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# PeopleSoft Banks Set Up and Processing 8.8 PeopleBook

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PeopleSoft Banks Set Up  
and Processing 8.8 PeopleBook  
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# About These PeopleBooks

PeopleBooks provide you with the information that you need to implement and use PeopleSoft applications.

This preface discusses:

- PeopleSoft application prerequisites.
- PeopleSoft application fundamentals.
- Related documentation.
- Typographical elements and visual cues.
- Comments and suggestions.
- Common elements in PeopleBooks.

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**Note.** PeopleBooks document 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 either it requires no additional explanation or it is documented with common elements for the section, chapter, PeopleBook, or product line. Elements that are common to all PeopleSoft applications are defined in this preface.

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## PeopleSoft Application Prerequisites

To benefit fully from the information that is covered in these books, you should have a basic understanding of how to use PeopleSoft applications.

See *Using PeopleSoft Applications*.

You might also want to complete at least one PeopleSoft introductory training course.

You should be familiar with navigating the system and adding, updating, and deleting information by using PeopleSoft windows, menus, and pages. You should also be comfortable using the World Wide Web and the Microsoft Windows or Windows NT graphical user interface.

These books do not review navigation and other basics. They present the information that you need to use the system and implement your PeopleSoft applications most effectively.

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## PeopleSoft Application Fundamentals

Each application PeopleBook provides implementation and processing information for your PeopleSoft database. However, additional, essential information describing the setup and design of your system appears in a companion volume of documentation called the application fundamentals PeopleBook. Each PeopleSoft product line has its own version of this documentation.

The application fundamentals PeopleBook consists of important topics that apply to many or all PeopleSoft applications across a product line. Whether you are implementing a single application, some combination of applications within the product line, or the entire product line, you should be familiar with the contents of this central PeopleBook. It is the starting point for fundamentals, such as setting up control tables and administering security.

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## Related Documentation

This section discusses how to:

- Obtain documentation updates.
- Order printed documentation.

### Obtaining Documentation Updates

You can find updates and additional documentation for this release, as well as previous releases, on the PeopleSoft Customer Connection web site. Through the Documentation section of PeopleSoft Customer Connection, you can download files to add to your PeopleBook Library. You'll find a variety of useful and timely materials, including updates to the full PeopleSoft documentation that is delivered on your PeopleBooks CD-ROM.

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**Important!** Before you upgrade, you must check PeopleSoft Customer Connection for updates to the upgrade instructions. PeopleSoft continually posts updates as the upgrade process is refined.

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### See Also

PeopleSoft Customer Connection web site, <http://www.peoplesoft.com/corp/en/login.asp>

### Ordering Printed Documentation

You can order printed, bound volumes of the complete PeopleSoft documentation that is delivered on your PeopleBooks CD-ROM. PeopleSoft makes printed documentation available for each major release shortly after the software is shipped. Customers and partners can order printed PeopleSoft documentation by using any of these methods:

- Web
- Telephone
- Email

#### Web

From the Documentation section of the PeopleSoft Customer Connection web site, access the PeopleSoft Press web site under the Ordering PeopleBooks topic. The PeopleSoft Press web site is a joint venture between PeopleSoft and Consolidated Publications Incorporated (CPI), the book print vendor. Use a credit card, money order, cashier's check, or purchase order to place your order.

## Telephone

Contact CPI at 800 888 3559.

## Email

Send email to CPI at [psoftpress@cc.larwood.com](mailto:psoftpress@cc.larwood.com).

## See Also

PeopleSoft Customer Connection web site, <http://www.peoplesoft.com/corp/en/login.asp>

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# Typographical Conventions and Visual Cues

This section discusses:

- Typographical conventions.
- Visual cues.

## Typographical Conventions

The following table contains the typographical conventions that are used in PeopleBooks:

Typographical Convention or Visual Cue	Description
<b>Bold</b>	Indicates PeopleCode function names, method names, language constructs, and PeopleCode reserved words that must be included literally in the function call.
<i>Italics</i>	Indicates field values, emphasis, and PeopleSoft or other book-length publication titles. In PeopleCode syntax, italic items are placeholders for arguments that your program must supply.  We also use italics when we refer to words as words or letters as letters, as in the following: Enter the number <i>0</i> , not the letter <i>O</i> .
KEY+KEY	Indicates a key combination action. For example, a plus sign (+) between keys means that you must hold down the first key while you press the second key. For ALT+W, hold down the ALT key while you press W.
Monospace font	Indicates a PeopleCode program or other code example.
“ ” (quotation marks)	Indicate chapter titles in cross-references and words that are used differently from their intended meanings.

Typographical Convention or Visual Cue	Description
. . . (ellipses)	Indicate that the preceding item or series can be repeated any number of times in PeopleCode syntax.
{ } (curly braces)	Indicate a choice between two options in PeopleCode syntax. Options are separated by a pipe ( ).
[ ] (square brackets)	Indicate optional items in PeopleCode syntax.
& (ampersand)	When placed before a parameter in PeopleCode syntax, an ampersand indicates that the parameter is an already instantiated object.  Ampersands also precede all PeopleCode variables.
(ISO)	Information that applies to a specific country, to the U.S. federal government, or to the education and government market, is preceded by a three-letter code in parentheses.  The code for the U.S. federal government is USF; the code for education and government is E&G, and the country codes from the International Standards Organization are used for specific countries. Here is an example:  (GER) If you're administering German employees, German law requires you to indicate special nationality and citizenship information for German workers using nationality codes established by the German DEUEV Directive.
Cross-references	PeopleBooks provide cross-references either below the heading "See Also" or on a separate line preceded by the word <i>See</i> . Cross-references lead to other documentation that is pertinent to the immediately preceding documentation.

## Visual Cues

PeopleBooks contain the following visual cues.

### Notes

Notes indicate information that you should pay particular attention to as you work with the PeopleSoft system.

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**Note.** Example of a note.

---

A note that is preceded by *Important!* is crucial and includes information that concerns what you must do for the system to function properly.



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**Important!** Example of an important note.

---

## Warnings

Warnings indicate crucial configuration considerations. Pay close attention to warning messages.

---

**Warning!** Example of a warning.

---



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## Comments and Suggestions

Your comments are important to us. We encourage you to tell us what you like, or what you would like to see changed about PeopleBooks and other PeopleSoft reference and training materials. Please send your suggestions to:

PeopleSoft Product Documentation Manager PeopleSoft, Inc. 4460 Hacienda Drive Pleasanton, CA 94588

Or send email comments to [doc@peoplesoft.com](mailto:doc@peoplesoft.com).

While we cannot guarantee to answer every email message, we will pay careful attention to your comments and suggestions.

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## Common Elements in These PeopleBooks

<b>As of Date</b>	The last date for which a report or process includes data.
<b>Business Unit</b>	An ID that represents a high-level organization of business information. You can use a business unit to define regional or departmental units within a larger organization.
<b>Description</b>	Enter up to 30 characters of text.
<b>Effective Date</b>	The date on which a table row becomes effective; the date that an action begins. For example, 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.
<b>Once, Always, and Don't Run</b>	<p>Select Once to run the request the next time the batch process runs. After the batch process runs, the process frequency is automatically set to Don't Run.</p> <p>Select Always to run the request every time the batch process runs.</p> <p>Select Don't Run to ignore the request when the batch process runs.</p>
<b>Report Manager</b>	Click to access the Report List page, where you can view report content, check the status of a report, and see content detail messages (which show you a description of the report and the distribution list).

<b>Process Monitor</b>	Click to access the Process List page, where you can view the status of submitted process requests.
<b>Run</b>	Click to access the Process Scheduler request page, where you can specify the location where a process or job runs and the process output format.
<b>Request ID</b>	An ID that represents a set of selection criteria for a report or process.
<b>User ID</b>	An ID that represents the person who generates a transaction.
<b>SetID</b>	An ID that represents a set of control table information, or TableSets. TableSets enable you to share control table information and processing options among business units. The goal is to minimize redundant data and system maintenance tasks. When you assign a setID to a record group in a business unit, you indicate that all of the tables in the record group are shared between that business unit and any other business unit that also assigns that setID to that record group. For example, you can define a group of common job codes that are shared between several business units. Each business unit that shares the job codes is assigned the same setID for that record group.
<b>Short Description</b>	Enter up to 15 characters of text.

## **See Also**

*Using PeopleSoft Applications*

*PeopleSoft Process Scheduler*

# PeopleSoft Banks Setup and Processing

## PeopleBook Preface

This preface discusses:

- Common elements in this PeopleBook.
- Pages with deferred processing.

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**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.

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## PeopleSoft Application Fundamentals

*PeopleSoft Bank Setup and Processing PeopleBook* provides implementation and processing information for PeopleSoft Banks. However, 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.

The following companion PeopleBooks apply specifically to PeopleSoft Banks.

- *PeopleSoft Application Fundamentals for FIN, ESA, and SCM PeopleBook*
- *PeopleSoft Setting Up Global Options and Reports PeopleBook*

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## Pages With 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 that 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

*PeopleTools PeopleBook: PeopleSoft Application Designer*

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## Common Elements Used in This PeopleBook

**Account**

ChartField that identifies the nature of a transaction for corporate accounts.

<b>Affiliate</b>	ChartField that is used to map transactions between business units when you use a single interunit account.
<b>Alt Acct</b> (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.
<b>Bank Account</b>	Code that you define to identify a bank account on pages and in running processes and reports, such as CHCK (checking).
<b>Bank Account #</b> (bank account number) or <b>Account #</b> (account number)	Number or code that identifies a bank account, which the bank assigns.
<b>Bank</b> or <b>Bank Code</b>	Code that you define to identify a bank on pages and in running processes and reports.
<b>Bank ID</b>	Code that identifies a bank that is assigned by a bank regulatory agency.
<b>Branch</b> or <b>Branch Name</b>	Code that you define to identify a bank branch on pages and in running processes and reports.
<b>Branch ID</b>	Unique identifier for a branch of a bank, which you get from the bank.
<b>Budget Ref</b> (budget reference)	ChartField that identifies unique budgets when individual budgets share budget keys and overlapping budget periods.
<b>Class</b>	ChartField that identifies a particular appropriation when you combine it with a fund, department ID, program code, and budget reference.
<b>Currency</b>	Code that identifies the type of currency for an amount, such as USD or FRF.
<b>Dept</b> (department)	ChartField that indicates who is responsible for or affected by the transaction.
<b>Description</b>	Freeflow text up to 256 characters.
<b>Effective Date</b>	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.
<b>Fund</b>	ChartField that represents structural units for education and government accounting. Can also represent a divisional breakdown in your organization.
<b>Fund Affiliate</b>	ChartField used to correlate transactions between funds when using a single intraunit account.
<b>Reference</b>	Reference number for a bank transaction.
<b>Oper Unit</b> (operating unit)	ChartField used to identify a location, such as a distribution warehouse or sales center.
<b>Process Frequency</b>	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> .

*Always:* Executes the request every time the batch process runs.

*Don't Run:* 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 a set of control table information or TableSets. A TableSet is a group of tables (records) necessary to define your company's structure and processing options.

**Short Description**

Freeflow text up to 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 provided by the bank.

**Transaction Amount**

Amount of a statement transaction.

**Unit**

Business unit for an item.

**See Also**

*PeopleTools PeopleBook: Using PeopleSoft Applications*



# CHAPTER 1

## Getting Started With Bank Setup and Processing

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

---

### PeopleSoft Bank Setup and Processing Overview

The *PeopleSoft Bank Setup and Processing PeopleBook* explains the following business processes:

- Managing federal and non-federal EFT and ACH electronic payment layouts.
- Establishing an electronic banking method between PeopleSoft applications and your 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.
- Import and export letters of credit creation and maintenance.
- Generating applicable reports for the specific business process.

---

### Other Sources of Information

In the planning phase of your 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 Application Fundamentals for FIN, ESA, and SCM 8.8 PeopleBook*, with information on where to find the most up-to-date version of each.

#### See Also

*PeopleSoft 8.8 Application Fundamentals for Financial Management Solutions, Enterprise Service Automation, and Supply Chain Management PeopleBook*, “PeopleSoft Application Fundamentals PeopleBook Preface,” Additional Resources

*PeopleTools PeopleBook: PeopleSoft Setup Manager*

*PeopleTools PeopleBook: PeopleSoft Component Interface*





# CHAPTER 2

## Setting Up Banks and Counterparties

This chapter provides an overview of setting up banks and counterparties and discusses how to:

- Define general bank setup.
- Define bank information.
- Define counterparty information.

---

### Understanding PeopleSoft 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 that your organization maintains a banking relationship with. A counterparty is a bank that has a trading relationship. 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, then the bank detail information (general information such as bank and branch information, and processing information such as payment methods for bank accounts), then the counterparty information. Once you have established this core banking data, you can then define account type (external, internal, or netting) and additional banking functionality.

PeopleSoft banks functionality is available to several PeopleSoft applications: Cash Management, Deal Management, Risk Management, 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 receipt, payment, and settlement procedures.

---

### Common Elements Used in This Chapter

<b>Account #</b> (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.
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<b>Acct Type</b> (account type) and <b>Bank Account Type</b>	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).
<b>DFI Qualifier and DFI ID</b> (depository financial institution qualifier) and <b>DFI ID</b> (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 2-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>: Enter six numerics for a CHIPS UID (Universal Identification Number).</p> <p>Canadian Bank Branch/Institute: No validation.</p> <p>Mutually Defined: No validation.</p>
<b>EFT Layout</b> (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.
<b>Last File Number</b>	Displays the last EFT file number.

---

## Defining General Bank Setup

To define bank identification qualifiers, use the Bank ID Qualifiers component (BANK\_ID\_QUALS).

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

This section discusses how to:

- Establish credit ratings.
- Establish bank ID qualifiers.
- Establish payment forms.
- Establish payment sort fields.

## Pages Used to Define General Bank Setup

Page Name	Object Name	Navigation	Usage
Credit Ratings	CREDIT_RTG_TBL	Banking, Bank Accounts, Credit Ratings	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.
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 page.

**Value** Displays the value by which to rank the ratings in ascending order. *I* is the highest rating. This value assigns a numeric equivalent to an alpha 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.

PeopleSoft delivers predefined bank ID qualifiers, which should typically not be modified.

**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.

---

**IBAN Enabled**

Select to enable IBAN validation for bank accounts associated with the country and bank ID qualifier combination in PeopleSoft banks functionality, and various PeopleSoft applications.

See [Chapter 3, “Setting Up External, Internal, and Netting Accounts,” Defining External Accounts Information, page 32.](#)

See [Chapter 2, “Setting Up Banks and Counterparties,” Defining Beneficiary Bank Information, page 15.](#)

See *PeopleSoft Cash Management 8.8 PeopleBook*, “Transferring Funds,” Specifying Destination Information.

See *PeopleSoft Working with Customers and Orders 8.8 PeopleBook*, “Maintaining General Customer Information”.

See *PeopleSoft Expenses 8.8 PeopleBook*, “Defining Accounting Data for PeopleSoft Expenses”.

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 US Bank	9-digit transit routing number. Exactly 9 numerics w/check digit calculation.	n/a	n/a	n/a
002 Canadian Bank	Exactly 4 numerics.	Between 7 and 12 numerics.	Branch routing # Exactly 5 numerics.	n/a
003 Australian Bank	Exactly 3 numerics.	Max 9 numerics.	Exactly 3 numerics.	n/a
005 Great Britain Bank	Exactly 6 numerics. (Sort Code)	Max 10 numerics.	n/a	n/a

<b>Bank ID Qualifier</b>	<b>Bank ID (Defining Banks)</b>	<b>Bank Account Number (Bank Accounts)</b>	<b>Branch</b>	<b>Check Digit</b>
006 Spanish Bank	Exactly 4 numerics.	Exactly 10 numerics.	Exactly 4 numerics.	Exactly 2 digits with check digit algorithm.
007 Netherlands Bank	n/a *	Exactly 10 numerics with modulus 11 check.	n/a	n/a
008 Netherlands Giro	n/a *	Max 7 numerics.	n/a	n/a
009 French bank	Exactly 5 numerics.	Max 11 characters.	Exactly 5 numerics.	Check digit algorithm.
010 German Bank	Exactly 8 numerics.	Max 10 numerics.	n/a	n/a
011 Great Britain Building Society	Exactly 6 numerics. (Sort Code)	Max 10 numerics.	n/a	n/a
012 Swiss Bank	Between 3 and 5 digits.	Max 16 characters.	n/a	n/a
013 Belgian Bank	Exactly 3 numerics.	Max 7 numerics.	n/a	2 numerics with 97 modulus check.
014 Japan Bank	Exactly 4 numerics.	Max 7 numerics.	Exactly 3 numerics.	n/a
015 Norwegian Bank (no field validation)				

Bank ID Qualifier	Bank ID (Defining Banks)	Bank Account Number (Bank Accounts)	Branch	Check Digit
016 Italian Bank	Exactly 5 numerics.	Max 12 alphanumerics.	Exactly 5 numerics.	1 alpha with check digit algorithm.
020 Swiss PPT( <i>no field validation</i> )				

## See Also

*PeopleTools PeopleBook: Security, “Working with Permission Lists”*

## Establishing Payment Forms

Access the Form Information page.

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 reports 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 need to load two different forms: one for the checks and one for the advices.

*No advice:* No advice lines.

#### Overflow Location

Select where information prints, if it does not fit on one page. Options are:

*Same report as check:* 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.

*Separate advice report:* The system uses a separate advice form for overflow. You need to load two different forms: one for the checks and one for the advices. The system creates two separate reports.

*No advice report:* No advice lines.

### **Advice Lines**

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.

### **Advice Layout**

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:

*Check over stub:* Positions the check over the advice.

*Stub over check:* Positions the advice over the check.

*Full page:* Sends the advice lines to a separate page from the check and a separate file.

## **Establishing Payment Sort Fields**

Access the 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).
- Bank Branch Information component (BANK\_BRANCHPNL).
- Contact List component (CONTACTS).
- Settlement Instruction component (SETTLEMENT\_INSTRUC).

This section discusses how to:

1. Define bank information.
2. Define bank addresses.
3. Set up electronic statements.
4. Define bank branches.
5. (Optional) Define bank branch addresses.

6. (Optional) Define branch contacts.
7. Define beneficiary bank information.
8. (Optional) Define beneficiary bank EFT options.
9. Define beneficiary bank addresses.
10. Define financial contacts.
11. (Optional) Define financial contact addresses.



## Pages Used to Define Bank Information

Page Name	Object 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	VAT_DEFAULTS_DTL	Click VAT Defaults on the Bank Information page.	Specify default VAT information for a bank.
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.
Bank Contacts	BRANCH_PNLCONTCT	Click Contact Information on the Bank Branch Information page.	Set up contact information for a specified branch.
VAT Defaults Setup	VAT_DEFAULTS_DTL	Click VAT Defaults on the Bank Branch Information page.	Specify default VAT information for a bank branch.
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.
EFT Options	TR_EFT_OPT_SEC	Click EFT Options on the Beneficiary Bank page.	Define specifics for EFT transmissions when using these settlement instructions.
Beneficiary Address	STL_ADDRESS	Banking, Bank Accounts, Settlement Instructions Select the Beneficiary Address tab.	Capture bank address information on your settlement instructions.
Contact List	TR_CONTACT_PNL	Banking, Banks and Branches, Contact List	Enter information about how to contact the people with whom you do business.
Address Information	TR_CONTACT_ADDRSEC	Click Address Information on the Contact Listpage.	Enter address information for your financial contacts.

## Defining Bank Information

Access the Bank Information page.

**Bank Information**

SetID: SHARE    Bank: BLBNK

\*Description: BELGIUM BANK    \*Type: External

Short Desc: BELGM BANK    Status: Active

Country: Belgium    [Change Country](#)    Agency Location Code:

Bank ID Qualifier: BEL Bank    Immediate Origin:

Bank ID: 320    Immediate Destination:

**Bank Options**

☐ Internal BU  
☒ Treasury Counterparty  
☒ Banking Counterparty

**Credit Ratings**

[Customize](#) | [Find](#) | [View All](#) | First 1 of 1 Last

Agency	Value	Rating	Description
<input type="text"/>	<input type="text"/>		

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

Bank Information page

**Type**

Select a bank type. Options are:

*External:* 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.

*Internal:* A bank or counterparty that is part of your organization (for example, a central treasury, a subsidiary company, or an operating division).

*Netting:* 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.

*Origin:* A PeopleSoft Receivables or Billing entity that holds funds until they are transferred to a bank. Typically, this is an organization with which you have a lockbox banking arrangement.

**(USF) Agency Location Code**

To reconcile US Federal government Schedule ID payments, select the US 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.

**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.

<b>Internal BU</b> (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 GL unit with which it is associated.
<b>Treasury Counterparty</b>	Denotes a bank or counterparty with which you transact deals. Select to use a counterparty for transactions in PeopleSoft Deal Management. This option applies to both internal and external bank or counterparty types.
<b>Banking Counterparty</b>	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 external accounts to be associated with this entity. If you select this check box, you must also specify the credit agency and value associated with a bank or counterparty in the Credit Ratings grid.

Click Notes to enter miscellaneous notes about the bank.

Click VAT Default 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 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 10, “Reconciling Statements,” Reconciling Federal Schedule ID Payments, page 166](#)

*PeopleSoft Cash Management 8.8 PeopleBook*, “Processing VAT Transactions in Treasury Management,” Defining Bank Branch VAT Processing Defaults

## Defining Bank Addresses

Access the Address Information page.

## Defining VAT Defaults

Access the VAT Defaults Setup page.

## See Also

*PeopleSoft Global Options and Reports 8.8 PeopleBook*, “Working with Value Added Taxes (VAT)”

## Defining Bank Branches

Access the Bank Branch Information page.

**SetID:** SHARE
 **Bank:** BLBNK BELGIUM BANK
 **Branch:** ANTWERP

**\*Description:** BLBNK - ANTWERP
 **Notes:**

**Short Desc:** BLBNK - AN

**Status:** Active

**Country:** Belgium
 [Change Country](#)

**Bank ID Qualifier:** BEL Bank
 **Branch ID:**

**VAT Registration Options**

☒ **Register Branch for VAT**
**VAT Registration ID:** BE 463336732

☐ **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.

### 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

Select the check box and enter the VAT Registration ID, which the system automatically validates.

### Use VAT Suspension

Select if bank has been selected as a supplier that suspends charging VAT.

---

**Note.** You must first set two other VAT suspension settings in PeopleSoft to enable the VAT suspension functionality: the 'Use VAT Suspension' check box on the VAT Country table must be selected, and the VAT Exception Type for the VAT Entity must be set to 'Suspension'. 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.

---

### VAT 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.

---

**Note.** The VAT Defaults link displays 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.

---

### See Also

*PeopleSoft Global Options and Reports 8.8 PeopleBook*, “Working with Value Added Taxes (VAT)”

## Defining Bank Branch Addresses

Access the Address Information page.

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**Note.** You must enter branch address information correctly for this information to be available for use in PeopleSoft Billing.

---

## Defining Branch Contacts

Access the Bank Contacts 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 VAT Defaults

Access the VAT Defaults Setup page.

### See Also

*PeopleSoft Global Options and Reports 8.8 PeopleBook*, “Working with Value Added Taxes (VAT)”

## Defining Beneficiary Bank Information

Access the Beneficiary Bank page.

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**

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.

**See Also**

Chapter 3, "Setting Up External, Internal, and Netting Accounts," IBAN Functionality, page 28

**Defining Beneficiary Bank EFT Options**

Access the EFT Options page.

The screenshot shows the 'EFT Options' page with the following fields and controls:

- Payment Format:** A dropdown menu.
- Transaction Handling:** A dropdown menu with 'Pay+Advice' selected.
- Domestic Costs:** A dropdown menu.
- Correspondent's Costs:** A dropdown menu.
- Bank Check Drawn On:** A dropdown menu with 'Payee Bank' selected.
- Check Forwarding:** A dropdown menu.
- Crossed Check:** An unchecked checkbox.
- Payment Instruction 1:** A text field with 'CHK' and a search icon.
- Payment Instruction 2:** A text field with 'TEB' and a search icon.
- Payment Instruction 3:** An empty text field with a search icon.
- Payment Instruction 4:** An empty text field with a search icon.
- Payment Instruction Ref 1:** An empty text field.
- Payment Instruction Ref 2:** An empty text field.

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*. Other options are:

*None:* 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.

Depending on the country in which an EFT takes place, there may be costs involved in carrying out such transactions, especially if there is a transfer between two different countries. The Domestic Costs field displays who pays for the bank costs of the EFT. If there are any other third parties to the transfer, correspondent's costs are also assessed. When there are domestic costs or correspondent's costs tied to an EFT transaction, select the source from which these costs are paid.

**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:

*None:* No costs are incurred.

*Payee Acct:* The payee's account is assessed for the charges.

*Payr/Payee:* The payee and the payer share costs equally. This option applies only to domestic costs.

*Pyr D Acct:* Costs are assessed to the payer's domestic account.

*Pyr F Acct:* Costs are assessed to the payer's foreign account.

<b>Bank Check Drawn On</b>	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> .
<b>Check Forwarding</b>	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> .
<b>Crossed Check</b>	Select if the EFT involves a check that cannot be signed over to a third party.
<b>Payment Instruction 1, Payment Instruction 2, Payment Instruction 3, and Payment Instruction 4</b>	Select additional payment instructions for the employee's EFTs. These fields contain standard EFT instruction codes that are delivered with your system.
<b>Payment Instruction Ref 1 and Payment Instruction Ref 2</b>	Enter any additional comments regarding EFT transactions.

## See Also

Chapter 6, "Setting Up Files for Electronic File Transfers," page 69

## Defining Beneficiary Bank Addresses

Access the Beneficiary Address page.

## Defining Financial Contacts

Access the Contact List page.

<b>Contact Type</b>	Select the contact type. Options are: <i>Accounts Payable</i> , <i>Billing Contract</i> , <i>Broker</i> , <i>Executive Management</i> , <i>External Contact</i> , <i>General</i> , <i>Internal Corporate Contact</i> , <i>Sales Contact</i> , <i>Service Contact</i> , or <i>Warehouse/Shipping Contact</i> .
<b>Bank Code</b>	Displays the code of the banks with which the contact is associated.

## Defining Financial Contact Addresses

Access the Address Information page.

---

## Defining Counterparty Information

To define treasury counterparties, use the Treasury Counterparties component (BANK\_PNL\_TR).



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

Page Name	Object Name	Navigation	Usage
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.

### Treasury Counterparties

**SetID:** SHARE      **Counterparty:** GMBNK

---

**\*Description:**

**Short Desc:**

**\*Type:**

**Status:**

**Country:**

**Bank ID Qualifier:**

**Bank ID:**

**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
<input type="text"/>	<input type="text"/>		

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 GL 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 and Counterparties,” Defining Bank Information , page 11](#)

## Defining Counterparty Address Information

Access the Address Information page.

## Defining Settlement Instructions for Counterparty Deals

Access the Settlement Instructions page.

**Settlement Instructions**

**SetID:** SHARE **Counterparty:** GMBNK

**Settlement Netting Options**

☒ Do Not Net ☐ Net ☐ Net Bulk ☐ Contractual Netting

**Payment Instructions** Find | View All First 1 of 2 Last

\*Currency Code: DEM Deutsche Mark

\*Instructions: TDEU1 ☐ Primary

Bank ID: 12345678

Branch ID: Account #: 123456456

DFI Qualifier: DFI ID:

☐ Settle Thru Internal Account

Settle Thru Bank: Settle Thru Account: Payment Method:

Settlement Instructions page

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

---

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

---

See *PeopleSoft Deal Management 8.8 PeopleBook*, “Capturing Deals and Trade Tickets,” Specifying IRP Deal Settlement Instructions.

## Settlement Netting Options

Select a netting option for this counterparty.

<b>Do Not Net</b>	Select if no netting takes place for transactions with this counterparty.
<b>Net</b>	Select if both positive and negative cash flows for each currency are netted, resulting in one net cash flow per currency.
<b>Net Bulk</b>	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.
<b>Contractual Netting</b>	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

<b>Instructions</b>	Select a settlement instruction.
<b>Primary</b>	Select to indicate which instructions are the default instructions in PeopleSoft Deal Management.
<b>Settle Thru Internal Account</b>	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 <i>Internal</i> .
<b>Settle Thru Bank and Settle Thru Account</b>	Select the appropriate bank code and account code.
<b>Payment Method</b>	<p>Payment methods available to you are determined by the selected Settle Thru Bank and Settle Thru Account.</p> <p>See <a href="#">Chapter 3, “Setting Up External, Internal, and Netting Accounts,” Defining Payment Methods, page 43.</a></p> <p>See <a href="#">Chapter 7, “Setting Up Electronic Banking,” Setting Up Payment Processing, page 100.</a></p> <p>Options include:</p> <p><i>Automated Clearing House</i></p> <p><i>Direct Debit</i></p> <p><i>Draft - Customer EFT</i></p> <p><i>Draft - Customer Initiated</i></p> <p><i>Draft - Vendor Initiated</i></p>

*Electronic Funds Transfer*

*Giro-EFT*

*Giro-Manual*

*Letter of Credit*

*Manual Check*

*System Check*

*Treasury Wire*

*Wire Report*



**Edit Settlement  
Instructions**

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

## CHAPTER 3

# Setting Up External, Internal, and Netting Accounts

This chapter provides an overview of defining different bank account types and discusses how to:

- 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 type of bank accounts, depending on your organizational needs:

- *External accounts:* External accounts in PeopleSoft represent physical (or “bricks and mortar”) financial institutions. You must define external accounts for each physical bank that you maintain a banking relationship with. 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 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 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 cashflows between PeopleSoft Payables and PeopleSoft Receivables items. There are functional restrictions as to what external account cashflows can be netted.

A net is associated with two accounts: a netting account, and a designated disbursement external account. After netting a cashflow, 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.)

---

## Defining External Account Information

To define external accounts use the External Bank Accounts component (BANK\_EXTERNAL).

This section discusses how to:

1. Define external accounts information.
2. Define valid currencies.
3. Define ChartField inheritance options.
4. Define account signatories.
5. Review account contacts.
6. Define account information.
7. Define collection methods.
8. (Optional) Specify draft document types.
9. Define payment methods.
10. (Optional) Specify document sequence types.
11. (Optional) Define bank account draft ChartFields.
12. (Optional) Define EFT options for payment methods.
13. (USF) Define prenotification.
14. Define format properties.
15. Define account settlement information.

The following overview sections discuss:

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

### Bank Account ChartField Inheritance

In education and government organizations, bank accounts can be associated 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, the fund may be explicitly entered as a ChartField on the bank account and used 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 needs to 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 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:

Inheritance Option	Code
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, receivables, and billing transactions:

	Account Types		Processing Options					
	AR or BI		Cash Clearing		AR Draft Cash Control			Dep in Transit
Account Types	Cash AR	Deposit AR	AR OffSetDr. *	AR OffsetCr. *	Cntrl - AR	Disc - AR	Draft - AR	Dit-AR

	Account Types		Processing Options					
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 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 transactions:



	Account Types	Processing Options		
	TR	Cash Clearing	Stmnt 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 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 PeopleSoft Cash Management and PeopleSoft Payables in your organization's banking processes, you can configure banking accounts to automatically process certain PeopleSoft 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 and wire reports are automatically configured to settle through Pay Cycle Manager. As these are system default values, you cannot access the External Accounts - Payment Methods settle through option.
- The Treasury wire format (TRW) is a proprietary format to the Treasury application and cannot be processed through PCM. If you want to settle wires through PCM, you must use the wire report payment method (WIR).
- You cannot settle direct debits through Pay Cycle Manager.

---

**Note.** All Cash Management settlements processed through Pay Cycle Manager (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.

---

## 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 checkdigit in a record. Clicking the View IBAN button on either the Beneficiary Bank or External Accounts page 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 IBAN check digit and the existing Basic Bank Account Number (BBAN) to create the IBAN:

Calculation Page	Related Record
External Accounts	BANK_ACCT_DEFN
Settlement Instructions	STL_INSTRUCTION
EFT Request Entry	TR_WR_DETAIL
EFT Template	TR_WR_TEMPLATE

For electronic formats, the IBAN includes the two-letter country code, two-numeral check digit, and the 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.

## IBAN Check Digit Validation

This section discusses how to manually validate the IBAN check digits as established by the ECBS and the ISO. Before performing any validations, you should refer to the comprehensive ISO documentation of these methods on the ISO website (<http://www.iso.ch/iso/en/ISOOnline.frontpage>), specifically:

- ISO 13616:1997.  
Banking and related financial services - International Bank Account Number (IBAN).
- ISO 3166-1:1997; 3166-2:1998; and 3166-3:1999.  
Country code information.
- ISO 7064.  
Data processing - Check character systems.

### Validating the Check Digits Manually

If the IBAN is in paper format, convert it to basic format by deleting all nonalphanumeric characters and the preceding tag *IBAN*.

IBAN BE62 5100 0754 7061 becomes BE62510007547061.

Perform these tasks:

1. Move the first four characters of the IBAN to the right of the number.  
Result = 510007547061BE62.
2. Convert the letters into numerics in accordance with the conversion table below.  
Result = 510007547061111462.
3. Apply MOD 97-10 (see ISO 7604).  
For the check digits to be correct, the remainder after calculating the modulus 97 must be 1.  
The remainder of the division of 510007547061111462 by 97 = 1.

### Alpha to Numeric Conversion Table

This table displays the alpha to numeric conversion:

<b>A</b>	<b>= 10</b>	<b>G</b>	<b>= 16</b>	<b>M</b>	<b>= 22</b>	<b>S</b>	<b>= 28</b>	<b>Y</b>	<b>= 34</b>
B	= 11	H	= 17	N	= 23	T	= 29	Z	= 35
C	= 12	I	= 18	O	= 24	U	= 30		
D	= 13	J	= 19	P	= 25	V	= 31		
E	= 14	K	= 20	Q	= 26	W	= 32		
F	= 15	L	= 21	R	= 27	X	= 33		

## 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.

## Common Elements for This Chapter

### Company ID or Company Identification Number or Remitter ID

Enter a company ID, which are specified by certain European Banks (e.g. 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 (*DD*), Treasury Wire (*TRW*), Electronic Funds Transfer (*EFT*), or Automated Clearing House (*ACH*). During PayCycle Manager processing, the system accesses this data (if available) from a table and submits it with the specified payment method information.

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'émetteur'. If specifying options for an Italian bank account, complete this field only if you are using the ITAPYMT EFT layout.

---



**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 only issued by the Banque de France and are mandatory information when processing Direct Debits using a ETBDD EFT layout. Numero d'émetteur is also optional information when processing drafts using ETBDR EFT layout.

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See [Chapter 3, "Setting Up External, Internal, and Netting Accounts," Defining Account Information](#), page 37.

See [Chapter 3, "Setting Up External, Internal, and Netting Accounts," Defining Collection Methods](#), page 40.

## Pages Used to Define External Account Information

Page Name	Object Name	Navigation	Usage
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 Currencies 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_PNLSIGNATORYYS	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 Contacts Notes on the Contacts page.	Enter notes about the bank contact for an external account.
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.
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.

Page Name	Object Name	Navigation	Usage
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.
EFT Options	PYMNT_BANK_TR_OPT	Click EFT Options on the External Accounts - Payment Methods page.	Enter National Remitter ID information for Direct Debit (DD), Treasury Wire (TRW), EFT, or Automated Clearing House (ACH) payment methods.
Prenotification	BANK_PRENOTE	Click Prenote on the External Accounts - Payment Methods page.	Indicate whether prenotification files (used in Federal Schedule Reconciliation) need to be generated.
Define Format Properties	PMT_BANK_MTHD_PROP	Click Define Format Properties 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.

