indicates that an EFT layout is applicable for Federal payments. When a voucher is saved, the system verifies that the correct payment format is selected for the vendor type bank account.</p> <hr/> <p>Note. This field is visible only when Enable Federal Payment is selected on the Installation Options - Payables page.</p> <hr/> <p>Select from these options:</p> <p><i>Employee:</i> You must associate employee vendor payment methods with a valid PPD or PPD+ EFT file layout. Delivered valid file layouts are ECSTRVL and SF116TRVL.</p> <p><i>Vendor:</i> You must associate all other vendor (non-employee) payment methods with a valid CCD or CTX EFT file layout. Delivered valid file layouts are ESCVNR, SF1166VNDR, CTX, and CTX820FED.</p> <p><i>Both:</i> For employee and vendor payments. You must associate this option with a valid PPD or PPD+ EFT file layout. Delivered valid file layouts are ECSCCHK, SDPR, and SF1166SCHK.</p>
Max Remits (maximum remittances)	Use to limit the number of invoices that are included on each payment to the specified number.
ID Type	Enter the type of identification number to identify the trading partners on the EFT file. You enter these different types of identification numbers when you set up business units, customers, and vendors.

(GBR) Specifying BACS Options

Access the BACS Options page (click Detail for the BACS EFT file layout on the EFT File Layouts page).

User No. (user number)	Enter your BACS user number. BACS uses this number to verify authorization.
Subm Type (submission type)	Select a submission type: <i>Bureau</i> or <i>User</i> .
Media	Select the type of media to use: <i>3.5" disk</i> or <i>telecommunications</i> .
Audit	Check on audit for a sample of transactions to print on the input report that is supplied by BACS after processing the file.
From	Indicates the interval at which BACS selects the records for printing.
Serial No. (serial number)	Enter the submission serial number, which is a volume serial number that you uniquely assign for the 3.5" disk.
Expire Days	Enter the number of expiration days for the output file. This is the earliest date that you can override the file.

(NLD) Specifying BTL91 Options

Access the BTL91 Options page (click Detail for the BTL91 EFT file layout on the EFT File Layouts page).

Media	Define the type of media used (for example, non-ABN-AMRO software).
Version	Enter the version number of the software that creates the payment file (for example, 89 for PeopleSoft 8.90).
DNB Reg # (DNB registration number)	Enter the number that is assigned by the Netherlands Central Bank to register a number of foreign payment categories.
DNB Trad # (DNB trade number)	Enter the code that is assigned by the Netherlands Central Bank to transit traders.

(CAN) Specifying CPA005 Options

Access the CPA005 Options page (click Detail for the CPA005 file layout on the EFT File Layouts page).

Data Center	Enter the destination data center from Canadian Payment Association. A five-digit numeric.
Remitter ID Number	Enter the national remitter number from the Canadian Payment Association.

(CHE) Specifying DTALSV Options

Access the DTALSV Options page (click Detail for the DTALSV file layout on the EFT File Layouts page).

DTALSV ID	Enter the customer identification number for the Central Swiss Data Processing Center.
------------------	--

(DEU) Specifying DTAZV Options

Access the DTAZV Options page (click Detail for the DTAZV file layout on the EFT File Layouts page).

File Options

The EFT payment process automatically increments the file sequence number (Daily Num) by the file Creation Date according to the requirements of the DTAZV layout. You can reset the file creation date and number if there is a processing error.

Payer Options

CB Cust Num (central bank customer number)	Enter the German Central Bank customer number for your organization.
CB Rpt (central bank report)	Select to submit reporting information for international movements of goods to the German Central Bank within your EFT file.

(FRA) Specifying ETEBAC Options

Access the ETEBAC Options page (click Detail for the ETEBAC EFT file layout on the EFT File Layouts page).

Op ID (operation identifier)	Select the type of transfer from the following: <ul style="list-style-type: none"> • <i>Ord Xfer</i>: Ordinary transfer. • <i>Tr Xfer</i>: Treasury transfer. • <i>Xfer E-3</i>: Transfer at due date minus three days. • <i>Xfer E-2</i>: Transfer at due date minus two days.
-------------------------------------	---

(SGP) Specifying FEDI Options

Access the FEDI Options page (click Detail for the FEDI EFT file layout on the EFT File Layouts page).

Signature Limit 1	If the payment is equal to or greater than this amount, the file layout requires at least one person to sign before making the payment.
Signature Limit 2	If the payment is equal to or greater than this amount, the file layout requires two people to sign before making the payment.
Batch ID	Enter the group ID for FEDI processing.
Restricted Viewing Flag	Enter <i>U</i> or leave it blank to allow any FEDI user to view the payment instruction. Enter <i>R</i> to restrict viewing of this payment instruction to FEDI unrestricted users.
Pre Sign Flag	Enter <i>Y</i> to indicate that the payment instruction has been signed at the host application level and does not require signing within FEDI. Otherwise, leave the default <i>N</i> .

Creating an SQR Module for the EFT File Layout

If you do not use any of the delivered EFT layouts in your country, you can develop your own EFT layout. To do this, you must first add the new EFT layout and its options to the list of available EFT layouts using the EFT File Layouts page (EFT_LAYOUT). After you add a new EFT layout, you need to create an SQR module for the file layout that you added. The module that you create will be an SQR Copybook, which has a file extension of SQC.

The files that you require are provided on the system for modification. The FINEFTxx.SQC script, which is shipped with Payables, Receivables, Expenses, and Cash Management, is a template that you can configure to meet your current requirements. In addition, you also need to make changes to the FINEFT.SQC file. This file acts as a router that directs the Pay Cycle process to the appropriate SQC based on the current EFT file layout requirement.

The FINEFTxx.SQC template assumes that one output file is created for each bank account.

File Naming Conventions for EFT Files

The payment process uses these conventions to name the EFT output files: xxxxxnnn.ttt (for example BACS002.txt).

<i>Value</i>	<i>Define in This Field</i>
xxxxx	Output Filename
nnn	File
ttt	File Ext (file extension)

You define these values on the EFT File Layouts page.

Defining EFT Payment Format Codes

To define EFT payment format codes, use the EFT Payment Format Codes component (PYMNT_FMT_CD_PNL_GBL)

To make EFT payments, you must specify EFT payment format codes. These codes define the number of extra settlement days to consider when the system calculates payment schedules for EFTs. The system uses the EFT payment format code in conjunction with the EFT payment calendar to build a detailed adjustment table. The system references this table during voucher processing to calculate the scheduled payment date.

The system also uses the table during payment creation to calculate the settlement date for EFTs. The payment creation process adjusts the scheduled payment date to reflect both the number of settlement days you specify with the EFT payment format code and any business holidays that are recorded in the business calendar. This process ensures that the system selects a voucher for payment on a valid processing date and gives the bank enough time to process the EFT to make the payment due date.

Page Used to Define EFT Payment Format Codes

<i>Page Name</i>	<i>Definition Name</i>	<i>Navigation</i>	<i>Usage</i>
Payment Format Codes	PYMNT_FMT_CD_PNL	Set Up Financials/Supply Chain, Common Definitions, EFT, EFT Payment Format Codes	Define or modify EFT payment format codes.

Defining EFT Payment Format Codes

Access the Payment Format Codes page (Set Up Financials/Supply Chain, Common Definitions, EFT, EFT Payment Format Codes).

Format

Select from the following values:

- *Check Std* (standard check)
- *Chk Urg* (urgent check)
- *Chk urgrec* (urgent check, with receipt)
- *Chck w/rcpt* (check with receipt)
- *Euro Xfer* (European transfer)
- *Pay & Dep* (pay and deposit)
- *Postal Order*
- *Std SWIFT* (standard SWIFT)
- *Trade Exch* (trade exchange)
- *Urg SWIFT* (urgent SWIFT)
- *Wire*

Settlement Days

Enter the number of extra settlement days to include when the system calculates payment schedules for EFTs.

Note. For the Spanish EFT layout CSB34, if you select certain format codes, the system automatically populates the EFT file with predefined values. If you select the *Wire* format code, the system populates the Payment Type field with a value of 56. If you select the *Check Std* format code, the system populates the Payment Type field with a value of 57.

Managing Bank/Branch Files for EFT Payments

Bankers' associations in some countries keep bank and branch data for the purpose of providing efficient interbank settlement. You can use the bank information that is provided by the association in PeopleSoft applications by loading the bank/branch file electronically. You can also enter bank/branch data online and store it in PeopleSoft applications. This way, you can reuse the bank/branch data when creating vendor and employee data instead of entering bank information each time.

In countries where EFT is used for payment, the EFT payment may require that bank information be written in alternate characters. In Japan, for example, EFT payments must be written in Katakana. For this reason, the bank and branch information that is stored in PeopleSoft might include alternate characters in addition to the rest of the information in the file.

Although the bank and branch file functionality is designed to reflect Japanese requirements, you can use it in any country that receives bank/branch information in a text file format. The examples that follow use Japan as the example.

Note. This functionality is *not* designed to maintain external banks in the Treasury module. PeopleSoft developed the bank load process to minimize time and effort in maintaining pay to bank information and employee bank information.

This section discusses how to:

- Load the bank/branch file by running the External Bank / Branch Load Application Engine process (EBK_BANKLOAD).
- Maintain external bank/branch information.

Prerequisites

Before you load the branch file, you must:

- Obtain a text file that includes all member bank information from the bankers association.
- Define bank ID qualifiers.

See Also

[Chapter 2, "Setting Up Banks," Establishing Bank ID Qualifiers, page 6](#)

Pages Used to Manage the Bank/Branch File

Page Name	Definition Name	Navigation	Usage
Load Bank/Branch File	EBK_RUN_CNTRL	Set Up Financials/Supply Chain, Common Definitions, Bank Branch File, Load Bank / Branch File	Specify the run parameters for the External Bank / Branch Load process.
Bank-Branch File - External Bank-Branch Information	EBK_BANK	Set Up Financials/Supply Chain, Common Definitions, Bank Branch File, Bank-Branch File	Maintain external bank and branch file information.

Loading the Bank/Branch File

Access the Bank/Branch File page (Set Up Financials/Supply Chain, Common Definitions, Bank Branch File, Load Bank / Branch File).

Load Bank / Branch File

Run Control ID: LOAD [Report Manager](#) [Process Monitor](#)

*Country: Japan Reload:

*Bank ID: JPN Bank

Qualifier:

*File Type:

*File Format:

*File Name:

Requires file path and name

Load Bank / Branch File

File Type Select either *Fixed* or *CSV*.

File Name Enter the full file path and file name of the bank file.

Reload Select to reload the entire bank file. In this case, the system deletes the existing bank/branch information and replaces it with a new set of information.

In Japan, the file has the following format (CSV):

<i>Field Name</i>	<i>Type</i>	<i>Length</i>	<i>Description</i>
Bank ID	Char	4	Bank Master ID
Branch ID	Char	3	Bank Branch Master ID
Bank Name	Char	30	Bank Name (Alternate Characters) - Katakana
Bank Name	Char	46	Bank Name (Chinese Characters) - Kanji
Branch Name	Char	20	Branch Name (Alternate Characters) - Katakana
Branch Name	Char	30	Branch Name (Chinese Characters) - Kanji
Postal Code	Char	10	Postal Code of the Branch
Address	Char	110	Branch Address (Chinese Characters)
Phone Number	Char	17	Branch Phone Number
Clearing House Number	Char	4	Clearing House Number for drafts
Additional Code	Char	1	Main Office or Liaison Office

Note. All of the fields except Additional Code are required.

The process reads the input file and inserts records into PeopleSoft Applications by country. Depending on the specified runtime parameters, the process either reloads the entire file, or inserts bank/branches that are not already in the PeopleSoft database.

Maintaining External Bank-Branch Information


Access the External Bank-Branch Information page (Set Up Financials/Supply Chain, Common Definitions, Bank Branch File, Bank-Branch File).

Alternate Char (alternate character)	Enter the alternate character for the bank. You can use this field for Katakana characters in Japan.
Clearing # (clearing number)	Enter the clearing number for drafts for this branch.
Additional	Use this field for any additional codes. In Japan, for example, the values for this field in the file provided by the Banker's Association would be <i>1</i> for the main office, and " " for another office.

Defining ACH Layouts

ACH information is similar to EFT information in that all information that you enter in the ACH Layout page (or EFT Layout page) is used by FIN2025.SQR to produce the actual output file.

Pages Used to Define ACH Layouts

<i>Page Name</i>	<i>Definition Name</i>	<i>Navigation</i>	<i>Usage</i>
ACH Layout	ACH_LAYOUT	Set Up Financials/Supply Chain, Common Definitions, EFT, ACH Layout	Create identifying information for ACH files.
PPD Options	PPD_ACH_OPTIONS	 Click Details on the ACH Layout page.	Define additional parameters for the PPD layout.

Chapter 7

Setting Up and Using the Financial Sanctions Service

This chapter provides an overview of the financial sanctions service and discusses how to:

- Import the Specially Designated Nationals (SDN) list.
- Create an SDN search index.
- Search the financial sanctions data.

Understanding the Financial Sanctions Service

The Office of Foreign Assets Control (OFAC) of the US Department of the Treasury administers and enforces economic and trade sanctions based on US foreign policy and national security goals, as well as the mandates of the United Nations and other international organizations.

The targets of these sanctions—Specially Designated Nationals (SDN)—are individuals or entities that engage in terrorism, international narcotics trafficking, and activities that are related to the proliferation of weapons of mass destruction. The OFAC enforces these sanctions against SDNs by freezing their assets under US jurisdiction and by controlling their transactions.

PeopleSoft enables users to download the list of SDNs from the OFAC and the European Union, as well as enterprise sources. Once installed, users can manually search the list to validate such entities as banks, payees, and vendors. In addition to manual searches, users of PeopleSoft Enterprise Cash Management, Financial Gateway, Order Management, and Payables can enable searches to be performed automatically when processing transactions. If, for example, a name or bank matches one that is on the SDN list, these applications provide a process for administrators to verify that the match is correct and prevent any financial transactions from occurring with that individual or entity or approve the transaction if the match proves to be a false positive.

The SDN search function can also use third-party applications that can accept XML-based search requests and create XML messages containing the search results using Web services protocol.

See Also

PeopleSoft Enterprise Application Fundamentals 9.1 PeopleBook, "Setting Installation Options for PeopleSoft Applications," Setting Financial Sanctions Options

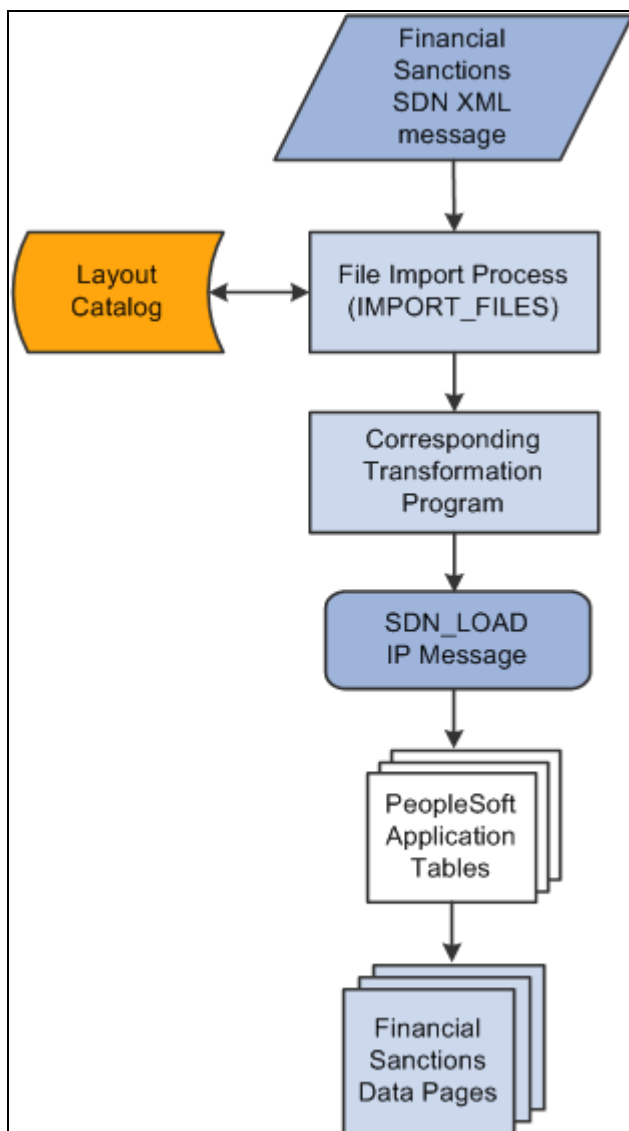
Importing the SDN List

This section provides an overview of the SDN List Import process and discusses how to:

- Import the financial sanction list.
- Build and rebuild the SDN-list, search indexes.

Understanding the SDN List Import

This diagram illustrates importing the Specially Designated Nationals (SDN) List from an XML data file using the File Import Process and populating the corresponding application tables with the SDN data.



The SDN List Import process

The SDN List Import process involves the following steps:

1. An administrator enters information pertaining to a financial-sanctions, SDN, data file in XML format.

This initiates the File Import Application Engine process (IMPORT_FILES), which functions as an interface or shell to define the necessary commands for the system to import the SDN data files.

2. The File Import Application Engine reads the layout definition data for the file (which is stored in the Layout Catalog) and calls the corresponding transformation process.
3. Using the SDN_LOAD IP message, the transformation Application Engine loads the data into the application tables.

See *PeopleSoft Enterprise Financial Gateway 9.1 PeopleBook*, "Setting Up Electronic Banking Using Financial Gateway."

Pages Used to Import the SDN List

<i>Page Name</i>	<i>Definition Name</i>	<i>Navigation</i>	<i>Usage</i>
Import Financial Sanction List	BSP_IMPORT	Banking, Financial Sanctions, Import Financial Sanction List	Load the financial sanctions SDN list into the system.
Search Index Admin (Administration)	SIA_ADMINISTER	PeopleTools, Search Engine, Administration	Build the initial search indexes for the downloaded financial sanctions data. Also, use this page to rebuild the search indexes after downloading updated, financial-sanctions data.

Importing the Financial Sanction List

Access the Import Financial Sanction List page (Banking, Financial Sanctions, Import Financial Sanction List).

Import Financial Sanction List

Run Control ID: IMPORT [Report Manager](#) [Process Monitor](#)

Parameters Find | View All First 1 of 1 Last

*Request Number:

*Import Type: Integration Node:

File Path:

File Name:

*Layout:

Advanced Options

Encryption Profile: Use Integration Broker

*Post Process File Action: Post Process File Directory:

Layout Properties Customize | Find | View All | First 1 of 1 Last

Property Code	Allowed Values	Value

Import Financial Sanction List page

Import Type

Select the method to import the sanction data. Options are:

- *FTP*: Select if you are importing the file by using file transfer protocol, and enter a node through which to transfer the data.
- *File*: Select if you are importing a file from a file server, and complete the File Path and File Name fields.
- *HTTP*: The OFAC and European Union (EU) Web sites provide access to the sanctions list using a URL. No file path or file name is required.

Integration Node

Enter the node to use to transfer the data. This field appears only if FTP or HTTP is selected as the import type.

See *PeopleSoft Enterprise Financial Gateway 9.1 PeopleBook*, "Setting Up Electronic Banking Using Financial Gateway," Defining Integration Broker Settings for Bank Statements and Payment Acknowledgments.

See *PeopleTools 8.50 PeopleBook: Integration Broker*, "Using Listening Connectors and Target Connectors," Working with AS2 Connectors

See *Enterprise PeopleTools 8.50 PeopleBook: PeopleSoft Integration Broker*, "Configuring Nodes and Transactions"

View Integration Node Details

Click to access the Node Details page and review property details of the selected node. This link appears only if FTP or HTTP is selected as the import type.

File Path	<p>Enter the complete file path location. To select files by using the Select File button, the file path must have a trailing backslash (\).</p> <p>You can also search for files of a specific type by entering an asterisk and the extension suffix. For example, to search all files with an .XML suffix, enter:</p> <pre>* .XML</pre>
File Selection Help	Click to view help information about specifying file paths and file names.
File Name	Select the specific file to import. If you want to import multiple files based on extension, leave this field blank.
Layout	<p>Select the file layout of the SDN list file that is being imported. PeopleSoft provides the following layouts:</p> <ul style="list-style-type: none"> • <i>OFAC</i>: Layout that is used to download SDN data from OFAC. • <i>EU</i>: Layout that is used to download financial sanctions data identified by the European Union. • <i>SDN_LOAD</i>: Generic that is layout used to download Enterprise Sanctions List data that is generated within your organization.
 Advanced Options	
Encryption Profile	Select an encryption profile to decrypt bank statements. Encryption profiles contain both encryption and decryption information.
Use Integration Broker	<p>Select to lay out the files and publish the formatted document to PeopleSoft Integration Broker. Integration Broker then processes the formatted file accordingly.</p> <p>You select this option if you want to use the financial sanctions information as a trigger to Integration Broker to perform other processes, or to integrate with other systems.</p>
Post Process File Action	<p>Select what action, if any, to perform on the bank statement files after the data has been processed. The options are:</p> <ul style="list-style-type: none"> • <i>Copy</i>: Copy the file to the directory that is entered in the Post Process File Directory field. • <i>Delete</i>: Delete the file after the data in it is processed. • <i>Move</i>: Move the file to the directory that is entered in the Post Process File Directory field. • <i>None</i>: Perform no action.
Post Process File Directory	Enter a file path to the directory to which the file will be moved or copied if either option is selected as the post process file action.

Layout Properties

Value

Property codes and values appear by default from values that are defined on the selected layout ID.

If you configure unique code mappings for a layout (on the Code Mappings page), you need to modify the displayed CODE_MAP_GROUP value with the appropriate unique map value.

See *PeopleSoft Enterprise Financial Gateway 9.1 PeopleBook*, "Setting Up Electronic Banking Using Financial Gateway," Defining Code Mappings for Bank Statements, Payments, and Payment Acknowledgments.

Building and Rebuilding the SDN-List, Search Indexes

The SDN search engine uses the Verity search technology to perform a more thorough search of the SDN data than simply querying the database. It provides pattern-based matching as well as substitutional mapping of data that can identify and find such things as abbreviations. For you to use the Verity search engine, Verity requires indexing of the data that is being searched. Use this page to initially build and rebuild the delivered SDN_SEARCH_ADDR and SDN_SEARCH_NAME search indexes.

Access the Search Index Admin page (PeopleTools, Search Engine, Administration).

Search Index Admin				
Delete, Modify and Schedule Builds for Indexes				
Defined Search Indexes				
	<u>Index</u>	<u>Index Location</u>	<u>Edit Properties</u>	<u>Schedule</u>
<input type="checkbox"/>	1 CS_CONFIGURATOR	Q:\DATA\SEARCH\IOM910DVL\CS_CONFIGURATOR	Edit Properties	Schedule
<input type="checkbox"/>	2 CS_DOCUMENTS	Q:\DATA\SEARCH\IOM910DVL\CS_DOCUMENTS	Edit Properties	Schedule
<input type="checkbox"/>	3 CS_DOCUMENTS_ADH	Q:\DATA\SEARCH\IOM910DVL\CS_DOCUMENTS_ADH	Edit Properties	Schedule
<input type="checkbox"/>	4 CS_DOCUMENTS_PO	Q:\DATA\SEARCH\IOM910DVL\CS_DOCUMENTS_PO	Edit Properties	Schedule
<input type="checkbox"/>	5 CS_OBJECTS	Q:\DATA\SEARCH\IOM910DVL\CS_OBJECTS	Edit Properties	Schedule
<input type="checkbox"/>	6 CS_PLAINXT	C:\PT850\data\search\CS_PLAINXT\IOM910DVL	Edit Properties	Schedule
<input type="checkbox"/>	7 FDM_PV_ITEMCATALOG	Q:\DATA\SEARCH\IOM910DVL\FDM_PV_ITEMCATALOG	Edit Properties	Schedule
<input type="checkbox"/>	8 OM_CUST_BILLTO	C:\PT850\data\search\OM_CUST_BILLTO\IOM910DVL	Edit Properties	Schedule
<input type="checkbox"/>	9 OM_CUST_SHIPTO	C:\PT850\data\search\OM_CUST_SHIPTO\IOM910DVL	Edit Properties	Schedule
<input type="checkbox"/>	10 OM_CUST_SOLDTO	C:\PT850\data\search\OM_CUST_SOLDTO\IOM910DVL	Edit Properties	Schedule
<input type="checkbox"/>	11 OM_PROD_CATLG_CUST	C:\PT850\data\search\OM_PROD_CATLG_CUST\IOM910DVL	Edit Properties	Schedule
<input type="checkbox"/>	12 OM_PROD_CATLG_SYS	C:\PT850\data\search\OM_PROD_CATLG_SYS\IOM910DVL	Edit Properties	Schedule
<input type="checkbox"/>	13 OM_PROD_CATLG_UPC	C:\PT850\data\search\OM_PROD_CATLG_UPC\IOM910DVL	Edit Properties	Schedule
<input type="checkbox"/>	14 OM_PROD_CATLG_UPN	C:\PT850\data\search\OM_PROD_CATLG_UPN\IOM910DVL	Edit Properties	Schedule
<input type="checkbox"/>	15 OM_PROD_CATLG_UPNCUST	C:\PT850\data\search\OM_PROD_CATLG_UPNCUST\IOM910DVL	Edit Properties	Schedule
<input type="checkbox"/>	16 OM_PROD_NOCATLG_CUST	C:\PT850\data\search\OM_PROD_NOCATLG_CUST\IOM910DVL	Edit Properties	Schedule
<input type="checkbox"/>	17 OM_PROD_NOCATLG_SYS	C:\PT850\data\search\OM_PROD_NOCATLG_SYS\IOM910DVL	Edit Properties	Schedule

Search Index Admin page (1 of 2)

<input type="checkbox"/>	18	OM_PROD_NOCATLG_UPC	C:\PT850\data\search\OM_PROD_NOCATLG_UPC\OM910DVL	Edit Properties	Schedule
<input type="checkbox"/>	19	OM_PROD_NOCATLG_UPN	C:\PT850\data\search\OM_PROD_NOCATLG_UPN\OM910DVL	Edit Properties	Schedule
<input type="checkbox"/>	20	OM_PROD_NOCATLG_UPNCUST	C:\PT850\data\search\OM_PROD_NOCATLG_UPNCUST\OM910DVL	Edit Properties	Schedule
<input checked="" type="checkbox"/>	21	SDN_SEARCH_ADDR	Q:\DATA\SEARCH\OM910DVL\SDN_SEARCH_ADDR	Edit Properties	Schedule
<input checked="" type="checkbox"/>	22	SDN_SEARCH_NAME	Q:\DATA\SEARCH\OM910DVL\SDN_SEARCH_NAME	Edit Properties	Schedule
<input type="checkbox"/>	23	SP_PROVIDER	Q:\DATA\SEARCH\OM910DVL\SP_PROVIDER	Edit Properties	Schedule
<input type="checkbox"/>	24	WASRCA	C:\PT850\data\search\WASRCA\OM910DVL	Edit Properties	Schedule
<input type="checkbox"/>	25	WASRCB	C:\PT850\data\search\WASRCB\OM910DVL	Edit Properties	Schedule
<input type="checkbox"/>	26	WMSRCA	C:\PT850\data\search\WMSRCA\OM910DVL	Edit Properties	Schedule

[Process Monitor](#)

Deleting the Index Definition also removes the actual collections stored in the filesystem, if any have been built.

