

# PeopleSoft®

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## PeopleSoft Commitment Control 8.8 PeopleBook

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PeopleSoft Commitment Control 8.8 PeopleBook

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# Contents

## General Preface

<b>About These PeopleBooks.....</b>	<b>xiii</b>
PeopleSoft Application Prerequisites.....	xiii
PeopleSoft Application Fundamentals.....	xiii
Related Documentation.....	xiv
Obtaining Documentation Updates.....	xiv
Ordering Printed Documentation.....	xiv
Typographical Conventions and Visual Cues.....	xv
Typographical Conventions.....	xv
Visual Cues.....	xvi
Comments and Suggestions.....	xvii
Common Elements in These PeopleBooks .....	xvii

## Preface

<b>Setting Up and Using Commitment Control PeopleBook Preface.....</b>	<b>xix</b>
Other PeopleBooks You Will Need.....	xix
Pages With Deferred Processing.....	xix
Common Elements Used in This PeopleBook.....	xx

## Chapter 1

<b>Getting Started With Commitment Control.....</b>	<b>1</b>
PeopleSoft Commitment Control Business Processes.....	1
PeopleSoft Commitment Control Integrations.....	1
PeopleSoft Commitment Control Implementation.....	2

## Chapter 2

<b>Understanding PeopleSoft Commitment Control.....</b>	<b>3</b>
Understanding Commitment Control.....	3
Commitment Accounting.....	3
Underlying Data Structure of PeopleSoft Commitment Control.....	4
Budget Checking Process.....	6
Example of Commitment Control Budget Setup and Usage.....	8

**Chapter 3**

<b>Setting Up Basic Commitment Control Options.....</b>	<b>13</b>
Understanding Basic Commitment Control Setup.....	13
Enabling Commitment Control .....	14
Installation Options for Budget Date and Liquidation Date.....	15
ChartField Definition.....	16
Control Budget Setup.....	17
Commitment Control Ledgers and Ledger Groups.....	19
Control ChartFields.....	19
Key ChartFields and Translation Trees.....	20
Budget Period Calendars and Cumulative Budgeting.....	23
Rulesets.....	26
Hierarchy of Control Budget Attributes.....	27
Multiple SetIDs Within a Control Budget Definition.....	29
Parents and Children.....	31
Statistical Budgeting.....	32
Balancing Entries.....	33
Project Budgets With Funding Source Control.....	33
Budget Reference ChartField.....	35
Budget Journal Entry Event Codes.....	37
Commitment Control Detail Ledger Groups.....	37
Associated Expenditure and Revenue Budgets.....	38
Common Elements Used in This Chapter.....	38
Enabling Commitment Control for Specific Applications.....	39
Defining Commitment Control Ledger Names and Ledger Groups.....	39
Review the Delivered Commitment Control Ledger Template.....	39
Establishing Commitment Control Ledgers.....	40
Establishing Commitment Control Ledger Groups.....	40
Defining Commitment Control Budget Period Calendars.....	41
Pages Used to Define Commitment Control Budget Period Calendars.....	42
Creating Budget Period Calendars Manually.....	42
Creating Budget Period Calendars Automatically.....	43
Creating Summary Budget Period Calendars.....	45
Defining Translation Trees for Budget Key ChartFields.....	45
Page Used to Define Translation Trees for Budget Key ChartFields.....	45
Setting Up Translation Trees for Budget Key ChartFields.....	46
Setting Up and Allocating Funding Sources.....	46
Pages Used to Set up and Allocate Funding Sources.....	47
Defining a Funding Source.....	47
Defining a Control Budget Definition to Include Funding Source Tracking.....	48

Allocating Funding Sources.....	48
Setting Up Control Budget Definitions.....	51
Pages Used to Set Up Control Budget Definitions.....	52
Defining Control Budget Options.....	53
Defining Ruleset ChartFields.....	56
Defining Budget Keys and Translations.....	57
Defining Expiration ChartFields.....	60
Defining Budget Status by Budget Period.....	61
Defining Control ChartFields.....	62
Defining Offsets.....	63
Defining Excluded Account Types and Accounts.....	64
Setting Up Commitment Control for a Business Unit and General Ledger Ledger Group.....	66
Pages Used to Set Up Commitment Control for a Business Unit and General Ledger Ledger Groups.....	66
Adding Commitment Control Ledger Groups to a Business Unit.....	66
Setting Business Unit and General Ledger Ledger Group Options.....	67
Setting Up Budget Journal Entry Event Codes.....	68
Defining Control Budget Attributes.....	68
Pages Used to Define Control Budget Attributes.....	68
Setting Budget Attributes for Individual Budgets.....	68
Setting Up Associated Revenue and Expenditure Budgets.....	69
Page Used to Set Up Associated Revenue and Expenditure Budgets.....	70
Associating Revenue and Expenditure Budgets.....	70

## Chapter 4

<b>Setting Up Commitment Control Source Transaction Types.....</b>	<b>73</b>
Understanding Source Transaction Type Setup.....	73
Defining Source Transaction Types.....	76
Pages Used to Define Source Transaction Types.....	76
Defining Basic Source Transaction Type Parameters.....	77
Defining Source Transaction Fields.....	79
Defining Source Transaction Page Transfers .....	81
Defining Source Transaction Selection Criteria.....	82
Defining Source Transaction Status Fields.....	82
Defining Source Transaction Referenced Record Keys.....	83
Defining Source Transaction Page Events.....	83
Defining Source Transaction Options.....	84

**Chapter 5**

<b>Setting Up Commitment Control Security.....</b>	<b>87</b>
Understanding Commitment Control Security.....	87
Security Set up Order.....	87
Security Events.....	89
Security Rules.....	91
Security Rule Assignment.....	96
Setting Up Commitment Control Security Fields.....	98
Page Used to Define Security Fields.....	98
Defining Security Fields.....	98
Setting Up Commitment Control Security Events.....	98
Page Used to Activate Security Events.....	99
Activating Security Events.....	99
Setting Up Commitment Control Security Rules.....	99
Pages Used to Define Security Rules.....	100
Defining Security Rules.....	100
Applying Security Rules to Security Events.....	104
Assigning Commitment Control Security Rules.....	105
Pages Used to Assign Commitment Control Security Rules.....	106
Attaching Rules to User IDs.....	106
Attaching Rules to Permission List.....	106
Attaching Dynamic Rules.....	106
Running the Commitment Control Security Application Engine Process (KSEC_FLAT) and the Commitment Control Security Report (GLC8572).....	107
Pages Used to Run the Commitment Control Security Process.....	108

**Chapter 6**

<b>Understanding Commitment Control Integration with PeopleSoft and Third-Party Applications .....</b>	<b>109</b>
Understanding Integration With PeopleSoft and Third-Party Applications.....	109
Integrating Commitment Control with PeopleSoft Applications.....	111
Creating Budgets and Checking Source Transactions from Subsystem Applications.....	111
Commitment Control and Inter Application Dependencies.....	111
Integrating Commitment Control with PeopleSoft Budgeting.....	113
Loading Budgets from PeopleSoft Human Resources.....	114
Budget Checking PeopleSoft Payroll Transactions.....	114
Setup for Budget Checking Payroll Transactions.....	115
Integrating Commitment Control with Third-Party Applications.....	116
Loading Budgets from Third-Party Applications.....	116

Loading and Budget Checking Third-Party Transactions.....	117
---	-----

## Chapter 7

<b>Entering and Posting Commitment Control Budget Journals.....</b>	<b>119</b>
---	------------

Understanding Budget Entry, Transfer, and Posting.....	119
--	-----

Budget Entries and Adjustments.....	120
-------------------------------------	-----

Budget Transfers.....	121
-----------------------	-----

Commitment Control Posting Process .....	121
--	-----

Deleting and Unposting Budget Journals.....	124
---	-----

Import Budget Journals From a Flat File.....	125
--	-----

Loading Budget Journals from Other PeopleSoft Applications.....	125
---	-----

Prerequisites.....	125
--------------------	-----

Common Elements.....	126
----------------------	-----

Entering Budget Journals.....	127
-------------------------------	-----

Pages Used to Enter Budget Journals and Budget Transfer Journals.....	127
---	-----

Entering Budget Journal Header Information.....	128
---	-----

Entering Budget Journal Lines.....	130
------------------------------------	-----

View Budget Journal Errors.....	134
---------------------------------	-----

Deleting Multiple Budget Journals.....	134
--	-----

Page Used to Delete Multiple Budget Journals.....	135
---	-----

Deleting Multiple Budget Journals.....	135
--	-----

Posting and Unposting Control Budget Journals.....	136
--	-----

Pages Used to Post and Unpost Budget Journals.....	136
--	-----

Requesting Budget Journal Posting.....	136
--	-----

Marking Journals for Unposting.....	137
-------------------------------------	-----

Running the Entry Event Processor Application Engine Process for Budget Journals.....	137
---	-----

Page Used to Request the Entry Event Processor for Budget Journals .....	138
--	-----

Requesting Entry Event Processing for Budget Journals.....	138
--	-----

Importing Budget Journals From a Flat File.....	138
---	-----

Page Used to Import Budget Journals From a Flat File.....	139
---	-----

Setting Up For Flat File Import.....	139
--------------------------------------	-----

Importing Budget Journals From Flat Files.....	139
--	-----

## Chapter 8

<b>Processing Source Transactions Against Control Budgets.....</b>	<b>145</b>
--	------------

Understanding the Budget Checking Process.....	145
--	-----

Source Transactions Subject to Budget Checking.....	145
---	-----

Budget Processor.....	147
-----------------------	-----

Budget-Checking Status.....	155
Budget Checking Third-Party Source Transactions.....	157
Pages Used to Budget Check Third-Party Source Transactions.....	158
Viewing and Adjusting Third-Party Transactions .....	158
Using the Commitment Control Page.....	159
Running the Budget Processor COBOL Process for Generic Transactions.....	160
Budget Checking Payroll Transactions.....	160
Overview of PeopleSoft Payroll and Commitment Control.....	161
Page Used to Budget Check Payroll Transactions.....	162
Running the Budget Processor for PeopleSoft Payroll Transactions.....	162
Optimizing Budget Processor Performance.....	162
Optimizing Performance for All Source Transactions.....	163
Optimizing Performance for PeopleSoft Cost Management Transactions.....	165
Optimizing Performance for PeopleSoft Purchasing.....	165
Optimizing Performance for PeopleSoft Vouchers.....	166
Optimizing Performance for PeopleSoft General Ledger Transactions.....	166
Processing Transactions Against Expired and Closed Budgets.....	166
Understanding Processing Against Closed Budgets and Expired Budgets With Upward or Downward Adjustments.....	167
Defining Current, Expired, and Closed Budgets .....	168
Setting Up Authorization to Process Against Expired Budgets.....	168
Using Entry Events to Generate Accounting Entries Automatically for Upward and Downward Adjustments.....	168
Setting Up Entry Events to Process Upward and Downward Adjustments.....	169
Processing Payments Against Closed Budgets.....	169

## Chapter 9

<b>Managing Budget Exceptions.....</b>	<b>171</b>
Understanding Exception Handling and Notification.....	171
Errors and Warnings.....	171
Exception Notification.....	180
Error Exception Handling.....	181
Self-Service Pages for Notification and Exception Handling.....	182
Setting Up and Running Exception Notification.....	183
Prerequisites.....	183
Pages Used to Set Up Exception Notifications.....	184
Defining Notification Preferences.....	184
Running the Commitment Control Notify Application Engine process (KK_NTFY_WF).....	187
Working with Worklists and Emails .....	187

Viewing and Handling Exceptions.....	187
Common Elements Used in This Section.....	189
Pages Used to Handle Budget Exceptions.....	191
Handling Budgets with Exceptions.....	193
Handling Generic Transaction Exceptions.....	196
Viewing Payroll Transaction Header Exceptions.....	196
Viewing Payroll Transaction Line Exceptions.....	196
Viewing Budget Checking Status.....	196

## **Chapter 10**

<b>Inquiring on Budgets and Transaction Activities.....</b>	<b>199</b>
Understanding Budget Inquiries.....	199
Setting Up Ledger Inquiry Sets.....	202
Page Used to Define Ledger Inquiry Sets.....	202
Defining Ledger Inquiry Sets.....	202
Creating and Reviewing Budget Overview Inquiries.....	203
Pages Used to Create and View Budget Overviews.....	203
Creating Budget Overview Inquiries.....	205
Using the Inquiry Amount Criteria Page.....	207
Viewing Budget Overview Results .....	208
Selecting Budget Display Options.....	212
Viewing Budget Details and Transaction Activity.....	213
Pages Used to View Budget Details and Transaction Activity.....	213
Viewing Budget Details.....	215
Viewing Parent and Child Budget Relationships.....	217
Viewing Budget Forecasts .....	218
Viewing the Activity Log .....	218
Page Used to View the Activity Log.....	219
Viewing the Activity Log Page.....	219

## **Chapter 11**

<b>Closing and Withdrawing Commitment Control Budgets.....</b>	<b>221</b>
Understanding Commitment Control Budget Closing and Withdrawal Without Closing.....	221
Commitment Control Budget Closing Procedure.....	222
Fiscal Year Close.....	225
Budget Journal Entries from Closing and Roll Forward.....	225
Budget Close Status.....	226
Examples of Budget Close Results.....	227

Defining ChartField Value Sets for Budget Closing.....	229
Defining Budget Closing Rules.....	229
Pages Used to Define Closing Rules.....	230
Defining Budget Closing Rule Options .....	230
Defining Budget Closing From and To ChartFields.....	232
Defining Offsets for Budget Closing Rules.....	234
Defining Budget Period Sets.....	235
Page Used to Define Budget Period Sets.....	235
Defining Budget Period Set Options.....	235
Defining and Validating Budget Closing Sets.....	236
Pages Used to Define and Validate Budget Closing Sets.....	237
Defining Budget Closing Sets.....	237
Running the Closing Set Validation Report (GLS1210).....	240
Running and Validating the Budget Close Process to Close and Reopen Budgets.....	241
Pages Used to Run and Validate the Budget Close Process.....	242
Requesting the Budget Close Process.....	242
Reopening Closed or Reinstating Reduced Commitment Control Budgets.....	244
Validating the Budget Close Run Control.....	245
Closing and Rolling Forward Preencumbrances, Encumbrances, and Recognized Revenue.....	246
Inquiring and Reporting on Budget Closing Results.....	247
Pages Used to Inquire and Report on Budget Closing Results.....	247
Reviewing the Budget Close Calculation Log.....	248
Inquiring and Reporting on the Budget Close Status.....	249
Withdrawing or Reducing Commitment Control Budgets Without Closing.....	250
<b>Chapter 12</b>	
<b>Archiving for Commitment Control.....</b>	<b>253</b>
Understanding Archiving for Commitment Control.....	253
Contrasting Archiving in Commitment Control and General Ledger.....	253
Archiving Source Tables to History Tables.....	254
Identifying Data to Be Archived and Restored.....	255
Running the Commitment Control Archive Process.....	256
Reviewing the Log of Commitment Control Archive Activity.....	256
Applying Security.....	257
Creating and Maintaining Ledger Archive Selection Criteria.....	257
Page Used to Set Up and Maintain Archive Selection Ledger Criteria.....	257
Setting Up and Maintaining Commitment Control Archive Ledger Criteria.....	257
Requesting Archive Processing.....	258
Page Used to Request Archive Processing.....	259

Running the Commitment Control Archiving Process.....	259
Running the Commitment Control Archive Restore Process.....	261
Reviewing the Archive Log.....	262
Page Used to Review the Archive Log.....	262
Viewing Archive and Restore Activity.....	262
<b>Appendix A</b>	
<b>Configuring Batch Processes.....</b>	<b>265</b>
Configuring Temporary Tables for Batch Processing.....	265
<b>Appendix B</b>	
<b>Delivered Workflows for PeopleSoft Commitment Control.....</b>	<b>267</b>
Delivered Workflows for PeopleSoft Commitment Control.....	267
Commitment Control Alert Notification.....	267
<b>Appendix C</b>	
<b>PeopleSoft Commitment Control Reports.....</b>	<b>269</b>
PeopleSoft Commitment Control Reports List and General Description.....	269
Generating Selected Reports.....	275
<b>Glossary of PeopleSoft Terms.....</b>	<b>277</b>
<b>Index .....</b>	<b>293</b>



# 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>

# 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> .
<b>KEY+KEY</b>	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 <b>ALT+W</b> , hold down the <b>ALT</b> key while you press <b>W</b> .
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)	<p>When placed before a parameter in PeopleCode syntax, an ampersand indicates that the parameter is an already instantiated object.</p> <p>Ampersands also precede all PeopleCode variables.</p>
(ISO)	<p>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.</p> <p>The code for the U.S. federal government is USF; the code for education and government is E&amp;G, and the country codes from the International Standards Organization are used for specific countries. Here is an example:</p> <p>(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.</p>
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.

---

**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.

---

**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>	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.  Select Always to run the request every time the batch process runs.  Select Don't Run to ignore the request when the batch process runs.
<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*

# Setting Up and Using Commitment Control

## PeopleBook Preface

This preface discusses:

- Other PeopleBooks you will need.
- Pages with deferred processing.
- Common elements in this PeopleBook.

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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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## Other PeopleBooks You Will Need

The *PeopleSoft 8.8 Setting Up and Using Commitment Control PeopleBook* provides you with all the information you need to use PeopleSoft Commitment Control effectively and to implement Commitment Control according to your organizational or departmental needs. However, essential information describing the setup and design of your system resides in other documentation. The other documentation consists of important topics that apply to many or all PeopleSoft applications across the Financial Management Solutions (FMS), Enterprise Service Automation (ESA), and Supply Chain Management (SCM) product lines. You should be familiar with the contents of these PeopleBooks.

The following PeopleBooks apply specifically to PeopleSoft Commitment Control.

- *PeopleSoft 8.8 Application Fundamentals for Financial Management Solutions, Enterprise Service Automation, and Supply Chain Management PeopleBook.*
- *PeopleSoft 8.8 General Ledger PeopleBook.*
- *PeopleSoft 8.8 Global Options and Reports PeopleBook.*

In addition, the PeopleBooks for the applications that feed source transactions to PeopleSoft Commitment Control provide important information about how Commitment Control works with those applications.

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## Pages With Deferred Processing

Several pages in PeopleSoft Commitment Control operate in deferred processing mode. Most fields on these pages are not updated or validated until you save the page or refresh it by clicking a button, link, or tab. This delayed processing has various implications for the field values on the page. For example, if a field contains a default value, any value you enter before the system updates the page overrides the default. Another implication is that the system updates quantity balances or totals only when you save or otherwise refresh the page.

**See Also**

*PeopleTools PeopleBook: PeopleSoft Application Designer*

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## Common Elements Used in This PeopleBook

<b>Account</b>	Classifies the nature of a transaction for corporate accounting and reporting.
<b>Accounting Period</b>	The accounting period in which the transaction takes place.
<b>Affiliate</b>	ChartField used to map transactions between business units when using a single inter unit account.
<b>Alt Acct</b> (alternate account, AltAccount)	ChartField that identifies the nature of a transaction for statutory accounting and reporting. This field appears only if you enable the Alternate Account option for your organization and for the general ledger business unit.
<b>Activity ID</b>	Activity ID is assigned to the individual tasks or events you want to update in a project.
<b>Amount Type</b>	See Commitment Control Amount Type.
<b>Amounts in Base Currency</b>	See Base Currency.
<b>As of Date</b>	The date on which data you are searching for or performing a function upon is valid. For example, if you are defining a budget closing set, entering an as of date of 12/31/2002 instructs the Budget Close process to perform balance roll forward calculations based on the ledger amounts that are or were valid on that date.
<b>Associated Revenue</b>	The total amount of the revenue in the revenue budget associated with the budget. This displays either the collected or recognized revenue based on your selection on the Budget Definitions component.
<b>Available Budget</b>	For expenditure budgets, the amount available in the budget after deducting commitments and expenses from the budgeted amount.  For revenue budgets, it is the revenue estimate amount less the recognized revenue amount.
<b>Base Currency</b>	Also <i>Amounts in Base Currency</i> . The currency of the primary general ledger detail ledger.
<b>Begin Date and End Date</b>	On pages that show options at the control ChartField and budget attributes level, these dates restrict budget journal entries to budget periods that are at least partially within these dates. This also restricts source transactions to those whose transaction (accounting) dates fall within these dates.
<b>Budget</b>	Commitment Control ledger type (amount type) that records the total budgeted amount for a control budget. Budget amounts are entered in the Enter Budget Journals component.

<b>Budget Checking Header Status</b>	<p>Also referred to as Budget Checking Status, Budget Header Status, and Budget Status.</p>
	<p>Records budget-checking results. Can be one of the following:</p>
	<ul style="list-style-type: none"> <li>• <i>E (Error)</i>: The transaction failed budget checking.</li> <li>• <i>N (Not Checked)</i>: The Budget Processor has not processed the transaction or you have changed the source transaction and you must run the Budget Processor again.</li> <li>• <i>V (Valid)</i>: The transaction passed budget checking and the Budget Processor has updated the control budget ledger (LEDGER_KK).</li> </ul>
	<p><b>Note.</b> Although this field is sometimes labeled Budget Header Status, it is not the same as the Budget Header Status field that is updated by the Commitment Control Posting COBOL process (FSPQPOST). Although this field is sometimes labeled Budget Status, it is not the same as the Budget Status field that indicates whether a budget is open, closed, or on hold.</p>
<b>Budget Checking Process Status</b>	<p>See</p> <p>See <a href="#">Chapter 9, “Managing Budget Exceptions,” Understanding Exception Handling and Notification, page 171</a>.</p> <p>See <a href="#">Chapter 7, “Entering and Posting Commitment Control Budget Journals,” Understanding Budget Entry, Transfer, and Posting, page 119</a>.</p>
	<p>Records the results of a batch Budget Processor run. Can be one of the following:</p> <ul style="list-style-type: none"> <li>• <i>Errors Exist</i>: The process completed successfully, but the transactions have budget checking errors and warnings.</li> <li>• <i>Process Unsuccessful</i>: The process ended abnormally.</li> <li>• <i>No Errors or Warnings</i>: The process completed successfully and the transactions had no errors or warnings. The process updates the control budget.</li> <li>• <i>Only Warnings Exist</i>: The process completed successfully, but the transactions have warning exceptions. The process updates the control budget.</li> <li>• <i>Unrecorded Errors Exist</i>: The process completed successfully, but the transactions have budget checking errors—too many to record them all. You must correct existing errors in the control budget and the source transaction and run the process again.</li> </ul>
<b>Budget Close Status</b>	<p>Also Budget Closed.</p> <p>Indicates whether the budget has been closed by the Budget Close COBOL process (FSPYCLOS). Status can be:</p> <ul style="list-style-type: none"> <li>• <i>Closed (C)</i>: Budget is validated for the run control and successfully closed.</li> <li>• <i>Invalid (I)</i>: Closing Run Control Validation report has been run with errors.</li> </ul>

- *No Status (N)*: Budget Close process has not been run on this budget.
- *Partial (P)*: The Commitment Control ledger group is partially closed; that is, not all budget rows were covered by the Budget Close process.
- *Unclosed (U)*: Budget has been closed and reopened.
- *Validated (V)*: Closing Run Control Validation report has been run with no errors but Budget Close process has not been run.

To change the status of a budget that has been closed by the Budget Close process, you must unclose the budget using that same process (FSPYCLOS).

See [Chapter 11, “Closing and Withdrawing Commitment Control Budgets,” Budget Close Status, page 226](#).

**Budget Header Status**

See Budget Checking Header Status.

**Budget Period**

ChartField that represents a time segment that the system uses to divide budgets.

**Budget Ref (budget reference)**

ChartField that identifies unique budgets when individual budgets share budget keys and overlapping budget periods.

**Budget Status**

Also referred to as *Status*

Indicates whether the budget is *Open*, *Closed*, or on *Hold*.

- *Open*: The budget can still accept transactions.
- *Closed*: The budget is closed to transactions. You cannot enter budget journals, and the Budget Processor fails all transactions that would impact the budget.
- *Default*: The budget status is set to default from a higher level—either the budget attributes, control ChartField, or control budget definition level.
- *Hold*: The budget is on hold. The Budget Processor fails transactions that would reduce the available balance, but you can enter and post budget journals.

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**Note.** Budget status is applied manually. The Budget Close Status, on the other hand, is updated by Budget Close COBOL process (FSPYCLOS).

See also Budget Checking Header Status.

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**Budget Type**

Can be either Revenue or Expenditure.

On some pages, it is synonymous with Commitment Control ledger group.

**Budgetary Only**

When you define a ChartField value and select this option, the ChartField value can be used for budget purposes only and is not available for recording actual transactional entries. This option is available for all fully configurable ChartFields, including DEPTID. You usually establish budget control using summary Budgetary Only ChartField values instead of establishing a budget for each detail transactional ChartField value. You then set up ChartField translation trees to roll up the detail transactional level ChartField values to the summary budgetary level values.

<b>Business Unit</b>	An identification code 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>Calendar ID</b>	Budget period calendar ID.
<b>ChartField 1, ChartField 2, and ChartField 3</b>	ChartFields that you configure to meet your accounting requirements.
<b>Class</b>	Can be used to identify specific appropriations.
<b>Collected Revenue</b>	Commitment Control ledger type (amount type) for revenue that has been collected.
<b>Commitment Control Amount Type</b>	<p>Determines which Commitment Control ledger is updated by the source transaction. Can be one of the following:</p> <ul style="list-style-type: none"> <li>• <i>Actuals and Recognized</i>: Actual amount of the expenditure or the recognized revenue. Transactions update the expense or recognized ledger, depending on the ledger group.</li> <li>• <i>Actuals, Recognize and Collect</i>: Amount of revenue booked and collected.</li> <li>• <i>Collected Revenue</i>: Amount of revenue collected.</li> <li>• <i>Dynamic</i>: You specify the amount type when you enter the transaction. Applies to General Ledger journals and generic third-party transactions.</li> <li>• <i>Encumbrance</i>: Amount of the funds that you are legally obligated to spend when you create a transaction such as a contract or a purchase order. Not an actual transaction.</li> <li>• <i>Planned</i>: Amount that you plan to spend. This amount is only an estimate and not an actual transaction. Also see Planning.</li> <li>• <i>Pre-encumbrance</i>: Amount that records the funds that you intend to spend but are not legally obligated to expend. This occurs, for example, when you create a requisition. Not an actual transaction.</li> </ul>
<b>Commitment Control Transaction Date</b>	<p>Activity Log date for the Commitment Control transaction.</p> <p>Also refer to the Commitment Control Transaction ID for additional related information.</p>
<b>Commitment Control Transaction ID</b>	<p>Activity Log transaction number for the Commitment Control transaction.</p> <p>When you budget-check a source transaction, the system creates activity lines, each of which can affect multiple budget definitions (ledger groups). The activity log creates a Commitment Control transaction ID and Commitment Control transaction date for each source transaction. The Commitment Control transaction ID and Commitment Control transaction date thus have a one-to-one correspondence with a source transaction, such as a single general ledger journal or a single voucher.</p>
<b>Commitment Control Transaction Line</b>	The Commitment Control transaction line number has a one-to-one correspondence to a single source transaction line, such as a single general ledger journal line or single voucher line.

	See the Commitment Control Transaction ID for additional related information.
<b>Commitment Control Ledger Group</b>	A group of ledgers that comprise the structure of a control budget definition. Often used synonymously with budget definition.
<b>Commitment Control Options</b>	<i>See Control Options.</i>
<b>Control ChartField</b>	The key ChartField that the Budget Processor uses to determine whether or not to enforce budget-checking.
	For example, if you select DeptID as the control ChartField for the budget definition, you can then identify specific departments over which the Budget Processor enforces budgetary control using this budget definition and other departments which are exempt from budgetary control.
<b>Control Options</b>	Describes the degree of budgetary control:
	<ul style="list-style-type: none"> <li>• <i>Default from Higher Level</i>: Commitment Control is set to default from a higher level—either the budget attributes, control ChartField, or control budget definition level.</li> <li>• <i>Control</i>: Transactions that cause budget exceptions generate errors or warnings.</li> <li>• <i>Tracking w/ Budget</i> (tracking with budget): Track transaction amounts against a budget but do not issue error exceptions unless there is no corresponding budget row. Pass if budget row exists, even for a zero amount, but issue warnings for exceptions. Also sometimes referred to as <i>Track BD</i>.</li> <li>• <i>Track w/o Budget</i> (tracking without budget): Track transactions even if there is no budget set up. If a budget row exists and there are exceptions, issue warnings. Also sometimes referred to as <i>Track</i>.</li> <li>• <i>Control Initial Document</i>: Control expenditures against the initial document only. Transactions are stopped and error messages issued only if budget constraints would be exceeded when the initial document is processed. Transactions that pass budget checking on the initial document, such as a purchase requisition, are automatically passed on all subsequent documents, such as a purchase order or payment voucher, even if budget constraints are exceeded at the time they are processed. However, if the ChartFields are changed in subsequent documents from those values in the initial document, the transaction can fail if the ChartField combination does not exist as a budget. Also <i>Ctrl Init</i>.</li> </ul>
<b>Currency</b>	Code that identifies the type of currency for an amount, such as USD or GBP.
<b>Dept (department)</b>	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 information. Pages and batch processes that use the information use the current row.