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

**SetID:** SHARE **Bank:** GMBNK GERMAN BANK

**Bank Accounts** Find | View All First 1 of 2 Last

\*Bank Account: CHCK Status: Active GL Unit: DEU01  
 \*Description: GMBNK-CHCK Short Desc: Chck Acct \*Branch: HAMBURG  
 Account #: 76010085 RFC:  
 DFI Qualifier: ZZ Mutually Defined DFI ID: 02 Sender DO:  
 IBAN Digit: 57 View IBAN IBAN DE57 1000 1569 0076 0100 85

**Valid Account Currencies** **Account Use**

Currency Code: EUR Acct Type: Check Acct ☒ BI ☒ AR ☒ AP ☒ TR ☐ EX  
 Rate Type: CRRNT ☒ AR Draft Cash Control ☒ Cash Clearing ☐ TRF Charge  
 Index: MODEL ☒ Drafts Payable ☒ Stmt Accounting ☐ Dep in Transit

**Bank Account Types** Customize | Find | View All | First 1-3 of 12 Last

Chartfields Additional Chartfields

	Acct Type	Account	Alt Acct	Oper Unit	Fund	Dept	Program	Class
	Cash - AR	100030						
	Cash - AP	100029						
	Draft - AP	200000						

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 GL business unit associated with this account.

**RFC** (regional finance center)

Enter the 3-character value that identifies the RFC to be assigned to the summary payment file.

**(USF) Sender DO** (sender disbursing office)

Enter the US Federal government Intra-governmental Payment and Collection System (IPAC) Sender DO Symbol identifier for the agency that is sending the IPAC transaction. This 5-character code is assigned by the US Treasury to agencies enrolled in IPAC.

See *PeopleSoft Payables 8.8 PeopleBook*, “(USF) Setting Up and Processing Payables for U.S. Federal Agencies”.

### IBAN Check Digit

Define the account’s IBAN for transmittal with other account information for the bank account. Enter the 2-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 checkdigit on the BANK\_ACCT\_DEFN table.

---

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

---

## Valid Account Currencies

<b>Rate Type</b>	Select the exchange rate type that expresses the value of one currency in terms of another.
<b>Index</b>	Select the market rate index.
<b>Currency Code</b>	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 you need to 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.

---

<b>AR Draft Cash Control</b> (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.
<b>Drafts Payable</b>	Available for entry only when you've selected the AP bank check box.
<b>Cash Clearing</b>	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.
<b>Stmt Accounting</b> (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.

**Ledger Account Types**

This table displays the Ledger Account Types that you must establish, depending on your selections in the Account Use group box:

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	not applicable	not applicable	not applicable	not applicable	not applicable	not applicable
AP	Cash – AP DIT-AR	Draft – AP	Control-AP	not applicable	not applicable	Bnk – Charge	not applicable
AR	Cash – AR Deposit-AR	not applicable	not applicable	Draft – AR Control – AR Discount - AR	not applicable	not applicable	if selected
TR	Cash	not applicable	Control	not applicable	Interest Fees	not applicable	not applicable
EX	Cash – AP	not applicable	not applicable	not applicable	not applicable	not applicable	not applicable

Enter the ChartField values to use for each account type.



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

**Note.** You must specify the correct ChartField inheritance option combination to save the account information, depending on the Acct 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.

<b>Currency</b>	<p>Enter all valid currencies for the external account. Select the Default check box to indicate the default currency of the bank account.</p> <p>The default currency drives certain PeopleSoft financial processes, such as reconciliation and transaction revaluation.</p> <p>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.</p>
<b>Rate</b>	Select a currency conversion rate type code.
<b>Index</b>	Enter a market index rate from which to derive the defined currency conversion rate.

## Defining ChartField Inheritance Options

Access the ChartField Options page.

Select an inheritance option for each ChartField.

<b><i>Always Inherit</i></b>	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).
<b><i>Do Not Inherit</i></b>	Appears by default. You specify ChartField values on the External Accounts page.
<b><i>Inherit Within Unit</i></b>	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.
<b><i>Use Unit Default</i></b>	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, page 24

## Defining Account Signatories

Access the Signatories page.

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.

### 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.

External Accounts	Signatories	Contacts	Account Reconciliation	Account Information	Collection Methods
<b>SetID:</b> SHARE <b>Bank:</b> GMBNK GERMAN BANK <b>Holiday List ID:</b> DEU Germany					
<b>Account Information</b> Find   View All First 1 of 2 Last					
<b>Bank Account:</b> CHCK GMBNK-CHCK		<b>Remitter ID:</b>		<b>Pool ID:</b>	
<b>Preferred Language:</b> E		<b>Charge Bank:</b>		<b>Charge Account:</b>	
<b>Payment Information</b>			<b>Payment Handling</b>		
<b>Check# Len:</b> 6		<input type="checkbox"/> <b>Override</b> Amount:			
<b>Fract Rtg#:</b>		Handling:			
<b>PayCycle Amount Limits</b>					
<b>Maximum Amount Per Paycycle:</b> 0.00		<b>Paycycle Currency Code:</b> DEM			
<b>Maximum Amount Per Payment:</b> 0.00		<b>Payment Currency Code:</b> DEM			
<b>Receipt Information</b>					
<b>Deposit Type:</b> C Customer		<b>Deposit Unit:</b> DEU01		<input type="checkbox"/> <b>Payment Predictor</b>	
<b>Discount Evaluation Options</b> Find   View All First 1 of 1 Last					
<b>Effective Date:</b> 11/13/2003		<b>Status:</b> Active		<input type="button" value="+"/> <input type="button" value="-"/>	
<b>Interest Rate:</b>		<b>Days in Year:</b> 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. As this field is at the bank level, this means you cannot have two accounts for the same bank with different holiday lists.

## Account Information

<b>Preferred Language</b>	Select the preferred default language for the account.
<b>Charge Bank and Charge Acct</b> (charge account)	Select the bank and account that charges bank processing fees to this account, if applicable.
<b>Remitter ID</b>	<p>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.</p> <p>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.</p> <p>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.</p>
<b>Pool ID</b>	<p>If this account is pooled with other bank accounts, select a pool ID (defined on the Account Pool Definition page).</p> <p>See <a href="#">Chapter 4, "Setting Up Additional Banking Information," Defining Account Pooling, page 56.</a></p>

## Payment Information

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

<b>Check# Len</b> (check number length)	Enter the number of digits in your check number during check printing, to a maximum of ten 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.
<b>Fract Rtg#</b> (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 United States, 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 PeopleSoft Payables uses the information in the Payment Handling group box.

<b>Override</b>	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 over 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:

Handling Code	Name	Sort Sequence
<i>HD</i>	High Dollar Payment	99
<i>IN</i>	Internal Distribution	10
<i>PO</i>	Route to Purchasing	50
<i>RE</i>	Regular Payments	1

### PayCycle Amount Limits

This functionality is integrated with the PeopleSoft 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:

- The system should first derive funds from Bank Account 01, to a maximum of 1,250,000 USD.
- The system then derives funds up to a maximum of 500,000 USD from Bank Account 02.
- 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 PeopleSoft 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 may 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

PeopleSoft 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 4, “Setting Up Additional Banking Information,” Defining Account Pool Information, page 55

*PeopleSoft Payables 8.8 PeopleBook*, “Processing Pay Cycles”

*PeopleSoft Receivables 8.8 PeopleBook*, “Setting Up Payment Predictor Processing”

## Defining Collection Methods

Access the External Accounts - Collection Methods page.

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

**SetID:** SHARE **Bank:** GMBNK GERMAN BANK

**Account Information** Find | View All First 1 of 2 Last

**Bank Account:** CHCK GMBNK-CHCK

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

**Payment Method:** Check

**Collection Options**

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

**Discounted Draft Credit Limit**

Credit Limit:   
 Date:  Review:

**Payment Options**

Holiday Options:   
 Days:  ☐ Allow due date in next month

**EFT File Attributes**

EFT Layout:  Last File Number:  Company ID Number:   
 Long Description:

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 Funds Transfer*
- *Letter of Credit*

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.

### 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:* 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.

**Payment 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. If you select this 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.

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

### Days

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

## EFT File Attributes

**EFT Layout** (electronic file transfer layout)

Select an EFT file format. This field is available only if the payment method is *Direct Debit* or *Draft*.

**Last File Number**

Displays a sequence number used to uniquely identify payment files generated by the PeopleSoft 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.

## Specifying Draft Document Types

Access the Draft Document Types 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.

Account Reconciliation | Account Information | Collection Methods | **Payment Methods** | Account Settlement

SetID: SHARE Bank: TRBNK US TREASURY BANK

**Account Information** Find | View All First 1 of 3 Last

Bank Account: CHCK TRBNK Checking Acct

**Payment Information** Find | View All First 1 of 2 Last

\*Payment Method: Automated Clearing House

**Value Date**

Value Date Days:  ☐ Value Date

Payment Cutoff Time: 3:00PM

**Holiday Processing Options**

Holiday Options: Not Applicable

Days:  ☐ Allow due date in next month

**Payables Options**

**Payment Options**

☐ Confirm Numbers ☐ Payment Schedule

☐ Positive Payment ☐ File Copy

**Payment Form**

Last Ref Number: 0000000000

Form ID: EFT1

Positive Payment Form:

File Copy Form:

EFT Layout: PPD

**EFT File Attributes**

Last File Number: 0000

Header Comment:

[Document Sequencing](#) [EFT Options](#)

[Draft Status](#) [Prenote](#)

External Accounts - Payment Methods page (1 of 2)

**Cash Management Options**

\*Settle Through: Electronic Settlements

Format ID: PAYMENTEIP [Account Format Properties](#)

External Accounts - Payment Methods page (2 of 2)

## 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*

*Draft-Vendor Initiated*

*Electronic Funds Transfer*

*Giro-EFT*

*Giro-Manual*

*Letter of Credit*

*Manual Check*

*System Check*

*Treasury Wire*

*Wire Transfer*

If you select *Draft* as the payment method on the Payment Method page, you must specify whether it is *Draft-Vendor Initiated* (Bill of Exchange), *Draft-Customer Initiated* (Bill of Order), or *Draft-Customer EFT*. For customer drafts, you must also specify a form ID and last reference number.

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**Important!** If you are establishing a payment method of ACH or EFT for US 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.

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- 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 *ECSCCHK* (*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.

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

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**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 *AM* or *PM*, 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:

*Not Applicable:* Does not change the estimated settlement date.

*Pay After Holiday:* Changes the estimated settlement date to a day after the holiday. If you select this 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.

*Pay Before Holiday:* 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.

## Payables Options

Define processing options used only by PeopleSoft Payables. You can define the following:

- Payment Options
- Payment Form
- EFT File Attribute

## 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 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.

**Positive Payment** 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.

	If you select this check box, you also need to specify a value in the Positive Payment Form field in the Payment Form group box.
<b>File Copy</b>	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.  If you select this check box, you also need to specify a value in the File Copy Form field in the Payment Form group box.
<b>(USF) Payment Schedule</b>	For reconciliation of Federal Schedule ID payments, select this check box to generate the correct Federal payment schedules for submission to the US Treasury for payment.
<b>(USF) Prenote</b>	Click to access the Prenotification page, and indicate that the system must generate Federal Schedule ID prenotification files.
<b>Document Sequencing</b>	This link is available if this bank belongs to a GL business unit that is set up for document sequencing. Click to assign the default document types for each payment method.
<b>Draft Status</b>	Click to access the Bank Account Draft ChartFields page and define Draft ChartFields.
<b>EFT Options</b>	Click to access the EFT Options page and define EFT processing options.
<b>Payment Form</b>	
<b>Last Ref Number</b> (last reference number)	Select the check reference that PeopleSoft Payables uses when printing payments. The system increments this number for each payment it makes on the specified bank account. The system also increments this number when you record a manual payment for this account.
<b>Form ID</b>	Enter a form ID, which defines the payment layouts for your ACH, system check, wire report, customer draft, and EFT files. PeopleSoft 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/> <b>Note.</b> Do not enter a form ID for manual checks or vendor drafts. <hr/>	
<b>EFT Layout</b>	Select an appropriate layout for the specified Payment Method. Available layouts are determined by the layout values established on the EFT File Layout (EFT_LAYOUT) and ACH File Layout (ACH_LAYOUT) pages.
<b>EFT File Attributes</b>	
<b>Last File Number</b>	Displays a sequence number used to uniquely identify PeopleSoft Payables EFT files created through PCM. 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.

**Header Comment** Enter the text to appear in the header of the EFT file.

## Cash Management Options

Define settlement processing options used only by PeopleSoft Cash Management.

**Electronic Settlements** Select to process payments using PeopleSoft Cash Management. If using this method, you must also define an electronic payment Format ID.

If you process settlements using a third party bank communications partner, select the *FUNDTRNFR* format ID.

See [Chapter 7, “Setting Up Electronic Banking,” Defining Bank Communication by Using a Banks Communications Partner, page 90.](#)

**Pay Cycle Manager** Select to process the following payment methods using PeopleSoft Pay Cycle Manager:

*Automated Clearing House*

*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*

**Define Format Properties** Click to access the Define Format Properties page and review electronic format settings.

## See Also

[Chapter 6, “Setting Up Files for Electronic File Transfers,” Managing EFT File Layouts, page 75](#)

[Chapter 6, “Setting Up Files for Electronic File Transfers,” Defining ACH Layouts, page 83](#)

[Chapter 10, “Reconciling Statements,” Reconciling Federal Schedule ID Payments, page 166](#)

*PeopleSoft Payables 8.8 PeopleBook*, “Understanding Payment Formats and Configuring Payment Forms,” Specifying Payment Form Attributes

## Specifying Document Sequence Types

Access the Document Sequence page.

<b>Document Type</b>	Displays the document type that the system uses to assign document sequence numbers.
<b>Manual Document Type</b>	Displays the default document type on pages where you specify the document sequence number manually.

See *PeopleSoft Global Options and Reports 8.8 PeopleBook*, “Defining Document Sequencing,” Understanding Document Sequencing.

## Defining Bank Account Draft ChartFields

Access the Bank Account Draft ChartFields page.

<b>Accounting Template</b>	Select one of the templates that you defined on the Accounting Entry Template page, to create balanced accounting entries.
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Enter the appropriate ChartField values.

## Defining EFT Options for Payment Methods

Access the EFT Options page.

<b>Originating DFI ID</b> (depository financial institution ID)	(Optional) Displays the DFI ID of the bank issuing the specified payment method.
--	--

## (USF) Defining Prenotification

Access the Prenotification page.

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

## Defining Format Properties

Access the Define Format Properties page.

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**Note.** Contact your system administrator before editing any fields on this page. The system displays format values defined on the Format Catalog and Bank Integration Formats pages that normally do not need to be changed.

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## See Also

Chapter 7, “Setting Up Electronic Banking,” Reviewing or Configuring Delivered Bank Statement Formats, page 97

Chapter 7, “Setting Up Electronic Banking,” Defining Bank Integration Formats for Statements, page 99

Chapter 7, “Setting Up Electronic Banking,” Creating Payment Formats, page 106

Chapter 7, “Setting Up Electronic Banking,” Defining Bank Integration Formats for Payments, page 108

## Defining Account Settlement Information

Access the Account Settlement page.

### 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.

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## Defining Internal Account Information

To define internal accounts, use the Internal Accounts component (BANK\_INTERNAL).

This section lists prerequisites and discusses how to:

1. Define internal accounts.
2. Generate interest accrual schedules.
3. Define ChartFields for internal accounts.

### Internal Accounts in PeopleSoft

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

When processing external bank transfers, the system will also automatically generate 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 8.8 PeopleBook.

## See Also

*PeopleSoft Cash Management 8.8 PeopleBook, “Transferring Funds,” Processing Bank Account Transfers*

*PeopleSoft Cash Management 8.8 PeopleBook, “Performing In-House Banking Activities”*

*PeopleSoft Deal Management 8.8 PeopleBook, “Capturing Deals and Trade Tickets,” On Behalf of Deals Functionality*

## 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 and Counterparties,” Defining Bank Information](#), page 11.

## Pages Used to Define Internal Account Information

Page Name	Object 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 Schedule	SCHEDULE_CREATE	Click Generate Schedule on the Internal Accounts - Account Information page.	Generate interest accrual schedules.
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.

Account Information

Chartfields

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

Account Information

Description: TUS01, TUS04 USD Account Short Desc: TUS01, TUS

Account #: I002 ☒ Default Account Account Status: Active

Currency: USD US Dollar ☒ Accrue Interest

Interest Accrual Information

Schedule ID: DAILY [Generate Schedule](#)

Rate for TUS01 Debit, TUS04 Credit

Credit Rate Index: GOVYC Rate Type: CRRNT Margin Points: 0.50000000

Rate for TUS04 Debit, TUS01 Credit

Debit Rate Index: GOVYC Rate Type: CRRNT Margin Points: 0.50000000

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). Both banks must be defined as internal banks, and at least one must be a corporate treasury.

## Account Information

<b>Account #</b> (account number)	Displays the bank account number assigned by the system.
<b>Default Account</b>	Select to set this account as your default internal account.
<b>Accrue Interest</b>	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

<b>Schedule ID</b>	If you specified that this account accrues interest, select a schedule ID to indicate how often interest accrues.
<b>Credit Rate Index</b> and <b>Debit Rate Index</b>	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.

<b>Create Schedule</b>	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.

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 | 1-2 of 2 | First | Last

Chartfields    Additional Chartfields

Acct Type	Account	Alt Acct	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 PeopleSoft 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).

This section discusses how to:

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

## Pages Used to Define Netting Accounts

Page Name	Object 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 Currencies 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.

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 32](#)

## Defining Valid Currencies for Netting Accounts

Access the 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 screenshot example, note the bank account is a Japanese bank defined with Japanese yen (JPY) as the default valid currency and United States dollars (USD) as a second valid currency.

### See Also

[Chapter 3, “Setting Up External, Internal, and Netting Accounts,” Defining Valid Currencies, page 36](#)

*PeopleSoft Cash Management 8.8 PeopleBook*, “Managing Bilateral Netting,” Processing Multicurrency Nets

## CHAPTER 4

# 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 the following:

- Account pooling: Specify the combining of funds from many account (or funds) to one account.
- Bank transfer charges: Define charges applied by a financial institution when transferring money between banks or bank accounts.
- Account administration: Group business units and bank accounts 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 and Counterparties," page 3](#)

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

---

## Defining Account Pool Information

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 Account Pool Definition page to set up a specific pool definition, including pool type (either Notional Pool or ZBA), 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 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.

## See Also

[Chapter 3, “Setting Up External, Internal, and Netting Accounts,” Bank Account ChartField Inheritance, page 24](#)

[Chapter 3, “Setting Up External, Internal, and Netting Accounts,” Defining ChartField Inheritance Options, page 36](#)

## Pages Used to Define Account Pool Information

Page Name	Object Name	Navigation	Usage
Account Pool Definition	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.
External Accounts - Account Information	BANK_PNL3	Banking, Bank Accounts, External Accounts, Account Information	Select a pool ID for an account.

## Defining Account Pooling

Access the Account Pool Definition page.

### 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 used as 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.

## Selecting a Pool ID

Access the External Accounts - Account Information page.

See [Chapter 3, “Setting Up External, Internal, and Netting Accounts,” Defining External Accounts Information, page 32.](#)

---

## Defining Bank Transfer Charges

This section discusses how to:

1. Define bank transfer charge amounts.
2. Define bank transfer charges for a bank.

## Pages Used to Define Bank Transfer Charges

Page Name	Object 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 to be used 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.

### Bank Transfer Charge Code

**SetID:** SHARE      **Bank Charge Code:** DBDB

Bank Charge				Find   View All	First ◀ 1 of 1 ▶ Last
<b>*Effective Date:</b>	11/13/2003 <span style="border: 1px solid black; padding: 0 2px;">31</span>	<b>Status:</b>	Active <span style="border: 1px solid black; padding: 0 2px;">+</span> <span style="border: 1px solid black; padding: 0 2px;">-</span>		
<b>Descr:</b>	Differnt Bank Different Branch	<b>Currency:</b>	USD <span style="font-size: small;">🔍</span>		

Amount				Customize   Find   View All	First ◀ 1-2 of 2 ▶ Last
	From Amount	To Amount	Charge Amount		
1	0.00	10,000.00	100.00	<span style="border: 1px solid black; padding: 0 2px;">+</span>	<span style="border: 1px solid black; padding: 0 2px;">-</span>
2	10,000.01	99,999,999,999,999,999,999.99	400.00	<span style="border: 1px solid black; padding: 0 2px;">+</span>	<span style="border: 1px solid black; padding: 0 2px;">-</span>

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, 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.

**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.

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 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:

Transaction Type	Bank Transfer Charge	Bank Transfer Charge
	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

Page Name	Object Name	Navigation	Usage
Business Unit Groups	BU_GRP_TBL	Banking, Administer Bank Statements, Business Unit Groups	Gather various business units together as a group.

### Defining Business Unit Groups

Access the Business Unit Groups page.

Select the appropriate units to include in the group.

## Grouping and Accessing Bank Accounts

This section discusses how to:

1. Define account groups.
2. View and update account group assignments.
3. 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

Page Name	Object Name	Navigation	Usage
Account Group Definition	BNK_ACCTGRP_DEFN	Banking, Administer Bank Statements, Account Groups	Specify the bank accounts to group together for summary viewing and maintenance.
Account Group Definition - Add Multiple Accounts	BNK_ACCTGRP_DEFN_A	Click Add Multiple Accounts on the Account Group Definition 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"> <li>Banking, Bank Accounts, Bank Account Manager</li> <li>Click My Account Group ID on the My Account Group page.</li> </ul>	Manage your bank accounts and activities.

### Defining Account Groups

Access the Account Group Definition page.

#### Fee Structure

Select this check box to select only banks 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.

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

Bank Account Manager

Account Group ID:TRACCTS

Treasury Accounts

Effective Date:01/01/1900

Bank Accounts							Customize   Find   			First 	1-4 of 4 	Last
Bank	Account	Account #	Description	Currency	Acct Type	Available Balance						
USBNK	<a href="#">CHCK</a>	0741-256458	USBNK CHECKING ACCT	USD	Check Acct							
USBNK	<a href="#">CHK</a>	0741-256206	USBNK-CHK	USD	Check Acct							
USBNK	<a href="#">DRAF</a>	0741-256416	Draft Account	USD	Check Acct							
USBNK	<a href="#">EFT</a>	0741-250786	USBNK-EFT	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 32

*PeopleSoft Cash Management 8.8 PeopleBook*, “Transferring Funds,” Processing Bank Account Transfers

## CHAPTER 5

# Managing Facilities

This chapter provides an overview of facilities and discusses how to:

- Define facilities
- Monitor facilities

---

## Understanding Facilities

A *facility* is a financial arrangement with a counterparty under which an established monetary amount is available for transacting deals. Similar to a contract, a facility contains pertinent information about the arrangement, such as default settlement instructions, term, review dates, and an expiration date.

With PeopleSoft Banks functionality you can define facilities, associate fees to a facility, and periodically run the Monitor Expiring Facilities process (TR\_FCLTY\_RVW) to evaluate which of your organization's facilities are close to expiring.

---

## Facility Review Workflow

If you have implemented the Facility Review workflow, when you run the Monitor Expiring Facilities process (TR\_FCLTY\_RVW), the system automatically routes expiring facilities to a defined user (or users') worklist.

### See Also

Chapter 5, "Managing Facilities," Monitoring Facilities, page 68

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## Prerequisites

Before defining facilities you must define:

- Counterparties
- Settlement instructions

**See Also**

Chapter 2, “Setting Up Banks and Counterparties,” Defining Counterparties, page 19

Chapter 2, “Setting Up Banks and Counterparties,” Defining Beneficiary Bank Information, page 15

---

## Defining Facilities

To define facilities information, use the following components:

- Facilities component (FCLTY\_DFN).
- Facility Memo Attributes component (FCLTY\_MEMO\_ATTR).

To set up a facility, you define the types of attributes tracked and then establish the facility itself. You record fees that are associated with the facility by entering them online.

---

**Note.** You must define fee codes on the Fee Code Definition page prior to entering fees online.

---

This section discusses how to:

- Define facility memo types
- Establish facilities
- Create fee entries

**See Also**

*PeopleSoft Cash Management 8.8 PeopleBook*, “Managing Fees and Account Analysis,” Defining Fee Codes

*PeopleSoft Cash Management 8.8 PeopleBook*, “Managing Fees and Account Analysis,” Creating Fee Entries

## Pages Used to Define Facilities

Page Name	Object Name	Navigation	Usage
Facilities	FCLTY_PNL1	Banking, Facilities, Facilities	Define a facility.
Memo Attributes	FCLTY_CD	Banking, Facilities, Facility Memo Attributes	Define the attributes to track with a facility and define the type of data that the attributes contain.
Fee Entry	FEE_GENERATOR_PNL	Click Fees on the Facilities page.	Create fees for a facility.
Financial Contacts	TR_CONTACT_PNL	Click the Edit Contact Information button on the Facilities page.	Edit information for a financial institution contact assigned to a facility.
Comments	FCLTY_LONG_SP	Click the Expand Long button on the Facilities page.	Edit memorandum information for a facility attribute.
Settlement Instructions	STL_INSTR_SP	Click the View Settlement Instruction button on the Facilities page.	View details of a specified settlement instruction for a facility.

## Defining Facility Memo Types

Access the Memo Attributes page.

### Data Type

Provide an attribute description and indicate its data type. Online edits validate the data type when you associate the attributes with a facility. Select from:

*Date:* Use for dates.

*Long:* Use for storing an unlimited number of characters.

*Number:* Use for positive numeric data.

*Signed Num* (signed number): Use for storing positive and negative numbers.

*Text:* Use for storing text attributes based on a database field. When you select this option, you can optionally specify a prompt table. This limits text entries to a list of values that are generated from the specified table. For example, using the prompt table INSTR\_HEADER\_TR limits entries to defined instruments.

---

**Note.** You must include Comments (CMTS) as a defined attribute for the Memo Attributes page to function correctly. CMTS is included in the system database; do not delete it.

---

## Establishing Facilities

Access the Facilities page.

## Facilities

**SetID:** SHARE **Facility ID:** FAC1

---

### Facility Definition

**Effective Date:** 10/12/2003 **Status:** Active Find | View All First 1 of 1 Last

**\*Description:** Facility with counterparty

**Counterparty:** TRBNK ☐ **Facility has no Counterparty**

**Review Date:** 11/11/2003 **Expiration Date:** 03/10/2004 [Fees](#)

---

### Facility Contacts

Customize | Find | First 1 of 1 Last

Contact	Name	Contact Title	Phone
00017	Richards,Gareth	VP/FX Advisor	2711 6369112

---

### Facility Memos

Find | View All First 1-2 of 2 Last

**\*Facility Attribute**

CMTS	COMMENTS	Value	\$30 Million FX line for Spots and Forwards
FXEXC	Currencies Excl		MXP, BRL

---

### Override Settlement Instructions

Find | View All First 1 of 1 Last

**Currency Instructions** **Deal Override**

USD USBKS ☒

### Facility Review

Find | View All First 1-2 of 2 Last

**Role Name**

BANK MANAGER

VICE PRESIDENT

Facilities page

**Note.** Since facilities are generally associated with a particular counterparty, you may want to incorporate the counterparty code in the Facility ID field so that it's easy to distinguish between facilities.

## Facility Definition

### Counterparty

Select the associated counterparty. For facilities that do not have specific counterparties, such as commercial paper, select the Facility has no Counterparty check box, which disables the Counterparty field.

### Review Date

Enter the date the facility will be up for review. This is the date that the role names specified in the Facility Review grid receive PeopleSoft Workflow notification.

### Expiration Date

Enter the date the facility is scheduled to expire.

### Fees

Click to record fees associated with the facility.

## Facilities Contacts

### Contact

Enter the ID number. The name, contact title, and phone number are automatically populated from the Financial Contacts page.



Click the Edit Contact Information button to view and edit the Financial Contacts page.



## Facilities Memos

### Facility Attributes

The COMMENTS attribute automatically appears; enter information about the facility in the Value field.



Click the Expand Long button to view the entire Value description.

### Override Settlement Inst

Indicate how funds should be settled for transactions using this facility.

### Deal Override

Select to permit these instructions to be overridden at deal entry.

### Instructions

Specify settlement instructions, which are defined on the External Accounts - Settlements Instructions page.



Click the View Settlement Instruction button to view settlement instruction details.

## Facility Review

### Role Name

Select the role name that receives PeopleSoft Workflow notification when the facility is up for review.

### See Also

Chapter 2, “Setting Up Banks and Counterparties,” Defining Settlement Instructions for Counterparty Deals, page 20

## Creating Fee Entries

Create fee entries.

See *PeopleSoft Cash Management 8.8 PeopleBook*, “Managing Fees and Account Analysis,” Creating Fee Entries.

---

## Monitoring Facilities

Run the Monitor Expiring Facilities process (TR\_FCLTY\_RVW) to determine if your facilities are close to expiring.

### See Also

*PeopleSoft Cash Management 8.8 PeopleBook*, “Defining Cash Management Processing Options,” Defining Facilities

## Pages Used to Monitor Facilities

Page Name	Object Name	Navigation	Usage
Schedule Facility Review	TR_AE_RUNCNTL	Banking, Facilities, Schedule Facility Review	Define run parameters for the Monitor Expiring Facilities process.
Facilities by Counterparty	BANK_PNLFCLTY	Banking, Facilities, Facilities by Counterparty	Review facilities summary information by counterparty.

## Monitoring Facilities

Access the Schedule Facility Review page.

### Schedule Facility Review

**User ID:** VP1      **Run Control ID:** FACILITY\_WORKFLOW1      [Process Monitor](#)      [Run](#)

**Program Name:** TR\_FCLTY\_RWW      Monitor Expiring Facilities

**Last Run**

<b>Process Origin:</b> Scheduler	<b>Process Instance:</b> 4341	<b>Status:</b> Completed	11/11/2003 3:23:19PM
----------------------------------	-------------------------------	--------------------------	----------------------

**Process Frequency:**       **Market:**       **As Of Date:**

**Parameters**      [Find](#)      [First](#)      [1-2 of 2](#)      [Last](#)

<b>State Record:</b> TR_FCLTY_AET	<b>Bind Variable Name:</b> <input type="text" value="FCLTY_ID"/>	<a href="#">+</a> <a href="#">-</a>
<b>Value:</b> <input type="text" value="FAC1"/>		
<b>State Record:</b> TR_FCLTY_AET	<b>Bind Variable Name:</b> <input type="text" value="SETID"/>	<a href="#">+</a> <a href="#">-</a>
<b>Value:</b> <input type="text" value="SHARE"/>		

Schedule Facility Review page

### Bind Variable Name

In the Parameters grid is an Application Engine run control function that enables you to specify the variable for which you are setting the value. Select the Bind Variable Name of *FCLTY ID*, and enter the specific facility name to be calculated in Value. You can add records and specify as many bind variable names as are pertinent to the job.

## CHAPTER 6

# Setting Up Files for Electronic File Transfers

This chapter discusses how to:

- Set up electronic funds transfer (EFT) processing.
- Define EFT payment format codes.
- Manage bank/branch files for EFT payments.
- Define automatic clearing house (ACH) layouts.

### See Also

Chapter 7, “Setting Up Electronic Banking,” page 85

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## Setting Up EFT Processing

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 Layout page.
- (Optional) Modify these existing layouts:
  - (GBR) BACS
  - (NLD) BTL91
  - (CAN) CPA005
  - (CHE) DTALSV
  - (DEU) DTAZV
  - (FRA) ETEBAC
  - (SGP) FEDI
- Create the 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're adding additional EFT layouts, you should be familiar with coding in SQR.

## Delivered ACH and EFT Layouts

PeopleSoft delivers two types of file layouts: those intended for non-governmental business use, and those intended for US federal government payments. The table below lists the delivered ACH and EFT layout formats generally used for non-governmental payments and their country of use. For file formats required by the US Federal Government, see the section entitled US Federal ACH and EFT Layouts.

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 serves as an “envelope” to contain ANSI x.812 EDI 820 transactions.

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

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

Layout Name/Code	Description	Country	Layout Type
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
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

Layout Name/Code	Description	Country	Layout Type
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 (defining that the file layout is for Employee vendors, other Vendors, or both) enables edits 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 nonemployee vendors are on the SF1166SCHK, ECSCHK, or SDPR file format.

---

**Note.** You must use the SF1166SCHK, ECSCHK, or SDPR file format for payments 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 delivered by PeopleSoft are specific for use when conducting business with the United States federal government:

Layout Name	Format	Layout Type	Use
CTX	Corporate Trade Exchange (CTX) flat file payment order	ACH	non-employee
CTX820FED	CTX ASC X120 820 payment order	ACH	non-employee
ECSCCHK	ECS vendor check payment	EFT	both employee and non-employee
ECSVNDR	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
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 website (<http://www.ustreas.gov/>) regarding file payment requirements before creating and adding file payment formats.

### (USF) IPAC Transactions

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

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

1. The delivered IPAC EFT layout is enabled for system use (the necessary check boxes next to the EFT Layout Code field are selected).
2. The bank accounts used to 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 43

*PeopleSoft Payables 8.8 PeopleBook*, “(USF) Setting Up and Processing Payables for U.S. Federal Agencies,” Setting Up Federal EFT and ACH Layouts

## 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 8.8 Application Fundamentals for Financial Management Solutions, Enterprise Service Automation, and Supply Chain Management PeopleBook*, “Setting Installation Options for PeopleSoft Applications,” Setting Up PeopleSoft Payables Installation Options

## Common Elements Used in This Section

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






## Pages Used to Set Up EFT Processing

Page Name	Object Name	Navigation	Usage
EFT File Layout	EFT_LAYOUT	Set Up Financials/Supply Chain, Common Definitions, EFT, EFT File Layout	View, modify, and add any EFT layouts.
BACS Options	BACS_LOGON_UK	Click Detail for the BACS EFT file layout on the EFT File Layout page.	(GBR) Set options for the BACS format.
BTL91Options	BTL91_EFT_OPTIONS	Click Detail for the BTL91 EFT file layout on the EFT File Layout page.	(NLD) Set options for the BTL91 format.
CPA005 Options	CPA005_EFT_OPTIONS	Click Detail for the CPA005 file layout on the EFT File Layout page.	(CAN) Set options for the CPA005 format.
DTALSV Options	DTALSV_EFT_OPTIONS	Click Detail for the DTALSV file layout on the EFT File Layout page.	(CHE) Set options for the DTALSV format.
DTAZV Options	DTAZV_EFT_OPTIONS	Click Detail for the DTAZV file layout on the EFT File Layout 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 Layout page.	(FRA) Set options for the ETEBAC format.
FEDI Options	FEDI_EFT_OPTIONS	Click Detail for the FEDI EFT file layout on the EFT File Layout page.	(SGP) Set options for the FEDI format.

## Managing EFT File Layouts

Access the EFT File Layouts page.