[Delete checked indexes](#)

Search Index Admin page (2 of 2)

To initially build or rebuild an existing SDN search index:

1. Select SDN_SEARCH_ADDR and SDN_SEARCH_NAME.

You must initially build both the SDN_SEARCH_ADDR and the SDN_SEARCH_NAME indexes for the downloaded financial sanctions data.

You must rebuild both the SDN_SEARCH_ADDR and the SDN_SEARCH_NAME indexes after downloading updated, financial sanctions data.

2. Click the Schedule link for both the SDN_SEARCH_ADDR and the SDN_SEARCH_NAME indexes.

The Search Index Admin secondary page appears.

3. In the Type of Build field, select *Rebuild*.

Note. Select *Rebuild* as the type of build for the initial build as well as for the rebuild.

4. Select the Run Recurrence Name and Server Name, and then click OK.

This returns you to the Search Index Admin page.

5. Click Save.

Search Index Admin secondary page

See Also

Verity® Command-line Indexers Reference Guide V5.0 for PeopleSoft®

Enterprise PeopleTools 8.50 PeopleBook: System and Server Administration, "Administering the Search Index"

Searching the Financial Sanctions Data

After you have downloaded the financial-sanctions data and constructed the search index, you can conduct searches to verify transactions and vendor status.

This section discusses how to view financial sanctions inquiry results.

Pages Used to Search the Financial Sanctions Data

<i>Page Name</i>	<i>Definition Name</i>	<i>Navigation</i>	<i>Usage</i>
Financial Sanctions Inquiry	SDN_INQUIRY	Banking, Financial Sanctions, Financials Sanctions Inquiry	Search the financial sanctions SDN data using criteria that is specified at the top of the page. Users can define how data in key fields is filtered. Results of each search are displayed at the bottom of the page. You can create and save specialized searches that can be used in future inquiries.

Page Name	Definition Name	Navigation	Usage
Financial Sanctions Entry	SDN_ENTRY_DTL	Banking, Financial Sanctions, Financials Sanctions Inquiry After conducting a search on the OFAC SDN Inquiry page, click an Entry ID link in the Search Results grid.	View details of an SDN entry that was the results of an inquiry on the OFAC SDN Inquiry page.

Viewing Financial Sanctions Inquiry Results

Access the Financial Sanctions Inquiry page. (Banking, Financial Sanctions, Financials Sanctions Inquiry).

Financial Sanctions Inquiry

Use Saved Search: ▼

Sanctions List Type ▼

ID Type ▼

Sanctions Header ID ▼

Entry ID ▼

First Name ▼

Last Name ▼

Address Line 1 ▼

Address Line 2 ▼

Address Line 3 ▼

City ▼

Country ▼

State / Province ▼

Program ▼

▼

Max Rows to Retrieve:

[Advanced Search](#)
[Save Search Criteria](#)
[Delete Saved Search](#)
[Personalize Search](#)

Search Results
Customize | Find | View All | | First 1 of 1 Last

Entry ID	First Name	Last Name	ID Type	Title
0				

Financial Sanctions Inquiry page

Sanctions List Type	Select the entity that provided the data from which you want to run an inquiry. Values are: <ul style="list-style-type: none"> • <i>OFAC</i>: Search the data from the US Department of the Treasury's Office of Foreign Assets Control. • <i>EU</i>: Search the data from the European Union. • <i>Enterprise SDN</i>: Search the data that is generated from within your organization.
----------------------------	---

You can use the remaining fields to narrow your search. You can save your search definitions for future inquiries by clicking Save Search Criteria. The search criteria are saved using the names that you give them and will appear in the Saved Searches field.

Search	Click to initiate the inquiry process. The results of the inquiry appear in the Search Results grid at the bottom of the page.
Entry ID	Click to view details of a particular search return on the Financial Sanctions Entry page.

Viewing the Details of a Financial-Sanctions Entry

Access the Financial Sanctions Entry page (Banking, Financial Sanctions, Financials Sanctions List After conducting a search on the OFAC SDN Inquiry page, click an Entry ID link in the Search Results grid).

ID	Unique identifiers for each entry type.
ID Type	Signifies the type of identification, such as passport number, drivers license, social security, and so forth. The <i>a.k.a.</i> (Also Known As) ID type in the Alias Information grid denotes secondary identifiers for the entity.
Expiration Date	The date that the financial sanctions entry expires.
Main Entry	Signifies that this is the primary entry for the particular group.
Country	In the Identification Information grid, the country field displays the country that the identification was issued. In the Nationality Information grid, the country field displays the nationality of the entity.

Chapter 8

Setting Up the Bank Statement Import Process

This chapter provides an overview of the Bank Statement Import process and discusses how to set up bank statement processing.

Important! If you have installed Cash Management 8.9 or later, you have more options for importing bank statements by taking advantage of its Financial Gateway functionality. You can import a variety of bank formats by using Flat File Import, FTP, HTTP, or PeopleSoft Integration Broker.

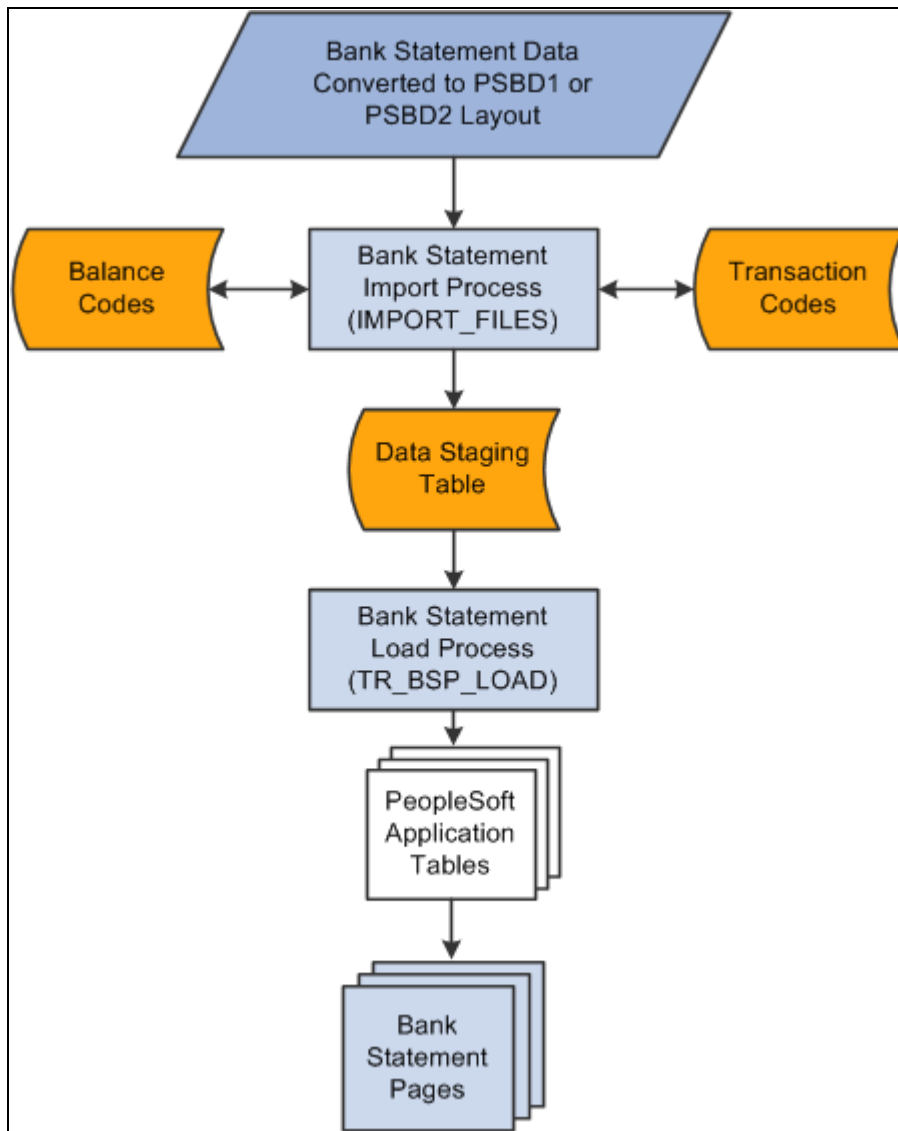
If you do not have Cash Management 8.9 or later installed, use the delivered generic electronic banking functionality described in this chapter to load bank statements.

See Also

PeopleSoft Enterprise Financial Gateway 9.1 PeopleBook, "Setting Up Electronic Banking Using Financial Gateway"

Understanding the Bank Statement Import Infrastructure

This diagram illustrates the generic bank import process; from transforming bank statements from files that the bank provides into the PSBD1 or PSBD2 document layouts used by PeopleSoft Enterprise 8.8 or later versions; to running the Bank Statement Import process and the Bank Statement Load process to populate the application tables so that the bank statements can be viewed or edited from within the PeopleSoft components:



Generic bank statement Import process

To load bank statement data without Cash Management's Financial Gateway functionality:

1. Transform bank statements from a file that the bank provides, such as a BAI file, into the PeopleSoft Business Document layout (PSBD1 or PSBD2 for PeopleSoft Enterprise 8.8 or later).

Note. You are responsible for implementing functionality that transforms the organization's bank statement files to the PSBD1 or PSBD2 layout. PeopleSoft does not provide this functionality.

See Chapter 8, "Setting Up the Bank Statement Import Process," Transforming Bank Statement Files to a PSBD Layout, page 111.

2. Use the Import Bank Statements page to run the Bank Statement Import Application Engine process (IMPORT_FILES) to stage and load bank statement data.

When the process is complete, the status for the bank statement on the Review Bank Statement Files page is *Ready*.

Once the data is staged in the staging tables, the system loads the bank statement by using the Bank Statement Load Application Engine process (TR_BSP_LOAD). This process transfers the data from the staging tables to the application tables. The process scrubs the data to ensure that there are no duplicate statements being loaded and that the data will load into the application tables properly. Once the data is in the applications tables, it is available to view and edit on the various bank statement pages.

See Also

[Chapter 10, "Receiving and Updating Bank Statements," Importing Bank Statements, page 141](#)

Enterprise PeopleTools 8.50 PeopleBook: Integration Broker

Enterprise PeopleTools 8.50 PeopleBook: PeopleSoft Integration Testing Utilities and Tools

Setting Up the Bank Statement Import Process

This section discusses how to:

- Transform bank-statement files to a PSBD layout.
- Define bank statement balance codes.
- Define bank statement transaction codes.
- Set up a node for importing bank statements.

After you set up this functionality, you can import statements by using the Import Bank Statement page.

Pages Used to Set Up Bank Statement Import Functionality

<i>Page Name</i>	<i>Definition Name</i>	<i>Navigation</i>	<i>Usage</i>
Balance Codes	BSP_BAL_CODES	Banking, Administer Bank Statements, Bank Statement Codes, Bank Statement Codes - Balance Codes	Define bank statement code information. Also select three favorite statement balance codes to appear on online inquiry pages.
Transaction Codes	BSP_TXN_CODES	Banking, Administer Bank Statements, Bank Statement Codes, Bank Statement Codes - Transaction Codes	Define bank statement transaction code information, such as activity type and payment method.

Transforming Bank Statement Files to a PSBD Layout

This section contains tables that can be used as guidelines for converting bank-statement data into a PSBD1 layout, which is required for importing banks-statement, data files into the PeopleSoft system if Cash Management is not installed.

To import and load bank statements:

See [Chapter 10, "Receiving and Updating Bank Statements," Importing Bank Statements, page 140.](#)

Note. You can import bank-statement data files using the PSBD2 layout if you have Cash Management 9.1 installed and are using a third-party, communication toolkit that has the capability of processing files in XML format. Sample files that can be used as guidelines for transforming bank-statement data files into the PSBD2 layout can be found on Customer Connection.

This table defines the PSDB1 layout:

<i>Record</i>	<i>Length</i>	<i>Field</i>
000	1 – 3	000
	27 – 36	As of Date
	37 – 46	As of Time
001	1 – 3	001
	7 – 26	Bank ID Number
	27 – 43	Bank Account Number
	44 – 71	Beginning Balance (*)
	72 – 81	Beginning Date
	82 – 109	Ending Balance (*)
	110 – 119	End Date
	120 – 147	Available Balance (*)
	186 – 188	Currency Code
002	1 – 3	002
	7 – 26	Bank ID Nbr
	27 – 61	Bank Account Number
	62–81	Bank Transaction Code (also Statement Activity Type)
	82–109	Transaction Amount (*)

Record	Length	Field
	110–119	Value Date
	120–129	Transaction Date
	130–144	Reference ID
	161–176	Description
	204–206	Currency Code
003	1 – 3	003
	44 – 71	Payment Amount (*)
	72 – 99	Discount Taken (*)
	100 – 127	Adjustment Amount (*)
	128 – 129	Adjustment Reason
	130 – 131	Reference Qualifier Code
	132 – 161	Reference Value From
	162 – 191	Reference Value To
	192 – 205	Customer ID
	206 – 235	MICR ID

Defining Balance Codes

Access the Bank Statement Codes - Balance Codes page (Banking, Administer Bank Statements, Bank Statement Codes, Bank Statement Codes - Balance Codes).

Balance Codes		Transaction Codes		
Bank Statement Codes				
Balance Codes		Long Description		
*Statement Code	*Type Code	*CR / DB	Display Balance	Short Description
010	Status	N/	<input checked="" type="checkbox"/>	OPENING LEDGER
011	Status	N/	<input type="checkbox"/>	AVERAGE OPENING LEDG
012	Status	N/	<input type="checkbox"/>	AVERAGE OPENING LEDG
015	Status	N/	<input checked="" type="checkbox"/>	CLOSING LEDGER
020	Status	N/	<input type="checkbox"/>	AVERAGE CLOSING LEDG
021	Status	N/	<input type="checkbox"/>	AVERAGE CLOSING LEDG
022	Status	N/	<input type="checkbox"/>	AGGREGATE BALANCE AD
024	Status	N/	<input type="checkbox"/>	AVERAGE CLOSING LEDG
025	Status	N/	<input type="checkbox"/>	AVERAGE CLOSING LEDG
030	Status	N/	<input type="checkbox"/>	CURRENT LEDGER

Bank Statement Codes – Balance Codes

Balance codes are assigned to each balance line and determine how the reconciliation process handles them. Each balance entry that is received electronically or entered manually should be assigned a balance code.

Statement Code Enter a three-digit statement code that is to be defined.

Type Code Indicate if the code is a *Status* or *Summary* code.

CR/DB (credit/debit) Indicate if the code is a *CR* (credit) or *DB* (debit), or select *NA* (not applicable) if this categorization does not apply.

Display Balance Select this check box to indicate that the balance is a favorite balance. The system automatically displays the favorite balances on certain pages, such as the Bank Balance Inquiry page. You can select up to three different balances to be displayed.

You can edit these selections at any time.

Defining Transaction Codes

Access the Bank Statement Codes - Transaction Codes page (Banking, Administer Bank Statements, Bank Statement Codes, Bank Statement Codes - Transaction Codes).

Balance Codes		Transaction Codes							
Bank Transaction Codes									
Transaction Codes Long Description									
*Statement Code	Type Code	*CR / DB	Trans Code	Activity	Payment Method	Short Description			
108	Detail	CF				CREDIT (ANY TYPE)			+ -
115	Detail	CF			Check	LOCKBOX DEPOSIT			+ -
116	Detail	CF				ITEM IN LOCKBOX DEPO			+ -
118	Detail	CF				LOCKBOX ADJUSTMENT C			+ -
121	Detail	CF				EDI TRANSACTION CRED			+ -
122	Detail	CF				EDIBANX CREDIT RECEI			+ -
123	Detail	CF				EDIBANX CREDIT RETUR			+ -
135	Detail	CF				DTC CONCENTRATION CR			+ -
136	Detail	CF				ITEM IN DTC DEPOSIT			+ -
142	Detail	CF			ACH	ACH CREDIT RECEIVED			+ -

Bank Statement Transaction Codes – Transaction Codes

The system assigns transaction codes to each bank statement transaction line during electronic load or manual entry. The transaction code determines how the reconciliation processes the specific line item.

Trans Code (transaction code) Identifies the type of transaction in a bank statement. Select from:

ACH: Automatic clearing house.

BOE - Out: Bill of exchange - outgoing (or disbursed).

Bank Adj: Bank adjustments.

Bill Order

CHK: Check.

Deposits

Direct Debits

DD-Out: Direct debit - outgoing (or disbursed).

Draft

EFT: Electronic funds transfer.

Fees

Fund Rcpt: Fund receipt.

General: General transaction.

Interest: Interest expense.

Man Check: Manual check.

Misc: Miscellaneous.

Payment

Receipt

Stop Pay: Stop payment.

Voids

Wire Out: Wire - disbursement.

Activity Select a statement activity type.

Payment Method

Identifies the payment method that is specified for a transaction code. Select from:

ACH: Automatic clearing house.

Check

Cust Draft: Customer draft.

Direct Debit

EFT: Electronic funds transfer.

EFT Drafts: Electronic funds transfer drafts.

Giro-EFT: Giro-electronic funds transfer.

Giro-Manual Giro-manual.

LC: Letter of credit.

Manual: Manual check.

WIR: Wire transfer.

Vndr Draft: Vendor draft.

Wire: Wire disbursement.

Chapter 9

Setting Up Reconciliation

This chapter provides an overview of bank account reconciliation and discusses how to:

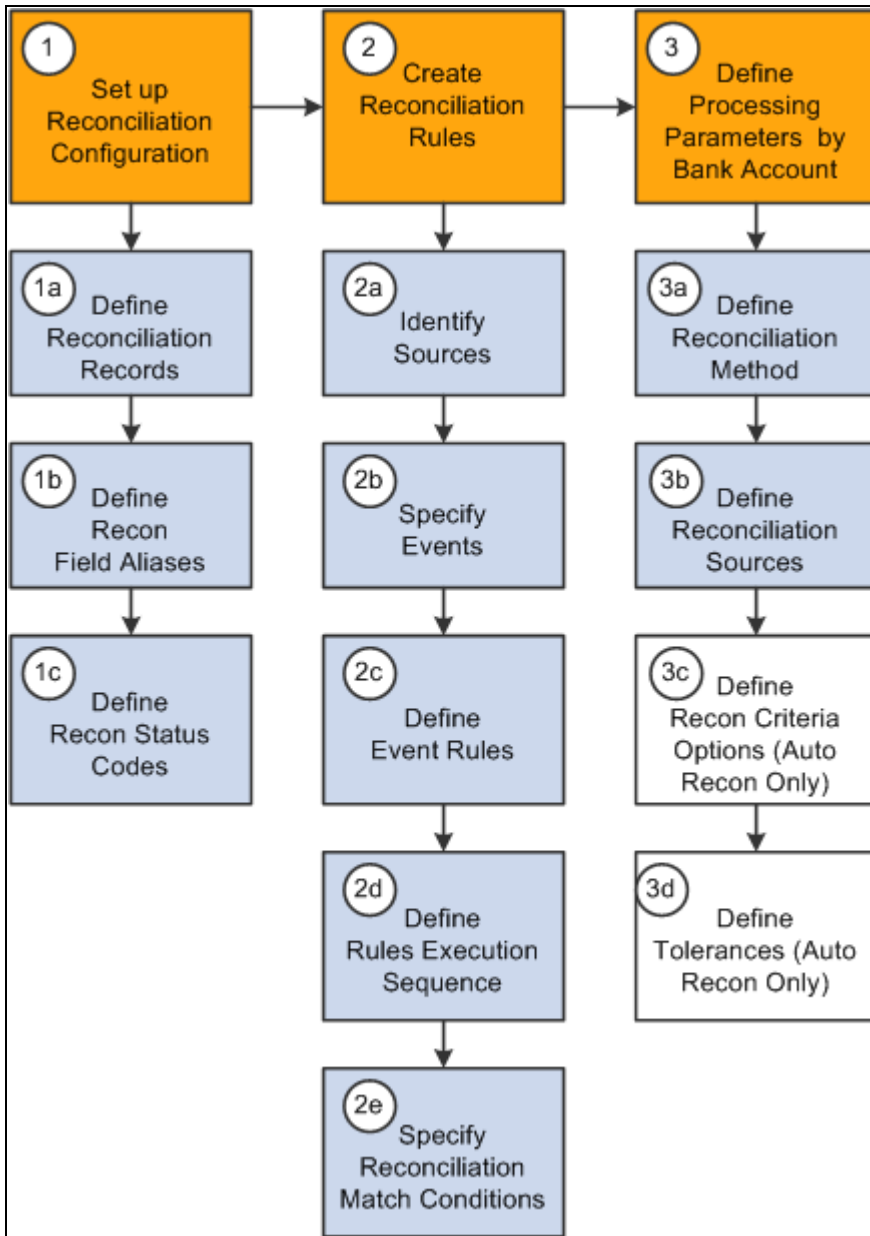
- Set up reconciliation tables for sources and rules.
- Define reconciliation options for accounts.
- Define statement activities.
- Set up Cash Management bank statement accounting functionality.

Understanding Reconciliation

Bank account reconciliation involves comparing and matching your recorded business transactions with your bank's corresponding transactions.

PeopleSoft provides you with many different ways to reconcile balances, from a fully automated approach to one where you compare transactions manually. The method that you use depends on how you receive transaction information from your bank and on which PeopleSoft Enterprise applications you use.

This diagram illustrates reconciliation set up, beginning with the steps required to set up reconciliation configurations, then details the steps required to create reconciliation rules, and then finally outlines the steps required to define processing parameters by bank account:



Reconciliation setup process

If you use Cash Management, you can also establish bank statement accounting for your reconciliation processing. You establish rules from which the system uses to match exceptions, or NTFs (No Transactions Found). When the system encounters an exception that matches a rule, it automatically creates a system-side accounting entry for the exception, and marks the exception as reconciled. This process reduces the number of exceptions that you must resolve.

See [Chapter 9, "Setting Up Reconciliation," Setting Up Cash Management Bank Statement Accounting Functionality, page 135.](#)

Setting Up Reconciliation Tables for Sources and Rules

To define reconciliation information, use the following components:

- Reconciliation Rules component (RCN_SOURCE_PNLGRP_GBL).
- Reconciliation Records component (RCN_RECORD_PNLGRP_GBL).
- Recon Field Aliases component (RCN_ALIAS_PNLGRP_GBL).
- Reconciliation Status Codes component (RCN_STATUS_PNLGRP_GBL).
- Recon Criteria Options component (RCN_USR_OPT_PNLGRP_GBL).

Use the TR_UNRECON_TRANS_GBL component interface to load data into the Reconciliation Exceptions tables.

PeopleSoft delivers predefined data in the reconciliation setup tables. You should review this information to determine whether you need to set up your own information to meet your organization's needs.

This section discusses how to:

- Define reconciliation record source types.
- Define reconciliation field aliases.
- Define reconciliation status codes.
- Specify reconciliation criteria options.
- Define reconciliation rules.
- Specify field updates.
- Update reconciliation criteria.

Delivered Reconciliation Rules

PeopleSoft includes a library of reconciliation rules. Reconciliation rules pertain to records in PeopleSoft. You can expand these reconciliation rules to meet your reconciliation requirements by adding one or more events and by defining event rules for each event. You can also create your own rules if needed. The following table lists delivered rules that are used for reconciling transactions that you might change, and it identifies the PeopleSoft application from which the transactions come:

<i>Reconciliation Rule</i>	<i>PeopleSoft Application</i>
PS_BNK_RCN_DISBRSE	Payables

Reconciliation Rule	PeopleSoft Application
PS_BNK_RCN_DEPOSIT PS_BNK_RCN_DRAFT PS_BNK_RCN_DEBIT PS_BNK_RCN_PAYMENT	Receivables
PS_BNK_RCN_DEALS	Treasury Management Cash Flows
PS_BNK_RCN_TRAN	External transactions

PeopleSoft also delivers two rules that you normally do not change because they are used only for the setup and cleanup steps in the reconciliation process. These rules are:




- PS_BANK_STMT_SETUP
- PS_BANK_STMT_EXCEPTIONS

Important! The PS_BANK_STMT_SETUP and PS_BANK_STMT_EXCEPTIONS are integral to the PeopleSoft automatic reconciliation process. If you are setting up a bank account for automatic reconciliation, you *must* specify these two rules in the Reconciliation Sources grid of the External Account - Account Reconciliation page.

See [Chapter 9, "Setting Up Reconciliation," Selecting a Reconciliation Method, page 129.](#)

Pages Used to Set Up Reconciliation Sources and Rules

Page Name	Definition Name	Navigation	Usage
Reconciliation Records	RCN_RECORD_PNL	Banking, Administer Reconciliation, Reconciliation Records	Set up the sources of information that will be the foundation of the reconciliation process.
Reconciliation Field Aliases	RCN_DEFINE_EFLD_PL	Banking, Administer Reconciliation, Reconciliation Field Aliases	Create aliases for field names to make field names easier to identify in setup pages.
Reconciliation Status Code	RCN_STATUS_PNL	Banking, Administer Reconciliation, Reconciliation Status Codes	Create additional statuses (other than the ones that are delivered) to be applied during the auto-reconciliation process and to categorize reconciliation exceptions as needed.

Page Name	Definition Name	Navigation	Usage
Recon Criteria Options (reconciliation criteria options)	RCN_USR_OPT_PNL	Banking, Administer Reconciliation, Recon Criteria Options	Apply SQL statements to a reconciliation source instead applying those statements to every instance of a rule. You can define additional meta-SQL to append to a specific rule criterion at the reconciliation source level.
Reconciliation Rules	RCN_SOURCE_PNL	Banking, Administer Reconciliation, Reconciliation Rules	Define and assemble the conditions that are required for reconciliation to occur.
Reconciliation Source Notes	RCN_FREEFORM_PNL	Click View Notes on the Reconciliation Rules page.	Enter notes about a reconciliation rule.
Field Updates	RCN_UPDSTAT_PNL	 Click the Field Updates icon in the Field Updates column on the Reconciliation Rules page.	Define additional fields (by their alias) and their update values that the reconciliation process can update for a specific reconciliation rule.
Update Criteria	RCN_CRITERIA_PNL	 Click the Update Criteria icon in the Update Criteria column on the Reconciliation Rules page.	Define the additional requirements for reconciling data at the field level.
Add SQL Clause	RCN_FREEFORM_PNL	 Click Free Form SQL on the Update Criteria page.	Add or modify a SQL statement for a reconciliation rule.
Reconciliation SQL	RCN_VIEWSQL_PNL	Click View SQL on the Update Criteria page.	Review the combined SQL statements for a reconciliation rule.

Defining Reconciliation Record Source Types

Access the Recon Record page (Banking, Administer Reconciliation, Reconciliation Records).

You create or map the source records of your reconciliation process. You can map to items in PeopleSoft applications, such as Payables and Receivables, or to third-party information sources.

Source Type Select either *Statement* (bank statement side) or *Transaction* (system transaction side) for the reconciliation record.

Defining Reconciliation Field Aliases

Access the Reconciliation Field Aliases page (Banking, Administer Reconciliation, Reconciliation Field Aliases).

The selected reconciliation record determines which field names you can access.

Field Name	Enter the field name in the record.
Alias	Enter an alternate name from the field name to use when defining reconciliation rules.

Specifying Reconciliation Criteria Options

Access the Recon Criteria Options page (Banking, Administer Reconciliation, Recon Criteria Options).

A bank frequently sends transactions in cases which the identifier codes do not match the transaction types in the system. You create SQL to map the bank statement codes to the system transaction types.