<b>Encumbrance</b>	Commitment Control ledger type (amount type) for amounts that you are legally obliged to spend. Contracts and purchase orders are typical encumbrance transactions.
<b>Expense</b>	Commitment Control ledger (amount type) for actual expenditure amounts.
<b>Fiscal Year</b>	The fiscal year (twelve month period) in which the transaction takes place.
<b>Foreign Amount</b>	The amount in the entry currency.
<b>Fund</b>	ChartField that represents structural units for education and government accounting.
<b>Fund Affiliate</b>	ChartField used to correlate transactions between funds when using a single intra unit account.
<b>Language</b>	The language in which you want the field labels and report headings of your reports to print. The field values appear as you enter them.
<b>Ledger Group</b>	On most PeopleSoft Commitment Control pages, this refers to the <i>Commitment Control Ledger Group</i> .
<b>Maximum Rows</b>	The maximum number of data rows you want to view in a scroll area. Often also applies to the scroll area of secondary pages you access from an initial page.
<b>Monetary Amount</b>	The amount in the base currency of the primary ledger.
<b>Oper Unit</b> (operating unit)	ChartField used to identify a location, such as a distribution warehouse or sales center.
<b>Operating Unit Affiliate</b>	ChartField used to correlate transactions between operating units when using a single intra unit account.
<b>PC Business Unit</b>	Business unit assigned to a project in PeopleSoft Projects.
<b>Percent Available</b>	The percentage of the budget that is available after you deduct expenses and commitments.
<b>Period</b>	Accounting period.
<b>Planning</b>	Commitment Control ledger type (amount type) to record estimated amounts that you plan to spend. Can also be used to record third-party source transactions that precede pre-encumbrance documents. The latter usage requires defining a new source transaction type.
<b>Pre-encumbrance</b>	See Planned and compare with Pre-encumbrance.
<b>Process Frequency</b>	Designates the appropriate frequency in the Process Frequency group box: <ul style="list-style-type: none"> <li><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>.</li> <li><i>Always</i>: Executes the request every time the batch process runs.</li> </ul>

- *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.

**Process Status** (for a Budget Processor instance)

The status of a Budget Processor run can be one of the following:

- *Errors Exist*: The transaction failed budget checking.
- *Process Unsuccessful*: The budget checking process failed.
- *No Errors or Warnings*: The budget check was successful and there were no warning messages.
- *Only Warnings Exist*: The Budget Processor issued a warning, but it updated the control budget.
- *Unrecorded Errors Exist*: The transaction has more errors than the Budget Processor recorded. You cannot override budget checking.

**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.

**Quantity**

The statistical amount for the transaction. Appears only for budgets that track statistical amounts.

**Recognized Revenue**

Commitment Control ledger type (amount type) for revenue that has been booked but not yet collected.

**Request Number**

System-generated number to order a series of requests within a run control.

**Report ID**

The report identifier.

**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 show you a description of the report and the distribution list).

**Resource Type**

ChartField that identifies a type of resource, such as labor or materials, the use of which is associated with a cost. Used in conjunction with resource categories, subcategories, and groups.

**Revenue Estimate**

Commitment Control ledger type (amount type) for revenue estimate budget amounts. It records the total revenue you expect to generate in a budget period.

**Ruleset**

A RuleSet defines a group of Chartfield values that share common budgetary attributes such as keys, calendars, and translation trees. RuleSets are used to allow different kinds of budgetary structures to be housed in the same Commitment Control Ledger Group. A Commitment Control budget definition must have at least one default RuleSet but may have many RuleSets defined based on the requirements for budget accounts.

**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 organizations accounting structure and processing options.

<b>Short Description</b>	Freeflow text up to 15 characters.
<b>Statistics Code</b>	ChartField that identifies non-monetary statistical amounts.
<b>Status</b>	Indicates whether a row in a table is <i>Active</i> or <i>Inactive</i> . You cannot display inactive rows on transaction pages or use them for running batch processes. Inactivate rather than delete data you no longer use in order to maintain an audit trail.
	Contrast with Budget Status.
<b>Tolerance</b>	Also Budget Tolerance, Tolerance %.
	The percentage variance over budget that you allow a transaction and still allow it to pass budget checking.
<b>Unit</b>	Business unit.
<b>User ID</b>	The system identifier for the individual who generates a transaction.
<b>Year</b>	A calendar or fiscal year.
	Click to view information about a page or page element.

## See Also

[Chapter 11, “Closing and Withdrawing Commitment Control Budgets,” Budget Close Status, page 226](#)

[Chapter 3, “Setting Up Basic Commitment Control Options,” Budget Period Calendars and Cumulative Budgeting, page 23](#)

[Chapter 2, “Understanding PeopleSoft Commitment Control,” Underlying Data Structure of PeopleSoft Commitment Control, page 4](#)

[Chapter 3, “Setting Up Basic Commitment Control Options,” Rulesets, page 26](#)

*PeopleTools PeopleBook: Using PeopleSoft Applications*

*PeopleTools PeopleBook: PeopleSoft Process Scheduler*



# CHAPTER 1

## Getting Started With Commitment Control

This chapter provides an overview of PeopleSoft Commitment Control implementation and discusses:

- PeopleSoft Commitment Control features.
- PeopleSoft Commitment Control integration touchpoints.
- PeopleSoft Commitment Control implementation tasks.

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### PeopleSoft Commitment Control Business Processes

PeopleSoft Commitment Control provides the following business processes:

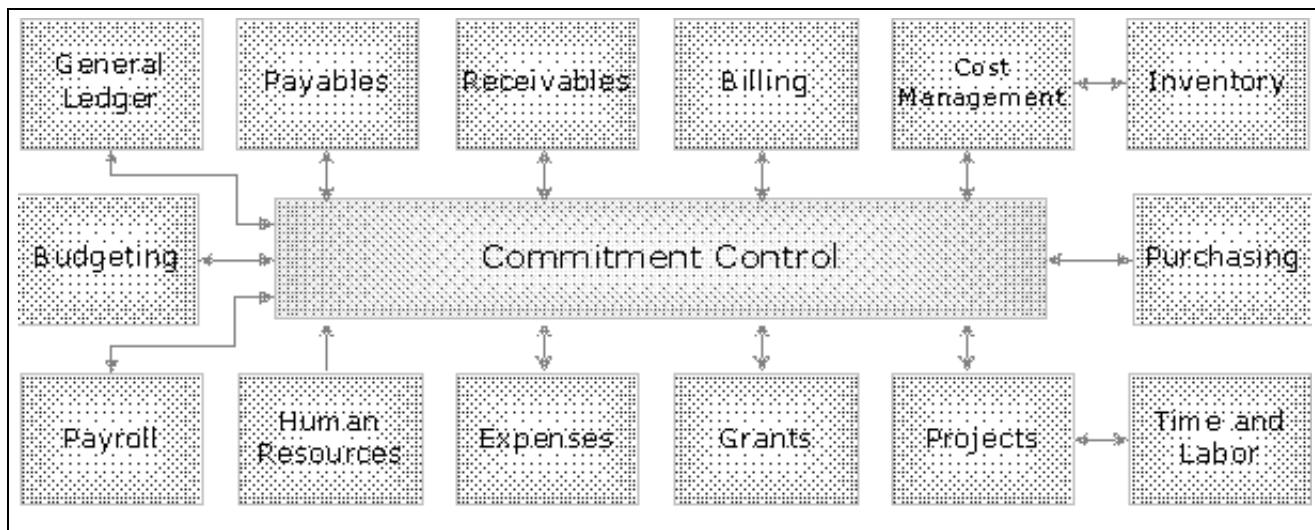
- Control budget creation and adjustment.
- Budget checking of PeopleSoft and third-party source transactions.
- Budget error and warning notification and override.
- Inquiry on budgets and budget-checking activity.
- Budget closing.

We cover these business processes in the business process chapters of this PeopleBook.

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### PeopleSoft Commitment Control Integrations

PeopleSoft Commitment Control integrates with the following PeopleSoft applications:



PeopleSoft Commitment Control integration with other PeopleSoft applications

We cover integration considerations in the implementation chapters of this PeopleBook.

We also cover integration with third-party applications in this PeopleBook. Supplemental information about third-party application integration is located on the PeopleSoft Customer Connection website.

## See Also

[Chapter 6, “Understanding Commitment Control Integration with PeopleSoft and Third-Party Applications ,” page 109](#)

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# PeopleSoft Commitment Control Implementation

PeopleSoft Setup Manager enables you to review a list of setup tasks for your organization for the products that you are implementing. The setup tasks include the components that you must set up, listed in the order in which you must enter data into the component tables, and links to the corresponding PeopleBook documentation.

## 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 appears in the preface in the *PeopleSoft 8.8 Application Fundamentals for Financial Management Solutions, Enterprise Service Automation, and Supply Chain Management* PeopleBook, with information about where to find the most current 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”

*PeopleSoft Setup Manager for Financials, Enterprise Service Automation, and Supply Chain Management 8.8* PeopleBook

*PeopleTools PeopleBook: PeopleSoft Component Interfaces*

## CHAPTER 2

# Understanding PeopleSoft Commitment Control

This chapter provides an overview of PeopleSoft Commitment Control.

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## Understanding Commitment Control

PeopleSoft Commitment Control is an optional feature of the PeopleSoft Financials, Enterprise Service Automation, and Supply Chain Management product lines that enables you to control expenditures actively against predefined, authorized budgets. In particular, Commitment Control enables you to:

- Create and maintain control budgets.
- Check actual transactions (such as actual expenditures and revenues) against control budgets.
- Check imminent future financial obligations (pre-encumbrances and encumbrances) against control budgets.
- Check recognized revenue against revenue estimate budgets.

When you set up control budgets, you associate them with a particular PeopleSoft General Ledger business unit. You also define the kinds of transactions you are to check against your control budgets. Once your budgets are established, you check these transactions against your budgets, the passing or failing of the transactions depending on the remaining available budget amount and the degree of budgetary control you set up for your budgets.

Depending on how you set up PeopleSoft Commitment Control security, users can adjust a transaction that fails budget checking or adjust the budgets that the transaction failed against and budget-check the transaction again. Also, if you grant users the authority, users can override budget checking and allow a transaction to exceed the budget.

In this section, we discuss:

- Commitment accounting.
- The underlying data structure of PeopleSoft Commitment Control.
- The budget-checking process.
- An example of control budget setup and budget checking.
- Accounting examples.

## Commitment Accounting

Commitment accounting is an integral part of budgetary control. By establishing and tracking commitments to spend and receive amounts—and by checking these amounts against budgets—an organization can readily report on and control future spending and revenue.

In PeopleSoft Commitment Control, we provide three expenditure commitment amount types and one revenue commitment amount type:

- *Planned*: A free-form non-actuals amount. Can be used as a memo entry or an entry to estimate future spending. Can also be used to record third-party source transactions that precede pre-encumbrance documents. The latter usage requires defining a new source transaction type.
- *Pre-encumbrance*: Amount that you expect to spend, but which you have no legal obligation to spend. A requisition is a typical pre-encumbrance transaction.
- *Encumbrance*: Amount that you have a legal obligation to spend in the future. Issuance of a purchase order to a vendor is a typical encumbrance transaction.
- *Recognized Revenue*: Revenue that you have booked and expect to receive.

Except in the case of federal government accounting, your *actuals ledger* does not store planned, pre-encumbrance, and encumbrance amounts, and it might or might not store recognized revenue amounts. (Federal accounting also records encumbrances in the actuals ledger and treats them as actual transactions.)

The Commitment Control ledgers and activity logs store pre-encumbrance amounts, encumbrance amounts, and recognized revenue amounts.

When you use PeopleSoft Commitment Control, you can check both commitments and actual transactions, or expenditures, against control budgets. The following procedure from the procurement life cycle is a typical example of budget checking from commitment through actual transaction:

1. When you generate a requisition, use PeopleSoft Commitment Control to check it against the appropriate budgets and posts it as a pre-encumbrance in the Commitment Control ledger.
2. When a requisition becomes a purchase order, use PeopleSoft Commitment Control to liquidate the pre-encumbrance and post the purchase order amount as an encumbrance (subject to liquidation rules you define).
3. When the purchased goods or services are delivered and the purchase order becomes a voucher, use PeopleSoft Commitment Control to liquidate the encumbrance and post the expenditure.

## **Underlying Data Structure of PeopleSoft Commitment Control**

PeopleSoft Commitment Control uses the ledger and ledger group structure of PeopleSoft General Ledger to store control budgets in the Commitment Control Ledger Data table (LEDGER\_KK). Each *control budget definition* (or set of budgets sharing the same rules) is defined in the system as a Commitment Control ledger group consisting of Commitment Control ledgers, each of which stores a different amount type, such as pre-encumbrance, encumbrance, and expenditure.

A simple organization might have the following budget configuration:

- An expenditure Commitment Control *ledger group* consisting of a *budget ledger*, *pre-encumbrance ledger*, *encumbrance ledger*, and *expenditure ledger*. That is to say, it consists of a ledger for control budget amounts and a ledgers for each transaction amount type you process against your control budgets as shown in the following table:

Ledger Group	Budget Ledger	Pre-encumbrance Ledger	Encumbrance Ledger	Expenditure Ledger
ORG	ORG_BUD	ORG_PRE	ORG_ENC	ORG_EXP

Some expenditure ledger groups may also include a *planned ledger*, which can be used for planned expenditures that have not yet solidified to the point of the need for the issuing of a requisition.

- A revenue Commitment Control *ledger group* consisting of a revenue estimate *budget ledger*, a revenue *recognized ledger*, and a revenue *collected ledger*, as shown in the following table:

Ledger Group	Budget Ledger	Recognized Ledger	Collected Ledger
REVEST	REVEST_BUD	REVEST_REC	REVEST_COL

In other words, within a control budget definition, each amount type has its own *bucket*, and this structure is reflected in the ledger group and ledger structure.

The way control budget data is actually stored in the Commitment Control Ledger Data table is similar to this example:

Ledger	Fiscal Year	Acct Period	Fund	Account	DeptID	Budget Period	Posted Total Amt
ORG_BUD	2003	1	100	50000	1000	2003	100000
ORG_PRE	2003	1	100	50000	1000	2003	30000
ORG_ENC	2003	3	100	50000	1000	2003	50000
ORG_EXP	2003	3	100	50000	1000	2003	25000
REVEST_BUD	2003	1	100	40000	1000	2003	125000
REVEST_REC	2003	1	100	40000	1000	2003	30000
REVEST_COL	2003	2	100	40000	1000	2003	50000

Each time a budget-checked transaction updates the Commitment Control Ledger Data table, it updates the posted total amount.

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**Note.** The remaining available budget balance is not a stored amount, but is calculated when you run budget checking.

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Using the ledger table structure in PeopleSoft General Ledger for Commitment Control setup enables you to take advantage of other PeopleSoft General Ledger processes, such as revaluation, ChartField translation, allocations, and summary ledgers. However, be aware that Commitment Control ledgers and ledger groups do not function in all respects as do PeopleSoft General Ledger detail ledgers and ledger groups.

PeopleSoft Commitment Control documentation often uses synonymously the terms *amount type* and *ledger*.

Also, the *Commitment Control Ledger Data table* at times is referred to as the *Commitment Control ledger* or *budget ledger*. It is important to remember these distinctions, as well as the synonymous use of these terms when a particular aspect of Commitment Control budget is being discussed.

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**Note.** Ledgers defined by the Commitment Control ledger template can have different sets of ChartFields than do General Ledger detail ledgers. These can include PeopleSoft General Ledger and Projects ChartFields, as well as the Budget Period ChartField.

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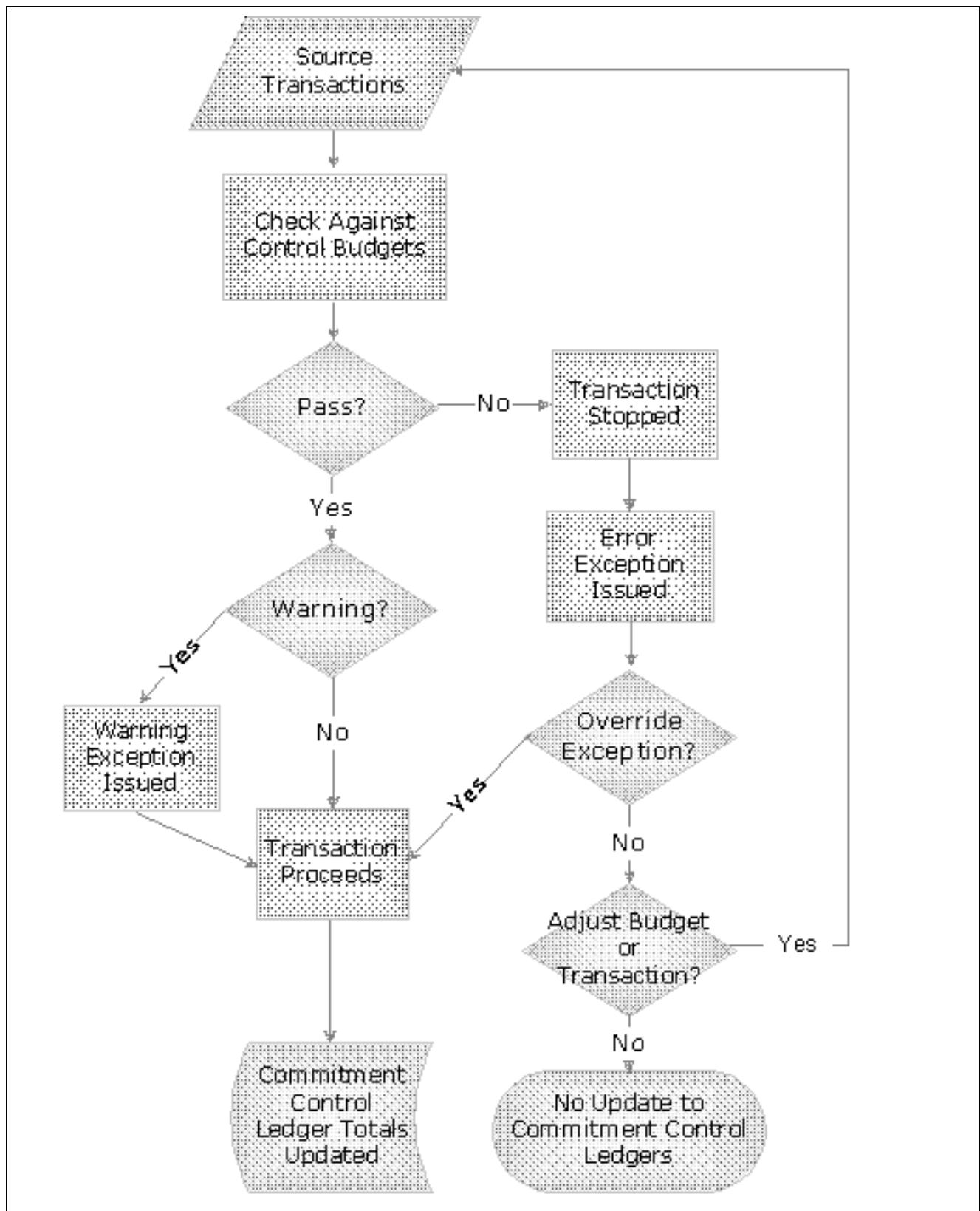
## Budget Checking Process

PeopleSoft Commitment Control enables you to check source transactions from many PeopleSoft and third-party applications against your control budgets.

When a transaction exceeds the available budget amount, the system either stops the transaction and issues an error notice or passes the transaction with a warning notice, depending on the processing rules that you set up in your control budget definition, budget attributes, and source transaction type definition.

You can also set up PeopleSoft Commitment Control to provide early warnings of possible future budget exceptions. Such warnings are triggered when commitments and expenditures reach a predetermined percentage of the total budgeted amount.

The following diagram provides a simplified view of PeopleSoft Commitment Control budget-checking functionality:



Processing source transactions against control budgets

At the center of PeopleSoft Commitment Control is the Budget Processor (FSPKBDPR), a COBOL program that performs all budget-checking processes.

## See Also

[Chapter 8, “Processing Source Transactions Against Control Budgets,” page 145](#)

## Example of Commitment Control Budget Setup and Usage

The following highly simplified example shows how to set up an expenditure budget and budget-check the procurement life cycle of an expense transaction.

### Setup and Budget Entry

This example assumes certain processing rules, which we do not discuss here. This scenario might work differently, depending on the rules you define for the control budgets and source transaction types.

1. Presupposes that you define a general ledger business unit and ledger group in PeopleSoft General Ledger.

Business Unit	Ledger Group	ChartFields
EG004	ACTUALS	ACCOUNT, DEPTID, PRODUCT, AFFILIATE

2. Define an expenditure-type Commitment Control ledger group.

Commitment Control Ledger Group	Ledgers
ORG	ORG_BUD
	ORG_PRE
	ORG_ENC
	ORG_EXP

3. Set up a budget period calendar.

Budget Period	Dates
Q103	01/01/2003 to 03/31/2003
Q203	04/01/2003 to 6/30/2003
Q303	07/01/2003 to 09/30/2003
Q403	10/01/2003 to 12/31/2003

4. Set up the control budget definition for the Commitment Control ledger group.

The following are the key ChartFields and the budgetary-level ChartField values.

ChartField	Values
ACCOUNT	600000, 640000

ChartField	Values
DEPTID	000
BUDGET_PERIOD	Q103, Q203, Q303, Q403

You usually set up budget control at a summarized ChartField value level instead of establishing a budget for each detail ChartField value combination. You set up ChartField translation trees to roll detail (transaction level) values up to budgetary-level values.

Summary Budgetary ChartField Value Level	Detail ChartField Value Level
Account 600000	Account 601000 rolls up to 600000
	Account 602000 rolls up to 600000
	Account 603000 rolls up to 600000
Account 640000	Account 641200 rolls up to 640000
	Account 641500 rolls up to 640000
Department ID 000	Department ID 100 rolls up to Department ID 000
	Department ID 200 rolls up to Department ID 000
	Department ID 400 rolls up to Department ID 000

- Associate the Commitment Control ledger group with the general ledger business unit and actual ledger group shown in step 1.
- Enter budget amounts for each budget.

Account	DeptID	Budget Period	Budget Amount
600000	000	Q103	4000
600000	000	Q203	5000
600000	000	Q303	5000
600000	000	Q403	5000
640000	000	Q103	2000
640000	000	Q203	2000

Account	DeptID	Budget Period	Budget Amount
640000	000	Q303	2000
640000	000	Q403	2000

## Budget Checking

The following is an example of simple expenditure cycle.

1. Create a requisition.

GL BU	Date	Acct	DeptID	Prdt	Budget Date	Qty	Amnt
EG004	06/15/03	601000	100	NB100	06/15/03	5	500

2. Budget-check the requisition.

In the budget-checking process, the transaction ChartField values are translated to the budgetary values Account 600000 and DeptID 000. The budget date is translated to Budget Period Q203.

If this is the first transaction, there is 5000 available in the budget for Account 600000, Dept ID 000, and Budget Period Q203, so the requisition passes budget checking. The Budget Processor updates the pre-encumbrance ledger for the budget.

Budget Amount	Pre-encumbrance Amount	Encumbrance Amount	Expense Amount	Available Budget Amount
5000	500	0	0	4500

**Note.** This table is laid out for explanatory purposes only and does not reflect the structure of the data stored in the system. Note also that in reality available budget is a calculated amount, not a stored amount.

3. Create a purchase order for this requisition.

GL BU	Date	Acct	DeptID	Prdt	Budget Date	Qty	Amnt
EG004	06/20/03	601000	100	NB100	06/20/03	5	550

4. Budget-check the purchase order.

The amount for the purchase order is 550, while the amount for the requisition is 500. When the Budget Processor liquidates the pre-encumbrance (requisition), there remains 5000 available in the budget, so the 550 purchase order passes budget checking.

The Budget Processor liquidates the requisition and updates the pre-encumbrance and encumbrance ledgers for the budget.

Budget Amount	Pre-encumbrance Amount	Encumbrance Amount	Expense Amount	Available Budget Amount
5,000	0	550	0	4450

Because the purchase order amount exceeds the requisition amount, the system fully reverses the pre-encumbrance, leaving a zero balance. Pre-encumbrances do not become negative when they are liquidated.

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**Note.** Had the purchase order been equal to or less than the requisition amount, the Budget Processor would have liquidated the pre-encumbrance (requisition) and updated the encumbrance ledger with the purchase order amount without budget checking.

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5. Create a payables voucher when you receive the goods from the vendor.

GL BU	Date	Acct	DeptID	Prdt	Budget Date	Qnty	Amnt
EG004	06/30 /03	601000	100	NB100	06/30 /03	5	540

6. Budget-check the voucher.

The Budget Processor liquidates the encumbrance and updates the expense ledgers for the budget.

Budget Amount	Pre-encumbrance Amount	Encumbrance Amount	Expense Amount	Available Budget Amount
5,000	0	0	540	4460

You can elect quantity-based or monetary amount-based liquidation. Quantity based liquidation is done through the various applications that feed into Commitment Control. The above example assumes you chose to use monetary amount based reversals. Therefore, the Budget Processor reverses the full 550 purchase order amount for the five units, rather than the lower 540 amount indicated on the voucher.

The example below assumes you had chosen *instead* to use *quantity based reversals*, only 540 of the encumbrance would have been reversed, leaving a balance amount of 10 in the encumbrance ledger.

Budget Amount	Pre-encumbrance Amount	Encumbrance Amount	Expenditure Amount	Available Budget Amount
5,000	0	10	540	4450

When you close your purchase orders, the Budget Processor checks the purchase order again, relieving the 10 encumbrance amount.

Budget Amount	Pre-encumbrance Amount	Encumbrance Amount	Expenditure Amount	Available Budget Amount
5,000	0	0	540	4460

7. You can then use the system within PeopleSoft Accounts Payable to post the voucher, create its journal entry using Journal Generator, and mark the journal as *budget checked* so that it is not budget-checked again when you post it to the actuals ledger in PeopleSoft General Ledger.

## CHAPTER 3

# Setting Up Basic Commitment Control Options

This chapter provides an overview of setting up the basic Commitment Control options and discusses how to:

- Enable Commitment Control for specific applications.
- Define Commitment Control detail ledgers names and ledger groups.
- Define budget period calendars.
- Define translation trees for budget key ChartFields.
- Set up and allocate funding sources.
- Set up control budget definitions.
- Associate control budget ledgers with business units.
- Set up Commitment Control for a business unit and general ledger ledger group.
- Set up budget journal entry event codes.
- Define control budget attributes.
- Set up associated revenue and expenditure budgets.

---

**Note.** Some Commitment Control setup options, including those for setting up source transaction types, security, exception notifications, and budget closing, are covered in sections in this peoplebook that are specific to those subjects.

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### See Also

[Chapter 4, “Setting Up Commitment Control Source Transaction Types,” page 73](#)

[Chapter 5, “Setting Up Commitment Control Security,” page 87](#)

[Chapter 9, “Managing Budget Exceptions,” page 171](#)

[Chapter 11, “Closing and Withdrawing Commitment Control Budgets,” page 221](#)

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## Understanding Basic Commitment Control Setup

This section discusses:

- Enabling Commitment Control.
- Installation options for budget date and liquidation date.
- ChartField definition.

- Control budget setup.
- Commitment Control ledgers and ledger groups.
- Control ChartFields.
- Key ChartFields and translation trees.
- Budget period calendars and cumulative budget checking.
- Rulesets.
- Hierarchy of control budget attributes.
- Multiple setIDs in a control budget definition.
- Parents and children.
- Statistical budgeting.
- Balancing entries.
- Project budgets with funding source control.
- Budget reference ChartField.
- Budget journal entry event codes.
- Commitment Control detail ledger groups.
- Associated expenditure and revenue budgets.

---

**Note.** Because the planning process might differ in the setup order, refer to the chapter, “Getting Started with PeopleSoft Commitment Control.”

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## Enabling Commitment Control

You must enable Commitment Control for the PeopleSoft applications whose transactions you want to check against control budgets.

You use the Installed Products page in Installation Options. When you enable Commitment Control for an application, all transactions initiated from that application are presented to the Budget Processor COBOL process (FSPKBDPR); however, the transactions that actually undergo budget checking depend on your control budget definitions, source transaction type definitions, and other setup options.

When you disable Commitment Control for an application, the Budget Processor bypasses all transactions initiated from that application as well as all transactions sent from the application directly to PeopleSoft General Ledger to be processed as journal entries, even if General Ledger is enabled for Commitment Control. The only exception occurs when the transactions from a Commitment Control disabled application are sent to a Commitment Control enabled application other than General Ledger. In that case, the transactions can be budget-checked in the Commitment Control enabled application or when they are sent from that application to a Commitment Control enabled General Ledger.

You can enable and disable Commitment Control for specific PeopleSoft applications at any time, but disabling Commitment Control for an application during a budget period might corrupt the consistency and integrity of your data.

Carefully consider document processing relationships when you determine which applications to enable or disable for Commitment Control. For example, it is impractical to enable Commitment Control for PeopleSoft Purchasing and not enable Commitment Control for PeopleSoft Payables. This is because encumbrances in your ledgers are never liquidated in that situation unless you perform a manual journal adjustment in PeopleSoft General Ledger.