EFT File Layouts																
Customize   Find   View All   First 1-9 of 41 Last																
	EFT Layout Code	Pay	DD	DR	In	Out	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"/>	BACS (GBR)	BACS		<input type="text" value="Q"/>	0001	02	BACS	TXT	<input type="button" value="+"/>	<input type="button" value="-"/>
	BECS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Bulk Elec. Clearing Sys (AUS)	BECS		<input type="text" value="Q"/>	0001	15	BECS	TXT	<input type="button" value="+"/>	<input type="button" value="-"/>
	BSI1	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Domestic Payments (BEL)	BSI1		<input type="text" value="Q"/>	0001	10	BSI1	TXT	<input type="button" value="+"/>	<input type="button" value="-"/>
	BSI4	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	International Payments (BEL)	BSI4		<input type="text" value="Q"/>	0001	09	BSI4	TXT	<input type="button" value="+"/>	<input type="button" value="-"/>
	BTL91	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	ABN AMRO BTL91 (NLD)	BTL91	4	<input type="text" value="Q"/>	0001	03	BTL91	TXT	<input type="button" value="+"/>	<input type="button" value="-"/>
	CLIEOP2	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	ClieOp2 (NLD)	ClieOp2		<input type="text" value="Q"/>	0001	04	CLP2	TXT	<input type="button" value="+"/>	<input type="button" value="-"/>
	CLIEOP3	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	ClieOp3 (NLD)	ClieOp3		<input type="text" value="Q"/>	0001	25	CLP3	TXT	<input type="button" value="+"/>	<input type="button" value="-"/>
	CPA005	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Can. Pay Assoc. (CAN)	CPA005		<input type="text" value="Q"/>	0001	16	CPA5	TXT	<input type="button" value="+"/>	<input type="button" value="-"/>
	CSB19	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Direct Debit (ESP)	CSB19		NIF <input type="text" value="Q"/>	0001	21	CS19	TXT	<input type="button" value="+"/>	<input type="button" value="-"/>

EFT File Layouts page

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

<b>Pay</b>	Select if the file layout is for payment files.
<b>DD</b>	Select if the file layout is for direct debits.
<b>DR</b>	Select if the file layout is for draft files.
<b>In</b>	Select if the file layout is for inbound files.
<b>Out</b>	Select if the file layout is for outbound files.

The remaining fields are:

<b>Federal Payment Indicator</b>	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.
----------------------------------	---

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**Note.** This field is visible only when Enable Federal Payment is selected on the Installation Options - Payables page.

---

Select from these options:

*Employee:* Employee vendor payment methods must be associated with a valid PPD or PPD+ EFT file layout. Delivered valid file layouts are ECSTRVL and SF116TRVL.

*Vendor:* All other vendor (non-employee) payment methods must be associated with a valid CCD or CTX EFT file layout. Delivered valid file layouts are ESCVNDR, SF1166VNDR, CTX, and CTX820FED.

*Both:* For employee and vendor payments. This option must be associated with a valid PPD or PPD+ EFT file layout. Delivered valid file layouts are ECSCHK, SDPR, and SF1166SCHK.

<b>Max Remits</b> (maximum remits)	Use to limit the number of invoices that are included on each payment to the specified number.
<b>ID Type</b>	Enter the type of identification number that you want to use 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.

<b>User No.</b> (user number)	Enter your BACS user number. BACS uses this number to verify authorization.
<b>Subm Type</b> (submission type)	Select a submission type: <i>Bureau</i> or <i>User</i> .
<b>Media</b>	Select the type of media used: <i>3.5" disk</i> or <i>telecommunications</i> .
<b>Audit</b>	Check on audit for a sample of transactions to be printed on the input report supplied by BACS after processing the file.
<b>From</b>	Indicates the interval at which BACS selects the records for printing.

<b>Serial No.</b> (serial number)	Enter the submission serial number: a volume serial number you uniquely assign for the 3.5" disk.
<b>Expire Days</b>	Enter the number of expiration days for the output file. This is the earliest date the file can be overridden.

## (NLD) Specifying BTL91 Options

Access the BTL91 Options page.

<b>Media</b>	Define the type of media used; for example, non-ABN-AMRO software.
<b>Version</b>	Enter the version number of the software creating the payment file; for example 88 for PeopleSoft 8.8.
<b>DNB Reg #</b> (DNB registration number)	Enter the number assigned by the Netherlands Central Bank for the purpose of the registration of a number of foreign payment categories.
<b>DNB Trad #</b> (DNB trade number)	Enter the code assigned by the Netherlands Central Bank to transit traders.

## (CAN) Specifying CPA005 Options

Access the CPA005 Options page.

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

## (CHE) Specifying DTALSV Options

Access the DTALSV Options page.

<b>DTALSV ID</b>	Enter the customer identification number for the Central Swiss Data Processing Center.
------------------	--

## (DEU) Specifying DTAZV Options

Access the DTAZV Options 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

<b>CB Cust Num</b> (central bank customer number)	Enter the German Central Bank customer number for your organization.
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**CB Rpt** (central bank report) Select if you want 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.

**Op ID** (operation identifier) Select the type of transfer from the following:

- *Ord Xfer*: Ordinary transfer.
- *Tr Xfer*: Treasury transfer.
- *Xfer E-3*: Transfer at due date minus three days.
- *Xfer E-2*: Transfer at due date minus two days.

## (SGP) Specifying FEDI Options

Access the FEDI Options page.

**Signature Limit 1** If the payment is = or > than this amount, the file layout requires at least one person to sign before making the payment.

**Signature Limit 2** If the payment is = or > 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 *U* or leave it blank to allow any FEDI user to view the payment instruction. Enter *R* to restrict viewing of this payment instruction to FEDI unrestricted users.

**Pre Sign Flag** Enter *Y* to indicate the payment instruction has been signed at the host application level and does not require signing within FEDI. Otherwise, leave the default, *N*.

## Creating an SQR Module for the EFT File Layout

If none of the delivered EFT Layouts are used 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 PeopleSoft 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 acts as a router directing 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.

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

You define these values on the EFT File Layout page.

## Defining EFT Payment Format Codes

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 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

Page Name	Object Name	Navigation	Usage
EFT 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.

### 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 included 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 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. Bank information provided by the association can be used in PeopleSoft applications by loading the bank/branch file electronically. You can also enter bank/branch data online and keep them in PeopleSoft. This way, you can reuse the bank/branch data in 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 stored in PeopleSoft may include alternate character 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.

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**Note.** This functionality is *not* designed to maintain external banks in the PeopleSoft 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 including all member bank information from the bankers association.
- Define bank ID qualifiers.

### See Also

Chapter 2, “Setting Up Banks and Counterparties,” Establishing Bank ID Qualifiers , page 5

## Pages Used to Manage the Bank/Branch File

Page Name	Object 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.

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

---

**\*Country:**  Japan
 **Reload** ☒

**\*Bank ID**  JPN Bank

**Qualifier:**

**\*File Type:**

**\*File Name:**

**Requires file path and name**

Load Bank/Branch File page

<b>File Type</b>	Select either <i>Fixed</i> or <i>CSV</i> .
<b>File Name</b>	Enter the full file path and file name of the bank file.
<b>Reload</b>	Select if you want 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):

Field Name	Type	Length	Description
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

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

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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.

**Alternate Char** (alternate character) Enter the alternate character for the bank. This field can be used for Katakana characters in Japan.

**Clearing #** (clearing number) Enter the clearing number for drafts for this branch.




<b>Additional</b>	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>/</i> for the main office, and “ ” for another office.
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# 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

Page Name	Object Name	Navigation	Usage
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.

## Defining ACH Layouts

Access the ACH File Layout page.

Enter an ACH layout code.



## CHAPTER 7

# Setting Up Electronic Banking

This chapter provides an overview of electronic banking, lists common elements, and discusses how to:

- Load electronic bank statements without cash management functionality.
- Use a communications partner for electronic banking.
- Set up bank statement processing.
- Set up payment processing.
- Review event log information.

---

**Important!** You can implement electronic banking functionality for PeopleSoft applications by using one of the three methods that this chapter discusses.

If you do not own the PeopleSoft Cash Management application, you use the delivered generic electronic banking functionality to load bank statements. This may or may not include partnering with a third-party communications provider. To review setup steps for these methods, refer to the sections entitled Loading Electronic Bank Statements Without Cash Management Functionality and Using a Communications Partner for Electronic Banking.

If you do own PeopleSoft Cash Management, use the delivered Cash Management–specific electronic banking functionality to load bank statements and dispatch payments. Refer to the sections that are entitled Setting Up Bank Statement Processing, Setting Up Payment Processing, and Reviewing Event Log Information.

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## Understanding Electronic Banking

Electronic banking is a feature that enables you to load electronic bank statements and process electronic settlements. To use electronic banking in PeopleSoft, you first need to decide on one of three banking methods:

- If you do not own PeopleSoft Cash Management, you must transform bank statements into the PeopleSoft Business Document format (PSBD1).

You then use the bank statements import functionality (by using the Import Bank Statements page) to stage and load data. (You cannot transmit payments with this method.)

- If you do own PeopleSoft Cash Management, you use the delivered functionality to import bank statements and dispatch payments.

PeopleSoft delivers the formats and functionality that you need to implement bank statement and payment dispatch processing. However, you can edit and expand the delivered functionality to suit an organization's needs. Though PeopleSoft assumes that you implement both the bank statement and payment dispatch functionality, you can implement just one or the other. This chapter discusses the delivered functionality and includes configuration instructions.

- If you partner with a third-party communications provider, you use delivered messaging functionality to import bank statements and transmit payments.

You can establish communication by using one of three communication methods: File Transfer Protocol (FTP), Extensible Markup Language (XML), or Flat File Import. After you establish bank communication, you need to set up various bank communication and payment processing pages. The bank communication pages and functionality define in what format the bank receives data. The payment processing pages determine how the system processes payments. Most of these setup pages are discussed in this chapter.

If you implement the PeopleSoft Cash Management-specific solution, you have more options for importing bank statements and transmitting payments. You can import a variety of bank formats by using Flat File Import or FTP, and send payments by outputting to a file, outputting to a file using an external toolkit, or using PeopleSoft Integration Broker.

You also need to define payment format information on the External Accounts - Payment Information page to facilitate payment processing.

See [Chapter 3, "Setting Up External, Internal, and Netting Accounts," Defining Payment Methods, page 43.](#)

## Bank Statement Import Infrastructure

You use the Bank Statement Import functionality (BSP\_IMPORT) as an interface, or shell, to define the necessary commands for the system to import bank statements. The system reads a format's definition data (which is stored in the Format Catalog) to call its corresponding transformation Application Engine. Each Application Engine has a corresponding application class that contains all of the formatting logic to stage the data. Once the data is staged in the staging tables, the system loads the bank statement by using the bank statement load process (TR\_BSP\_LOAD). This Application Engine transfers the data from the staging tables to the application tables by using balance and transaction codes that are defined on the Balance Code and Transaction Code pages and code mapping information that is defined on the Code Mappings page) to properly load the data into the production tables. Once the data is in the production tables, it is available to view and edit on the various bank statement pages.

You can configure the Import Bank Statements page to handle various import methods. The functionality can load data from a flat file, or transmit file data from an FTP server by using PeopleSoft Integration Broker. If you decide to import the bank statement data by using FTP, you must also set up the standard and bank statement import-specific settings for Integration Broker. Once you define the Integration Broker settings, select the Use Integration Broker check box on the Import Bank Statements page to enable this feature.

See [Chapter 7, "Setting Up Electronic Banking," Defining Integration Broker Settings, page 98.](#)

The Working with Settlements chapter discusses the payment processing infrastructure.

See *PeopleSoft Cash Management 8.8 PeopleBook*, "Working with Settlements," Cash Management Payment Dispatch Process.

## Electronic Bank Statement and Payment Setup Pages and Functionality

This section lists in alphabetical order the pages and functionality that are involved in PeopleSoft Cash Management electronic banking bank statement import and payment processing.

- **Bank statement codes:** Definitions of the balance codes and transaction codes.
- **Bank integration formats:** Definitions of the file formats, output type, and integration options that a particular bank supports.
- **Code mappings:** Mapped definitions between external bank codes and their equivalent internal PeopleSoft codes for more efficient statement processing.
- **Enterprise Integration Point (EIP) messages:** Messages that enable data to pass between PeopleSoft applications and a communications partner.

If you implement bank communication functionality with a third-party communications partner, you use EIP messages to transfer data.

- **Event notification:** Definitions of bank statement import or payment file transfer events (generally, load or transfer errors) about which you want to receive automatic notification.
- **External commands:** Captures the setup information that is needed to call third-party toolkits to provide encryption and communication of payment files.
- **External Account - Payment Method - Cash Management Options:** Captures how each account's payment method is settled and in what format.

Payments can be settled through the PeopleSoft Cash Management Dispatch Settlements or Payables Pay Cycle Manager.

- **Format Catalog:** Catalog of supported payment and bank statement formats.

This catalog stores information about the format, program name containing logic to generate the format, and additional required setup or processing parameters that the format requires. You can extend this catalog with new and modified formats.

- **Format transformation programs:** Application Engine programs that convert EIP message formats to bank and country specific file formats.

This Application Engine program is an attribute of an entry in the format catalog.

- **Integration Broker settings:** Definitions for Integration Broker communication.

You must specify settings for gateways, node definitions, and node connector properties.

- **Payment chunking rules:** Definitions of rules that determine what payments can be grouped together in the same file.
- **Payment Dispatch EIP message (PAYMENT\_DISPATCH):** The outbound payment EIP has two main purposes. First, it is used as a data source for the transformation process. File formats are created from the data that this message contains. The second purpose is to create a PeopleSoft Financials global payment format that the bank can receive in its raw form and use to settle payments. This EIP supports ACH, EFT, DD, and TRW payments.
- **Payment File processing program (PMT\_DISPATCH):** An Application Engine that is responsible for bringing all of the payment file processing features together—metadata definitions, transformation programs, file format programs—to create the appropriate output payment file.

In addition, the bank statement and payment file functionality include inquiry pages, enabling you to review the import or transmit status of the data file.

### Setup Step Sequence Flow

How you set up the bank statement processing or payment processing functionality depends on the implementation. As each organization or bank has differing bank statement and payment format requirements, it is not possible to deliver out-of-the-box formats that suit all needs. If you use the delivered functionality and do not need to make any modifications or changes, you have fewer setup tasks.

If you are creating new formats or modifying existing formats for an organization's bank statement processing requirements, follow the same sequence of seven steps that is discussed in the Setting Up Bank Statement Processing section, with the following modifications:

- At step four, you need to add new or edit existing formats.
- At step seven, you need to select new or edited format values on the Bank Integrations page.

If you are creating new formats or editing existing formats for an organization's payment processing requirements, you need to first create the payment format and all its supporting functionality. Specifically, you need to define payment chunking rules and code mappings, and you must also create the file layout objects and formatting logic for new (or modified) payment formats. You then use these new payment formats in step one, Reviewing or Configuring Delivered Payment Formats, of the payment format setup sequence, as listed in the Setting Up Payment Processing section.

---

## Common Elements in This Chapter

<b>Bank Statement Type</b>	Type of electronic bank statement.
	<i>Current Day:</i> Inter Day bank statements.
	<i>Prev Day</i> (previous day): Intra Day bank statements.
	822: Bank account analysis.

---

## Loading Electronic Bank Statements Without Cash Management Functionality

If you do not license PeopleSoft Cash Management, you use another process to transfer bank data and load bank statements. The system starts by loading data from a file that the bank provides, such as a BAI file. The BAI file must be formatted to a PeopleSoft Business Document version 1 (PSBD1).

---

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

---

Once the file is formatted to the PSBD1 format, you then use the BSP Import Application Engine process (BSP\_IMPORT) on the Import Bank Statements page to load the data into the Bank Statement tables. When the process is complete, the status for the bank statement on the Review Bank Statement Files page is *Ready*.

---

**Note.** If you are implementing this type of electronic banking functionality, you can only load bank statements. You cannot transmit payments.

---

This section lists the PeopleSoft Banks pages that you need to set up to enable this functionality:

1. Define bank statement codes.
2. Define statement activity types.
3. Define code mappings.

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

### See Also

[Chapter 7, “Setting Up Electronic Banking,” Defining Balance Codes, page 92](#)

[Chapter 7, “Setting Up Electronic Banking,” Defining Transaction Codes, page 93](#)

[Chapter 7, “Setting Up Electronic Banking,” Defining Code Mappings, page 95](#)

[Chapter 8, “Setting Up Reconciliation,” Creating Statement Activity Types , page 127](#)

[Chapter 9, “Receiving and Updating Bank Statements,” Importing Bank Statements , page 136](#)

*PeopleTools PeopleBook: PeopleSoft Enterprise Integration*

*PeopleTools PeopleBook: PeopleSoft Integration Tools and Utilities*

## Pages Used to Setup Non-Cash Management Statement Load Functionality

Page Name	Object Name	Navigation	Usage
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 for display in 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.
Statement Activity Type	BANK_ACT_TYPE	Banking, Administer Reconciliation, Statement Activity Type	Define statement activity types.
Code Mappings	TR_CODE_MAPPINGS	Banking, Administer Bank Communication, Code Mappings	Define input and output values for mappings of a selected code map group.

---

## Using a Communications Partner for Electronic Banking

This section discusses how to define bank communication by using a bank communications partner.

---

**Important!** You must license PeopleSoft Cash Management to use this functionality.

---

### Defining Bank Communication by Using a Banks Communications Partner

To establish the integration between PeopleSoft Cash Management banking functionality and financial institutions using third-party software, refer to the installation and implementation materials that the chosen bank's communications provider provides.

PeopleSoft provides the following set of messages that enable data to pass between PeopleSoft applications and a communications partner:

- **BANK\_STATEMENT\_LOAD VERSION\_2:** Used for inbound previous and same-day bank statements.
- **BANK\_ACCT\_ANALYSIS\_LOAD:** Used for inbound fee analysis.
- **PAYMENT\_DISPATCH:** Used for outbound payment information.

---

**Note.** Do not use the **FUNDSTRANSFER** message for outbound payment information, or **BANK\_STATEMENT\_LOAD VERSION\_1** for loading **BANK\_STATEMENTS**, as these EIP messages are deprecated functionality.

---

---

**Note.** You and the bank communications partner are responsible for complying with the PeopleSoft inbound and outbound EIP message formats, and ensuring data encryption, security, and communication between the organization and its banks. PeopleSoft is not responsible for this aspect of the implementation. In addition, the performance time to retrieve and submit bank statement information is limited by the bank communication partner's software. PeopleSoft is only responsible for the performance time of the generation and receipt of the publish/subscribe Application Messaging.

---

#### See Also

*PeopleTools PeopleBook: PeopleSoft Enterprise Integration*

*PeopleTools PeopleBook: PeopleSoft Integration Tools and Utilities*

---

## Setting Up Bank Statement Processing

To define event code notification, use the Enter Event Code Definition component (TR\_EVENT\_CD\_DEF).

This section discusses how to:

- Define balance codes.
- Define transaction codes.



- Define code mappings.
- Review or configure delivered bank statement formats.
- Define event notification.
- Define Integration Broker settings.
- Define bank integration formats for statements.

---

**Important!** You must license PeopleSoft Cash Management to use this functionality.

---

## Delivered Bank Statement Processing Formats

This table lists the delivered bank statement processing formats:

Format ID	Format Name	Document Type
BAI2	BAI2.	Bank Statement
EDI822	EDI 822 Acct. Analysis.	Bank Statement
PSBD1	PeopleSoft Statement ver. 1.	Bank Statement
MT940	SWIFT MT940 Bank Stmt. Format.	Bank Statement
MT942	SWIFT MT942 Bank Stmt. Format.	Bank Statement
STMTRQST	Bank Statement Request.	Stmt Rqst (statement request)
XRT	Bank Statement Request for XRT.	Stmt Rqst (statement request)

## Pages Used to Set Up Bank Statement Processing

Page Name	Object Name	Navigation	Usage
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 codes for display in 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.
Code Mappings	TR_CODE_MAPPINGS	Banking, Administer Bank Integration, Code Mappings	Define input and output values for mappings of a selected code map group.
Format Catalog	PMT_FORMAT_CATALOG	Banking, Administer Bank Integration, Format Catalog	Define transformation processing details, payment methods, and properties for a selected bank statement or payment format. Also, this catalog stores information such as the program name containing the logic to generate the format, and any additional parameters that the format needs.
Event Code Notification	TR_EVENT_CD_DEF_PG	Set Up Financials/Supply Chain, Product Related, Treasury, Enter Event Code Definition	Enter codes for system events, and define actions for the system to perform when they occur.
Node Definition	IB_NODE	PeopleTools, Integration Broker, Node Definitions	Establish Integration Broker node definitions for bank statement processing functionality.
Bank Integration Formats	BANK_INTEGRATION	Banking, Administer Bank Integration, Bank Integration Format	Define formats and transformation programs for a specific bank.


## Defining Balance Codes

Access the Bank Statement Codes - Balance Codes page.

Balance Codes


Transaction Codes

Bank Statement Codes

Customize | Find | View 100 |  First 1-10 of 212 Last

Balance Codes

Long Description



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

Bank Statement Codes - Balance Codes page

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.

<b>Statement Code</b>	Enter a three-digit statement code that is to be defined.
<b>Type Code</b>	Indicate if the code is a <i>Status</i> or <i>Summary</i> code.
<b>CR/DR</b> (credit/debit)	Indicate if the code is a <i>CR</i> (credit) or <i>DR</i> (debit), or select <i>NA</i> (not applicable) if this categorization does not apply.
<b>Display Balance</b>	<p>Select the 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.</p> <p>You can edit these selections at any time.</p>

## Defining Transaction Codes

Access the Bank Statement Codes - Transaction Codes page.

Balance Codes

Transaction Codes

Bank Transaction Codes

Customize

Find

View 100

First

1-10 of 259

Last

Transaction Codes

Long Description

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

Bank Statement Codes - Transaction Codes page

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.

*TR Wire:* Treasury wire.

*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 or:

*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.

*Treas Wire:* Treasury wire.

*Vndr Draft:* Vendor draft.

*Wire:* Wire disbursement.

## **Defining Code Mappings**

Access the Code Mappings page.

## Code Mappings

**Code Map Group:** ACH

**Description:** ACH Format related Mapping Copy

Mappings		Find	View 1	First	1-2 of 2	Last
*Mapping Name: CREDIT TRANSACTION CODE <span style="float: right;">+ -</span>						
Default Value: 22		<input type="checkbox"/> Return Input if No Match				
Field Values		Find	View All	First	1-2 of 2	Last
*Input Value	*Output Value					
03	22					+ -
DA	32					+ -

---

\*Mapping Name: DEBIT TRANSACTION CODE + -

Default Value: 27 ☐ Return Input if No Match

Field Values		Find	View All	First	1-2 of 2	Last
*Input Value	*Output Value					
03	27					+ -
DA	37					+ -

Code Mappings page

This page enables you to define the mapping between external bank codes with their equivalent internal PeopleSoft codes for more efficient statement processing. Bank statement processing uses mappings for three fields: Bank Statement Codes, Recon Codes, and Statement Activity Types.

For example, a financial organization identifies certain miscellaneous fees with the numeric code 564. If you define a statement activity type of *Bank Fee (BNKFEE)*, you can assign the input value of 564 to the output value of *BNKFEE*.

<b>Copy</b>	Click to create a new mapping group based on the current code map group parameters.
<b>Mapping Name</b>	Enter a mapping name.
<b>Default Value</b>	Specify a default value for the specific map. The system uses this defined default value if it cannot match the existing mapping input value, and you do not select the Return Input if No Match check box.
<b>Return Input if No Match</b>	Select to indicate that the system should use the input value as the map to value, if the system cannot match the existing mapping input values with the defined input values.
<b>Field Values</b>	Enter the external map input value and the corresponding internal PeopleSoft output value.

## Reviewing or Configuring Delivered Bank Statement Formats

Access the Format Catalog page.

### Format Catalog

**Format ID:** FUNDTRNFR
 **Document Type:** Payment
 Copy

**\*Format Name:** Funds Transfer

**Description:** Payment Format to output FUNDSTRANSFER Message

#### Format Details

**\*Transformation Program Name:** PMT\_FNXF\_XFM
 **Result Message Name:** FUNDSTRANSFER
 **Chunking Rule:** BANK [View Chunking Rule](#)

**Supported Payment Methods**

*Payment Method		
Automated Clearing House	+	-
Direct Debit	+	-
Electronic Funds Transfer	+	-
Treasury Wire	+	-

#### Format Properties

[Customize](#) | [Find](#) | [View All](#)

Property Code	*Type	*Property Level	Required	Read Only	Max Length	Default Value	Sequence		
FILENAME	String	Bank	<input type="checkbox"/>	<input type="checkbox"/>	50		1	+	-
FILEEXT	String	Bank	<input type="checkbox"/>	<input type="checkbox"/>	8		5	+	-
FILEPATH	String	Bank	<input type="checkbox"/>	<input type="checkbox"/>	50		10	+	-
CODE_MAP_GROUP	String	Bank	<input type="checkbox"/>	<input type="checkbox"/>	10		15	+	-
CONNECTION	String	Bank	<input type="checkbox"/>	<input type="checkbox"/>	8		20	+	-
SESSION	String	Bank	<input type="checkbox"/>	<input type="checkbox"/>	8		25	+	-

Format Catalog page

Review the list of delivered statement formats in the Format Catalog to view PeopleSoft-supported formats.

See [Chapter 7, “Setting Up Electronic Banking,” Delivered Bank Statement Processing Formats, page 91.](#)

If the bank does not support any of the delivered formats or has a modified version of a delivered format, you can create a new format or edit a delivered format. After a new or modified format is added to the Format Catalog, it is available for use in the system. To create new formats or edit existing ones, enter or modify information in the following fields.

<b>Transformation Program Name</b>	Specify the transformation program for this particular bank statement format.
<b>Result Message Name</b>	Displays the name of the output message from the transformation program.
<b>Property Code</b>	Displays the format field name.
<b>Type</b>	Specify the property code data type: <i>Date, Number, String, Time, or Yes/No.</i>

<b>Required</b>	Select to indicate that this property code is required.
<b>Read Only</b>	Select to make this property code a display-only value.
<b>Maximum Length</b>	Enter the maximum character length.
<b>Default Value</b>	Enter a property code default value. You can edit this value when defining integration formats for a bank or account.

## Defining Event Notification

Access the Event Code Notification page.

<b>Notify</b>	Select for the system to send an email or workflow message to the specified party if this event occurs.
<b>Person / Role</b>	Select <i>Person</i> if the message recipient is a specific employee. Select <i>Role</i> if the message recipients should include all users in a specific role, such as a manager.
<b>Template Name</b>	Select the message text template.
<b>Notify To</b>	This field is dependent on the selected Person/Role field value. If you select <i>Person</i> , enter the email address of person to notify. If you select <i>Role</i> , enter the role name.

## Defining Integration Broker Settings

Access the Node Definition page.

The Integration Broker settings that you configure for bank functionality depends on the specific functionality that is implemented.

- If you are using the Bank Statement Import functionality with FTP, you must configure a node definition that represents the bank and define the node connector properties for the FTP connector ID *FTPTARGET*.

The system uses values that are defined on the Bank Statement Import page to automatically override two node connector properties, *DIRECTORY* and *FILENAME*.

Unlike the Integration Broker settings for bank statement request functionality, you do not need to set up node transactions with this functionality.

See *PeopleTools PeopleBook: PeopleSoft Integration Broker*

- If you are using bank statement request functionality, you must create a node definition that represents the request recipient (the party receiving the request), and also define an outbound asynchronous node transaction message for the format that is used.

For example, if you are using the Statement Request (STMTRQST) format, you must add the formats result message Bank Statement Request (BANK\_STMT\_RQST) as an outbound asynchronous node transaction message to the destination node.

Note that these bank communication settings are an addition to the standard Integration Broker setup. Refer to the PeopleTools Integration Broker documentation for specific setup information.



## See Also

*PeopleTools PeopleBook: PeopleSoft Integration Broker*

## Defining Bank Integration Formats for Statements

Access the Bank Integration Formats page.

**Bank Integration Formats**

SetID: SHARE Bank Code: BCPY2 Active USA Bank Cpty -bulk net

**Supported Formats** Find | View All First 1 of 1 Last

\*Document Type: Stmnt Rqst \*Format ID: STMTRQST Bank Statement Request View Format Details

**File Output Type**

☒ Message Bank Node: BP

☐ File External Command ID:

**Format Properties** Customize | Find | View All First 1 of 1 Last

Property Code	Required	Read Only	Type	Max Length	Value	Description

Bank Integrations Format page

The fields on this page change depending on whether you select *Payment* or *Stmnt Rqst* (statement request) in the Document Type field. This section discusses entering values for statement request formats.

**Note.** You need to define bank integration formats only if you are implementing the bank statement request functionality. Bank statement import functionality does not require this page for setup.

To define bank integration by using a new or edited bank statement format:

1. Select the new or edited format value in the Format ID field.
2. Complete all other fields that are necessary to support this format.
3. Click Save.

<b>Document Type</b>	Select <i>Payment</i> or <i>Stmnt Rqst</i> (statement request).
<b>Format ID</b>	Select a format ID. Values that are defined for the format automatically populate the Format Properties region.
<b>View Format Details</b>	Click to access the Format Catalog page and view format details.
<b>File Output Type</b>	
<b>Message</b>	Select if the format's file output type is a message, and also enter the corresponding bank node.
<b>File</b>	Select if the format's file output type is a file, and also optionally enter the corresponding External Command ID.

## Format Properties

Format properties here enable you to define bank-level property values for this format. You establish property codes on the Format Catalog page.

**Value** Enter a new property code value, specific to the selected bank integration format.

---

**Note.** If you enter a FILEPATH value, you must include a backslash character (\) at the file path end. This ensures that the system uses the correct folder hierarchy.

---

## See Also

Chapter 7, “Setting Up Electronic Banking,” Creating Payment Formats, page 106

---

## Setting Up Payment Processing

To define external commands, use the External Command component (PMT\_EXT\_COMM\_CMP).

This section discusses how to:

- Review or configure delivered payment formats.
- Define chunking rules.
- Define code mappings.
- Create payment formats.
- (Optional) Define external toolkit commands.
- (Optional) Define PeopleTools encryption profile.
- (Optional) Define Integration Broker settings.
- Define bank integration formats for payments.
- Define external accounts pay method.

---

**Important!** You must license PeopleSoft Cash Management to use this functionality.

---

## Delivered Payment Processing Functionality

This section discusses delivered payment formats and chunking rules.

PeopleSoft delivers the following payment formats:

Format ID	Format Name	Supported Payment Method	Document Type
820	EDI 820 Payment Format.	TRW	Payment
820 ACH	EDI 820 Payment Format for ACH.	ACH DD	Payment
CCD	Nacha CCD Payment Format.	ACH DD	Payment
CCD+	Nacha CCD+ Payment Format.	ACH DD	Payment
CTX	Nacha CTX Payment Format.	ACH DD	Payment
MT101	SWIFT MT101 Payment Format.	TRW	Payment
MT103	SWIFT MT103 Payment Format.	TRW	Payment
MT103 BULK	Format for Multi 103 payments.	TRW	Payment
PAYMENTEIP	PeopleSoft XML Format, PAYMENT_DISPATCH EIP Message.	ACH DD TRW EFT	Payment
FUNDTRNFR	FUNDSTRANSFER EIP Message (deprecated).	ACH DD TRW EFT	Payment

PeopleSoft delivers the following chunking rules:

Chunking Rule	Description
BANK	All payments from a bank.
BANKACCOUNT	All payments from a bank account.
BANKACCOUNTDATE	All payments from a bank account and on a payment date.

Chunking Rule	Description
BANKDATE	All payments from a bank and on a payment date.
SINGLEPAYMENT	One payment per file.

Each payment format specification defines rules for grouping payments into the file. These rules are called chunking rules. Certain formats require a different file for every payment, and other formats require a separate file for every different business date of a file.

For example, as the SWIFT MT103 payment format requires that only one payment exists in a file, the associated chunking rule is SINGLEPAYMENT.

## Pages Used to Set Up Payment Processing

Page Name	Object Name	Navigation	Usage
Format Catalog	PMT_FORMAT_CATALOG	Banking, Administer Bank Integration, Format Catalog	Define transformation processing details, payment methods, and properties for a selected bank statement or payment format. Also, this catalog stores information such as the program name containing the logic to generate the format, and any additional parameters that the format needs.
Payment Chunking Rules	PMT_CHUNK_DEFN	Banking, Administer Bank Communication, Payment Chunking Rules	Define fields that are included, or chunked, for a specified payment chunking rule.
Code Mappings	TR_CODE_MAPPINGS	Banking, Administer Bank Communication, Code Mappings	Define input and output values for mappings of a selected code map group.
External Command	PMT_EXT_COMM_PG	Banking, Administer Bank Integration, External Command	Define command line information to execute an external toolkit. This enables you to integrate with third-party toolkits (such as security and communications toolkits) and define command parameters that call executables, batch files, and command-line functions.
Encryption Profile	ENCRYPTION_PRFL	PeopleTools, Security, Encryption, Encryption Profile	Define encryption standards that are used to protect data when communicating with banks. Determine algorithms and store public and private keys that are used in encryption.

Page Name	Object Name	Navigation	Usage
Node Definition	IB_NODE	PeopleTools, Integration Broker, Node Definitions	Establish Integration Broker node definitions for payment processing functionality.
Bank Integration Formats	BANK_INTEGRATION	Banking, Administer Bank Integration, Bank Integration Format	Define formats, encryption, and a communication method that is supported for a specific bank.
External Accounts - Payment Methods	PYMNT_BANK	Banking, Bank Accounts, External Accounts, Payment Methods	Define the payment methods that are supported for an account, payment processing options, and EFT file attributes. For each account, you can enter multiple payment methods.

## Reviewing or Configuring Delivered Payment Formats

Access the Format Catalog page.

### Format Catalog

**Format ID:** MT103
 **Document Type:** Payment
 Copy

---

**\*Format Name:**

**Description:**

#### Format Details

**\*Transformation Program Name:**

**Result Message Name:**

**Chunking Rule:**  [View Chunking Rule](#)

**Supported Payment Methods**

First
1 of 1
Last

*Payment Method		
Treasury Wire		

Format Catalog page (1 of 2)

Format Properties									
Format Properties		Description							
Property Code	*Type	*Property Level	Required	Read Only	Max Length	Default Value	Sequence		
FILENAME	String	Bank	<input type="checkbox"/>	<input type="checkbox"/>	50		1	+	-
FILEEXT	String	Bank	<input type="checkbox"/>	<input type="checkbox"/>	8		5	+	-
FILEPATH	String	Bank	<input type="checkbox"/>	<input type="checkbox"/>	50		10	+	-
CODE_MAP_GROUP	String	Bank	<input checked="" type="checkbox"/>	<input type="checkbox"/>		SWIFT-PMT	15	+	-
BK_OPERATION_CD	String	Bank	<input type="checkbox"/>	<input type="checkbox"/>	4	CRED	20	+	-
BANK_PRIORITY	String	Bank	<input type="checkbox"/>	<input type="checkbox"/>			25	+	-
MONITOR_OPTION	String	Bank	<input type="checkbox"/>	<input type="checkbox"/>	1	2	30	+	-
MSG_PRIORITY	String	Bank	<input checked="" type="checkbox"/>	<input type="checkbox"/>	1	N	35	+	-
RECEIVER_ADDR	String	Bank	<input checked="" type="checkbox"/>	<input type="checkbox"/>	12		40	+	-
SENDER_ADDR	String	Bank	<input checked="" type="checkbox"/>	<input type="checkbox"/>	12		45	+	-
VALIDATION_FLAG	String	Bank	<input type="checkbox"/>	<input type="checkbox"/>	4		50	+	-

Format Catalog page (2 of 2)

If you are adding new formats or editing existing formats for an organization's payment processing requirements, you must first create the new format before you can continue this setup procedure. Follow the procedures to create a new format that are outlined in the sections Defining Payment Chunking Rules, Defining Code Mappings, and Creating Payment Formats. Then add the new format to the Format Catalog.

Review the list of delivered statement formats in the Format Catalog to view PeopleSoft-supported formats.

See Chapter 7, "Setting Up Electronic Banking," Delivered Payment Processing Functionality, page 100.

If the bank does not support any of the delivered formats or has a modified version of a delivered format, you can create a new format or edit a delivered format. Once a new or modified format is added to the Format Catalog, it is available for use in the system. To create new or edit existing formats, enter or modify information in the following fields.