Option Description	Indicates whether the system uses transaction types to map values. Enter <i>Use Transaction Type ON</i> when you want to use transaction types for reconciliation. This usually creates less exceptions. Enter <i>Use Transaction Types OFF</i> when you do not want to use transaction types for reconciliation. This creates more exceptions, but should be used if the bank is inconsistent with the codes that they provide for transaction types.
Meta SQL ID	Displays the transaction type identifier that you receive from the bank (for example, <i>DEP_I</i> for a deposit type).
Description	Identify the record on which the transaction type resides.
Where Clause	Enter the conditional meta-SQL statement to execute. Use this field to map the transaction type to a system or bank value.

See Also

[Chapter 9, "Setting Up Reconciliation," Updating Reconciliation Criteria, page 127](#)

Defining Reconciliation Rules

Access the Reconciliation Rules page (Banking, Administer Reconciliation, Reconciliation Rules).

Reconciliation Rules

Record Name: PS_BANK_STMT_SETUP Reconciliation Setup Rules [View Notes](#)

Events Find | View All | First 1 of 1 | Last

*Event Seq. Nbr: *Status:

*Event Name: Description:

Event Rules Customize | Find | View All | First 1-6 of 6 | Last

*Rule Seq	*Action	*Record	*Recon Status	Field Updates	Conditional Rule	Option Code	Update Criteria		
1	Update	BANK_STMT_TBL	UNR		<input type="checkbox"/>			<input type="button" value="+"/>	<input type="button" value="-"/>
2	Update	BANK_STMT_TBL	MSC		<input type="checkbox"/>			<input type="button" value="+"/>	<input type="button" value="-"/>
3	Truncate	BANK_STMT_TAO	DPI		<input type="checkbox"/>			<input type="button" value="+"/>	<input type="button" value="-"/>
4	Insert	BANK_STMT_TAO	DPI		<input type="checkbox"/>			<input type="button" value="+"/>	<input type="button" value="-"/>
5	Insert	BANK_STMT_TAO	DPI		<input type="checkbox"/>			<input type="button" value="+"/>	<input type="button" value="-"/>
6	Update	BANK_STMT_TBL	DPI		<input type="checkbox"/>			<input type="button" value="+"/>	<input type="button" value="-"/>

[Attachments \(0\)](#)

Reconciliation Rules

View Notes

Click to access the Reconciliation Source Notes page and add notes about this reconciliation rule.

Events

Define banking events, giving each event an event sequence number and event name.

Event Rules

Define event rules for each event.

Rule Seq (rule sequence) Enter a sequence processing number for the rule.

Action Enter an action to take for the rule, such as *Update*, *Insert*, *Truncate*, or *Delete*.

Record Select a source record on which the reconciliation process takes the action. The record can be a PeopleSoft record or a third-party record. You can also use the BNK_RCN_TRAN record to hold transactions from a third-party feeder system. All the system records should precede the bank records when you add new event rules.

Recon Status
(reconciliation status)

Select a reconciliation status. Reconciliation status codes are available only for actions with the value of *Update*. The default value is *UNR* (unreconciled).

Note. The status code NTB is used for recon-process, recon rules to designate when two or more bank-statement transactions match a single system transaction.

See [Chapter 9, "Setting Up Reconciliation," Selecting a Reconciliation Method, page 129.](#)



Click Field Updates to access the Field Updates page and set field aliases and values. You must first enter a valid combination of record and reconciliation status field values to enable this button and access the Field Updates page.

Conditional Rule

Select if this is a conditional rule and enter an Option Code that defines the conditional rule to use.



Click Update Criteria to view the reconciliation rules that are specified on the Update Criteria page.

See Also

[Chapter 9, "Setting Up Reconciliation," Updating Reconciliation Criteria, page 127](#)

Specifying Field Updates

Access the Field Updates page (click the Field Updates icon in the Field Updates column on the Reconciliation Rules page).

The screenshot shows the 'Field Updates' page with the following details:

- Record Name: PS_BANK_STMT_SETUP
- Event Seq. Nbr: 100
- Event ID: 1
- Option Code:
- Rule Seq: 1
- Action: Update
- Record: BANK_STMT_TBL
- Recon Status: UNR

The 'Field Updates' table has the following structure:

Field Alias	*Update Type	Update Value
1	Constant	

Field Updates page

Field Alias

Select the field that you want the reconciliation process to update. Select from the aliases that you defined on the Recon Field Alias page.

Update Type

Select *Bind Variable*, *Constant*, or *SQL Object*.

Update Value Enter an update value description. You can enter multiple update values for the same field alias.

Updating Reconciliation Criteria

Access the Update Criteria page (click the Update Criteria icon in the Update Criteria column on the Reconciliation Rules page).

Update Criteria page

You create SQL statements to map fields in a record on one side to fields on the other side or to a constant value when you create reconciliation criteria.

To update reconciliation criteria:

1. Complete the Transaction and Statement fields to map the items (transactions in the system versus transactions on the bank statement) that you will compare and reconcile.

Generally, under Statement, you find the bank statement that is defined (under Reconciliation Records) as a source. Under Transaction, you will reconcile the system side to the bank.

2. Enter the criteria sequence number in the Seq Nbr field.
3. Select *Transaction*, *Statement*, or *Add SQL* in the Source 1 field.
 - a. If you select *Transaction* or *Statement*, select your value in the Field 1 Alias field and its value in the Operator field, and indicate the type of relationship it must have to what you are reconciling. Then map your statement's Source 2 field by selecting *Constant*, *Statement*, or *Transaction*, and enter the appropriate value in the Field 2 Alias field.
 - b. If you select *Add SQL*, click the Free Form SQL button to enter free-form SQL statements on the Add SQL Clause page. If you decide to customize the reconciliation rules, you must manually add the SQL to the system source record when the option code for the bank side contains a meta-SQL statement to the bank side. You can add the additional SQL by clicking the Add SQL button, or you can define it by selecting bank *Statement* in the Source 1 field and completing the rest of the criteria to search for the same condition that you defined as meta-SQL statements on the Recon Criteria Options page.



Click Free Form SQL to enter SQL statements.

Including Fees, Interest, and Miscellaneous Transactions

With automatic reconciliation, PeopleSoft delivers functionality that marks all bank statement transactions that have fees (F), interest (I), or miscellaneous (M) reconciliation transaction codes with a miscellaneous (MSC) reconciliation status. This excludes these MSC transactions from the automatic reconciliation process and prevents them from being reconciled to the wrong system transaction or marked as an exception.

If you do not want to exclude these transactions from the automatic reconciliation process, you must edit the Setup Bank Statement rule (PS_BANK_STMT_SETUP). Omit the entire rule to include the F, I, and M transactions in the automatic reconciliation process. Or, edit the rule SQL to include only one or two reconciliation transaction codes in the automatic reconciliation process.

To omit the entire rule:

1. Select the *Setup Bank Statement (PS_BANK_STMT_SETUP)* reconciliation rule.
2. Either delete the rule, or select the Conditional Rule option and specify an Option Code of *NA*.

To edit the rule SQL:

1. Select the *Setup Bank Statement (PS_BANK_STMT_SETUP)* reconciliation rule.
2. Locate the row with a Recon Status of *MSC* on the Reconciliation Rules page, and click the Update Criteria button.
3. Locate the row with a Field 1 Alias value of *TRANS CODE*. In the Field 2 Alias field, edit the field values by deleting the value that you want to include in the automatic reconciliation process. For example, if you want to include fees, delete F.
4. Click OK to save your changes.

Defining Reconciliation Options for Accounts

You specify which reconciliation method to use for each external account and additional reconciliation processing options for the account.

This section discusses how to:

- Select the reconciliation method and reconciliation sources for an account.
- Define reconciliation tolerances for matching bank and system transactions.

Prerequisites

Before establishing reconciliation rules for bank accounts, you must set up the bank accounts and you must install all reconciliation rules (the DMS file that is loaded during installation).

See Also

Chapter 3, "Setting Up External, Internal, and Netting Accounts," Defining External Account Information, page 29

Chapter 9, "Setting Up Reconciliation," Setting Up Reconciliation Tables for Sources and Rules, page 121

Pages Used to Reconcile Statements Automatically

<i>Page Name</i>	<i>Definition Name</i>	<i>Navigation</i>	<i>Usage</i>
External Accounts - Reconciliation	BANK_PNLRECON	Banking, Bank Accounts, External Accounts, Reconciliation tab	Select a method of reconciliation, the reconciliation sources to match against the bank statement, and the sequence of execution.
Reconciliation Options	BANK_RCN_OPT_PNL	Click Options on the External Accounts - Account Reconciliation page.	Specify reconciliation options for the account.
Reconciliation Tolerances	BNK_LIMITS_SBP	Click Tolerances on the External Accounts - Account Reconciliation page.	Set reconciliation tolerance ranges on the bank side for matching bank and system transactions.

Selecting a Reconciliation Method

Access the External Accounts - Reconciliation page (Banking, Bank Accounts, External Accounts, Reconciliation tab).

External Accounts | Signatories | Contacts | **Reconciliation** | Account Information | Collection Methods | Payment Methods

SetID: SHARE Bank: BTBANK Book to Bank Test Bank External Bank ID: 121000358

Account Information

Bank Account: BTB1 Book to Bank One Target Balance:

Reconciliation

*Recon Method: Semi Man Enforce Bank Statement Edits Bank Account #: 05567-07140

Enable Workflow

Reconciliation Sources Customize | Find | First | 1-6 of 6

Source Type	Source Seq.	Recon Rule	Description	Options	Tolerances	Automatic Reconciliation Rules
Recon Process	10	PS_BNK_RCN_DISBRS	AP Disbursement Rules	Options	Tolerances	+
Recon Process	20	PS_BNK_RCN_DEPOSI	AR Deposit Rules	Options	Tolerances	+
Recon Process	30	PS_BNK_RCN_DRAFT	AR Draft Rules	Options	Tolerances	+
Recon Process	40	PS_BNK_RCN_DEBIT	AR Direct Debit Rules	Options	Tolerances	+
Recon Process	50	PS_BNK_RCN_DEALS	TR Cash Flow Rules	Options	Tolerances	+
Recon Process	60	PS_BNK_RCN_TRAN	External Transaction Rules	Options	Tolerances	+

External Accounts - Reconciliation page

Recon Method

(reconciliation method)

The method to use for reconciling transactions for this account.

Automatic: Matches bank transactions to system transactions automatically. You must receive transaction information from your bank in an electronic format or enter your bank statements online to use this option.

SemiMan: (semi-manual): Use this option to compare system transactions and bank transactions online and match them manually.

Manual: You must use manual reconciliation when you have only printed bank statements. With this option, you view only the system transactions online and match them to those in your printed bank statement.

None: Use this option when reconciliation processing is not necessary. Also, select to clear the fields in the Reconciliation Sources group box.

Enable Workflow

Select to enable automatic workflow notification.

This option is available only if you select *Automatic* for the reconciliation method. It enables the reconciliation process to initiate workflow processing for exceptions and notifies users of reconciliation exceptions on their worklists.

Enforce Bank Statement Edits

Selecting this option affects bank statement entry by:

- Displaying a warning message if the bank balance entry is missing an opening or closing balance (codes 010 and 015).
- Displaying a warning message if the sum of the bank transactions plus the opening balance does not match the closing balance.

Reconciliation Sources

The source types that you select determine what system data (reconciled against the bank statement) appears on the different reconciliation pages (Automatic Reconciliation, Semi Manual Reconciliation, and Manual Reconciliation).

Source Type	<p>Defines the process type to take place. Select from:</p> <p><i>Pre-Process:</i> Assign only to the first row for automatic reconciliation.</p> <p><i>Post Process:</i> Assign only to the last row for automatic reconciliation.</p> <p><i>Recon Process:</i> Assign to all rows between the first and the last for automatic reconciliation. Assign to all rows for semi-manual and manual reconciliation.</p>
Source Seq (source sequence number)	<p>Specify a number to order the processing of the source types. The first row should contain the lowest number so that it executes first, and the last row should have the highest number.</p> <p>Order the source types to achieve a greater reconciliation success rate. Although PeopleSoft has configured the delivered order of source types to provide an optimum reconciliation rate, you can change the sample sequence numbers depending on how accurate the given source is likely to reconcile against the bank transactions (for example, transactions for which the bank provides you a reference ID are likely to have a higher reconciliation rate). Place these source types at the top with a lower source sequence number. Conversely, transactions with no reference ID are likely to have duplicates (or lower reconciliation rates), and you should place them at the bottom with a higher source sequence number. Refer to the previous page example for an example of the recommended order.</p>
Recon Rule (reconciliation rule)	<p>Identifies the reconciliation rule to use for reconciling the source type. PeopleSoft delivers seven rules that you use for all three reconciliation methods, or you can use your own rules as appropriate. You can sequence and modify these rules as needed. These rules look at both the system transactions and the bank statement transactions:</p> <p><i>PS_BNK_RCN_DISBRSE:</i> For Payables.</p> <p><i>PS_BNK_RCN_DEPOSIT:</i> For Receivables.</p> <p><i>PS_BNK_RCN_DRAFT:</i> For Receivables.</p> <p><i>PS_BNK_RCN_DEBIT:</i> For Receivables.</p> <p><i>PS_BNK_RCN_PAYMENT:</i> For Receivables.</p> <p><i>PS_BNK_RCN_DEALS:</i> For Treasury products.</p> <p><i>PS_BNK_RCN_TRAN:</i> For PeopleSoft Payables, Receivables, Treasury products, and external transactions.</p> <p>PeopleSoft also delivers two rules that you must use when setting up automatic reconciliation method for an external bank account. You select <i>PS_BANK_STMT_SETUP</i> for the first source type and <i>PS_BANK_STMT_EXCEPTIONS</i> for the last selected source type for an automatic reconciliation. Options and Tolerances are not available for these source types.</p>

Options

Click to select the options to use with the reconciliation rule. This link is available only for the automatic reconciliation method and is a required step.

You must specify options for the source transaction type (meta SQL) so the reconciliation process can use the appropriate reconciliation rule from the library. An option added to a specific reconciliation rule executes during automatic reconciliation.

The library rules have specific meta-SQL pertaining to specific functionality (for example, *TRAN TYPES ON / OFF*). By selecting an option, you can attach additional meta-SQL to a reconciliation rule.

Tolerances

(Optional) Click to specify day, monetary, or amount tolerances for the reconciliation rule. This link is available only for the automatic reconciliation method.

Setting Up Reconciliation Tolerances

Access the Reconciliation Tolerances page (click Tolerances on the External Accounts - Account Reconciliation page).

Reconciliation Tolerances

SetID: SHARE Bank: CHBK2 Account: CHCK

Recon Rule: PS_BNK_RCN_DISBRSE

Day Tolerance

Lower Day Limit: Upper Day Limit:

Monetary Tolerance

*Monetary Limit: Accounting Template ID: 🔍

Amount Tolerance Document Type:

Lower Amount Limit: Upper Amount Limit:

Upper Percent Limit:

OK Cancel

Reconciliation Tolerances page

The Reconciliation Tolerances page focuses on the bank side as it reviews transactions on the statement side.

Day Tolerance

Between - and and + Day tolerance range for matching system and bank transactions. When processing reconciliation, the system looks for source transactions a specific number of days before and after the bank date to match with the bank transactions.

The system uses the Bank Date field (RECON_BANK_DT on the BANK_STMT_TBL) and the Date and Value Date fields (PYMNT_DT and VALUE_DT on the PAYMENT_TBL) for matching.

Monetary Tolerance

Monetary Limit Indicates whether you use a specific dollar amount or a percentage to determine the limit.

Accounting Template ID Template that defines how the system generates accounting entries.

Percentage Tolerance and Amount Tolerance

The system displays either the Percentage Tolerance or the Amount Tolerance group box depending on your selection for the monetary limit.

Between - and and + Specify an acceptable amount or percentage range. When processing reconciliation, the system starts with the source transaction amount, factors in the tolerances, and searches for bank transaction amounts that occur within the specified amount or percentage parameters.

See Also

PeopleSoft Enterprise Cash Management 9.1 PeopleBook, "Managing Treasury Accounting," Entering Accounting Template Information

Defining Statement Activities

To define statement activities, use the Statement Activity Type component (STMT_ACT_TYPE_GBL).

The system flags bank transactions such as overdraft fees, interest, or other miscellaneous fees as MISC (miscellaneous) exception items during reconciliation processing because there are no corresponding system transactions. You associate statement activity types with these items, so that the Treasury products generate accounting entries for the transactions based on the ChartFields that are specified in an accounting template when you force them to reconcile.

This section discusses how to create statement activity types.

Page Used to Define Statement Activity Types

Page Name	Definition Name	Navigation	Usage
Statement Activity Type	BANK_ACT_TYPE	Banking, Administer Reconciliation, Statement Activity Type	Define statement activity types.

Creating Statement Activity Types

Access the Statement Activity Type page (Banking, Administer Reconciliation, Statement Activity Type).

Statement Activity Type page

Allow Force Reconciliation

Select to enable the reconciliation of transactions that are associated with this statement activity type. When you select this option, you can select and force reconciliation transactions that are associated with this category of statement activity on the AutoRecon Exceptions page. The system adds the item to the system transactions and schedules the appropriate accounting event based on the accounting template that is assigned.

You must select this option to complete the Transaction Table and Accounting Template ID fields.

Transaction Table

Database table that contains the transactions for this type of statement activity. Unless you have modified the PeopleSoft application, you should use the default table, PS_BNK_RCN_TRAN, which stores system transactions for reconciliation processing.

Accounting Template ID

Select the accounting template that defines what accounting entries that the system creates when you force reconciliations.

See Also

Chapter 11, "Reconciling Statements," Reconciling Transactions Automatically, page 168

PeopleSoft Enterprise Cash Management 9.1 PeopleBook, "Managing Treasury Accounting," Entering Accounting Template Information

Setting Up Cash Management Bank Statement Accounting Functionality

To define bank statement accounting, use the Bank Statement Accounting component (BNK_BSAC_SETUP_GBL).

This section discusses how to define bank statement accounting.

Important! You can only implement this functionality if you have purchased and licensed Cash Management.

Bank Statement Accounting Automatic Reconciliation

The Cash Management Bank Statement Accounting (BSA) functionality integrates with the PeopleSoft banks reconciliation functionality. The BSA functionality reduces the number of exceptions (NTFs) that you must resolve. It works in tandem with the PeopleSoft automatic reconciliation process and provides a second layer of filtering that automatically resolves reconciliation exceptions. To enable this functionality, you must first establish the conversion (or accounting) rules that the system uses to search for reconciliation exceptions.

The BSA functionality handles transactions in the bank statement that are not yet booked in the general ledger or a general ledger subledger. These items might include such first notice items such as interest income, interest expense, or forecasted wires.

BSA functionality uses information from the imported bank statement addenda text field. You first create rules to match text strings in the addenda text by selecting *Pattern* (matching a specified text string), *Position* (searching for text between two defined numeric values), or *Value* (matching a defined value). When the system encounters a match, it automatically reconciles the exception by creating a system-side transaction that is assigned to an accounting template, and changes the exception's reconciliation status flag to *REC* (reconciled). Note that the system does not perform any BSA processing on exceptions that do not match any BSA predefined criteria. Also, the bank statement accounting process will not create a system-side transaction if the bank statement line had previously been matched to a system-side transaction. For example, if the bank-statement accounting process matches a previously reconciled transaction that was unreconciled using the semimanual reconciliation process, it will not create a new transaction.

After the BSA resolved exception accounting entries are complete, you run Treasury Accounting processes to complete the accounting entries prior to posting to the general ledger.

The following are some points to consider about the BSA process:

- The process is only as good as the rules and accounting templates that you establish.

Note. The automatically generated accounting entries are only as valid as the accounting rules that you establish. If the accounting rule or specified accounting template for a rule is incorrect, the accounting entries for all of the affected matched exceptions will also be incorrect. It is *very* important that you test the validity of your BSA data setup and output prior to using this functionality in a production environment.

- You can only use this functionality with the automatic reconciliation process.
- The BSA process greatly streamlines the reconciliation process, but reconciliation can not be fully automated. There will always be reconciliation exceptions that you must manually research and resolve.
- This process becomes increasingly efficient as the number of bank statements that you process increases. When you first implement the process, you must develop the rule structure—researching exceptions, editing rules, and adding new rules—until this structure is sufficiently constructed to handle your organization's exceptions.

See Also

PeopleSoft Enterprise Cash Management 9.1 PeopleBook, "Managing Treasury Accounting," Processing Automated Accounting

Prerequisites

Prior to establishing bank statement accounting parameters, you must set up:

- Bank statement activity types.
- Accounting templates for bank statement processing.

Page Used to Set Up Cash Management Bank Statement Accounting

<i>Page Name</i>	<i>Definition Name</i>	<i>Navigation</i>	<i>Usage</i>
Bank Statement Accounting	BNK_BSAC_HDR	Banking, Administer Reconciliation, Bank Statement Accounting	Define bank statement accounting match rules. The system searches the bank statement addenda for the transactional text that you define and automatically assigns a default accounting template to the transaction.

Setting Up Cash Management Bank Statement Accounting

Access the Bank Statement Accounting page (Banking, Administer Reconciliation, Bank Statement Accounting).

Bank Statement Accounting

Bank ID: 10001569 Account #: 12345678 Activity Type: BKTRF Bank Business Unit:

*Description:

*Activity Default Template: *Active Status:

▶ Test Rules

Rule ID Definition Find | View All | First 1 of 1 | Last

*Rule ID: Rule Default Template: *Active Status: + -

*Description:

Positional Match

Pattern Match From: To: [Rule Definition Help](#)

Value Match Pattern:

Match Values Customize | Find | View All | First 1 of 1 | Last

	*Match Value	*Match Template	Description		
1	<input type="text"/>	<input type="text"/>		+ -	

Bank Statement Accounting page

The system derives the Description and Activity Default Template field information from the selected statement activity type.

You can set Activity Status options at both the overall header level and the individual rule level.

Sample Addenda

Enter sample addenda text to test your defined rule.

For example, to define a pattern match (and assuming all required fields are defined):

1. Select the Pattern Match button.
2. Enter the pattern *TEST@@@*.
3. In the Sample Addenda field, enter the text *TEST123*, and save the page.
4. Click the Test Rule button. A message will let you know which accounting template would be assigned per the current rule sequencing— whether it came up with an exact match, a rule default, or the activity default.

Test Rule button

Click to test if the rule is behaving as desired. This process applies the defined rule(s) against data in the Sample Addenda field. By doing so, this tests whether the defined BSA rule assigns the appropriate accounting template.

Rule ID

Enter a unique identification code for the match rule, up to seven characters long. This ID is used by the system to order the rules that are applied to the addenda. In this manner, you can dictate which rules should be applied before others.

Rule Default Template	Select a default accounting template for defined positional and pattern rules (not applicable for Value Match option). For exceptions that match the defined rule, the system automatically creates corresponding system-side accounting entries per the default accounting template parameters.
Help Information	Click to view information on defining match values.
Positional Match	Select to match data based on the positions that are entered in the From and Through fields.
Pattern Match	Select to match the entire masked string value that is adjacent to the entered Pattern.
Value Match	Select to match the values that are entered in the Match Valuefield and also specify a Match Template value. If you define a value that cannot be matched, the system uses the Activity Default Template value.

Chapter 10

Receiving and Updating Bank Statements

This chapter provides an overview of statement updates and discusses how to:

- Import bank statements.
- Administer statement information.
- Update internal bank balances.
- Update current day bank statements.
- Review balance statement information.
- Review bank statement files.

Understanding Statement Updates

The loading of bank statement information is an integral part of the reconciliation, bank statement accounting, and cash position processes. The system processes previous day statements that are used for reconciliation and accounting, current day statements for cash position worksheets, and account analysis statements for bank fee analysis. PeopleSoft enables you to enter bank statement information in one of three different ways:

1. Enter bank statement information is to import a bank statement either from the file system or a file transfer protocol (FTP) file server using the PeopleSoft Business Document format (PSBD1 or PSBD2).

Note. You can import bank statements using a variety of bank statement formats using the Financial Gateway functionality found in Cash Management 8.9 and later.

You can import bank-statement, data files using the PSBD2 layout if you have Cash Management 8.8 or later installed and are using a third-party, communication toolkit that has the capability of processing files in XML format. Sample files that can be used as guidelines for transforming bank-statement, date files into the PSBD2 layout can be found on Customer Connection.

2. Enter the information using online screens.

If you receive only hardcopy statements from a bank, you must enter the statement information online before you can reconcile the statements. The following entry screens are used to enter the statement information online:

- Enter Bank Balances
- Enter Bank Statements
- Enter Internal Bank Balances
- Same Day Bank Statement

3. Integrate with a bank or bank communications partner by using PeopleTools Integration Broker.

See Also

Enterprise PeopleTools 8.50 PeopleBook: Integration Broker

PeopleSoft Enterprise Financial Gateway 9.1 PeopleBook, "Processing Bank Statements in Financial Gateway"

Importing Bank Statements

This section discusses how to import bank statements.

See Also

[Chapter 8, "Setting Up the Bank Statement Import Process," page 109](#)

Pages Used to Import Bank Statements

<i>Page Name</i>	<i>Definition Name</i>	<i>Navigation</i>	<i>Usage</i>
Import Bank Statements	BSP_IMPORT	Banking, Bank Statements, Import Bank Statement	<p>Import bank statement data using the PSBD1 layout (or PSBD2 layout for Cash Management 8.8 and later) into the Bank Statement staging tables. Define the file import information and run the Bank Statement Import Application Engine process (IMPORT_FILE).</p> <p>Note. You can import bank-statement, data files using the PSBD2 layout if you have Cash Management 8.8 or later installed and are using a third-party, communication toolkit that has the capability of processing files in XML format. Sample files that can be used as guidelines for transforming bank-statement, data files into the PSBD2 layout can be found on Customer Connection.</p>
Bank Node Details	BSP_IMPORT_BNKNODE	<p>Click the View Bank Node Details link on the Import Bank Statements page.</p> <p>The View Bank Node Details is available only if FTP or HTTP is selected in the Import Type field.</p>	Review bank node property details.

Importing Bank Statements

Access the Import Bank Statements page (Banking, Bank Statements, Import Bank Statement).

Import Bank Statements

Run Control ID: BankState [Report Manager](#) [Process Monitor](#)

Parameters Find | View All | First 1 of 1 Last

*Request Number: + -

*Import Type: Bank Node: [View Bank Node Details](#)

File Path: [File Selection Help](#)

File Name:

*Statement Type:

*Layout: [View Layout Details](#)

Advanced Options

Encryption Profile: Use Integration Broker

*Post Process File Action: Post Process File Directory:

Layout Properties Customize | Find | View All | First 1 of 1 Last

Property Code	Value

[Review Bank Statement Files](#)

Import Bank Statements page

Parameters

Import Type

Options are:

- *FTP* (file transfer protocol): Select if you are importing the file by using file transfer protocol, and enter a bank node through which to transfer the data.
- *File*: Select if you are importing a file located on a shared server directory within your network.
- *HTTP*: Select if you are importing a file using a URL that is included as part of the node configuration. No file path or file name is required.

View Bank Node Details Click to access the Bank Node Details page and review the property details of the selected node. This link is available only if FTP or HTTP is selected in the Import Type field.

File Path

Enter the complete file path location. To select files by clicking the Select File button, the file path must have a trailing backslash (\).

You can also search for files of a specific type by entering an asterisk and the extension suffix. For example, to search all files with a .txt suffix, enter:

```
\* .txt
```

File Selection Help	Click to view help information on specifying file paths and file names.
File Name	Select the specific file to import. If you want to import multiple files based on extension, leave this field blank.
Layout	Select the file layout of the bank statement file being imported. Unless Cash Management 8.9 or later is installed, select <i>PSBD1</i> or <i>PSBD2</i> . (for PeopleSoft Enterprise 8.8 or later).