Some PeopleSoft applications are automatically enabled for Commitment Control when you install them:

- PeopleSoft Payroll for North America.
- PeopleSoft Time and Labor when the PeopleSoft Projects application is enabled for Commitment Control and the standard PeopleSoft Projects/Time and Labor interface is in place.

## Enabling Commitment Control for Third-Party Applications

You enable or disable budget checking for the journals generated from third-party (non-PeopleSoft) applications on the Accounting Entry Definition page in PeopleSoft General Ledger. If you select Skip Commitment Control In GL, the Budget Processor skips journals that are generated through the Journal Generator (FS\_JGEN) from outside source transactions. If you clear the Skip Commitment Control In GL check box, journals that are generated from outside source transactions have to be budget-checked in General Ledger before the journals can be posted.

---

**Warning!** Just enabling applications and business units for Commitment Control is not necessarily enough to use the functionality, because many applications have dependencies with other applications that require you to maintain integration points between those applications for valid budget checking and notification.

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## See Also

[Chapter 3, “Setting Up Basic Commitment Control Options,” Enabling Commitment Control for Specific Applications, page 39](#)

[Chapter 6, “Understanding Commitment Control Integration with PeopleSoft and Third-Party Applications ,” page 109](#)

*PeopleSoft 8.8 Application Fundamentals for Financial Management Solutions, Enterprise Service Automation, and Supply Chain Management PeopleBook, “Using Journal Generator,” Defining Accounting Entries*

## Installation Options for Budget Date and Liquidation Date

The Installed Products page enables you to select a default budget date scheme for your requisitions, purchase orders, and vouchers. Values include:

*Document Accounting Date:* Select to default the budget date to the document accounting date.

*Prior Document Budget Date:* Select to copy the budget date from the predecessor document.

In addition you can select a date option to control how the *rebudget checking* of a document is recorded when you change the document date. Values include:

*Prior Date:* With this option the system backs out old entries, using the fiscal year and accounting period as they were originally recorded. For example, a purchase order originally created in period 1 is recorded as an encumbrance entry in period 1. However, if you then change the purchase order in period 2, giving it a new accounting date, the system reverses the purchase out of period 1 and rebooks it to period 2.

**Current Date:** Using the current date option, entries are backed out and rebooked in period 2 – leaving period 1 unchanged. Period 2 then has the net change to the document.

See [Chapter 8, “Processing Source Transactions Against Control Budgets,” Budget Processor, page 147.](#)

## ChartField Definition

All delivered PeopleSoft General Ledger and PeopleSoft Projects ChartFields are available as key ChartFields for Commitment Control.

### Configuring ChartFields for Commitment Control

If the delivered ChartFields do not meet your requirements, you can configure Commitment Control ChartFields for your specific organizational practices.

See *PeopleSoft 8.8 Application Fundamentals for Financial Management Solutions, Enterprise Service Automation, and Supply Chain Management PeopleBook*, “Configuring ChartFields”.

### Budget Reference ChartField

Commitment Control provides a budget reference ChartField that uniquely identifies a budget. The budget reference ChartField enables you to perform comprehensive reporting on budgets that span multiple years and that overlap other multiyear budgets.

See [Chapter 3, “Setting Up Basic Commitment Control Options,” Budget Reference ChartField, page 35.](#)

### Budgetary-Only ChartField Values

When you define a ChartField *value* and select this option, the ChartField value can be used for *budget purposes* only and is not available for recording actual transactional entries. This option is available for all fully configurable ChartFields, including DEPTID.

You usually establish budget control using summary Budgetary Only ChartField values instead of establishing a budget for each detail transactional ChartField value. You then set up ChartField translation trees to roll up the detail transactional level ChartField values to the summary budgetary ChartField level values.

For example, if Account is a key ChartField, and you budget at a translated level, you designate your budget level accounts as budgetary only when you define them in the Account component. Budgetary only accounts are then available for budgeting but unavailable for use at the source transaction level. This prevents users from using high level roll up accounts in detail transactions.

See *PeopleSoft 8.8 Application Fundamentals for Financial Management Solutions, Enterprise Service Automation, and Supply Chain Management PeopleBook*, “Defining and Using ChartFields,” Adding Account Values.

## Control Budget Setup

You set up control budgets in two stages. In the first stage, you establish Commitment Control ledgers and ledger groups and then set up your budget definitions by attaching processing parameters to the ledger groups. Within a control budget definition, you can set up one or more *Rulesets*, or sets of key ChartFields, translation rules, and calendars. Rulesets may be thought of as groups of budgets that have common characteristics such as budget keys, translation rules, and calendars. If all of your budgets use the same ChartFields, translation rules, and calendars, you may just use the default Ruleset created by the budget definition without having to specify any range of values. You can also attach certain budget-checking options to specific values of the *control ChartField* (the values for which determine if the Budget Processor considers a transaction for budgetary control). The following table lists the process for setting up control budget definitions:

Entity	Parameters	Setup Location	Prerequisites
Commitment Control Ledger Group Structure	<ul style="list-style-type: none"> <li>Structure of budget type (Ledgers in the ledger group)</li> <li>Ledgers that affect available budget</li> <li>ChartFields that balance</li> </ul>	<ul style="list-style-type: none"> <li>Ledger Template component</li> <li>Detail Ledger component</li> <li>Detail Ledger Group component</li> </ul>	
Control Budget (commitment control ledger group definition)	<ul style="list-style-type: none"> <li>Control options, such full track only</li> <li>Budget status (hold, open, and closed)</li> <li>Tolerance</li> <li>Funding source tracking</li> <li>Associated CC ledger group (such as, parent and child)</li> <li>Parent budget type</li> <li>Control ChartField</li> <li>Ruleset ChartField, tree, and level</li> <li>Balancing entries requirement</li> <li>Statistical budgeting</li> <li>Child budgets exceed parents option</li> <li>Offsets for balancing entries</li> <li>Excluded account types</li> <li>Expiration ChartField</li> <li>Budget period status (open, closed, default, and hold)</li> </ul>	<ul style="list-style-type: none"> <li>Control Budgets Options page</li> <li>Offsets page</li> <li>Excluded Accounts Types page</li> <li>Expiration ChartFields page</li> <li>Budget Period Status page</li> </ul>	<ul style="list-style-type: none"> <li>Translation tree for Ruleset ChartField</li> <li>Funding Source Definition (if funding source tracking is enabled)</li> </ul>

Entity	Parameters	Setup Location	Prerequisites
Rulesets	<ul style="list-style-type: none"> <li>Valid Ruleset ChartField Values</li> <li>Budget calendar</li> <li>Budget keys</li> <li>Translation tree and level for each key</li> <li>Default accounts</li> </ul>	<ul style="list-style-type: none"> <li>Ruleset ChartField page</li> <li>Keys and Translations page</li> </ul>	<ul style="list-style-type: none"> <li>Translation trees for key ChartFields</li> <li>Budget calendars</li> </ul>
Control ChartField Values	<ul style="list-style-type: none"> <li>Valid control ChartField values</li> <li>Control options</li> <li>Budget status tolerance</li> <li>Tolerance</li> <li>Begin and end dates</li> <li>Cumulative calendar</li> <li>Funding source tracking</li> </ul>	Control ChartField page	

You now attach each Commitment Control ledger group to a business unit and the general ledger (GL) ledger group for that business unit whose transactions you want to budget-check. You can then set certain budget-checking options for specific budgets (ChartField combinations) for a business unit. You can also associate specific revenue and expenditure budgets for a business unit so that revenues automatically increase spending limits.

The following table list the addition budget setup:

Setup Process	Parameters	Setup Location
Attaching Commitment Control ledger groups to business unit and general ledger (GL) ledger group	<ul style="list-style-type: none"> <li>Include pre-encumbrance in available budget calculation.</li> <li>Allow revenue to increase spending authority.</li> </ul>	Ledgers for a Unit component
Individual Budget Attributes	<ul style="list-style-type: none"> <li>Select by business unit and ChartField combination.</li> <li>Control options.</li> <li>Budget tolerance.</li> <li>Budget status</li> </ul>	Budgets Attributes component
Associate Revenue and Expenditure Budgets	<ul style="list-style-type: none"> <li>Select by business unit and ChartField.</li> <li>Ledger groups must already be associated in Control Budget Definition</li> </ul>	Associate Budgets component

When this setup is complete, you can enter budget amounts in the Enter Budget Journals component.

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**Note.** Amount versus quantity based reversals is determined in the various applications.

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### See Also

[Chapter 7, “Entering and Posting Commitment Control Budget Journals,” page 119](#)

## Commitment Control Ledgers and Ledger Groups

Setting up control budget definitions is synonymous with establishing processing rules for a Commitment Control ledger group. Depending on the budgeting requirements of your organization, you may need one or many expenditure budget definitions and one or many revenue budget definitions. For example, your organization may require a high-level appropriation budget definition with one set of rules and a lower-level organization budget definition with another set of rules; or your organization may require a corporate budget definition in one currency and divisional budget definitions in other currencies.

In any case, for each GL ledger group and business unit combination (each actuals ledger) whose transactions you want budget-checked, you need at least one budget definition—that is, Commitment Control ledger group. You can associate as many budget definitions as you want with a particular GL ledger group for a business unit, but each budget definition can be associated with only one GL ledger group for a particular business unit.

You must establish your Commitment Control ledgers and ledger groups by using the Detail Ledger and Ledger Group components in PeopleSoft General Ledger before you define the rules for your budget definitions (Commitment Control ledger groups) in the Budget Definitions component. However, before you establish your Commitment Control ledgers and ledger groups, you must understand the budget definition process and plan all of the budget definitions that you will use.

To familiarize yourself with the rules and options you establish in the Budget Definitions component, see the sections that follow and the section, [Setting Up Commitment Control Budget Definitions](#).

### See Also

[Chapter 3, “Setting Up Basic Commitment Control Options,” Setting Up Control Budget Definitions, page 51](#)

[Chapter 2, “Understanding PeopleSoft Commitment Control,” Underlying Data Structure of PeopleSoft Commitment Control, page 4](#)

*PeopleSoft 8.8 Application Fundamentals for Financial Management Solutions, Enterprise Service Automation, and Supply Chain Management PeopleBook, “Setting Up Ledgers”*

## Control ChartFields

Budget definitions are defined by a single *control ChartField*, which is the ChartField that the Budget Processor considers when determining whether or not to enforce budgetary control upon a transaction. For example, if you select DeptID as the control ChartField for the budget definition, you can then identify specific departments over which the Budget Processor enforces budgetary control using this budget definition, and other departments that are exempt from budgetary control.

When the Budget Processor receives a transaction with a ChartField value that is a control ChartField value for a budget definition, the Budget Processor applies the processing rules for that budget definition (unless you override some of those rules at the level of the control ChartField value, individual budget, or source transaction type).

## See Also

[Chapter 3, “Setting Up Basic Commitment Control Options,” Hierarchy of Control Budget Attributes, page 27](#)

[Chapter 3, “Setting Up Basic Commitment Control Options,” Key ChartFields and Translation Trees, page 20](#)

## Key ChartFields and Translation Trees

Key ChartFields and translation trees determine how the Budget Processor identifies the correct budgets for a transaction that is submitted for budget checking.

### Key ChartFields

When you set up your control budget definitions, you specify *budget keys*, which are the ChartFields that are required for budget journals.

The Commitment Control Posting process (FSPQPOST) fails any budget journal that excludes values for each budget key. Likewise, any source transaction that excludes values for each budget key fails budget checking, unless you take advantage of the option to not require certain budget keys for source transactions. In this case, if there is no value for the ChartField on a transaction, the transaction bypasses Commitment Control for the budget definition entirely.

The control ChartField and the Ruleset ChartField are always required as keys for all Rulesets. Each Ruleset in a budget definition can have its own set of additional budget keys.

### Translation Trees

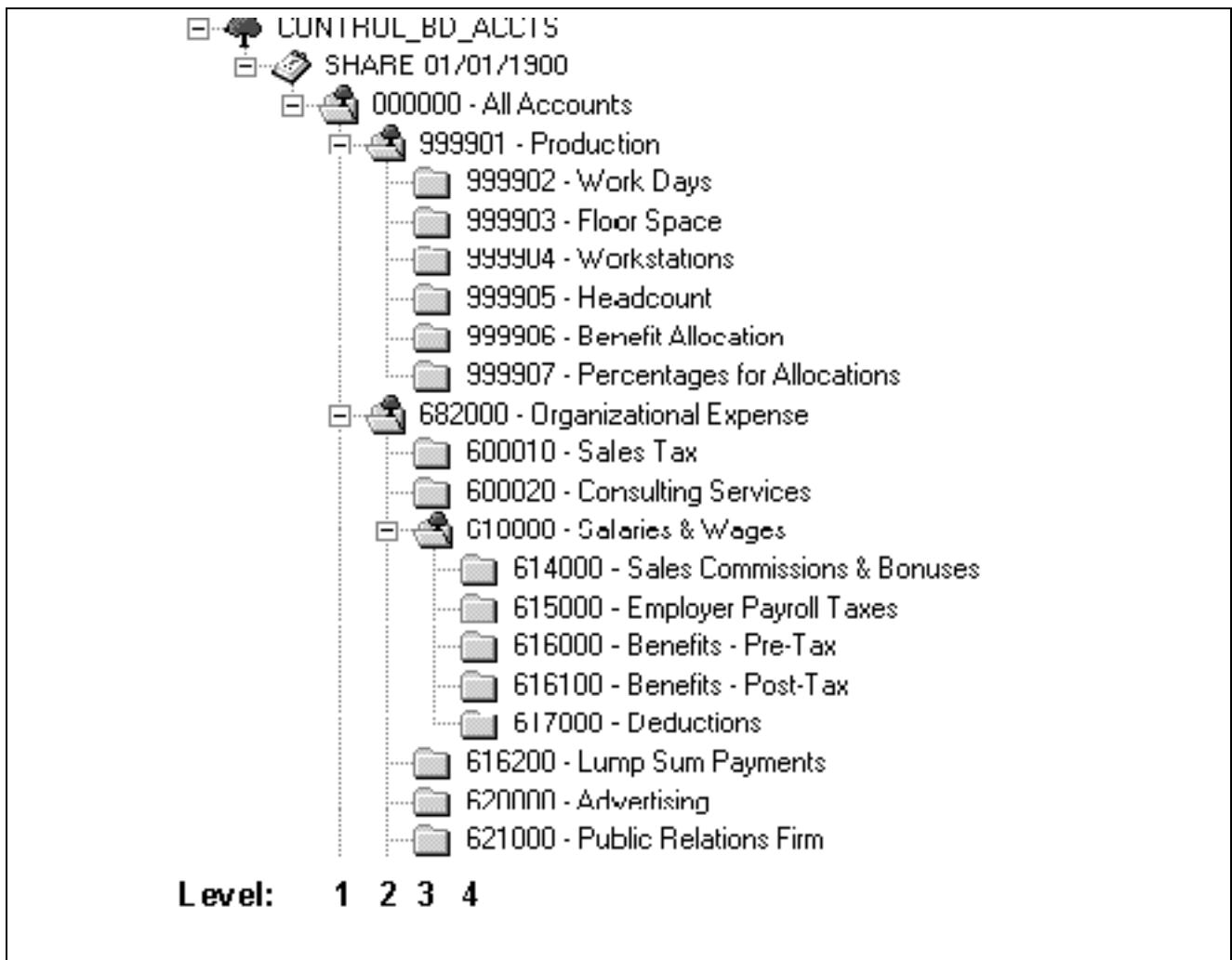
Most enterprises budget at a level above the level of their source transaction ChartField values. For example, while you might record source transactions to accounts for Pens, Paper Clips, and Desk Accessories, your budgets probably groups transactions for these items and tracks them in an account named Office Supplies. To be included in budgetary control and tracking, the Pens, Paper Clips, and Desk Accessories accounts that you enter on transactions require translation to the budgetary Office Supplies account.

By translating source transactions to Commitment Control budgets, translation trees provide a convenient way to budget at a high level while using detail-level ChartFields in your transactions. Using trees, you set up a hierarchy of ChartField values, such as accounts, with all of the budgetary-level values at the same level or even at more than one budgetary level if, for example, you have parent and child budgets that budget at different levels. When you set up budget definitions, you enter the tree name and appropriate budgetary level for each key ChartField. The Commitment Control Posting process can then determine which ChartField values are valid for budget journals, as well as how to roll source transaction ChartField values up to those budgetary ChartField values for budget-checking against the appropriate budget.

You typically want a tree for each ChartField that you use as a budget key and that you want to translate.

### Accounts Tree Example

The following example illustrates how tree levels translate data.



Sample translation tree

The sample translation tree contains the following levels, beginning with the level 1 node:

- Level1: Node 000000
- Level2: 999901 and 682000
- Level3: 999902–999907, 600010–600020, 610000, and 616200–621000
- Level4: 614000–617000

When you define a control budget definition, you enter the tree level at which you want to define budgets for each key ChartField. Suppose that you want to budget at account ChartField level 3 for the sample translation tree. You enter tree level 3 for account on the Keys and Translations page. All account values found at level 3 and levels 2 and 1 above it are then valid for budget journals, and all source transaction account values below level 3 roll up for budget checking to the budgets that you define at that level. Budget Journal processing validates against the translation rules that you established in your budget definition in the tree to ensure that you selected the correct value for the budget account.

On the Control ChartField page, you can also choose whether or not to include all control ChartField values at your budgeting level or to exclude some. The results depending on your choices are:

- If you select the All Values option, then all control ChartField values at or above the tree level you entered on the Keys and Translations page are valid for budgeting and budget-checking. Source transactions with any value for the control ChartField are budget checked.
- If you clear the All Values check box, you must enter each value that you want to be valid for budgeting on the ChartField Values grid. Only source transactions with values that translate to the values in the list are budget checked.

For example, assume that you are budgeting at level 3. You clear the All Values check box and enter the values 999901 and 610000 onto the ChartField Values grid. You encounter the following:

- If a purchase order has the level 4 account 614000, the Budget Processor translates the account to 610000 by using the tree and level information that you entered on the Keys and Translations page. The Budget Processor checks account 610000.
- If a second purchase order has the level 3 account 616200, the Budget Processor translates the account to itself.

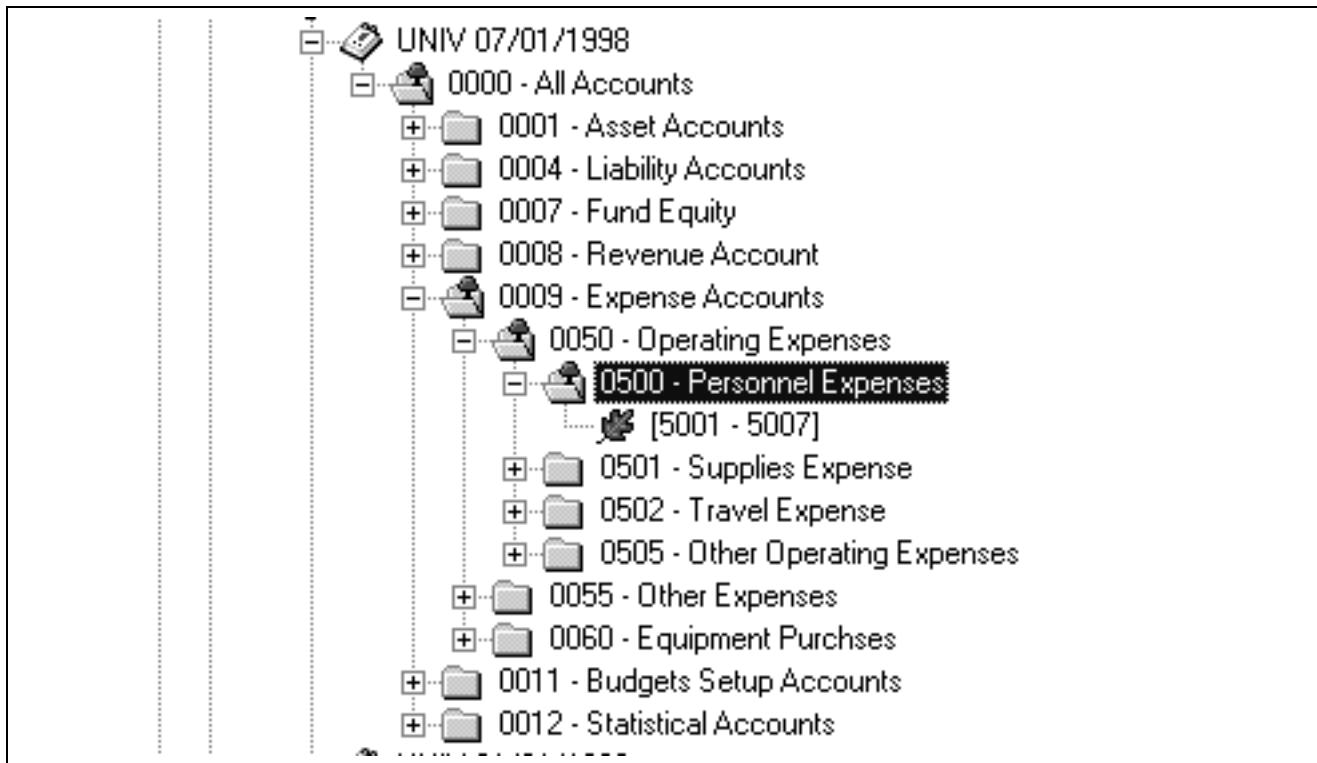
Because 616200 is not one of the level 3 accounts that you entered as valid for budget checking, the Budget Processor does not budget check this transaction.

## Winter Trees and Spring Trees

Commitment Control can use either *winter trees* or *spring trees* to translate budget keys.

A winter tree uses the detail value table for nodes and has no leaves. In other words, each node is a valid detail ChartField value. In the previous section The Accounts Tree Example shows a winter tree.

A spring tree is a hybrid between a node-only winter tree and a summer tree. A summer tree uses the PS\_TREE\_NODE table for nodes and a detail value table for leaves. A spring tree uses a detail value table for the nodes as well as the leaves:



In this spring tree, the 0500 account is a budget-level node, whereas accounts 5001-5007 are detail-level leaves that roll up to the 0500 node. Note that you can define leaves in spring trees as ranges of detail values.

Spring trees reduce tree maintenance by allowing you to add ChartField values to the system without having to update trees, as long as new values are within a detail-value range already defined for the tree.

Whether you use spring or winter trees, each node must be a valid ChartField value. You must therefore assign the detail table name as the tree node table in the tree structure.

For any of the applicable ChartFields, you can create a view selecting only those ChartFields defined as budgetary only when selecting ChartFields for the tree node table.

## See Also

[Chapter 3, “Setting Up Basic Commitment Control Options,” Rulesets, page 26](#)

[Chapter 3, “Setting Up Basic Commitment Control Options,” ChartField Definition, page 16](#)

[Chapter 3, “Setting Up Basic Commitment Control Options,” Defining Translation Trees for Budget Key ChartFields, page 45](#)

*PeopleSoft 8.8 Application Fundamentals for Financial Management Solutions, Enterprise Service Automation, and Supply Chain Management PeopleBook, “Summarizing ChartFields Using Trees”*

## Budget Period Calendars and Cumulative Budgeting

A budget period represents a time segment that the system uses to divide budgets. You can use this ChartField to establish varying time periods for budgeting and to have budget periods that may differ from fiscal year calendar dates.

You define budget periods by creating budget period calendars. You can define both *detail budget period calendars* and *summary budget period calendars*, which are based on multiple detail budget period calendars.

Detail budget period calendars define the periods to which budgets apply.

Summary budget period calendars enable you to collapse information from multiple detail budget periods into a summary period. For example, a summary budget period calendar can group monthly control budget periods by quarter or year. They are useful for inquiries. You can use the Budgets Overview page to view budget amounts by summary budget period for ledger groups that use the corresponding (detail) budget period calendars.

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**Note.** Do not confuse *summary budget period calendars* with *summary calendars*. Summary budget period calendars are all budget period detail calendars but each calendar can be defined in different increments of time, such as monthly, annually, or as multi year calendars.

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A budget period detail calendar is similar to a fiscal year detail calendar. However, budget periods may be independent of fiscal periods and may start and stop at any point in a fiscal year or period.

Set up as many budget period calendars as necessary. You can apply a budget period calendar to any number of budget definitions for which you want to use the same budget period parameters.

By using Rulesets, you can apply different calendars to different budgets within a budget definition.

## Using the Budget Date to Determine the Budget Period

The Budget Processor uses the budget date on a source transaction, with the budget period calendar defined for the Commitment Control budgets, to determine the budget period of the Commitment Control budget against which the transaction is to be processed.

The budget date is populated automatically depending on the default budget date option you select on the Installed Products page, but you can also override it for some source transactions, depending on your Commitment Control security access.

## Budgeting Without Budget Period Calendars

You do not need to use budget period calendars with all budget definitions. For example, you can define a project budget with no budget periods by using begin and end dates that are unique to each project to control spending. If you do not specify the budget period calendar when you set up your budget definition, the system uses a blank budget period instead of performing a lookup against the budget period calendar. Use the begin and end date fields on the Control ChartField page or Budget Attributes component to define the time span of the budget.

## Using Begin and End Dates With Budget Period Calendars

You can enter begin and end dates on the Control ChartField page and the Budget Attributes component to restrict budget journal entries to budget periods that are at least partially within the specified dates. Entering begin and end dates also restricts source transactions to those whose transaction dates fall within these dates. The setting of begin and end dates on the Control ChartField page establishes a higher level default. You may wish to use Budget Attributes to enter exceptions to the defaults by setting individual begin and end dates for detail budgets.

## Cumulative Budgeting

You can set up your budgets to allow spending against the available balances in a defined range of budget periods when a transaction would otherwise exceed the balance in the current period.

For example, you budget check a transaction in the amount of 150 that affects budget period 2001Q3. You set up cumulative budgeting such that the Budget Processor searches for available balances in all budget periods for 2001. As the following table shows, the available balance for 2001Q3 is 100, is not enough to cover the transaction. However, the cumulative available balance for 2001Q3 is 300. Therefore, the transaction passes budget checking. If you do not set up cumulative budgeting, the transaction fails.

(Italicized values are derived calculations.)

Ledger	Account	DeptID	Budg. Per.	Amount	Available Balance	Cum. Avail. Balance
ORG_BUD	50001	100	2001Q1	-100	<i>100</i>	<i>100</i>
ORG_BUD	50001	100	2001Q2	-100	<i>100</i>	<i>200</i>

Ledger	Account	DeptID	Budg. Per.	Amount	Available Balance	Cum. Avail. Balance
ORG_BUD	50001	100	2001Q3	-100	100	300
ORG_BUD	50001	100	2001Q4	-100	100	400

You can set up cumulative budgeting in two ways:

- You can use a budget period calendar as a cumulative calendar.

Although you should define the cumulative calendar as a detail budget calendar rather than a summary budget calendar, the cumulative calendar must summarize the detail budget periods that are defined for the budget. Thus, each cumulative budget period defines the range of detail budget periods whose balances are available for spending.

For example, your budget uses a monthly budget period calendar (calendar ID *MN*). The cumulative calendar that you assign is a budget period calendar that summarizes the monthly detail budget period calendar into quarters (calendar ID *QR*):

Budget Periods for Calendar <i>MN</i>	Budget Periods for Calendar <i>QR</i>
<ul style="list-style-type: none"> <li>• 2001M01 (01/01/01 to 01/31/01)</li> <li>• 2001M02 (02/01/01 to 02/28/01)</li> <li>• 2001M03 (03/01/01 to 03/31/01)</li> </ul>	2001Q1 (01/01/01 to 03/31/01)
<ul style="list-style-type: none"> <li>• 2001M04 (04/01/01 to 04/30/01)</li> <li>• 2001M05 (05/01/01 to 05/31/01)</li> <li>• 2001M06 (06/01/01 to 06/30/01)</li> </ul>	2001Q2 (04/01/01 to 06/30/01)

When you budget-check a transaction whose budget date falls in budget period 2001M05, the available balances from both periods 2001M04 and 2001M05 add up to the cumulative available balance.

You can enable cumulative budgeting at the Ruleset and assign cumulative calendars at the Ruleset, control ChartField, and budget attributes levels.

See [Chapter 3, “Setting Up Basic Commitment Control Options,” Hierarchy of Control Budget Attributes, page 27](#).

- You can define a date range for cumulative budgeting by using begin and end dates instead of the cumulative calendar.

Available balances for all of the budget periods included within the date range are then potentially available for spending. (That is, all current and prior budget periods within the date range are available for any given transaction.)

In the following example, when you budget-check a transaction whose budget date falls in budget period 2001M02, the available balances from both periods 2001M01 and 2001M02 add up to the cumulative available balance.

Budget Periods for Calendar MN	Date Range for Cumulative Budgeting
<ul style="list-style-type: none"> <li>2001M01 (01/01/01 to 01/31/01)</li> <li>2001M02 (02/01/01 to 02/28/01)</li> <li>2001M03 (03/01/01 to 03/31/01)</li> </ul>	01/01/01 to 03/31/01

You can select the date range option at the Ruleset, control ChartField, and budget attributes levels. You specify the dates at the budget attributes or at budget journal entry.