## Format Details

In this group box, you define general processing, editing, and validation rules for the specified format.

**Transformation Program Name** Select the corresponding transformation program for the specified format.

**Result Message Name** Select a corresponding result message to capture and publish transformation program information.

**Chunking Rule** Specify a payment chunking rule for the format.

**View Chunking Rule** Click to access the Chunking Rule page and view fields that are included in the specified chunking rule.

**Payment Method** If the document type is payment, you can define the specific payment methods that are supported by a particular format.

Select a format payment method:

- *Automated Clearing House*
- *Direct Debit*
- *Electronic Funds Transfer*
- *Treasury Wire*

See the payment format table for a list of delivered formats and their corresponding payment methods.

See [Chapter 7, “Setting Up Electronic Banking,” Delivered Payment Processing Functionality, page 100.](#)

## Format Properties

In this group box, you define processing and display properties for each format property code.

<b>Property Code</b>	Displays the name of a property that is required by a format.
	<hr/> <b>Important!</b> If you specify a default file extension value for the <i>FILEEXT</i> property code, you must place a period before the file extension. For example, you enter <i>.TXT</i> , not <i>TXT</i> . <hr/>
<b>Type</b>	Displays the input character value that is defined for the specific property code, such as <i>String</i> , <i>Number</i> , <i>Y</i> (yes), or <i>N</i> (no).
<b>Property Level</b>	Select the level at which the property is effective, either the <i>Account</i> , <i>Bank</i> , or <i>System</i> level.
<b>Required</b>	Select to indicate that the property code is required by the specified format to correctly transform.
<b>Read Only</b>	Select to indicate that the system displays the property code as an uneditable value.
<b>Maximum Length</b>	Enter the maximum character length. The largest value that you can enter is 999.
<b>Default Value</b>	Enter a default value for the property code for automatic system use and display.
<b>Sequence</b>	Enter a processing sequence order. During the transformation process, the system processes property codes from the lowest to the highest value.

## Defining Payment Chunking Rules

Access the Payment Chunking Rules page.

For a defined chunking rule, enter the fields to chunk for a payment type.

## Defining Code Mappings

Access the Code Mappings page.

### See Also

[Chapter 7, “Setting Up Electronic Banking,” Defining Code Mappings, page 95](#)

## Creating Payment Formats

To create a new payment format:

1. Work with the organization or financial institution and develop the requirements for the payment format. If a usable file layout format object is delivered by PeopleSoft, analyze the gap between the delivered file layout object and the format requirements.
2. Define a new file layout object.

You can save a delivered file layout object with another file name and then edit it, or you can create a new file layout object.

3. Implement the formatting logic.

PeopleSoft delivers the formatting logic in application classes that are included in the TR\_FORMAT Payment package. Use the delivered application classes, extending the logic of an existing class (or extend from the BaseFormatter application class) so as to take advantage of the delivered logic.

For example, suppose that you want to create a new CDDFormatter file layout object that includes PeopleSoft-delivered logic, and also enters a value in an optional field, Individual ID, in the entry detail record for tracing purposes. To do this, the code for the application class NewCCDFormatter looks like the following:

```
import TR_FORMAT:Payment:CCDFormatter;
class NewCCDFormatter extends CCDFormatter
    method populateEntryDetail (&rec as Record);
end-class

/* constructor */
method NewCCDFormatter
    %Super = create CCDFormatter ();
end-method

/* override parent method here */
method populateEntryDetail
    /* &rec as Record */

    %Super.populateEntryDetail (&rec);

    Local &myIndividualIDVal;

    /* add logic to get your &myIndividualIDVal here */

    &rec.ACH_INDIVIDUAL_ID.Value = &myIndividualIDVal;

end-method;
```

4. Write a wrapper Application Engine to invoke the new formatter class and pass in your File Layout object name. To do this, you can copy an application class invoker Application Engine, changing the payment formatter name (such as CCDFormatter) to the new payment format name, and changing the file layout object name to the new file layout object name.



5. Define a new Format Catalog entry.

In addition to any parameters that you must define for this new Format Catalog entry, define a transformation program name to the wrapper Application Engine that you create in step four.

6. You can now use the new format. You must set up a bank account payment method (on the External Accounts - Payment Method page).

### See Also

Chapter 3, “Setting Up External, Internal, and Netting Accounts,” Defining Payment Methods, page 43

## Defining External Toolkit Commands

Access the External Commands page.

### Process Type

Select a value:

- *Asynchronous*: If selected, the calling process runs the external command, then immediately continues to the next step, without waiting for the external command to complete processing.

The benefit of this method is faster processing speed. The downside is that status or error messages generally cannot be relayed to the calling program—however, many external processing programs do not have the functionality to relay error messages to a calling program.

- *Synchronous*: If selected, the calling program waits for each step of the called (external) process to complete before beginning the next step.

The benefit of this method is comprehensive processing. Status or error messages can sent to the calling program. The downside is the slower processing time.

### Command

Enter the actual command line code for the system to perform at runtime.

External commands can contain two bind variables, `%FILENAME%` and `%FILEPATH%`. At system runtime, these bind variables are bonded with an output file location for the external command to process.

## Defining PeopleTools Encryption Profiles

Access the Encryption Profile page.

### See Also

*PeopleTools PeopleBook: PeopleSoft Security*

## Defining Integration Broker Settings

Access the Node Definitions page.

You can process payment files through PeopleSoft Integration Broker by using an output-type message.

To define Integration Broker settings for payment processing:

1. Create a node definition that represents the bank on the Node Definitions page.
2. Add a transaction on the Node Definitions - Transactions page. Specify a Transaction Type of *Outbound Asynchronous*, and specify a Request Message of *PMT\_FLAT\_FILE*.

You must create a corresponding outbound asynchronous transaction type message for the node definition. PeopleSoft delivers the PMT\_FLAT\_FILE message for the delivered formats. Both the formats and the corresponding message are configured to be published to the Integration Broker. To implement payment processing functionality, select the PMT\_FLAT\_FILE message.

3. Complete the Transactions Detail, Messages, and Connectors pages.

Define connector properties information at the node or node transaction level on the Connectors page.

Certain banks require all files to be sent under the same filename. However, when you are using Integration Broker with the FTP connector ID FTPTARGET, the system overrides the FILENAME attribute if it is left undefined in the Properties grid. To prevent this, define the connector property FILENAME with a value.

## See Also

*PeopleTools PeopleBook: PeopleSoft Integration Broker*

## Defining Bank Integration Formats for Payments

Access the Bank Integration Formats page.

### Bank Integration Formats

**SetID:** SHARE    **Bank Code:** BR1    Goldman Sachs

**Supported Formats**    Find | View All    First 1 of 1 Last

**Document Type:** Payment    **Format ID:** PAYMENTEIP    PeopleSoft XML Format.    View Format Details

**File Output Type**

☒ **Message**    **Bank Node:** PSFT\_XOUTBND

☐ **File**    **External Command ID:**

**Encryption Profile**

**Supported Payment Methods**

**Payment Method**

Automated Clearing House

Direct Debit

Electronic Funds Transfer

Treasury Wire

**Format Properties**    Customize | Find | View All |    First 1-3 of 3 Last

Property Code	Required	Read Only	Type	Max Length	Value	Description
FILENAME			String	50		Output FileName. Optionally include bind variable % FILEID% and/or datetime pattern (ex. % yyyyMMdd_HH:mm:ss%) in name.
FILEEXT			String	8		File Extension of output file.
FILEPATH			String	50		Directory path of output file.

Bank Integration Formats page

Defining integration formats for payment processing is similar to defining integration formats for bank statement processing.

See [Chapter 7, “Setting Up Electronic Banking,” Defining Bank Integration Formats for Statements, page 99.](#)

The fields on this page change depending on whether you select *Payment* or *Stmt Rqst* (statement request) in the Document Type. field. This section discusses entering values for payment formats.

## File Output Type

### Encryption Profile

Select an encryption profile for this payment format's data.

See *PeopleTools PeopleBook: PeopleSoft Security*, "Defining Encryption Profiles."

## Supported Payment Methods

This group box displays payment methods that are defined for the specific format ID on the Format Catalog page.

## Define External Accounts Pay Method

Access the External Accounts - Pay Method page.

See [Chapter 3, "Setting Up External, Internal, and Netting Accounts," Defining Payment Methods, page 43.](#)

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## Reviewing Event Log Information

This section discusses how to review event log information.

### Page Used to Review Event Log Information

Page Name	Object Name	Navigation	Usage
Review Event Log	TR_EVENT_LOG_INQ	Setup Financials/Supply Chain, Product Related, Treasury, Review Event Log	Search and review system event information.

## Reviewing Event Log Information

Access the Review Event Log page.

Enter the search parameters and click Search. Results appear in the Review Event Details grid.



## CHAPTER 8

# Setting Up Reconciliation

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

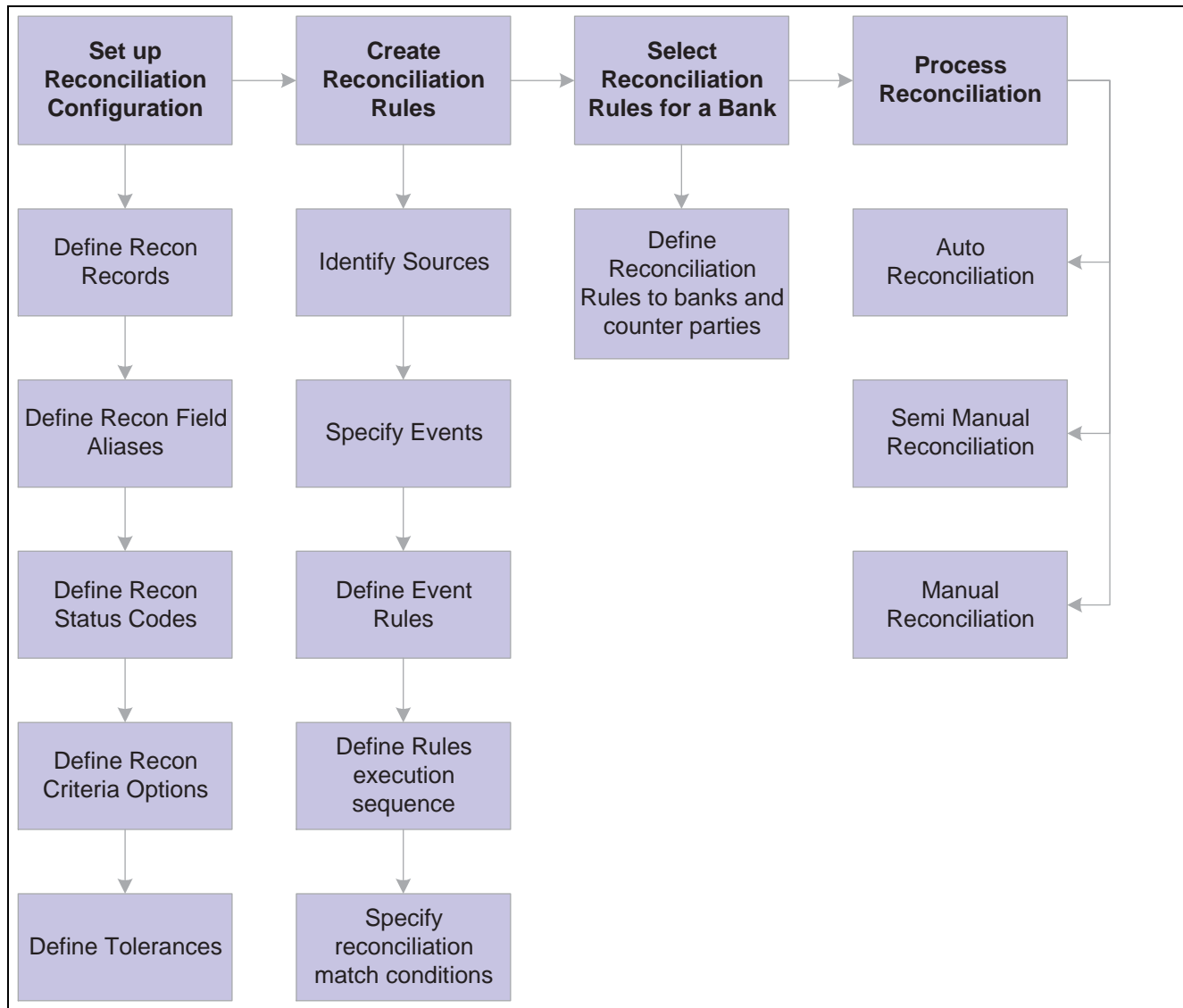
- Set up reconciliation tables for sources and rules.
- Define reconciliation options for accounts.
- Define statement activities.
- Set up Cash Management bank statement accounting functionality.

---

## 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 applications you use.



Understanding reconciliation setup and processing

If you have PeopleSoft 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 (transactions not 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 you must resolve.

See [Chapter 8, “Setting Up Reconciliation,” Setting Up Cash Management Bank Statement Accounting Functionality, page 128.](#)

## Setting Up Reconciliation Tables for Sources and Rules

To define reconciliation information, use the following components:

- Recon Criteria Options component (RCN\_USR\_OPT\_PNLGRP).

- Reconciliation Records component (RCN\_RECORD\_PNLGRP).
- Recon Field Aliases component (RCN\_ALIAS\_PNLGRP).
- Reconciliation Rules component (RCN\_SOURCE\_PNLGRP).

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:

Reconciliation Rule	PeopleSoft Application
BNK_RCN_DISBRSE	Payables
BNK_RCN_DEPOSIT BNK_RCN_DRAFT BNK_RCN_DEBIT BNK_RCN_PAYMENT	Receivables
BNK_RCN_DEALS	Treasury Management
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 8, “Setting Up Reconciliation,” Selecting a Reconciliation Method, page 121.



## Pages Used to Set Up Reconciliation Sources and Rules

Page Name	Object Name	Navigation	Usage
Recon Record (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.
Recon Field Aliases (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 autoreconciliation process and to categorize reconciliation exceptions as needed.
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 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 Field Updates 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 Update Criteria 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	CN_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.

You create or map the source records of your reconciliation process. You can map to items in PeopleSoft applications, such as PeopleSoft 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 Recon Field Aliases page.

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.

**Tolerance** Specify whether the system will use the alias to measure a tolerance of an *Amount*, *Date*, or *None* during reconciliation. Each record should have one field alias for date and one for amount.

## Defining Reconciliation Status Codes

Access the Reconciliation Status Code page.

## Specifying Reconciliation Criteria Options

Access the Recon Criteria Options page.

A bank frequently sends transactions whose 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 *Use Transaction Type ON* when you want to use transaction types for reconciliation. This usually creates less exceptions.

Enter *Use Transaction Types OFF* 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, *DEP\_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 to map the transaction type to a system or bank value.

## See Also

Chapter 8, “Setting Up Reconciliation,” Updating Reconciliation Criteria , page 118

## Defining Reconciliation Rules

Access the Reconciliation Rules page.

### Reconciliation Rules

**Record Name:** PS\_BANK\_STMT\_SETUP      Setup Bank Statement      [View Notes](#)

---

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

**\*Event Seq. Nbr:** 100      **\*Status:** Active      + -

**\*Event Name:** BANK STMT SETUP      **Description:** Setup Bank Statement

---

**Event Rules**      Customize | Find | View All |      First 1-5 of 5 Last

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

Reconciliation Rules page

### 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*, 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 of with the value *Update*. The default value is *UNR* (unreconciled).



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.

Each time you enter an option code for a system source, you need to enter a corresponding option code for the bank side. As shown in the previous example, you use *TN\_ON* for the *BNK\_RCN\_DISBRSE* record and *TN* for the *BNK\_STMT\_TBL*.

The reconciliation process always selects and updates the system transactions first, then updates the bank statement transactions. For this reason, you must attach more than one option code to a source type. One option code (with no meta SQL appending to the additional option criteria) updates the system transactions and the other option (with additional meta SQL appending to the additional option criteria) updates the bank side.



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

### See Also

[Chapter 8, “Setting Up Reconciliation,” Specifying Field Updates , page 118](#)

[Chapter 8, “Setting Up Reconciliation,” Updating Reconciliation Criteria , page 118](#)

[Chapter 8, “Setting Up Reconciliation,” Setting Pre-Dated Reconciliation Options for a Reconciliation Rule, page 124](#)

## Specifying Field Updates

Access the 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.

**Update Criteria**

Record Name: PS\_BANK\_STMT\_SETUP      Event Seq. Nbr: 100      Event ID: 3

Rule Seq: 3      Action: Delete      Record: BANK\_STMT\_WRK      Recon Status: UNR

\*Transaction: BANK\_STMT\_WRK      \*Statement: BANK\_STMT\_TBL

Seq Nbr	Source 1	Field 1 Alias	Operator	Source 2	Field 2 Alias	
1	Transaction	ACCOUNT	=	Constant	%BANK_ACCOUNT_NUM	+ -
2	Transaction	BANK NBR	=	Constant	%BNK_ID_NBR	+ -
3	Transaction	CYCLE	=	Constant	%RECON_CYCLE_NBR	+ -

Find | View All    First 1-3 of 3 Last

View SQL

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 (systemic versus nonsystemic) that you will compare and reconcile.

Generally, under Statement you find the bank statement defined (under Reconciliation Records) as a source. Under Transaction, you will be reconciling against 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, indicating the kind 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 having 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. The system stores these MSCs (as well as NTFs) transactions on a separate table for reconciliation by other means (such as Bank Statement Accounting or force reconciliation functionality).

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 check box 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 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. For example, if you have an international business unit that submits “predated” transactions (transactions dated one or two days ahead of your business unit’s transactions date) you can set automatic reconciliation options for these specific transactions.

This section discusses how to:

- Select the reconciliation method and reconciliation sources for an account.
- Set predated reconciliation options for a reconciliation rule.
- 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 loaded during installation).

### See Also

[Chapter 3, “Setting Up External, Internal, and Netting Accounts,” Defining External Accounts Information, page 32](#)

[Chapter 8, “Setting Up Reconciliation,” Setting Up Reconciliation Tables for Sources and Rules, page 112](#)

## Pages Used to Reconcile Statements Automatically

Page Name	Object Name	Navigation	Usage
Account Reconciliation	BANK_PNLRECON	Banking, Bank Accounts, External Accounts, Account Reconciliation	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.	Select option codes and meta SQL ID information to automatically reconcile predated transactions. You set these predated reconciliation options if you receive transactions from a business unit that is located over the international dateline. For example, if your organization is located in the USA but has a branch in Tokyo, all the “Tokyo transactions” will be a dated a day ahead of the US transactions. The system only triggers this functionality when the transaction date is a dated a day or two days after the automatic reconciliation processing date.
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 Account Reconciliation page.

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

SetID: SHARE Bank: GMBNK GERMAN BANK

**Account Information** Find | View All First 1 of 2 Last

Bank Account: CHCK GMBNK-CHCK Target Balance:

**Reconciliation**

\*Recon Method: Automatic ☒ Enable Workflow

**Reconciliation Sources** Customize | Find | First 1-5 of 5 Last

Source Type	Source Seq.	Recon Rule	Description	Options	Tolerances		
Pre-process (before)	10	PS_BANK_STMT_SETUP	Setup Bank Statement	Options	Tolerances	+	-
Recon Process	23	PS_BNK_RCN_TRAN	Tran Recon Rules	Options	Tolerances	+	-
Recon Process	25	PS_BNK_RCN_DEBIT	Debit Recon Rules	Options	Tolerances	+	-
Recon Process	25	PS_BNK_RCN_DEPOSIT	Deposit Recon Rules	Options	Tolerances	+	-
Post-process (after)	40	PS_BANK_STMT_EXCEP	Bank Statement Exceptions	Options	Tolerances	+	-

External Accounts - Account 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, matching them manually.

*Manual:* Manual reconciliation must be used 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 notify users of reconciliation exceptions on their worklist.

## 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

Defines the process type to take place. Select from:

*Pre-Process:* Assign only to the first row for automatic reconciliation.

*Post Process:* Assign only to the last row for automatic reconciliation.



*Recon Process:* Assign to all rows between the first and the last for automatic reconciliation. Assign to all rows for semimanual and manual reconciliation.

**Source Seq** (source sequence number)

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.

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 lower source sequence number. Conversely, transactions with no reference ID are likely to have duplicates (or lower reconciliation rate), and you should place them at the bottom with a higher source sequence number. The previous screen shot provides an example of the recommended order.

**Recon Rule** (reconciliation rule)

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:

*BNK\_RCN\_DISBRSE:* For PeopleSoft Payables.

*BNK\_RCN\_DEPOSIT:* For PeopleSoft Receivables.

*BNK\_RCN\_DRAFT:* For PeopleSoft Receivables.

*BNK\_RCN\_DEBIT:* For PeopleSoft Receivables.

*BNK\_RCN\_PAYMENT:* For PeopleSoft Receivables.

*BNK\_RCN\_DEALS:* For PeopleSoft Deal Management.

*BNK\_RCN\_TRAN:* For PeopleSoft Payables, Receivables, Treasury Management, and external transactions.

PeopleSoft also delivers two rules that you must use when setting up automatic reconciliation method for an external bank account. You select *PS\_BANK\_STMT\_SETUP* for the first source type and *PS\_BANK\_STMT\_EXCEPTIONS* for the last selected source type for an automatic reconciliation. Options and Tolerances are not available for these source types.

**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, PREDATED*). By selecting an option, additional meta SQL may or may not be attached 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 Pre-Dated Reconciliation Options for a Reconciliation Rule

Access the Reconciliation Options page.

Reconciliation Options

SetID: SHARE    Bank: GMBNK    Account: CHCK

Recon Rule: PS\_BNK\_RCN\_TRAN

Options		Customize   Find   View All		First ◀ 1-2 of 2 ▶ Last	
*Option Code	Description	Meta SQL ID			
PDR	Pending to Rec No SQL				
TN_ON	Transaction Type On (No SQL)	TN_ON			

Reconciliation Options page

Select an Option Code.

This table describes the option codes delivered with the system:

Option Code	Description	Meta SQL
NA (Code Not Applicable)	This option is for use when configuring the reconciliation rules and does not need to be used during reconciliation. NA disables rules in the library (on the Reconciliation Rules page) from executing. This affects all the banks using the specific rule for a reconciliation source.	
PDR (Pre Dated to Reconcile)	Changes predated transactions from Pending to Reconcile status.	No meta SQL appends to the criteria (part of update criteria).
PDROF (Predated to Reconcile with Tran Types Off)	Changes predated transactions from Pending to Reconcile with transactions types off.	No additional meta SQL is appended to the rule.

Option Code	Description	Meta SQL
<i>PDRON</i> (Pre-Dated to Reconcile Tran Types On)	Changes predated transactions from Pending status to Reconcile with transaction types on.	Additional meta SQL is appended to the rule.
<i>PRE</i> (Pre Dated Transactions with No SQL)	Tags the system transactions and sets the reconciliation status to Pending.	No meta SQL is added from the option as it already exists in the criteria (part of update criteria).
<i>PRETN</i> (Pre Dated Transactions with Tran Types On)	Tags the system transactions and sets the reconciliation status to Pending.	Additional meta SQL is appended to the rule.
<i>PRETF</i> (Pre-Dated transaction with Transaction Type Off)	Sets qualifying transactions to Pending.	No meta SQL is added because transaction types are set to off.
<i>TF</i> (Transaction Types Off)	Updates reconciliation status for transactions without requiring transaction types.	No meta SQL is added.
<i>TN</i> (Transaction Types On)	Updates reconciliation status for transactions taking into consideration transaction types.	Meta SQL is appended to selection criteria (system side). ( This is part of update criteria.)
<i>TN ON</i> (Transaction Type On with no SQL)	Updates reconciliation status for transactions taking into consideration transaction types.	Meta SQL is appended to selection criteria (bank side).

Select a meta SQL ID. You define the meta SQL ID for each option code on the Recon Criteria Options page.

If you are using the predated transaction rules (*PRE*, *PRETF*, *PRETN*, *PDR*, *PDROF*, and *PDRON*) you must follow the following two-step process:

To reconcile predated transactions:

1. Set the *PRE*, *PRETF*, and *PRETN*, option codes to on for each reconciliation source, as applicable. These codes set qualifying predated transactions from an unreconciled (UNR) to a pending (PND) status.
2. Ensure that the *PDR*, *PDROF*, and *PDRON* option codes are not on for any reconciliation source. (As these codes set pending transactions to reconciled status, you do not want them activated at this point.)
3. Run the automatic reconciliation process. This updates all applicable UNR transactions to a PND status.
4. Generate reports or queries for transactions or statements with a reconciliation status of PND, to determine the number of reconciliation-pending items.
5. Set the *PDR*, *PDROF*, and *PDRON* option codes to on.
6. Ensure that the *PRE*, *PRETF*, and *PRETN* option codes are not on, at this point.
7. Run the automatic reconciliation process again. This updates all applicable PND transactions to a REC status.

See Also

Chapter 8, “Setting Up Reconciliation,” Specifying Reconciliation Criteria Options , page 116

Setting Up Reconciliation Tolerances

Access the Reconciliation Tolerances page.

Reconciliation Tolerances

SetID: SHARE

Bank: GMBNK

Account: CHCK

Recon Rule: PS\_BANK\_STMT\_SETUP

Day Tolerance

Between -

0

and +

0

Monetary Tolerance

\*Monetary Limit:

Amount

Accounting Template ID:

Amount Tolerance

Between -

and +

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 this many 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 looks for source transactions that fall within the specified amount or percentage parameters to match with the bank transactions.

## See Also

*PeopleSoft Cash Management 8.8 PeopleBook*, “Managing Treasury Accounting,”  
Entering Accounting Template Information

## Defining Statement Activities

To define statement activities, use the Statement Activity Type component (STMT\_ACT\_TYPE).

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 PeopleSoft Treasury Management generates 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	Object 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.

### Statement Activity Type

**Statement Activity Type:** BFVAT

---

**\*Description:**

**Short Description:**

**Force Reconciliation Options**

☒ **Allow Force Reconciliation**      **Transaction Table:**

**Accounting Template ID:**

Statement Activity Type page

**Allow Force Reconciliation** Select to enable the reconciliation of transactions associated with this statement activity type. When you select this option, you can select and force reconciliation transactions 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 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've 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 the system creates when you force reconciliations.

**See Also**

Chapter 10, "Reconciling Statements," Reconciling Transactions Automatically , page 157

*PeopleSoft Cash Management 8.8 PeopleBook*, "Managing Treasury Accounting,"  
Entering Accounting Template Information

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## Setting Up Cash Management Bank Statement Accounting Functionality

To define bank statement accounting, use the Bank Statement Accounting component (BNK\_BSAC\_SETUP).

This section discusses how to define bank statement accounting.

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**Important!** You can only implement this functionality if you have purchased and licensed PeopleSoft Cash Management.

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### 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, providing a second layer of "filtering" that automatically resolves reconciliation exceptions. To enable this functionality, you must first establish the conversion (or accounting) rules 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 sub ledger. These items may 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 either *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 assigned to an accounting template, and changing the exception's reconciliation status flag to reconciled , *REC*. Note that the system does not perform any BSA processing on exceptions that do not match any BSA predefined criteria.

Once 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 remember about the BSA process:

- The process is only as good as the rules and accounting templates you establish.

---

**Note.** The automatically generated accounting entries are only as valid as the accounting rules you establish. If the accounting rule or specified accounting template for a rule is incorrect, the accounting entries for all the affected matched exceptions will also be incorrect. It is *very* important that you test the validity of your Bank Statement Accounting data setup and output prior to using this functionality in a production environment.

---

- This functionality can only be used 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 processed increases. When first implemented, you need to 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 Cash Management 8.8 PeopleBook*, “Defining Cash Management Processing Options,”  
Defining Cash Management Bank Statement Accounting Functionality

*PeopleSoft Cash Management 8.8 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.

## Pages Used to Set Up Cash Management Bank Statement Accounting

Page Name	Object Name	Navigation	Usage
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 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.

### Bank Statement Accounting

**Bank ID:** 00001      **Account #:** 00000000002      **Activity Type:** BKINT      **Bank Business Unit:** FRA03

**\*Description:** Bank Statement Interest

**\*Activity Default Template:** BSP-INTEXP      **\*Active Status:** Active

**Test Rules**

**Sample Addenda:**  Test Rule

**Rule ID Definition** Find | View All | First 1 of 1 Last

**\*Rule ID:** A\_01      **Rule Default Template:** BSP-INTINC      **\*Active Status:** Active

**\*Description:**

☐ **Positional Match**      **From:**       **To:**       [Rule Definition Help](#)

☒ **Pattern Match**      **Pattern:** &&4509

☐ **Value Match**

**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 displays that the system assigned the defined Rule Default Template value to the transaction.

### Test Rulebutton

Click to test if the rule is a valid rule. It tests if the BSA rule being defined activates the appropriate accounting template.

### Rule ID

Enter a unique identification code for the match rule, up to 7 characters long.

### Rule Default Template

Select a default accounting template for defined positional and pattern rules. 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 for the system to match data based on the numeric values entered in the From and Through fields.

**Pattern Match**

Select for the system to match based on the entire string value entered in the Pattern field.

**Value Match**

Select for the system to match based on the values entered in the Match Valuefield, and also specify a Match Template value. If you define a value that cannot be match, the system uses the Activity Default Template value.



## CHAPTER 9

# Receiving and Updating Bank Statements

This chapter provides an overview of statement updates, lists prerequisites and common elements, and discusses how to:

- Import bank statements.
- Request 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.

The first method to enter bank statement information is to import a bank statement either from the file system or a file transfer protocol (FTP) file server. PeopleSoft supports the loading of the following bank statement types:

- BAI2.
- SWIFT MT940.
- SWIFT MT942.
- EDI 822 (account analysis).
- PeopleSoft Business Document (version 1).

If you receive only hardcopy statements from a bank, you must enter the statement information online before you can reconcile the statements. The second method is to enter the information by using the following entry screens:

- Enter Bank Balances
- Enter Bank Statements
- Enter Internal Bank Balances
- Same Day Bank Statement

The third method to enter a bank statement is to integrate with a bank or bank communications partner by using PeopleTools Integration Broker.

## See Also

*PeopleTools PeopleBook: PeopleSoft Integration Broker*

## Technical Overview of Bank Statement Data Transmittal

Whether you import bank statements or request bank statements, the system functionality is the same: the data is transmitted to the PeopleSoft system, which automatically loads the data to the production tables.

To import data, you run the Bank Statement Import Application Engine process (BSP\_IMPORT) from the Import Bank Statements page; this automatically loads bank statements from a file. You specify information that the system needs to retrieve the files, such as file location, format, and type, and run the process. The process obtains the file contents, converts the content to a PeopleSoft standard format, and loads the data into staging tables. After the files are loaded into the staging tables, the Treasury Bank Statement Load Application Engine process (TR\_BSP\_LOAD) copies the information from the staging tables into the production tables. It also determines whether a statement is a duplicate statement or not. Information for duplicate statements appear on the PeopleTools Process Monitor Process List (PMN\_PRCSLIST) and Message Log (PMN\_BAT\_MSGLOG) pages.

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**Note.** The system considers previous day statements as duplicates if a statement already exists with the same bank ID, bank account and as of date.

---

To integrate the loading of bank statement information between PeopleSoft and the banking communication partner, you use the Request Bank Statements page. The system generates an XML message to the communication partner's software to request a statement. The communication partner obtains the request and retrieves the appropriate bank statements from the bank. The partner then sends an XML message with the statement information, which PeopleSoft subscribes to and updates the staging tables. The system then initiates the Treasury Bank Statement Load Application Engine process (TR\_BSP\_LOAD) to automatically transfer the information from the staging tables to the production tables.

---

## Prerequisites

Prior to importing bank statements you must define the following, as required by the particular bank integration:

1. Define bank statement codes.
2. Define transaction codes.
3. Define code mappings.
4. Review delivered bank statement formats.
5. (Optional) Define event notification.
6. Define bank node and encryption profile settings in PeopleSoft Integration Broker.
7. Define bank integration formats.

**See Also**

Chapter 7, “Setting Up Electronic Banking,” Setting Up Bank Statement Processing, page 90

*PeopleTools PeopleBook: PeopleSoft Integration Broker*

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## Common Elements for This Chapter

<b>Request Number</b>	Displays the unique identification number for each request row. The system automatically numbers this field when you add multiple request rows to a run control ID. This number does not determine processing order.
<b>Statement Type</b>	<p>Select from the following options:</p> <ul style="list-style-type: none"><li>• <i>Current Day</i></li><li>• <i>Previous Day</i></li><li>• <i>Statement Analysis</i></li></ul> <p>Depending on the selected value, the system places the imported file contents into specific database tables for that statement type. For example, if you select <i>Current Day</i>, the system retrieves current day statement information and stores it on the current day tables.</p>
<b>View Format Details</b>	Click to access the Format Catalog page, and view detailed processing information about the selected format.

---

## Importing Bank Statements

This section discusses how to import bank statements.

**See Also**

Chapter 7, “Setting Up Electronic Banking,” page 85

## Pages Used to Import Bank Statements

Page Name	Object Name	Navigation	Usage
Import Bank Statements	BSP_IMPORT	Banking, Bank Statements, Import Bank Statement	Import bank statements (for example, BAI2 statements) into the Bank Statement staging tables. Define file import information and run the Bank Statement Import Application Engine process (BSP_IMPORT). This process imports any file from any bank if the statement type complies with the accepted formats: BAI2, SWIFT MT940, SWIFT MT942, EDI 822 (Account Analysis), or PeopleSoft Business Document (version 1).
Bank Node Details	BSP_IMPORT_BNKNODE	Click View Bank Node Details on the Import Bank Statements page.	Review bank node property details.
Format Catalog	PMT_FORMAT_CATLOG	Click View Format Details on the Import Bank Statement page.	View details of the format that is being imported.

## Importing Bank Statements

Access the Import Bank Statements page.

### Import Bank Statements

Run Control ID: JOB\_IMPRT\_BNK [Report Manager](#) [Process Monitor](#) [Run](#)

---

**Parameters** [Find](#) | [View All](#) First 1 of 1 Last

\*Request Number:  [+](#) [-](#)

\*Import Type:

File Path:  [File Selection Help](#)

File Name:  [Select File](#)

\*Statement Type:

\*Format ID:  [View Format Details](#)

**Advanced Options**

**Format Properties** [Customize](#) | [Find](#) | [View All](#) | [Grid](#) First 1-2 of 2 Last

Property Code	Value
BNK_ID_LOCATION	<input type="text" value="02"/>
CODE_MAP_GROUP	<input type="text" value="BAI2"/>

[Review Bank Statement Files](#)

Import Bank Statements page

## Parameters

### Import Type

Options are:

- *FTP*: 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, and complete the File Path and File Name fields.

### View Bank Node Details

Click to access the Bank Node Details page and review property details of the selected node.

### File Path

Enter the complete file path location. To select files by using 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 .BAI suffix enter:

`\* .BAI`

### 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.

## Advanced Options

### Encryption Profile

Select an encryption profile to decrypt bank statements. Encryption profiles contain both encryption and decryption information.

### Use Integration Broker

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.

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.

## Format Properties

### 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 need to modify the displayed CODE\_MAP\_GROUP value with the appropriate unique map value.

See [Chapter 7, “Setting Up Electronic Banking,” Defining Code Mappings, page 95.](#)

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**Note.** If you are importing multiple files for a single run control ID, you must add requests (by using the Add button) for each file that is being requested. Do not enter a file name, run the import process, then edit the file name and run the import process again. Doing this can result in duplicate statement loading errors.

---

## Requesting Bank Statements

This section discusses how to request bank statements.

### Page Used to Request Bank Statements

Page Name	Object Name	Navigation	Usage
Request Bank Statements	BSP_REQUEST	Banking, Bank Statements, Request Bank Statements	Request bank statement information for a specific bank and format ID.