Note. You can import bank-statement, data files using the PSBD2 layout if you have Cash Management 8.8 installed and are using a third-party, communication toolkit that has the capability of processing files in XML format. Sample files that can be used as guidelines for transforming bank-statement, date files into the PSBD2 layout can be found on Customer Connection.

Advanced Options

Encryption Profile	Select an encryption profile to decrypt bank statements. Encryption profiles contain both encryption and decryption information.
Use Integration Broker	<p>Select this check box to format the files and publish the formatted document to PeopleSoft Integration Broker. Integration Broker then processes the formatted file accordingly.</p> <p>You select this option if you want to use the bank statement information as a trigger to Integration Broker, as an indication to perform other processes or integrate with other systems.</p>
Post Process File Action	<p>Select what action, if any, to perform on the bank statement files after the data has been processed. The options are:</p> <ul style="list-style-type: none"> • <i>Copy</i>: Copy the file to the directory that is entered in the Post Process File Directory field. • <i>Delete</i>: Delete the file after the data in it is processed. • <i>Move</i>: Move the file to the directory that is entered in the Post Process File Directory field. • <i>None</i>: Take no action.
Post Process File Directory	Enter a file path to the directory to which the file will be moved or copied if either option is selected as the post process file action.

Format Layout

Value

Property codes and values appear by default from values that are defined on the selected format ID.

If you configure unique code mappings for a format (on the Code Mappings page), you must modify the displayed CODE_MAP_GROUP value with the appropriate unique map value.

See *PeopleSoft Enterprise Financial Gateway 9.1 PeopleBook*, "Setting Up Electronic Banking Using Financial Gateway," Defining Code Mappings for Bank Statements, Payments, and Payment Acknowledgments.

Note. If you are importing multiple files for a single run control ID, you must add requests (by clicking the Add button) for each file that you are requesting. Do not enter a file name, run the import process, and then edit the file name and run the import process again. Doing this can result in duplicate statement loading errors.

Administering Statement Information

This section discusses how to:

- Update bank balances.
- Update bank transaction entries.
- Enter funds availability.
- Review addenda information.


Understanding Statement Administration

Once you transfer bank statement information to the production tables, you can update the data by using the Bank Balance Entry and Bank Transaction Entry pages.

If you do not receive bank statements electronically from the bank, you also use the same pages to manually enter bank statement information online.

Pages Used to Administer Statement Information

Page Name	Definition Name	Navigation	Usage
Bank Balance Entry	BANK_BALANCE_ENTRY	Banking, Bank Statements, Enter Bank Statements	Enter bank account balance information.

<i>Page Name</i>	<i>Definition Name</i>	<i>Navigation</i>	<i>Usage</i>
Bank Transaction Entry	BNK_STMT_ENTRY	<ul style="list-style-type: none"> Banking, Bank Statements, Enter Bank Statements. Select the Bank Transaction Entry tab. Select Enter Bank Statements from the drop-down menu of the Go To field on the Bank Statement Manager page. 	Enter bank transaction and addenda information for a specific bank statement ID.
Funds Availability	BANK_FLOAT_BAL_SEC	 Click the Funds Availability icon on the Bank Transaction Entry page.	Enter one-day and two-day float for a bank statement deposit entry item. Note. The Funds Availability page is available for deposit transactions only.
Bank Addenda Details	BANK_ADDENDA_SEC	<ul style="list-style-type: none"> Click Expanded Addenda link on the Addenda Information tab of the Bank Transaction Entry page. Click Expanded Addenda link on the Bank Statement Manager page. 	View and edit addenda detail information that is associated with a statement transaction.

Updating Bank Balances

Access the Bank Balance Entry page (Banking, Bank Statements, Enter Bank Statements).

Bank Balance Entry		Bank Transaction Entry	
Bank ID:	071000039	Account #:	987654123
Statement ID:	2	Statement Date:	01/03/2005
Load Date/Time:	04/13/2005 11:28:40AM	Creation Date:	01/03/2005
		Currency:	USD
		Status:	Ready

Bank & Balances		Customize Find View All		First 1-3 of 3 Last	
Bank Balances		Funds Availability			
*Statement Code	Description	Value Date	Balance		
010	OPENING LEDGER	01/03/2005	100,000.00	+	-
015	CLOSING LEDGER	01/03/2005	95,200.00	+	-
045	CLOSING AVAILABLE	01/03/2005	95,200.00	+	-

Bank Balance Entry page

Bank Balances

Enter the statement code, value date, and balance amount for each item. If you receive bank statements electronically, the system populates these fields.

Note. The system balances the opening and closing ledger amounts with the sum of the daily transactions and displays a warning message if the amounts are unbalanced. It uses the default balance codes *010 - OPENING BALANCE* and *015 - CLOSING BALANCE*. If your organization uses different balance codes, you must edit the following with your preferred default code values: the component `BANK_BALSTMT_ENTRY`, the record `BNK_RCN_CYC`, and Saveedit PeopleCode.

Statement Code Determines the type of balance that is being entered. The system uses these balances for various bank features and processes, such as the cash position worksheet.

Balance Enter the total amount of funds that are available on the specified value date.

Funds Availability

Available Balance Displays the portion of the balance amount that is immediately available for use. Differences between the balance and available balance amounts are generally due to deposits (credits) that have not yet cleared the bank.

One Day Float Stores the one-day float information that is provided by you or the bank.

Two+ Day Float (two or more day float) Stores the two (or more) day float information that is provided by you or the bank.

Updating Bank Transaction Entries

Access the Bank Transaction Entry page (Banking, Bank Statements, Enter Bank Statements. Select the Bank Transaction Entry tab).


Bank Balance Entry		Bank Transaction Entry			
Bank ID:	071000039	Account #:	987654123	Currency:	USD
Statement ID:	2	Statement Date:	01/03/2005	Status:	Ready
Load Date/Time:	04/13/2005 11:28:40AM	Creation Date:	01/03/2005		

Bank Transactions							Customize	Find	View All	1-6 of 6	Last
Transaction Information		Recon Information		Addenda Information							
Statement Code	Description	Reference	Bank Date	Transaction Amount	Funds Availability	Value Date					
195	INCOMING MONEY TRANSFER	CM0000000072	01/03/2005	700.00	\$	01/03/2005	+	-			
195	INCOMING MONEY TRANSFER	CM0000000074	01/03/2005	1,300.00	\$	01/03/2005	+	-			
399	MISCELLANEOUS CREDIT	CM0000000076	01/03/2005	1,900.00	\$	01/03/2005	+	-			
169	MISCELLANEOUS ACH CREDIT	CM0000000077	01/03/2005	100.00	\$	01/03/2005	+	-			
169	MISCELLANEOUS ACH CREDIT	CM0000000078	01/03/2005	100.00	\$	01/03/2005	+	-			
195	INCOMING MONEY TRANSFER	CM0000000080	01/03/2005	700.00	\$	01/03/2005	+	-			

Bank Transaction Entry page

The system populates the fields on this page when you load statements electronically; you can edit them if needed.

Transaction Information

- Statement Code** Select a statement code to indicate if the transaction is a debit or a credit. This value determines the default transaction code and statement activity type that is on the Recon Information grid.
- Reference** Enter a transaction reference number.
- Bank Date** Select the entry date of the transaction. The default is the statement date.
-  **Funds Availability** Click to enter available funds information for bank deposit transactions.
- Value Date** Enter the date that the bank recorded the transaction. The default is the statement date.

Recon Information

Trans Code (transaction code) Identifies the type of transaction in a bank statement, such as bill orders, deposits, direct debits, drafts, fees, payments, receipts, and voided transactions. Other transaction values are:

ACH: automatic clearing house.

BOE - Out: bill of exchange - outgoing (or disbursed).

Bank Adj: bank adjustments.

Bill Order

Check.

DD-Out: direct debit - outgoing.

Deposits

EFT: electronic funds transfer.

Fund Rcpt: fund receipt.

G: general transaction.

I: interest expense.

Man Check: manual check.

Misc: miscellaneous

Stop Pay: stop payment.

Wire Out: wire - outgoing.

Recon Status (reconciliation status) Select a status for the transactions.

If you import this statement data, the system initially sets the row to *Unreconciled*. If you then run Cash Management Bank Statement Accounting functionality, the functionality reconciles those specific transactions that match predefined rules and changes their status to *Reconciled*.

See [Chapter 11, "Reconciling Statements," Processing Bank Statement Accounting, page 165.](#)

Activity Type Select a statement activity type. This identifies a transaction to be processed by a specific accounting template.

Addenda Information

Expanded Addenda Click to access the Bank Addenda Detail page and view addenda detail information that is transmitted from the bank for this item. You can also view this information in the Addenda field, by using the scroll arrows.

See Also

[Chapter 9, "Setting Up Reconciliation," Defining Statement Activities, page 133](#)

Entering Funds Availability

Access the Funds Availability page (click the Funds Availability icon on the Bank Transaction Entry page).

For a bank statement deposit item, enter amounts in the Available Balance, One Day Float, and Two Day Float fields.

Reviewing Addenda Information

Access the Bank Addenda Detail page (click Expanded Addenda on the Addenda Information tab of the Bank Transaction Entry page).

The Text field can store up to 254 characters, and each value in the Seq No (sequence number) field corresponds to a Text field. If the addenda information is more than 254 characters long and contained in multiple text fields, the sequential numbering keeps the addenda message in the correct processing order.

Updating Internal Bank Balances

This section discusses how to:

- Update internal bank balances.
- Enter float information for internal bank balances.

Pages Used to Update Internal Bank Balances

<i>Page Name</i>	<i>Definition Name</i>	<i>Navigation</i>	<i>Usage</i>
Enter Internal Bank Balances	BNK_BAL_ENTRY_PNL	Banking, Bank Statements, Enter Internal Bank Balances	Manage internal bank account statements.
Bank Balance - Float Entry	BNK_BAL_ENTRY_FLT	Click Float on the Balance Information tab of the Enter Internal Bank Balances page.	Enter float information for an internal bank balance.

Updating Internal Bank Balances

Access the Enter Internal Bank Balances page (Banking, Bank Statements, Enter Internal Bank Balances).

Enter Internal Bank Balances

SetID: SHARE Bank: TBLG1 Internal Bank - BLG01
 Bank Account: BLG1 Bank ID: I0028
 Bank Account #: I006 Currency: BEF

Bank Balances							Customize Find View All 1 of 1 First Last	
Balance Information			Load Information					
*Stmnt Date	Opening Balance Date	Opening Balance	Available Balance	Closing Balance Date	Closing Balance			
03/31/2003	03/31/2003	0	0	03/31/2003	0	Float	+ -	

Enter Internal Bank Balances page

Balance Information

Enter the dates for the bank statement, as well as the opening and closing balances.

Float Click to access the Bank Balance - Float Entry page and enter float information.

Load Information

The system updates the User ID field with the ID of the user who last updated the balance information.

Entering Float Information for Internal Bank Balances

Access the Bank Balance - Float Entry page (click Float on the Enter Internal Bank Balances - Balance Information page).

Float is the number of days that the bank takes to clear a deposit or a payment (for example, check or funds transfer). Use this page to determine the funds availability of a specified bank account balance on a given day.

Float Dt (float date) Enter the date that funds become available.

Available Balance Enter the amount of funds that are available on the float date.

Updating Current Day Bank Statements

The Cash Management intraday cash position functionality uses current day data, which appears on these pages, to calculate intraday cash position worksheets.

This section discusses how to:

- Update current day balances.
- Update current day transactions.

See Also

PeopleSoft Enterprise Cash Management 9.1 PeopleBook, "Defining Cash Positions," Calculating Intraday Cash Position Reporting Worksheets

Pages Used to Update Current Day Bank Statements

Page Name	Definition Name	Navigation	Usage
Current Day Balances	BANK_SDBAL_ENTRY	Banking, Bank Statements, Enter Current Day Bank Statements	View and update automatically loaded current day statements.
Current Day Transactions	BANK_SDSTMT_ENTRY	Banking, Bank Statements, Enter Current Day Bank Statements Select the Current Day Transactions tab.	Enter information for current day transactions.

Updating Current Day Balances

Access the Current Day Balances page (Banking, Bank Statements, Enter Current Day Bank Statements).

The Current Day Balances page is similar to the Bank Balance Entry page in form and function. However, current day bank statement information is stored in the Bank Current Day table (BANK_SDBAL_TBL).

See Also

Chapter 10, "Receiving and Updating Bank Statements," Updating Bank Balances, page 145

Updating Current Day Transactions

Access the Current Day Transactions page (Banking, Bank Statements, Enter Current Day Bank Statements. Select the Current Day Transactions tab).

The Current Day Transactions page is similar to the Bank Transaction Entry page in form and function. However, current day bank statement information is stored in the Bank Current Day table.

See Also

Chapter 10, "Receiving and Updating Bank Statements," Updating Bank Transaction Entries, page 147

Review Statement Balance Information

PeopleSoft provides several options to review bank statement balance information.

This section discusses how to:

- Review bank balances.
- Revalue currency.
- Review bank statements.
- Use the Bank Statement Manger.

Pages Used to Review Statement Balance Information

<i>Page Name</i>	<i>Definition Name</i>	<i>Navigation</i>	<i>Usage</i>
Review Bank Balances	BNK_BAL_AAA_PNL	<ul style="list-style-type: none"> • Banking, Bank Statements, Review Bank Balances • Select <i>Review Bank Balances</i> from the drop-down menu of the Go To field on the Bank Statement Manager page. 	Inquire on balance information according to the search criteria. You can also revalue currency and generate balance graphs.
Revalue Balances	BNK_BAL_REVAL_PNL	Click Revalue Currency on the Review Bank Balances page.	Specify the new currency, market rate index, and exchange rate type to use to calculate new balance amounts on the Review Bank Balance page.
Review Bank Statements	BNK_RCN_STMT_GEN	<ul style="list-style-type: none"> • Banking, Bank Statements, Review Bank Statements • Select <i>Review Bank Statements</i> from the drop-down menu of the Go To field on the Bank Statement Manager page. 	Inquire on statement information for a bank account and run the Account Register (FIN3000) report. Use the report to see all transactions in an electronic bank statement. See Chapter 11, "Reconciling Statements, Reviewing Bank Statement Information, page 185.

<i>Page Name</i>	<i>Definition Name</i>	<i>Navigation</i>	<i>Usage</i>
Bank Statement Manager	BNK_STMT_MGR	Banking, Bank Statements, Bank Statement Manager	Inquire on balance and statement transaction information for a specific external bank.

Reviewing Bank Balances

Access the Review Bank Balances page (Banking, Bank Statements, Review Bank Balances).

Enter the search criteria and click Search.

Search By	Click to summarize data by a single business unit or by group ID for a group of business units.
Sum By	Select bank or currency to summarize the data, if the search parameters return multiple results.
Revalue Currency	Click to open the Revalue Balances page to change the amounts to a different currency.
Available Balance	Displays the current amount of funds that are available in the account.
Balance to Graph	Select the information to appear in a chart: <i>CLOSING AVAILABLE</i> , <i>CLOSING LEDGER</i> , or <i>OPENING LEDGER</i> .
Generate Graph	Click to generate a chart. Depending on the search parameters, a circle or stacked bar chart appears. Hover the cursor over a chart segment to display the balance total for that segment. You must hold the cursor within the graph segment boundaries to view the balance information.

The charting functionality derives data from the bank balances specified as favorite balances on the Balance Codes page (BSP_BAL_CODES). To chart bank balance data, two conditions must exist:

- The Bank Codes page must be configured with three favorite bank balances.

However, you can specify new favorite bank balances at any time—the charting functionality derives data from the most recently specified three favorite bank balances.

- There must be data in a favorite bank balance for you to chart the balance.

Without data in the system, you cannot create a chart.

See [Chapter 8, "Setting Up the Bank Statement Import Process," Defining Balance Codes, page 113](#).

To generate a bank balance graph:

1. Enter the search parameters, and click Search.
2. Select a Balance to Graph option.

3. Click Graph Data.

The bank balance graph appears at the page bottom.

If the search parameters return a single bank account (only one row of results), the graphed balance appears in a bar chart.

If the search parameters return multiple bank accounts (multiple rows of results) of a single currency, the graphed balances appear as a stacked bar chart, organized per account by bank ID. The individual bar segments are color-coded to a specific account number.

If the search parameters return multiple bank accounts (multiple rows of results) of mixed currencies, the graphed balances appear as a stacked bar chart, organized by currency per account number. The individual bar segments are color-coded to a specific account.

See Also

[Chapter 10, "Receiving and Updating Bank Statements," Entering Float Information for Internal Bank Balances, page 150](#)

Using the Bank Statement Manager







Access the Bank Statement Manager page (Banking, Bank Statements, Bank Statement Manager).

Bank Statement Manager

Bank: DEMO1 071000039 Account #: 987654123 Currency: USD

Bank & Balances	
OPENING LEDGER	100000.00
CLOSING LEDGER	95200.00
CLOSING AVAILABLE	95200.00

Select a Statement Date:

Statement Transactions						
Reference	Bank Date	Transaction Amount	Value Date	Transaction Code	Reconciliation Status	Expanded Addenda
CM0000000072	01/03/2005	700.00	01/03/2005	Wire - Disbursement	Unreconciled	
CM0000000074	01/03/2005	1300.00	01/03/2005	Wire - Disbursement	Unreconciled	
CM0000000076	01/03/2005	1900.00	01/03/2005		Unreconciled	
CM0000000077	01/03/2005	100.00	01/03/2005		Unreconciled	
CM0000000078	01/03/2005	100.00	01/03/2005		Unreconciled	
CM0000000080	01/03/2005	700.00	01/03/2005	Wire - Disbursement	Unreconciled	

Go to:

Bank Statement Manager page

This page displays external bank statement information that you import or that you enter manually on the Bank Statement Entry page.

Note. You cannot view internal bank balance information on this page.

Select a Statement Date Specify a date for the statement whose transactions you want to view.



Click the Expanded Addenda icon to access the Bank Addenda Details page.

See Also

[Chapter 8, "Setting Up the Bank Statement Import Process," Understanding the Bank Statement Import Infrastructure, page 109](#)

Reviewing Bank Statement Files

This section discusses how to review:

- Bank statement files.



- Statement event log information.
- Statement transmittal information.

The Review Bank Statement Files page enables you to review the staging status of the imported bank statement files. You can see if the system successfully loads a file. If a file does not successfully load, use the View Bank Statement File Log page to determine exactly where the system encounters a file loading error.

Important! Any user with access to these pages can view the file details. Restrict user access by using PeopleTools Security functionality.

See *Enterprise PeopleTools 8.50 PeopleBook: Security Administration*

Pages Used to Review Bank Statement Files


Page Name	Definition Name	Navigation	Usage
Review Bank Statement Files	BSP_FILE_INQUIRY	Banking, Bank Statements, Review Bank Statement Files	Review summary and detail information about the import status of bank files.
View Bank Statement File Log	BSP_FILE_INFO	 Click View Event Log on the Review Bank Statement Files page.	View event log information for a bank statement file.
View Bank Statement File	BSP_FILEDATA_SP	 Click View File on the Review Bank Statement Files page.	View bank statement file transmittal information.

Reviewing Bank Statement Files




Access the Review Bank Statement Files page (Banking, Bank Statements, Review Bank Statement Files).




Review Bank Statement Files

Search Bank Statement Files

Bank ID: 

File Name:

From Date:  To Date:  File Status: 

Bank Statement Files						Customize Find View All  First  1 of 1  Last
File Status	File Name	DateTime	File Status	View Event Log	View File	

Review Bank Statement Files page

Enter the search parameters and click Search.

File Status

Options are:

- *(none.)*
- *Error:* Appears if the file is not successfully loaded. A red square also appears next to the file name. You must correct the error, then reimport the file.
- *Formatting:* Appears if the system is still transforming the file to a PeopleSoft-readable format.
- *Reading:* Appears if the system is still reading the file data before loading the data to the staging tables.
- *Staged:* Appears if the system has loaded the transformed data to the staging tables. A green circle also appears next to the file name.
- *Warning:* Appears if the file is loaded with errors. A yellow inverted triangle also appears next to the file name.

View Files

Click to review bank statement file transmittal information.

View File Detail

Click to review event log information for a bank statement file.

Chapter 11

Reconciling Statements

This chapter provides an overview of bank statement reconciliations and discusses how to:

- Process reconciliations.
- Process bank statement counting.
- Manage reconciliation methods and statements.
- Reconcile externally generated transactions.
- Manage federal schedule ID reconciliations.
- Review bank reconciliation information.

Understanding Bank Reconciliation Processing

PeopleSoft enables you to reconcile transactions using a variety of reconciliation processes. After you have reconciled bank statement transactions, you then use the various inquiry pages to view reconciled and unreconciled transactions and resolve reconciliation exceptions.

If you receive the bank statement file electronically, you can process reconciliation with the Automatic Reconciliation process. If not, you can process reconciliation only by using manual reconciliation or by entering the bank statement information online on the Bank Balance Entry page and then using automated or semi-manual reconciliation.

If you need to reconcile external transactions, you can use the External Transaction pages to enter the transactions online. You can also load them electronically. Then, you can add this transaction source as a reconciliation record and perform manual, semi-manual, or automated reconciliation.

When you finish reconciling a bank statement automatically, you might have exceptions, which are transactions that did not match. These transactions are generally coded *NTF*, for *transaction not found*. You need to resolve the exceptions so that the transactions have a reconciliation cycle status of *Complete*.

Depending on the reconciliation method you use, you can resolve exceptions in a number of ways:

- If you use automatic reconciliation, you can set up reconciliation amount tolerances functionality. This functionality automatically reconciles amounts of a certain defined discrepancy, then creates journal entries and sets the reconciliation status of the exception from UNR to REC.
- If you use Cash Management, you can also implement bank statement accounting functionality. This functionality is similar to the reconciliation tolerances functionality and works as a second filter by searching to reconcile exceptions that match predefined criteria.

- If you use semi-manual reconciliation, you can also use bank statement accounting functionality, or opt to manually enter journal entries to resolve differences.
- If you use manual reconciliation you must manually enter journal entries for differences.

See Also

Chapter 8, "Setting Up the Bank Statement Import Process," Setting Up the Bank Statement Import Process, page 111

Chapter 12, "Resolving Reconciliation Exceptions," page 187

Multicurrency Situations

To work with reconciliation situations in which you handle more than one currency, you can define tolerance amounts to reconcile transactions within the set tolerance. The automatic Bank Reconciliation process (FSPRECON) converts system-side transactions to the bank account currency as defined on the external accounts page.

The system uses the decimal positions definition for the currency code to determine how to round amounts. Tolerance exceptions show in semi-manual reconciliation (reconciled system side) in addition to the reconciled transactions. The delivered reference ID for tolerance exceptions is bank statement processing (BSP) plus a sequential number (this is in the auto numbering definition). Under semi-manual reconciliation, if amounts are not the same, you cannot reconcile them. If reference IDs do not match, they appear as exceptions. To reconcile transactions with an *AMT* (amount exception) status, you must either enter an adjustment entry to match the amount in question or increase the amount tolerance for the next automated reconciliation run.

See Also

Chapter 9, "Setting Up Reconciliation," Setting Up Reconciliation Tolerances, page 132

PeopleSoft Enterprise Global Options and Reports 9.1 PeopleBook, "Processing Multiple Currencies," Maintaining Currency Tables

Prerequisites

Before you reconcile bank statements, you must perform the following tasks:

- Set up the reconciliation tables.
- Assign a reconciliation method to each bank account.
- Set up reconciliation options for automatic reconciliation.
- (Optional) Set up tolerances for automatic reconciliation.
- Load statements electronically or enter bank statement data manually.

See Also

Chapter 9, "Setting Up Reconciliation," page 119

Chapter 8, "Setting Up the Bank Statement Import Process," Setting Up the Bank Statement Import Process, page 111

Chapter 10, "Receiving and Updating Bank Statements," page 139

Common Elements in This Chapter

Load Date and Time	Displays the date and time that the bank file was loaded.
Recon Status (reconciliation status)	Identifies the status of a transaction in the reconciliation process. The status can be either <i>Reconciled</i> , <i>Unreconciled</i> , or a number of other statuses that indicate why a transaction did not reconcile successfully.
Trans Code (transaction code) or Transaction Type	Identifies the type of transaction in a bank statement: <i>ACH</i> : Automatic Clearing House <i>B</i> : Direct Debit <i>BOE</i> : Bill of Exchange - Disburse <i>BOO</i> : Bill of Order - Disburse <i>CHK</i> : Check <i>DD</i> : Direct Debit - Disburse <i>D</i> : Deposits <i>EFT</i> : Electronic Funds Transfer <i>F</i> : Fee Expense <i>G</i> : General Transaction <i>I</i> : Interest Expense <i>M</i> : Miscellaneous Transaction <i>MAN</i> : Manual Check <i>P</i> : Payment <i>R</i> : Drafts <i>S</i> : Stop Payment <i>U</i> : Funding Receipt <i>V</i> : Voided Payment <i>WIR</i> : Wire - Disbursement
Transaction Date	Displays the date on which the transaction was "cleared" by the bank. This is the date used for the date matching part of reconciliation.

Value Date

Displays the date on which the bank recorded the transaction.

Processing Reconciliations

This section discusses how to select and run the reconciliation processes.

Page Used to Process Reconciliations

<i>Page Name</i>	<i>Definition Name</i>	<i>Navigation</i>	<i>Usage</i>
Process Reconciliation	RECON_REQUEST	Banking, Reconcile Statements, Process Reconciliation	<p>Create a reconciliation run control for a specified bank and account. This run control contains the following three reconciliation methods:</p> <ul style="list-style-type: none"> • Bank Reconciliation (FSPRECON) Application Engine process. • Recon and Statement Accounting (reconciliation and statement accounting) (RCN_BSAC) PSJob. • Recon and Bank Statement Process (reconciliation and bank statement process) (RCNBSP) PSJob. <p>Selecting Bank Reconciliation runs the FSPRECON Application Engine process. Selecting Recon and Statement Accounting (PSJob) runs the FSPRECON and TR_STMTACCTG Application Engine processes serially. Selecting Recon and Bank Statement Process (PSJob) runs FSPRECON and AR_BNKSTMT serially. It is recommended that you select only one method to run at a time instead of selecting multiple methods to run concurrently.</p>

Processing Reconciliations

Access the Process Reconciliation page (Banking, Reconcile Statements, Process Reconciliation).

Process Reconciliation

Run Control ID: RUN01 [Report Manager](#) [Process Monitor](#)

Parameters Find | View All | First 1 of 1 | Last

*Process Frequency: *Request Number:

Request Parameters

*Bank ID:

*Bank Account #:

Statement ID:

Process Reconciliation page

Enter your process frequency and request parameters.

The Process Scheduler Request page displays three reconciliation process methods. Select any combination of these reconciliation methods to process the defined transactions, and click OK.

The reconciliation methods are:

- Bank Reconciliation (FSPRECON) Application Engine process.

This Application Engine program processes the specified bank account transactions with the defined reconciliation parameters for the bank account.

- Recon and Statement Accounting (reconciliation and statement accounting) (RCN_BSAC) PSJob.

This multi-process job runs both reconciliation and Cash Management Bank Statement Accounting reconciliation parameters on the specified bank account transactions.

- Recon and Bank Statement Process (reconciliation and bank statement process) (RCNBSP) PSJob.

This multi-process job runs both the Bank Reconciliation process and the Bank Stmt Processing (bank statement processing) process (AR_BNKSTMT), which loads payments into the Receivables tables.