## See Also

[Chapter 3, “Setting Up Basic Commitment Control Options,” Rulesets, page 26](#)

[Chapter 3, “Setting Up Basic Commitment Control Options,” Defining Commitment Control Budget Period Calendars, page 41](#)

[Chapter 3, “Setting Up Basic Commitment Control Options,” Setting Up Control Budget Definitions, page 51](#)

[Chapter 5, “Setting Up Commitment Control Security,” Applying Security Rules to Security Events, page 104](#)

[Chapter 7, “Entering and Posting Commitment Control Budget Journals,” Entering Budget Journal Lines, page 130](#)

## Rulesets

Some organizations require that a budget definition includes more than one set of the following rules:

- Key ChartFields required for budget journals and source transactions.
- Translation tree and level at which you budget for the key ChartFields.
- Budget period calendar, which specifies valid budget periods.

You can, for example, budget at a higher translation level for a few of the budgets in your budget definition. You can also have some budgets in a budget definition that require an additional key ChartField, such as program ID or project ID, for tracking purposes.

For this reason, budget definitions include subsets, called Rulesets. Each Ruleset defines a different set of keys, translations, and budget period calendar.

Each budget definition has a Ruleset ChartField which the Budget Processor uses to determine whether or not to apply the processing rules for that Ruleset. You define to which Ruleset ChartField values each Ruleset applies. The system automatically creates a default Ruleset, which is used for any Ruleset ChartField values that you do not explicitly assign to a Ruleset.

<b>Ledger Group:</b>	APPROP																											
<b>Control ChartField:</b>	FUND CODE																											
<b>Control ChartField Values:</b>	100 to 499 600 to 699																											
<b>Ruleset ChartField:</b>	DEPTID																											
<b>Ruleset A</b> DEPTID: 1000 to 1999    Calendar: AM 7000 to 9999 <table border="1"> <thead> <tr> <th><b>Key ChartField</b></th> <th><b>Tree</b></th> <th><b>Level</b></th> </tr> </thead> <tbody> <tr> <td>DEPT ID</td> <td>DEPTTREE</td> <td>Level 1</td> </tr> <tr> <td>ACCOUNT</td> <td>ACCTTREE</td> <td>Level 1</td> </tr> <tr> <td>FUND CODE</td> <td></td> <td></td> </tr> </tbody> </table>	<b>Key ChartField</b>	<b>Tree</b>	<b>Level</b>	DEPT ID	DEPTTREE	Level 1	ACCOUNT	ACCTTREE	Level 1	FUND CODE			<b>Ruleset B</b> DEPTID: 2000 to 6999    Calendar: AN <table border="1"> <thead> <tr> <th><b>Key ChartField</b></th> <th><b>Tree</b></th> <th><b>Level</b></th> </tr> </thead> <tbody> <tr> <td>DEPT ID</td> <td>DEPTTREE</td> <td>Level 1</td> </tr> <tr> <td>ACCOUNT</td> <td>ACCTTREE</td> <td>Level 1</td> </tr> <tr> <td>FUND CODE</td> <td></td> <td></td> </tr> <tr> <td>PROGRAM CODE</td> <td>PGMTREE</td> <td>Level 1</td> </tr> </tbody> </table>	<b>Key ChartField</b>	<b>Tree</b>	<b>Level</b>	DEPT ID	DEPTTREE	Level 1	ACCOUNT	ACCTTREE	Level 1	FUND CODE			PROGRAM CODE	PGMTREE	Level 1
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DEPT ID	DEPTTREE	Level 1																										
ACCOUNT	ACCTTREE	Level 1																										
FUND CODE																												
PROGRAM CODE	PGMTREE	Level 1																										

### Using Rulesets

The appropriation budget definition in the Using Rulesets example requires two Rulesets, because departments 2000 to 6999 require program codes on budget journals and source transactions for tracking purposes, whereas departments 1000 to 1999 and 7000 to 9999 do not. In all other respects, the appropriation budgets for these departments use the same processing rules (except for the attributes that you can override below the Ruleset level).

If you have only one set of budget keys, translation rules, and budget calendar for a budget definition, use the default Ruleset as your single Ruleset, with the control ChartField as the Ruleset ChartField. It is unnecessary, in that case, to enter any data onto the Ruleset page. If Budget Processor cannot find a Ruleset with the values matching the transaction, the Default Ruleset is used, provided the transaction is subject to control in that ledger.

---

**Note.** Rulesets must be mutually exclusive and complete, so that there are no multiple or missing setup parameters for a single ChartField value. When you save the Keys and Translations page, the Ruleset ChartField list is edited to ensure that there are no overlaps. When the Ruleset ChartField is translated itself, the system ensures that no node is split across two different Rulesets.

---

### See Also

[Chapter 3, “Setting Up Basic Commitment Control Options,” Key ChartFields and Translation Trees, page 20](#)

[Chapter 3, “Setting Up Basic Commitment Control Options,” Budget Period Calendars and Cumulative Budgeting, page 23](#)

## Hierarchy of Control Budget Attributes

Among the attributes that you apply when you define control budgets are:

### Control Options

*Control:* Transactions that cause budget exceptions generate errors or warnings.

*Tracking with Budget:* Track transaction amounts against a budget, but do not issue error exceptions unless there is no corresponding budget row. Pass if budget row exists, even for a zero amount, but issue warnings for exceptions.

*Track without Budget:* Track transactions even if there is no budget setup. If a budget row does exist, no budget checking is done and no errors or warning are issued. The status Hold has no meaning for track without budget.

*Control Initial Document:* Control expenditures against the initial document only. Transactions are stopped and error messages issued only if budget constraints are exceeded when the initial document is processed.

Transactions that pass budget checking on the initial document, such as a purchase requisition, are automatically passed on all subsequent documents, such as a purchase order or payment voucher, even if budget constraints are exceeded when they are processed.

**Budget Status**

Indicates whether the budget is *Open*, *Closed*, or on *Hold*.

*Open:* The budget can still accept transactions.

*Closed:* The budget is closed to transactions. You cannot enter budget journals, and the Budget Processor fails all transactions that impact the budget.

*Hold:* The budget is on hold. The Budget Processor fails any transaction that reduces the available balance, but you can enter and post budget journals. If you have chosen to track without budget, Hold has no effect and no warnings are issued.

**Budget Tolerance**

Percentage variance over budget that you allow for a transaction to pass budget checking.

You can apply these attributes at the control budget definition, the control ChartField, the budget attributes, and (in the case of control options only) the source transaction definition as follows:

- The control budget definition defines processing rules for the entire control budget definition (ledger group).
- The control ChartField defines processing rules for individual values of the budgetary control ChartField.
- Budget attributes define processing rules by business unit and specific ChartField combination.
- The source transaction definition enables you to define one processing rule—control option—by source transaction type.

You can also apply the following budget date-related rules at more than one level in the hierarchy.

**Begin Date and End Date**

Begin and end dates restrict budget journal entries to budget periods that are at least partially within these dates. The dates also restrict source transactions to those whose transaction (accounting) dates fall within the begin and end dates.

**Cumulative Calendar**

Cumulative budgeting enables the application of unused funds from prior budget periods if funds are insufficient in the present period.

You can apply these date-related rules at the Ruleset definition, the control ChartField, and the budget attributes. The sections on Budget Period Calendars and Cumulative Budgeting provide instructions about applying these rules at each level in the hierarchy.

Processing rules defined at the control ChartField override those defined at the Budget Period, Ruleset and control budget definition levels. Those defined at the budget attributes override the control ChartField, Budget Period, Ruleset, and budget definition rules, and those defined at the source transaction level override all of the other levels.

In the following table, note that rules, or attributes, set at the various levels, default down through the list and override up through the list.

Rules Default Down and Override UP
Budget Definition
Ruleset
Budget Period
Control ChartField
Budget Attributes
Source Transaction Definition

In other words, rules defined for a control budget definition apply to the entire budget definition and to any rows not overridden at one of the lower levels. Here are some examples:

- *Control Budget Definition:* Budget tolerance is set at 3 percent for all budgets in the ledger group.
- *Control ChartField:* The control ChartField is defined as DeptID.  
Tolerance could be set at 5 percent for DeptID 14000, 12 percent for DeptID 42000. All other DeptIDs keep the 3 percent tolerance that you set at the budget definition.
- *Budget Attributes:* Set tolerance at 10 percent for business unit US005, Account 540000, and DeptID 14000. All other ChartField combinations with DeptID 14000 have their tolerance set at 5 percent, as defined for the control ChartField. The Remaining DeptIDs keep the 3 percent tolerance that you define at the budget definition.
- *Source Transaction Definition:* Because you can only set the control option at this level, the tolerance rules for all source transaction types default from the budget attributes and above.

## See Also

[Chapter 3, “Setting Up Basic Commitment Control Options,” Budget Period Calendars and Cumulative Budgeting, page 23](#)

[Chapter 9, “Managing Budget Exceptions,” page 171](#)

## Multiple SetIDs Within a Control Budget Definition

PeopleSoft Commitment Control enables you to share budget definitions across setIDs and business units.

## Sharing a Control Budget Definition Across Business Units With Different ChartField SetIDs

Suppose that you have a budget definition for an organization with three business units (US001, US002, and FRA01) and three setIDs (SHARE, NA000, and EU000).

Business Unit Code	SetID for CC	SetID for Account	SetID for Departments
US001	SHARE	SHARE	SHARE
US002	SHARE	NA000	SHARE
FRA01	SHARE	EU000	EU000

In the example, one budget definition, with setID SHARE and Ledger Group CC\_ORG, is shared by all three business units of an organization.

The key ChartFields are the same for all three business units of the organization, but in the Ruleset Keys grid on the Ruleset ChartField page, each Ruleset established requires three rows: one for setIDs SHARE and NA000, and one for EU000.

If the control ChartField is designated as DeptID, then the ChartField Values grid on the Control ChartField page requires two sets of data: one for setID SHARE, to be shared by business units US001 and US002, and a second set of data for setID EU000 to be used by business unit FRA01. If, instead, you designate the control ChartField as Account, you would need to have three sets of data in the ChartField Values grid, one for each of the three setIDs.

You also perform the same setup in the Budget Entry Offsets and Source Transaction Offsets scroll areas on the Offsets page and the setIDs for Excluded Account Types and setIDs for Excluded Accounts scroll areas on the Excluded Accounts page.

## Sharing a Control Budget Definition Across Business Units With Different SetIDs for Ledger Groups

If you have business units with different setIDs for PeopleSoft General Ledger ledger groups, then you must define identical Commitment Control ledger groups for each setID in order to share a control budget definition.

Suppose that business units US001, US002, and FRA01 share SHARE for their Commitment Control setID, but each uses its own setID for GL ledger groups. For example, business unit US001 uses SHARE for GL ledger groups, US002 uses NA000, and FRA01 uses EU000. The business units can still share the control budget definition (because all three use SHARE for Commitment Control), as long as you define three different Commitment Control ledger groups, one for each, sharing the same ledger group name and template but having different setIDs. They do not need to share the exact same ledgers—one ledger group can dispense with the preencumbrance ledger, for example, whereas the others include it. In the following example, the ledger group names are all the same, as are the budget, expense, encumbrance, and preencumbrance ledger names:

SetID	Ledger Group Name	Ledgers
SHARE	CC_ORG	ORG_BUD, ORG_EXP, ORG_ENC, ORG_PRE
NA000	CC_ORG	ORG_BUD, ORG_EXP, ORG_ENC, ORG_PRE
EU000	CC_ORG	ORG_BUD, ORG_EXP, ORG_ENC

## See Also

[Chapter 3, “Setting Up Basic Commitment Control Options,” Setting Up Control Budget Definitions, page 51](#)

## Parents and Children

In Commitment Control, you can build a hierarchy between budget definitions such that a *parent budget* has one or more *child budgets*. The budget amounts for each child budget together represent the amount in the parent budget's *bucket*, but divided into smaller *buckets*, or budgets for each of the child budgets. You might have an appropriation budget, for example, that is a parent to multiple organization budgets; you therefore set up an appropriation budget definition as a parent to the organization budget definition:

Budget Definition	Fund Code	Account	DeptID	Budget Period
APPROP	200	6840000	000	2000
ORG	200	6842000	115	2000M01
ORG	200	6843000	210	2000M01

In this example, the two organization budgets shown represent departmental allotments of an appropriation, representing different accounts and budgeted by monthly budget periods.

Source transactions checked against a child budget are also checked against the parent budget if both budget definitions are attached to the General Ledger (actuals) ledger group. Likewise, the sum of child budget amounts usually equals the parent budget amount, although they may add up to less and may even exceed the parent budget if you select the Child Budget Exceeds option on the Control Budget Options page when you set up the child budget definition.

Along with parent budget control over child budget amounts, a common rationale for this structure is due to parent budget being typically created at a very high level, while the child budgets are usually created at a more detailed level.

---

**Important!** If you do not select the Child Budget Exceeds option, the system performs a validation each time you post a budget journal to ensure that the total across all child budget amounts in the child budget ledger does not exceed the parent budget amount. However, if more than one child definition is associated with a parent budget definition, the system does not add child budget amounts across child budget definitions to arrive at a total child budget amount to validate against the parent budget. Rather, the system views each child budget definition as the “same money” in “different slices,” and it only validates the child budget amounts within the child budget definition for the budget journal. Therefore, if you have more than one child budget definition associated with a parent budget definition, and those child budget definitions do not represent the “same money,” your child budgets can exceed your parent budget even if you do not select the Child Budget Exceeds option.

---

## Setting Up Parents and Children

To create the parent-child relationship:

1. Include the ChartField values for the parents and the children on the same budget key translation trees. The ChartField values of the parent budget must be at a level the same as or higher than the child's, to ensure that each child budget is translated to its parent budget.
2. Define the parent budget definition.
3. Define the child budget definition.

When you indicate the parent budget definition on the Control Budget Options page, the system automatically copies the parent's control ChartField, control ChartField values, Ruleset ChartField, and key ChartFields into the child budget definition. You can add more key ChartFields to the child, but it must contain all of the parent key ChartFields and trees. The translation levels for the key ChartFields in the child budget definition can be lower than that of the parent.

### See Also

- [Chapter 3, “Setting Up Basic Commitment Control Options,” Defining Control Budget Options, page 53](#)
- [Chapter 10, “Inquiring on Budgets and Transaction Activities,” Viewing Parent and Child Budget Relationships, page 217](#)

## Statistical Budgeting

You can use statistics codes in Commitment Control to track non-monetary amounts to facilitate financial analysis and reporting. Set up statistical budget checking in the Budget Definitions component by selecting Enable Statistical Budgeting on the budget definition. Statistics budgets do not have rules and settings separately defined; instead, they follow the settings in the regular hierarchy. The Budget Processor bypasses rather than fail source transactions that do not have a statistics code entered.

### See Also

- [Chapter 3, “Setting Up Basic Commitment Control Options,” Setting Up Control Budget Definitions, page 51](#)

## Balancing Entries

You can make the system generate offset entries in the Commitment Control ledgers for every budget journal or transaction that the system processes by selecting Entries Must Balance on the Control Budget Options page. You must then select offset accounts for budget entries and source transaction types on the Offsets page.

This setup provides a fully balanced budget definition, which is convenient if your organization must perform balanced reporting of budget activity.

### See Also

[Chapter 3, “Setting Up Basic Commitment Control Options,” Setting Up Control Budget Definitions, page 51](#)

## Project Budgets With Funding Source Control

You can use Commitment Control to establish funding sources, such as grants, donations, or endowments, and allocate amounts from those funding sources to multiple project budgets.

When you perform budget checking on project transactions, the system checks the transaction amount against the sum of the allocations in the project budget.

### Setting Up Project Budgets With Funding Source Control

To set up project budgets with funding source control, you define your funding sources, set up associated expenditure and revenue budgets, and allocate the funding sources to each project. Use the following setup procedure:

1. Establish Commitment Control ledgers and ledger groups for a project expenditure budget definition and a project revenue budget definition in the Detail Ledger and Ledger Groups components.
2. Define funding sources on the Funding Source Definition page.

You enter funding source amounts and adjustments, and also descriptive information about the funding source. The page calculates the total funding source amount by aggregating the amounts that you enter.

3. Define a project expenditure budget definition in the Budget Definitions component:
  - Use Project ID as the control ChartField, Ruleset ChartField, and key ChartField. This is the only key ChartField that you can use for project expenditure budgets.
  - Select the Enable Funding Source check box. By using the revenue ledger group that you enter, the system creates the related revenue budget definition with the same parameters as the expenditure budget, except the Commitment Control Option, which is *Track w/o Budget*, and the excluded account types, which you must define. You can also add a second key ChartField to the revenue budget definition to further refine your identification of revenue sources.
  - Do not assign a budget period calendar.
  - You must enter the valid Project ID values on the Control ChartField page and select or clear the Funding Source control check box for each. This alerts the system about whether or not a project is funding source-controlled. You can also enter the budget begin and end dates for the project.
4. On the Funding Source Allocation page, enter the overall amount approved for the project and then allocate funding sources and amounts for each Project ID that requires funding source tracking.

You can define funding source amounts as a percentage of the overall spending amount for the project or as a flat spending cap amount. You also define whether a funding source amount can be spent immediately (budgeted) upon revenue being recognized or upon revenue being collected. For the recognized and collected revenue spending options, you define the percentage of revenue that can apply toward your project expenditure budget, up to the spending cap.

The following example presents funding source allocations for a project. *Italicized* values represent system-calculated amounts.

Project ID	Funding Source	Spend Option	Spending Cap	% of Revenue	% of Overall Amount
PROJ23	NIH0014	Budgeted	5000	NA	25
PROJ23	UNIV17	Recognized	<i>10000</i>	75	50
PROJ23	PRAT01	Budgeted	5000	NA	25

In this example, the total spending amount for Project ID PROJ23 is 20000, although the available spending amount at any given moment depends on the amount of revenue recognized from funding source UNIV17. The project can use up to 75 percent of the recognized revenue from funding source UNIV17, up to the 10000 spending cap. Fifty percent of the overall expenditure budget for the project comes from funding source UNIV17, 25 percent from NIH0014, and 25 percent from PRAT01.

You can allocate funding sources to as many projects and business units as you prefer. The system validates that you do not over allocate a funding source.

##### 5. Enter budget journals for budgeted funding source allocation rows.

The Commitment Control Posting process (FSPQPOST) validates that the funding source allocation is already defined and that the sum of the budget journal amount and all funding source allocation revenue rows equals the overall budget amount defined on the Funding Source Allocation page. Commitment Control Posting also validates that the total allocations for the funding source across all budgets does not exceed the amount defined for the funding source on the Funding Source Definition page.

## Hierarchies of Project Control Budgets

You can maintain hierarchies of project control budgets (such as between project budgets and phase budgets) by defining parent-child relationships and a projects translation tree.

### See Also

[Chapter 3, “Setting Up Basic Commitment Control Options,” Parents and Children, page 31](#)

[Chapter 3, “Setting Up Basic Commitment Control Options,” Setting Up and Allocating Funding Sources, page 46](#)

## Budget Reference ChartField

Commitment Control provides a ChartField called *Budget Reference* (BUDGET\_REF) that uniquely identifies a budget, enabling you to identify separate multiyear overlapping budgets that share the same combination of non-budget reference ChartFields.

To take advantage of the budget reference ChartField, you must define it as a key ChartField for the control budget definition, and you must enter budget reference ChartField values on the budget journal and all spending transactions for the budget definition.

### Multiyear Overlapping Budgets

Budget reference primarily enables unique identification of multiyear overlapping budgets with shared ChartFields. Typically, these are appropriations that are made every year but last a number of years. For example, your organization receives an appropriation each fiscal year. You can use these appropriations to fund spending for three years, so that the appropriation granted in 2002 is eligible to fund spending from July 1, 2001 to June 30, 2004 (budget periods 2002, 2003, and 2004), and the 2003 appropriation can fund spending from July 1, 2002 to June 30, 2005 (budget periods 2003, 2004, and 2005), and so on:

2002 Appropriation	2003 Appropriation	2004 Appropriation
2002	NA	NA
2003	2003	NA
2004	2004	2004
NA	2005	2005
NA	NA	2006

If these appropriations budgets share the same ChartField combination, the system has no way of distinguishing the appropriations with overlapping budget periods, unless there is a unique identifier for each appropriation. To report your spending by both fiscal year and appropriation grant, you must identify both the fiscal year and the appropriation for each spending transaction. In this example, each budget period represents a fiscal year, but you need a budget reference to identify each appropriation.

To set up the budget reference ChartField to distinguish multiyear overlapping budgets such as those in the preceding example, perform the following steps:

1. Define budget reference ChartField values for each appropriation budget by using the Budget Reference page.

You may want the budget reference to refer to the resolution that created the appropriation, or the chapter ID, or a time associated value. In this scenario, we define budget references RES2002, RES2003, and RES2004.

See *PeopleSoft 8.8 Application Fundamentals for Financial Management Solutions, Enterprise Service Automation, and Supply Chain Management PeopleBook*, “Defining and Using ChartFields,” Adding Budget Reference Values.

2. (Optional) Define a budget period calendar with periods by which you must report.

In this example, we set up budget periods that mimic fiscal years, starting on July 1 and ending on June 30.

You do not need to use a budget period calendar when you set up your control budget definition; you can use a date range instead.

3. Set up a control budget definition that includes budget reference as a key ChartField.

If your budget definition uses a budget period calendar, multiyear overlapping appropriations require cumulative budgeting. Do not select Derive Dates or assign a cumulative calendar on the Keys and Translations page. Instead, you should enter the begin and end dates for the multiyear appropriation when you enter the budget journal.

If your budget definition does not use a budget period calendar, you can enter the date range for the appropriation at the control ChartField, at the budget attributes, or at budget journal entry.

In this scenario, we call the budget definition CC\_MY.

See [Chapter 3, “Setting Up Basic Commitment Control Options,” Budget Period Calendars and Cumulative Budgeting, page 23](#).

4. Enter and post a budget journal for the multiyear appropriation.

Enter the budget reference just as you would any ChartField value. Enter the begin and end dates for the appropriation and click Generate Budget Period Lines to generate journal lines for each budget period covered by the appropriation.

Ledger Group	Acct	Fund	Bud Ref	Bud Period	Amnt	Begin Date	End Date
CC_MY	50000	100	RES2002	2002	3000000	07/01/01	06/30/04
CC_MY	50000	100	RES2002	2003	0	07/01/01	06/30/04
CC_MY	50000	100	RES2002	2004	0	07/01/01	06/30/04

You can enter either the entire amount of the budget on the first line and zero on the remaining lines, as in preceding table, or an amount on each line.

See [Chapter 7, “Entering and Posting Commitment Control Budget Journals,” Entering Budget Journal Lines, page 130](#).

Each time you create a source transaction for this appropriation budget definition, you enter the budget reference of the appropriation that you want to spend against, just as you would any ChartField value. As long as a sufficient cumulative available balance exists across all of the budget periods included in the appropriation, the transaction will pass. When it comes time to report on spending against the appropriation, you can easily identify all of the transactions that hit the appropriation in a budget period, fiscal year, or accounting period.

If you do not use a budget period calendar, then cumulative budgeting is not an issue. The Budget Processor treats the spending range of the budget as a single budget period.

## Budget Journal Entry Event Codes

You have the option of entering entry event codes in budget journals to create entry event transactions.

See *PeopleSoft 8.8 Application Fundamentals for Financial Management Solutions, Enterprise Service Automation, and Supply Chain Management PeopleBook*, “Using Entry Events,” Setting Up Entry Events.

See *PeopleSoft 8.8 Application Fundamentals for Financial Management Solutions, Enterprise Service Automation, and Supply Chain Management PeopleBook*, “Using Entry Events,” Defining Entry Event Codes and *PeopleSoft 8.8 Application Fundamentals for Financial Management Solutions, Enterprise Service Automation, and Supply Chain Management PeopleBook*, “Using Entry Events,” Setting Up and Processing Commitment Control Budget Journals with Entry Events.

## Commitment Control Detail Ledger Groups

Most organizations budget at a translated level higher than the source transactions that they budget-check. Because the Budget Processor translates source transactions to the budgeted ChartField value level, standard Commitment Control ledger groups do not store transaction-level ChartField values for commitments. And although expenditure transactions are stored in the actuals or recording ledger with their untranslated, transaction-level ChartFields, preencumbrance and encumbrance transactions are not recorded in the actuals ledger at all.

To capture detail ledger rows for such non-actuals transactions, you set up a special Commitment Control *detail ledger group*, which uses the Track without Budget option and records transactions at an untranslated level. When you budget-check a transaction, the Budget Processor updates the ledgers in the standard Commitment Control ledger group at the translated level and the ledgers in the “Commitment Control detail ledger group” at the untranslated level. You can therefore inquire and report on non-actuals transactions at the detail level, without having to use the cumbersome transaction activity logs.

For example, a requisition in the amount of 450 has Account 6842000, DeptID 615, Budget Period 2003Q2. Account 6842000 rolls up to Account 6840000 for budgeting. The Budget Processor updates the preencumbrance ledger for the expenditure control budget with the following ledger row: Account 6840000, DeptID 615, Budget Period 2003Q2, amount 450. It also updates the preencumbrance ledger in the *detail ledger group* with the following detail ledger row: Account 68420000, DeptID 615, Budget Period 2003Q2, amount 450.

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**Note.** If you use entry events with PeopleSoft Purchasing, the Entry Event Processor (FS\_EVENTGEN) generates entry event accounting lines for preencumbrance and incumbrance Purchasing transactions by selecting transaction rows from the Commitment Control detail ledger group. Entry events generate accounting lines to record the preencumbrance and encumbrances in the actuals ledger. To facilitate this, you must select the Commitment Detail Ledger check box for the Commitment Control detail ledger group when you assign Commitment Control ledger groups to a business unit and GL ledger group in the Ledgers for a Unit component. The Entry Event Processor looks for this selection to identify the ledger group that contains preencumbrance and encumbrance PeopleSoft Purchasing transactions.

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### See Also

[Chapter 3, “Setting Up Basic Commitment Control Options,” Setting Up Commitment Control for a Business Unit and General Ledger Group, page 66](#)

## Associated Expenditure and Revenue Budgets

You can use the Associated Budgets component to define a relationship between revenue budgets and expense budgets. Its purpose is to increase expenditure limits automatically in relationship to budgeted, recognized, or collected revenue.

Before you can use the Associated Budgets component, you must indicate the associated expenditure budget definition when you define the revenue budget definition in the Budget Definitions component.

You have the following options when you associate budgets:

- You can designate one or more revenue budgets to increase the available budget balance for an expenditure budget.
- You can designate one or more expenditure budgets to have its available budget balance increased by a revenue source.
- You can make the revenue available for spending when it is budgeted, recognized, or collected, or you can increase the available budget balance by the greater of the collected or budgeted amount, the greater of the recognized or budgeted amount, or the lesser of either combination.
- You must assign a percentage of the revenue amount up to a maximum amount or cap to apply toward the spending balance.

The Budget Processor uses this data to determine whether a sufficient budget balance is available to pass a specific transaction. If there is an insufficient available budget balance for a transaction in the expenditure budget, the Budget Processor looks up the related revenue budget activity to determine if there are sufficient funds in the revenue budget to increase the available budget balance for the associated expenditure budget. The Budget Processor passes or fails the source transaction accordingly.

### See Also

[Chapter 3, “Setting Up Basic Commitment Control Options,” Setting Up Associated Revenue and Expenditure Budgets, page 69](#)

[Chapter 10, “Inquiring on Budgets and Transaction Activities,” Understanding Budget Inquiries, page 199](#)

---

## Common Elements Used in This Chapter

**Cumulative Cal** (cumulative calendar) A budget period calendar that logically summarizes multiple budget periods in the Ruleset budget period calendar into single, larger periods. A calendar defined with annual budget periods, for example, can act as a cumulative calendar for a calendar defined with quarterly periods.

Use to define a range of budget periods for cumulative budgeting.

See [Chapter 3, “Setting Up Basic Commitment Control Options,” Budget Period Calendars and Cumulative Budgeting, page 23.](#)

**Derive Dates** Select when cumulative budgeting is enabled if you want a cumulative calendar to define the range of budget periods that are available for cumulative budgeting.

Clear when cumulative budgeting is enabled if you want to enter a date range to define the range of budget periods that are available for cumulative budgeting.

You enter cumulative date ranges on the Budget Attributes component or at budget entry.

---

## Enabling Commitment Control for Specific Applications

You must enable Commitment Control for the PeopleSoft applications whose transactions you want to check against control budgets.

See [Chapter 3, “Setting Up Basic Commitment Control Options,” Enabling Commitment Control , page 14.](#)

See *PeopleSoft 8.8 Application Fundamentals for Financial Management Solutions, Enterprise Service Automation, and Supply Chain Management PeopleBook*, “Setting Installation Options for PeopleSoft Applications,” Defining Options for Installed PeopleSoft Applications.