### Requesting Bank Statements

Access the Request Bank Statements page.



## Request Bank Statements

Run Control ID: JOB\_IMPRT\_BNK

[Report Manager](#)
[Process Monitor](#)
[Run](#)

Parameters

Find | View All First 1 of 1 Last

\*Request Number: 1

\*SetID: SHARE

\*Bank:

\*Format ID: [View Bank Format Details](#)

\*Statement Type: Previous Day

Process Date: 11/14/2003

Request Bank Statements page

### Parameters

<b>Bank</b>	Select the bank from which to import data.
<b>Format ID</b>	Select a format ID. Available values are determined by the selected bank.
<b>Process Date</b>	Enter a current or previous date for processing.

## Administering Statement Information

This section discusses how to:

- Update bank balances.
- Update bank transaction entries.
- Enter funds availability.
- Review addenda information.

### 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	Object Name	Navigation	Usage
Bank Balance Entry	BANK_BALANCE_ENTRY	<ul style="list-style-type: none"> <li>Banking, Bank Statements, Enter Bank Statements</li> <li>Click Enter Bank Statements on the Bank Statement Manager page.</li> </ul>	Enter bank account balance information
Bank Transaction Entry	BNK_STMT_ENTRY	<ul style="list-style-type: none"> <li>Banking, Bank Statements, Enter Bank Statements. Select the Bank Transaction Entry tab.</li> <li>Click Enter Bank Statement on the Bank Statement Manager page, then select the Bank Transaction Entry tab.</li> </ul>	Enter bank transaction and addenda information for a specific bank statement ID.
Funds Availability	BANK_FLOAT_BAL_SEC	Click Funds Availability on the Bank Transaction Entry page.	Enter one-day and two-day float for a bank statement deposit entry item.
Bank Addenda Details	BANK_ADDENDA_SEC	Click Expanded Addenda on the Bank Transaction Entry - Addenda Information page.	View and edit addenda detail information that is associated with a statement transaction.

## Updating Bank Balances

Access the Bank Balance Entry page.

Bank Balance Entry

Bank Transaction Entry

Bank ID: 121052885

Account #: 123456789

Currency: USD

Statement ID: 3

Statement Date: 10/01/2003

Status: Ready

Load Date/Time: 11/12/2003 6:03:58PM

Creation Date: 10/01/2003

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	10/01/2003	56,609,825.00	+	-
015	CLOSING LEDGER	10/01/2003	347,631,960.00	+	-
045	CLOSING AVAILABLE	10/01/2003	347,631,960.00	+	-

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 need to edit the following with your preferred default code values: the component `BANK_BALSTMT_ENTRY`, the record `BNK_RCN_CYC`, and Saveedit PeopleCode.

<b>Statement Code</b>	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.
<b>Balance</b>	Enter the total amount of funds that are available on the specified value date.
<b>Funds Availability</b>	
<b>Available Balance</b>	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.
<b>One Day Float</b>	This field stores the one-day float information that is provided by you or the bank.
<b>Two+ Day Float</b> (two or more day float)	This field 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.

Bank Balance Entry

**Bank Transaction Entry**

Bank ID: 121052885

Account #: 123456789

Currency: USD

Statement ID: 3

Statement Date: 10/01/2003

Status: Ready

Load Date/Time: 11/12/2003 6:03:58PM

Creation Date: 10/01/2003

Bank Transactions

Customize | Find | View All | First 1-2 of 2 Last

Transaction Information

Recon Information


Addenda Information

Statement Code	Description	Reference	Bank Date	Transaction Amount		Value Date		
		SDL1_WIRE1	10/01/2003	-100000.00	\$	10/01/2003	+	-
		SDL1_BAX1 B	10/01/2003	-100000.00	\$	10/01/2003	+	-

Bank Transaction Entry page

The system populates the page fields when you load statements electronically, but you can edit them if needed.

## Transaction Information

<b>Statement Code</b>	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.
<b>Reference</b>	Enter a transaction reference number.
<b>Bank Date</b>	Entry date of the transaction. The default is the statement date.
 <b>Funds Availability</b>	Click to enter available funds information for bank deposit transactions.
<b>Value Date</b>	Date that the bank recorded the transaction. The default is the statement date.
<b>Trans Code</b> (transaction code)	<p>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:</p> <p><i>ACH</i>: Automatic Clearing House.</p> <p><i>BOE - Out</i>: Bill of Exchange - Outgoing (or disbursed).</p> <p><i>Bank Adj</i>: Bank adjustments.</p> <p><i>CHK</i>: Check.</p> <p><i>DD-Out</i>: Direct Debit - Outgoing.</p> <p><i>EFT</i>: Electronic Funds Transfer.</p> <p><i>Fund Rcpt</i>: Fund receipt.</p> <p><i>G</i>: General transaction.</p> <p><i>I</i>: Interest expense.</p> <p><i>Man Check</i>: Manual check.</p> <p><i>Misc</i>: Miscellaneous</p> <p><i>Stop Pay</i>: Stop payment.</p> <p><i>TR Wire</i>: Treasury wire.</p> <p><i>Wire Out</i>: Wire - Outgoing.</p>
<b>Recon Status</b> (reconciliation status)	<p>Select a status for the transactions: <i>Unreconciled</i> or <i>Reconciled</i>.</p> <p>If you import this statement data, the system initially sets the row to <i>Unreconciled</i>. 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 <i>Reconciled</i>.</p> <p>See <a href="#">Chapter 10, “Reconciling Statements,” Processing Bank Statement Accounting, page 156</a>.</p>
<b>Activity</b>	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 8, “Setting Up Reconciliation,” Defining Statement Activities, page 127](#)

## Entering Funds Availability

Access the Funds Availability page.

For a bank statement deposit item, enter the Available Balance, One Day Float, and Two Day Float amounts.

## Reviewing Addenda Information

Access the Bank Addenda Detail page.

The Text field can store up to 254 characters, and each Seq No (sequence number) 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

Page Name	Object Name	Navigation	Usage
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 Enter Internal Bank Balances - Balance Information page.	Enter float information for an internal bank balance.

## Updating Internal Bank Balances

Access the Enter Internal Bank Balances page.

### 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](#)

First 1 of 1 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, and the opening and closing balances. If you receive bank statements electronically, the system populates these fields.

**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.

*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 funds amount that are available on the float date.

## Updating Current Day Bank Statements

The PeopleSoft 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 Cash Management 8.8 PeopleBook*, “Defining Cash Positions,” Calculating Intraday Cash Position Reporting Worksheets

## Pages Used to Update Current Day Bank Statements

Page Name	Object Name	Navigation	Usage
Current Day Balances	BANK_SDBAL_ENTRY	Banking, Bank Statements, Enter Current Day Bank Statements	Use to 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.

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 on the Bank Current Day table (BANK\_SDBAL\_TBL).

#### See Also

Chapter 9, “Receiving and Updating Bank Statements,” Updating Bank Balances, page 140

### Updating Current Day Transactions

Access the Current Day Transactions page.

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 on the Bank Current Day table (BANK\_SDBAL\_TBL).

#### See Also

Chapter 9, “Receiving and Updating Bank Statements,” Updating Bank Transaction Entries, page 141

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## 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

Page Name	Object Name	Navigation	Usage
Review Bank Balances	BNK_BAL_AAA_PNL	Banking, Bank Statements, Review Bank Balances  Click Review Bank Balances 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 a new currency, market index, and exchange rate type to calculate new amounts on the Review Bank Balances page.
Review Bank Statements	BNK_RCN_STMT_GEN	Banking, Bank Statements, Review Bank Statements  Click Review Bank Statements 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.
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.

Enter the search criteria and click Search.

<b>Search By</b>	Click to summarize data by a single business unit or by group ID for a group of business units.
<b>Sum By</b>	Select bank or currency to summarize the data, if the search parameters return multiple results.
<b>Revalue Currency</b>	Click to open the Revalue Balances page to change the amounts to a different currency.
<b>Available Balance</b>	Displays the current amount of funds that are available in the account.
<b>Balance to Graph</b>	Select the information to appear in a chart: <i>CLOSING AVAILABLE</i> , <i>CLOSING LEDGER</i> , or <i>OPENING LEDGER</i> .
<b>Generate Graph</b>	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 7, “Setting Up Electronic Banking,” Defining Balance Codes, page 92](#).

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.
4. 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 pie chart.
  - If the search parameters return multiple bank accounts (multiple rows of results) of a single currency, the graphed balances display 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 9, “Receiving and Updating Bank Statements,” Entering Float Information for Internal Bank Balances , page 144](#)

## Revaluing Currency

Access the Revalue 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.

## Reviewing Bank Statements

Access the Review Bank Statements page.

We discuss this page in the Reconciling Statement chapter.

## See Also

[Chapter 10, “Reconciling Statements,” Reviewing Bank Statement Information, page 169](#)

## Using the Bank Statement Manager

Access the Bank Statement Manager page.

## Bank Statement Manager

**Bank:** USBNK 121042882

**Account #:** 0741-256458

**Currency:** USD

**Bank Balances**
**Select a Statement Date:**

**Statement Transactions**
[Customize](#) | [Find](#) | [View All](#)

First 1-15 of 36 Last

	Reference	Bank Date	Transaction Amount	Value Date	Transaction Code	Recon Status
	000001	03/01/1999	10.00	03/01/1999	Deposits	Unreconciled
	TRW0000000001	08/01/2000	-35000.00	08/01/2000	Wire - Disbursement	Unreconciled
	TRW0000000002	08/01/2000	-14532.00	08/01/2000	Wire - Disbursement	Unreconciled
	TRW0000000003	08/01/2000	-387.19	08/01/2000	Wire - Disbursement	Unreconciled
	TRW0000000007	08/08/2000	-6500.01	08/02/2000	Wire - Disbursement	Unreconciled
	TRW0000000005	08/02/2000	-1000000.00	08/02/2000	Wire - Disbursement	Unreconciled
	BF-10103	02/25/2000	12.00	01/31/2000	Fee Expense	Unreconciled
	BF-10104	02/25/2000	15.00	01/31/2000	Fee Expense	Unreconciled
	INT10	02/25/2000	10.00	01/31/2000	Interest Expense	Unreconciled
	INT12	02/25/2000	25.00	01/31/2000	Interest Expense	Unreconciled

Bank Statement Manager page (1 of 2)

	BF-10104	02/25/2000	15.00	01/31/2000	Fee Expense	Unreconciled
	INT10	02/25/2000	10.00	01/31/2000	Interest Expense	Unreconciled
	INT12	02/25/2000	25.00	01/31/2000	Interest Expense	Unreconciled
	000001	07/30/2000	1142.50	07/30/2000	Check	Unreconciled
	000002	07/29/2000	2408.75	07/29/2000	Check	Unreconciled
	000003	07/30/2000	15677.97	07/30/2000	Check	Unreconciled
	000004	07/30/2000	40783.68	07/30/2000	Check	Unreconciled
	000005	07/30/2000	29346.65	07/30/2000	Check	Unreconciled

Go to:  Go

Bank Statement Manager page (2 of 2)

The 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.

### See Also

Chapter 7, “Setting Up Electronic Banking,” Understanding Electronic Banking, page 85

## Reviewing Bank Statement Files

This section discusses:

- Reviewing bank statement files.
- Reviewing statement transmittal information.
- Reviewing statement event log.

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. And 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.



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**Important!** Any user with access to these pages can view the file details. Restrict user access by using PeopleTools Security functionality.

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See *PeopleTools PeopleBook: Using Security*

### Pages Used to Review Bank Statement Files

Page Name	Object 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.

## 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	1-2 of 2	Last
	File Name	DateTime	File Status				
▼	\\adntfs17\fdm_qa\Treasury\BankStmts\SDEALS1.edi	11/12/03 6:03PM	Warning				
▼	\\ple-rtest-50\psuserFS\User\Treasury\JOBrien\JOB20030928.BAI	11/10/03 11:17AM	Warning				

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.

## Reviewing Statement Transmittal Information

Access the View Bank Statement File page.

You can view file data that is transmitted from the bank. This page is noneditable.

## Reviewing Statement Event Log

Access the View Bank Statement File Log page.

View summary information of system events that are logged for a specific file.

## CHAPTER 10

# 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. 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 semimanual 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, semimanual, or automated reconciliation.

When you finish reconciling a bank statement automatically, you may 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, the following are a number of ways you can resolve exceptions:

- 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 PeopleSoft 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, 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 11, “Resolving Reconciliation Exceptions,” page 171

Chapter 7, “Setting Up Electronic Banking,” page 85

Chapter 11, “Resolving Reconciliation Exceptions,” page 171

*PeopleSoft Cash Management 8.8 PeopleBook*, “Defining Cash Management Processing Options,”  
Defining Cash Management Bank Statement Accounting Functionality

## 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 Reconciliation Tolerances page for the external accounts.

The system uses the decimal positions definition for the currency code to determine how to round amounts. Tolerance exceptions show in semimanual reconciliation (reconciled system side) in addition to the reconciled transactions. The reference ID for tolerance exceptions is BSP (bank statement processing) plus a sequential number. Under semimanual reconciliation, if amounts are not the same, you cannot reconcile them. If reference IDs do not match, they appear as exceptions. In order 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 8, “Setting Up Reconciliation,” Setting Up Reconciliation Tolerances, page 126

*PeopleSoft Global Options and Reports 8.8 PeopleBook*, “Processing Multiple Currencies,” Maintaining Currency Tables

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## 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 8, “Setting Up Reconciliation,” page 111

Chapter 7, “Setting Up Electronic Banking,” page 85

Chapter 9, “Receiving and Updating Bank Statements,” page 133

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## Common Elements in This Chapter

<b>Load Date and Time</b>	Displays the date and time the bank file was loaded.
<b>Recon Status</b> (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.
<b>Trans Code</b> (transaction code) or <b>Transaction Type</b>	<p>Identifies the type of transaction in a bank statement:</p> <p><i>ACH</i>: Automatic Clearing House</p> <p><i>B</i>: Direct Debit</p> <p><i>BOE</i>: Bill of Exchange - Disburse</p> <p><i>BOO</i>: Bill of Order - Disburse</p> <p><i>CHK</i>: Check</p> <p><i>DD</i>: Direct Debit - Disburse</p> <p><i>D</i>: Deposits</p> <p><i>EFT</i>: Electronic Funds Transfer</p> <p><i>F</i>: Fee Expense</p> <p><i>G</i>: General Transaction</p> <p><i>I</i>: Interest Expense</p> <p><i>M</i>: Miscellaneous Transaction</p> <p><i>MAN</i>: Manual Check</p> <p><i>P</i>: Payment</p> <p><i>R</i>: Drafts</p> <p><i>S</i>: Stop Payment</p> <p><i>U</i>: Funding Receipt</p> <p><i>V</i>: Voided Payment</p> <p><i>WIR</i>: Wire - Disbursement</p>
<b>Transaction Date</b>	Displays the date that you created the transaction.
<b>Value Date</b>	Displays the date the bank recorded the transaction. This is a required date if you need to reconcile the transaction.

## Processing Reconciliations

This section discusses how to select and run the reconciliation processes.

### Page Used to Process Reconciliations

Page Name	Object Name	Navigation	Usage
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"> <li>• Bank Reconciliation (FSPRECON) Application Engine process.</li> <li>• Recon and Statement Accounting (reconciliation and statement accounting) (RCN_BSAC) PSJob.</li> <li>• Recon and Bank Statement Process (reconciliation and bank statement process) (RCNBSP) PSJob.</li> </ul> <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. PeopleSoft recommends selecting only one method to run at a time, instead of selecting multiple methods to run concurrently.</p>

## Processing Reconciliations

Access the Process Reconciliation page.



## Process Reconciliation

Run Control ID: AR\_LOAD\_STATMNTS
[Report Manager](#)
[Process Monitor](#)

Parameters
Find | View All
First 1 of 1 Last

Process Frequency

☐ Once
☒ Always
☐ Don't Run

\*Request Number: 1

Request Parameters

\*Bank ID: 121210009

\*Bank Account #: 075023456789

Stmnt ID: 2

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 multiprocess 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 multiprocess job runs both the Bank Reconciliation process and the Bank Stmt Processing (bank statement processing) process (AR\_BNKSTMT), which loads payments into the PeopleSoft Receivables tables.

---

**Note.** For optimal processing performance, PeopleSoft recommends selecting only one reconciliation method to run at a time. Selecting multiple reconciliation methods to run concurrently may degrade system performance.

---

## Processing Bank Statement Accounting

If you use PeopleSoft 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 an 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 10, “Reconciling Statements,” Reconciling Transactions Automatically , page 157](#)

[Chapter 10, “Reconciling Statements,” Reconciling Transactions Semimanually, page 159](#)

## Page Used to Run Bank Statement Accounting

Page Name	Object 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.

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 semimanually.
- Reconcile transactions manually.

## Pages Used to Manage Reconciliation Methods and Statements

Page Name	Object Name	Navigation	Usage
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 semimanually when there is not a one-to-one match between your bank and system transactions and you have reconciliation exceptions. Or reconcile bank statements after entering a hard-copy 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.

## Automatic Reconciliation

### Search Criteria

Bank ID: Account #: From: Thru: 

### Bank Statements

Customize | Find | View All |  First  1-9 of 9  Last

Select	Bank ID	Account #	Stmt ID	Load Date and Time	Trans	Reconciled	Status	Exceptions
<input type="checkbox"/>	00001	00000000001	1000	04/30/2001 11:51:37AM	4	2	Ready	
<input type="checkbox"/>	10001569	76010085	1000	04/30/2001 11:52:35AM	6	3	Ready	
<input type="checkbox"/>	1003	10023549	1000	04/30/2001 11:53:42AM	5	3	Ready	
<input type="checkbox"/>	101	45700899	1000	04/30/2001 11:54:38AM	5	2	Ready	
<input type="checkbox"/>	2007	7813008	1000	04/30/2001 11:55:33AM	8	4	Ready	
<input type="checkbox"/>	2100	0200051332	1000	04/30/2001 11:57:02AM	2	1	Ready	
<input type="checkbox"/>	320	03471134	1000	04/30/2001 11:57:28AM	4	1	Ready	
<input type="checkbox"/>	601613	701900234	1000	04/30/2001 11:58:15AM	4	2	Ready	
<input type="checkbox"/>	NLD BANK	0502664959	1000	04/30/2001 11:59:02AM	1	0	Ready	

☒ Select All ☐ Clear AllReports: [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. 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** The number of detail transactions from the bank statement that have been reconciled with transactions in the system. This number is 0 until the Bank Reconciliation process is complete.

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. We refer to these as reconciliation exceptions. You need to resolve the exceptions.

**Status** The reconciliation cycle processing status:

*Load Failed:* Indicates the bank files could not load.

*Fatal Error:* Indicates a fatal error occurred during automatic reconciliation processing.

*Loading:* Indicates the bank files are being loaded.

*Reconciling:* Indicates the files are being reconciled.

*Ready:* 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.

*Complete:* Indicates reconciliation processing is complete and all transactions were successfully matched.

**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.

Before you use the options below, select the statements for which you want to run a process or generate reports.

**Select All** Click to select the Select check box for all unselected bank statements.

**Clear All** Click to clear the Select check box for all selected bank statements.

**Run Recon** (run reconciliation) Runs the Bank Reconciliation process for the selected bank statements.

---

**Note.** You must run the Bank Reconciliation process from the Reconciliation page once before you can run it from the Automatic Reconciliation page.

---

**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 Semimanually

Access the Semi Manual Reconciliation page.

### Semi Manual Reconciliation

**Search Criteria**

**Bank ID:** 121042882 **Account #:** 0741-256458 **Statement ID:** % **Currency:** USD  
**From Date:** **Thru Date:** 11/11/2003 **\*Recon Status:** Unreconciled  
**From Amount:** 1050.00 **To Amount:** 1380.00 **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"/>	000001	07/30/2000	1,142.50	CHK	<input type="checkbox"/>	000126	11/07/2003	1,380.00	CHK	AP
					<input type="checkbox"/>	000132	11/07/2003	1,380.00	CHK	AP
					<input type="checkbox"/>	000123	11/07/2003	1,380.00	CHK	AP
					<input type="checkbox"/>	000124	11/07/2003	1,380.00	CHK	AP
					<input type="checkbox"/>	1	04/25/2000	1,105.65	D	AR

**Reconcile**

Semi Manual Reconciliation page

The page displays both bank transactions and system transactions reconciled by manual or automatic reconciliation. If you force reconcile a transaction that does not exist on the system side, and this transaction is a fee or expense that is properly mapped to a statement activity type, the transaction displays on both the External Transactions page and the Semi Manual Reconciliation page.

When the system reconciles transactions with currencies different from that of the bank statement, the amounts that appear on the system side are those 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.

**Recon Status** (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.

## 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 only reconcile transactions 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.

Transactions must comply with the following rules to reconcile:

- The bank transaction amount must equal the sum of the system transaction amounts.
- You can select only one transaction on the bank side to match against one or more on the system side.

The system issues a warning if:

- The bank dates are not the same as the bank clear date.
- The transaction types don't 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.

**Bank Date** Displays the date that the bank recorded the transaction.

**Tran Date** (transaction date) Displays the date that the system transaction occurred.

**Source** Displays the origin application for the transactions:

*AR*: Accounts Receivables, includes receivables, direct debits, and drafts.

*GN*: Transactions from outside the system.

*AP*: Payables.

*TR*: Treasury.

## Reconciling Transactions Manually

Access the Manual Reconciliation page.

### Manual Reconciliation

\*Search By: From Date/Thru Date

Search Criteria

Bank ID	Account #	From Date	Thru Date	Payment Method	*Status
121042882	0741-256458	10/24/2000	10/24/2000		Unreconciled

Total Transaction Amount: 2,350,000.00 USD

System Transactions

Customize | Find | View All

First 1-2 of 2 Last

Select	Reconciliation Date	Recon Status	Reference	Transaction Date	Transaction Amount	Currency	Source
<input type="checkbox"/>	11/14/2003	UNR	DEBT1	10/24/2000	1,250,000.00	USD	TR
<input type="checkbox"/>	11/14/2003	UNR	DEBT2	10/24/2000	1,100,000.00	USD	TR

☒ Select All
 ☐ Clear All

Recon Date Override Options

☐ Override Reconciliation Date
 Enter Reconciliation Date: 11/14/2003

Reconcile
 Account Register Report
 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 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.

<b>Status</b>	Select a status for the transactions:  <i>Unreconciled:</i> Select if you want to reconcile transactions.  <i>Reconciled:</i> Select if you want to undo the reconciliation for a transaction.
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## System Transactions

<b>Recon Status</b> (reconciliation status)	Displays the reconciliation status: <i>UNR</i> (unreconciled) or <i>REC</i> (reconciled).
<b>Transaction Date</b>	Displays the date that the system transaction occurred.
<b>Status</b>	Displays the payment status for payables transactions.
<b>Detail</b>	Displays the transaction type or payment method.
<b>Reconcile</b>	Click to reconcile selected transactions.
<b>Override Value Date</b>	Select to override the displayed value date when you reconcile selected transactions. Select this check box and also enter a new date in the Enter Value Date field.
<b>Account Register Report</b>	Click to generate the Account Register report (FIN4004), which you can view using the Process Monitor functionality.

---

## Reconciling Externally Generated Transactions

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 specified in the accounting template 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 8, “Setting Up Reconciliation,” Defining Statement Activities, page 127

## Pages Used to Reconcile Externally Generated Transactions

Page Name	Object 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.

## Entering External Transactions

Access the External Transactions page.

### 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	PY12005	23,000.00	USD

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	
08/01/2000	Receipt	Contract Billing Associates	UNR	BSP-BANKTRANFEE	VAT

External Transactions - Transaction Details 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 Cash Management 8.8 PeopleBook*, "Processing VAT Transactions in Treasury Management," Editing VAT External Transaction Details

## Reconciling External Transactions

Access the Process Reconciliation page.

See [Chapter 10, "Reconciling Statements," Reconciling Transactions Automatically](#), page 157.

## Managing Federal Schedule ID Reconciliations

This section discusses how to:

- Reconcile vouchers by using treasury payment information 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 PeopleSoft Payables and Treasury Management applications. You use the PeopleSoft Payables Federal Payment Schedules functionality to:

- Specify Payables installation and set up options.
- Create and submit Treasury schedule vouchers to the TDO.

After the Payables information is set up, you use the Treasury Management 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 Payables 8.8 PeopleBook*, “(USF) Setting Up and Processing Payables for U.S. Federal Agencies,” Understanding Federal Payment Schedule 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 check box on the Payment Methods page to direct generation of prenotification files for a specified bank account.
- Select the Prenote Required check box on the Prenotification page to generate a prenotification notice for the bank account.

### See Also

Chapter 2, “Setting Up Banks and Counterparties,” Defining Bank Information , page 11

Chapter 3, “Setting Up External, Internal, and Netting Accounts,” Defining Payment Methods, page 43

## Common Elements in This Section

### Schedule ID

Code that identifies vouchers grouped together with the following similar characteristics: agency location code, schedule type, and payment method. Vouchers grouped and assigned a schedule ID are then 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

Page Name	Object Name	Navigation	Usage
Schedule 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.
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 Reconciliation page.

**Pay Confirm # From and Thru**

Enter a range of payment confirmation numbers 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 you sent the payment to the TDO.

**Disbursed Date**

Enter the date 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 entered information. This function also performs various audits and displays error messages, as appropriate. If the reconciled amount entered 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 PeopleSoft Payables Bank Schedule ID table (AP\_BANK\_SCHED) with three dates: the payment date, the

disbursement date, and the date the schedule was sent from PeopleSoft Payables to PeopleSoft Banks.

- Updates the appropriate Federal payments in PeopleSoft 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.

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.

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**Note.** You can't reverse reconcile payments after running the Cash Clearing process (APCSHCLR).

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## 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

Page Name	Object Name	Navigation	Usage
Reconciliation Manager	BNK_RCN_MGR	Banking, Reconcile Statements, Reconciliation Manager	Perform automatic, semimanual, or manual reconciliation for statements for a single bank.
Recon Transactions By Account (reconciliation transactions by account)	BNK_RCN_ALL_GEN	Banking, Analyzing 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	Banking, Bank Statements, Review Bank Statements  Click Review Bank Statements 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.

## Using the Reconciliation Manager

Access the Reconciliation Manager page.

### Reconciliation Manager

\*Show Statements for:

Current Month

[Add/Update Accounts](#)

Bank ID: 071000288      US TREASURY BANK

▼

Bank Account #: 0005-802902      Check 04      Automatic Reconciliation

Statement ID	As Of Date	Load Date and Time	Trans Loaded	Reconciled	Cycle Status
		11/14/2003 11:37:12AM			Ready

Bank Account #: 5678943210      E-payment      No reconciliation has been setup for this account.

Bank Account #: 7098454      TRBNK Chec      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 see whether reconciliation has been set up for a particular account on the External Account - Account Reconciliation page and 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 8, “Setting Up Reconciliation,” page 111

## **Reviewing Reconciliation Transactions by Account**

Access the Recon Transactions By Account page.

<b>Search By</b>	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.
<b>Detail</b>	Identifies the type of transaction.
<b>Register Report</b>	Click to run the Account Register report.

## **Reviewing Bank Statement Information**

Access the Review Bank Statements page.

Enter your search criteria for retrieving bank statement data.

<b>Status</b>	Displays the transaction reconciliation status.
<b>Run Account Register Report</b>	Click to run the Account Register report (FIN3000).





# CHAPTER 11

## Resolving Reconciliation Exceptions

This chapter provides an overview of reconciliation exceptions and discusses how to process reconciliation errors and exceptions.

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### 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 did 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 associated with the transaction into the PS\_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), plus a sequential number.

The PeopleSoft Cash Management Bank Statement Accounting functionality works similarly to the reconciliation exceptions functionality. When an NTF or MSC exception is matched to a BSA rule (with an accounting template), the system reconciles the exception and inputs an external transaction with a unique reference number into the PS\_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 sent by the bank does not match any reference numbers in the system, the transaction is considered an AutoRecon 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 reconcile the pair.
- To manually reconcile these transactions, you must create an external transaction, and reconcile the pair using the Semi Manual Reconciliation page.

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**Note.** If you are using the above method to manually reconcile transactions, it is your responsibility to use the correct accounting template when creating the external transaction to keep your organization's ledgers balanced.

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- Unpaired transactions are generally third party external transactions that exist outside your organization's PeopleSoft system. These may be from a legacy system in your organization that reports these transactions to the bank. As 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 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 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 AutoRecon Exception.

The AutoRecon 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.

When you pair a transaction, it 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 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 8, "Setting Up Reconciliation," Setting Up Reconciliation Tolerances, page 126](#)

[Chapter 8, "Setting Up Reconciliation," Defining Statement Activities, page 127](#)

[Chapter 10, "Reconciling Statements," Reconciling Externally Generated Transactions, page 162](#)

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## 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 users') worklist.

**See Also**

Chapter 11, “Resolving Reconciliation Exceptions,” Routing Exceptions to a User’s Worklist, page 174

Appendix A, “Delivered Workflows for PeopleSoft Banks Setup and Processing,” page 203

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## Processing Reconciliation Errors and Exceptions

This section 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 8, “Setting Up Reconciliation,” Selecting a Reconciliation Method, page 121

## Pages Used to Process Reconciliation Errors and Exceptions

Page Name	Object Name	Navigation	Usage
Recon Exceptions (reconciliation exceptions)	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.
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 AutoRecon 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"> <li>Banking, Analyze Exceptions, Automatic Reconciliation Exceptions</li> <li>Click Exceptions on the Automatic Reconciliation page.</li> </ul>	Click to force an automatic reconciliation exception transaction to reconcile despite discrepancies. 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 system side to match a transaction on the bank side.
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 scheduled for force-reconciled transactions.
Recon 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 Recon Exceptions page.

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 AutoRecon Manager page.

Select either *Errors* or *Exceptions* in the Reports field, and then click Go.

### See Also

[Chapter 10, “Reconciling Statements,” Reconciling Transactions Automatically , page 157](#)

## Forcing Exceptions to Reconcile

Access the Automatic Reconciliation Exceptions page.

**Automatic Reconciliation Exceptions**
\*Search By: From Ref/To Ref

**Search Criteria**

Bank ID:  Account #:  Stmt ID:

From Ref:  To Ref:

Auto Reconciliation Exceptions				
Reference	Exception	Tran/Bank Amt	Tran/Bank Date	Tran Status/Tran Code
<input type="checkbox"/>	Unreconciled	430,675.00	09/28/2003	Deposits
BAS_DID305	Receivables	430,675.00	09/28/2003	Complete
<input type="checkbox"/>	Unreconciled	11,235.00	09/28/2003	Deposits
BAS_DID305	Receivables	430,675.00	09/28/2003	Complete
<input type="checkbox"/>	Unreconciled	18,725.00	09/28/2003	Deposits
BAS_DID305	Receivables	430,675.00	09/28/2003	Complete

☒ [Select All](#)
☐ [Clear All](#)

[External Transactions](#)

[Return to Automatic Reconciliation](#)

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-reconcile items. In some cases, transactions appear multiple times after being force-reconciled, so you must be careful that you select the correct reconciled combination.

### 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 reconcile a transaction, the transaction must match the following criteria. If the transaction does not match this criteria, the Force Reconciliation check box is unavailable.

**Note.** This criteria is only applicable 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: PeopleSoft Cash Management, PeopleSoft Deal Management, and PeopleSoft Risk Management. The force reconciliation functionality uses statement activity types for storing 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 Balance Entry page.
- The statement activity type associated with the bank statement transaction must have all three fields populated in the Force Reconciliation Options region of the Statement Activity Type page. These fields are Allow Force Reconciliation, Transaction Table, and Accounting Template ID.
- The Statement Accounting check box on the External Accounts page must be selected. 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 force-reconciling transaction pairs of unlike amounts, 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—a credit in the amount of \$0.01 USD. This credit is recorded in the table 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 example above, 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 didn’t reconcile. Possible values are:

<i>Alignment Check</i>	Payables check used to align printer.
<i>Amounts Not Equal</i>	Bank amount does not match system amount.
<i>Ambiguous Match</i>	The system found more than one match in the bank statement.
<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 system transaction.
<i>Duplicate Transaction</i>	Duplicate bank transaction.

<b>Miscellaneous Transaction</b>	Miscellaneous transaction, such as bank fees or interest.
<b>Payee Names Not Equal</b>	Payee names don't match.
<b>Not Found In System</b>	Transaction is not in the system, but exists in the bank statement.
<b>Null Transaction ID Ref</b>	Blank transaction ID.
<b>Overflow</b>	Overflow Payables check.
<b>Pending Reconciliation</b>	Prereconciled.
<b>Reconciled</b>	Already reconciled.
<b>Reprinted Check</b>	Reprinted payables check.
<b>Stop Check</b>	Check was issued a stop payment to the bank.
<b>Wrong Transaction Type</b>	Wrong transaction type for source.
<b>Tran Date Different &lt;&gt; Bank Clear</b>	System transaction date is different from the bank clear date.
<b>Unreconciled</b>	Not processed by the Bank Reconciliation process.
<b>Voided Check</b>	Payables void.

To force a transaction to reconcile, select the transaction and click Reconcile.

## See Also

Chapter 11, “Resolving Reconciliation Exceptions,” Understanding Reconciliation Exceptions, page 171

## Resolving Exceptions Using Semimanual Reconciliation

Access the Semi Manual Reconciliation page.

### Semi Manual Reconciliation

**Search Criteria**

Bank ID: 121210009 Account #: 075123456789 Statement ID: % Currency: CAD  
From Date: Thru Date: \*Recon Status: Unreconciled  
From Amount: To Amount: Search Advanced Search

**Bank Transactions**
Customize Find View All First 1-3 of 3 Last

Select	Reference	Bank Date	Tran Amt	Type
<input type="checkbox"/>	0000002810	09/28/2003	430,675.00	D
<input type="checkbox"/>	0000002811	09/28/2003	11,235.00	D
<input type="checkbox"/>	0000002812	09/28/2003	18,725.00	D

**System Transactions**
Customize Find View All First 1-4 of 4 Last

Select	Reference	Tran Date	Tran Amt	Type	Source
<input type="checkbox"/>	BAS_DID315	09/29/2003	430,675.00	D	AR
<input type="checkbox"/>	BAS_DID316	09/29/2003	18,725.00	D	AR
<input type="checkbox"/>	BAS_DID305	09/28/2003	430,675.00	D	AR
<input type="checkbox"/>	BAS_DID306	09/28/2003	18,725.00	D	AR

Reconcile

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 only reconcile transactions 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 10, “Reconciling Statements,” Reconciling Transactions Semimanually, page 159

**Viewing Accounting for Forced Reconciliations**

Access the Bank Statement Processing Accounting (BSP) page.

To view all journal entries for force reconciled transactions, run the Automated Accounting (TR\_ACCTG) process prior to accessing this page.

**See Also**

*PeopleSoft Cash Management 8.8 PeopleBook*, “Managing Treasury Accounting,”  
Reviewing Accounting Information



## CHAPTER 12

# 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

This section discusses:

- Prerequisites.
- The book to bank reconciliation process.
- A technical overview of book to bank reconciliation functionality.

### 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 PeopleSoft Payables, PeopleSoft Receivables, and PeopleSoft Treasury) as illustrated in this table:

---

Bank	Account	GL Business Unit	Ledger Type	GL Account
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

In addition:

- 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 revalued in the base currency of the general ledger account in the Book to Bank Reconciliation component. This may result in currency rounding errors.

- Run the Journal Generator and Journal Edit and Journal Post processes in PeopleSoft General Ledger.
- Generate General Ledger trial balances.