Statement ID You can enter a specific statement ID or you can leave Statement ID blank and the system will run the selected process for all statements that are not marked "C" (complete).

Note. For optimal processing performance, it is recommended that you select only one reconciliation method to run at a time. Selecting multiple reconciliation methods to run concurrently might degrade system performance.

Processing Bank Statement Accounting

If you use Cash Management and have implemented banks statement accounting functionality, you must run the bank statement accounting functionality after running reconciliation from the Process Reconciliation page.

Bank Statement Accounting Exceptions

The Bank Statement Accounting process only reconciles transactions that match the defined rule ID (or rule IDs). If the system matches a transaction only to the defined activity default template, then the system *does not* reconcile the transaction. Instead, the transaction is assigned a exception status of RR (Requires Review - BSAC). In addition, the system creates an associated external transaction with a reconciliation status of UNR. You can then review this external transaction and make the necessary changes to facilitate correct reconciliation (for example, by assigning the appropriate accounting template). After correcting the external transaction, you must reconcile the transaction using one of two methods. Either force reconcile the transaction using the Automatic Reconciliation page, or reconcile it using the Semi Manual reconciliation page.

See Also

[Chapter 11, "Reconciling Statements," Reconciling Transactions Automatically, page 168](#)

[Chapter 11, "Reconciling Statements," Reconciling Transactions Semi-manually, page 170](#)

Page Used to Run Bank Statement Accounting

Page Name	Definition Name	Navigation	Usage
Bank Statement Accounting	TR_STMTACCTG_REQ	Banking, Reconcile Statements, Process Statement Accounting	Enter processing parameters to run the Bank Statement Accounting (TR_STMTACCTG) Application Engine process.

Processing Bank Statement Accounting

Access the Bank Statement Accounting page (Banking, Reconcile Statements, Process Statement Accounting).

For a run control ID, specify the bank ID, bank account # (number), and statement ID for processing. Click Run to activate the Bank Statement Accounting (TR_STMTACCTG) Application Engine process on the defined bank account statement.

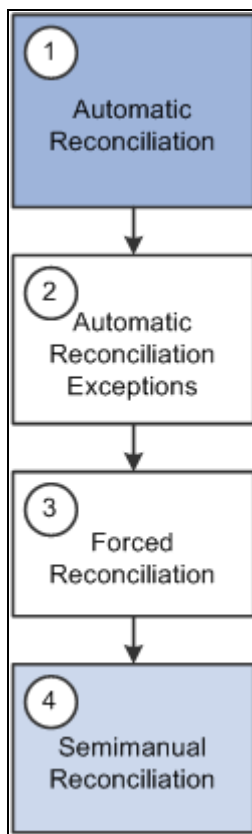
Managing Reconciliation Methods and Statements

This section discusses how to:

- Reconcile transactions automatically.
- Reconcile transactions semi-manually.
- Reconcile transactions manually.

Recommended Reconciliation Process

This diagram illustrates the best-practice process for reconciling system transactions with bank statement transactions from running the automatic reconciliation process, to processing the automatic reconciliation exceptions, to reconciling the remaining transactions from the Semi Manual reconciliation page:



Recommended reconciliation process

These are the recommended steps for reconciling bank statements:

1. Run the automatic reconciliation from the Automatic Reconciliation page.

This will reconcile transactions that fit the specified options and are the within the defined tolerances. Any transaction that is not reconciled will be assigned an exception code that may help in the Automatic Reconciliation Exceptions page.

2. Process the automatic reconciliation exceptions from the Automatic Reconciliation Exceptions page.

Use this step to reconcile one system transaction to one bank-statement transaction (one-to-one). This step requires caution as system transactions are displayed with similar bank transactions in pairs. A system transaction may be paired more than once with different bank transactions. Also, when reconciling a pair of transactions with different amounts—common when dealing with foreign exchange rates—the system will create an additional transaction to account for the monetary difference.

3. Use the forced reconciliation method for unpaired bank transactions such as fees and interest. This is also performed from the Automatic Reconciliation Exceptions page and creates system transactions matching the unpaired bank transactions.

4. Reconcile the remaining transactions from the Semi Manual Reconciliation page. This method allows you to reconcile one bank-statement transaction to more than one system transaction (one-to-many), more than one bank-statement transactions to one system transaction (many-to-one), and more than one system transaction to more than one bank-statement transaction (many-to-many).

Pages Used to Manage Reconciliation Methods and Statements

<i>Page Name</i>	<i>Definition Name</i>	<i>Navigation</i>	<i>Usage</i>
Automatic Reconciliation	BNK_RCN_CYC_STSA	Banking, Reconcile Statements, Automatic Reconciliation	Automatically match your source transactions with those received in a bank file. The system searches for a one-to-one match. You can also run various processes and reports from this page
Semi Manual Reconciliation	BNK_RCN_SEMI_MAN	Banking, Reconcile Statements, Semi-Manual Reconciliation	Reconcile statements semi-manually when there is not a one-to-one match between your bank and system transactions and you have reconciliation exceptions. Or, you can reconcile bank statements after entering a hardcopy bank statement online.
Manual Reconciliation	BNK_RCN_MAN_GEN	Banking, Reconcile Statements, Manual Reconciliation	Reconcile statements for banks that do not provide an electronic file of their transaction data.

Reconciling Transactions Automatically

Access the Automatic Reconciliation page (Banking, Reconcile Statements, Automatic Reconciliation).

Automatic Reconciliation

Search Criteria

Bank ID: Account #:

*Date: From: Thru:

Select	Bank ID	Account #	Statement ID	As Of Date	Trans	Reconciled	Cycle Status	Exceptions
<input type="checkbox"/>	00700	115201849173	111408	11/14/2008	0	0	Complete	
<input type="checkbox"/>	00700	115201849173	111308	11/13/2008	0	0	Complete	
<input type="checkbox"/>	00700	115201849173	111208	11/12/2008	1	0	Ready	Exceptions
<input type="checkbox"/>	00700	115201849175	111408	11/14/2008	0	0	Complete	
<input type="checkbox"/>	00700	115201849175	111308	11/13/2008	1	0	Ready	Exceptions
<input type="checkbox"/>	00700	115201849175	111208	11/12/2008	1	0	Ready	Exceptions
<input type="checkbox"/>	0800	000019-2000145399	111408	11/14/2008	1	0	Ready	Exceptions
<input type="checkbox"/>	0800	000019-2000145399	111308	11/13/2008	1	0	Ready	Exceptions
<input type="checkbox"/>	0800	000019-2000145399	111208	11/12/2008	1	0	Ready	Exceptions
<input type="checkbox"/>	601613	701900234	111408	11/14/2008	0	0	Complete	
<input type="checkbox"/>	601613	701900234	111308	11/13/2008	1	0	Ready	Exceptions
<input type="checkbox"/>	601613	701900234	111208	11/12/2008	1	0	Ready	Exceptions

[Select All](#)
 [Clear All](#)

 Reports:

[Process Monitor](#)

Automatic Reconciliations page

Specify the search criteria by which to select bank statements for processing. Use wildcard characters to retrieve multiple banks or accounts.

Date

Options are:

- *Statement as of Date:* Date the bank statement was generated. Transactions are "cleared" on that day.
- *Date Statement Loaded:* Date the bank statement was loaded into the system.

Click Search to display the results in the Bank Statements grid.

Bank Statements

The Bank Statements grid displays the bank statements that match your search criteria.

Trans (transactions loaded)	The number of detail transactions that are contained in the bank file.
Reconciled	<p>The number of detail transactions from the bank statement that have been reconciled with transactions in the system. This number is 0 (zero) until the Bank Reconciliation process is complete.</p> <p>After the Bank Reconciliation process is complete, if this number is less than the number of transactions loaded, it indicates that there are transactions in the bank file that did not match those in the system. These transactions are referred to as reconciliation exceptions. You need to resolve the exceptions.</p>
Status	<p>The reconciliation cycle processing status:</p> <p><i>Load Failed:</i> Indicates the bank files could not load.</p> <p><i>Fatal Error:</i> Indicates a fatal error occurred during automatic reconciliation processing.</p> <p><i>Loading:</i> Indicates the bank files are being loaded.</p> <p><i>Reconciling:</i> Indicates the files are being reconciled.</p> <p><i>Ready:</i> Indicates you have loaded the bank statement file and run automatic reconciliation, but some transactions could not be matched. These transactions are exceptions that you must resolve.</p> <p><i>Complete:</i> Indicates reconciliation processing is complete and all transactions were successfully matched.</p>
Exceptions	Click to view exceptions on the Automatic Reconciliation Exceptions page. This link is available only if there are exceptions when the reconciliation process is complete.
<p>Before you use the options below, select the statements for which you want to run a process or generate reports.</p>	
Select All	Click to select the Select option for all bank statements.
Clear All	Click to clear the Select option for all selected bank statements.
Run Recon (run reconciliation)	Runs the Bank Reconciliation process for the selected bank statements.
Refresh	Click to refresh the Bank Statements grid with new information after running reconciliation.

Reports

Select the report to run and click Run Report.

Register: Generates a report of the bank statement.

Errors: Generates a report listing instances where a bank reference number does not match any reference number in the PeopleSoft Financials system.

Exceptions: Generates a report of automatically reconciled exceptions.

Reconciling Transactions Semi-manually

Access the Semi Manual Reconciliation page (Banking, Reconcile Statements, Semi-Manual Reconciliation).

Semi Manual Reconciliation

*Search By: From Date / Thru Date

Search Criteria

Bank ID: 121042882 Account #: 0741-256458 Statement ID: %

From Date: 08/11/2000 Thru Date: 09/01/2001 *Reconciliation Status: Unreconciled

From Amount: To Amount: Currency Code: USD Search Advanced Search

Bank Transactions						System Transactions					
Select	Reference	Bank Date	Tran Amt	Type		Select	Reference	Tran Date	Tran Amt	Type	Source
<input type="checkbox"/>	000000000362	08/11/2000	-80,000.00	WIR		<input type="checkbox"/>	STL1	08/27/2001	8,333.33	EFT	IR
<input type="checkbox"/>	PIRD200	08/11/2000	50,000.00	D		<input type="checkbox"/>	INVEST3	08/24/2001	5,375.00	EFT	IR
<input type="checkbox"/>	PIRD200	08/11/2000	50,000.00	D		<input type="checkbox"/>	STL1	07/25/2001	8,333.33	EFT	IR
						<input type="checkbox"/>	STL4	07/25/2001	97,500.00	EFT	IR
						<input type="checkbox"/>	INVEST3	07/24/2001	5,375.00	EFT	IR
						<input type="checkbox"/>	INVEST1	07/24/2001	10,500.00	EFT	IR
						<input type="checkbox"/>	INVEST3	06/25/2001	5,375.00	EFT	IR
						<input type="checkbox"/>	STL1	06/25/2001	8,333.33	EFT	IR
						<input type="checkbox"/>	STL1	05/25/2001	8,333.33	EFT	IR
						<input type="checkbox"/>	INVEST3	05/24/2001	5,375.00	EFT	IR
						<input type="checkbox"/>	DMWSRD-08	04/27/2001	5,000.00	D	AR
						<input type="checkbox"/>	DMWSRD-09	04/27/2001	4,650.00	D	AR
						<input type="checkbox"/>	DMWSRD-11	04/27/2001	48,600.00	D	AR
						<input type="checkbox"/>	DMWSRD-05	04/27/2001	265,150.00	D	AR
						<input type="checkbox"/>	DMWSRD-06	04/27/2001	281,900.00	D	AR

Amount: 0.00

Amount: 0.00

Difference: 0.00

Semi Manual Reconciliation page (unreconciled transactions)

Semi Manual Reconciliation *Search By: From Date / Thru Date

Search Criteria

Bank ID: 00001 Account #: 00000000001 Statement ID: %

From Date: 01/01/2000 Thru Date: 09/01/2009 *Reconciliation Status: Reconciled

From Amount: To Amount: Currency Code: EUR Search Advanced Search

Bank Transactions						System Transactions					
Select	Reference	Bank Date	Tran Amt	Type		Select	Reference	Tran Date	Tran Amt	Type	Source
<input type="checkbox"/>	EXT014	11/15/2000	1,195.90	F		<input type="checkbox"/>	EXT014	11/15/2000	182.31	F	XT
<input type="checkbox"/>	EXT018	11/15/2000	1,175.00	F		<input type="checkbox"/>	EXT018	11/15/2000	179.13	F	XT

Amount: 0.00 Amount: 0.00

Difference: 0.00

Buttons: Unreconcile Refresh Select Matches

Semi Manual Reconciliation page (reconciled transactions)

When the system reconciles transactions with currencies that are different from that of the bank statement, the amounts that appear on the system side are already converted to the default currency for the bank account.

Search Criteria

Enter your search criteria for the transactions that you want to reconcile and click Search.

Reconciliation Status Select a status for the transactions:

Unreconciled: Select if you want to reconcile transactions.

Reconciled: Select if you want to undo the reconciliation for a transaction.

If the reconciliation status selected is *Reconciled*, this page displays both bank transactions and system transactions that are reconciled by semimanual or automatic reconciliation. Transactions reconciled from the Manual Reconciliation page are also displayed here, but can only be unreconciled from the Manual Reconciliation page.

Note. You should not unreconcile a transaction that has already be sent to the general ledger.

Advanced Search

Click to display additional search fields on the page to sort the transactions and restrict the transactions that appear in the list.

Bank Transactions and System Transactions

The search returns data based on your specified criteria and displays the results for both bank transactions and system transactions.

The page displays the bank and system transactions online simultaneously, making it easy to scroll through and match corresponding transactions. You can reconcile transactions by matching:

- One bank transaction to one system transaction (one-to-one).
- One bank transaction to many system transactions (one-to-many).

- More than one bank statement transaction to one system transaction (many-to-one).
- More than one bank statement transaction to more than one system transaction (many-to-many).

Note. When reconciling more than one bank statement transaction to one or more system transactions—many-to-one and many-to-many—the sum of the bank statement transactions must be equal to the sum of the system transactions. No reconciliation tolerances are allowed under these circumstances.

Select the transactions on each side that you want to reconcile and click Reconcile.

The system issues a warning if:

- The dates do not match between the bank and the system sides.
- The transaction types do not match between the bank and the system sides.

If you are displaying a list of reconciled transactions, select the transactions to unreconcile, and click Unreconcile.

Note. You should not unreconcile a transaction that has already been sent to the general ledger.

Bank Date	Displays the date on which the bank recorded the transaction.
Tran Date (transaction date)	Displays the date on which the system transaction occurred.
Source	<p>Displays the origin application for the transactions:</p> <p><i>AR:</i> Accounts Receivables, includes receivables, direct debits, and drafts.</p> <hr/> <p>Note. Unbalanced payments in PeopleSoft Enterprise Accounts Receivable will not appear in the System Transactions grid for reconciliation. To remedy this, you must balance the payment on the Regular Deposit pages in Accounts Receivable.</p> <hr/> <p><i>XT:</i> Transactions from outside the system.</p> <p><i>AP:</i> Payables.</p> <p><i>TR:</i> Treasury.</p>
Amount	Displays the sum total of the transactions selected on the corresponding side of the page.
Difference	The difference between the sum total of the selected bank statement transactions and the selected system transactions.
Refresh	After selecting transactions, click the Refresh button to generate the Amounts and difference fields.

Select Matches

After selecting bank or system transactions to unreconcile, click the Select Matches button to automatically select the associated transactions to the original reconciliation. For example, if you select a bank statement transaction and click Select Matches, the system will select all system transactions that had been reconciled with the bank statement transaction you selected. You can select transactions on both sides of the page simultaneously when using this function.

Reconciling Transactions Manually

Access the Manual Reconciliation page (Banking, Reconcile Statements, Manual Reconciliation).

Manual Reconciliation

*Search By:

Search Criteria

Bank ID Account # *Status

From Date Thru Date Method

Total Transaction Amount: 89,590.96 EUR

System Transactions										
Select	Reconciliation Date	Status	Reference	Transaction Date	Transaction Amount	Method	Source	Status	Detail	
<input type="checkbox"/>	09/01/2009	UNR	MC-101	03/06/2008	10,000.00	CHK	AR	Unident	Receipt	
<input type="checkbox"/>	09/01/2009	UNR	ECLA01-UNAPP	08/01/2003	2,000.00	CHK	AR	Ident	Receipt	
<input type="checkbox"/>	09/01/2009	UNR	ECLA01-INPROC	08/01/2003	2,439.18	CHK	AR	Ident	Receipt	
<input type="checkbox"/>	09/01/2009	UNR	PP-EV02-BAL01	06/15/2002	3,279.54	CHK	AR	Ident	Receipt	
<input type="checkbox"/>	09/01/2009	UNR	PP-EV02-BAL02	06/15/2002	3,213.95	CHK	AR	Ident	Receipt	
<input type="checkbox"/>	09/01/2009	UNR	PP-EV02-COM01	06/15/2002	1,093.18	CHK	AR	Ident	Receipt	
<input type="checkbox"/>	09/01/2009	UNR	PP-EV02-COM02	06/15/2002	1,071.32	CHK	AR	Ident	Receipt	
<input type="checkbox"/>	09/01/2009	UNR	PP-EV02-COM03	06/15/2002	3,279.54	CHK	AR	Ident	Receipt	
<input type="checkbox"/>	09/01/2009	UNR	PP-EV02-OL101	06/15/2002	2,742.09	CHK	AR	Ident	Receipt	
<input type="checkbox"/>	09/01/2009	UNR	PP-EV02-OLC01	06/15/2002	2,285.08	CHK	AR	Ident	Receipt	
<input type="checkbox"/>	09/01/2009	UNR	PP-EV02-OVR01	07/15/2002	2,685.14	CHK	AR	Ident	Receipt	
<input type="checkbox"/>	09/01/2009	UNR	PP-EV02-PST01	06/15/2002	2,186.36	CHK	AR	Ident	Receipt	
<input type="checkbox"/>	09/01/2009	UNR	PP-EV02-PST02	06/15/2002	1,071.32	CHK	AR	Ident	Receipt	
<input type="checkbox"/>	09/01/2009	UNR	PP-EV02-REF01	06/15/2002	1,139.80	CHK	AR	Ident	Receipt	
<input type="checkbox"/>	09/01/2009	UNR	PP-EV02-REF02	06/15/2002	1,137.97	CHK	AR	Ident	Receipt	

Select All Clear All

Recon Date Override Options

Override Reconciliation Date Enter Reconciliation Date:

[Process Monitor](#)

Manual Reconciliation page

Important! If you open a bank account in the Manual Reconciliation page that is set for automatic reconciliation, you get a warning message stating "This bank account is set up to use Automatic Reconciliation." To avoid this warning, you should not perform manual reconciliation on bank accounts whose reconciliation method is *Automatic*.

Some care should be taken, as any system transaction marked as manually reconciled will not be considered a candidate for automatic (or semi-manual) reconciliation. In addition, you need to be careful not to mark the transaction of an automatic bank for manual reconciliation. The system will then not retrieve these marked transactions for automatic or semi-automatic reconciliation.

In manual reconciliation, system transactions in different currencies display in the default currency for the bank account.

Search Criteria

Enter your search criteria and click Search.

Reconciliation Date	From the bank statement, enter the date when the transaction cleared the bank. Date cannot be after today's date nor earlier than date entered in the Enter Reconciliation Date field if Override Reconciliation Date is selected.
Status	Select a status for the transactions: <i>Unreconciled:</i> Select to reconcile transactions. <i>Reconciled:</i> Select to view and undo the reconciliation for a transaction. Only transactions that were reconciled manually will appear. Hence, transactions that were reconciled automatically or semimanually can only be unreconciled from the Semi Reconciliation page.
System Transactions	
Status (reconciliation status)	Displays the reconciliation status: <i>UNR</i> (unreconciled) or <i>REC</i> (reconciled).
Transaction Date	Displays the date on which the system transaction occurred.
Status	Displays the payment status for payables transactions.
Detail	Displays the transaction type or payment method.
Reconcile	Click to reconcile selected transactions.
Override Reconciliation Date	Select to override the displayed value date when you reconcile selected transactions. Select this option and also enter a new date in the Enter Value Date field.
Account Register Report	Click to generate the Account Register report (FIN4004), which you can view using the Process Monitor functionality.

Reconciling Externally Generated Transactions

To enter external transactions for reconciliation, use the External Transactions component (GEN_TRAN_UPDT).

Use the TR_EXTERNAL_TRANSACTIONS_CI component interface to load data into the External Transactions tables.

This section discusses how to:

- Enter external transactions for reconciliation.
- Reconcile the external transactions automatically.

External Transactions Reconciliation Process

The Bank Reconciliation process flags bank transactions (such as overdraft fees, interest, or other miscellaneous fees) as MISC (miscellaneous) exception items because there are no corresponding system transactions. By associating statement activity types with these items, Treasury Management generates accounting entries for them when you force them to reconcile based on the ChartFields that are specified in the accounting template that is assigned to the statement activity type.

In addition to processing these types of transactions, you can also enter transactions online using the External Transactions page or insert them into the Bank Reconciled Transactions (BNK_RCN_TRAN) table, which corresponds to the External Transactions page. After you enter the transactions, you run the Bank Reconciliation process to reconcile them automatically. The process tries to match them to corresponding bank transactions.

See Also

Chapter 9, "Setting Up Reconciliation," Defining Statement Activities, page 133

Pages Used to Reconcile Externally Generated Transactions

Page Name	Definition Name	Navigation	Usage
External Transactions	BNK_RCN_TRAN_UPDT	Banking, Reconcile Statements, External Transactions	Modify or insert additional external transactions for a bank account. You also use this page to add new external transactions.
Process Reconciliation	RECON_REQUEST	Banking, Reconcile Statements, Process Reconciliation	Run the Bank Reconciliation process to reconcile the transactions automatically. See Chapter 11, "Reconciling Statements, Reconciling Transactions Automatically, page 168.

Entering External Transactions

Access the External Transactions page (Banking, Reconcile Statements, External Transactions).

External Transactions

Search Criteria

Unit: Bank ID: Account #:

Transaction Date: Reference:

External Transactions Customize | Find | View All | First 1 of 1 Last

Transaction Header | Transaction Details

*Tran Date	*Bank ID	*Account #	Unit	*Reference	*Tran Amount	Currency
08/01/2000	071000288	7098454	US001	PY12007	5,452.88	CAD

External Transactions page

Search Criteria

To view a list of external transactions, enter your search criteria and click Search.

External Transactions

The External Transactions grid displays existing transactions that meet your search criteria.

A transaction is unavailable for edit if you have reconciled it.

Transaction Details

Select the Transaction Details tab.

External Transactions

Search Criteria

Unit: Bank ID: Account #:

Transaction Date: Reference:

External Transactions Customize | Find | View All | First 1 of 1 Last

Transaction Header | Transaction Details

*Tran Date	Transaction Code	*Transaction Description	Status	Accounting Template ID	Doc Type
08/01/2000	Receipt	Lockbox Cust28384	UNR	BSP-INTINC	VAT

Transaction Details tab of the External Transactions page

Tran Code (transaction code) Indicates the type of transaction, such as fee or interest.

Accounting Template ID Specify the accounting template that the system uses to generate the correct accounting entries.

VAT

Click to view information on the Treasury VAT Processing page. This link is available only when the transaction meets the following conditions:

- The business unit is VAT enabled.
- A VAT-enabled transaction code is defined for the transaction type (currently limited to fee, F).
- A VAT-enabled accounting template is defined for the accounting template.

See Also

PeopleSoft Enterprise Cash Management 9.1 PeopleBook, "Processing VAT Transactions in Treasury Management," Editing VAT External Transaction Details

Managing Federal Schedule ID Reconciliations

This section discusses how to:

- Reconcile vouchers by using treasury payment information that is obtained from the GOALS - RFCAL website.
- (Optional) Undo previously reconciled schedule ID payments.

Federal Schedule ID Reconciliation

The U.S. Federal Government requires its agencies to group together vouchers with similar characteristics for payment. You assign each group of vouchers a common schedule ID as an identifier and then submit them to the U.S. Treasury for payment. After the Treasury Disbursement Office (TDO) sends notification that the vouchers are paid, the agencies log into the Government Online Accounting Link System - Regional Finance Center Agency Link (GOALS - RFCAL) for the disbursement information, which is used to reconcile the outstanding vouchers.

The federal payment schedules and federal schedule ID reconciliation functionalities are an integration of Payables and Treasury applications. You use the Payables Federal Payment Schedules functionality to:

- Specify Payables installation and set up options.
- Create and submit Treasury applications' schedule vouchers to the TDO.

After the Payables information is set up, you use the Treasury applications' federal schedule ID reconciliation function to:

- Specify bank account set up information.
- Reconcile transactions by schedule ID after receiving notice that the U.S. Treasury has disbursed the payment.
- Undo reconciliation of payments that have been reconciled in error.

See Also

PeopleSoft Enterprise Payables 9.1 PeopleBook, "(USF) Processing PeopleSoft Payables for U.S. Federal Agencies," Understanding Federal Payment Processing

Prerequisites

Before you reconcile federal payments, you must perform the following tasks:

- Specify an agency location code to identify the correct TDO for a bank on the Bank Information page.
- Select the Payment Schedule option on the Payment Methods page to direct generation of prenotification files for a specified bank account.
- Select the Prenote Required option on the Prenotification page to generate a prenotification notice for the bank account.

See Also

[Chapter 2, "Setting Up Banks," Defining Bank Information, page 16](#)

[Chapter 3, "Setting Up External, Internal, and Netting Accounts," Defining Payment Methods, page 53](#)

Common Elements in This Section

Schedule ID A code that identifies vouchers that are grouped together with the similar characteristics such as agency location code, schedule type, and payment method. Vouchers that are grouped and assigned to a schedule ID are submitted to the TDO for payment.

Account Register Report Click to run a report of reconciled or unreconciled federal schedule ID payments.

Pages Used to Manage Federal Schedule ID Reconciliations

<i>Page Name</i>	<i>Definition Name</i>	<i>Navigation</i>	<i>Usage</i>
Schedule ID Reconciliation	BNK_RCN_MAN_TRE	Banking, Reconcile Statements, Schedule ID Reconciliation	Reconcile a series of federal schedule ID payments. Run the Account Register report (FIN4004). Use the report to view a list of reconciled or unreconciled Federal Schedule ID payments.



Page Name	Definition Name	Navigation	Usage
Reverse Schedule Recon (reverse schedule reconciliation)	BNK_RCN_MAN_TRE	Banking, Reconcile Statements, Reverse Schedule ID Recon	Reverse reconcile any schedule ID payments reconciled in error. Run the Account Register report (FIN4004). Use the report to view a list of reconciled or unreconciled Federal Schedule ID payments.


Reconciling Federal Schedule ID Payments

Access the Schedule ID Reconciliation page (Banking, Reconcile Statements, Schedule ID Reconciliation).

Schedule ID Reconciliation

Bank ID: Account #: Schedule ID:

Pay Confirm # From: Thru:  Sent Date: 

Disbursed Date:  Reconciled Amount: Currency:

Reconcile Customize Find View All 1 of 1 First Last									
Select	Pay Confirm #	Reference	Remit Vendor	Remit Vendor Name	Tran Amt	Currency	Tran Date	Status	View Payment

Total Amount: 0.000

[Process Monitor](#)

Schedule ID Reconciliation page

Pay Confirm # From and Thru Enter a range of payment confirmation numbers that are obtained from GOALS - RFCAL.



Click the Assign Confirmation Number button to assign a range of schedule ID treasury payment numbers to display unreconciled data.

Sent Date Enter the date on which you sent the payment to the TDO.