---

## Defining Commitment Control Ledger Names and Ledger Groups

Before you can define the rules and attributes of your Commitment Control ledger groups, you must establish the ledgers that make up those ledger groups and do the same for the ledger groups themselves. This involves naming each ledger and ledger group, attaching the ledgers to their ledger groups, selecting which ledgers affect the available budget balance, and selecting the balancing ChartFields for the ledger group.

This section discusses how to:

- Review the delivered Commitment Control ledger template.
- Establish Commitment Control ledgers.
- Establish Commitment Control ledger groups.

### See Also

[Chapter 3, “Setting Up Basic Commitment Control Options,” Commitment Control Ledgers and Ledger Groups, page 19](#)

## Review the Delivered Commitment Control Ledger Template

Commitment Control delivers a ledger template, COMMITMENT, which accelerates ledger creation by predefining the physical attributes of control budget ledgers. Because all control budget ledgers must share these attributes, you need not define any other Commitment Control ledger templates.

To review the Commitment Control ledger template:

1. Access the Ledger Template page.
2. Open the *COMMITMENT* ledger template.

3. Review the delivered records and fields.

### See Also

*PeopleSoft 8.8 Application Fundamentals for Financial Management Solutions, Enterprise Service Automation, and Supply Chain Management PeopleBook*, “Setting Up Ledgers,” Defining a Ledger Template

## Establishing Commitment Control Ledgers

Before you establish the Commitment Control ledger groups, you must name and establish the ledgers that make up the groups.

To add a Commitment Control ledger:

1. Access the Detail Ledger component.
2. Enter a description of the ledger on the Definition page.
3. Select the Commitment ledger template to attach the ledger to that template and to define the ledger as a Commitment Control ledger type.

### See Also

*PeopleSoft 8.8 Application Fundamentals for Financial Management Solutions, Enterprise Service Automation, and Supply Chain Management PeopleBook*, “Setting Up Ledgers,” Defining a Ledger Template

## Establishing Commitment Control Ledger Groups

You establish Commitment Control ledger groups in the Ledger Group component.

To add a Commitment Control Ledger Group:

1. Access the Ledger Group component.
2. On the Definition page, enter a description for the ledger group.
3. Select the Commitment ledger template to attach the ledger group to that template and to define the ledger group as a Commitment Control ledger group type.

The Commitment Control ledger template defines the Ledger record, which determines the ChartField and Edit Table defaults that populate the ChartFields page of the Ledger Group component.

4. Select either the Commitment Control Expense or Commitment Control Revenue ledger group type to attach the ledger group to the ledger group type.

---

**Note.** The Keep Ledgers in Sync check box is unavailable when you select a Commitment Control ledger template.

---

5. In the Ledger Details scroll area, enter a row for each Commitment Control ledger that you want in the ledger group.

Select the Commitment Control ledger type for each ledger. You can select only one ledger of each ledger type.

6. For expenditure ledger groups, select the Affect Spending Authority check box if transactions successfully processed against the ledger are to affect the available budget balance.

For example, if you want the system to track preencumbrance, encumbrance, and expenditure transactions against the budget in an expenditure ledger group, but you do not want preencumbrance transactions to reduce the available budget balance, select Affect Spending Authority for the budget, encumbrance, and expenditure ledgers and clear it for the preencumbrance ledger. All four ledgers are updated each time their transaction types are processed, but only budget journals and transactions that are stored in the encumbrance and expenditure ledgers affect the calculation of the budget's available spending amount.

You can override your selection for preencumbrance amounts at the level of a specific business unit and GL ledger group in the Ledgers for a Unit component.

See [Chapter 3, “Setting Up Basic Commitment Control Options,” Setting Up Commitment Control for a Business Unit and General Ledger Ledger Group, page 66](#).

7. On the ChartField page, review the default Edit Table and View associated with each of the ChartFields for the ledger group.

The Commitment Control ledger template populates the ChartFields and their default Edit Tables and Views.

8. On the Balance page, select the Balance check box for the ChartFields that you want to balance for the ledger group.

## See Also

*PeopleSoft 8.8 Application Fundamentals for Financial Management Solutions, Enterprise Service Automation, and Supply Chain Management PeopleBook, “Setting Up Ledgers,” Linking Ledgers to a Ledger Group*

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# Defining Commitment Control Budget Period Calendars

To define commitment control budget period calendars, use the following components:

- Budget Period Calendar (BUDG\_PER\_CALENDAR)
- Budget Period Calendar Builder (CALENDAR\_BLDL\_BP)
- Summary BP Calendar (SUMMARY\_BP\_CAL)

This section discusses how to:

- Create budget period calendars manually.
- Create budget period calendars automatically.
- Create summary budget period calendars.

Automatic calendar building provides an easy way to create budget periods over a range of time. Creating budget period calendars manually is useful when you need to completely control all aspects of the calendar creation process.

## See Also

[Chapter 3, “Setting Up Basic Commitment Control Options,” Budget Period Calendars and Cumulative Budgeting, page 23](#)

## Pages Used to Define Commitment Control Budget Period Calendars

Page Name	Object Name	Navigation	Usage
Budget Period Calendar	BUDG_PER_CALENDAR	Set Up Financials/Supply Chain, Common Definitions, Calendars/Schedules, Budget Period Calendar	Create a (detail) budget period calendar manually.
Budget Period Calendar Builder	CALENDAR_BLDL_BP	Set Up Financials/Supply Chain, Common Definitions, Calendars/Schedules, Budget Period Calendar Builder	Create a (detail) budget period calendar automatically.
Summary Budget Period Calendar	SUMMARY_BP_CAL	Set Up Financials/Supply Chain, Common Definitions, Calendars/Schedules, Summary BP Calendar	Create a Commitment Control summary budget period calendar.

### Creating Budget Period Calendars Manually

Access the Budget Period Calendar page.

**Budget Period Calendar**

SetID: SHARE      Calendar: MN      \*Description: Monthly Periods Calendar

\*Periods in a Year: 12 End Date Default:  Year  Month  BiMonth  Quarter  Semi-Annual  Days Specify:

Long Description:

**Budget Periods**

*Budget Period	*Begin Date	*End Date	*Period Name	Customize	Find	View All	First	1-84 of 84	Last
1999M01	01/01/1999	01/31/1999	Period 1 - 1999-01-01	<input type="button" value="+"/>	<input type="button" value="-"/>				
1999M02	02/01/1999	02/28/1999	Period 2 - 1999-02-01	<input type="button" value="+"/>	<input type="button" value="-"/>				
1999M03	03/01/1999	03/31/1999	Period 3 - 1999-03-01	<input type="button" value="+"/>	<input type="button" value="-"/>				
1999M04	04/01/1999	04/30/1999	Period 4 - 1999-04-01	<input type="button" value="+"/>	<input type="button" value="-"/>				
1999M05	05/01/1999	05/31/1999	Period 5 - 1999-05-01	<input type="button" value="+"/>	<input type="button" value="-"/>				
1999M06	06/01/1999	06/30/1999	Period 6 - 1999-06-01	<input type="button" value="+"/>	<input type="button" value="-"/>				
1999M07	07/01/1999	07/31/1999	Period 7 - 1999-07-01	<input type="button" value="+"/>	<input type="button" value="-"/>				
1999M08	08/01/1999	08/31/1999	Period 8 - 1999-08-01	<input type="button" value="+"/>	<input type="button" value="-"/>				
1999M09	09/01/1999	09/30/1999	Period 9 - 1999-09-01	<input type="button" value="+"/>	<input type="button" value="-"/>				
1999M10	10/01/1999	10/31/1999	Period 10 - 1999-10-01	<input type="button" value="+"/>	<input type="button" value="-"/>				
1999M11	11/01/1999	11/30/1999	Period 11 - 1999-11-01	<input type="button" value="+"/>	<input type="button" value="-"/>				
1999M12	12/01/1999	12/31/1999	Period 12 - 1999-12-01	<input type="button" value="+"/>	<input type="button" value="-"/>				
2000M01	01/01/2000	01/31/2000	Period 1 - 2000-01-01	<input type="button" value="+"/>	<input type="button" value="-"/>				

Budget Period Calendar page

To create budget periods manually:

1. Enter a short Calendar description.

2. Enter the number of budget Periods in a Year.

When you press TAB to exit the Periods in a Year box, the system selects the End Date Default that most closely matches the number of periods that you selected.

3. Accept or change the End Date Default by selecting the Year, Month, Bimonthly, Quarter, Semi-Annual, or Days option.

This controls the period of time that is added to the begin date that you specify in the Budget Periods scroll area for each period.

If you select Days as your end date default type, indicate the default number of days to the end of the period in the field next to the Days option.

4. In the Budget Periods scroll area, enter a Budget Period ID and Begin Date. The End Date defaults based on your selection of End Date Default, but you can override it.

No gaps or overlaps should exist between one period's end date and the next period's begin date. Name the budget period IDs in such a way that you can use wildcards to perform budget inquiries with a partial budget period ID value. For example, if you name the budget periods 2002M01, 2002M02, and so on, you can enter 2002% as the budget period value of an inquiry to display the budgets for all year 2002 monthly budget periods.

5. Enter a descriptive Period Name for each budget period.
6. Add as many budget periods as necessary.

## **Creating Budget Period Calendars Automatically**

Access the Budget Period Calendar Builder page.

**Budget Period Calendar Builder**

SetID:	SHARE	Calendar ID:	MN	*Description:	Monthly Periods Calendar	Periods in a Year:	12																																																																																																																																																
*Begin Date:	01/01/2006	<input type="button" value="..."/>	*End Date:	<input type="text"/>	<input type="button" value="..."/>																																																																																																																																																		
Long Description:	<input type="text"/>						<input type="button" value="..."/>																																																																																																																																																
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<table border="1"> <thead> <tr> <th colspan="4">Budget Periods</th> <th colspan="4">Customize   Find   View All   <input type="button" value="..."/> First <input type="button" value="..."/> 1-84 of 84 <input type="button" value="..."/> Last</th> </tr> <tr> <th>Budget Period</th> <th>Begin Date</th> <th>End Date</th> <th>Period Name</th> <th colspan="4"></th> </tr> </thead> <tbody> <tr><td>1999M01</td><td>01/01/1999</td><td>01/31/1999</td><td>Period 1 - 1999-01-01</td><td colspan="4"></td></tr> <tr><td>1999M02</td><td>02/01/1999</td><td>02/28/1999</td><td>Period 2 - 1999-02-01</td><td colspan="4"></td></tr> <tr><td>1999M03</td><td>03/01/1999</td><td>03/31/1999</td><td>Period 3 - 1999-03-01</td><td colspan="4"></td></tr> <tr><td>1999M04</td><td>04/01/1999</td><td>04/30/1999</td><td>Period 4 - 1999-04-01</td><td colspan="4"></td></tr> <tr><td>1999M05</td><td>05/01/1999</td><td>05/31/1999</td><td>Period 5 - 1999-05-01</td><td colspan="4"></td></tr> <tr><td>1999M06</td><td>06/01/1999</td><td>06/30/1999</td><td>Period 6 - 1999-06-01</td><td colspan="4"></td></tr> <tr><td>1999M07</td><td>07/01/1999</td><td>07/31/1999</td><td>Period 7 - 1999-07-01</td><td colspan="4"></td></tr> <tr><td>1999M08</td><td>08/01/1999</td><td>08/31/1999</td><td>Period 8 - 1999-08-01</td><td colspan="4"></td></tr> <tr><td>1999M09</td><td>09/01/1999</td><td>09/30/1999</td><td>Period 9 - 1999-09-01</td><td colspan="4"></td></tr> <tr><td>1999M10</td><td>10/01/1999</td><td>10/31/1999</td><td>Period 10 - 1999-10-01</td><td colspan="4"></td></tr> <tr><td>1999M11</td><td>11/01/1999</td><td>11/30/1999</td><td>Period 11 - 1999-11-01</td><td colspan="4"></td></tr> <tr><td>1999M12</td><td>12/01/1999</td><td>12/31/1999</td><td>Period 12 - 1999-12-01</td><td colspan="4"></td></tr> <tr><td>2000M01</td><td>01/01/2000</td><td>01/31/2000</td><td>Period 1 - 2000-01-01</td><td colspan="4"></td></tr> <tr><td>2000M02</td><td>02/01/2000</td><td>02/29/2000</td><td>Period 2 - 2000-02-01</td><td colspan="4"></td></tr> <tr><td>2000M03</td><td>03/01/2000</td><td>03/31/2000</td><td>Period 3 - 2000-03-01</td><td colspan="4"></td></tr> <tr><td>2000M04</td><td>04/01/2000</td><td>04/30/2000</td><td>Period 4 - 2000-04-01</td><td colspan="4"></td></tr> </tbody> </table>								Budget Periods				Customize   Find   View All   <input type="button" value="..."/> First <input type="button" value="..."/> 1-84 of 84 <input type="button" value="..."/> Last				Budget Period	Begin Date	End Date	Period Name					1999M01	01/01/1999	01/31/1999	Period 1 - 1999-01-01					1999M02	02/01/1999	02/28/1999	Period 2 - 1999-02-01					1999M03	03/01/1999	03/31/1999	Period 3 - 1999-03-01					1999M04	04/01/1999	04/30/1999	Period 4 - 1999-04-01					1999M05	05/01/1999	05/31/1999	Period 5 - 1999-05-01					1999M06	06/01/1999	06/30/1999	Period 6 - 1999-06-01					1999M07	07/01/1999	07/31/1999	Period 7 - 1999-07-01					1999M08	08/01/1999	08/31/1999	Period 8 - 1999-08-01					1999M09	09/01/1999	09/30/1999	Period 9 - 1999-09-01					1999M10	10/01/1999	10/31/1999	Period 10 - 1999-10-01					1999M11	11/01/1999	11/30/1999	Period 11 - 1999-11-01					1999M12	12/01/1999	12/31/1999	Period 12 - 1999-12-01					2000M01	01/01/2000	01/31/2000	Period 1 - 2000-01-01					2000M02	02/01/2000	02/29/2000	Period 2 - 2000-02-01					2000M03	03/01/2000	03/31/2000	Period 3 - 2000-03-01					2000M04	04/01/2000	04/30/2000	Period 4 - 2000-04-01				
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Budget Period Calendar Builder page

To create a budget period calendar automatically:

1. Enter a short Calendar ID description.
2. Enter the Begin Date of the first period and the End Date of the final period.

**Note.** The end date is not limited to the current year or the year of the begin date.

3. Select a period type for this calendar by selecting Daily, Weekly, Bi-weekly, Monthly, Bi-monthly, Quarterly, Semi-Annual, or Yearly.

The period type (and, if the period is monthly, the Monthly Allocation Type) determines the value that the system displays in the Periods in a Year field.

4. If you selected Monthly as the calendar period type, select one of the following options as the Monthly Allocation Type:

**12 period Calendar**      Calendar months.

**13 period Calendar**      Four weeks each.

**445 Calendar, 454 Calendar, and 544 Calendar**      Twelve *non-monthly* periods, divided into four sets of three periods each, with the three periods in each set made up, respectively, of either 4, 4, and 5 weeks; 4, 5, and 4 weeks; or 5, 4, and 4 weeks.

5. Click Generate.

The Budget Periods scroll area displays a row for each period in the range that you indicated.

## Creating Summary Budget Period Calendars

Access the Summary Budget Period Calendar page.

To create summary budget period calendars:

1. Enter a short description of the Calendar ID.
2. Select the Detail Calendar that you want to summarize.

For example, if the summary calendar is to summarize monthly budget period data into quarterly or annual periods, select the monthly (detail) budget period calendar.

3. In the Detail Period Ranges for each Summary Calendar Period scroll area, enter a Budget Period ID and a descriptive Period Name, then select From Budget Period and To Budget Period.

The from and to values prompt from the detail calendar that you specified. If, for example, you create quarterly summary budget periods based on a monthly detail budget, select the first and last periods of the quarter. There should be no gaps or overlaps between the ending detail period you select for one quarter and the beginning period that you select for the next quarter.

---

## Defining Translation Trees for Budget Key ChartFields

This section describes how to set up translation trees for key ChartFields.

### See Also

[Chapter 3, “Setting Up Basic Commitment Control Options,” Key ChartFields and Translation Trees, page 20](#)

## Page Used to Define Translation Trees for Budget Key ChartFields

Page Name	Object Name	Navigation	Usage
Commitment Control Budgetary Control Tree Audit	RUN_GLS8007	Commitment Control, Budget Reports, Budgetary Control Tree Audit, Commitment Control Budgetary Control Tree Audit	Request a run of the Commitment Control Budgetary Control Tree Audit SQR report (GLS8007), which audits all budget key ChartField translation trees for completeness and accuracy. The report verifies the tree structure and definition options and identifies all ChartField values not defined as tree nodes or represented as tree details.

## Setting Up Translation Trees for Budget Key ChartFields

Include the following steps when you define translation trees for key ChartFields:

1. Assign the detail table name as the tree node table in the tree structure.

Each node must be a valid ChartField value, and you cannot use general labels such as ALLACCTS or ASSETS. For the account tree, or any tree based on a fully configurable ChartField, you can take advantage of the Budgetary Use Only check box and use a view selecting accounts with budgetary use only value of y as the tree node table.

2. On the Tree Definitions and Properties page:

- a. Select the *COMMITMENT CONTROL* category.
- b. Clear the All Detail Values in this Tree and the Allow Duplicate Detail Values check boxes.
- c. Select Strictly Enforced levels.

3. When you define levels, clear the All Values box for all but the first level.

---

**Warning!** Level names cannot contain spaces.

---

4. After you define a tree, run the Budgetary Control Tree Audit report (GLS8007) to validate the following:
  - Tree structure and tree definition settings.
  - That all ChartField values are defined on the tree or represented by a detail node range.

Run the report when you add new ChartField values. Also run the report periodically to make sure that all ChartFields are represented in the appropriate tree.

---

**Important!** Do not include a ChartField value more than once in a tree. The audit may not report duplicate values if they occur at different translation levels.

---

### See Also

*PeopleSoft 8.8 Application Fundamentals for Financial Management Solutions, Enterprise Service Automation, and Supply Chain Management PeopleBook, “Summarizing ChartFields Using Trees”*

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## Setting Up and Allocating Funding Sources

To set up and allocate funding sources, use the Funding Source component (KK\_FUND\_SOURCE) and the Funding Source Allocation component (KK\_FS\_ALLOCATION).

This section describes how to:

- Define a funding source.
- Define a funding source control budget definition.
- Allocate funding sources.

## Pages Used to Set up and Allocate Funding Sources

Page Name	Object Name	Navigation	Usage
Commitment Control Funding Source	KK_FUND_SOURCE	Commitment Control, Define Control Budgets, Funding Source, Commitment Control Funding Source	Identify funding sources and enter funding amounts.
Commitment Control Funding Source Allocation	KK_FS_ALLOCATION	Commitment Control, Define Control Budgets, Funding Source Allocation, Commitment Control Funding Source Allocation	Allocate funding source amounts to a project budget and identify spending options.

### Defining a Funding Source

Access the Commitment Control Funding Source page.

**Commitment Control Funding Source**

**Funding Source:** FS1

**\*Funding Type:**

**\*Currency Code:**

**Fed Aid:**

**CFDA Number:**

**Letter of Credit ID:**

**Description:**

**Amount:**  **Applied Amount:**

**\* Reimbursable Authority**

**Customer SetID:**

**Customer ID:**

**Reimb Agr Num:**

**Funding Source Transaction Logs**

Customize   Find   View All    First  1-4 of 4  Last			
Date/Time Added	User ID	Description	Amount
11/30/2001 4:27:02.000000PM	SAMPLE	Q1 2000	125000.00 <input type="button" value="+"/> <input type="button" value="-"/>
11/30/2001 4:27:17.000000PM	SAMPLE	Q2 2000	125000.00 <input type="button" value="+"/> <input type="button" value="-"/>
11/30/2001 4:27:26.000000PM	SAMPLE	Q3 2001	125000.00 <input type="button" value="+"/> <input type="button" value="-"/>
11/30/2001 4:27:35.000000PM	SAMPLE	Q4 2001	125000.00 <input type="button" value="+"/> <input type="button" value="-"/>

Commitment Control Funding Source page

**Funding Type** Select one of the following: *Bond, Donations, Federal, Internal, Local, State.*

**Reimbursable Authority** Click the check box and enter values in the Customer SetID, Customer ID, and Reimbursable Agr Num (reimbursable agreement number) boxes for the reimbursable authority.

**Fed Aid (federal aid)** Displays the name of the federal aid agency, if appropriate.

<b>CFDA Number</b> (catalog of federal domestic assistance number)	A number for an assistance program administered by departments and establishments of the Federal government.
<b>Amount</b>	Displays the sum of all row amounts.
<b>Applied Amount</b>	Displays the total amounts allocated. The system uses this field to ensure that you do not overallocate the funding source.

See [Chapter 3, “Setting Up Basic Commitment Control Options,” Allocating Funding Sources, page 48.](#)

Each row in the grid is additive and unalterable. To adjust the total funding source amount, add an adjustment row.

## Defining a Control Budget Definition to Include Funding Source Tracking

Define a control budget definition with funding source tracking by using the Budget Definitions component. You define an expenditure control budget definition and have the system define a related revenue control budget definition that tracks funding sources.

The control ChartField, Ruleset ChartField, and single key ChartField for the expenditure budget definition must be Project ID. The system-created revenue budget definition also uses Project ID as the control, Ruleset, and key ChartField, but you can add an additional key ChartField to the revenue budget definition so that you can further refine your identification of revenue sources.

See [Chapter 3, “Setting Up Basic Commitment Control Options,” Setting Up Control Budget Definitions, page 51.](#)

## Allocating Funding Sources

Access the Commitment Control Funding Source Allocation page.

**Commitment Control Funding Source Allocation**

Business Unit: CC023	Ledger Group: EG_PJ	Project: RAIDERS
Project Status:	Start Date: 01/01/2000	End Date: 12/31/2004
Overall Amount:	300.00 USD	Manager:
Allocated Amount:	300.00 USD	<input checked="" type="checkbox"/> <b>Funding Source Error</b> <a href="#">Projects</a>

**Funding Source Allocation Details**

Funding Source Allocation Details				Customize   Find   View All    First  1-4 of 4  Last		
	Funding Source	*Spend Option	Spending Cap	Available Amt	% of Overall	Revenue %
1	FOOD		Budgeted	25.00	25.00	8.333333
2	GEAR		Budgeted	75.00	75.00	25.000000
3	TICKET		Budgeted	100.00	30.00	33.333333
4	DONATE		Budgeted	100.00	40.00	33.333333

[Transfer to Budget Entry](#)

Commitment Control Funding Source Allocation page

**Note.** Review your key ChartFeld setup for revenue types to insure consistency with the allocations. It is important that the key chartfields are populated if the budget setup requires them.

#### Project Status

If you have installed PeopleSoft Projects, statuses displayed are *Budgeted, Closed, Hold, Open* or *Proposed*.

**Note.** The Status field is informational only, as are the Start Date, End Date, and Manager fields.

#### Overall Amount

Enter the total amount approved for this project budget.

#### Allocated Amount

Displays the total amount of funding designated in the grid for spending.

**Note.** When you save the page, the system displays a warning if the allocated and overall amounts are not equal and selects the Funding Source Error check box.

#### Projects

Click the Projects button to access the Project General page in PeopleSoft Projects, where you can further configure project attributes. (If you do not have PeopleSoft Projects installed, the link is not available.)

#### Funding Source Error

This is a display only check box. When the page is saved the system compares the Overall Amount against the Allocated Amount. If they are not equal, the system issues a warning message and the Funding Source Error check box is selected.

If the budgetary entry is not yet created, you receive the warning message the first time allocations are entered.

If the Funding Source Error check box is selected by the system, budget checking fails.

**Funding Source** You define funding source codes on the Funding Source Definition page.

**Spend Option** Select how the funding amount is to be made available for spending:

- *Budgeted*: Amount is budgeted and available in the expenditure budget ledger.
- *Collected*: Amount is available when revenue is collected.
- *Recognized*: Amount is available when revenue is recognized.

---

**Note.** You must enter a budget journal for any budgeted allocation rows. Until you enter and successfully post a budget journal for a budgeted row, the available amount for that row is stored as zero.

---

See [Chapter 7, “Entering and Posting Commitment Control Budget Journals,” page 119](#).

**Spending Cap** Maximum amount of the funding source that you can spend for this budget.

When you enter this amount, the system calculates the % of Overall amount box. However, when you enter the % of Overall amount, the system calculates the spending cap amount.

**Available Amt (available amount)** The amount of this funding source allocation that is available. The system calculates this value when you save the page.

- *Budgeted*: Amounts are available after you enter and post a budget journal for the amount.
- *Recognized*: Amounts are available when revenue is recognized.
- *Collected*: Amounts are available when revenue is collected.

The available amount for *Recognized* and *Collected* allocations depends on the percentage of revenue allowed and the spending cap.

**% of Overall** Percentage of the overall budget funded by this funding source.

**Revenue %** For collected and recognized spending options, the percentage of the funding source revenue amount that you can spend for this project budget in this business unit, up to the spending cap.

The default is 100 percent.

At save time, the system checks to ensure that you do not commit more than 100 percent of the funding source revenue amount.

**Department and Product** ChartFields become available when you define additional key ChartFields for the related revenue budget definition. Select values for the additional key ChartFields to further refine your allocation of funding sources.

---

**Note.** At save time and during the Commitment Control Posting process (FSPQPOST) , the system checks all allocated funding source amounts on the page against the total amount for each funding source to ensure that none of the funding sources are over-allocated.

---

---

## Setting Up Control Budget Definitions

To set up control budget definitions, use the Budget Definitions component (KK\_BUDGET).

This section discusses how to:

- Define control budget options.
- Define Ruleset ChartFields.
- Define budget keys and translations.
- Define Expiration ChartFields.
- Define Budget status by Budget Period.
- Define control ChartFields.
- Define offsets.
- Define excluded account types and accounts.

### See Also

[Chapter 3, “Setting Up Basic Commitment Control Options,” Control Budget Setup, page 17](#)

## Pages Used to Set Up Control Budget Definitions

Page Name	Object Name	Navigation	Usage
Control Budget Options	KK_BUDG1	Commitment Control, Define Control Budgets, Budget Definitions, Control Budget Options	Define the budget's general parameters, including control ChartField, parents and children, associated budget definition, control options, Ruleset ChartField, and status.
Ruleset Chartfield	KK_BUDG7	Commitment Control, Define Control Budgets, Budget Definitions, Ruleset Chartfield	Define the Ruleset ChartField values for each Ruleset.
Keys and Translations	KK_BUDG3	Commitment Control, Define Control Budgets, Budget Definitions, Keys and Translations	Specify the ChartFields and calendar used to identify budgets for each Ruleset.
Expiration ChartField	KK_BUDG8	Commitment Control, Define Control Budgets, Budget Definitions, Expiration ChartField	Use with an Expiration ChartField that you defined on the Control Budget Options page to establish beginning, ending, and expiration dates for a budget.
Budget Period Status	KK_BUDG9	Commitment Control, Define Control Budgets, Budget Definitions, Budget Period Status	Use to set budget status by Budget Periods. For a particular Budget Period you can Open, have Closed, put on Hold, or Default to a higher level the status of a budget.
Control ChartField	KK_BUDG4	Commitment Control, Define Control Budgets, Budget Definitions, Control ChartField	Override and define budget options and attributes for particular control ChartField values.
Offsets	KK_BUDG5	Commitment Control, Define Control Budgets, Budget Definitions, Offsets	Set up offset accounts for balancing source transaction and budget entries.  This page is only available if the Entries Must Balance check box is selected on the Control Budget Options page.
Excluded Account Types	KK_BUDG6	Commitment Control, Define Control Budgets, Budget Definitions, Excluded Account Types	Specify the account types to exclude from processing for this control budget definition.

## Defining Control Budget Options

Access the Control Budget Options page.

Control Budget Options page

### Budget Type

Either *Revenue* or *Expense*. Inherited from the ledger group definition.

### Associated Expenditure Budget

For a revenue ledger group, select the expenditure ledger group whose limits are to be increased by revenue budgets in this budget definition (optional). You specify associated revenue and expenditure budgets on the Associated Budgets page.

### Tolerance Percent

The percentage variance over budget allowed before the system creates an exception. You can override this value at lower definition levels.

### Parent Control Budget

If this budget definition is a child in a hierarchy of budget definitions, select its parent budget definition here. This establishes the connection between the two budget definitions, enabling the system to enforce the relationship.

When you press TAB to exit this field, the system populates the budget definition with the parent's processing rules. Parents and children must share the same control, Ruleset, and key ChartFields, although the children can have additional key ChartFields.

Parents and children must use the same budget translation trees for the ChartFields that they share, with the parent budget's ChartField values on an equal or higher level than the child's. This ensures that each child budget is translated to its parent budget.

## Ruleset and Control ChartFields

<b>Ruleset CF</b> (ruleset ChartField)	Select the Ruleset ChartField and, optionally, the Tree Name and tree Level Name where the Budget Processor should look for the ChartField values valid for the Ruleset.
	For expenditure budget definitions with funding source control, the Ruleset ChartField must be the same as the Control ChartField.
<b>Control CF</b> (control ChartField)	Enter the key ChartField that the Budget Processor uses to determine whether or not to enforce budget checking.
<b>(USF) Expiration CF</b> (expiration ChartField)	Use this field and the associated functionality to control and categorize processing against expired or closed budgets. Select a ChartField, typically <i>Budget Reference</i> , the value of which is used when you establish begin dates, expiration dates and end dates for a budget using the Expiration ChartField page that is located within this same component. The value selected can then be used to categorize a budget as open, expired or closed. All ChartFields supported in Commitment Control as budget keys are available; however, <i>Budget Period</i> cannot be specified.