## The Book to Bank Reconciliation Process

Book to bank reconciliation is a process where bank-reported balances in the bank statement are compared against the system's general ledger balance for a specified fiscal period. This reconciliation process is generally performed as part of the periodic general ledger closing process (whether that closing process is daily, weekly, or monthly). The process is normally performed after you have posted all subsystem and general ledger transactions to the general ledger and run the trial balance. When a trial balance is run, it is expected that the book balance of a given account will reflect all posted transactions, both reconciled and unreconciled. Discrepancies between the bank statement balance and ledger balance may be due to the following:

- 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.

With the Book to Bank Reconciliation process, you make the appropriate adjustments (or timing differences) to make both balances match. Once the balances are matched, you confirm the statement as reconciled, and then continue with the general ledger closing process.

Transactions that have been reconciled through the Book to Bank Reconciliation process are considered final and are generally not reversed.

You also perform the Book to Bank Reconciliation process at a period's end to generate accurate reports. The reports list summary reconciliation information for a specific business unit, ledger, fiscal year, and fiscal period.

The Book to Bank Reconciliation process is used only with banks configured for the PeopleSoft Automatic or Semimanual reconciliation process, and you perform the Book to Bank Reconciliation process after the PeopleSoft Automatic or Semimanual reconciliation process is completed. It does not work with the PeopleSoft Manual Reconciliation process.

After running the PeopleSoft Automatic or Semimanual reconciliation process, select a bank statement as ready for book to bank reconciliation on the Book to Bank Statements page. This causes the system to change the statement readiness indicator to *Ready* on the Bank Statement Header table (BANK\_STMT\_HDR). You then use the Book to Bank Reconciliation page to search for bank statement balances to be compared against the general ledger balances. By using the Book to Bank Reconciliation Details page and its related pages, you can determine what transactions are included in the adjusted balance subtotals for the bank statement and general ledger, and you can reconcile these balances.

## A Technical Overview of Book to Bank Reconciliation Functionality

The book to bank reconciliation functionality integrates with PeopleSoft General Ledger, Payables, Receivables, and Treasury. In PeopleSoft applications, bank account activity is made up of journal lines, both detailed journal lines and summary journal lines. The Book to Bank Reconciliation process determines whether a journal line transaction (regardless of its system of origin) has been reconciled. If a transaction has not been reconciled, then it appears in the appropriate region of the Book to Bank Reconciliation Details page, categorized by type. Unreconciled system transactions (such as disbursement checks) appear on the bank side, while unreconciled bank transactions (such as deposits in transit) appear on the system side.

During the Book to Bank Reconciliation process, the system searches for all unreconciled (UNR) transactions that fall under the specified general ledger period end. This means the process includes any outstanding unreconciled bank transactions and adds them as adjustments to the general ledger adjusted balance total.

---

**Note.** The Book to Bank Reconciliation process leverages the period close end functionality of PeopleSoft General Ledger, which prevents posting of journal entries to a closed fiscal period. This means that transactions 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 posted to adjustment periods in the Book to Bank Reconciliation process. (You use PeopleSoft General Ledger to create adjustment period entries.)

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### See Also

*PeopleSoft General Ledger 8.8 PeopleBook*, “Managing Interim and Year-End Closing”

*PeopleSoft General Ledger 8.8 PeopleBook*, “Making General Ledger Journal Entries”

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## Performing Book to Bank Reconciliation

This section discusses how to:

- Select statements for book to bank reconciliation.
- Manage book to bank ready statements.
- Review book to bank reconciliation details.
- Edit payments in transit information.
- Edit deposits in transit information.
- Edit general ledger adjustments information.
- Edit general ledger balance information.
- Edit unbooked fees and interest information.
- Edit unbooked payment information.
- Edit unbooked deposit information.
- Edit bank adjustment information.
- Enter book to bank reconciliation comments.

## Pages Used to Perform Book to Bank Reconciliation

Page Name	Object Name	Navigation	Usage
Select Book to Bank Statements	BNK_BTBT_STMT_SEL	Banking, Reconcile Statements, Book to Bank Statements	Specify statements that are ready for book to bank reconciliation.
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 recalculate balances.
Book to Bank Reconciliation Details	BNK_BTBT_HDR	Click Details 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.
Payments in Transit	BNK_BTBT_DET_SEC	Click Payments in Transit 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_BTBT_DET_SEC	Click Deposits in Transit 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_BTBT_DET_SEC	Click GL Adjustments on the Book to Bank Reconciliation Details page.	Specify which general ledger adjustments to include in the bank adjustment subtotal amount.
Ledger Balance	BNK_BTBT_LED_SEC	Click Ledger Balance on the Book to Bank Reconciliation Details page.	View ledger balance and bank account ChartField information.
Unbooked Fees and Interest	BNK_BTBT_DET_SEC	Click Unbooked Fees and Interest 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 Unbooked Payments 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 Unbooked Deposits 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 Bank Adjustments on the Book to Bank Reconciliation Details page.	Specify which bank adjustments to include in the general ledger subtotal amount.

Page Name	Object Name	Navigation	Usage
Book to Bank Notes	BNK_BTBTB_FREEFORM	Click Book to Bank Notes 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 Report on the Book to Bank Reconciliation Details page.	Generate a report of your book to bank reconciliation activities for a bank statement.

## Selecting Statements for Book to Bank Reconciliation

Access the Select Book to Bank Statements page.

### Select Book to Bank Statements

Bank ID:

Account #:

Search

From Date:

Through Date:

Business Unit: US001

Base Currency: USD

Ledger: LOCAL

Bank Currency: USD

Available Accounting Periods							Customize   Find   View All	First 1 of 1 Last
Select	Fiscal Year	Accounting Period	Statement ID	Statement Date	Load Date and Time	Cycle Status		
<input checked="" type="checkbox"/>	2003	11	1	11/04/2003	11/04/03 10:49:07AM	Selected		

Select

Select Book to Bank Statements page

To select bank statements as ready for book to bank reconciliation:

1. Enter a Bank ID and Account # (account number).
2. Click Search.

The results appear in the Available Accounting Periods grid.

3. In the Select column, select the check box for statements ready for book to bank reconciliation, then click the Select button.

This causes the check boxes in the Select column to become unavailable.

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 used to obtain the closing balance from (this logic assumes that it is the last statement for the period).

The Cycle Status field displays the statement status in the overall reconciliation process:

- *Complete*: The statement has been loaded and all transactions have been reconciled.

- **Ready:** The statement has been loaded and reconciliation processes have been performed on the statement.

## Managing Book to Bank Ready Statements

Access the Book to Bank Reconciliation page.

### Book to Bank Reconciliation

Search Parameters

\*External Bank ID

121042882

\*Bank Account #

0741-256458

Bank Currency

USD

Business Unit

US001

Base Currency

USD

Primary Ledger

LOCAL

Fiscal Year

Accounting Period

Search

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
2003	11	1	11/04/2003	New	VP1	11/14/2003 11:51AM	Recalculate	

Book to Bank Reconciliation page

To manage bank statements marked as ready for book to bank reconciliation:

1. Enter an External Bank ID and Bank Account # (bank account number).

The specified bank ID determines the accounts available to you. You can narrow your search parameters by also entering values in the Fiscal Year and Accounting Period fields.

2. Click Search.

The results appear in the Available Accounting Periods grid.

3. Click Details to access the Book to Bank Reconciliation Details page, where you can review and reconcile balances.

4. Click Recalculate to recalculate balances on the Book to Bank Reconciliation page.

You can only recalculate from the main Book to Bank Reconciliation page. However, you can use this functionality only with statements of an *In Progress* status. For confirmed statements, the Recalculate link is not available.

This functionality performs two operations. First, it deletes any previously saved data. Second, it recalculates new balances using the original statement balance amounts with any added adjustment data in order to update any balance data that you changed on the Book to Bank Reconciliation Details page.










The Status field displays the status of the Book to Bank Reconciliation process for a bank account item, as derived from activity performed on the Book to Bank Reconciliations Details page.

Options are:

- **New:** Indicates the statement is new, and no adjustments have been saved.
- **In Progress:** Indicates some adjustment work has been saved, but the statement has not been confirmed.
- **Confirmed:** Indicates the statement has been finalized as confirmed.

## Reviewing Book to Bank Reconciliation Details

Access the Book to Bank Reconciliation Details page.

Book to Bank Reconciliation Details					
Reconciliation Parameters					
<b>External Bank ID</b> 121042882	<b>Bank Account #</b> 0741-256458	<b>Bank Currency</b> USD	<b>Business Unit</b> US001	<b>Base Currency</b> USD	<b>Statement ID</b> 1
<b>Primary Ledger</b> LOCAL	<b>Fiscal Year</b> 2003	<b>Accounting Period</b> 11	<b>Begin Date</b> 11/01/2003	<b>End Date</b> 11/30/2003	<b>Statement Date</b> 11/04/2003
Reconciliation Data					
<b>Bank Statement Balance:</b>	0.00	<b>Ledger Balance:</b>	399.99		
<b>Payments in Transit:</b>	0.00		<b>Unbooked Fees and Interest:</b>	-62.00	
<b>Deposits in Transit:</b>	399.99		<b>Unbooked Payments:</b>	-451,020.30	
<b>GL Adjustments:</b>	-6,593,525.00		<b>Unbooked Deposits:</b>	-210,719.75	
			<b>Bank Adjustments:</b>	0.00	
<b>Bank Adjustments Subtotal:</b>	-6,593,125.01		<b>GL Adjustments Subtotal:</b>	-661,802.05	
<b>Total Adjusted Bank Balance:</b>	-6,593,125.01		<b>Total Adjusted Ledger Balance:</b>	-661,402.06	
<b>Book to Bank Difference:</b>	-5,931,722.95		<input type="button" value="Confirm"/> <input type="button" value="Report"/> <a href="#">Return to previous page</a>		
Book To Bank Status					
<b>Status:</b> In progress	<b>User ID:</b> VP1	<b>DateTime:</b> 11/14/2003 11:51AM			

Book to Bank Reconciliation Details page

### Reconciliation Data

#### Bank Statement Balance

Click to view currency revaluation information (when enabled). This is the Closing Balance (Statement Code 015) on the bank statement that falls within the displayed fiscal year and accounting period. The system displays this link when the bank account's base currency and the general ledger account base currencies are different.

#### Payments in Transit

Displays the total of all disbursements 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.

Click the Payments in Transit button to access the Payments in Transit page, where you can review transaction details.

#### Deposits in Transit

Displays the total of all the deposits booked into the system but not yet acknowledged by the bank. This amount increases the bank statement balance (bank adjustments subtotal).



	Click the Deposits in Transit button to access the Deposits in Transit page, where you can review transaction details.
<b>GL Adjustments</b> (general ledger adjustments)	<p>Displays the total of all unposted general ledger transactions that have a transaction date less than or equal to 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.</p>
<b>Revaluation Amount</b>	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 from General Ledger business unit's base currency.
<b>Bank Adjustments Subtotal</b>	Displays the total of all unposted bank transactions that exist in the bank statement but not in the system, and which have a transaction date less than or equal to the general ledger period end date.
<b>Total Adjusted Bank Balance</b>	Displays the sum of the values in the Bank Statement Balance and the Bank Adjusted Subtotal fields.
<b>Ledger Balance</b>	<p>Displays the system side 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 transaction details.</p>
<b>Unbooked Fees and Interest</b>	<p>Displays the total of all bank transactions not yet booked in the system, and which have transaction dates equal to or less than 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>
<b>Unbooked Payments</b>	<p>Displays the total of all unposted disbursements that exist in the bank statement but not in the system, and which have transaction dates equal to or less than the bank cut off date statement date.</p> <p>Click the Unbooked Payments button to access the Unbooked Payments page, where you can review transaction details.</p>
<b>Unbooked Deposits</b>	<p>Displays the total of all unposted deposits that exist in the bank statement but not in the system, and which have transaction dates equal to or less than the bank statement date.</p> <p>Click the Unbooked Deposits button to access the Unbooked Deposits page, where you can review transaction details.</p>
<b>Bank Adjustments</b>	<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"> <li>Any unreconciled bank statement transaction that has a Bank Adjustment (BA) reconciliation transaction code.</li> <li>Any unreconciled bank statement transaction that is not categorized in the Unbooked Fees and Interest, Unbooked Payments, or Unbooked Deposits totals.</li> </ul>

	Click the Bank Adjustments button to access the Bank Adjustments page, where you can review transaction details.
<b>GL Adjustments Subtotal</b> (general ledger adjustments subtotal)	Displays the total of the values in the Unbooked Fees and Interest, Unbooked Payments, Unbooked Deposits, and Bank Adjustments fields.
<b>Total Adjusted Ledger Balance</b>	Displays the sum of the values in the Ledger Balance and GL Adjustments Subtotal fields.
<b>Book to Bank Difference</b>	Displays the sum of the values in the Total Adjusted Bank Balance and Total Adjusted Ledger Balance fields.  Click the Book to Bank Notes button to access the Book to Bank Notes page, where you can review transaction details.
<b>Confirm</b>	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 read <i>Confirmed</i> . This prevents other users from editing this particular reconciled statement. <hr/> <b>Note.</b> You should carefully analyze your book to bank reconciliation results before confirming a statement. Confirmed statements cannot be reversed. <hr/>
<b>Report</b>	Click to generate the Book to Bank Reconciliation report.
<b>Return to previous page</b>	Click to access the Book to Bank Reconcile page.

## Editing Payments in Transit Information

Access the Payments in Transit page.

<b>Select</b>	Transactions are automatically selected. Clear this check box to exclude a specific transaction from the subtotal amount (which appears on the Book to Bank Reconciliation Details page) and from the book to bank reconciliation calculations.
<b>Reference</b>	Displays the reference number that is assigned by the bank.
<b>Tran Date</b> (transaction date)	Displays the date that the payment was recorded by the bank.
<b>Base Amount</b>	Displays the amount calculated in the base currency.
<b>Bank Amount</b>	Displays the amount calculated in the bank currency.

## Editing Deposits in Transit Information

Access the Deposits in Transit page.

## **Editing General Ledger Adjustment Information**

Access the GL Adjustments page.

## **Editing General Ledger Balance Information**

Access the Ledger Balance page.

### **See Also**

*PeopleSoft General Ledger 8.8 PeopleBook*, “Reviewing Financial Information,” Inquiry Overview

*PeopleSoft General Ledger 8.8 PeopleBook*, “Reviewing Financial Information,”  
Viewing Ledger Summary Balances

## **Editing Unbooked Fees and Interest Information**

Access the Unbooked Fees and Interest page.

## **Editing Unbooked Payment Information**

Access the Unbooked Payments page.

## **Editing Unbooked Deposit Information**

Access the Unbooked Deposit page.

## **Editing Bank Adjustment Information**

Access the Bank Adjustments page.

## **Entering Book to Bank Reconciliation Comments**

Access the Book to Bank Notes page.

Enter any notes or comments about this specific book to bank reconciliation in the Notes region.



## CHAPTER 13

# Managing Letters of Credit and Collateral

This chapter provides an overview of letters of credit and collateral items, lists prerequisite tasks, and discusses how to:

- Enter and amend letters of credit.
- Manage letters of credit.
- Create and search collateral items.

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## 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.

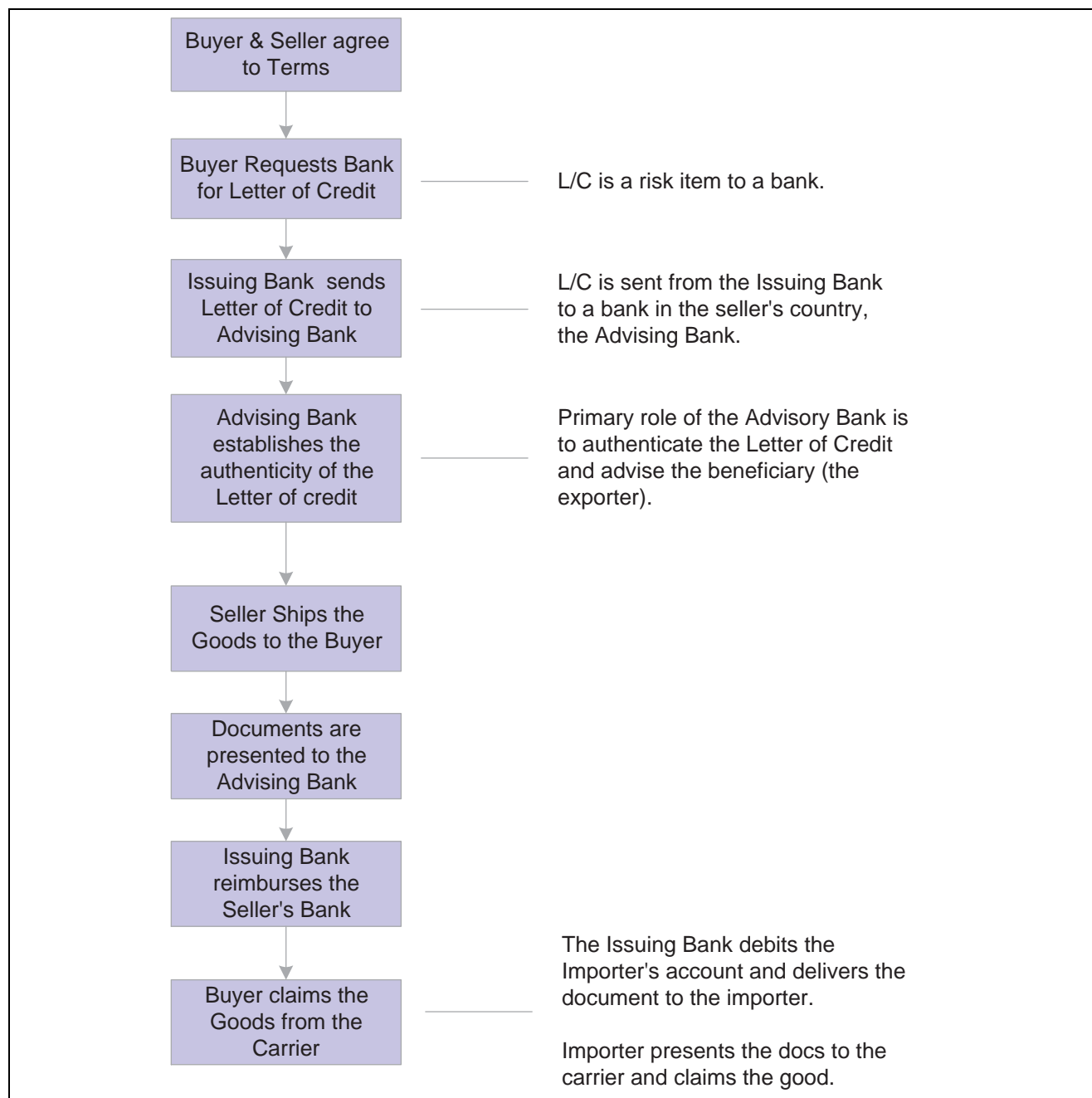
Letters of credit are also used as part of exchange control or import control regimes operating in the buyer's country.

## 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.



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**

Reference number that the issuing bank gives to a letter of credit.

<b>Last Shipment</b>	This is the latest date on which transportation for the goods that are described in the letter of credit can arrive at the final destination.
<b>L/C Type</b>	Indicates the kind of letter of credit that a bank issued. Values are: <i>Back to Back</i> , <i>Deferred Payment</i> , <i>Government</i> , <i>Other</i> , <i>Red Clause</i> , <i>Revolving</i> , <i>Standby</i> , <i>Transferable</i> , or <i>Traveler's</i> .
<b>Letter of Credit Status</b>	<p>Select a value:</p> <p><i>Cancelled</i>: One or both parties have canceled the letter of credit.</p> <p><i>Expired</i>: The letter of credit is expired.</p> <p><i>Incorporated into Another L/C</i>: The letter of credit is incorporated into another letter of credit.</p> <p><i>Open</i>: The letter of credit is open and active.</p> <p><i>Open But Past Expiration</i>: The letter of credit is past the expiration date, but is still open by agreement between both parties.</p> <p><i>Request Made to Issuing Bank</i>: The letter of credit has been requested by the buyer to their bank.</p> <p><i>Requested By Internal Unit</i>: An internal unit has requested the letter of credit.</p>
<b>Container Shipment, Partial Shipment, Air Shipment, and Transshipment</b>	For all shipment fields, indicate the allowable transportation methods. Values are: <i>Not Permit</i> (not permitted), <i>Permitted</i> , or <i>Required</i> .
<b>Advise By</b>	Specify either <i>Air &amp; Cable</i> (air and cable), <i>Airmail</i> , <i>Cable</i> , <i>Fax</i> , <i>Telex</i> , or <i>Wires</i> .
<b>Letter of Credit Document</b>	<p>Select a value:</p> <p><i>Air Insurance</i>: Insurance for shipping goods by air.</p> <p><i>Airway Bill</i>: Bill of lading for shipping goods by air.</p> <p><i>Bill of Lading</i>: Generic bill of lading for any shipping purpose.</p> <p><i>Certificate of Origin</i>: Document certifying a good's country of origin.</p> <p><i>Commercial Invoice</i>: A commercial invoice.</p> <p><i>Customs Documents</i>: Document for processing goods through a country's custom agency.</p> <p><i>Marine Insurance</i>: Insurance for shipping overseas.</p> <p><i>Ocean Bill of Lading</i>: Bill of lading for shipping goods overseas.</p> <p><i>Railroad Bill of Lading</i>: Bill of lading for shipping goods by rail.</p> <p><i>Special Customs Invoice</i>: A special customs invoice.</p> <p><i>Truck Bill of Lading</i>: Bill of lading for shipping goods by truck.</p> <p><i>War Risk Insurance</i>: Insurance for shipping goods through areas of war or political unrest.</p>

---

## 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	Object 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"> <li>Banking, Letters of Credit, L/C for Import, General Information</li> <li>Banking, Letters of Credit, L/C for Export, General Information</li> </ul>	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"> <li>Banking, Letters of Credit, L/C for Import, Description</li> <li>Banking, Letters of Credit, L/C for Export, Description</li> </ul>	Capture special instructions and other qualitative data about letters of credit or business situations using them.
L/C for Import - Documents,, L/C for Export - Documents	LC_INFODOCS	<ul style="list-style-type: none"> <li>Banking, Letters of Credit, L/C for Import, Documents</li> <li>Banking, Letters of Credit, L/C for Export, Documents</li> </ul>	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"> <li>Banking, Letters of Credit, L/C for Import, Amendments</li> <li>Banking, Letters of Credit, L/C for Export, Amendments</li> </ul>	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.

Import Information		General Information		Description		Documents		Amendments	
Unit:	US001	L/C ID:	T3IMPLC1						
<b>Our Letter of Credit</b>									
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				
<b>Vendor</b>									
Vendor SetID:	SHARE	Vendor:	USA0000001	Bay Area Electric					
Vendor Location:	1	Seq Nbr:							
<b>Status History</b> <a href="#">Customize</a>   <a href="#">Find</a>   <a href="#">View All</a>   <a href="#">First</a>   1 of 2   <a href="#">Last</a>									
<b>Letter of Credit Status</b>			*Status Date						
Open			06/01/2000	<a href="#">+</a> <a href="#">-</a>					

Import Information page

## Import Letter of Credit

**AP Business Unit** Enter the PeopleSoft 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 (order management) Unit** Enter the order management business unit.

## See Also

*PeopleSoft Cash Management 8.8 PeopleBook*, “Managing Fees and Account Analysis,” Creating Fee Entries

## Entering General Information

Access the General Information page.

Import Information

General Information

Description

Documents

Amendments

Unit:

US001

L/C ID:

T3IMPLC1

Bank L/C #:

00000000021

Transportation

Container Shipment:

Not Permit

Air Shipment:

Not Permit

Transshipment:

Not Permit

Partial Shipment:

Not Permit

Advise By:

Airmail

Other Features

☐ Extendable Contract

☐ Revocable

☐ Credit Confirmed

PeopleSoft References

PO Number:

0000000010

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 Special Instructions

Access the Description page.

Enter any notes or instructions for the letter of credit in the Summary Notes and Special Instructions fields.

Entering Related Documentation Information

Access the Documents page.

Import Information

General Information

Description

Documents

Amendments

Unit:

US001

L/C ID:

T3IMPLC1

Bank L/C #:

00000000021

Document Tracking

Customize

Find

View All

First

1 of 1

Last

Letter of Credit Document	Copies	Required	Submitted	Approval Status	Approval Date		
Ocean Bill of Lading	5	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Pending			

Documents page

Select a Letter of Credit Document type and enter general tracking information. Select the appropriate checkboxes 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.

Import Information	General Information	Description	Documents	<b>Amendments</b>		
<b>Unit:</b>	US001	<b>L/C ID:</b>	T3IMPLC1	<b>Bank L/C #:</b> 00000000021		
<b>Amendment History</b>				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.

<b>Amended</b>	Enter the amended field name.
<b>Before</b>	Enter the original field value prior to amendment.
<b>After</b>	Enter the amended field value.
<b>Date</b>	Enter the amendment approval date.

## Managing Letters of Credit

This section discusses how to view summary information and manage letters of credit information.

### Pages Used to Manage Letters of Credit

Page Name	Object 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.

Enter search parameters and click Search. All applicable results display in the Letters of Credit Summary grid.

<b>L/C ID</b>	Click to access the specified letter of credit.
<b>Add Import L/C</b>	Click to access the Import L/C page and add an import letter of credit.

**Add Export L/C**

Click to access the Export L/C page and add an export letter of credit.

---

## Understanding Collateral Items

Use collateral items to:

- Create collateral items.

A number of deal types, such as repossessions (“repos”), long term swaps, letters of credit, and risky loans to certain countries, involve the provision of collateral (cash, securities, guarantees or other contingent support) to reduce the counterparty’s credit or other risks.

- Manage collateral items.

The provision of collateral is an inherent part of these transactions, and the collateral needs to be entered, settled, tracked and accounted for correctly.

### See Also

*PeopleSoft Deal Management 8.8 PeopleBook*, “Capturing Deals and Trade Tickets”

*PeopleSoft Deal Management 8.8 PeopleBook*, “Creating Securities”

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## Creating and Searching Collateral Items

This section discusses how to:

- Create collateral items.
- Search collateral items.
- Specify default search preferences.

## Pages Used to Create and Search Collateral Items

Page Name	Object Name	Navigation	Usage
Collateral	TR_COLL_HDR	Deal Management, Collateral Details, Collateral	Set up a deal as collateral. Added collateral appears on the Collateral Summary page.
Collateral Summary	TR_COLL_SEARCH	Deal Management, Collateral, Collateral Summary	Work from a centralized location with items pledged as collateral.
Collateral Search Preferences	TR_COLL_SRCH_PREF	Click Preferences on the Collateral Search Preferences page.	Specify default search preferences for collateral items. The system saves these preferences to a specific User ID, and automatically displays the default preferences in the Collateral Summary page search region when the User ID is active.

## Creating a Collateral Item

Access the Collateral page.

**Collateral**

Unit: US001      Collateral ID: NEXT

---

Reference #: MORGANSTERN\_000089235

\*Description:

\*Amount: 1,000,000.00    \*Currency: USD    Held By: Treasury    Counterparty: SPBNK

\*Initial Fair Value: 1,000,000.00    \*FV Currency: USD    As Of: 11/14/2003    Security ID: 912795LF6

Market Value: 1,000,000.00      Market Value As Of Date: 11/14/2003

**Pledged Item Details**      Customize | Find | View All | First 1 of 1 Last

Pledged To    Details

Item Type	Src BU	Pledged to	% Pledged	Amount	Description
Deal	US001	STL6	20	200000.	

Collateral page

**Held by**      Select a value: *Customer*, *EuroBroker*, *Other*, or *Treasury*.

**Pledged to**

**Item Type and Pledged to**      Select *Deal*, *L/C* (letter of credit), or *Other* and enter the pledged to reference number.

**% Pledged** (percent pledged) When you enter the percent pledged, the system automatically populates the Amount field with the percentage amount pledged.

**Details**

**Market Value** The system automatically populates this field with the calculated amount value.

**Allocated** Date that the collateral is removed from free inventory, or segregated.

**Expect Release** Date that the collateral is released back into free inventory, or unsegregated.

**Searching Collateral Items**

Access the Collateral Summary page.

Enter search parameters and click Search. All applicable results display in the Collateral Summary grid.

**Collateral ID** Click to access the specified collateral.

**Add Collateral** Click to access the Collateral page and create a new collateral item.

**Specifying Default Search Preferences**

Access the Collateral Search Preferences page.





## APPENDIX A

# Delivered Workflows for PeopleSoft Banks Setup and Processing

This appendix discusses delivered workflows for PeopleSoft Banks and Processing.

### See Also

*PeopleTools PeopleBook: PeopleSoft Workflow*

*PeopleTools PeopleBook: Using PeopleSoft Applications*

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## Delivered Workflows for PeopleSoft Banks and Setup

This section discusses PeopleSoft Banks workflows. The workflows are listed alphabetically by workflow name.

### Exceptions

This section discusses the Exceptions workflow.

#### Description

<b>Event Description</b>	When you run the Reconciliations Exceptions process (TR_RECON_EXC) from the Recon Exceptions page (TR_AE_RUNCNTL).
<b>Action Description</b>	Routes names of exception items to an assigned user's worklist for review.
<b>Notification Method</b>	Worklist
<b>Active or Inactive</b>	Active

#### Workflow Objects

<b>Approval Rule Set</b>	None
<b>Business Process</b>	Processing Bank Statements (TR_PROCESS_BANK_STATEMENT)
<b>Activity Guide</b>	Auto Bank Acct Reconciliation
<b>Role</b>	None
<b>Target View Page</b>	Recon Exceptions page (TR_BNK_EXCP)

## Facility Review

This section discusses the Facility Review workflow.

### Description

<b>Event Description</b>	When you run the Monitor Expiring Facilities process (TR_FCLTY_RVW) from the Schedule Facilities Review page (TR_AE_RUNCNTL).
<b>Action Description</b>	Routes names of expiring facilities to an assigned user, through worklist or email.
<b>Notification Method</b>	Worklist Email
<b>Active or Inactive</b>	Active

### Workflow Objects

<b>Approval Rule Set</b>	None
<b>Business Process</b>	Managing Banks and Counterparties (TR_MANAGE_BANKS_COUNTERPARTIES)
<b>Activity Guide</b>	Monitor Counterprty Facilities
<b>Role</b>	None

## APPENDIX B

# Bank Reconciliation Reports

This appendix provides an overview of PeopleSoft bank reconciliation feature reports and enables you to view a summary table of all reports.

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**Note.** For samples of these reports, see the PDF fields that are published on CD-ROM with your documentation.

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### See Also

*PeopleTools PeopleBook: PeopleSoft Process Scheduler*

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## Bank Reconciliation Reports: A to Z

This table lists all of the reports that are provided with the PeopleSoft bank reconciliation feature, sorted alphanumerically by report ID. If you need more information about a report, click the link to navigate to information about the process where the report is used.

Report ID and Report Name	Description	Navigation	Run Control Page
FIN0056 Bank Account Listing	Lists bank accounts by setID. For each account, it displays a description and the account type. (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"><li>Banking, Bank Statements, Review Bank Statement</li><li>Banking, Reconcile Statements, Automatic Reconciliation, select <i>Register</i> in the Reports: field.</li></ul>	BNK_RCN_STMT_GEN, BNK_RCN_CYC_STSA
FIN3001 Auto Recon Exception	Lists exceptions encountered during an automatic reconciliation. It identifies differences between the bank and system transactions. (Crystal)  <u>See Chapter 11, “Resolving Reconciliation Exceptions,” page 171.</u>	Banking, Reconcile Statements, Automatic Reconciliation, select <i>Exceptions</i> in the Reports: field.	BNK_RCN_CYC_STSA

Report ID and Report Name	Description	Navigation	Run Control Page
FIN3002 Auto Recon Errors	Lists errors encountered during an automatic reconciliation. (Crystal)  See <a href="#">Chapter 11, “Resolving Reconciliation Exceptions,” page 171.</a>	Banking, Reconcile Statements, Automatic Reconciliation, select <i>Errors</i> in the Reports: field.	BNK_RCN_CYC_STSA
FIN3004 Account Register	Lists reconciled or unreconciled transactions. (Crystal)	Banking, Reports, Account Register	RUN_FIN3004, BNK_RCN_CYC_STSA
FIN4004 Account Register	Lists reconciled or unreconciled transactions. (Crystal)	<ul style="list-style-type: none"> <li>Banking, Reconcile Statements, Schedule ID Reconciliation, click Account Register Report.</li> <li>Banking, Reconcile Statements, Reverse Schedule ID Recon, click Account Register Report.</li> <li>Banking, Analyzing Exceptions, Transactions by Account, click Register Report.</li> <li>Banking, Reconcile Statements, Manual Reconciliation, select <i>Register</i> in the Reports: field.</li> </ul>	BNK_RCN_MAN_TRE, BNK_RCN_ALL_GEN, BNK_RCN_MAN_GEN
TRC1010 Settlement Instructions	Lists settlement instructions for specified SetID and Instruction values. (Crystal)	Banking, Reports, Settlement Instructions	RUN_TRC1010
TRC4090 Book to Bank Reconciliation	Displays comprehensive book to bank reconciliation information for a specific bank, account, and statement ID. Shows balance totals categorized by transaction type. (Crystal)  See <a href="#">Chapter 12, “Performing Book to Bank Reconciliation,” Reviewing Book to Bank Reconciliation Details, page 186.</a>	Banking, Reconcile Statements, Book to Bank Reconciliation  Click Details on the Book to Bank Reconciliation page. Click Report on the Book to Bank Reconciliation Details page.	RUN_TRC4090

# Glossary of PeopleSoft Terms

<b>absence entitlement</b>	This element defines rules for granting paid time off for valid absences, such as sick time, vacation, and maternity leave. An absence entitlement element defines the entitlement amount, frequency, and entitlement period.
<b>absence take</b>	This element defines the conditions that must be met before a payee is entitled to take paid time off.
<b>accounting class</b>	In PeopleSoft Enterprise Performance Management, the accounting class defines how a resource is treated for generally accepted accounting practices. The Inventory class indicates whether a resource becomes part of a balance sheet account, such as inventory or fixed assets, while the Non-inventory class indicates that the resource is treated as an expense of the period during which it occurs.
<b>accounting date</b>	The accounting date indicates when a transaction is recognized, as opposed to the date the transaction actually occurred. The accounting date and transaction date can be the same. The accounting date determines the period in the general ledger to which the transaction is to be posted. You can only select an accounting date that falls within an open period in the ledger to which you are posting. The accounting date for an item is normally the invoice date.
<b>accounting split</b>	The accounting split method indicates how expenses are allocated or divided among one or more sets of accounting ChartFields.
<b>accumulator</b>	You use an accumulator to store cumulative values of defined items as they are processed. You can accumulate a single value over time or multiple values over time. For example, an accumulator could consist of all voluntary deductions, or all company deductions, enabling you to accumulate amounts. It allows total flexibility for time periods and values accumulated.
<b>action reason</b>	The reason an employee's job or employment information is updated. The action reason is entered in two parts: a personnel action, such as a promotion, termination, or change from one pay group to another—and a reason for that action. Action reasons are used by PeopleSoft Human Resources, PeopleSoft Benefits Administration, PeopleSoft Stock Administration, and the COBRA Administration feature of the Base Benefits business process.
<b>action template</b>	In PeopleSoft Receivables, outlines a set of escalating actions that the system or user performs based on the period of time that a customer or item has been in an action plan for a specific condition.
<b>activity</b>	<p>In PeopleSoft Enterprise Learning Management, an instance of a catalog item (sometimes called a class) that is available for enrollment. The activity defines such things as the costs that are associated with the offering, enrollment limits and deadlines, and waitlisting capacities.</p> <p>In PeopleSoft Enterprise Performance Management, the work of an organization and the aggregation of actions that are used for activity-based costing.</p> <p>In PeopleSoft Project Costing, the unit of work that provides a further breakdown of projects—usually into specific tasks.</p> <p>In PeopleSoft Workflow, a specific transaction that you might need to perform in a business process. Because it consists of the steps that are used to perform a transaction, it is also known as a step map.</p>

<b>agreement</b>	In PeopleSoft eSettlements, provides a way to group and specify processing options, such as payment terms, pay from a bank, and notifications by a buyer and supplier location combination.
<b>allocation rule</b>	In PeopleSoft Enterprise Incentive Management, an expression within compensation plans that enables the system to assign transactions to nodes and participants. During transaction allocation, the allocation engine traverses the compensation structure from the current node to the root node, checking each node for plans that contain allocation rules.
<b>alternate account</b>	A feature in PeopleSoft General Ledger that enables you to create a statutory chart of accounts and enter statutory account transactions at the detail transaction level, as required for recording and reporting by some national governments.
<b>AR specialist</b>	Abbreviation for <i>receivables specialist</i> . In PeopleSoft Receivables, an individual in who tracks and resolves deductions and disputed items.
<b>arbitration plan</b>	In PeopleSoft Enterprise Pricer, defines how price rules are to be applied to the base price when the transaction is priced.
<b>assessment rule</b>	In PeopleSoft Receivables, a user-defined rule that the system uses to evaluate the condition of a customer's account or of individual items to determine whether to generate a follow-up action.
<b>asset class</b>	An asset group used for reporting purposes. It can be used in conjunction with the asset category to refine asset classification.
<b>attribute/value pair</b>	In PeopleSoft Directory Interface, relates the data that makes up an entry in the directory information tree.
<b>authentication server</b>	A server that is set up to verify users of the system.
<b>base time period</b>	In PeopleSoft Business Planning, the lowest level time period in a calendar.
<b>benchmark job</b>	In PeopleSoft Workforce Analytics, a benchmark job is a job code for which there is corresponding salary survey data from published, third-party sources.
<b>book</b>	In PeopleSoft Asset Management, used for storing financial and tax information, such as costs, depreciation attributes, and retirement information on assets.
<b>branch</b>	A tree node that rolls up to nodes above it in the hierarchy, as defined in PeopleSoft Tree Manager.
<b>budgetary account only</b>	An account used by the system only and not by users; this type of account does not accept transactions. You can only budget with this account. Formerly called "system-maintained account."
<b>budget check</b>	In commitment control, the processing of source transactions against control budget ledgers, to see if they pass, fail, or pass with a warning.
<b>budget control</b>	In commitment control, budget control ensures that commitments and expenditures don't exceed budgets. It enables you to track transactions against corresponding budgets and terminate a document's cycle if the defined budget conditions are not met. For example, you can prevent a purchase order from being dispatched to a vendor if there are insufficient funds in the related budget to support it.
<b>budget period</b>	The interval of time (such as 12 months or 4 quarters) into which a period is divided for budgetary and reporting purposes. The ChartField allows maximum flexibility to define operational accounting time periods without restriction to only one calendar.
<b>business event</b>	In PeopleSoft Receivables, defines the processing characteristics for the Receivable Update process for a draft activity.