Disbursed Date Enter the date on which the TDO disbursed the schedule ID payments.

Reconciled Amount Enter the sum of the payments' amounts that you have assigned in the Pay Confirm # From and Thru fields.

Reconcile

Click to reconcile the unreconciled data with the information you enter. This function also performs various audits and displays error messages as appropriate. If the reconciled amount differs from the sum of the payments' amounts (payments assigned a confirmation number), an error message displays.

When you click reconcile, the system:

- Updates the Payables Bank Schedule ID table (AP_BANK_SCHEDULE) with three dates: the payment date, the disbursement date, and the date on which the schedule was sent from Payables to PeopleSoft banks.
- Updates the appropriate Federal payments in Payables with a US Treasury Payment confirmation number.
- Updates the IPAC Document Reference Number on an IPAC payment with the US Treasury Payment confirmation number, if a bank account is configured for IPAC and uses a payment method of *EFT*.

Account Register Report Run the Account Register report.

Reverse Reconciling Federal Schedule ID Payments

Access the Reverse Schedule Recon page (Banking, Reconcile Statements, Reverse Schedule ID Recon).

This page displays reconciled items that match your search criteria.

Select the items that were reconciled in error and click Unreconcile to reverse reconciliation. The item's status changes from *REC* (reconciled) to *UNR* (unreconciled). In addition, the system clears the Disbursed Date and Sent Date field values, and the Payment Confirmation Number and IPAC Document Reference Number.

Note. You cannot reverse reconcile payments after running the Cash Clearing process (APCSHCLR).

Reviewing Bank Reconciliation Information

PeopleSoft provides several options to review bank account reconciliation information.

This section discusses how to:

- Use the Reconciliation Manager.
- Review reconciled transactions by account.
- Review bank statement information.

Pages Used to Review Bank Reconciliation

<i>Page Name</i>	<i>Definition Name</i>	<i>Navigation</i>	<i>Usage</i>
Reconciliation Manager	BNK_RCN_MGR	Banking, Reconcile Statements, Reconciliation Manager	Perform automatic, semi-manual, or manual reconciliation for statements for a single bank.
Transactions By Account (reconciliation transactions by account)	BNK_RCN_ALL_GEN	Banking, Analyze Exceptions, Transactions by Account	Inquire on transactions for a specific account and run the Account Register report (FIN4004). Use the report to view a list of reconciled or unreconciled transactions.
Review Bank Statements	BNK_RCN_STMT_GEN	<ul style="list-style-type: none"> • Banking, Bank Statements, Review Bank Statements • Click Review Bank Statements from the drop-down menu of the Go To field on the Bank Statement Manager page. 	Inquire on statement information for a bank account and run the Account Register (FIN3000) report. Use the report to review all transactions in an electronic bank statement.

Using the Reconciliation Manager

Access the Reconciliation Manager page (Banking, Reconcile Statements, Reconciliation Manager).

Reconciliation Manager

*Show Statements for:

[Add/Update Accounts](#)

Bank ID: 121042882 USA BANK

Bank Account #: System Che : [Manual Reconciliation](#)

Bank Account #: Manual Che : [Semi Manual Recon](#)

Bank Statements						
Statement ID	As Of Date	Load Date and Time	Trans Loaded	Reconciled	Cycle Status	

Bank Account #: CHECK ACCT : [Automatic Reconciliation](#)

Bank Statements						
Statement ID	As Of Date	Load Date and Time	Trans Loaded	Reconciled	Cycle Status	

Bank Account #: TEST ACCOU No reconciliation has been setup for this account.:

[Add a Bank to My List](#)

Reconciliation Manager page

Show Statements for Select *Current Month, Last Month, or Today*. The page refreshes with the specified information.

Add/Update Accounts Click to add more accounts or update current bank account information.

Add a Bank Account to My List Click to add more accounts for the selected bank to your My Accounts page.

On the right side of the grid, you can verify whether reconciliation has been set up for a particular account on the External Account - Account Reconciliation page and see what type of reconciliation is in place:

- Manual reconciliation.
- Semi-manual reconciliation.
- Automatic reconciliation.

Click the reconciliation type link to perform reconciliation for the specific bank account.

See Also

[Chapter 9, "Setting Up Reconciliation," page 119](#)

Reviewing Reconciliation Transactions by Account

Access the Transactions By Account page (Banking, Analyze Exceptions, Transactions by Account).

Search By	Specify whether you want to search for transactions by reference number or by date. The fields in the Search Criteria group box change based on your selection.
Detail	Identifies the type of transaction.
Register Report	Click to run the Account Register report.

Reviewing Bank Statement Information

Access the Review Bank Statements page (Banking, Bank Statements, Review Bank Statements).

Enter your search criteria for retrieving bank statement data.

Status	Displays the transaction reconciliation status.
Run Account Register Report	Click to run the Account Register report (FIN3000).

Chapter 12

Resolving Reconciliation Exceptions

This chapter provides overviews of reconciliation exceptions and reconciliation exceptions workflow and discusses how to process reconciliation errors and exceptions.

Understanding Reconciliation Exceptions

When you automatically reconcile bank statements, some bank transactions may not perfectly match system transactions. In these cases, you must analyze the transactions that do not match and determine the source of the errors. Typically, mismatches are due to bank errors in reference IDs (for example, check numbers, amount mismatches, transaction type mismatches, duplicates, items not found, and transactions for which the currency has not been defined at the bank account level).

When you use tolerances to reconcile transactions, the process inserts the differences that are associated with the transaction into the `BNK_RCN_TRAN` table. You view these differences on the External Transactions page. The system assigns the new lines a unique reference number that begins with *BSP* (bank statement processing) or whatever has been assigned in the auto numbering, plus a sequential number.

The Cash Management Bank Statement Accounting functionality works similarly to the reconciliation exceptions functionality. When an NTF (No Transactions Found) or MSC (Miscellaneous) exception is matched to a BSA (Bank Statement Accounting) rule (with an accounting template), the system reconciles the exception and enters an external transaction with a unique reference number into the `BNK_RCN_TRAN` table.

After you determine the source of the errors, you have several options, depending on the type of mismatched information:

- If the reference number that is sent by the bank does not match any reference numbers in the system, the transaction is considered an automatic reconciliation error.

The Auto Recon Errors report lists all automatically reconciled errors. You can reconcile these transactions using automatic or manual methods.

- To automatically reconcile these transactions, force reconciliation using the Automatic Reconciliation Exceptions page. If the transaction matches the system processing criteria for automatic reconciliation, the system creates the necessary system-side transaction, then reconciles the pair.
- To manually reconcile these transactions, you must create an external transaction and reconcile the pair using the Semi Manual Reconciliation page.

Note. If you are using the preceding method to manually reconcile transactions, you are responsible for using the correct accounting template when creating the external transaction to keep your organization's ledgers balanced.

- Unpaired transactions are generally third-party external transactions that exist outside your organization's PeopleSoft system. These might be from a legacy system in your organization that reports these transactions to the bank. Because the legacy system is not integrated with your organization's PeopleSoft system, when you receive the bank statement, these transactions do not have a matching system-side transaction in the PeopleSoft system. However, if you map third-party external transactions (meaning that you configure the application to automatically load all external transactions using statement activity types), the force reconciliation process inserts the corresponding system-side transaction into the system when you force reconcile.

The system generates the accounting entries based on the accounting template that you assigned to the statement activity type (if you assign an accounting template). This can apply to only the first notice of items (such as fees and interest) from the bank that are not yet in the system.

- If the reference number that is sent by the bank matches a reference number in the system, but the transaction codes, amounts, or dates do not match, the transaction is an Auto Recon Exception.

The Auto Recon Exceptions report lists all reconciliation exceptions. You can force any exception transaction to reconcile despite the discrepancy on the AutoRecon Exceptions page. The system creates external-transaction, offset entries when a transaction meets the following two conditions: the transaction is defined with a valid statement activity type, and this statement activity type is defined with the BNK_RCN_TRAN transaction table.

Pairing a transaction forces reconciliation on the bank side and the system side. When you select only one transaction (you did not pair the transaction because it was not listed on the Recon Exception page), you must manually add the appropriate journal entries for the transaction after you force-reconcile the selected transaction.

- If the reference number that is sent by the bank matches a reference number in the system, but the amounts do not match, the transaction is also an exception.

You have two options to resolve the problem:

- Change the amount for the reconciliation tolerance for the bank account so that the transaction reconciles, and then run the Bank Reconciliation process (FSPRECON) again.

The system generates the appropriate journals.

- Make an adjustment entry on the system side and use the Semi Manual Reconciliation page to reconcile the transactions.

See Also

[Chapter 9, "Setting Up Reconciliation," Setting Up Reconciliation Tolerances, page 132](#)

[Chapter 9, "Setting Up Reconciliation," Defining Statement Activities, page 133](#)

[Chapter 11, "Reconciling Statements," Reconciling Externally Generated Transactions, page 176](#)

Understanding Reconciliation Exceptions Workflow

If you have implemented the Exceptions workflow when you run the Reconciliations Exceptions process (TR_RECON_EXC), the system automatically routes any exceptions to a defined user (or user's) worklist.

See Also

[Chapter 12, "Resolving Reconciliation Exceptions," Routing Exceptions to a User's Worklist, page 191](#)

[Appendix A, "Delivered Workflows for Banks Setup and Processing," page 223](#)

Processing Reconciliation Errors and Exceptions

This section lists prerequisites and discusses how to:

- Route exceptions to a user's worklist.
- Run error and exception reports.
- Force exceptions to reconcile.
- Resolve exceptions using semimanual reconciliation.
- View accounting for forced reconciliations.

Prerequisites

If you plan to route exceptions for automatic reconciliation to a user's worklist, you must first select **Enable Workflow** for the bank account on the Account Reconciliation page.

See Also

[Chapter 9, "Setting Up Reconciliation," Selecting a Reconciliation Method, page 129](#)

Pages Used to Process Reconciliation Errors and Exceptions

<i>Page Name</i>	<i>Definition Name</i>	<i>Navigation</i>	<i>Usage</i>
Route Reconciliation Exception	TR_AE_RUNCNTL	Banking, Analyze Exceptions, Route Reconciliation Exception	Route exceptions to a user's worklist. Define the run parameters for the Reconciliation Exceptions process.

Page Name	Definition Name	Navigation	Usage
Automatic Reconciliation	BNK_RCN_CYC_STSA	Banking, Reconcile Statements, Automatic Reconciliation	Determine whether a bank statement has reconciliation errors. Run the Auto Recon Errors report (FIN3002). Use this report to view a list of all reconciliation errors for a bank statement. Run the Auto Recon Exceptions report (FIN3001). Use this report to view a list of all transactions with exceptions for a bank statement.
Automatic Reconciliation Exceptions	BNK_RCN_VUE_UNR	<ul style="list-style-type: none"> • Banking, Analyze Exceptions, Auto Reconciliation Exceptions • Click Exceptions on the Automatic Reconciliation page. 	Click to force an automatic-reconciliation exceptions to reconcile. You can also create external transactions for bank-side transactions with no corresponding system-side transactions.
Semi Manual Reconciliation	BNK_RCN_SEMI_MAN	Banking, Reconcile Statements, Semi-Manual Reconciliation	Resolve exceptions using semimanual reconciliation. Select a transaction on the bank side to match a transaction on the system side. <u>See Chapter 11, "Reconciling Statements," Reconciling Transactions Semi-manually, page 170.</u>
Bank Statement Processing Accounting (BSP)	TRA_EVENT_CAL_2	Cash Management, Treasury Accounting, Accounting Events Select the BSP Accounting Events tab.	View the accounting events that are scheduled for force-reconciled transactions.
Transactions by Account	BNK_RCN_ALL_GEN	Banking, Analyze Exceptions, Transactions by Account	Search and review transaction reconciliation information by a defined bank account. You can also run the Account Register report (FIN4004).

Routing Exceptions to a User's Worklist

Access the Route Reconciliation Exception page (Banking, Analyze Exceptions, Route Reconciliation Exception).

Select a bind variable name of either *BNK_ID_NBR* or *BANK_ACCOUNT_NUM* and enter a value.

Running Error and Exception Reports

Access the Automatic Reconciliation page (Banking, Reconcile Statements, Automatic Reconciliation).

Select either *Errors* or *Exceptions* in the Reports field, and then click Run Report.

See Also

[Chapter 11, "Reconciling Statements," Reconciling Transactions Automatically, page 168](#)

Forcing Exceptions to Reconcile

Access the Automatic Reconciliation Exceptions page (Banking, Analyze Exceptions, Auto Reconciliation Exceptions).

Automatic Reconciliation Exceptions *Search By: From Date / Thru Date

Search Criteria

Bank ID: 121042882 Account #: 0741-256458 Statement ID: 1

From Date: Thru Date: Currency Code: USD Search

Auto Reconciliation Exceptions Find | View All First 1 of 1 Last

Reference	Exception	Bank / Tran Amt	Bank / Tran Date	Bank Tran Type / Tran Status
-----------	-----------	-----------------	------------------	------------------------------

Select All Clear All

Reconcile External Transactions

Automatic Reconciliation Exceptions page

The page displays a combination of all potential matches based on date, amount, and reference ID number. Use your own judgement when you force items to reconcile. In some cases, transactions appear multiple times after being forced to reconcile, so you must be careful that you select the correct reconciled combination.

Note. Some automatic reconciliation exceptions may be the result of unbalanced payments in PeopleSoft Enterprise Accounts Receivable. To remedy this, you should balance the payment on the Regular Deposit pages in Accounts Receivable.

Search Criteria

If you access this page by clicking the Exceptions link on the Automatic Reconciliation page, the exceptions for the selected bank's statements automatically appear in the grid. Otherwise, you must enter your search criteria and click Search.

Search By Select how you want to search for transactions: by reference number or by date. The fields in the Search Criteria group box vary based on your selection.

Auto Reconciliation Exceptions

For the system to force a transaction to reconcile, the transaction must match the following criteria. If the transaction does not match this criteria, the Force Reconciliation option is unavailable.

Note. This criteria is applicable only if you are using a Treasury application. If you are using the PeopleSoft force-reconciliation functionality with PeopleSoft Payables or PeopleSoft Receivables, the Force Reconciliation check box is always enabled.

- You must have installed one or more of the Treasury applications, such as Cash Management, Deal Management, or Risk Management. The force-reconciliation functionality uses statement activity types for storing the accounting template and the source table (BNK_RCN_TRAN) information, from which the system creates the offset entries. However, the ability to define statement activity types is available only if you install a Treasury product.
- The bank statement transaction must have a valid statement activity type on the Bank Transaction Entry page.
- You must complete all three fields for the statement activity type that is associated with the bank statement transaction in the Force Reconciliation Options region of the Statement Activity Type page. These fields are Allow Force Reconciliation, Transaction Table, and Accounting Template ID.
- You must select the Statement Accounting option on the External Accounts page. This ensures that the correct ChartFields for first-notice items, such as fees and interest, are established. In addition, when the system creates the offsetting external transaction, it sets the internal Build Accounting status to *yes*. This ensures that these transactions are properly built during the next Automated Accounting process (TR_ACCTG) run.

In addition, when forcing transaction pairs of unlike amounts to reconcile, the system automatically generates a balancing transaction. For example, if the bank statement amount is 100 USD and the system transaction amount is 99.99 USD, then the system creates a balancing transaction, which results in a credit in the amount of 0.01 USD. This credit is recorded in the table that is specified in the associated Statement Activity Type definition (either BNK_RCN_TRAN or CASH_FLOW_TR). If the system transaction is of a greater amount than the bank statement amount, then the system creates a debit and records it to the appropriate table. Using the preceding example, if the bank statement amount is 100 USD and the system transaction amount is 100.01 USD, then the balancing transaction is a debit of 0.01 USD.

In the Description field for each exception, details from the bank transaction file appear along with the reason that the transaction did not reconcile. Possible values are:

Alignment Check Payables check that is used to align the printer.

<i>Amounts Not Equal</i>	Bank amount does not match system amount.
<i>Ambiguous Match</i>	An unreconciled, bank-statement transaction could match more than one unreconciled system transaction. This occurs most frequently when large tolerances are defined for the amount or date. An ambiguous match could also occur even with zero tolerances defined, however, if the reference IDs do not match.
<i>Currency</i>	The transaction currency was not defined (Accounts Receivable only).
<i>Currency Not Defined</i>	The transaction currency was not defined at the bank account level.
<i>Duplicate Input Transaction</i>	Duplicate bank transaction. A transaction appears more than once on a given statement with the same date, amount, and reference ID. (AR deposits are an exception to this.) Duplicate transactions are transactions that appear more than once on a given statement with the same date and amount (AR Deposits do not use ID's for matching).
<i>Duplicate Transaction</i>	Duplicate system transaction.
<i>Miscellaneous Transaction</i>	Miscellaneous transaction, such as bank fees or interest.
<i>Payee Names Not Equal</i>	Payee names don't match.
<i>Not Found In System</i>	Transaction is not found in the system.
<i>Null Transaction ID Ref</i>	Blank transaction ID.
<i>Overflow</i>	Overflow Payables check.
<i>Pending Reconciliation</i>	Prereconciled.
<i>Reconciled</i>	Already reconciled.
<i>Reprinted Check</i>	Reprinted payables check.
<i>Stop Check</i>	Check was issued a stop payment to the bank.
<i>Wrong Transaction Type</i>	Wrong transaction type for source.
<i>Tran Date Different <> Bank Clear</i>	System transaction date is different from the bank clear date.
<i>Unreconciled</i>	Not processed by the Bank Reconciliation process.
<i>Voided Check</i>	Payables void.

To force a transaction to reconcile, select the transaction and click Reconcile.

See Also

[Chapter 12, "Resolving Reconciliation Exceptions," Understanding Reconciliation Exceptions, page 187](#)

Resolving Exceptions Using Semimanual Reconciliation

Access the Semi Manual Reconciliation page (Banking, Reconcile Statements, Semi-Manual Reconciliation).

Semi Manual Reconciliation

*Search By: From Date / Thru Date

Search Criteria

Bank ID: 00001 Account #: 00000000001 Statement ID: 1000

From Date: 08/31/2000 Thru Date: 09/01/2009 *Reconciliation Status: Unreconciled

From Amount: To Amount: Currency Code: EUR Search [Advanced Search](#)

Bank Transactions						System Transactions					
Select	Reference	Bank Date	Tran Amt	Type		Select	Reference	Tran Date	Tran Amt	Type	Source
<input type="checkbox"/>	EXT004	11/15/2000	1,196.00	F		<input type="checkbox"/>	MC-101	03/06/2008	10,000.00	CHK	AR
<input type="checkbox"/>	EXT013	11/15/2000	1,196.00	F		<input type="checkbox"/>	ECLA01-UNAPP	08/01/2003	2,000.00	CHK	AR
						<input type="checkbox"/>	ECLA01-INPROC	08/01/2003	2,439.18	CHK	AR
						<input type="checkbox"/>	PP-EV03-OVR01	08/15/2002	2,685.14	EFT	AR
						<input type="checkbox"/>	PP-EV02-OVR01	07/15/2002	2,685.14	CHK	AR
						<input type="checkbox"/>	PP-EV02-BAL02	06/15/2002	3,213.95	CHK	AR
						<input type="checkbox"/>	PP-EV02-COM02	06/15/2002	1,071.32	CHK	AR
						<input type="checkbox"/>	PP-EV02-COM03	06/15/2002	3,279.54	CHK	AR
						<input type="checkbox"/>	PP-EV02-BAL01	06/15/2002	3,279.54	CHK	AR
						<input type="checkbox"/>	PP-EV02-OLC01	06/15/2002	2,285.08	CHK	AR
						<input type="checkbox"/>	PP-EV02-COM01	06/15/2002	1,093.18	CHK	AR
						<input type="checkbox"/>	PP-EV02-PST01	06/15/2002	2,186.36	CHK	AR
						<input type="checkbox"/>	PP-EV02-PST02	06/15/2002	1,071.32	CHK	AR
						<input type="checkbox"/>	PP-EV02-REF01	06/15/2002	1,139.80	CHK	AR
						<input type="checkbox"/>	PP-EV02-REF02	06/15/2002	1,137.97	CHK	AR

Amount: 0.00 Amount: 0.00 Difference: 0.00

Semi Manual Reconciliation page

If the Bank Reconciliation process could not reconcile a transaction, you can try to manually match transactions from the bank side to transactions on the system side, as long as the amounts match.

You can reconcile transactions only by matching one bank transaction to one system transaction (one to one) or one bank transaction to many system transactions (one to many). Select the transactions on each side that you want to reconcile, and click Reconcile.

See Also

Chapter 11, "Reconciling Statements," Reconciling Transactions Semi-manually, page 170

Viewing Accounting for Forced Reconciliations

Access the Bank Statement Processing Accounting (BSP) page (Cash Management, Treasury Accounting, Accounting Events).

To view all journal entries for transactions that were forced to reconcile, run the Automated Accounting (TR_ACCTG) process prior to accessing this page.

See Also

PeopleSoft Enterprise Cash Management 9.1 PeopleBook, "Managing Treasury Accounting," Reviewing Accounting Information

Chapter 13

Performing Book to Bank Reconciliation

This chapter provides an overview of book to bank reconciliation, lists prerequisite tasks, and discusses how to perform book to bank reconciliation.

Understanding Book to Bank Reconciliation

Book-to-bank reconciliation compares bank-reported balances in the bank statement against the system's general ledger bank balance for a specified fiscal period. . The Book to Bank Reconciliation process (TR_BTBCALC) is normally performed as part of the periodic PeopleSoft General Ledger Close process after you run bank reconciliation and have posted all subsystem transactions. Discrepancies between the bank balance and ledger balance are due to:

- Time difference items that affect the bank statement, such as deposits in transit or unreconciled checks. These are transactions that are booked in the system but not yet acknowledged by the bank.
- First notice items, such as fees or interest accrual amounts. These are transactions noted on the bank statement but not yet booked into the system.

The book to bank reconciliation functionality integrates with General Ledger, Payables, Expenses, Receivables, and Treasury applications. The Book to Bank Reconciliation Application Engine program identifies whether a posted journal line transaction has been reconciled. If a transaction has not been reconciled or has not been posted to the general ledger, then this information appears in the Reconciliation Data group box on the Book to Bank Reconciliation Details page, categorized by type. Unreconciled transactions (such as bank adjustments or unbooked transactions) appear on the Ledger Balance side, while unreconciled transactions (such as payments in transit, general ledger adjustments, or deposits in transit) appear on the Bank Statement Balance side.

The Book to Bank Reconciliation process leverages the period end close functionality of PeopleSoft General Ledger, which prevents posting of journal entries to a closed fiscal period. This means that transactions that are posted to a prior general ledger period are not available to the Book to Bank Reconciliation process. In addition, the system does not include transactions that are posted to adjustment periods in the Book to Bank Reconciliation process. If you need to create adjustment period entries, you must access PeopleSoft General Ledger.

This section also discusses:

- Prerequisites
- Book-to-bank reconciliation.

See Also

PeopleSoft Enterprise General Ledger 9.1 PeopleBook, "Managing Interim and Year End Closing"

PeopleSoft Enterprise General Ledger 9.1 PeopleBook, "Making General Ledger Journal Entries"

Prerequisites

Before running the Book to Bank Reconciliation process, verify that you have correctly configured your general ledger accounts and external bank accounts. Note the following configuration considerations:

- Define your external bank accounts so that there are no duplicate general ledger business unit and general ledger account combinations.
- Do *not* define the same bank ID and account number multiple times either under the same setID or under different setIDs. This type of setup causes reconciliation issues.

Note. There can be up to three ledger cash accounts per external bank account (one each for Payables, Receivables, and Treasury applications) as illustrated in this table:

<i>Bank</i>	<i>Account</i>	<i>GL Business Unit</i>	<i>Ledger Type</i>	<i>GL Account</i>
USBK1	0001	BU001	A - AP Cash	111111
USBK1	0001	BU001	C - AR Cash	111111
USBK1	0001	BU001	H - TR Cash	111111
USBK1	2222	BU001	A - AP Cash	222222
USBK1	2222	BU001	C - AR Cash	333333
USBK1	2222	BU001	H - TR Cash	444444
USBKZ	WXYZ	BUXXX	A - AP Cash	111111
USBKZ	WXYZ	BUXXX	C - AR Cash	222222
USBKZ	WXYZ	BUXXX	H - TR Cash	333333

- Ensure that the same currency code that you specified for the general ledger account is used by the bank account.

If you configure the bank account with a different currency code than the general ledger account, the bank account displays balances that are revalued in the base currency of the general ledger account in the Book to Bank Reconciliation component. This might result in currency rounding errors.

- Run the Journal Generator and Journal Edit and Journal Post processes in General Ledger.

Book to Bank Reconciliation

Book to Bank Reconciliation process is used only with banks that are configured for the Automatic or Semi-manual reconciliation process. You run the Book to Bank Reconciliation Application Engine program after the Automatic or Semi-manual reconciliation process has completed. The Book to Bank Reconciliation Application Engine program does not work with the Manual Reconciliation process.

The Book to Bank Reconciliation process consists of these steps:

1. Prerequisites

Perform all activities listed in the Prerequisites section of this chapter to ensure that the Book to Bank Reconciliation Application Engine program runs correctly.

2. Access the Select Book to Bank Statements component.

- a. Search for and select the bank statements for a specified fiscal period that need book to bank reconciliation.
- b. Click the Select and Calculate button to run the Book to Bank Reconciliation Application Engine program for the selected bank statements. You can access the Process Monitor to follow this processing and review any messages concerning the processing.

3. Access the Book to Bank Reconciliation component.
 - a. Search for the bank statements for which you ran the Book-to Bank Reconciliation Application Engine in the previous step.
 - b. Review the status of each bank statement, which can be:

New: This status indicates that the statement is new, and no balances or adjustments have been saved.

Awaiting Confirmation: This status indicates that some balance and adjustment work has been saved, but the statement has not been confirmed.

Calculating: This status indicates that the TR_BTБ_CALC process is running to extract the adjustment data and recalculate the balances.

Confirmed: This status indicates the statement has been finalized as confirmed.
 - c. Click the Details icon to access the Book to Bank Reconciliation Details page, where you can view the Book to Bank Reconciliation Bank Statement and Ledger Balances and view and edit any adjustments.
 - d. If the Book to Bank Reconciliation is in balance (book to bank balance difference is zero) and you know there is nothing outstanding, click the Confirm button, which changes the status of the statement to *Confirmed*.
 - e. If discrepancies exist, after researching them and making possible adjustments, return to the Book to Bank Reconciliation page and select the Recalculate link to run the Book to Bank Reconciliation Application Engine program again for the selected statement.
 - f. Review the Book to Bank Reconciliation Details page each time you recalculate the Book to Balance Application Engine program to check that the bank statement and general ledger are balanced. Click the Confirm button once you are satisfied that the total adjusted bank balance and the total adjusted ledger balance are in balance. Once the Book to Bank Reconciliation statement is confirmed, you can continue with the general ledger Closing process.

Important! You can select the Recalculate link any time after the original Book to Bank Reconciliation Application Engine program has been run as long as the statement's status is *New* or *Awaiting Confirmation*.

- g. Click the Report button to generate the Book to Bank Reconciliation report for the specific bank statement.
- h. Select the Event Log link to view event tracking, which identifies the user and date and time that the original Book to Bank Application Engine program was run, the user and date and time that the book to bank reconciliation was confirmed, and the user and date and time that the confirmed book to bank reconciliation was overridden.