---

**Note.** Use this field in conjunction with Entry Event functionality to automatically generate budgetary entries for *upward* and *downward* adjustments of obligations against expired budgets as required by United States Federal Government accounting.

See [Chapter 8, “Processing Source Transactions Against Control Budgets,” Processing Transactions Against Expired and Closed Budgets, page 166](#).

See *PeopleSoft 8.8 Application Fundamentals for Financial Management Solutions, Enterprise Service Automation, and Supply Chain Management PeopleBook*, “Using Entry Events,” Entry Event Codes for Upward and Downward Adjustments.

See *PeopleSoft 8.8 Application Fundamentals for Financial Management Solutions, Enterprise Service Automation, and Supply Chain Management PeopleBook*, “Using Entry Events,” Using Entry Events with Commitment Control Budgets.

### Default Ruleset

The default Ruleset for any Ruleset ChartField values that you do not specify on the Ruleset ChartField page. You specify the default Ruleset on the Ruleset ChartField page.

## Commitment Control Options

<b>Enable Statistical Budgeting</b>	Select the check box to enable budget checking of non-monetary statistical amounts to facilitate financial analysis and reporting.
<b>Entries Must Balance</b>	Select the check box to make the system generate offset entries for every budget journal or transaction that it processes. The system uses the offset accounts specified on the Offsets page and balances by

budget period and the balancing ChartFields that you selected when you established the Commitment Control ledger group.

Clear to make the system post budget entries as entered, with single-sided transaction entries posting when budget ledgers are updated.

**Child Budgets Exceed Option**

Select the check box to let the sum of child budgets exceed the parent budget limit when you enter budget journals. This option has no effect on budget checking of source transactions.

See [Chapter 3, “Setting Up Basic Commitment Control Options.”](#)  
[Parents and Children, page 31.](#)

**Control Option**

Select the degree of budgetary control that you want for this budget definition. You can override this value at lower levels.

See [“Setting Up and Using Commitment Control PeopleBook Preface,” Common Elements Used in This PeopleBook, page xx.](#)

**Budget Status**

You can override this value at lower levels.

See [“Setting Up and Using Commitment Control PeopleBook Preface,” Common Elements Used in This PeopleBook, page xx.](#)

**Funding Source Control**

If you set up an expenditure project budget definition with funding source tracking, select Enable Funding Source and, in the Revenue Track field, enter the revenue ledger group that tracks the funding source amounts. (You should already have established this revenue ledger group.)

The related revenue budget definition is created automatically when you save the budget definition, with the same parameters as the expenditure budget definition, except for the following parameters:

- The Commitment Control option is Track w/o Budget.
- You must manually exclude expenditure account types on the Excluded Account Types page for the revenue budget definition.
- You can add a key ChartField to the revenue budget definition, but it must contain, at minimum, Project ID.

---

**Note.** If you make subsequent changes (excluding those listed above) to one of the two related budget definitions, make the same changes in its related type.

---

## See Also

- [Chapter 3, “Setting Up Basic Commitment Control Options,” Control ChartFields, page 19](#)
- [Chapter 3, “Setting Up Basic Commitment Control Options,” Key ChartFields and Translation Trees, page 20](#)
- [Chapter 3, “Setting Up Basic Commitment Control Options,” Rulesets, page 26](#)
- [Chapter 3, “Setting Up Basic Commitment Control Options,” Hierarchy of Control Budget Attributes, page 27](#)
- [Chapter 3, “Setting Up Basic Commitment Control Options,” Statistical Budgeting, page 32](#)
- [Chapter 3, “Setting Up Basic Commitment Control Options,” Balancing Entries, page 33](#)
- [Chapter 3, “Setting Up Basic Commitment Control Options,” Project Budgets With Funding Source Control, page 33](#)
- [Chapter 3, “Setting Up Basic Commitment Control Options,” Parents and Children, page 31](#)

## Defining Ruleset ChartFields

Access the Ruleset Chartfield page.

Ruleset Chartfield page

### Ruleset

Enter the Ruleset name. Select Default for the Ruleset to use as the default for any Ruleset ChartField values that you do not specify on this page. If you only require one Ruleset for your budget definition, you do not need to enter any values on this page.

---

**Note.** The Budget Processor also uses the default Ruleset when budget-checking a source transaction that has no value for the Ruleset ChartField. (This assumes that there is a value for the control ChartField). If the Value Required check box on the Keys and Translations page is selected for the Ruleset ChartField, the Budget Processor issues a No Budget Exists exception. If Value Required is cleared, the transaction bypasses budget checking entirely.

---

## Ruleset Keys

Enter the setID for each range of Ruleset ChartField values to which the Ruleset applies.

---

**Note.** The system performs validations that prevent you from including the same Ruleset ChartField value in more than one Ruleset.

---

## See Also

[Chapter 3, “Setting Up Basic Commitment Control Options,” Rulesets, page 26](#)

[Chapter 3, “Setting Up Basic Commitment Control Options,” Multiple SetIDs Within a Control Budget Definition, page 29](#)

[Chapter 9, “Managing Budget Exceptions,” page 171](#)

## Defining Budget Keys and Translations

Access the Keys and Translations page.

Keys and Translations page

## Ruleset

### Ruleset

The Rulesets that you entered on the Ruleset Chartfield page appear.

**Calendar ID**

Select the primary budget period calendar to specify the budget periods valid for the Ruleset. If you do not specify a calendar ID for the Ruleset, the entire budget is viewed as a single period. Whether or not you select a calendar ID, you can restrict valid dates for transactions to affect the budget. You set these restrictions on the Control ChartField page.

---

**Note.** Do not select a calendar ID for budget definitions with funding source tracking. You can set budget begin and end dates for control ChartField values on the Control ChartField page.

---

**Enable Cumulative Budgeting**

Select to allow spending against the available balances in a defined range of budget periods when a transaction would otherwise exceed the balance in the current period.

To make the Budget Processor obtain the range of budget periods available for cumulative budget checking, select Derive Dates and enter a cumulative calendar ID in the Cumulative Cal field.

A cumulative calendar is a budget period calendar that logically summarizes multiple budget periods in the Ruleset budget period calendar into single, larger periods. A calendar that is defined with annual budget periods, for example, can act as a cumulative calendar for a calendar that is defined with quarterly periods.

When a source transaction is presented for budget checking, the Budget Processor performs the following:

- Queries the cumulative calendar for the cumulative budget period that contains the budget date of the transaction.
- Queries the primary calendar for the detail budget periods that compose the cumulative budget period.
- Budget-checks the transaction against the cumulative available amounts in the current and prior budget periods that make up the cumulative period.

**Derive Dates and Cumulative Calendar**

If you click the Derive Dates check box, you must select a Cumulative Calendar. If you clear the Derive Dates check box, you must enter a cumulative date range at budget entry, or you must specify cumulative budgeting options by using the control ChartField value on the Control ChartField page or the Budget Attributes component.

See [Chapter 3, “Setting Up Basic Commitment Control Options,” Budget Period Calendars and Cumulative Budgeting, page 23](#).

**Update**

When you select the Update button, all existing budget key and translation, ruleset and control ChartField data is overridden on the child budget definition and replaced with data from the specified parent budget definition. If you have changed a parent since you established the parent and child relationship, you must update its children. Also update if you changed the child but want to set it back to the definition values of the parent.

## Keys and Translations

### ChartField

Add a row for each key ChartField for the Ruleset.

If you do not intend to translate budget keys, make the rest of the fields in the scroll area blank. You can limit the ChartField values valid for budgeting on the Control ChartField page and the Excluded Account Types page.

---

**Note.** For project expenditure budget definitions with funding source tracking enabled, the single Ruleset key ChartField should be Project ID—the same as the Ruleset ChartField and the Control ChartField.

Project revenue budget definitions for funding source tracking can include one additional key ChartField besides the Project ID.

---

### Tree Name and Level Name

If you use trees to translate transaction-level ChartField values to higher-level budget ChartField values, enter the tree name and level name of the budget ChartField values for each ChartField.

If you specify a tree and level, then valid values for budgeting include all the tree nodes that are at or above the specified level (or rather, the indicated level and all higher levels). Valid values for source transactions at levels below the tree level that you specify roll up to the specified level for budget checking.

### Value Required

Select for a key ChartField to require the ChartField on all source transactions processed against control budgets. Any transactions that do not carry the ChartField receive budget errors.

If the Value Required check box is clear and no value exists for the ChartField on a transaction, the transaction bypasses budget checking against the budget definition.

---

**Important!** We recommend that you select Value Required only for ChartFields that are common to all Commitment Control ledger groups. For example, you have an appropriation ledger group, an organization ledger group, and a project ledger group. Also assume that the project ledger group is defined with Project ID as the control ChartField, Ruleset ChartField, and key ChartField. Also assume that most source transactions you budget-check do not include Project ID. If you require values for Project ID, then the Budget Processor returns exceptions for source transactions that pass budget checking for the appropriation and organization budgets, because they fail the project budgets. If you don't require values for Project ID, then source transactions that do not include Project ID bypass the project budgets—as they should—and pass budget checking for the remaining budget ledgers.

---

## See Also

[Chapter 3, “Setting Up Basic Commitment Control Options,” Budget Period Calendars and Cumulative Budgeting, page 23](#)

[Chapter 3, “Setting Up Basic Commitment Control Options,” Key ChartFields and Translation Trees, page 20](#)

[Chapter 3, “Setting Up Basic Commitment Control Options,” Rulesets, page 26](#)

## Defining Expiration ChartFields

Access the Expiration ChartField page.

Expiration ChartField page

### Expiration ChartField

Displays the Expiration ChartField that you define on the Control Budget Options page within the budget definition.

### SetID

Select a setID to uniquely identify the set of ChartField values and dates you enter here.

### (USF) Value

Enter a value or multiple values that identify a valid budget year or years for United States Federal Government budgets. For a five year budget or appropriation the value might be BY2002-2006.

### (USF) Begin Date

Enter the first date a budget is available for obligation. For example, for a United States Government budget the Begin Date for BY2002-2006 is October 1, 2001.

### (USF) Expiration Date

Enter the last date funds are available for obligation for this budget. For example, the five-year appropriation budget reference BY2002-2006, has the Expiration Date of September 30, 2006. The budget processor uses this date to categorize a budget as expired. When categorized as expired, transactions from PeopleSoft Purchasing and Payables that impact the expired budget can optionally have their entries generated to appropriate US SGL (United States standard general ledger) budgetary accounts for expired budgets by the PeopleSoft Entry Events generator.

### (USF) End Date

Enter the last date payments can be processed against the budget. The budget is in effect *closed* on this date and the system does not allow processing against the budget. For example, for a United States Federal Government budget assume the End Date is five years after the Expiration Date. Then, for a single year appropriation BY2002, the end date is September 30,

2007. For BY2002-2006 the End Date is September 30, 2011. Both budgets would be closed on their respective End Dates.

The United States Federal requirement is that payments for closed budgets can be processed against the current budget but payments cannot exceed one percent of budget. The one percent set aside of current year budget for prior year obligations is handled by manually creating a separate budget in the current year for the amount. Invoices that are received after the budget is closed would be recorded against the one percent budget in the current year.

See *PeopleSoft 8.8 Application Fundamentals for Financial Management Solutions, Enterprise Service Automation, and Supply Chain Management PeopleBook*, “Using Entry Events,” Entry Event Codes for Upward and Downward Adjustments.

See [Chapter 8, “Processing Source Transactions Against Control Budgets,”](#) [Processing Transactions Against Expired and Closed Budgets, page 166.](#)

## Defining Budget Status by Budget Period

Access the Budget Period Status page.

Budget Period	Budget Status
2002	Hold

Budget Period Status page

### Calendar ID

Select the budget period calendar encompassing the budget periods for which you are setting a manual budget status.

### Budget Period

Select budget periods within the Calendar ID for which you are changing the status.

### Budget Status

You can set the budget status manually on the Budget Definitions - Control Options page, the Budget Definitions -Budget Period Status page, the Budget Definitions - Control ChartField page, or the Budget Attributes page. Status set on the Budget Period Status page is second in the hierarchy to that set on the Control Options page. It can be overridden.

at lower levels. Use this option to set the status for one or more budget periods within a budget calendar. Possible values are:

- *Open*: The budget can accept transactions.
- *Closed*: The budget is closed to transactions. You cannot enter budget journals, and the Budget Processor fails all transactions that might impact the budget.
- *Default*: The budget status is set to default from the control budget definition level. Default is to the next higher level in the hierarchy of control.
- *Hold*: Use to place the budget on hold. The Budget Processor fails transactions that would reduce the available balance, but you can enter and post budget journals.

## Defining Control ChartFields

Access the Control ChartField page.

Control ChartField page

### All Control Values

Select to enable all ChartField values for the control ChartField at or above the tree level that you entered on the Keys and Translations page for budgeting. If you want to enable only certain control ChartField values for budget-checking purposes, clear the All Control Values check box and specify your control ChartField values in the ChartField Values grid on this page.

### ChartField Values

Enter ChartField values both to specify values for budget checking (if you cleared the All Values check box), and to override the default tolerance, status, or other attributes for a specific ChartField value, whether or not you selected All Control Values.

The options that you select here override the defaults that you defined on the Control Budget Options page. You can, in turn, override these for specific business unit or budget combinations in the Budget Attributes component.

#### Range From and Range To

Enter a range of ChartField values that share control options. To enter one value, repeat it in both fields.

<b>Control Option</b>	The control options are described in the common elements topic of this chapter.
<b>Status</b>	Budget status.
<b>Dflt Tol. (default tolerance)</b>	Select to apply the over-budget tolerance percentage from the Control Budget Options page to this row.
<b>Begin Date and End Date</b>	Enter values for either or both of these dates to restrict budget journal entries to budget periods that are at least partially within these dates. This also restricts source transactions to those whose accounting dates fall within these dates.  For example, a budget calendar is composed of 12 monthly budget periods, beginning with January. If the Begin Date is February 15, 2003, and there is no end date, budget journal entries for budget periods 2 and 3 are postable, but those for period 1 are invalid. A purchase order with an accounting date of February 14, 2000 fails, but a purchase order with an accounting date of February 16, 2000 passes, assuming that funds are available. The End Date field affects transactions similarly.
<hr/>	
<b>Note.</b>	You can also use these fields to restrict time periods for budget definitions without assigned budget period calendars, such as those with funding source tracking.
<b>Derive Dates</b>	Described in the common elements topic in this chapter.
<b>Cumulative Cal (cumulative calendar)</b>	Described in the common elements topic in this chapter.
<b>FS Required (Funding Source Required)</b>	This option is only available for budget definitions enabled for funding source control on the Control Budget Options page. Clear to disable funding source control for the row.

## See Also

- [Chapter 3, “Setting Up Basic Commitment Control Options,” Hierarchy of Control Budget Attributes, page 27](#)
- [Chapter 3, “Setting Up Basic Commitment Control Options,” Control ChartFields, page 19](#)
- [Chapter 3, “Setting Up Basic Commitment Control Options,” Defining Control Budget Options, page 53](#)
- [Chapter 3, “Setting Up Basic Commitment Control Options,” Key ChartFields and Translation Trees, page 20](#)
- [Chapter 3, “Setting Up Basic Commitment Control Options,” Multiple SetIDs Within a Control Budget Definition, page 29](#)

## Defining Offsets

Access the Offsets page.

**Budget Entry Offsets**

*SetID	*Account	Description
SHARE	696400	Expense Budget Offset

**Source Transaction Offsets**

*SetID	*Account	Description
SHARE	696500	

Offsets page

If you selected Entries Must Balance on the Control Budget Options page, you must enter a default account value for at least one setID in the Budget Entry Offsets grid. You must also enter a Source Transaction Offset account for each Source Transaction Type that affects this budget definition.

## See Also

[Chapter 3, “Setting Up Basic Commitment Control Options,” Balancing Entries, page 33](#)

[Chapter 3, “Setting Up Basic Commitment Control Options,” Multiple SetIDs Within a Control Budget Definition, page 29](#)

[Chapter 4, “Setting Up Commitment Control Source Transaction Types,” page 73](#)

## Defining Excluded Account Types and Accounts

Access the Excluded Account Types page.

**SetID:** SHARE      **Ledger Group:** ORG

**Effective Date**

\*Description: Organization Budget      \*Effective Date: 01/01/1902      \*Status: A

**SetIDs for Excluded Account Types**

*Account Type	Description	Customize	Find	First	1-4 of 4	Last
A	Asset	[+]	[-]			
L	Liability	[+]	[-]			
Q	Equity	[+]	[-]			
R	Revenue	[+]	[-]			

**SetIDs for Excluded Accounts**

*Account	Description	Customize	Find	First	1 of 1	Last
		[+]	[-]			

Excluded Account Types page

## SetIDs for Excluded Account Types

**SetID** Select a setID for which you want to exclude *all* accounts for an account type for budget processing.

**Excluded Account Types** Select the account types that you want to exclude from budget processing against this Commitment Control ledger group.

## SetIDs for Excluded Accounts

**SetID** Select a setID for which you want to exclude just *some* accounts from among the *included* account types from budget processing.

**Excluded Accounts** Select the accounts that you want to exclude from budget processing.

## Example of Excluded Account and Types

For an expenditure budget definition account, you exclude all asset, liability, and equity accounts from budget checking by selecting them in the Excluded Account Types grid. If you also want to exclude inventory transactions from budget checking, you enter your inventory expensed accounts in the Excluded Accounts grid.

## See Also

[Chapter 3, “Setting Up Basic Commitment Control Options,” Multiple SetIDs Within a Control Budget Definition, page 29](#)

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## Setting Up Commitment Control for a Business Unit and General Ledger Ledger Group

To set up commitment control for a business unit and PeopleSoft General Ledger ledger group, use the Ledgers For A Unit component (BUSINESS\_UNIT\_LED).

This section discusses how to:

- Add Commitment Control ledger groups to a business unit.
- Set business unit and general ledger ledger group options.

### See Also

[Chapter 3, “Setting Up Basic Commitment Control Options,” Control Budget Setup, page 17](#)

*PeopleSoft 8.8 Application Fundamentals for Financial Management Solutions, Enterprise Service Automation, and Supply Chain Management PeopleBook*, “Setting Up Ledgers,” Linking Ledgers to a Ledger Group

## Pages Used to Set Up Commitment Control for a Business Unit and General Ledger Ledger Groups

Page Name	Object Name	Navigation	Usage
Ledgers for a Unit - Definition	BUSINESS_UNIT_LED1	Set Up Financials/Supply Chain, Business Unit Related, General Ledger, Ledgers For A Unit, Definition	Select a GL ledger group for which you want to enable Commitment Control.
Ledgers for a Unit - Commitment Control Options	BUSINESS_UNIT_LED5	Set Up Financials/Supply Chain, Business Unit Related, General Ledger, Ledgers For A Unit, Commitment Control Options	Enable Commitment Control for a business unit and GL ledger group, add control budget definitions (Commitment Control ledger groups), and set up related options.

## Adding Commitment Control Ledger Groups to a Business Unit

To set up Commitment Control for a business unit and GL ledger group:

1. Access the Ledgers for a Unit component for the business unit.
2. On the Definition page, select a ledger type of Detail Ledger and the ledger group whose transactions you want processed against Commitment Control budgets.
3. On the Commitment Control Options page, select Enable Commitment Control.
4. In the Include Pre-Encumbrance in RSA field, select *Include*, *Exclude*, or *Default*.

This determines whether or not preencumbrance amounts reduce the remaining spending authority, or available budget balance.

*Default* instructs the system to keep the selection that you made when you established the Commitment Control ledger group on the Ledger Group - Definition page.

See [Chapter 3, “Setting Up Basic Commitment Control Options,” Establishing Commitment Control Ledger Groups, page 40.](#)

5. Select the Commitment Control ledger groups against which to budget-check transactions for this business unit and GL ledger group.

You can associate multiple Commitment Control ledger groups with a particular GL ledger group. For example, you can have both expenditure and revenue control budgets, as well as organizational and departmental budgets. You can associate all of these with the same GL ledger group.

6. (Optional) If you previously set up entry events processing for General Ledger, select *Disabled*, *Optional*, or *Required* for the budget journals that you post to each Commitment Control ledger group.

If you disable entry events for a Commitment Control ledger group, you cannot enter entry events codes when you create budget journal entries or budget closing journal entries. If you make entry events optional, you can enter entry events codes but you are not required to do so. If you make entry events required, the Commitment Control Posting process (FSPQPOST) and the Closing Run Control Validation process (GLS1211) fail any journals that you attempt to post without including entry events codes.

7. (Optional) If one of the Commitment Control ledger groups is a Commitment Control Detail ledger group (for capturing preencumbrance and encumbrance transactions at the detail level), select Commitment Detail Ledger.

You can select only one Commitment Control detail ledger group per business unit.

See [Chapter 3, “Setting Up Basic Commitment Control Options,” Commitment Control Detail Ledger Groups, page 37.](#)

8. (Optional) Select Allow Incr Spending Authority (allow increased spending authority) to allow credits to increase a control budget's available budget balance so that it exceeds the original budgeted amount.

For example, if you make a purchase in Budget Period 2002Q1, return the item, and issue a credit in Budget Period 2002Q2, this credit can increase the available budget balance in Budget Period 2002Q2 above the original budgeted amount. This option allows you to prevent or allow such an increase.

## Setting Business Unit and General Ledger Group Options

You can also use the Ledgers for a Unit component to:

- Indicate the control budget definitions that you want to associate with the business unit and GL ledger group.

The system uses this information to determine against which control budgets the Budget Processor checks source transactions for the business unit.
- Define predecessor document reversal options for control budgets at the business unit and GL ledger group level.
- Select whether preencumbrance transactions affect the available budget balance calculation.
- Identify the Commitment Control Detail ledger group for the business unit.
- Select whether credit transactions can increase the available budget balance above the originally budgeted amount.

You can associate as many budget definitions as necessary with a particular GL ledger group, but each budget definition can be associated with only one GL ledger group for a particular business unit. If you attach multiple control budget definitions, the Budget Processor uses the rules for the control budget definitions to determine which budget journal entries and which source transactions are checked against particular budgets.

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## Setting Up Budget Journal Entry Event Codes

You can enter entry event codes on the budget journal line to generate entry event accounting entries. Although PeopleSoft predefines the BUDG process and steps, you may need to modify the existing steps depending on the name of your budget ledger and budget ledger group.

See *PeopleSoft 8.8 Application Fundamentals for Financial Management Solutions, Enterprise Service Automation, and Supply Chain Management PeopleBook*, “Using Entry Events,” Defining Entry Event Codes.

---

## Defining Control Budget Attributes

To define control budget attributes, use the Budget Attributes component (KK\_BD\_ATTRIB).

You can use the optional Budget Attributes component to refine budget processing options for a specific business unit and ChartField combination. Attributes that you assign through this component override all attributes specified at a higher level. Conversely, any budget whose attributes you do not configure through the Budget Attributes page inherits its attributes from a higher level.

### See Also

[Chapter 3, “Setting Up Basic Commitment Control Options,” Hierarchy of Control Budget Attributes, page 27](#)

## Pages Used to Define Control Budget Attributes

Page Name	Object Name	Navigation	Usage
Commitment Control Budget Attributes	KK_BD_ATTRIB_PNL	Commitment Control, Define Control Budgets, Budget Attributes, Commitment Control Budget Attributes	Select ChartField combinations for which to set budget attributes on the Budget Attributes - Set Options page.
Set Options	KK_BD_ATTRIB_SEC	Click the Set Options link on the Commitment Control Budget Attributes page.	Set the budget status, begin and end dates, cumulative budgeting parameters, control option, and tolerance percentage for a particular budget (ChartField combination).

## Setting Budget Attributes for Individual Budgets

Access the Budget Attributes page.

**Set Options**

Budget ChartFields			
Business Unit	Ledger Group	Account	Dept
US005	CC_ORG	682000	14000

▼ Budget Status			
Budget Period	Status	Budget Closed	
2000	Open	N	<input type="button" value="+"/> <input type="button" value="-"/>

▼ Budget Control Options							
Eff Date	Status	Control Option	Dflt Tol.	Tolerance %	Begin Date	End Date	Description
01/01/2000	<input type="button" value="A"/>	<input type="button" value="S"/>	<input type="button" value="Track w/BD"/>	<input type="checkbox"/>	5.00000000	<input type="button" value="S1"/>	<input type="button" value="S1"/>

Set Options page

To set budget attributes for individual budgets:

1. On the Budget Attributes page, enter the ChartField combinations for the budgets whose attributes you want to define.
2. To modify budget processing attributes for a budget, click Set Options to open the Budget Attributes - Set Options page.
3. On the Budget Attributes - Set Options page, select the budget processing attributes that you want.

The options in the Budget Status grid are set according to Budget Period; all other options are effective-dated.

Cum. Begin Date (cumulative begin date) and End Date define the range of budget periods for cumulative budgeting.

Select Dflt Tol. (default tolerance) to inherit the tolerance that is defined for the control ChartField value.

## See Also

[Chapter 3, “Setting Up Basic Commitment Control Options,” Budget Period Calendars and Cumulative Budgeting, page 23](#)

---

## Setting Up Associated Revenue and Expenditure Budgets

To set up associated revenue and expenditure budgets, use the Associated Budgets component (KK\_ASSOC\_BD).

The Associated Budgets component provides an optional feature that you can use to define a relationship between revenue budgets and expense budgets. The Associated Budgets component increases expenditure limits automatically in response to budgeted, recognized, or collected revenue. You must first associate the revenue and expenditure Commitment Control ledger groups in the Budget Definitions component.

Do not use this component to associate revenue budgets with expenditure budgets for funding source tracking.

## See Also

[Chapter 3, “Setting Up Basic Commitment Control Options,” Associated Expenditure and Revenue Budgets, page 38](#)

[Chapter 3, “Setting Up Basic Commitment Control Options,” Project Budgets With Funding Source Control, page 33](#)

[Chapter 3, “Setting Up Basic Commitment Control Options,” Setting Up and Allocating Funding Sources, page 46](#)

## Page Used to Set Up Associated Revenue and Expenditure Budgets

Page Name	Object Name	Navigation	Usage
Commitment Control Associated Budgets	KK_ASSOC_BD	Commitment Control, Define Control Budgets, Associated Budgets, Commitment Control Associated Budgets	Associate revenue budgets with expenditure budgets so that revenue can automatically increase expenditure limits.

## Associating Revenue and Expenditure Budgets

Access the Commitment Control Associate Budgets page .

**Commitment Control Associated Budgets**

Business Unit: EGV05	Ledger Group: EG_UCRV	Associated Expenditure Budget: EG_UNIV																			
<b>Budget Mapping</b> <table border="1"> <tr> <td>Revenue</td> <td>Expenditure</td> <td>...</td> </tr> <tr> <td>Revenue</td> <td>Account</td> <td>Dept</td> <td>Project</td> <td>Budget Period</td> <td>Method</td> <td>Revenue Cap</td> <td>Percentage</td> </tr> <tr> <td>EG_UCRV</td> <td>1006</td> <td>10500</td> <td>NIH001</td> <td>2002</td> <td>Greater of Budget or Recognize</td> <td>0.000</td> <td>100.00</td> </tr> </table>			Revenue	Expenditure	...	Revenue	Account	Dept	Project	Budget Period	Method	Revenue Cap	Percentage	EG_UCRV	1006	10500	NIH001	2002	Greater of Budget or Recognize	0.000	100.00
Revenue	Expenditure	...																			
Revenue	Account	Dept	Project	Budget Period	Method	Revenue Cap	Percentage														
EG_UCRV	1006	10500	NIH001	2002	Greater of Budget or Recognize	0.000	100.00														
Customize   Find   View All   First <input checked="" type="checkbox"/> 1 of 1 <input type="checkbox"/> Last																					

Commitment Control Associate Budgets pageRevenue tab

**Note.** Because each pair of associated revenue and expenditure budgets appears on the same line, use the expanded (as opposed to the tabbed) Budget Mapping grid to be sure that you map the proper revenue budget to the correct expenditure budget.

- |                                      |  |
|--------------------------------------|--|
| <b>Associated Expenditure Budget</b> | You establish the associated expenditure budget definition when you set up the revenue budget definition on the Control Budget Options page.   |
| <b>Revenue tab</b>                   | A column exists for each of the revenue ledger group's key ChartFields. Enter the ChartField values and budget period that designate the revenue budget that increases the available budget balance for the associated expenditure budget.<br><br>You can enter the same revenue budget more than once if you want it to increase the available budget balance for more than one expenditure budget. |
| <b>Method</b>                        | Select whether the revenue is to be made available for spending when it is <i>Budgeted</i> , <i>Collected</i> , or <i>Recognized</i> . You can also select one the following: <ul style="list-style-type: none"> <li>• <i>Greater of Budget or Collected</i></li> </ul>  |

- *Greater of Budget or Recognized*
- *Lesser of Budget or Collected*
- *Lesser of Budget or Recognized*

---

**Note.** If you enter the same revenue budget more than once to allocate revenue to more than one expenditure budget, you must use the same method in each instance. For example, you cannot assign a percentage of the budgeted amount for one expenditure budget and a percentage of the recognized amount for another, because the recognized revenue represents the same funds as the budgeted revenue.