	In PeopleSoft Sales Incentive Management, an original business transaction or activity that may justify the creation of a PeopleSoft Enterprise Incentive Management event (a sale, for example).
<b>business unit</b>	A corporation or a subset of a corporation that is independent with regard to one or more operational or accounting functions.
<b>buyer</b>	In PeopleSoft eSettlements, an organization (or business unit, as opposed to an individual) that transacts with suppliers (vendors) within the system. A buyer creates payments for purchases that are made in the system.
<b>catalog item</b>	In PeopleSoft Enterprise Learning Management, a specific topic that a learner can study and have tracked. For example, "Introduction to Microsoft Word." A catalog item contains general information about the topic and includes a course code, description, categorization, keywords, and delivery methods. A catalog item can have one or more learning activities.
<b>catalog map</b>	In PeopleSoft Catalog Management, translates values from the catalog source data to the format of the company's catalog.
<b>catalog partner</b>	In PeopleSoft Catalog Management, shares responsibility with the enterprise catalog manager for maintaining catalog content.
<b>categorization</b>	Associates partner offerings with catalog offerings and groups them into enterprise catalog categories.
<b>channel</b>	In PeopleSoft MultiChannel Framework, email, chat, voice (computer telephone integration [CTI]), or a generic event.
<b>ChartField</b>	A field that stores a chart of accounts, resources, and so on, depending on the PeopleSoft application. ChartField values represent individual account numbers, department codes, and so forth.
<b>ChartField balancing</b>	You can require specific ChartFields to match up (balance) on the debit and the credit side of a transaction.
<b>ChartField combination edit</b>	The process of editing journal lines for valid ChartField combinations based on user-defined rules.
<b>ChartKey</b>	One or more fields that uniquely identify each row in a table. Some tables contain only one field as the key, while others require a combination.
<b>checkbook</b>	In PeopleSoft Promotions Management, enables you to view financial data (such as planned, incurred, and actual amounts) that is related to funds and trade promotions.
<b>Class ChartField</b>	A ChartField value that identifies a unique appropriation budget key when you combine it with a fund, department ID, and program code, as well as a budget period. Formerly called <i>sub-classification</i> .
<b>clone</b>	In PeopleCode, to make a unique copy. In contrast, to <i>copy</i> may mean making a new reference to an object, so if the underlying object is changed, both the copy and the original change.
<b>collection</b>	To make a set of documents available for searching in Verity, you must first create at least one collection. A collection is set of directories and files that allow search application users to use the Verity search engine to quickly find and display source documents that match search criteria. A collection is a set of statistics and pointers to the source documents, stored in a proprietary format on a file server. Because a collection can only store information for a single location, PeopleSoft maintains a set of collections (one per language code) for each search index object.

<b>collection rule</b>	In PeopleSoft Receivables, a user-defined rule that defines actions to take for a customer based on both the amount and the number of days past due for outstanding balances.
<b>compensation object</b>	In PeopleSoft Enterprise Incentive Management, a node within a compensation structure. Compensation objects are the building blocks that make up a compensation structure's hierarchical representation.
<b>compensation structure</b>	In PeopleSoft Enterprise Incentive Management, a hierarchical relationship of compensation objects that represents the compensation-related relationship between the objects.
<b>condition</b>	In PeopleSoft Receivables, occurs when there is a change of status for a customer's account, such as reaching a credit limit or exceeding a user-defined balance due.
<b>configuration parameter catalog</b>	Used to configure an external system with PeopleSoft. For example, a configuration parameter catalog might set up configuration and communication parameters for an external server.
<b>configuration plan</b>	In PeopleSoft Enterprise Incentive Management, configuration plans hold allocation information for common variables (not incentive rules) and are attached to a node without a participant. Configuration plans are not processed by transactions.
<b>content reference</b>	Content references are pointers to content registered in the portal registry. These are typically either URLs or iScripts. Content references fall into three categories: target content, templates, and template pagelets.
<b>context</b>	<p>In PeopleCode, determines which buffer fields can be contextually referenced and which is the current row of data on each scroll level when a PeopleCode program is running.</p> <p>In PeopleSoft Enterprise Incentive Management, a mechanism that is used to determine the scope of a processing run. PeopleSoft Enterprise Incentive Management uses three types of context: plan, period, and run-level.</p>
<b>control table</b>	Stores information that controls the processing of an application. This type of processing might be consistent throughout an organization, or it might be used only by portions of the organization for more limited sharing of data.
<b>cost profile</b>	A combination of a receipt cost method, a cost flow, and a deplete cost method. A profile is associated with a cost book and determines how items in that book are valued, as well as how the material movement of the item is valued for the book.
<b>cost row</b>	A cost transaction and amount for a set of ChartFields.
<b>current learning</b>	In PeopleSoft Enterprise Learning Management, a self-service repository for all of a learner's in-progress learning activities and programs.
<b>data acquisition</b>	In PeopleSoft Enterprise Incentive Management, the process during which raw business transactions are acquired from external source systems and fed into the operational data store (ODS).
<b>data elements</b>	<p>Data elements, at their simplest level, define a subset of data and the rules by which to group them.</p> <p>For Workforce Analytics, data elements are rules that tell the system what measures to retrieve about your workforce groups.</p>
<b>dataset</b>	A data grouping that enables role-based filtering and distribution of data. You can limit the range and quantity of data that is displayed for a user by associating dataset rules with user roles. The result of dataset rules is a set of data that is appropriate for the user's roles.



<b>delivery method</b>	<p>In PeopleSoft Enterprise Learning Management, identifies the primary type of delivery method in which a particular learning activity is offered. Also provides default values for the learning activity, such as cost and language. This is primarily used to help learners search the catalog for the type of delivery from which they learn best. Because PeopleSoft Enterprise Learning Management is a blended learning system, it does not enforce the delivery method.</p> <p>In PeopleSoft Supply Chain Management, identifies the method by which goods are shipped to their destinations (such as truck, air, rail, and so on). The delivery method is specified when creating shipment schedules.</p>
<b>delivery method type</b>	In PeopleSoft Enterprise Learning Management, identifies how learning activities can be delivered—for example, through online learning, classroom instruction, seminars, books, and so forth—in an organization. The type determines whether the delivery method includes scheduled components.
<b>directory information tree</b>	In PeopleSoft Directory Interface, the representation of a directory's hierarchical structure.
<b>document sequencing</b>	A flexible method that sequentially numbers the financial transactions (for example, bills, purchase orders, invoices, and payments) in the system for statutory reporting and for tracking commercial transaction activity.
<b>dynamic detail tree</b>	A tree that takes its detail values—dynamic details—directly from a table in the database, rather than from a range of values that are entered by the user.
<b>edit table</b>	A table in the database that has its own record definition, such as the Department table. As fields are entered into a PeopleSoft application, they can be validated against an edit table to ensure data integrity throughout the system.
<b>effective date</b>	A method of dating information in PeopleSoft applications. You can predate information to add historical data to your system, or postdate information in order to enter it before it actually goes into effect. By using effective dates, you don't delete values; you enter a new value with a current effective date.
<b>EIM ledger</b>	Abbreviation for <i>Enterprise Incentive Management ledger</i> . In PeopleSoft Enterprise Incentive Management, an object to handle incremental result gathering within the scope of a participant. The ledger captures a result set with all of the appropriate traces to the data origin and to the processing steps of which it is a result.
<b>elimination set</b>	In PeopleSoft General Ledger, a related group of intercompany accounts that is processed during consolidations.
<b>entry event</b>	In PeopleSoft General Ledger, Receivables, Payables, Purchasing, and Billing, a business process that generates multiple debits and credits resulting from single transactions to produce standard, supplemental accounting entries.
<b>equitization</b>	In PeopleSoft General Ledger, a business process that enables parent companies to calculate the net income of subsidiaries on a monthly basis and adjust that amount to increase the investment amount and equity income amount before performing consolidations.
<b>event</b>	<p>A predefined point either in the Component Processor flow or in the program flow. As each point is encountered, the event activates each component, triggering any PeopleCode program that is associated with that component and that event. Examples of events are FieldChange, SavePreChange, and RowDelete.</p> <p>In PeopleSoft Human Resources, also refers to an incident that affects benefits eligibility.</p>
<b>event propagation process</b>	In PeopleSoft Sales Incentive Management, a process that determines, through logic, the propagation of an original PeopleSoft Enterprise Incentive Management event and creates a derivative (duplicate) of the original event to be processed by other objects.

	Sales Incentive Management uses this mechanism to implement splits, roll-ups, and so on. Event propagation determines who receives the credit.
<b>exception</b>	In PeopleSoft Receivables, an item that either is a deduction or is in dispute.
<b>exclusive pricing</b>	In PeopleSoft Order Management, a type of arbitration plan that is associated with a price rule. Exclusive pricing is used to price sales order transactions.
<b>fact</b>	In PeopleSoft applications, facts are numeric data values from fields from a source database as well as an analytic application. A fact can be anything you want to measure your business by, for example, revenue, actual, budget data, or sales numbers. A fact is stored on a fact table.
<b>forecast item</b>	A logical entity with a unique set of descriptive demand and forecast data that is used as the basis to forecast demand. You create forecast items for a wide range of uses, but they ultimately represent things that you buy, sell, or use in your organization and for which you require a predictable usage.
<b>fund</b>	In PeopleSoft Promotions Management, a budget that can be used to fund promotional activity. There are four funding methods: top down, fixed accrual, rolling accrual, and zero-based accrual.
<b>generic process type</b>	In PeopleSoft Process Scheduler, process types are identified by a generic process type. For example, the generic process type SQR includes all SQR process types, such as SQR process and SQR report.
<b>group</b>	In PeopleSoft Billing and Receivables, a posting entity that comprises one or more transactions (items, deposits, payments, transfers, matches, or write-offs).  In PeopleSoft Human Resources Management and Supply Chain Management, any set of records that are associated under a single name or variable to run calculations in PeopleSoft business processes. In PeopleSoft Time and Labor, for example, employees are placed in groups for time reporting purposes.
<b>incentive object</b>	In PeopleSoft Enterprise Incentive Management, the incentive-related objects that define and support the PeopleSoft Enterprise Incentive Management calculation process and results, such as plan templates, plans, results data, user interaction objects, and so on.
<b>incentive rule</b>	In PeopleSoft Sales Incentive Management, the commands that act on transactions and turn them into compensation. A rule is one part in the process of turning a transaction into compensation.
<b>incur</b>	In PeopleSoft Promotions Management, to become liable for a promotional payment. In other words, you owe that amount to a customer for promotional activities.
<b>item</b>	In PeopleSoft Inventory, a tangible commodity that is stored in a business unit (shipped from a warehouse).  In PeopleSoft Demand Planning, Inventory Policy Planning, and Supply Planning, a noninventory item that is designated as being used for planning purposes only. It can represent a family or group of inventory items. It can have a planning bill of material (BOM) or planning routing, and it can exist as a component on a planning BOM. A planning item cannot be specified on a production or engineering BOM or routing, and it cannot be used as a component in a production. The quantity on hand will never be maintained.
<b>KPI</b>	In PeopleSoft Receivables, an individual receivable. An item can be an invoice, a credit memo, a debit memo, a write-off, or an adjustment.  An abbreviation for <i>key performance indicator</i> . A high-level measurement of how well an organization is doing in achieving critical success factors. This defines the data value or calculation upon which an assessment is determined.

<b>LDIF file</b>	Abbreviation for <i>Lightweight Directory Access Protocol (LDAP) Data Interchange Format file</i> . Contains discrepancies between PeopleSoft data and directory data.
<b>learner group</b>	In PeopleSoft Enterprise Learning Management, a group of learners who are linked to the same learning environment. Members of the learner group can share the same attributes, such as the same department or job code. Learner groups are used to control access to and enrollment in learning activities and programs. They are also used to perform group enrollments and mass enrollments in the back office.
<b>learning components</b>	In PeopleSoft Enterprise Learning Management, the foundational building blocks of learning activities. PeopleSoft Enterprise Learning Management supports six basic types of learning components: web-based, session, webcast, test, survey, and assignment. One or more of these learning component types compose a single learning activity.
<b>learning environment</b>	In PeopleSoft Enterprise Learning Management, identifies a set of categories and catalog items that can be made available to learner groups. Also defines the default values that are assigned to the learning activities and programs that are created within a particular learning environment. Learning environments provide a way to partition the catalog so that learners see only those items that are relevant to them.
<b>learning history</b>	In PeopleSoft Enterprise Learning Management, a self-service repository for all of a learner's completed learning activities and programs.
<b>ledger mapping</b>	You use ledger mapping to relate expense data from general ledger accounts to resource objects. Multiple ledger line items can be mapped to one or more resource IDs. You can also use ledger mapping to map dollar amounts (referred to as <i>rates</i> ) to business units. You can map the amounts in two different ways: an actual amount that represents actual costs of the accounting period, or a budgeted amount that can be used to calculate the capacity rates as well as budgeted model results. In PeopleSoft Enterprise Warehouse, you can map general ledger accounts to the EW Ledger table.
<b>library section</b>	In PeopleSoft Enterprise Incentive Management, a section that is defined in a plan (or template) and that is available for other plans to share. Changes to a library section are reflected in all plans that use it.
<b>linked section</b>	In PeopleSoft Enterprise Incentive Management, a section that is defined in a plan template but appears in a plan. Changes to linked sections propagate to plans using that section.
<b>linked variable</b>	In PeopleSoft Enterprise Incentive Management, a variable that is defined and maintained in a plan template and that also appears in a plan. Changes to linked variables propagate to plans using that variable.
<b>load</b>	In PeopleSoft Inventory, identifies a group of goods that are shipped together. Load management is a feature of PeopleSoft Inventory that is used to track the weight, the volume, and the destination of a shipment.
<b>local functionality</b>	In PeopleSoft HRMS, the set of information that is available for a specific country. You can access this information when you click the appropriate country flag in the global window, or when you access it by a local country menu.
<b>location</b>	Locations enable you to indicate the different types of addresses—for a company, for example, one address to receive bills, another for shipping, a third for postal deliveries, and a separate street address. Each address has a different location number. The primary location—indicated by a <i>1</i> —is the address you use most often and may be different from the main address.
<b>logistical task</b>	In PeopleSoft Services Procurement, an administrative task that is related to hiring a service provider. Logistical tasks are linked to the service type on the work order so that different types of services can have different logistical tasks. Logistical tasks include both preapproval tasks (such as assigning a new badge or ordering a new

	laptop) and postapproval tasks (such as scheduling orientation or setting up the service provider email). The logistical tasks can be mandatory or optional. Mandatory preapproval tasks must be completed before the work order is approved. Mandatory postapproval tasks, on the other hand, must be completed before a work order is released to a service provider.
<b>market template</b>	In PeopleSoft Enterprise Incentive Management, additional functionality that is specific to a given market or industry and is built on top of a product category.
<b>match group</b>	In PeopleSoft Receivables, a group of receivables items and matching offset items. The system creates match groups by using user-defined matching criteria for selected field values.
<b>MCF server</b>	Abbreviation for <i>PeopleSoft MultiChannel Framework server</i> . Comprises the universal queue server and the MCF log server. Both processes are started when <i>MCF Servers</i> is selected in an application server domain configuration.
<b>merchandising activity</b>	In PeopleSoft Promotions Management, a specific discount type that is associated with a trade promotion (such as off-invoice, billback or rebate, or lump-sum payment) that defines the performance that is required to receive the discount. In the industry, you may know this as an offer, a discount, a merchandising event, an event, or a tactic.
<b>meta-SQL</b>	Meta-SQL constructs expand into platform-specific Structured Query Language (SQL) substrings. They are used in functions that pass SQL strings, such as in SQL objects, the SQLExec function, and PeopleSoft Application Engine programs.
<b>metastring</b>	Metastings are special expressions included in SQL string literals. The metastings, prefixed with a percent (%) symbol, are included directly in the string literals. They expand at run time into an appropriate substring for the current database platform.
<b>multibook</b>	In PeopleSoft General Ledger, multiple ledgers having multiple-base currencies that are defined for a business unit, with the option to post a single transaction to all base currencies (all ledgers) or to only one of those base currencies (ledgers).
<b>multicurrency</b>	The ability to process transactions in a currency other than the business unit's base currency.
<b>national allowance</b>	In PeopleSoft Promotions Management, a promotion at the corporate level that is funded by nondiscretionary dollars. In the industry, you may know this as a national promotion, a corporate promotion, or a corporate discount.
<b>node-oriented tree</b>	A tree that is based on a detail structure, but the detail values are not used.
<b>pagelet</b>	Each block of content on the home page is called a pagelet. These pagelets display summary information within a small rectangular area on the page. The pagelet provide users with a snapshot of their most relevant PeopleSoft and non-PeopleSoft content.
<b>participant</b>	In PeopleSoft Enterprise Incentive Management, participants are recipients of the incentive compensation calculation process.
<b>participant object</b>	Each participant object may be related to one or more compensation objects. See also <i>compensation object</i> .
<b>partner</b>	A company that supplies products or services that are resold or purchased by the enterprise.
<b>pay cycle</b>	In PeopleSoft Payables, a set of rules that define the criteria by which it should select scheduled payments for payment creation.
<b>pending item</b>	In PeopleSoft Receivables, an individual receivable (such as an invoice, a credit memo, or a write-off) that has been entered in or created by the system, but hasn't been posted.

<b>PeopleCode</b>	PeopleCode is a proprietary language, executed by the PeopleSoft application processor. PeopleCode generates results based upon existing data or user actions. By using business interlink objects, external services are available to all PeopleSoft applications wherever PeopleCode can be executed.
<b>PeopleCode event</b>	An action that a user takes upon an object, usually a record field, that is referenced within a PeopleSoft page.
<b>PeopleSoft Internet Architecture</b>	The fundamental architecture on which PeopleSoft 8 applications are constructed, consisting of a relational database management system (RDBMS), an application server, a web server, and a browser.
<b>performance measurement</b>	In PeopleSoft Enterprise Incentive Management, a variable used to store data (similar to an aggregator, but without a predefined formula) within the scope of an incentive plan. Performance measures are associated with a plan calendar, territory, and participant. Performance measurements are used for quota calculation and reporting.
<b>period context</b>	In PeopleSoft Enterprise Incentive Management, because a participant typically uses the same compensation plan for multiple periods, the period context associates a plan context with a specific calendar period and fiscal year. The period context references the associated plan context, thus forming a chain. Each plan context has a corresponding set of period contexts.
<b>plan</b>	In PeopleSoft Sales Incentive Management, a collection of allocation rules, variables, steps, sections, and incentive rules that instruct the PeopleSoft Enterprise Incentive Management engine in how to process transactions.
<b>plan context</b>	In PeopleSoft Enterprise Incentive Management, correlates a participant with the compensation plan and node to which the participant is assigned, enabling the PeopleSoft Enterprise Incentive Management system to find anything that is associated with the node and that is required to perform compensation processing. Each participant, node, and plan combination represents a unique plan context—if three participants are on a compensation structure, each has a different plan context. Configuration plans are identified by plan contexts and are associated with the participants that refer to them.
<b>plan template</b>	In PeopleSoft Enterprise Incentive Management, the base from which a plan is created. A plan template contains common sections and variables that are inherited by all plans that are created from the template. A template may contain steps and sections that are not visible in the plan definition.
<b>planned learning</b>	In PeopleSoft Enterprise Learning Management, a self-service repository for all of a learner's planned learning activities and programs.
<b>planning instance</b>	In PeopleSoft Supply Planning, a set of data (business units, items, supplies, and demands) constituting the inputs and outputs of a supply plan.
<b>portal registry</b>	In PeopleSoft applications, the portal registry is a tree-like structure in which content references are organized, classified, and registered. It is a central repository that defines both the structure and content of a portal through a hierarchical, tree-like structure of folders useful for organizing and securing content references.
<b>price list</b>	In PeopleSoft Enterprise Pricer, enables you to select products and conditions for which the price list applies to a transaction. During a transaction, the system either determines the product price based on the predefined search hierarchy for the transaction or uses the product's lowest price on any associated, active price lists. This price is used as the basis for any further discounts and surcharges.
<b>price rule</b>	In PeopleSoft Enterprise Pricer, defines the conditions that must be met for adjustments to be applied to the base price. Multiple rules can apply when conditions of each rule are met.

<b>price rule condition</b>	In PeopleSoft Enterprise Pricer, selects the price-by fields, the values for the price-by fields, and the operator that determines how the price-by fields are related to the transaction.
<b>price rule key</b>	In PeopleSoft Enterprise Pricer, defines the fields that are available to define price rule conditions (which are used to match a transaction) on the price rule.
<b>process category</b>	In PeopleSoft Process Scheduler, processes that are grouped for server load balancing and prioritization.
<b>process group</b>	In PeopleSoft Financials, a group of application processes (performed in a defined order) that users can initiate in real time, directly from a transaction entry page.
<b>process definition</b>	Process definitions define each run request.
<b>process instance</b>	A unique number that identifies each process request. This value is automatically incremented and assigned to each requested process when the process is submitted to run.
<b>process job</b>	You can link process definitions into a job request and process each request serially or in parallel. You can also initiate subsequent processes based on the return code from each prior request.
<b>process request</b>	A single run request, such as a Structured Query Report (SQR), a COBOL or Application Engine program, or a Crystal report that you run through PeopleSoft Process Scheduler.
<b>process run control</b>	A PeopleTools variable used to retain PeopleSoft Process Scheduler values needed at runtime for all requests that reference a run control ID. Do not confuse these with application run controls, which may be defined with the same run control ID, but only contain information specific to a given application process request.
<b>product category</b>	In PeopleSoft Enterprise Incentive Management, indicates an application in the Enterprise Incentive Management suite of products. Each transaction in the PeopleSoft Enterprise Incentive Management system is associated with a product category.
<b>programs</b>	In PeopleSoft Enterprise Learning Management, a high-level grouping that guides the learner along a specific learning path through sections of catalog items. PeopleSoft Enterprise Learning Systems provides two types of programs—curricula and certifications.
<b>progress log</b>	In PeopleSoft Services Procurement, tracks deliverable-based projects. This is similar to the time sheet in function and process. The service provider contact uses the progress log to record and submit progress on deliverables. The progress can be logged by the activity that is performed, by the percentage of work that is completed, or by the completion of milestone activities that are defined for the project.
<b>project transaction</b>	In PeopleSoft Project Costing, an individual transaction line that represents a cost, time, budget, or other transaction row.
<b>promotion</b>	In PeopleSoft Promotions Management, a trade promotion, which is typically funded from trade dollars and used by consumer products manufacturers to increase sales volume.
<b>publishing</b>	In PeopleSoft Enterprise Incentive Management, a stage in processing that makes incentive-related results available to participants.
<b>record group</b>	A set of logically and functionally related control tables and views. Record groups help enable TableSet sharing, which eliminates redundant data entry. Record groups ensure that TableSet sharing is applied consistently across all related tables and views.
<b>record input VAT flag</b>	Abbreviation for <i>record input value-added tax flag</i> . Within PeopleSoft Purchasing, Payables, and General Ledger, this flag indicates that you are recording input VAT

	<p>on the transaction. This flag, in conjunction with the record output VAT flag, is used to determine the accounting entries created for a transaction and to determine how a transaction is reported on the VAT return. For all cases within Purchasing and Payables where VAT information is tracked on a transaction, this flag is set to Yes. This flag is not used in PeopleSoft Order Management, Billing, or Receivables, where it is assumed that you are always recording only output VAT, or in PeopleSoft Expenses, where it is assumed that you are always recording only input VAT.</p>
<b>record output VAT flag</b>	<p>Abbreviation for <i>record output value-added tax flag</i>.</p> <p>See <i>record input VAT flag</i>.</p>
<b>reference data</b>	In PeopleSoft Sales Incentive Management, system objects that represent the sales organization, such as territories, participants, products, customers, channels, and so on.
<b>reference object</b>	In PeopleSoft Enterprise Incentive Management, this dimension-type object further defines the business. Reference objects can have their own hierarchy (for example, product tree, customer tree, industry tree, and geography tree).
<b>reference transaction</b>	In commitment control, a reference transaction is a source transaction that is referenced by a higher-level (and usually later) source transaction, in order to automatically reverse all or part of the referenced transaction's budget-checked amount. This avoids duplicate postings during the sequential entry of the transaction at different commitment levels. For example, the amount of an encumbrance transaction (such as a purchase order) will, when checked and recorded against a budget, cause the system to concurrently reference and relieve all or part of the amount of a corresponding pre-encumbrance transaction, such as a purchase requisition.
<b>regional sourcing</b>	In PeopleSoft Purchasing, provides the infrastructure to maintain, display, and select an appropriate vendor and vendor pricing structure that is based on a regional sourcing model where the multiple ship to locations are grouped. Sourcing may occur at a level higher than the ship to location.
<b>relationship object</b>	In PeopleSoft Enterprise Incentive Management, these objects further define a compensation structure to resolve transactions by establishing associations between compensation objects and business objects.
<b>remote data source data</b>	Data that is extracted from a separate database and migrated into the local database.
<b>REN server</b>	Abbreviation for <i>real-time event notification server</i> in PeopleSoft MultiChannel Framework.
<b>requester</b>	In PeopleSoft eSettlements, an individual who requests goods or services and whose ID appears on the various procurement pages that reference purchase orders.
<b>role</b>	Describes how people fit into PeopleSoft Workflow. A role is a class of users who perform the same type of work, such as clerks or managers. Your business rules typically specify what user role needs to do an activity.
<b>role user</b>	A PeopleSoft Workflow user. A person's role user ID serves much the same purpose as a user ID does in other parts of the system. PeopleSoft Workflow uses role user IDs to determine how to route worklist items to users (through an email address, for example) and to track the roles that users play in the workflow. Role users do not need PeopleSoft user IDs.
<b>roll up</b>	In a tree, to roll up is to total sums based on the information hierarchy.
<b>run control</b>	A run control is a type of online page that is used to begin a process, such as the batch processing of a payroll run. Run control pages generally start a program that manipulates data.
<b>run control ID</b>	A unique ID to associate each user with his or her own run control table entries.

<b>run-level context</b>	In PeopleSoft Enterprise Incentive Management, associates a particular run (and batch ID) with a period context and plan context. Every plan context that participates in a run has a separate run-level context. Because a run cannot span periods, only one run-level context is associated with each plan context.
<b>search query</b>	You use this set of objects to pass a query string and operators to the search engine. The search index returns a set of matching results with keys to the source documents.
<b>section</b>	In PeopleSoft Enterprise Incentive Management, a collection of incentive rules that operate on transactions of a specific type. Sections enable plans to be segmented to process logical events in different sections.
<b>security event</b>	In commitment control, security events trigger security authorization checking, such as budget entries, transfers, and adjustments; exception overrides and notifications; and inquiries.
<b>serial genealogy</b>	In PeopleSoft Manufacturing, the ability to track the composition of a specific, serial-controlled item.
<b>serial in production</b>	In PeopleSoft Manufacturing, enables the tracing of serial information for manufactured items. This is maintained in the Item Master record.
<b>session</b>	In PeopleSoft Enterprise Learning Management, a single meeting day of an activity (that is, the period of time between start and finish times within a day). The session stores the specific date, location, meeting time, and instructor. Sessions are used for scheduled training.
<b>session template</b>	In PeopleSoft Enterprise Learning Management, enables you to set up common activity characteristics that may be reused while scheduling a PeopleSoft Enterprise Learning Management activity—characteristics such as days of the week, start and end times, facility and room assignments, instructors, and equipment. A session pattern template can be attached to an activity that is being scheduled. Attaching a template to an activity causes all of the default template information to populate the activity session pattern.
<b>setup relationship</b>	In PeopleSoft Enterprise Incentive Management, a relationship object type that associates a configuration plan with any structure node.
<b>share driver expression</b>	In PeopleSoft Business Planning, a named planning method similar to a driver expression, but which you can set up globally for shared use within a single planning application or to be shared between multiple planning applications through PeopleSoft Enterprise Warehouse.
<b>single signon</b>	With single signon, users can, after being authenticated by a PeopleSoft application server, access a second PeopleSoft application server without entering a user ID or password.
<b>source transaction</b>	In commitment control, any transaction generated in a PeopleSoft or third-party application that is integrated with commitment control and which can be checked against commitment control budgets. For example, a pre-encumbrance, encumbrance, expenditure, recognized revenue, or collected revenue transaction.
<b>SpeedChart</b>	A user-defined shorthand key that designates several ChartKeys to be used for voucher entry. Percentages can optionally be related to each ChartKey in a SpeedChart definition.
<b>SpeedType</b>	A code representing a combination of ChartField values. SpeedTypes simplify the entry of ChartFields commonly used together.
<b>staging</b>	A method of consolidating selected partner offerings with the offerings from the enterprise's other partners.



<b>statutory account</b>	Account required by a regulatory authority for recording and reporting financial results. In PeopleSoft, this is equivalent to the Alternate Account (ALTACCT) ChartField.
<b>step</b>	In PeopleSoft Sales Incentive Management, a collection of sections in a plan. Each step corresponds to a step in the job run.
<b>storage level</b>	In PeopleSoft Inventory, identifies the level of a material storage location. Material storage locations are made up of a business unit, a storage area, and a storage level. You can set up to four storage levels.
<b>subcustomer qualifier</b>	A value that groups customers into a division for which you can generate detailed history, aging, events, and profiles.
<b>Summary ChartField</b>	You use summary ChartFields to create summary ledgers that roll up detail amounts based on specific detail values or on selected tree nodes. When detail values are summarized using tree nodes, summary ChartFields must be used in the summary ledger data record to accommodate the maximum length of a node name (20 characters).
<b>summary ledger</b>	An accounting feature used primarily in allocations, inquiries, and PS/nVision reporting to store combined account balances from detail ledgers. Summary ledgers increase speed and efficiency of reporting by eliminating the need to summarize detail ledger balances each time a report is requested. Instead, detail balances are summarized in a background process according to user-specified criteria and stored on summary ledgers. The summary ledgers are then accessed directly for reporting.
<b>summary time period</b>	In PeopleSoft Business Planning, any time period (other than a base time period) that is an aggregate of other time periods, including other summary time periods and base time periods, such as quarter and year total.
<b>summary tree</b>	A tree used to roll up accounts for each type of report in summary ledgers. Summary trees enable you to define trees on trees. In a summary tree, the detail values are really nodes on a detail tree or another summary tree (known as the <i>basis</i> tree). A summary tree structure specifies the details on which the summary trees are to be built.
<b>syndicate</b>	To distribute a production version of the enterprise catalog to partners.
<b>system function</b>	In PeopleSoft Receivables, an activity that defines how the system generates accounting entries for the general ledger.
<b>TableSet</b>	A means of sharing similar sets of values in control tables, where the actual data values are different but the structure of the tables is the same.
<b>TableSet sharing</b>	Shared data that is stored in many tables that are based on the same TableSets. Tables that use TableSet sharing contain the SETID field as an additional key or unique identifier.
<b>target currency</b>	The value of the entry currency or currencies converted to a single currency for budget viewing and inquiry purposes.
<b>template</b>	A template is HTML code associated with a web page. It defines the layout of the page and also where to get HTML for each part of the page. In PeopleSoft, you use templates to build a page by combining HTML from a number of sources. For a PeopleSoft portal, all templates must be registered in the portal registry, and each content reference must be assigned a template.
<b>territory</b>	In PeopleSoft Sales Incentive Management, hierarchical relationships of business objects, including regions, products, customers, industries, and participants.
<b>TimeSpan</b>	A relative period, such as year-to-date or current period, that can be used in various PeopleSoft General Ledger functions and reports when a rolling time frame, rather

	than a specific date, is required. TimeSpans can also be used with flexible formulas in PeopleSoft Projects.
<b>trace usage</b>	In PeopleSoft Manufacturing, enables the control of which components will be traced during the manufacturing process. Serial- and lot-controlled components can be traced. This is maintained in the Item Master record.
<b>transaction allocation</b>	In PeopleSoft Enterprise Incentive Management, the process of identifying the owner of a transaction. When a raw transaction from a batch is allocated to a plan context, the transaction is duplicated in the PeopleSoft Enterprise Incentive Management transaction tables.
<b>transaction state</b>	In PeopleSoft Enterprise Incentive Management, a value assigned by an incentive rule to a transaction. Transaction states enable sections to process only transactions that are at a specific stage in system processing. After being successfully processed, transactions may be promoted to the next transaction state and “picked up” by a different section for further processing.
<b>Translate table</b>	A system edit table that stores codes and translate values for the miscellaneous fields in the database that do not warrant individual edit tables of their own.
<b>tree</b>	The graphical hierarchy in PeopleSoft systems that displays the relationship between all accounting units (for example, corporate divisions, projects, reporting groups, account numbers) and determines roll-up hierarchies.
<b>unclaimed transaction</b>	In PeopleSoft Enterprise Incentive Management, a transaction that is not claimed by a node or participant after the allocation process has completed, usually due to missing or incomplete data. Unclaimed transactions may be manually assigned to the appropriate node or participant by a compensation administrator.
<b>universal navigation header</b>	Every PeopleSoft portal includes the universal navigation header, intended to appear at the top of every page as long as the user is signed on to the portal. In addition to providing access to the standard navigation buttons (like Home, Favorites, and signoff) the universal navigation header can also display a welcome message for each user.
<b>user interaction object</b>	In PeopleSoft Sales Incentive Management, used to define the reporting components and reports that a participant can access in his or her context. All Sales Incentive Management user interface objects and reports are registered as user interaction objects. User interaction objects can be linked to a compensation structure node through a compensation relationship object (individually or as groups).
<b>variable</b>	In PeopleSoft Sales Incentive Management, the intermediate results of calculations. Variables hold the calculation results and are then inputs to other calculations. Variables can be plan variables that persist beyond the run of an engine or local variables that exist only during the processing of a section.
<b>VAT exception</b>	Abbreviation for <i>value-added tax exception</i> . A temporary or permanent exemption from paying VAT that is granted to an organization. This terms refers to both VAT exoneration and VAT suspension.
<b>VAT exempt</b>	Abbreviation for <i>value-added tax exempt</i> . Describes goods and services that are not subject to VAT. Organizations that supply exempt goods or services are unable to recover the related input VAT. This is also referred to as exempt without recovery.
<b>VAT exoneration</b>	Abbreviation for <i>value-added tax exoneration</i> . An organization that has been granted a permanent exemption from paying VAT due to the nature of that organization.
<b>VAT suspension</b>	Abbreviation for <i>value-added tax suspension</i> . An organization that has been granted a temporary exemption from paying VAT.
<b>warehouse</b>	A PeopleSoft data warehouse that consists of predefined ETL maps, data warehouse tools, and DataMart definitions.