4. You may find it necessary to override a book to bank reconciliation that has a status of *Calculating* or *Confirmed*. To change either of these statuses for a bank statement to the status *Awaiting Confirmation*, access the **Override Book to Bank Status** component. You select the value *Awaiting Confirmation* in the **New Status** dropdown menu and save the page. The book-to- bank reconciliation Status for that bank statement is changed to *Awaiting Confirmation*. This enables you to make any necessary changes to the data and click the **Recalculate** link on the **Book to Bank Reconciliation** page to run the **Book to Bank Reconciliation Application Engine** program again. Each time you override a calculating or confirmed book to bank reconciliation, it is tracked in the **Event Log**.

Possible reasons for overriding the reconciliation include:

- The bank sending you a corrective statement.
- Your finding it necessary to book an entry in the general ledger.

Performing Book to Bank Reconciliation

This section discusses how to:

- Select statements for book to bank reconciliation.
- Manage book to bank reconciliation statements.
- Review book to bank reconciliation details.
- Override the book to bank reconciliation status.

Pages Used to Perform Book to Bank Reconciliation

<i>Page Name</i>	<i>Definition Name</i>	<i>Navigation</i>	<i>Usage</i>
Select Book to Bank Statements	BNK_BTBT_STMT_SEL	Banking, Reconcile Statements, Select Book to Bank Statements	Select bank statements for Book to Bank reconciliation. Schedule the process to perform Book to Bank data extraction and balance calculations.
Book to Bank Reconciliation	BNK_BTBT_REC_MGR	Banking, Reconcile Statements, Book to Bank Reconciliation	Search for statements marked ready for Book to Bank reconciliation, review balance details, and schedule the process to perform Book to Bank data extraction and balance calculations.

Page Name	Definition Name	Navigation	Usage
Book to Bank Reconciliation Details	BNK_BTБ_HDR	Click Details icon in the Available Accounting Periods grid on the Book to Bank Reconciliation page.	Review your company's general ledger balances against bank-reported account balances in the bank statement. You can also print a report of your Book to Bank adjustments.
Bank Balance Entry	BANK_BALANCE_ENTRY	Click the View Bank Statement icon on the Book to Bank Reconciliation Details page.	Review the bank balances and funds availability.
Bank Transaction Entry	BNK_STMT_ENTRY	Click the View Bank Statement icon on the Book to Bank Reconciliation Details page and select the Bank Transaction Entry tab.	Review the bank transaction information, the bank reconciliation information, and the bank addenda information.
Payments in Transit	BNK_BTБ_DET_SEC	Click Payments in Transit icon on the Book to Bank Reconciliation Details page.	Specify which payment transactions in transit to include in the bank adjustment subtotal amount.
Deposits in Transit	BNK_BTБ_DET_SEC	Click the Deposits in Transit icon on the Book to Bank Reconciliation Details page.	Specify which deposit transactions in transit to include in the bank adjustment subtotal amount.
GL Adjustments (general ledger adjustments)	BNK_BTБ_DET_SEC	Click the GL Adjustments icon on the Book to Bank Reconciliation Details page.	Specify which general ledger adjustments to include in the bank adjustment subtotal amount.
Ledger Balance	BNK_BTБ_LED_SEC	Click Ledger Balance icon on the Book to Bank Reconciliation Details page.	View ledger balance and bank account ChartField information. <i>See PeopleSoft Enterprise General Ledger 9.1 PeopleBook, "Reviewing Financial Information," Inquiry Overview.</i> <i>See PeopleSoft Enterprise General Ledger 9.1 PeopleBook, "Reviewing Financial Information," Viewing Ledger Summary Balances.</i>

Page Name	Definition Name	Navigation	Usage
Unbooked Fees and Interest	BNK_BTBT_DET_SEC	Click the Unbooked Fees and Interest icon on the Book to Bank Reconciliation Details page.	Specify which unbooked fees and interest transactions to include in the general ledger subtotal amount.
Unbooked Payments	BNK_BTBT_DET_SEC	Click the Unbooked Payments icon on the Book to Bank Reconciliation Details page.	Specify which unbooked payment transactions to include in the general ledger subtotal amount.
Unbooked Deposits	BNK_BTBT_DET_SEC	Click the Unbooked Deposits icon on the Book to Bank Reconciliation Details page.	Specify which unbooked deposit transactions to include in the general ledger subtotal amount.
Bank Adjustments	BNK_BTBT_DET_SEC	Click the Bank Adjustments icon on the Book to Bank Reconciliation Details page.	Specify which bank adjustments to include in the general ledger subtotal amount.
Book to Bank Notes	BNK_BTBT_FREEFORM	Click the Book to Bank Notes icon on the Book to Bank Reconciliation Details page.	Enter notes to account for a book-to-balance reconciliation difference.
Book to Bank Reconciliation report	TRC_4090	Click the Report button on the Book to Bank Reconciliation Details page.	Generate a report of your book to bank reconciliation activities for a bank statement.
Override Book to Bank Status	BNK_BTBT_REC_MGR	Banking, Reconcile Statements, Override Book to Bank Status	Override the book to bank status <i>Confirmed</i> for a given bank statement.

Selecting Statements for Book to Bank Reconciliation

Access the Select Book to Bank Statements page (Banking, Reconcile Statements, Select Book to Bank Statements).

Select Book to Bank Statements

Bank ID: Account #:

From Date: Through Date:

Business Unit: FRA01 Base Currency: FRF

Ledger: LOCAL Bank Currency: EUR

Available Accounting Periods						
Select	Fiscal Year	Accounting Period	Statement ID	Statement Date	Load Date and Time	Cycle Status
<input checked="" type="checkbox"/>	2001	4	1000	04/30/2001	04/30/01 11:51:37AM	Ready

[Process Monitor](#)

Select Book to Bank Statements page

- Bank ID** Select the bank that the bank statements, which are ready for book to bank reconciliation, are associated.
- Account #**(account number) Select the account number of the selected bank that the bank statements, which are ready for book to bank reconciliation, are associated.
- From Date and Through Date** Displays default values from the most current accounting period. You can override these dates to display any accounting periods containing book to bank statements that have not been reconciled.
- Business Unit** Displays the GL business unit specified for the selected bank account.
- Base Currency** Displays the currency specified for the GL business unit specified for the selected bank account.
- Ledger** Displays the primary ledger in the ledger group defined for the GL business unit specified for the selected bank account.
- Bank Currency** Displays the currency specified for the selected bank account.
- Search** Click this button to display any book to bank statements, which have not been reconciled, in the Available Accounting Periods grid.

Available Accounting Periods Grid

A list of one or more accounting periods containing bank statements, which have not been scheduled for book to bank reconciliation appears in this grid.

Select	Select the check box for each of the bank statements for which you want run the Book to Bank Reconciliation process. If you select more than one statement for a fiscal year and accounting period, the system designates the statement with the highest Statement ID number as the statement from which it obtains the closing balance. This logic assumes that the statement with the highest Statement ID is the last statement for the period.
Statement ID	Identifies the bank statement that requires book to bank reconciliation for a specific fiscal year and accounting period.
Statement Date	Displays the date the bank statement was created.
Load Date and Time	Displays the date and time the bank statement transactions were loaded for reconciliation.
Cycle Status	<p>Displays the current status of the reconciliation for each bank statement listed. This field displays one of these statuses:</p> <ul style="list-style-type: none"> • <i>Ready</i> <p>The statement has been loaded and reconciliation processes have been performed on the statement.</p> • <i>Complete</i> <p>The statement has been loaded and all transactions have been reconciled.</p>
Select and Calculate	Select this button to create a process request, which schedules the Book to Bank Reconciliation Application Engine (TR_BTBCALC) to run. Once the process runs, it performs the data extraction and balance calculations.
Process Monitor	Click this link to access the Process List page, which enables you to track the progress of the book to bank reconciliation processing by means of the process Instance.

Managing Book to Bank Reconciliation Statements

Access the Book to Bank Reconciliation page (Banking, Reconcile Statements, Book to Bank Reconciliation).

Book to Bank Reconciliation

Search Parameters

*External Bank ID	*Bank Account #	Bank Currency	Business Unit	Base Currency
<input type="text" value="121000358"/>	<input type="text" value="05567-07140"/>	USD	US001	USD
Primary Ledger	Fiscal Year	Accounting Period		
LOCAL	<input type="text"/>	<input type="text"/>		

Available Accounting Periods Customize | Find | View All | First | 1 of 1 | Last

Fiscal Year	Accounting Period	*Statement ID	Statement Date	Status	User ID	DateTime	Recalculate	Details
2007	12	<input type="text" value="2"/>	12/31/2007	Awaiting Confirmation	DVP1	09/02/2009 12:12PM	Recalculate	

[Process Monitor](#)

Book to Bank Reconciliation page

Search Parameters

The search parameters are identical to the search parameters used for the Select Book to Bank Statements section.

See [Chapter 13, "Performing Book to Bank Reconciliation," Selecting Statements for Book to Bank Reconciliation, page 203.](#)

Available Accounting Periods

Statement ID

The bank statement ID appears in this field. You can override this value to identify another bank statement.

Status

Displays the current status of the bank statement with regards to the Bank-to-Bank Reconciliation process. The statuses are:

- *New*
This status indicates the statement is new, and no balances or adjustments have been saved.
- *Awaiting Confirmation*
This status indicates some balances and adjustment work has been saved, but the book to bank reconciliation statement has not been confirmed.
- *Calculating*
This status indicates that the TR_BTБ_CALC process is running to extract the adjustment data and recalculate the balances.
- *Confirmed*
This status indicates the book to bank reconciliation statement has been finalized as confirmed.

Note. The Recalculate link is not available for bank statements with a status of Confirmed.

Recalculate

This process deletes any previously saved data and runs the Book to Bank Reconciliation Application Engine (TR_BTБ_CALC) again, where it recalculates new balances using the original statement balance amounts with any added adjustment data to update any balance data that you changed on the Book to Bank Reconciliation Details page.

Note. The Recalculate link is not available for selection for statements with a status of *Calculating* or *Confirmed*.



Click the Details icon to access the Book to Bank Reconciliation Details page, where you can review and reconcile balances before and after each time you run the Book to Bank Reconciliation Application Engine program).

Note. The Details icon is not available for selection for statements with a status of *Calculating*.

Refresh

Click this button to refresh the Available Accounting Periods grid.

Process Monitor











Click this link to track the progress of the Book to Bank Reconciliation Application Engine program after selecting the Recalculate button.

Reviewing Book to Bank Reconciliation Details

Access the Book to Bank Reconciliation Details page (click Details on the Book to Bank Reconciliation page).

Book to Bank Reconciliation Details

Reconciliation Parameters						
External Bank ID	Bank Account #	Bank Currency	Business Unit	Base Currency	Statement ID	
121000358	05567-07140	USD	US001	USD	2	
Primary Ledger	Fiscal Year	Accounting Period	Begin Date	End Date	Statement Date	
LOCAL	2007	12	12/01/2007	12/31/2007	12/31/2007	

Reconciliation Data						
Bank Statement Balance:	81,565.29		Ledger Balance:	85,325.50		
Payments in Transit:	-22,534.71		Unbooked Fees and Interest:	0.00		
Deposits in Transit:	7,860.21		Unbooked Payments:	-28,434.71		
GL Adjustments:	10,000.00		Unbooked Deposits:	20,000.00		
			Bank Adjustments:	0.00		
Bank Adjustments Subtotal:	-4,674.50		GL Adjustments Subtotal:	-8,434.71		
Total Adjusted Bank Balance:	76,890.79		Total Adjusted Ledger Balance:	76,890.79		
Book to Bank Difference:	0.00		<input type="button" value="Confirm"/> <input type="button" value="Report"/> Return to previous page			

Book To Bank Status		
Status: Awaiting Confirmation	User ID: DVP1	DateTime: 09/02/2009 12:12PM
Event Log		

Book to Bank Reconciliation Details page

Reconciliation Data

Bank Statement Balance Displays the Closing Balance (Statement Code 015) on the bank statement that occurs within the displayed fiscal year and accounting period

Click the Bank Statement Balance icon to access the Bank Balance Entry page. This page displays the details concerning the statement bank balance and the funds available based on the balance.

You can select the Bank Transaction Entry tab to display a list of the transactions that comprise the bank statement balance, along with transaction information, reconciliation information, and addenda information details.

The bank statement balance appears as a link. Click this link to view currency revaluation information (when enabled). The system displays this link when the bank account's base currency and the general ledger account base currencies are different.

Payments in Transit	<p>Displays the total of all disbursements that are not yet reconciled (outstanding transactions not yet presented to the bank but recorded in the system). It also includes manual accounting entries (created in Treasury) that have been finalized and posted to a ledger. This amount reduces the bank statement balance, which appears in the Bank Adjustments Subtotal field.</p> <p>Click the Payments in Transit icon to access the Payments in Transit page, where you can review the transaction details of each of the payments in transit.</p> <p>The transactions are automatically selected. Remove the check mark from the Select check box associated with a transaction and exclude the transaction from the Bank Adjustments Subtotal amount on the Book to Bank Reconciliation Details page, and from the book to bank reconciliation calculations.</p>
Deposits in Transit	<p>Displays the total of all the deposits that are booked into the system but not yet acknowledged by the bank. This amount increases the bank statement balance, which appears in the Bank Adjustments Subtotal field.</p> <p>Click the Deposits in Transit button to access the Deposits in Transit page, where you can review transaction details for each of the deposits in transit.</p> <p>The transactions are automatically selected. Remove the check mark from the Select check box associated with a transaction to exclude the transaction from the Bank Adjustments Subtotal amount on the Book to Bank Reconciliation Details page, and from the book to bank reconciliation calculations.</p>
GL Adjustments (general ledger adjustments)	<p>Displays the total of all posted general ledger transactions that have transaction dates that occur before or on the general ledger period end date.</p> <p>Click the GL Adjustments button to access the GL Adjustments page, where you can review transaction details for each adjustment.</p> <p>The transactions are automatically selected. Remove the check mark from the Select check box associated with a transaction to exclude the transaction from the Bank Adjustments Subtotal amount on the Book to Bank Reconciliation Details page, and from the book to bank reconciliation calculations.</p>
Revaluation Amount	<p>Enter the currency revaluation amount to account for any currency conversion rounding errors. Use this field only if the bank account's base currency is different than the general ledger business unit's base currency.</p> <hr/> <p>Important! Any changes that you make manually are lost when the system recalculates the balances and adjustments.</p> <hr/>
Bank Adjustments Subtotal	<p>Displays the total of all unposted bank transactions that exist in the bank statement but not in the system, and which have transaction dates that occur before or on the general ledger period end date.</p>
Total Adjusted Bank Balance	<p>Displays the sum of the values in the Bank Statement Balance and the Bank Adjusted Subtotal fields.</p>

Ledger Balance	<p>Displays the system side ledger balance for the bank account. The balance as of date is determined by the ledger's period end date.</p> <p>Click the Ledger Balance button to access the Ledger Balance page, where you can review the ChartField distribution amounts that comprise the total ledger balance.</p>
Unbooked Fees and Interest	<p>Displays the total of all bank transactions not yet booked in the system and which have transaction dates that are on or before the bank statement date.</p> <p>Click the Unbooked Fees and Interest button to access the Unbooked Fees and Interest page, where you can review transaction details.</p> <p>The transactions are automatically selected. Remove the check mark from the Select check box associated with a transaction to exclude the transaction from the GL Adjustments Subtotalamount on the Book to Bank Reconciliation Details page, and from the book to bank reconciliation calculations.</p>
Unbooked Payments	<p>Displays the total of all unposted disbursements that exist in the bank statement but are not in the system, and which have transaction dates that are on or before the bank statement date.</p> <p>Click the Unbooked Payments button to access the Unbooked Payments page, where you can review transaction details.</p> <p>The transactions are automatically selected. Remove the check mark from the Select check box associated with a transaction to exclude the transaction from the GL Adjustments Subtotalamount on the Book to Bank Reconciliation Details page, and from the book to bank reconciliation calculations.</p>
Unbooked Deposits	<p>Displays the total of all unposted deposits that exist in the bank statement but are not in the system, and which have transaction dates that are on or before the bank statement date.</p> <p>Click the Unbooked Deposits button to access the Unbooked Deposits page, where you can review transaction details.</p> <p>The transactions are automatically selected. Remove the check mark from the Select check box associated with a transaction to exclude the transaction from the GL Adjustments Subtotalamount on the Book to Bank Reconciliation Details page, and from the book to bank reconciliation calculations.</p>

Bank Adjustments	<p>Displays the total of the values in the Payments in Transit, Deposits in Transit, and GL Adjustments fields.</p> <p>The displayed total includes:</p> <ul style="list-style-type: none"> • Any unreconciled bank statement transaction that has a Bank Adjustment (BA) reconciliation transaction code. • Any unreconciled bank statement transaction that is not categorized in the Unbooked Fees and Interest, Unbooked Payments, or Unbooked Deposits totals. <p>Click the Bank Adjustments icon to access the Bank Adjustments page, where you can review transaction details.</p> <p>The transactions are automatically selected. Remove the check mark from the Select check box associated with a transaction to exclude the transaction from the GL Adjustments Subtotal amount on the Book to Bank Reconciliation Details page, and from the book to bank reconciliation calculations.</p>
GL Adjustments Subtotal (general ledger adjustments subtotal)	Displays the total of the values in the Unbooked Fees and Interest, Unbooked Payments, Unbooked Deposits, and Bank Adjustments fields.
Total Adjusted Ledger Balance	Displays the sum of the values in the Ledger Balance and GL Adjustments Subtotal fields.
Book to Bank Difference	<p>Displays the sum of the values in the Total Adjusted Bank Balance and Total Adjusted Ledger Balance fields.</p> <p>Click the Book to Bank Notes button to access the Book to Bank Notes page, where you can add comments.</p>
Confirm	<p>Click to confirm that the Book to Bank Reconciliation process for this specific bank statement and fiscal period is complete. Then save the page. The Status field (in both the Book to Bank Status group box on the Book to Bank Reconciliation Details page and in the Available Accounting Period grid on the Book to Bank Reconciliation page) changes to <i>Confirmed</i>. This prevents other users from editing this particular reconciled statement.</p> <hr/> <p>Note. You should carefully analyze your book to bank reconciliation results before confirming a statement.</p> <hr/>
Report	Click to generate the Book to Bank Reconciliation report.
Return to previous page	Click to access the Book to Bank Reconcile page.
Event Log	Click this link to access the Event Log page, which is used to track the original book to bank reconciliation process, confirmation of the book to bank reconciliation process, and any overrides of a calculating or confirmed book to bank reconciliation.

Overriding the Book to Bank Reconciliation Status

Access the Override Book to Bank Status page. (Banking, Reconcile Statements, Override Book to Bank Status)

Override Book to Bank Status

Search Parameters

*External Bank ID	*Bank Account #	Bank Currency	Business Unit	Base Currency
<input type="text" value="121000358"/>	<input type="text" value="05567-07140"/>	USD	US001	USD
Primary Ledger	Fiscal Year	Accounting Period		
LOCAL	<input type="text"/>	<input type="text"/>		

Available Accounting Periods Customize | Find | View All | First 1 of 1 Last

Fiscal Year	Accounting Period	*Statement ID	Statement Date	Status	New Status	User ID	DateTime
2007	12	2	12/31/2007	Awaiting Confirmation		DVP1	09/02/2009 12:12PM

Override Book to Bank Status page

Search Parameters

The search parameters are identical to the search parameters used for the Select Book to Bank Statements section.

See [Chapter 13, "Performing Book to Bank Reconciliation,"](#) [Selecting Statements for Book to Bank Reconciliation, page 203.](#)

Available Accounting Periods Grid

Status Displays the current status of the book to bank reconciliation statement.

New Status Select a status of *Awaiting Confirmation* from the dropdown list, when the current Status for the book to bank reconciliation statement is either *Calculating* or *Confirmed*.

If the current Status field contains value of either *New* or *Awaiting Confirmation*, the New Status dropdown menu is not enabled.

User ID Displays the ID of the user, who is accessing the Override Book to Bank Status component and page.

Important! Your organization can limit access to this component and the ability to change the status of the book to bank reconciliation statement to users who are assigned to an administrator role using PeopleSoft Security.

Date Time Displays the date and time the status was changed.

Note. You can click the Event Log link on the Book to Bank Reconciliation Details page to view a history of the original book to bank processing, any confirmations, and any overrides for each bank statement.

Chapter 14

Managing Letters of Credit

This chapter provides an overview of letters of credit and discusses how to:

- Enter and amend letters of credit.
- Manage letters of credit.

Understanding Letters of Credit

Use letters of credit to:

- Protect against buyer risk.

If the buyer is of unknown creditworthiness, then the seller has the security of the bank's payment undertaking.

- Protect against country risk.

The buyer may be willing and able to pay, but economic or political conditions in the buyer's country may prevent or delay payment. In these situations, a confirmed letter of credit is necessary. A bank in the seller's country will (for a fee) add its own payment undertaking to that of the issuing bank.

- Meet mandatory requirements.

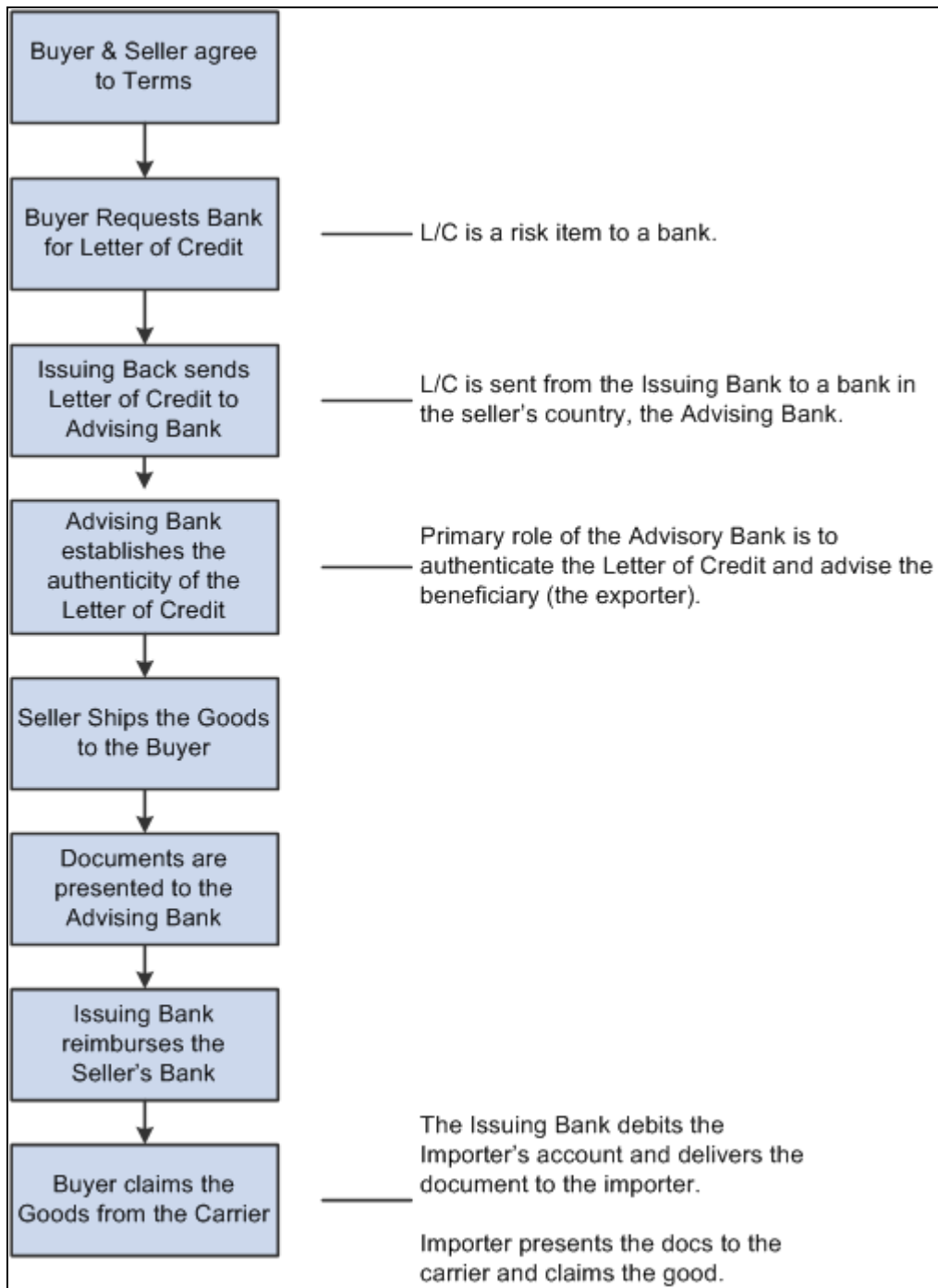
Letters of credit are also used as part of exchange control or import control regimes operating in the buyer's country.

Prerequisites

Before the letter of credit can be issued, the buyer and seller must agree on all details of the commercial transaction, including:

- Quantity, specification, and price.
- Means of transport and latest date of dispatch.
- Carriage and insurance arrangement.

This diagram shows the letter of credit process between the buyer, seller, the buyer's issuing bank, and the seller's advising bank. In this process flow you begin with a terms agreement between the buyer and seller and then work through the buyer and seller's banks to validate funds so that the buyer can obtain the goods being purchased:



Understanding the letters of credit process

Common Elements Used in This Chapter

Amend Nbr (amendment number) If the letter of credit is amended and approved, this field displays the most recent valid amendment number and amend date.

Bank L/C Number (bank letter of credit number)	Displays the reference number that the issuing bank gives to a letter of credit.
Last Shipment	Displays the latest date on which transportation for the goods that are described in the letter of credit can arrive at the final destination.
L/C Type (letter of credit type)	Indicates the kind of letter of credit that a bank issued. Values are: <i>Back to Back, Deferred Payment, Government, Other, Red Clause, Revolving, Standby, Transferable,</i> or <i>Traveler's</i> .
Letter of Credit Status	Select a value: <i>Cancelled:</i> One or both parties have canceled the letter of credit. <i>Expired:</i> The letter of credit is expired. <i>Incorporated into Another L/C:</i> The letter of credit is incorporated into another letter of credit. <i>Open:</i> The letter of credit is open and active. <i>Open But Past Expiration:</i> The letter of credit is past the expiration date, but is still open by agreement between both parties. <i>Request Made to Issuing Bank:</i> The letter of credit has been requested by the buyer to his or her bank. <i>Requested By Internal Unit:</i> An internal unit has requested the letter of credit.
Container Shipment, Partial Shipment, Air Shipment, and Transshipment	For all shipment fields, indicate the allowable transportation methods. Values are: <i>Not Permit</i> (not permitted), <i>Permitted,</i> or <i>Required</i> .
Advise By	Specify either <i>Air & Cable</i> (air and cable), <i>Airmail, Cable, Fax, Telex,</i> or <i>Wires</i> .
Letter of Credit Document	Select a value: <i>Air Insurance:</i> Insurance for shipping goods by air. <i>Airway Bill:</i> Bill of lading for shipping goods by air. <i>Bill of Lading:</i> Generic bill of lading for any shipping purpose. <i>Certificate of Origin:</i> Document certifying a good's country of origin. <i>Commercial Invoice:</i> A commercial invoice. <i>Customs Documents:</i> Document for processing goods through a country's custom agency. <i>Marine Insurance:</i> Insurance for shipping overseas. <i>Ocean Bill of Lading:</i> Bill of lading for shipping goods overseas. <i>Railroad Bill of Lading:</i> Bill of lading for shipping goods by rail. <i>Special Customs Invoice:</i> A special customs invoice. <i>Truck Bill of Lading:</i> Bill of lading for shipping goods by truck. <i>War Risk Insurance:</i> Insurance for shipping goods through areas of war or political unrest.