---

**Revenue Cap**

Maximum amount of the revenue budget available for spending.

**Percentage**

Percentage of the revenue budget available for spending.

You can enter a percentage and a cap to indicate that a percentage of the revenue budget is available, but only up to the cap. If no amount is entered as a cap, the system assumes that the ceiling is 0.00 which implies no revenue funds are available for that expenditure budget.

The page validates that the total percentage across all rows for a single revenue budget does not exceed 100.

---

**Note.** If you try to reallocate revenue, the system verifies that the funds have not been used. For example, if you try to lower the percentage in a row from 35 to 25, the system verifies that not more than 25 percent has already been used by the specified expenditure budget. If over 25 percent is spent, the change is rejected.

---

**Expenditure tab**

A column exists for each expenditure ledger group's key ChartFields. Enter the ChartField values and budget period that designate the expenditure budget whose available budget balance is increased by the associated revenue budget on the same line.

You can enter the same expenditure budget more than once if you want more than one revenue budget to increase its available budget balance.

**Exp Budget**

A blank column that indicates that the expenditure budget ChartFields follow.

---

**Note.** Select only valid budgeting ChartField values, as determined by your trees and setup data.

---

**See Also**

[Chapter 3, “Setting Up Basic Commitment Control Options,” Defining Control Budget Options, page 53](#)



## CHAPTER 4

# Setting Up Commitment Control Source Transaction Types

This chapter provides an overview and description of Commitment Control source transaction type setup.

## Understanding Source Transaction Type Setup

Much of the documentation in this chapter is for information only, and no modifications should be made to the pages unless stated otherwise. Any changes to most of the pages constitutes a customization and should be performed by a programmer with extensive experience in PeopleSoft application code, usually with the help of PeopleSoft configuration experts.

For the Budget Processor to know how to process a source transaction, such as a purchase order or billing invoice, it needs to recognize the transaction as belonging to one of the *source transaction types* defined for PeopleSoft Commitment Control.

PeopleSoft delivers the following source transactions types specific to its enterprise applications:

Source Transaction Type	Description
AP ACCT LN	Voucher (gain, loss, close)
AP ACCTDSE	Voucher (discount earned)
AP VCHR NP	Voucher (non-prorated item)
AP VOUCHER	Voucher
AR MISCPAY	Direct Journal Payments
AR REVEST	Receivables
BI INVOICE	Billing Invoice
CM TRNXTN	Cost Management Transaction

Source Transaction Type	Description
EX EXSHEET	Expense Sheet
EX TRVAUTH	Travel Authorization
GENERIC	Generic Transaction
GL JOURNAL	General Ledger Journal
GM FA	Facilities and Administration
GM FA UPG	Facilities and Administration (For Upgrade Budget Processor only)
HR PAYROLL	Payroll Transaction
PC ENC	Projects Encumbrance
PC JOURNAL	Project Journal
PC_PREENC	Projects Pre-Encumbrance
PO POENC	Purchase Order
PO POENCNP	PO (non-prorated item)
PO PROCARD	Procurement Card
PO_RAENC	Receipt Accruals - Encumbrance
PO_RAEXP	Receipt Accruals - Expense
REQ PREENC	Purchase Requisition

Source transaction types define the following parameters:

- The commitment control amount type (pre-encumbrance, encumbrance, expenditure, and so forth) associated with the transaction type.
- The records and fields in which each type of transaction is stored.

- The transaction type that gets referenced (for reversal or liquidation) by the transaction, along with the records and fields in which the referenced transaction is stored.
- The order in which source transactions of a type are processed.

If nothing is specified the Budget Processor processes the transaction based on the keys defined on the header record.

- The details required for the PeopleCode “Transfer()” function to perform page transfers from source transaction entry, inquiry, and adjustment pages to the appropriate budget exception handling pages, and vice versa.
- Criteria that enable the Budget Processor to select particular transactions for budget checking (such as purchase requisitions with a status code of *open*, *approved*, or *cancelled*).
- The source transaction record fields that the Budget Processor updates with the budget-checking status.
- The records and fields accessed to display source transaction information on budget exceptions pages and to provide links to the source transaction drill-down pages.
- Budgetary control options (*control*, *control initial document*, *track with budget*, *track without budget*, or *default from higher level*) and budget-checking override options for the transaction type.
- The option to update the Commitment Control Transaction Log to provide an audit trail of all budget-checking activity for the source transaction type.

These definitions appear on the Source Transactions component. Because these definitions depend on the data structure of other PeopleSoft applications, all but the budgetary control options, budget-checking override options, and transaction log option come predefined for each delivered source transaction type, and should not be changed except in special circumstances, such as when you configure PeopleSoft Commitment Control to work with third-party source applications. You should therefore use the Source Transactions component primarily to review and familiarize yourself with the parameters that define each source transaction type.

However, you can freely change the budgetary control options, budget-checking override options, and transaction log option on the Options page without affecting other applications. The budgetary control options you select here override the options you set at higher levels in the control budget options hierarchy. Likewise, the budget-checking override options you select here can disable budget-checking override ability for a transaction type, even for users with override security access.

---

**Warning!** Do not add source transaction types or change the values in any of the Source Transactions component pages other than the Options page. Any changes that you make require corresponding changes to other tables and PeopleSoft applications. If you do need to change any of these values, the modifications should be performed only by programmers with extensive experience in PeopleSoft application code, usually with the help of PeopleSoft configuration experts.

---

## See Also

[Chapter 3, “Setting Up Basic Commitment Control Options,” Hierarchy of Control Budget Attributes, page 27](#)

[Chapter 5, “Setting Up Commitment Control Security,” Security Events, page 89](#)

*PeopleSoft 8.8 Application Fundamentals for Financial Management Solutions, Enterprise Service Automation, and Supply Chain Management PeopleBook, “Using Journal Generator,” Defining Accounting Entries*

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## Defining Source Transaction Types

To define source transaction types, use the Source Transaction Definition component (KK\_SOURCE\_TRAN).

In this section we discuss how to:

- Define basic source transaction type parameters.
- Define source transaction fields.
- Define source transaction page transfers.
- Define source transaction selection criteria.
- Define source transaction status fields.
- Define source transaction referenced record keys.
- Define source transaction page events.
- Define source transaction options.

## Pages Used to Define Source Transaction Types

Page Name	Object Name	Navigation	Usage
Source Transactions - Definition	KK_SOURCE_TRAN1	Commitment Control, Define Control Budgets, Source Transactions, Definition	Specify the Commitment Control source transaction amount type, the related reference transaction type, their header and line records, and the key record for the reference transaction type.
Source Transactions - Fields	KK_SOURCE_TRAN2	Commitment Control, Define Control Budgets, Source Transactions, Fields	Specify the source transaction header and line fields that the Budget Processor uses to perform budget checking and exception handling.
Source Transactions - Page Transfers	KK_SOURCE_TRAN3	Commitment Control, Define Control Budgets, Source Transactions, Page Transfers	Specify information about transfers between the originating source transaction pages and the budget exception handling pages.  The values entered on this page allow for push-button transfer of information between the source transaction type's entry, inquiry, and adjustment pages and budget exception handling pages. These values indicate where the results of budget-checked transactions are transferred.

Page Name	Object Name	Navigation	Usage
Source Transactions - Selection Criteria	KK_SOURCE_TRAN4	Commitment Control, Define Control Budgets, Source Transactions, Selection Criteria	Specify field name and field value criteria for selecting source transactions for budget-checking.
Source Transactions - Status Fields	KK_SOURCE_TRAN5	Commitment Control, Define Control Budgets, Source Transactions, Status Fields	Specify source transaction header fields to update with budget-checking results.
Source Transactions - Referenced Record Keys	KK_SOURCE_TRAN6	Commitment Control, Define Control Budgets, Source Transactions, Referenced Record Keys	Link identical key fields whose object names are different in the source transaction than they are in the reference transaction. Use this page when, for example, the name of a key field for purchase orders is different from the name of the same key field for referenced requisitions.
Source Transactions - Page Events	KK_SOURCE_TRAN7	Commitment Control, Define Control Budgets, Source Transactions, Page Events	Specify system data that enables exception handling and budget inquiry to display budget-checking results and source transaction information. Page events use common components and dynamic programs for exception handling.
Source Transactions - Options	KK_SOURCE_TRAN8	Commitment Control, Define Control Budgets, Source Transactions, Options	Define budget-checking options for the source transaction type. Your choices override the Commitment Control options that you defined for control budget definitions, control ChartFields, and control budget attributes.

## Defining Basic Source Transaction Type Parameters

Access the Source Transactions – Definition page.

Definition	Fields	Page Transfers	Selection Criteria	Status Fields	Referenced Record Keys	
<b>Source Transaction Type:</b>	AP_VOUCHER	<b>*Description:</b>	Voucher			
<b>*Commitment Control Amount Type:</b>	Actuals, Recognize and Collect					
<b>Referenced Source Transaction:</b>	Purchase Order					
<b>*Header Record:</b>	VCHR_KK_WW					
<b>*Line Record:</b>	DISTRIB_LINE					
<b>*Update Header Record:</b>	VOUCHER					
<b>*Update Line Record:</b>	DISTRIB_LINE					
<b>Referenced Record Key Record:</b>	DISTRIB_LINE					

Source Transactions – Definition page

### Commitment Control Amount Type

Determines which Commitment Control ledger is updated by the source transaction. It can be one of the following:

- *Actuals and Recognized*: Actual amount of the expenditure or the recognized revenue. Transactions update the expense or recognized ledger, depending on the ledger group.
- *Actuals, Recognize and Collect*: Amount of revenue booked and collected.
- *Collected Revenue*: Amount of revenue collected.
- *Dynamic*: You specify the amount type when you enter the transaction. Applies to General Ledger journals and generic third party transactions.
- *Encumbrance*: Amount of the funds that you are legally obligated to spend when you create a transaction, such as a contract or a purchase order. Not an actual transaction.
- *Planned*: Amount that you plan to spend. This amount is only an estimate and not an actual transaction. You can also use it to record third-party source transactions that precede pre-encumbrance documents. The latter usage requires configuring an existing source transaction type or defining a new one.
- *Pre-Encumbrance*: Amount that records the funds that you intend to expend but are not legally obligated to expend. This occurs, for example, when you create a requisition. It is not an *actual* transaction.

**Note.** With the exception of source transaction types that have been assigned the *Dynamic* amount type, a source transaction type always updates the Commitment Control ledger indicated by the Commitment Control amount type defined here. An accounts payable voucher, for example, updates the expense or recognized and collected ledgers, if the Commitment Control amount type defined for it is (as it should be) *Actuals, Recognized and Collected*.

---

**Note.** If the source transaction contains a line whose account value does not belong in the amount type assigned for the transaction (such as a revenue account in a purchase order transaction line, where purchase orders are defined as encumbrance amount types), the Budget Processor does not update the Commitment Control ledger table with that line.

---

**Referenced Source Transaction**

The transaction type that is reversed, in full or in part, when the transaction type defined on this page is processed.

For example, an encumbrance transaction (such as a purchase order) usually reverses a related pre-encumbrance (such as a purchase requisition). The amount of the pre-encumbrance's value that would be reversed when the encumbrance is processed depends on whether or not you use quantity- or amount-based liquidation. You make that selection on the *LEDGERS* for a Unit – Commitment Control Options page.

**Header Record and Line Record**

The Budget Processor uses these to select and process data for the source transaction type. The header and line records determine the prompts on the *Fields* page.

**Update Header Record and Update Line Record**

The Budget Processor updates the status fields on these records with the results of budget checking.

---

**Note.** The update header record and update line record are physical tables or they can be SQL views if they only reference a single table. The header record and line records may be views based on the same physical table as the update header record and update line record.

---

**Referenced Record Key Record**

The record that contains the key fields that link the source transaction to the record that contains the referenced source transaction. For example, for a source transaction type of *Voucher*, the *DISTRIB\_LINE* record contains the key fields that link vouchers to the purchase orders stored in the *PO\_LINE\_DISTRIB* record.

The Referenced Record Key Record field value is usually the same as the Update Line Record field value, but the Referenced Record Key Record field could point to a sibling table instead (for example, if you require requisitions for some purchase orders, but not for others).

The referenced record key record entered here determines the Source Transaction Field Names that prompt on the Referenced Record Keys page.

---

**Note.** Only in rare circumstances should these values be changed, and then only by programmers with extensive experience in PeopleSoft application code.

---

## Defining Source Transaction Fields

Access the *Source Transactions - Fields* page.

## Source Transactions - Fields page

The Budget Processor needs to know which source transaction header record fields and line record fields map to which Commitment Control fields.

The Commitment Control fields that map to fields on the source transaction header record are Accounting Date and the following:

**Order By**

The field that the Budget Processor uses to control the order (ascending) in which source documents are processed. If no Order By field is specified, the transactions are processed in the order of the fields defined as key fields on the “Header Record” which is specified on the “Definition” tab.

For example for AP\_VOUCHER, the key fields on VOUCHER are BUSINESS\_UNIT and VOUCHER\_ID. If you do not specify a value in the “Order By” field, the Budget Processor orders by BUSINESS\_UNIT & VOUCHER\_ID.

The Commitment Control fields that map to fields on the source transaction line record are GL Business Unit (general ledger business unit), Budget Date, Base Currency, Monetary Amount, Foreign Currency, Foreign Amount, and the following fields:

**Statistical Amount**

The field that represents the transaction’s quantity, as opposed to amount. This is used to calculate the amount to liquidate from the referenced transaction if quantity-based liquidation is used. If no statistical amount field is specified, monetary amount-based liquidation is used regardless of other option settings.

**Closed Status**

The field on the line record that defines whether the transaction is open or closed. When a transaction is closed, the Budget Processor liquidates all of its remaining unliquidated Commitment Control ledger amounts.

**Closed Value**

Closed Status field value that indicates the transaction has been closed.

---

**Note.** Only in rare circumstances should these values be changed, and then only by programmers with extensive experience in PeopleSoft application code.

## Defining Source Transaction Page Transfers

Access the Source Transactions - Page Transfers page.

Source Transaction Type: AP\_VOUCHER Description: Voucher

Page Transfer Details

\*Page Transfer Identifier: To Source Entry

\*Menu Name: ENTER\_VOUCHER\_INFORMATION

\*Menu Bar Name: USE

\*Item Name: EXPRESS\_VOUCHER

\*Panel Name: INVOICE\_INFORMATION

Menu Action: Update

Search Key 01: BUSINESS\_UNIT

Search Key 02: VOUCHER\_ID

Search Key 03:

Search Key 04:

Search Key 05:

Search Key 06:

Search Key 07:

Search Key 08:

Search Key 09:

Search Key 10:

Source Transactions - Page Transfers page

This page indicates the parameters required to enable the dynamic use of the PeopleCode Transfer() function for page transfers.

### Page Transfer Identifier

Indicates the type of page to transfer to. The available types include:

- *To Exception Header:* Exception handling header page specific to the source transaction.
- *To Exception Header SearchBox:* Search dialog for the exception handling header page specific to the source transaction.
- *To Source Adjustment:* Page where source transactions are corrected.
- *To Source Adjustment 2:* Additional page where transactions are corrected.
- *To Source Entry:* Page where the source transactions are entered.
- *To Source Entry 2:* Additional page where transactions are entered.
- *To Source Inquiry:* Page to inquire upon a source transaction.
- *To Source Inquiry 2:* Additional page to inquire upon a source transaction.

### Search Keys 01 through Search Key 10

Search keys to be used in the PeopleCode Transfer() function. These prompt off of the fields available in the Source Transactions record (KK\_SOURCE\_TRAN).

The Menu Name, Menu Bar Name, Item Name, Panel Name, and Menu Action indicate the navigation to be used for the page transfer.

---

**Note.** Only in rare circumstances should these values be changed, and then only by programmers with extensive experience in PeopleSoft application code.

---

## Defining Source Transaction Selection Criteria

Access the Source Transactions - Selection Criteria page

Selection Criteria			
Sequence	Thru	*Field Name	*Field Value
1	<input checked="" type="checkbox"/>	APPR_STATUS	A
2	<input type="checkbox"/>	ENTRY_STATUS	P

Source Transactions - Selection Criteria page

Indicate the Selection Criteria that the Budget Processor uses to select transactions for budget checking.

Use the Thru check box to manipulate the operand for multiple selection criteria. If the Field Name on two adjacent lines is the same, but there is a different *Field Value* leave the check box on the second line clear to indicate an *OR* operation between the two values. Select the Thru check box to indicate a range of field values.

If the field names on two or more adjacent lines are different, the system forces the Thru check box to be clear, and an *AND* operation is in effect between the lines. Only transactions that meet the field name and field value conditions for both (or all) of the adjacent lines are selected for budget-checking.

---

**Note.** Only in rare circumstances should these values be changed, and then only by programmers with extensive experience in PeopleSoft application code.

---

## Defining Source Transaction Status Fields

Access the Source Transactions - Status Fields page.

Status Fields			
*Field Name	Valid Value	Error Value	

Source Transactions - Status Fields page

For each source transaction header status field that you want updated by the results of budget checking, indicate the Field Name, Valid Value, and Error Value. The only values that you cannot alter are those for the BUDGET\_HDR\_STATUS (Budget Header Status) field, which the Budget Processor always populates with *V* (for valid) or *E* (for error).

If you enter only a Valid Value, the status field is updated only if there are no budget errors. If you enter only an Error Value, the status field is updated only if there are budget errors. If you enter both values, the field is populated by the results of the budget check.

---

**Note.** Only in rare circumstances should these values be changed, and then only by programmers with extensive experience in PeopleSoft application code.

---

## Defining Source Transaction Referenced Record Keys

Access the Source Transactions - Referenced Record Keys page.

Source Transaction Type:	AP_VOUCHER	Description:	Voucher
Referenced Record Keys		Customize	Find
*Source Transaction Field Name	*Field Name		
BUSINESS_UNIT_PO	BUSINESS_UNIT	[Search]	[+]
PO_DIST_LINE_NUM	DISTRIB_LINE_NUM	[Search]	[+]

Source Transactions - Referenced Record Keys page

To link two identical but differently named key fields that have to be referenced to one another, indicate the source transaction type's field under Source Transaction Field Name and indicate the referenced transaction key field name under Field Name. The value in the Referenced Record Key Record field on the Source Transactions - Definition page determines the prompts for the Source Transaction Field Name.

---

**Note.** Only in rare circumstances should these values be changed, and then only by programmers with extensive experience in PeopleSoft application code.

---

## Defining Source Transaction Page Events

Access the Source Transactions - Page Events page.

Source Transaction Type: AP\_VOUCHER      Description: Voucher

**Exception and Inquiry Information**

\*Source Header View: KK\_XCP\_AP1\_WW1

\*Source Header ID Field Name: VOUCHER\_ID

\*Source Header ID Label: Voucher ID:

\*Source Line View: KK\_XCP\_AP1\_WW2

\*Source Line # Prompt View: KK\_XCP\_VCHLN\_WW

\*Source Line # Field Name: VOUCHER\_LINE\_NUM

\*Source Exception Line View: KK\_XCP\_AP1\_WW3

\*Source Drill Down Page: KK\_DRL\_AP1\_SEC

**Message Number:** 1022      (Message Set Number = 18021)

## Source Transactions - Page Events page

The data displayed on this page enables exception handling to display the appropriate values for specific source transactions using common functions in the PeopleCode behind the exception and inquiry pages.

<b>Source Header View</b>	Links the source transaction header data with the Budget Processor header data.
<b>Source Header ID Field Name</b>	Represents the source transaction document for display purposes.
<b>Source Header ID Label</b>	Label for the Source Header ID field. For display purposes.
<b>Source Lines View</b>	Links the source transaction line data with Budget Processor line data.
<b>Source Line # Prompt View</b>	Used as % editable for the line field on the source transaction's Line Exceptions page.
<b>Source Line # Field Name</b>	Highest level line number field for the source transaction type.
<b>Source Exception Line View</b>	Links the source transaction line data with Budget Processor line data and budget exception data.
<b>Drill Title Message Number</b>	Message catalog number for the source transaction line drill-down page's displayed title. System data ranges from #1022 to #1038 for the 17 source transaction types.
<b>Message Set Number</b>	Message catalog set for the drill-down page's displayed title (auto-defaulted to 18021).

**Note.** Only in rare circumstances should these values be changed, and then only by programmers with extensive experience in PeopleSoft application code.

## Defining Source Transaction Options

Access the Source Transactions - Options page

Source Transaction Type:		AP_VOUCHER	Description:	Voucher
*Commitment Control Option:	Default from Higher Level			
*Override Budg Checking Option:	Allow Override			
Update Transaction Log:	Update Log			

Source Transactions - Options page

**Note.** You can adjust the field values on this page at any time. The selections you make here for the commitment control option override the options you selected at the budget attributes, control ChartField, or control budget definition.

**Commitment Control Option**

Select the degree of budgetary control>

- *Control:* Transactions that cause budget exceptions generate errors or warnings.
- *Control Initial Document:* Control expenditures against the initial document only.  
Transactions are stopped and error messages issued only if budget constraints would be exceeded when the initial document is processed. Transactions that pass budget checking on the initial document, such as a purchase requisition, are automatically passed on all subsequent documents, such as a purchase order or payment voucher, even if budget constraints are exceeded at the time they are processed.
- *Default from Higher Level:* Commitment Control is set to default from a higher level, such as the budget attributes, control ChartField, or control budget definition level.
- *Track w/o Budget (Tracking without Budget):* Track transactions even if there is no budget set up. If a budget row exists and there are exceptions, issue warnings. Also Track.
- *Tracking w/ Budget (Tracking with Budget):* Track transaction amounts against a budget but do not issue error exceptions unless there is no corresponding budget row. Pass if budget row exists, even for a zero amount, but issue warnings for exceptions.

**Override Budg Checking Option** (override budget checking option)

- *Allow Override:* Select to allow users with override security access to pass a transaction manually if it failed budget checking.
- *Do not Allow Override:* Select to make this transaction type inaccessible to any budget or transaction override. This is only effective if the override event is inactive within commitment control security.

---

**Note.** Override budget checking option is only applicable when commitment control security for the *override* event is *notactive*. When you are using commitment control security for the override event, the setting for this option is not evaluated. Only the commitment control security rules are evaluated to determine whether a user can override a budget checking exception. If you are not using commitment control security, then this field is evaluated and when set to Allow Override, the user is permitted to override budget exceptions that are considered *overridable*. The list of overridable versus non-overridable exceptions is in the Managing Budget Exceptions chapter.

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See [Chapter 9, “Managing Budget Exceptions,” page 171](#).

#### Update Transaction Log

Select a value to determine whether the source transaction type updates the Commitment Control Transaction Log (KK\_TRANS\_LOG).

The Commitment Control Transaction Log provides the ability to track historical budget-checking activity at the untranslated document level. This table records all successful budget-checking transactions sequentially, including reversal entries. For example, if you budget check a purchase order with Fund 100 and then change the Fund to 200 and re-budget-check the purchase order, you can use the Commitment Control Transaction Log to see this history. Each time you budget-check a transaction, a sequence number on the record increments by 1.

You can use the Commitment Control Transaction Log table in conjunction with data in the KK\_SOURCE\_HDR table, the KK\_SOURCE\_LN table, and the KK\_ACTIVITY\_LOG table to research historical activity, reconcile discrepancies, and attest to the accuracy of accounting data maintained within the Commitment Control ledgers.

## CHAPTER 5

# Setting Up Commitment Control Security

This chapter provides an overview of setting up security for PeopleSoft Commitment Control and describes how to:

- Set up security fields.
- Set up security events.
- Set up security rules.
- Assign security rules to user IDs, permission lists, and dynamic views.
- Run the Commitment Control Security process (KSEC\_FLAT) and Commitment Control Security report (GLC8572).

---

## Understanding Commitment Control Security

PeopleSoft Commitment Control security augments the security used by your PeopleSoft applications, enabling you to secure the Commitment Control functions, such as creating or modifying budgets or overriding exceptions, that a user may perform on ChartField combinations for which you have established control budgets.

To set up PeopleSoft Commitment Control security, you define a series of security rules that enable particular commitment control functions for particular budgets. You then apply those security rules to user IDs, permission lists, or dynamic views consisting of user IDs and associated ChartFields.

In this section, we discuss the following:

- Security set up order.
- Security events.
- Security rules.
- Security rule assignment.

### Security Set up Order

Use the following order for setting up security for PeopleSoft Commitment Control:

1. Enable standard PeopleSoft application security. Define users, roles, and permission lists.
2. Security field setup comes predefined. We recommend that you not edit any of the fields on this page unless you are configuring (making changes, such as adding, deleting, activating, inactivating, or renaming) Commitment Control ChartFields.

If you are configuring ChartFields, define the ChartFields that you want to secure on the Security Field Setup page. You can establish security for any ChartField that you define as a key ChartField in the control budget definition, as well as Budget Period, Ledger Group, and Ledger.

3. Select the events that you want to secure on the Security Events page.

PeopleSoft Commitment Control predefines the seven events that can trigger security: Budget Entry or Adjustment, Budget Transfers, Bypass Budget, Budget Override, Budget Date Override, Workflow Notification, and Budget Inquiry.

The default security setting for these events is *inactive*.

---

**Note.** It is useful to know which events you want to secure before you proceed with security setup, however, it might be helpful to defer activating security events until just before running the security build process. The security build process builds the security records only for events that are activated. Deferring activation enables you to verify that the security rules you are building correctly enforce the security events, and it insures that you are not hampered by security being activated during setup or until you are ready for security to be applied.

---

4. Define security rules for these events in the Rule Definitions component.

Security rules apply event security to the ChartField combinations (budgets) that you want to secure.

5. Assign security rules to individual user IDs and permission lists to tell the system which events a user has the authority to conduct for specific budgets. You can also apply security rules dynamically, using a pre-defined record that contains the user IDs and the ChartField or ChartFields defined in a dynamic rule group. Use the Associate Rules to User ID, Assoc Rules to Permission List, or Attach Dynamic Rules pages.
6. Run the Commitment Control Security process (KSEC\_FLAT), also known as the security flattening process, from the Request Build page.

This process uses security rules and assignments to populate the tables that the system uses to check security authority during transaction entry. This Application Engine process must be run before security rules and assignments become effective.

7. You can Run the Commitment Control Security report (GLC8572) to view the results of the Commitment Control Security process.

The system uses these security settings to enforce security for Commitment Control *across all applications* in your installation. Any event that requires security processing initiates a call to the security function on a predetermined trigger, such as entering or saving a page. The system does not process any events that fail the security rule for the user ID.

## See Also

[Chapter 3, “Setting Up Basic Commitment Control Options,” Key ChartFields and Translation Trees, page 20](#)

*PeopleSoft 8.8 Application Fundamentals for Financial Management Solutions, Enterprise Service Automation, and Supply Chain Management PeopleBook, “Securing Your System”*

*PeopleTools PeopleBook: PeopleSoft Security*

## Security Events

PeopleSoft Commitment Control uses security events to enable you to specify the budgetary functions, or events, on which the system enforces security. There are seven event types for which you can enable security:

- Budget Entry or Adjustment
- Budget Transfer
- Budget Override
- Budget Date Override
- Bypass Budget
- Workflow Notification
- Budget Inquire

You enable security separately for each event on the Security Events page. This enables you to decide whether to implement security across all control-budgeting functions (events) or a limited set of functions. For example, you may want to enable security for budget journal entry and adjustments to limit this activity to a small set of users, but not enable security for inquiring on existing budgets so that all users can check on the status of a budgeted amount.

The following table shows how each security event restricts access to PeopleSoft Commitment Control functions when you activate it. The table also provides links to detailed discussions of the functions themselves:

Security Event	Functions	Further Discussion
Budget Entry or Adjustment (ENT_ADJT)	Enables you to restrict budget journal (budget amount) entry to a limited set of users. You can also restrict users to specific budgets using ChartField values.	See <a href="#">Chapter 7, “Entering and Posting Commitment Control Budget Journals,” Understanding Budget Entry, Transfer, and Posting, page 119</a> .
Budget Transfers (TRANSFER)	Enables you to restrict or add constraints to the ability of the user to transfer funds from one budget to another.	See <a href="#">Chapter 7, “Entering and Posting Commitment Control Budget Journals,” Understanding Budget Entry, Transfer, and Posting, page 119</a> .