<b>work order</b>	In PeopleSoft Services Procurement, enables an enterprise to create resource-based and deliverable-based transactions that specify the basic terms and conditions for hiring a specific service provider. When a service provider is hired, the service provider logs time or progress against the work order.
<b>worksheet</b>	A way of presenting data through a PeopleSoft Business Analysis Modeler interface that enables users to do in-depth analysis using pivoting tables, charts, notes, and history information.
<b>worklist</b>	The automated to-do list that PeopleSoft Workflow creates. From the worklist, you can directly access the pages you need to perform the next action, and then return to the worklist for another item.
<b>XML schema</b>	An XML definition that standardizes the representation of application messages, component interfaces, or business interlinks.
<b>yield by operation</b>	In PeopleSoft Manufacturing, the ability to plan the loss of a manufactured item on an operation-by-operation basis.
<b>zero-rated VAT</b>	Abbreviation for <i>zero-rated value-added tax</i> . A VAT transaction with a VAT code that has a tax percent of zero. Used to track taxable VAT activity where no actual VAT amount is charged. Organizations that supply zero-rated goods and services can still recover the related input VAT. This is also referred to as exempt with recovery.



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## PeopleSoft Banks Set Up and Processing 8.8 Reports

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**December 2003**

## PeopleSoft Banks Set Up and Processing 8.8 Reports

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# About This PeopleBook

PeopleBooks provide you with the information that you need to implement and use PeopleSoft applications.

This preface discusses:

- Related documentation.
- Comments and suggestions.

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## Related Documentation

This section discusses how to:

- Obtain documentation updates.
- Order printed documentation.

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You can find updates and additional documentation for this release, as well as previous releases, on the PeopleSoft Customer Connection web site. Through the Documentation section of PeopleSoft Customer Connection, you can download files to add to your PeopleBook Library. You'll find a variety of useful and timely materials, including updates to the full PeopleSoft documentation that is delivered on your PeopleBooks CD-ROM.

---

**Important!** Before you upgrade, you must check PeopleSoft Customer Connection for updates to the upgrade instructions. PeopleSoft continually posts updates as the upgrade process is refined.

---

## See Also

PeopleSoft Customer Connection web site, <http://www.peoplesoft.com/corp/en/login.asp>

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While we cannot guarantee to answer every email message, we will pay careful attention to your comments and suggestions.

# CHAPTER 1

## Bank Reconciliation Reports

This appendix provides an overview of PeopleSoft bank reconciliation feature reports and enables you to view a summary table of all reports.

---

**Note.** For samples of these reports, see the PDF fields that are published on CD-ROM with your documentation.

---

### Bank Reconciliation Reports: A to Z

This table lists all of the reports that are provided with the PeopleSoft bank reconciliation feature, sorted alphanumerically by report ID. If you need more information about a report, click the link to navigate to information about the process where the report is used.

Report ID and Report Name	Description	Navigation	Run Control Page
FIN0056 Bank Account Listing	Lists bank accounts by setID. For each account, it displays a description and the account type. (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"><li>Banking, Bank Statements, Review Bank Statement</li><li>Banking, Reconcile Statements, Automatic Reconciliation, select <i>Register</i> in the Reports: field.</li></ul>	BNK_RCN_STMT_GEN, BNK_RCN_CYC_STSA
FIN3001 Auto Recon Exception	Lists exceptions encountered during an automatic reconciliation. It identifies differences between the bank and system transactions. (Crystal)	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)	Banking, Reconcile Statements, Automatic Reconciliation, select <i>Errors</i> in the Reports: field.	BNK_RCN_CYC_STSA
FIN3004 Account Register	Lists reconciled or unreconciled transactions. (Crystal)	Banking, Reports, Account Register	RUN_FIN3004, BNK_RCN_CYC_STSA

Report ID and Report Name	Description	Navigation	Run Control Page
FIN4004 Account Register	Lists reconciled or unreconciled transactions. (Crystal)	<ul style="list-style-type: none"> <li>Banking, Reconcile Statements, Schedule ID Reconciliation, click Account Register Report.</li> <li>Banking, Reconcile Statements, Reverse Schedule ID Recon, click Account Register Report.</li> <li>Banking, Analyzing Exceptions, Transactions by Account, click Register Report.</li> <li>Banking, Reconcile Statements, Manual Reconciliation, select <i>Register</i> in the Reports: field.</li> </ul>	BNK_RCN_MAN_TRE, BNK_RCN_ALL_GEN, BNK_RCN_MAN_GEN
TRC1010 Settlement Instructions	Lists settlement instructions for specified SetID and Instruction values. (Crystal)	Banking, Reports, Settlement Instructions	RUN_TRC1010
TRC4090 Book to Bank Reconciliation	Displays comprehensive book to bank reconciliation information for a specific bank, account, and statement ID. Shows balance totals categorized by transaction type. (Crystal)	Banking, Reconcile Statements, Book to Bank Reconciliation  Click Details on the Book to Bank Reconciliation page. Click Report on the Book to Bank Reconciliation Details page.	RUN_TRC4090

## **CHAPTER 2**

# **Report Samples**

This chapter provides report samples.

For the online samples of these reports, see the PDF files that are published on CD-ROM with your online documentation.



Report ID: FIN0056

PeopleSoft Financials  
BANK ACCOUNT LISTINGPage No. 1  
Run Date 11/19/2003  
Run Time 10:52:26 AM

Set ID: SHARE

## Bank AUBNK

AUSTRALIAN BANK  
NSW AUS

Bank Id Number: 101

		<u>Depository</u>				<u>Cash ChartFields</u>			<u>Payment Handling Override</u>		<u>Bank Reconciliation</u>		
<u>Account</u>	<u>Account Number</u>	<u>Description</u>	<u>Financial Institute</u>	<u>Currency</u>	<u>Bus Unit</u>	<u>Type</u>	<u>Account</u>	<u>Dept</u>	<u>Project</u>	<u>Handling Code</u>	<u>Amount</u>	<u>Type</u>	<u>Pre Reconcile</u>
CHCK	45700899	CHECK ACCT		AUD	AUS01	A	100008			No Override		A	No
						C	100007						
						F	100006						
						G	100006						
						H	100006						
						I	100006						
						L	100007						
						P	100008						

## Bank BLBNK

BELGIUM BANK  
ANTWERP, AN BEL

Bank Id Number: 320

		<u>Depository</u>				<u>Cash ChartFields</u>			<u>Payment Handling Override</u>		<u>Bank Reconciliation</u>			
Account	Account Number	Description	Financial Institute	Currency	Bus Unit	Type	Account	Dept	Project	Handling Code	Amount	Type	Pre Reconcile	
IUA1	6712489	IU Checkin		BEF	BLG01	A	100017			No Override		N	No	
IUA2	4824685			EUR	BLGE1	A	100017							
IUA1	6712489			BEF	BLG01	C	100016							
IUA2	4824685			EUR	BLGE1	C	100016							
IUA1	6712489			BEF	BLG01	H	100015							
IUA2	4824685			EUR	BLGE1	H	100015							
IUA1	6712489			BEF	BLG01	P	100017							
IUA2	4824685			EUR	BLGE1	P	100017							
CHCK	0347134		Chck Acct			BLG01	D	213000					A	
CHK2	4567890	CheckBLGE1			BLGE1	D	213000							
CHK3		CheckBLGE3				D	213000					N		
CHCK	0347134	Chck Acct			BLG01	S	100050					A		
CHK2	4567890	CheckBLGE1			BLGE1	S	100050							
CHK3		CheckBLGE3				S	100050					N		
CHCK	0347134	Chck Acct			BLG01	T	100060					A		
CHK2	4567890	CheckBLGE1			BLGE1	T	100060							
CHK3		CheckBLGE3				T	100060					N		
CHCK	0347134	Chck Acct			BLG01	A	100017					A		



Report ID: FIN0056

PeopleSoft Financials  
BANK ACCOUNT LISTINGPage No. 2  
Run Date 11/19/2003  
Run Time 10:52:26 AM

## Set ID: SHARE

CHK2	4567890	CheckBLGE1	EUR	BLGE1	A	100017	No Override	A	No
CHK3		CheckBLGE3			A	100017		N	
CHCK	0347134	Chck Acct		BLG01	C	100016		A	
CHK2	4567890	CheckBLGE1		BLGE1	C	100016			
CHK3		CheckBLGE3			C	100016		N	
CHCK	0347134	Chck Acct		BLG01	F	100016		A	
CHK2	4567890	CheckBLGE1		BLGE1	F	100016			
CHK3		CheckBLGE3			F	100016		N	
CHCK	0347134	Chck Acct		BLG01	I	100016		A	
CHK2	4567890	CheckBLGE1		BLGE1	I	100016			
CHK3		CheckBLGE3			I	100016		N	
CHCK	0347134	Chck Acct		BLG01	L	100016		A	
CHK2	4567890	CheckBLGE1		BLGE1	L	100016			
CHK3		CheckBLGE3			L	100016		N	
CHCK	0347134	Chck Acct		BLG01	P	100017		A	
CHK2	4567890	CheckBLGE1		BLGE1	P	100017			
CHK3		CheckBLGE3			P	100017		N	
CHCK	0347134	Chck Acct		BLG01	R	100017		A	
CHK2	4567890	CheckBLGE1		BLGE1	R	100017			
CHK3		CheckBLGE3			R	100017		N	
CHCK	0347134	Chck Acct		BLG01	G	100032		A	
CHK2	4567890	CheckBLGE1		BLGE1	G	100032			
CHK3		CheckBLGE3			G	100032		N	
CHCK	0347134	Chck Acct		BLG01	H	100032		A	
CHK2	4567890	CheckBLGE1		BLGE1	H	100032			
CHK3		CheckBLGE3			H	100032		N	

## Bank CHBNK

State Bank Of Switzerland

Bank Id Number: 0001

Address 1

Zurich CHE

		<u>Depository</u>				<u>Cash ChartFields</u>			<u>Payment Handling Override</u>		<u>Bank Reconciliation</u>		
<u>Account</u>	<u>Account Number</u>	<u>Description</u>	<u>Financial Institute</u>	<u>Currency</u>	<u>Bus Unit</u>	<u>Type</u>	<u>Account</u>	<u>Dept</u>	<u>Project</u>	<u>Handling Code</u>	<u>Amount</u>	<u>Type</u>	<u>Pre Reconcile</u>
CHCK	112233	Check Acct		CHF	CHE01	A	100000			No Override		S	No
						C	100000						
						G	100032						
						H	100032						
						L	100000						
						P	100000						



Report ID: FIN3000

PeopleSoft Financials  
BANK STATEMENT REGISTERPage No. 1  
Run Date 11/19/2003  
Run Time 4:40:16 PMBank Number: 121042882 USA BANK  
Bank Account: 0741-256458  
Statement ID: 1  
Currency Code: USD

Rec Number	Reference	Transaction Amount	Bank Date	Recon Trans Code	Recon Status	Statement Activity Type (If any)
000000001	000001	10.00	3/1/1999	Deposits	Not Found In System	MISC
000000002	TRW000000001	-35,000.00	8/1/2000	Wire Out	Duplicate Input Transactions	MISC
000000003	TRW000000002	-14,532.00	8/1/2000	Wire Out	Amounts Not Equal	MISC
000000004	TRW000000003	-387.19	8/1/2000	Wire Out	Amounts Not Equal	MISC
000000005	TRW000000007	-6,500.01	8/8/2000	Wire Out	Amounts Not Equal	MISC
000000006	TRW000000005	-1,000,000.00	8/2/2000	Wire Out	Amounts Not Equal	MISC
000000007	BF-10103	12.00	2/25/2000	Fee	Miscellaneous Transaction	BKFEE
000000008	BF-10104	15.00	2/25/2000	Fee	Miscellaneous Transaction	BKFEE
000000009	INT10	10.00	2/25/2000	Interest	Miscellaneous Transaction	BKINE
000000010	INT12	25.00	2/25/2000	Interest	Miscellaneous Transaction	BKINE
000000011	000001	1,142.50	7/30/2000	Check	Amounts Not Equal	MISC
000000012	000002	2,408.75	7/29/2000	Check	Amounts Not Equal	MISC
000000013	000003	15,677.97	7/30/2000	Check	Reconciled	MISC
000000014	000004	40,783.68	7/30/2000	Check	Reconciled	MISC
000000015	000005	29,346.65	7/30/2000	Check	Duplicate Input Transactions	MISC
000000016	000006	524,574.29	7/28/2000	Check	Tran Date > Value Date	MISC
000000017	000007	4,381.13	7/30/2000	Check	Reconciled	MISC
000000018	000008	37,357.88	7/30/2000	Check	Reconciled	MISC
000000019	JMS092276	-15,000.00	8/1/2000	Payment	Reconciled	MISC
000000020	JMS092285	-7,580.00	8/1/2000	Payment	Amounts Not Equal	MISC
000000021	JMS092310	5,000.01	8/1/2000	Deposits	Tran Date > Value Date	MISC
000000022	000000000357	1,000,000.00	6/2/2000	Wire Out	Not Found In System	MISC
000000023	TFX1	-10,000.00	4/17/2000	Wire Out	Duplicate Input Transactions	MISC
000000024	TFX2	-10,000.00	4/17/2000	Wire Out	Amounts Not Equal	MISC
000000025	TFX3	-10,000.00	4/17/2000	Wire Out	Amounts Not Equal	MISC
000000026	000000000362	-80,000.00	8/11/2000	Wire Out	Not Found In System	MISC
000000027	PIRD200	50,000.00	8/11/2000	Deposits	Duplicate Input Transactions	MISC
000000028	PIRD201	80,000.00	8/1/2000	Deposits	Reconciled	MISC
000000029	PIRD202	5,518.99	8/1/2000	Deposits	Reconciled	MISC
000000030	PIRD203	8,490.75	8/3/2000	Deposits	Reconciled	MISC
000000031	PIRD204	7,500.00	8/5/2000	Deposits	Amounts Not Equal	MISC
000000032	PIRD205	4,200.00	8/7/2000	Deposits	Amounts Not Equal	MISC
000000033	000005	29,346.65	7/30/2000	Check	Duplicate Input Transactions	
000000034	PIRD200	50,000.00	8/11/2000	Deposits	Duplicate Input Transactions	
000000035	TFX1	-10,000.00	4/17/2000	Wire Out	Duplicate Input Transactions	
000000036	TRW000000001	-35,000.00	8/1/2000	Wire Out	Duplicate Input Transactions	

Transactions in Statement:	36
Transaction Amount in Statement:	661,802.05





Report ID: FIN3001

PeopleSoft Financials  
AUTORECON EXCEPTIONS

Page No. 1

Run Date 11/19/2003

Run Time 4:39:58 PM

Bank Number: 121042882  
Bank Account: 0741-256458  
Statement ID: 1

Transaction Ref Number	Transaction Amount		Transaction Date		Transaction Code		Recon Status	Payment Method
	Bank	PS	Bank	PS	Bank	PS		
PIRD204	7,500.00	8,390.31	8/5/2000	8/5/2000	D	N	AMT	
PIRD205	4,200.00	4,922.32	8/7/2000	8/7/2000	D	N	AMT	
TFX2	-10,000.00	10,000.00	4/17/2000	4/17/2000	WIR	P	AMT	
TFX3	-10,000.00	10,000.00	4/17/2000	4/17/2000	WIR	P	AMT	
TRW000000005	-1,000,000.00	1,000,000.00	8/2/2000	8/2/2000	WIR	P	AMT	ACH
000001	1,142.50	1,042.50	7/30/2000	7/30/2000	CHK	P	AMT	CHK
000001	10.00	1,042.50	3/1/1999	7/30/2000	D	P	NTF	CHK
000002	2,408.75	24,087.50	7/29/2000	7/30/2000	CHK	P	AMT	CHK
000006	524,574.29	524,574.29	7/28/2000	7/30/2000	CHK	P	DAT	CHK
TRW000000003	-387.19	387.18	8/1/2000	8/1/2000	WIR	P	AMT	EFT
TRW000000002	-14,532.00	14,532.00	8/1/2000	8/1/2000	WIR	P	AMT	EFT
000001	1,142.50	1,050.00	7/30/2000	11/14/2003	CHK	P	AMT	EFT
000001	10.00	1,050.00	3/1/1999	11/14/2003	D	P	NTF	EFT
000002	2,408.75	2,000.00	7/29/2000	11/14/2003	CHK	P	AMT	EFT
000006	524,574.29	2,525.00	7/28/2000	11/19/2003	CHK	P	DAT	EFT
TRW000000007	-6,500.01	650,000.00	8/8/2000	8/8/2000	WIR	P	AMT	TRW
JMS092310	5,000.01	5,000.00	8/1/2000	8/1/2000	D	U	DAT	D
JMS092285	-7,580.00	-94.56	8/1/2000	8/1/2000	P	U	AMT	M

Total Exception Transactions:	18
Total Bank Exception Amount:	23,971.89
Total PS Exception Amount:	2,260,509.04



Report ID: FIN3002

PeopleSoft Financials  
AUTORECON ERRORSPage No. 1  
Run Date 11/19/2003  
Run Time 4:40:12 PMBank Number: 121042882  
Bank Account: 0741-256458  
Statement ID: 1

Rec Number	Transaction Ref Number	Transaction Amount	Bank Date	Bank Trans Code	Error Reason	Payee (If Applicable)
000000001	000001	10.00	3/1/1999	Deposits	Not Found In System	
000000002	TRW000000001	-35,000.00	8/1/2000	Wire Out	Duplicate Input Transactions	
000000015	000005	29,346.65	7/30/2000	Check	Duplicate Input Transactions	
000000022	000000000357	1,000,000.00	6/2/2000	Wire Out	Not Found In System	
000000023	TFX1	-10,000.00	4/17/2000	Wire Out	Duplicate Input Transactions	
000000026	000000000362	-80,000.00	8/11/2000	Wire Out	Not Found In System	
000000027	PIRD200	50,000.00	8/11/2000	Deposits	Duplicate Input Transactions	
000000033	000005	29,346.65	7/30/2000	Check	Duplicate Input Transactions	
000000034	PIRD200	50,000.00	8/11/2000	Deposits	Duplicate Input Transactions	
000000035	TFX1	-10,000.00	4/17/2000	Wire Out	Duplicate Input Transactions	
000000036	TRW000000001	-35,000.00	8/1/2000	Wire Out	Duplicate Input Transactions	

Total Error Transactions:	11
Total Error Amount:	988,703.30



Report ID: FIN3004

PeopleSoft Financials  
ACCOUNT REGISTER

Page No. 1

Run Date 11/19/2003

Run Time 10:59:22 AM

Bank Number: 121042882  
Bank Account: 0741-256458

From Date: 1/1/1999 To Date: 11/19/20

## Reconciliation

Reference Number	Transaction Amount	Converted Amount	Transaction Date	Transaction Status	Transaction Detail	Date	Method	Operator	Status
5	200.00	200.00	10/28/2003	Complete	AR Deposit		Unreconciled		UNR
3	500.00	500.00	11/15/2000	Complete	AR Deposit		Unreconciled		UNR
DMWSRD-09	4,650.00	4,650.00	4/27/2001	Complete	AR Deposit		Unreconciled		UNR
DMWSRD-08	5,000.00	5,000.00	4/27/2001	Complete	AR Deposit		Unreconciled		UNR
DMWSRD-10	17,500.00	17,500.00	4/27/2001	Complete	AR Deposit		Unreconciled		UNR
2	24,325.62	24,325.62	8/8/2000	Complete	AR Deposit		Unreconciled		UNR
DMWSRD-11	48,600.00	48,600.00	4/27/2001	Complete	AR Deposit		Unreconciled		UNR
DMWSRD-05	265,150.00	265,150.00	4/27/2001	Complete	AR Deposit		Unreconciled		UNR
DMWSRD-02	278,000.00	278,000.00	4/27/2001	Complete	AR Deposit		Unreconciled		UNR
DMWSRD-06	281,900.00	281,900.00	4/27/2001	Complete	AR Deposit		Unreconciled		UNR
DMWSRD-01	282,000.00	282,000.00	4/27/2001	Complete	AR Deposit		Unreconciled		UNR
DMWSRD-03	282,000.00	282,000.00	4/27/2001	Complete	AR Deposit		Unreconciled		UNR
DMWSRD-04	282,000.00	282,000.00	4/27/2001	Complete	AR Deposit		Unreconciled		UNR
DMWSRD-07	282,000.00	282,000.00	4/27/2001	Complete	AR Deposit		Unreconciled		UNR
PIRD205	4,922.32	4,922.32	8/7/2000	None Applied	AR Deposit		Unreconciled		UNR
EV-ACLA01	5,000.00	5,000.00	8/1/2003	None Applied	AR Deposit		Unreconciled		UNR
PIRD202	5,518.97	5,518.97	8/1/2000	None Applied	AR Deposit		Unreconciled		UNR
PIRD204	8,390.31	8,390.31	8/5/2000	None Applied	AR Deposit		Unreconciled		UNR
PIRD203	8,490.72	8,490.72	8/3/2000	None Applied	AR Deposit		Unreconciled		UNR
PYED100	40,000.00	40,000.00	1/28/2000	None Applied	AR Deposit		Unreconciled		UNR
PIRD200	50,000.00	50,000.00	8/11/2000	None Applied	AR Deposit		Unreconciled		UNR
PYED101	55,000.00	55,000.00	8/11/2000	None Applied	AR Deposit		Unreconciled		UNR
PIRD201	80,000.00	80,000.00	8/1/2000	None Applied	AR Deposit		Unreconciled		UNR
DD-EV003	305.00	305.00	6/3/2003	Partially Applied	AR Deposit		Unreconciled		UNR
1	1,200.00	1,105.65	4/25/2000	Partially Applied	AR Deposit		Unreconciled		UNR
000115	5.00	5.00	11/17/2003	Paid	AP Payment		Unreconciled		UNR
000116	10.00	10.00	11/17/2003	Paid	AP Payment		Unreconciled		UNR
000118	30.00	30.00	11/17/2003	Paid	AP Payment		Unreconciled		UNR
000005	50.00	50.00	11/17/2003	Paid	AP Payment		Unreconciled		UNR
000112	65.00	65.00	11/14/2003	Paid	AP Payment		Unreconciled		UNR
000121	90.00	90.00	11/17/2003	Paid	AP Payment		Unreconciled		UNR
000100	100.00	100.00	1/27/2002	Paid	AP Payment		Unreconciled		UNR
000003	100.00	100.00	11/14/2003	Paid	AP Payment		Unreconciled		UNR



Bank Number: 121042882      From Date: 1/1/1999      To Date: 11/19/20  
Bank Account: 0741-256458

Reconciliation									
Reference Number	Transaction Amount	Converted Amount	Transaction Date	Transaction Status	Transaction Detail	Date	Method	Operator	Status
PYED101	10,000.00	10,000.00	8/11/2000	Identified Express	AR Deposit Payment		Unreconciled		UNR
PYED101	35,000.00	35,000.00	8/11/2000	Identified Express	AR Deposit Payment		Unreconciled		UNR
PYED100	40,000.00	40,000.00	1/28/2000	Identified Express	AR Deposit Payment		Unreconciled		UNR
JMS092310	5,000.00	5,000.00	8/1/2000	Unknown	Bank External Transaction		Unreconciled		UNR
JMS092285	-7,800.00	-94.56	8/1/2000	Unknown	Bank External Transaction		Unreconciled		UNR
JMS092276	-15,000.00	-15,000.00	8/1/2000	Unknown	Bank External Transaction		Unreconciled		UNR

Unreconciled Transactions:	204
Unreconciled Amount:	2,400,041,433.32



Report ID: FIN4004

PeopleSoft Financials  
ACCOUNT REGISTER

Page No. 1

Run Date 11/19/2003

Run Time 11:19:15 AM

Bank Number: 121042882  
Bank Account: 0741-256458

From Date: 1/1/1900 To Date: 11/19/20

## Reconciliation

Reference Number	Transaction Amount	Converted Amount	Transaction Date	Transaction Status	Transaction Detail	Date	Method	Operator	Status
5	200.00	200.00	10/28/2003	Complete	AR Deposit		Unreconciled		UNR
3	500.00	500.00	11/15/2000	Complete	AR Deposit		Unreconciled		UNR
DMWSRD-09	4,650.00	4,650.00	4/27/2001	Complete	AR Deposit		Unreconciled		UNR
DMWSRD-08	5,000.00	5,000.00	4/27/2001	Complete	AR Deposit		Unreconciled		UNR
DMWSRD-10	17,500.00	17,500.00	4/27/2001	Complete	AR Deposit		Unreconciled		UNR
2	24,325.62	24,325.62	8/8/2000	Complete	AR Deposit		Unreconciled		UNR
DMWSRD-11	48,600.00	48,600.00	4/27/2001	Complete	AR Deposit		Unreconciled		UNR
DMWSRD-05	265,150.00	265,150.00	4/27/2001	Complete	AR Deposit		Unreconciled		UNR
DMWSRD-02	278,000.00	278,000.00	4/27/2001	Complete	AR Deposit		Unreconciled		UNR
DMWSRD-06	281,900.00	281,900.00	4/27/2001	Complete	AR Deposit		Unreconciled		UNR
DMWSRD-01	282,000.00	282,000.00	4/27/2001	Complete	AR Deposit		Unreconciled		UNR
DMWSRD-03	282,000.00	282,000.00	4/27/2001	Complete	AR Deposit		Unreconciled		UNR
DMWSRD-04	282,000.00	282,000.00	4/27/2001	Complete	AR Deposit		Unreconciled		UNR
DMWSRD-07	282,000.00	282,000.00	4/27/2001	Complete	AR Deposit		Unreconciled		UNR
PIRD205	4,922.32	4,922.32	8/7/2000	None Applied	AR Deposit		Unreconciled		UNR
EV-ACLA01	5,000.00	5,000.00	8/1/2003	None Applied	AR Deposit		Unreconciled		UNR
PIRD202	5,518.97	5,518.97	8/1/2000	None Applied	AR Deposit		Unreconciled		UNR
PIRD204	8,390.31	8,390.31	8/5/2000	None Applied	AR Deposit		Unreconciled		UNR
PIRD203	8,490.72	8,490.72	8/3/2000	None Applied	AR Deposit		Unreconciled		UNR
PYED100	40,000.00	40,000.00	1/28/2000	None Applied	AR Deposit		Unreconciled		UNR
PIRD200	50,000.00	50,000.00	8/11/2000	None Applied	AR Deposit		Unreconciled		UNR
PYED101	55,000.00	55,000.00	8/11/2000	None Applied	AR Deposit		Unreconciled		UNR
PIRD201	80,000.00	80,000.00	8/1/2000	None Applied	AR Deposit		Unreconciled		UNR
DD-EV003	305.00	305.00	6/3/2003	Partially Applied	AR Deposit		Unreconciled		UNR
1	1,200.00	1,105.65	4/25/2000	Partially Applied	AR Deposit		Unreconciled		UNR
000115	5.00	5.00	11/17/2003	Paid	AP Payment		Unreconciled		UNR
000116	10.00	10.00	11/17/2003	Paid	AP Payment		Unreconciled		UNR
000118	30.00	30.00	11/17/2003	Paid	AP Payment		Unreconciled		UNR
000005	50.00	50.00	11/17/2003	Paid	AP Payment		Unreconciled		UNR
000112	65.00	65.00	11/14/2003	Paid	AP Payment		Unreconciled		UNR
000121	90.00	90.00	11/17/2003	Paid	AP Payment		Unreconciled		UNR
000100	100.00	100.00	1/27/2002	Paid	AP Payment		Unreconciled		UNR
000003	100.00	100.00	11/14/2003	Paid	AP Payment		Unreconciled		UNR



Bank Number: 121042882      From Date: 1/1/1900      To Date: 11/19/20  
Bank Account: 0741-256458

Reconciliation									
Reference Number	Transaction Amount	Converted Amount	Transaction Date	Transaction Status	Transaction Detail	Date	Method	Operator	Status
DD-EV003	200.00	200.00	6/3/2003	Applied	AR Deposit Payment		Unreconciled		UNR
PYED101	10,000.00	10,000.00	8/11/2000	Identified Express	AR Deposit Payment		Unreconciled		UNR
PYED101	35,000.00	35,000.00	8/11/2000	Identified Express	AR Deposit Payment		Unreconciled		UNR
PYED100	40,000.00	40,000.00	1/28/2000	Identified Express	AR Deposit Payment		Unreconciled		UNR
JMS092310	5,000.00	5,000.00	8/1/2000	Unknown	Bank External Transaction		Unreconciled		UNR
JMS092285	-7,800.00	-94.56	8/1/2000	Unknown	Bank External Transaction		Unreconciled		UNR
JMS092276	-15,000.00	-15,000.00	8/1/2000	Unknown	Bank External Transaction		Unreconciled		UNR

Unreconciled Transactions: 205  
Unreconciled Amount: 2,401,105,599.99



Report ID: TRC1010

PeopleSoft Treasury  
Settlement Instructions

Page No. 1  
Run Date 11/19/2003  
Run Time 10:53:58 AM

SetID: SHARE  
Settlement ID: BLBNK  
Currency: BEF  
Description: BEF Settlement Instructions

Account Number	Branch_ID	Check Digit	DFI Qualifier	DFI_ID	Instructions	Remit To
4824685		72			BLBNK	
		72			BLBNK	
		72			BLBNK	

End of Report



Report ID: TRC4090

PeopleSoft Financials  
Book to Bank Reconciliation ReportPage No. 1  
Run Date 11/22/2003  
Run Time 8:14:45 PM

Bank ID	Account Number	Bank Currency	Business Unit	BU Currency	Statement ID	Book to Bank Status	
121042882	0741-256458	USD	US001	USD	1	In progress	
Ledger	Fiscal Year	Period	Begin Date	End Date	Statement Date	User ID	Last Update DateTime
LOCAL	2003	11	11/1/2000	11/30/2000	11/4/2003	VP1	2003/11/22 20:13:51.1

Bank Statement Balance	0.00	Ledger Balance	-3,495.51
Payments in Transit	0.00	Unbooked Fees and Interest	-62.00
Deposits in Transit	0.00	Unbooked Payments	-451,020.30
GL Adjustments	-6,596,959.20	Unbooked Deposits	-210,719.75
		Bank Adjustments	0.00
Bank Adjustments Subtotal	-6,596,959.20	GL Adjustments Subtotal	-661,802.05
Total Adjusted Bank Balance	-6,596,959.20	Total Adjusted Ledger Balance	-665,297.56
Book to Bank Difference	-5,931,661.64		

Fees & Interest

Transaction Reference	Monetary Amount	Transaction Date	Transaction Code	Description(If Any)
BF-10103	-12.00	2/25/2000	Fee Expense	
BF-10104	-15.00	2/25/2000	Fee Expense	
INT10	-10.00	2/25/2000	Interest Expense	
INT12	-25.00	2/25/2000	Interest Expense	
Transactions Subtotal :	-62.00			

Unbooked Deposits

Transaction Reference	Monetary Amount	Transaction Date	Transaction Code	Description(If Any)
000001	-10.00	3/1/1999	Deposits	
JMS092310	-5,000.01	8/1/2000	Deposits	
PIRD200	-50,000.00	8/11/2000	Deposits	
PIRD201	-80,000.00	8/1/2000	Deposits	
PIRD202	-5,518.99	8/1/2000	Deposits	
PIRD203	-8,490.75	8/3/2000	Deposits	
PIRD204	-7,500.00	8/5/2000	Deposits	
PIRD205	-4,200.00	8/7/2000	Deposits	
PIRD200	-50,000.00	8/11/2000	Deposits	
Transactions Subtotal :	-210,719.75			





Report ID: TRC4090

PeopleSoft Financials  
Book to Bank Reconciliation ReportPage No. 2  
Run Date 11/22/2003  
Run Time 8:14:45 PM

Bank ID	Account Number	Bank Currency	Business Unit	BU Currency	Statement ID	Book to Bank Status	
121042882	0741-256458	USD	US001	USD	1	<b>In progress</b>	
Ledger	Fiscal Year	Period	Begin Date	End Date	Statement Date	User ID	Last Update DateTime
LOCAL	2003	11	11/1/2003	11/30/2003	11/4/2003	VP1	2003/11/22 20:13:51.1

**Unbooked Payments**

Transaction Reference	Monetary Amount	Transaction Date	Transaction Code	Description(If Any)
TRW000000001	35,000.00	8/1/2000	Wire - Disbursement	
TRW000000002	14,532.00	8/1/2000	Wire - Disbursement	
TRW000000003	387.19	8/1/2000	Wire - Disbursement	
TRW000000007	6,500.01	8/8/2000	Wire - Disbursement	
TRW000000005	1,000,000.00	8/2/2000	Wire - Disbursement	
000001	-1,142.50	7/30/2000	Check	
000002	-2,408.75	7/29/2000	Check	
000003	-15,677.97	7/30/2000	Check	
000004	-40,783.68	7/30/2000	Check	
000005	-29,346.65	7/30/2000	Check	
000006	-524,574.29	7/28/2000	Check	
000007	-4,381.13	7/30/2000	Check	
000008	-37,357.88	7/30/2000	Check	
JMS092276	15,000.00	8/1/2000	Payment	
JMS092285	7,580.00	8/1/2000	Payment	
000000000357	-1,000,000.00	6/2/2000	Wire - Disbursement	
TFX1	10,000.00	4/17/2000	Wire - Disbursement	
TFX2	10,000.00	4/17/2000	Wire - Disbursement	
TFX3	10,000.00	4/17/2000	Wire - Disbursement	
000000000362	80,000.00	8/11/2000	Wire - Disbursement	
000005	-29,346.65	7/30/2000	Check	
TFX1	10,000.00	4/17/2000	Wire - Disbursement	
TRW000000001	35,000.00	8/1/2000	Wire - Disbursement	
<b>Transactions Subtotal :</b>		<b>-451,020.30</b>		