Entering and Amending Letters of Credit

The import and export letter of credit components look and work the same, with similar general information, description, documents, and amendments pages.

This section discusses how to:

- Enter import or export information.
- Enter general information.
- Enter special instructions.
- Enter related documentation information.
- Amend a letter a credit.

Pages Used to Enter and Amend Letters of Credit

Page Name	Definition Name	Navigation	Usage
Import Information	LC_INFOIMPORT	Banking, Letters of Credit, L/C for Import, Import Information	Enter data for a new import letter of credit or amend data for an existing letter of credit.
Export Information	LC_INFOEXPORT	Banking, Letters of Credit, L/C for Export, Export Information	Enter data for a new export letter of credit or amend data for an existing letter of credit.
L/C for Import - General Information, L/C for Export - General Information	LC_INFOADDL	<ul style="list-style-type: none"> • Banking, Letters of Credit, L/C for Import, General Information • Banking, Letters of Credit, L/C for Export, General Information 	Capture information about the transportation that you use in importing or exporting and other contract features.
L/C for Import - Description, L/C for Export - Description	LC_INFOINST	<ul style="list-style-type: none"> • Banking, Letters of Credit, L/C for Import, Description • Banking, Letters of Credit, L/C for Export, Description 	Capture special instructions and other qualitative data about letters of credit or business situations using them.

Page Name	Definition Name	Navigation	Usage
L/C for Import - Documents, L/C for Export - Documents	LC_INFODOCS	<ul style="list-style-type: none"> Banking, Letters of Credit, L/C for Import, Documents Banking, Letters of Credit, L/C for Export, Documents 	Capture data relevant to letters of credit documents.
L/C for Import - Amendments, L/C for Export - Amendments	LC_AMEND_PN	<ul style="list-style-type: none"> Banking, Letters of Credit, L/C for Import, Amendments Banking, Letters of Credit, L/C for Export, Amendments 	View a display of information that is changed in the Import Information page.

Entering Import or Export Information

Access the Import Information or Export Information page (Banking, Letters of Credit, L/C for Import, Import Information or Banking, Letters of Credit, L/C for Export, Export Information) .

Import Information
General Information
Description
Documents
Amendments

Unit: US001 L/C ID: T3IMPLC1

Our Letter of Credit

Amend #: 0000003 Amend Date: 07/26/2000

AP Business Unit: US001 US001 NEW YORK OPERATIONS *L/C Type: Deferred Payment

*Bank: TRBNK US TREASURY BANK Bank L/C #: 00000000021

*Amount: 1,500,000.00 Currency: USD Remaining: 1,500,000.00

Facility ID: TRBNK_LOC [Fees](#)

*Issue Date: 01/02/2000 *Expire Date: 12/15/2000 Last Shipment: 12/01/2000

Vendor

Vendor SetID: SHARE Vendor: USA000001 Bay Area Electric-

Vendor Location: 1 Seq Nbr:

Status History [Customize](#) | [Find](#) | [View All](#) | | First 1 of 2 Last

Letter of Credit Status	*Status Date
Open	06/01/2000

[Attachments \(0\)](#)

Import Information page

Import Letter of Credit

- AP Business Unit** (accounts payable business unit) Enter the Payables business unit.
- Facility ID** Enter the counterparty ID.
- Fees** Click to enter letter of credit fees.

Export Letter of Credit

- Customer** Enter the customer number.
- Advising Bank** Enter the advising bank.
- OM Unit** (order management unit) Enter the order management business unit.

See Also

PeopleSoft Enterprise Cash Management 9.1 PeopleBook, "Managing Fees and Account Analysis," Creating Fee Entries

Entering General Information for Letters of Credit

Access the General Information page (Banking, Letters of Credit, L/C for Import, General Information or Banking, Letters of Credit, L/C for Export, General Information).

General Information page

Import Letter of Credit

Purchase Order Enter the associated purchase order number.

Export Letter of Credit

Purchase Order Enter the purchase order number and associated order number.

Customer PO (customer purchase order) You can also reference the associated customer purchase order number.

Entering Related Documentation Information

Access the Documents page (Banking, Letters of Credit, L/C for Import, Documents or Banking, Letters of Credit, L/C for Export, Documents).

Import Information		General Information		Description		Documents		Amendments	
Unit:	US001	L/C ID:	T3IMPLC1	Bank L/C #:	00000000021				
Document Tracking		Customize		Find		View All		1-2 of 2	
Letter of Credit Document	Copies	Required	Submitted	Approval Status	Approval Date				
Certificate of Origin	2	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Approved	08/04/2009	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ocean Bill of Lading	5	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Pending		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Documents page

Select a Letter of Credit Document type and enter general tracking information. Select the appropriate check boxes to indicate the number of copies needed, if the document is required, and if the document has been submitted to the proper authorities. You can also select an approval status and enter the final approval date.

Amending a Letter of Credit

Access the Amendments page (Banking, Letters of Credit, L/C for Import, Amendments or Banking, Letters of Credit, L/C for Export, Amendments).

Import Information		General Information		Description		Documents		Amendments	
Unit:	US001	L/C ID:	T3IMPLC1	Bank L/C #:	00000000021				
Amendment History									
Customize Find View All First 1-2 of 2 Last									
Amend Dt	Amend #	Amended	Before	After	User ID	Date			
07/25/2000	0000002	EXPIRATION_DT	2000-12-31	2000-12-15	VP1	07/25/2000 8:59:40AM			
07/24/2000	0000001	AMOUNT	1000000	1500000	VP1	07/24/2000 7:02:02PM			

Amendments page

If information changes for the letter of credit, such as the amount or bank, you can enter these changes and keep track of amendment versions and dates.

Note. You must be in Update/Display mode to amend a letter of credit in the L/C for Import or L/C for Export components.

- Amended** Enter the amended field name.
- Before** Enter the original field value prior to amendment.
- After** Enter the amended field value.
- Date** Enter the amendment approval date.

Managing Letters of Credit

This section discusses how to view summary information and manage letters of credit information.

Page Used to Manage Letters of Credit

Page Name	Definition Name	Navigation	Usage
Letter of Credit Summary	LC_INQUIRY	Banking, Letters of Credit, L/C Summary	Search, manage, and add import and export letters of credit from a central location.

Managing Letter of Credit Information

Access the Letter of Credit Summary page (Banking, Letters of Credit, L/C Summary).

Enter search parameters and click Search. All applicable results appear in the Letters of Credit Summary grid.

L/C ID (letter of credit ID)	Click to access the specified letter of credit.
Add Import L/C (add import letter of credit)	Click to access the Import L/C page and add an import letter of credit.
Add Export L/C (add export letter of credit)	Click to access the Export L/C page and add an export letter of credit.

Appendix A

Delivered Workflows for Banks Setup and Processing

This chapter discusses delivered workflows for PeopleSoft bank processing.

See Also

Enterprise PeopleTools 8.50 PeopleBook: Workflow Technology

Enterprise PeopleTools 8.50 PeopleBook: Using PeopleSoft Applications

Delivered Workflows for PeopleSoft Banking

This section discusses PeopleSoft banking workflows. The workflows are listed alphabetically by workflow name.

Exceptions

This section discusses the Exceptions workflow.

Description

Event Description	When you run the Reconciliations Exceptions process (TR_RECON_EXC) from the Route Reconciliation Exception page (TR_AE_RUNCNTL).
Action Description	Routes names of exception items to an assigned user's worklist for review.
Notification Method	Worklist
Active or Inactive	Active

Workflow Objects

Approval Rule Set	None
--------------------------	------

Business Process	Processing Bank Statements (TR_PROCESS_BANK_STATEMENT)
Activity Guide	Auto Bank Acct Reconciliation
Role	None
Target View Page	Recon Exceptions page (TR_BNK_EXCP)

Facility Review

This section discusses the Facility Review workflow.

Description

Event Description	When you run the Monitor Expiring Facilities process (TR_FCLTY_RVW) from the Schedule Facilities Review page (TR_AE_RUNCNTL).
Action Description	Routes names of expiring facilities to an assigned user, through worklist or email.
Notification Method	Worklist Email
Active or Inactive	Active

Workflow Objects

Approval Rule Set	None
Business Process	Managing Banks and Counterparties (TR_MANAGE_BANKS_COUNTERPARTIES)
Activity Guide	Monitor Counterparty Facilities
Role	None

Appendix B

Bank Reports

This appendix provides a summary table and overview of PeopleSoft banking reports.

Note. For samples of these reports, see the PDF files that are published on CD-ROM with your documentation.

See Also

Enterprise PeopleTools 8.50 PeopleBook: PeopleSoft Process Scheduler

Bank Reconciliation Reports: A to Z

This table lists the reports that are provided with the PeopleSoft bank reconciliation feature, sorted alphanumerically by report ID. The reports listed are all Crystal Reports. If you need more information about a report, click the links to navigate to information about the reports.

Report ID and Report Name	Description	Navigation	Run Control Page
FIN0056 Bank Account Listing	Lists bank accounts by setID. A description and the account type appears for each account (Crystal)	Banking, Reports, Bank Account Listing	RUN_FIN0056
FIN3000 Bank Statement Register	Lists all transactions in an electronic bank statement. (Crystal)	<ul style="list-style-type: none">Banking, Bank Statements, Review Bank StatementBanking, Reconcile Statements, Automatic Reconciliation, select <i>Register</i> in the Reports field.	BNK_RCN_STMT_GEN, BNK_RCN_CYC_STSA

Report ID and Report Name	Description	Navigation	Run Control Page
FIN3001 Auto Recon Exception	Lists exceptions encountered during an automatic reconciliation. Identifies differences between the bank and system transactions. (Crystal) See Chapter 12, "Resolving Reconciliation Exceptions," page 187.	Banking, Reconcile Statements, Automatic Reconciliation, select <i>Exceptions</i> in the Reports field.	BNK_RCN_CYC_STSA
FIN3002 Auto Recon Errors	Lists errors encountered during an automatic reconciliation. (Crystal) See Chapter 12, "Resolving Reconciliation Exceptions," page 187.	Banking, Reconcile Statements, Automatic Reconciliation, select <i>Errors</i> in the Reports field.	BNK_RCN_CYC_STSA
FIN3004 Account Register	Lists reconciled <i>and</i> unreconciled transactions. (Crystal)	Banking, Reports, Account Register	RUN_FIN3004
FIN4004 Account Register	Lists reconciled <i>or</i> unreconciled transactions, depending on the status set on the page. (Crystal)	<ul style="list-style-type: none"> • Banking, Reconcile Statements, Schedule ID Reconciliation, click Account Register Report. • Banking, Reconcile Statements, Reverse Schedule ID Recon, click Account Register Report. • Banking, Analyzing Exceptions, Transactions by Account, click Register Report. • Banking, Reconcile Statements, Manual Reconciliation, select <i>Reconciled</i> or <i>Unreconciled</i> in the Status field. 	BNK_RCN_MAN_TRE, BNK_RCN_ALL_GEN, BNK_RCN_MAN_GEN
TRC1010 Settlement Instructions	Shows settlement instruction information for all settlement IDs of a specific setID.	Banking, Reports, Settlement Instructions	RUN_TRC1010

Index

Numerics/Symbols

(GEN_TRAN_UPDT) component 176

A

Account Group Definition page 75
account information, defining *See* bank accounts
Account Pool component
 (BANK_POOL_DEFN_GBL) 70
account pooling
 common banking practice 70
 educational and federal practice 70
account pools 70
Account Register report (FIN4004), generating
 176
Account Settlement page 59
ACH Layout component (ACH_LAYOUT_GBL)
 79
ACH layouts, creating 95
ACH layouts, delivered 80
ACH layouts, US Federal 83
aliases, reconciliation fields 124
alternate characters 92
amending letters of credit 219
application integration, book to bank
 reconciliation 197
Automatic Reconciliation Exceptions page 191
Automatic Reconciliation page 168
AutoRecon Error type 187
AutoRecon Exception type 188

B

BACS Options page 87
balance codes
 for bank statements 113
BANK_BRANCHPNL component 14
BANK_INTERNAL_GBL component 59
BANK_PNL_TR_GBL component 65
BANK_PNLNET_GBL component 63
BANK_POOL_DEFN_GBL component 70
bank/branch data, in alternate characters 92
Bank/Branch File page 93
Bank Account Draft ChartFields page 58
Bank Account Manager page 77
bank account reconciliation, setup
 See Also See reconciliation, setup
bank accounts
 defining account information 43
 defining collection methods 47
 defining contacts 43
 defining payment methods 53
 defining signatory limits 43
 defining valid currencies 42
 grouping and accessing 75
 non-pooled 30
 pooled 30
 specifying ChartField inheritance options 42
 using value dating 35
Bank Addenda Detail page 149
Bank Balance - Float Entry page 150
Bank Balance Entry page 145
Bank Branch Information
 (BANK_BRANCHPNL) 14
Bank Branch Information page 18
Bank check digit 4
Bank Contacts page 20
Bank Cut-off Times
 See Defining Payment Methods
Bank Cut-off Times component
 (CUTOFF_TIMES_GBL) 30
bank cutoff time 55
Bank Identifier Code (BIC)
 BIC/SWIFT code 4
Bank ID Qualifiers
 system delivered data 7
Bank ID Qualifiers component
 (BANK_ID_QUALS_GBL) 5
Bank ID Qualifiers page 6
Bank Information component
 (COUNTERPARTY_DEFN) 14
Bank Information page 16
Bank Reconciliation (FSPRECON) Application
 Engine process, running 164
Bank Reconciliation process, functionality 177
Bank Reconciliation process (FSPRECON) 160
banks
 business processes 1
 setup tasks 1
banks setup
 defining bank account groups 75
 defining bank information 14
 defining bank transfer charges 71
 defining counterparty information 65
 defining external account information 29
 defining general supporting data 5
 defining internal account information 59
 defining netting accounts 63
bank statement accounting 135
 defining pattern rules 138
 functional considerations 135
 license requirements 135
 match rules types 135
 processing 165
 setting up 136
 testing defined rules 137
bank statement accounting, defining rules
 positional 138
 value 138
Bank Statement Accounting (TR_STMTACCTG)
 Application Engine process 165
Bank Statement Accounting component
 (BNK_BSAC_SETUP_GBL) 135
Bank Statement Accounting page 136, 165
Bank Statement Import
 infrastructure 109
Bank Statement Manager page 154
Bank Statement Processing Accounting (BSP)
 Accounting page 195

- bank statement reconciliation 159
 - automatic reconciliation 168
 - external transaction reconciliations 177
 - Federal Schedule ID reconciliations 179, 181
 - Federal Schedule ID reverse reconciliations 182
 - inquiring on reconciliation activity 182
 - managing reconciliation transactions 166
 - manual reconciliation 174
 - miscellaneous exception items 176
 - overview 159
 - processing reconciliations 162
 - Reconciliation Manager 183
 - semimanual reconciliation 170
 - viewing bank statement information 185
 - viewing reconciled transactions by account 185
- bank statements
 - balance codes 113
 - converting to PSBD layouts 111
 - creating bank transaction entries 147
 - editing internal bank balances 149
 - editing same day statements 151
 - editing same day transactions 151
 - entering funds availability 149
 - entering information manually 145
 - entering internal balance float information 150
 - importing bank statements 140
 - manually entering and updating statement information 144
 - overview 139
 - receiving and updating 139
 - reviewing addenda information 149
 - reviewing bank balances 153
 - reviewing import file status 155, 156
 - reviewing information 152
 - security considerations 156
 - setting up electronic data transfer 140
 - transaction codes 114
 - update internal bank balances 149
 - updating same day statements 150
 - using the Bank Statement Manager 154
- Bank Transaction Entry page 147
- Bank Transfer Charge Code page 72
- Bank Transfer Charge page 73
- Basic Bank Account Number (BBAN) 4, 34
- BBAN *See* Basic Bank Account Number
- Beneficiary Bank page 26
- BNK_BSAC_SETUP_GBL component 135
- book to bank
 - overriding status 212
- book to bank reconciliation
 - confirming statements 211
 - implementation considerations 198
 - managing balance details 207
 - managing statements 205
 - performing 201
 - selecting statements 203
 - understanding 197
- Book to Bank Reconciliation 205
- Book to Bank Reconciliation Details page 207
- Book to Bank Reconciliation report 211
- Book to Bank Statements page 203
- BTL91 Options page 88
- Business Unit Groups page 74

C

- calculation of payment schedules
 - See Also* *See* EFT payment format codes, defining
- Cash Management Bank Statement functionality
 - bank statement accounting
- ChartField Inheritance for bank accounts 30
- ChartField Inheritance overview 30
- ChartField Options page 42
- collection methods, defining *See* bank accounts
- Conditional Rule field 126
- CONTACT_INFO component 14
- Contact Information component (CONTACT_INFO) 14
- Contact Information page 20
- contacts, defining *See* bank accounts
- corporate treasuries, defining 61, 66
- COUNTERPARTY_DEFN component 14
- counterparty information, defining 65
- Counterparty Information page
 - defining counterparty options 66
 - defining counterparty roles 66
- CPA005 Options page 88
- Credit Ratings/Rating Agency component (CREDIT_RTG_TBL_GBL) 5
- Credit Ratings/Rating Agency page 6
- Crystal Reports *See Also* *See* reports
- currencies, defining for accounts *See* bank accounts
- Current Day Balances page 151
- Current Day Transactions page 151

D

- defining statement activity types 133
- delivered EFT layouts
 - BACS 87
 - BTL91 88
 - CPA005 88
 - DTALSV 88
 - DTAZV 88
 - ETEBAC 89
 - FEDI 89
- delivered modifiable EFT layouts 80
- delivered reconciliation rules 131
- determination of settlement date
 - See Also* *See* EFT payment format codes, defining
- Document Sequence page 58
- Domestic Bank Account Number 4
- Draft Document Types page 52
- DTALSV Options page 88
- DTAZV Options page 88

E

- editing bank statement data 144
- EFT File Layouts page 86
- EFT files naming conventions 90
- EFT layout component (EFT_LAYOUT_GBL) 79
- EFT layouts, delivered 80
- EFT layouts, enabling for federal use 84

- EFT layouts, IPAC transactions 84
- EFT layouts, US Federal 83
- EFT Options page 58
- EFT Options page, beneficiary bank 27
- EFT payment format codes, defining 90
- EFT Payment Format Codes component (PYMNT_FMT_CD_PNL_GBL) 90
- EFT payments, bank/branch files 92
- EFT processing set up 79
- electronic file transfer setup 79
- electronic statement retrieval 140
- Enter Internal Bank Balances page 149
- ETEBAC Options page 89
- European Committee for Banking Standards (ECBS) 34
- Exceptions workflow 188
- Export Information - Amendments page 219
- Export Information - Document page 219
- Export Information - General Information page 218
- Export Information page 217
- export letters of credit 216
- export letters of credit, creating 213
- External Account - Account Reconciliation page 129
- External Account -Reconciliation page 37
- External Accounts - Account Information page
 - specifying discount evaluation options 47
 - specifying payment handling 45
 - specifying payment information 45
 - specifying receipt information 46
- External Accounts - Account Settlement page 59
- External Accounts - Collection Methods page 47
 - defining collection options 49
 - defining discounted draft credit limit options 50
 - defining electronic format layouts 51
 - defining payment method options 51
- External Accounts - Collections Methods page
 - defining value date options 50
- External Accounts - Contacts page 43
- External Accounts - Information page 43
- External Accounts - Payment Methods page 53
 - defining bank account draft ChartFields 58
 - defining Document Sequence Types 58
 - defining EFT options 58
 - defining electronic layouts 57
 - defining holiday options 55
 - defining layout properties 58
 - defining payment form options 56
 - defining payment options 55
 - defining value date options 55
- External Accounts - Signatories page 43
- external accounts, defining 29
- External Accounts page 38
 - defining account use 40
 - defining bank account types 41
 - defining draft document types 52
 - defining valid account currencies 40
- External Bank Accounts component (BANK_EXTERNAL_GBL) 29
- External Bank Branch Information page 94
- externally reconciled transactions, reconciling 176
- External Transactions component (GEN_TRAN_UPDT) 176
- External Transactions page 177

F

- Federal Schedule ID reconciliation, defining
 - required prenotification files 58
- Federal Schedule ID reconciliations 179
- FEDI Options page 89
- Field Updates page 126
- FIN2025.SQR 79, 95
- financial sanctions
 - building the search indexes for 102
 - rebuilding the search indexes for 102
- Financial Sanctions Entry page 106, 107
- FINEFT.SQC file 90
- FINEFTxx.SQC script 90
- force reconciliation 134, 191
- Form Information page 12
- Fund ChartField, defining for pooled bank
 - accounts 70
- Funds Availability page 149

G

- general bank setup *See Also* See banks setup
- Generate Schedule page 62
- generating bank balance graphs 153
 - generating charts 153
 - necessary conditions 153
 - selecting balance information 153
 - viewing segment balance information 153
- generating interest accrual schedules
 - See Also* See Generate Schedule page
- grouping business units 74

I

- IBAN 4
- IBAN Check Digit 27
- IBAN Digit
 - defining for external accounts 39
- IBAN Formats component (IBAN_FORMAT_GBL) 5
- IBAN Formats page 9
- Import Bank Statements page 141
- imported bank statements, determining load status 155
- Import Financial Sanction List page 99
- Import Information - Amendments page 219
- Import Information - Document page 219
- Import Information - General Information page 218
- Import Information page 217
- importing bank statements *See* bank statements
- import letters of credit 216
- import letters of credit, creating 213
- inquiring on bank statements 152
- internal account information , defining 59
 - ChartField information 62
 - general information 61
- Internal Accounts - Account information page 61
- Internal Accounts - Chartfields page 62
- Internal Accounts component (BANK_INTERNAL_GBL) 59

internal bank balance information, managing 149
 International Bank Account Number *See* IBAN
 International Bank Account Number (IBAN) 34
 International Bank Account Number (IBAN)
 overview 34
 International Organization for Standardization
 (ISO) 34
 Intra-governmental Payment and Collection System
 (IPAC) 84

L

L/C (letters of credit) 213
 Letter of Credit Document 215
 Letter of Credit Summary 220
 letters of credit
 amending 219
 entering and amending 216
 entering general information 218
 entering header information 217
 entering related documentation 219
 managing 220
 process overview graphic 214
 risk avoidance tool 213
 understanding 213
 using 213
 Load Application Engine process
 (EBK_BANKLOAD) 93

M

managing bank statements 154
 manually matching reconciliation exceptions 195
 Manual Reconciliation page 174
 mapping reconciliation source records 123
 My Account Groups page 76

N

naming conventions for EFT files 90
 Netting Accounts component
 (BANK_PNLNET_GBL) 63
 Notional pools, setting up 70

P

Pattern Match field 138
 Payment Format Codes page 91
 payment forms
 advice attributes 12
 attributes 12
 Form Information page 12
 Sort Fields page 13
 Payment Forms component
 (PYMNT_FORM_PYMNT_GBL) 5
 payment methods, defining *See* bank accounts
 PeopleSoft Business Document layout (PSBD) 111
 periodic general ledger closing process, reconciling
 balances 197

pooled bank accounts
 defining 70
 setting up 70
 pool ID, defining for external accounts 45
 Pool ID page 71
 Positional Match field 138
 Prenotification page 58
 Process Reconciliation page 163
 PSBD layout
 converting bank statements 111

R

RCN_ALIAS_PNLGRP component 121
 RCN_RECORD_PNLGRP_GBL component 121
 RCN_SOURCE_PNLGRP_GBL component 121
 RCN_STATUS_PNLGRP_GBL 121
 RCN_USR_OPT_PNLGRP_GBL component 121
 Recon and Bank Statement Process (reconciliation
 and bank statement process) (RCNBSP) PSJob,
 running 164
 Recon and Statement Accounting (reconciliation
 and statement accounting) (RCN_BSAC) PSJob,
 running 164
 reconciliation, defining conditional rules 126
 reconciliation criteria, updating 127
 reconciliation event rules, defining 125
 reconciliation events, defining 125
 reconciliation exceptions
 automatic worklist routing 191
 forcing exception reconciliation 191
 overview 187
 processing 189
 resolving 187
 running reports 191
 semi-manual exception resolution 194
 viewing resulting accounting entries 195
 Reconciliation Exceptions process
 (TR_RECON_EXC) 189
 Reconciliation Field Aliases page 124
 Reconciliation Manager page 183
 reconciliation overview 119
 Reconciliation Records component
 (RCN_RECORD_PNLGRP_GBL) 121
 reconciliation rules, delivered 121
 Reconciliation Rules component
 (RCN_SOURCE_PNLGRP_GBL) 121
 Reconciliation Rules page 124
 reconciliation setup 119
 defining methods and processing options 128
 defining sources and rules 121
 defining statement activity types 133
 grouping business units 74
 setting source type processing order 131
 reconciliation setup overview graphic 120
 reconciliation source types 131
 Reconciliation Status Codes component
 (RCN_STATUS_PNLGRP_GBL) 121
 Reconciliation Tolerances page 132
 reconciling multiple currencies 160
 Recon Criteria Options component
 (RCN_USR_OPT_PNLGRP_GBL) 121
 Recon Criteria Options page 124
 Recon Field Aliases component
 (RCN_ALIAS_PNLGRP_GBL) 121
 Recon Record page 123

reports

- Account Register 225
- descriptions 225
- FIN0056, Bank Account Listing 225
- FIN3000, Bank Statement Register 225
- FIN3001, Auto Recon Exceptions 225
- FIN3002, Auto Recon Errors 225
- FIN3004, Account Register 225
- reconciliation errors and exceptions 191
- Reverse Schedule Reconciliation page 182
- Review Bank Balances page 153
- Review Bank Statement Files page 156
- Review Bank Statements page 185
- Route Reconciliation Exceptions page 191

S

- same day balance information, managing 150
- Schedule ID Reconciliation page 181
- searching bank transactions and system transactions 172
- Semi Manual Reconciliation page 170, 194
- setting force reconciliation option 134
- setting up bank information
 - See Also* See bank setup
- setting up external bank accounts *See* banks setup
- SETTLEMENT_INSTRUC component 14
- Settlement Instruction component (SETTLEMENT_INSTRUC_GLB) 14
- settlement instructions 26
- Settlement Instructions page 66
 - defining payment instructions 68
 - setting netting options 67
- signatory limits, defining *See* bank accounts
- Sort Fields page 13
- specifying a reconciliation method 129
- specifying valid ChartField inheritance options 31
- SQL statements
 - creating for reconciliation criteria 127
 - mapping bank codes to system transaction types 124
- SQR Module, creation 90
- staging status, bank statement files 155
- Statement Activity Type component (STMT_ACT_TYPE_GBL) 133
- Statement Activity Types page 134
- statement balances, managing 152
- statement reconciliation 159
- statements *See Also* See bank statements
- STMT_ACT_TYPE_GBL component 133
- summary letter of credit information, viewing 220
- SWIFT code 4

T

- transaction codes
 - for bank statements 114
- transaction reconciliation, performing
 - See* bank statement reconciliation
- Transactions by Account page 185
- Treasury Counterparties component (BANK_PNL_TR_GBL) 65
- Treasury Counterparties page 65

U

- Update Criteria page 127
- US Federal ACH and EFT Layouts 83

V

- Valid Currencies page 42
- Value Date 35
- value date overview 35
- Value Match field 138
- VAT, external transactions reconciliation 179
- viewing reconciliation information 182

W

- workflow
 - reconciliation exceptions 188
- Worklist, routing reconciliation exceptions 191

Z

- Zero Balance Account (ZBAs), setting up 70