Security Event	Functions	Further Discussion
Budget Override (OVERRIDE)	<p>Enables you to restrict or add constraints to the ability of the user to override budget checking. Budget- checking override enables users to override budget checking exceptions for a new transaction or to pass a transaction that has failed budget checking.</p> <p><b>Note.</b> If Commitment Control security is active for the budget override event, the commitment control security rules will supersede the override setting for the Source Transaction Definition . The override setting on the Source Transaction Definition is taken into consideration by the system only when the override event is inactive within Commitment Control security.</p> <p><b>Note.</b> Override at the transaction level, or header level, as for a complete override of a journal entry, can be done by a super user only. Overrides at the individual budget level for source transactions can be established for other than a super user rule.</p>	<p>See <a href="#">Chapter 9, “Managing Budget Exceptions,” Understanding Exception Handling and Notification, page 171.</a></p> <p>See <a href="#">Chapter 4, “Setting Up Commitment Control Source Transaction Types,” Defining Source Transaction Options, page 84.</a></p>
Workflow Notification (NOTIFY)	<p>The notification feature in PeopleSoft Commitment Control enables users to be notified by workflow when budget exceptions occur or when a specified percentage of the budget has been used (Early Warning notification). Activating the Workflow Notification security event enables you to limit the budgets that a user can specify for notification.</p>	<p>See <a href="#">Chapter 9, “Managing Budget Exceptions,” Understanding Exception Handling and Notification, page 171.</a></p>
Budget Inquire (INQUIRE)	<p>Enables you to limit the users who can view control budgets.</p>	<p>See <a href="#">Chapter 10, “Inquiring on Budgets and Transaction Activities,” page 199.</a></p> <p>See <a href="#">Chapter 9, “Managing Budget Exceptions,” page 171.</a></p>

Security Event	Functions	Further Discussion
Bypass Budget (BYPASS)	<p>Enables you to limit the users who can create a General Ledger journal that bypasses budget checking entirely (as opposed to overriding a budget checking exception). A journal that bypasses budget checking never updates the control budget ledger.</p> <p>This function is reserved for occasions such as when a user needs to correct a suspense journal that was generated from within a source application like PeopleSoft Purchasing and whose accounting entries have already been budget-checked.</p> <p>Users may also want to bypass budget checking for journals that are created in the allocation process, when, for example:</p> <ul style="list-style-type: none"> <li>• Source transactions are already budget-checked.</li> <li>• The allocation process is being used to create a reporting ledger that uses a standard ledger template.</li> </ul> <p><b>Note.</b> You can attach this event only to a Super User security rule.</p>	<p>See <i>PeopleSoft General Ledger 8.8 PeopleBook</i>, “Making General Ledger Journal Entries,” Entering Journal Header Information.</p> <p>See <i>PeopleSoft General Ledger 8.8 PeopleBook</i>, “Processing Journals,” Correcting Journal Errors.</p>
Budget Date Override (BUDG_DT)	<p>Enables you to limit the users who can override the system-defined budget date on a source transaction.</p> <p><b>Note.</b> You can attach this event only to a Super User security rule.</p>	<p>See <u>Chapter 8, “Processing Source Transactions Against Control Budgets,” Budget Processor, page 147.</u></p>

## Security Rules

Security rules enable you to establish which security events can be performed on which budgets and which transactions independent of any specific user until such time as you apply the rules to a user or users. For example, you can create one security rule to enable budget entry, transfers, notification, and inquiry for a budget (or group of budgets) and create a different security rule that enables only inquiry for the same budget (or budget group). After you define your security rules, you can assign these rules to a specific user ID or all the users and roles assigned to a permission list. You can also use a dynamic rule group, which uses a SQL view that joins user IDs with ChartField values to dynamically assign users access to budgets with particular ChartField values.

The following rules govern how PeopleSoft Commitment Control applies security rules to user IDs and permission lists:

- For events that do not require a Super User rule, you can create security rules that *allow* access to the budgets you specify for the security events you specify. You can also create security rules that *disallow* such access.

---

**Note.** A Super User rule is required to perform budget override, date override, and bypass at the transaction level.

---

When you assign a user to a security rule that allows access, the system denies the user access to any budgets and active security events that are not specified in that security rule, unless that user is assigned to another security rule that does allow access to budgets and security events not specified in the first security rule.

When you assign a user to a security rule that disallows access, the system denies the user access to the budgets and active security events you specify and gives the user access to all other budgets for those security events, unless that user is assigned to another security rule that disallows access to those unspecified budgets.

The choice between allow and disallow can save you time and effort when defining security rules.

When you want to allow access to only a few budgets, use the *allow* attribute to specify them. When you want to allow access to all but a handful of budgets, use the *disallow* attribute to specify those that you want to deny access to instead of entering rows and rows of allowed budgets.

---

**Note.** All users automatically have access to *inactive* security events for all budgets, regardless of the security rules you establish.

---

- You can create security rules defined solely for Super Users.
  - You can assign multiple security rules to a single user—that is, a user may have one set of security rights for one group of budgets and a different set of security rights for another group of budgets.
- If you grant a user multiple security rules, and the security rules provide conflicting security access, the security rules that disallow access take precedence.
- You must set up and assign security rules for users to provide access to any security event that is active. If no security rules for a particular security event are assigned to a user, then that user has no access to that security event for any budget.

The following example provides a simplified illustration of how you can use security rules to limit a user's access to a specific set of events for a set of budgets.

Table 1: Associating Security Rules with Security Events:

Sec Rule	Bdgt (CF combo)	ENT_ADJT	Transfer	NOTIFY	INQUIRE	Override	BUDG_DT	BYPASS
A	Budget #1: Account 10000, DeptID 35000	Y	N	Y	Y	N	N	N
B	Budget #2: Account 10015, DeptID 35000	N	N	Y	Y	N	N	N
C	All Budgets	N	N	N	Y	N	N	N

Table 2: Associating User IDs with Security Rules:

User ID	User	Security Rules
TJON	Jones,Tammy	A, B
RSMI	Smith,Roger	B
HBRO	Brown,Harry	C

User Tammy Jones is associated with security rules A and B. According to security rule A, Ms. Jones has the security to perform the following events on budget #1: entering and adjusting, inquiring, and receiving notifications about exceptions. Security rule B enables her to inquire on and be notified of exceptions for Budget #2.

User Roger Smith, also associated with security rule B, can be notified whenever an exception for Budget #2 occurs and can inquire on budgetary information. However, unlike Tammy Jones, Mr. Smith cannot perform any events for Budget #1.

User Harry Brown is a Junior Financial Analyst in the corporate group. Security rule C lets him inquire on the budgetary information for all budgets, but he cannot perform any substantive actions on these budgets.

## Grouping Budgets for Security

You can define security rules for specific budgets and for a range or group of budgets. Instead of specifying each individual ChartField combination that you want to include within a security rule, you can specify ranges of budgets by entering ranges of ChartField values.

There are three parameters you can use to enter ranges of ChartFields:

- *Range*: enter the first and last ChartField value in a range. If you enter account 10000 as the start value and 20000 as the end value, for example, you include all budgets with accounts 10000 through 20000 that meet the other ChartField value criteria in the ChartField combination.
- *Wild Card*: enter a wildcard (%). For example, if you enter department 14%, you include all budgets with departments beginning with 14 that meet the other ChartField value criteria in the ChartField combination. If you enter % alone, you include budgets for all departments that meet the other ChartField value criteria in the ChartField combination.
- *Tree*: enter a translation tree and node to include budgets for that node and all the ChartField values that are children of that node (and which meet the other ChartField value criteria in the ChartField combination). Usually you can use the key ChartField translation trees you set up for control budget definitions.

---

**Note.** You use *Explicit* when you want to select a *single* ChartField value, which you enter in the Start field.

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See [Chapter 3, “Setting Up Basic Commitment Control Options,” Key ChartFields and Translation Trees, page 20](#).

Here is an example of how you can use grouping parameters to define a group of budgets for a security rule. Assume that you entered the following ChartField values in a security rule:

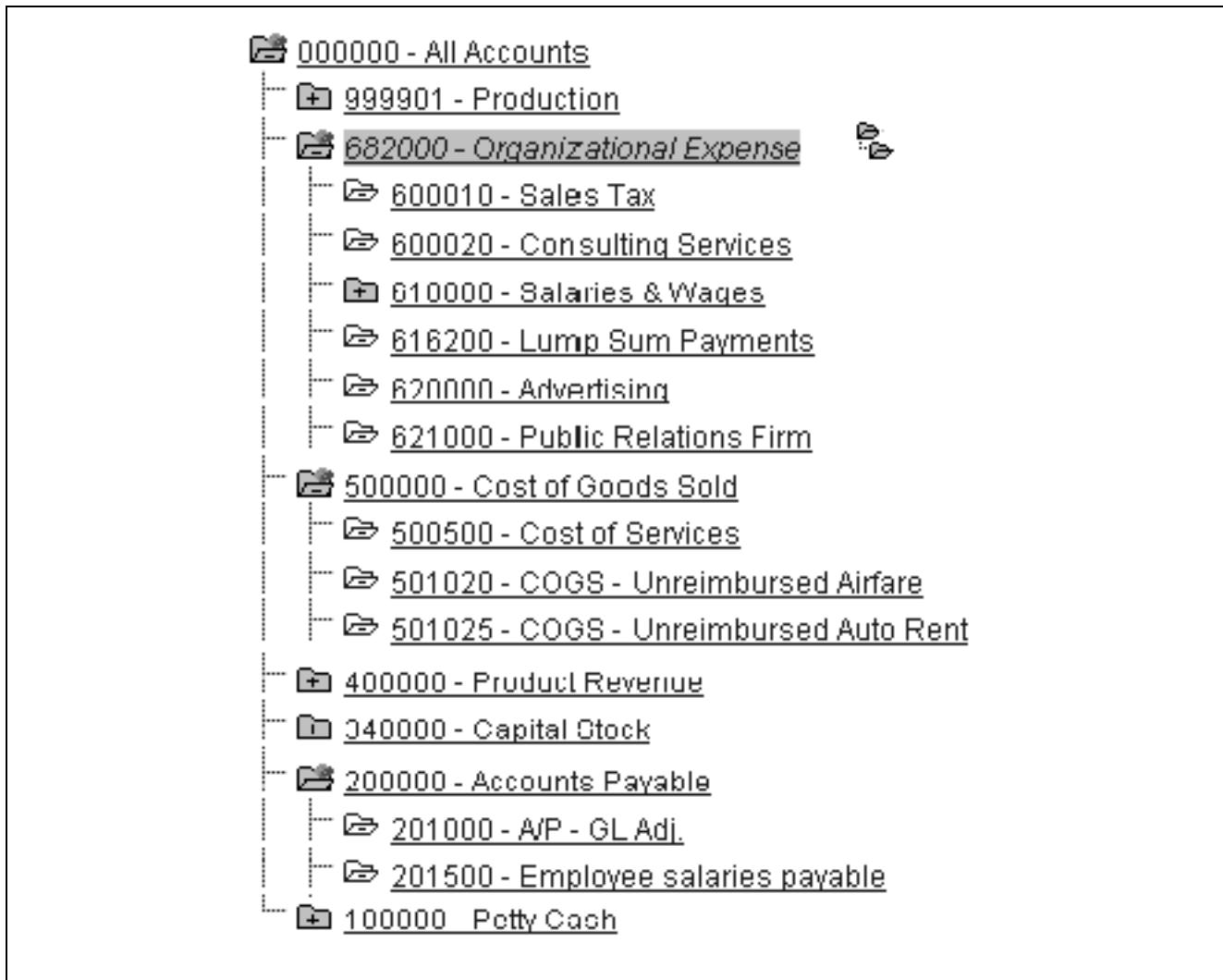
ChartField Combination Set#1:

ChartField	Parameter	Start	End	Tree	Node
ACCOUNT	Wildcard	501%	--	--	--
DEPTID	Range	30000	32000	--	--

ChartField Combination Set#2:

ChartField	Parameter	Start	End	Tree	Node
ACCOUNT	Tree	--	--	BUD_ACCOUNT	682000
DEPTID	Wildcard	335%	--	--	--
PRODUCT	Range	200	250	--	--

The following is an excerpt from the BUD\_ACCOUNT ChartField tree for this example:



Accounts ChartField tree excerpt

Assume the following budgets are defined:

ACCOUNT	DEPTID	PRODUCT
501020	20010	--
501020	30000	--
501025	30200	--
500500	31000	--
620000	35000	220

ACCOUNT	DEPTID	PRODUCT
621000	<i>33510</i>	230
616200	<i>33510</i>	245
501020	33510	245

Your security rule would apply to the budgets whose ChartField values appear in *italics* in the table.

## Conflicting Security Rules

If a budget action, or event, by a user passes any one rule, it passes the security check completely. The exception to this is when there are one or more rules that conflict. In a conflicting rules situation, the default is to disallow and the action fails security.

For example, if rule 1 is allow budget entry for Deptid 10000 through 20000 and rule 2 is to Disallow budget entry for Deptid 12000 through 21000 and both rules are assigned to the same user there is a conflict. Any attempt by that user to do a budget entry for Deptid 12000 through 20000 fails Commitment Control security.

## Dynamic Security Rules

You use dynamic rules to assign security events to a ChartField that you define as a bind variable rather than a particular value or range of values. The bind variable is resolved by a view, called the dynamic rule record, that associates a user ID with a ChartField value.

See the discussion of Attaching Rules to Dynamic Rule Groups in the section, Security Rule Assignment, below.

## Security Rule Assignment

Once you have defined your security rules and applied those rules to events and business units, you are ready to attach the rules to users. You have the option to attach rules to single user IDs, to permission lists, or to dynamic rule groups.

### Attaching Rules to User IDs

Assigning security rules to user IDs enables you to attach specific security rules to individuals. This can be tedious and can require a lot of maintenance for a large number of users, but it does provide a useful method for attaching special rules (such as a Super User rule) to select users.

### Attaching Rules to Permission Lists

Often you need to assign the same budget security to all the users of a permission list. While you could assign the security rule to each individual user, this would produce a maintenance issue in that if you needed to add a new security rule, you would have to add this rule multiple times. By taking advantage of the permission lists set up as part of your standard PeopleSoft application security, you can attach rules to a permission list, which then enables these rules for all users associated with the permission list.

## Attaching Rules to Dynamic Rule Groups

In cases where a user is associated with a particular ChartField value, such as a manager and a department ID, you can create *dynamic security rules* and *dynamic rule groups*. Dynamic rule groups use a SQL view that you must define yourself, called the *dynamic rule record*, that joins the user ID and the ChartField value. Each user in the dynamic rule group has access to the budgets that include the ChartFields that the user is associated with in the dynamic rule record, for the security events defined in the dynamic security rule. This is far more convenient than creating and maintaining separate rules and attaching them individually to each user.

To set up dynamic rule groups, do the following:

1. Define a dynamic security rule in the Rule Definitions component. This rule assigns a bind variable to the ChartField that is resolved by the dynamic rule record.
2. Use Application Designer to define a dynamic rule record, a SQL view that includes the user ID field and the ChartField that uses the parameter *Bind* in the dynamic rule. For an example of a dynamic rule record, see the delivered record KK\_DYN1 by opening the record in the PeopleSoft Application Designer.
3. Define a dynamic rule group by attaching the dynamic security rule to the dynamic rule record on the Attach Dynamic Rules page.

The Commitment Control Security process (KK\_SEC\_FLAT) creates security rows using the user ID and ChartField values from the dynamic rule record rows.

### Dynamic Rule Group Example

Assume you want to allow department managers to inquire only on their own departmental budgets. Do the following:

1. Define a dynamic security rule with department ID (DEPTID) defined as a bind variable and apply it to the Budget Inquire security event.
2. Define a dynamic rule record with the fields user ID (OPRID) and department ID, based on a join of the DEPT\_TBL, the PERSONAL \_DATA table, and the OPRALIAS table:

```
SELECT a.deptid
, C.OPRID
FROM PS_DEPT_TBL A
, PS_PERSONAL_DATA B
, PSOPRALIAS C
WHERE A.MANAGER_NAME = B.NAME
AND B.EMPLID = C.EMPLID
```

3. Define a dynamic rule group by attaching the dynamic security rule to the dynamic rule record.
4. Run the Commitment Control Security process.

### See Also

[Chapter 5, “Setting Up Commitment Control Security,” Assigning Commitment Control Security Rules, page 105](#)

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## Setting Up Commitment Control Security Fields

To set up commitment control security fields, use the Field Setup component (KSEC\_CHARTFIELD).

This section describes how to enable ChartFields for Commitment Control security.

### See Also

[Chapter 5, “Setting Up Commitment Control Security,” Security Set up Order, page 87](#)

## Page Used to Define Security Fields

Page Name	Object Name	Navigation	Usage
Commitment Control Security Field Setup	KSEC_CHARTFIELD	Commitment Control, Define Budget Security, Field Setup, Commitment Control Security Field Setup	Define key ChartFields to be used when defining security rules in the Security Rules component, along with the prompt table for each key ChartField. These values are delivered by PeopleSoft. Do not make changes on this page unless you are doing a reconfiguration of your ChartFields.

## Defining Security Fields

Access the Commitment Control Security Field Setup page.

---

**Warning!** Do not edit the delivered security fields unless you are configuring your Commitment Control ChartFields.

---

### Security Field

Do not make changes to these fields unless you are changing your ChartField configuration from that delivered. If you make changes, you can select a field for which you want to enable security. Security can be enabled for any field that is a key ChartField for control budget definitions, including Budget Period, Ledger Group, and Ledger.

### Record Name (table name)

Do not make changes to these fields unless you are changing the configuration of the delivered ChartFields. These values are the record, or table, names that the system prompts against when you specify field values for a ChartField on the Rule Definition page. Use the records defined in the Commitment Control ledger template as the RECNAME or the RECNAME\_EFFDT.

---

## Setting Up Commitment Control Security Events

To set up commitment control security events, use the Events component (KSEC\_EVENT\_ENTRY).

This section describes how to activate security for specific PeopleSoft Commitment Control functions, known as security events.

### See Also

[Chapter 5, “Setting Up Commitment Control Security,” Security Events, page 89](#)

## Page Used to Activate Security Events

Page Name	Object Name	Navigation	Usage
Commitment Control Security Events	KSEC_EVENT_ENTRY	Commitment Control, Define Budget Security, Events, Commitment Control Security Events	Activate and deactivate security for specific Commitment Control functions, or <i>events</i> .

## Activating Security Events

Access the Commitment Control Security Events page.

**Commitment Control Security Events**

Security Events		Customize   Find	First  1-7 of 7  Last
	Security Event	Description	Active Status
1	BUDG_DT	Budget Date Override	<input type="checkbox"/>
2	BYPASS	Bypass Budget	<input type="checkbox"/>
3	ENT_ADJT	Budget Entry or Adjustment	<input type="checkbox"/>
4	INQUIRE	Budget Inquire	<input type="checkbox"/>
5	NOTIFY	Workflow Notification	<input type="checkbox"/>
6	OVERRIDE	Budget Override	<input type="checkbox"/>
7	TRANSFER	Budget Transfer	<input type="checkbox"/>

Commitment Control Security Events page

Check the check box for any of the seven security events (commitment control functions) to which you want to restrict access or add constraints to the use of the events.

---

## Setting Up Commitment Control Security Rules

To set up commitment control security rules, use the Security Rule Definition component (KSEC\_RULE\_ENTRY).

Security rules enable you to establish, independently of any specific user, which security events can be performed on which budgets. Setup for security rules consists of two steps, described in this section:

1. Defining the security rules and applying them to business units.

2. Applying the security rules to security events.

### See Also

[Chapter 5, “Setting Up Commitment Control Security,” Security Set up Order, page 87](#)

## Pages Used to Define Security Rules

Page Name	Object Name	Navigation	Usage
Rule Definition	KSEC_RULE_ENTRY	Commitment Control, Define Budget Security, Rule Definitions, Rule Definition	Specify the key ChartField values and business units that define the budgets included in a security rule.
Apply Rule	KSEC_RULE_APPLY_TO	Commitment Control, Define Budget Security, Rule Definitions, Apply Rule	Apply the attributes that you defined on the Rule Definition page to one or more security events.

## Defining Security Rules

Access the Rule Definition page.

SetID	Security Field	Parameter	Start	End	Allow Intra CF Transfer Only
SHARE	Account	Wild Card	6%		
SHARE	Department	Range	10000	64000	
SHARE	Fund Code	Explicit	F100		

Rule Definition page

### Attribute

Select one of the following:

- **Allow:** Create a security rule that allows users access to the ChartField combinations that you specify in the Security Rule Combination scroll area, for the business units you specify in the Apply Rule to Business Units scroll area, and the security events that you specify on the Apply Rule page. Users are denied access to any ChartField combinations, security events, and business units that you do not specify, unless they have access through another security rule.
- **Disallow:** Create a security rule that prevents a user from accessing the ChartField combinations that you specify in the Security Rule Combination scroll area for the business units you specify in the Valid Business Units

scroll area and the security events that you specify on the Apply Rule page. Users are granted access to any ChartField combinations that you do not specify for the security events and business units that you do specify.

- *Super User*: Create a Super User security rule. When you select *Super User*, the system automatically makes the Security Rule Combination scroll area unavailable. Users attached to a Super User rule have access to all budgets and business units for the event or events you specify on the Apply Rule page.
- Of the following security events, the only event that makes a distinction between transaction level and budget level is the Budget Override event. The other two have to be associated with a Super user rule:
  - Budget Date Override
  - Bypass Budget
  - Budget Override

#### Rule Type

Select one of the following:

- *Regular*: Use when you attach the rule either to a user or to a permission list.
- *Dynamic*: Use when you attach the rule to a dynamic rule group.

### Security Rule Combination

#### Combination Set

Each combination set represents a budget or range of budgets (depending on the parameters you use to select ChartField values). When you add a new combination set, the system generates a sequential combination set number.

When more than one ChartField is being secured in combination with other ChartFields, establish combination sets for a rule as opposed to defining individual rules for each ChartField value or range of ChartField values. To control for multiple ChartFields that are interrelated, create a rule using multiple ChartField Combination Sets.

For example if a user is to have access to the following ChartFields for these specific values:

- Departments 14000 to 20000 and 30000 to 42000.
- Funds F200 to F400 and F500.

Create the following ChartField Combination Sets for one rule:

- Rule 1 Combination Set 1.
  - DEPTID 14000 to 20000.
  - FUND F200 to F400.
- Rule 1 Combination Set 2
  - DEPTID 14000 to 20000.
  - FUND F500.
- Rule 1 Combination Set 3

- DEPTID 30000 to 42000.
- FUND F200 to F400.
- Rule 1 Combination Set 4
  - DEPTID 30000 to 42000
  - FUND F500

Do not create separate rules for each ChartField value or range of values. A separate rule for each of the ChartField values or ranges of values in the above example, even if run sequentially, results in user access to unintended budgets. This is because system logic allows update for any row that passes any one rule.

## Budget ChartField Values and Budget ChartField Tree Values

### Security Field

Select a key ChartField for the budget or budgets you want to include in the combination set. You specify each ChartField and its value or values on a separate row.

The ChartField must be on the list of security fields defined on the Security Field Setup page. This list also includes budget period, ledger group, and ledger.

Observe the following rules when adding security ChartFields:

- When you add a combination set, be careful to include only key ChartFields of the budgets for which the rule is used.

You can use budget period with any security rule. However, you can use ledger only with Budget Entry (ENT\_ADJT) and Budget Transfer (TRANSFER.) You can use ledger group with any security rule that does not apply to the Budget Entry or Adjustment security event or the Budget Transfer security event. If you include non-key ChartFields in a security rule, the budgets defined by that ChartField combination fails the security rule. The result could be that the security rule grants access to budgets that you did not intend it to or denies it to budgets that you did, depending on whether you selected *Allow* or *Disallow* as the attribute.

- You must include offset accounts among the Account values in a security rule that applies to a balancing Commitment Control ledger group, if the security rule applies to the Budget Entry or Adjustment event or the Budget Transfer event. You enable balancing on the Budget Definitions - Control Budget Options page.
- You must use ledger group as a security ChartField for the Budget Inquire and Workflow Notification events if you want to enable access to self-service pages.

### Parameters

Select the parameter the system is to use to identify valid ChartField values:

- *Bind*: Uses a bind value for the ChartField.

This bind value is resolved by the dynamic record that you specify when you attach this rule to a dynamic rule group on the Attach Dynamic Rules page.

---

**Note.** Any rule that contains a bind parameter should be specified as a dynamic rule type on this page and attached to a dynamic rule group before you run the Commitment Control Security process (KSEC\_FLAT).

---

See [Chapter 5, “Setting Up Commitment Control Security,” Attaching Dynamic Rules, page 106](#).

- *Explicit:* Use to select a single ChartField value, which you enter in the *Start* field.
- *Range:* Use to enter a range of ChartField values.
- *Tree Node:* Use to enter a node in the ChartField translation tree, such that the security rule includes all children for that node.

When you select *Tree Node*, you must enter a *Tree* and a *Node* on the *Budget ChartField Tree Values* tab. That tab appears only when you select *Tree Node*.

You can usually use the key ChartField translation trees you set up for defining control budget definitions.

---

**Note.** *Note.* If you change the tree used by the rule, you must re-save the rule to capture the tree changes and rerun the security build process (KSEC\_FLAT).

---

See [Chapter 3, “Setting Up Basic Commitment Control Options,” Key ChartFields and Translation Trees, page 20](#).

- *Wild Card:* Use standard PeopleSoft wildcard characters to enter a ChartField value or group of values.

For example, enter Account 200% to include all accounts starting with 200 (200001 to 200999).

**Allow Intra CF Transfer Only** (allow intra ChartField transfer only)

Select to limit budget transfers to budgets that share the same value for the ChartField.

For example, if the combination set includes all of the Accounts in the range 100001 to 100010 and you have selected Allow Intra CF Transfer Only for Account, then users assigned to the security rule will be able to transfer budget amounts only between budgets that share in common Account 100001, and between budgets that share in common Account 100002, and so forth. Users are not able to transfer budget amounts between budget for account 100001 and budget for account 100002.

When you are using a combination of ChartFields, set up the combination in the same rule. For example, create rule #1 to allow a user to transfer budgets ranging from accounts 100001 to account 100002 but only for department 1234. You create the ability to transfer and the restriction for department 1234 all in rule #1. Do not create a rule for the Account ChartField, then a rule for the Department CharField.

A separate rule for each of the ChartField values or ranges of values, even if run sequentially, results in user access to unintended budgets. This is because system logic allows update for any row that passes any one rule.

---

**Note.** Use only for security rules that apply to the Budget Transfer security event and use only with a rule attribute of *Allow*.

---

## Apply Rule to Business Units

Apply the rule either to all valid business units or to the business units you specify in the grid.

# Applying Security Rules to Security Events

Access the Apply Rule page.

## Apply Rule to Security Events

**Security Event** Select the security events to which you want the security rule to apply:

- *ENT\_ADJT*: Budget Entry or Adjustment
- *TRANSFER*: Budget Transfers
- *OVERRIDE*: Budget Override
- *NOTIFY*: Workflow Notification
- *INQUIRE*: Budget Inquire
- *BYPASS*: Bypass Budget
- *BUDG\_DT*: Budget Date Override

*OVERRIDE* at the transaction level, or header level as for a complete override of a journal entry, can be done only by a *Super User*. However, overrides at the individual budget level do not have to be associated with a super user rule.

*BYPASS*, and *BUDG\_DT* are available only if you select *Super User* as an attribute on the Rule Definition page.

---

**Note.** A security event need not be active for you to apply security rules to it, but the system only enforces security rules on active security events.

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See [Chapter 5, “Setting Up Commitment Control Security.” Security Events, page 89](#).



Click to see a discussion of why you should or should not include ledger group as a security field for this event. You enter security fields in the ChartField column on the Rule Definition page.

## Applicable Modules for Budget Date Event

Available only when you select the *BUDG\_DT*(budget date override) Security Event.

**All Modules**

Click to allow budget date override for all feeder application modules.

<b>Specify Modules</b>	Click to specify which feeder application modules allow budget date override. Enter selections in the <i>Module</i> field.
------------------------	--

### Applicable Source Transactions for Override Event

Available only when you select the *OVERRIDE*(budget override)Security Event.

<b>All Source Transactions</b>	Click to allow transaction override for all source transaction types.
--------------------------------	---

<b>Specify Source Transactions</b>	Click to specify which source transaction types allow budget checking overrides. Enter selections in the <i>Source Transaction Type</i> fields.
------------------------------------	---

---

**Note.** Selecting *Do not Allow Override* as the Override Budget Checking option for a source transaction type on the Source Transactions - Options page is only effective if the override event is inactive within commitment control security.

---

## Assigning Commitment Control Security Rules

To assign commitment control security rules, use the following components:

- Attach Rules to User ID (KSEC\_OPR\_RULES).
- Attach Rules to Permission List (KSEC\_CLSS\_RULES).
- Attach Dynamic Rules (KSEC\_DYN\_RULES).

Once you have defined your security rules, you must assign them to users. This section describes how to:

- Assign security rules to a user ID.
- Assign security rules to a permission list.
- Assign dynamic rules to dynamic rule groups.

### See Also

[Chapter 5, “Setting Up Commitment Control Security,” Security Rule Assignment, page 96](#)

[Chapter 5, “Setting Up Commitment Control Security,” Setting Up Commitment Control Security Rules, page 99](#)

## Pages Used to Assign Commitment Control Security Rules

Page Name	Object Name	Navigation	Usage
Assign Commitment Control Security Rule to User ID	KSEC_OPR_RULES	Commitment Control, Define Budget Security, Assign Rules to User ID, Assign Commitment Control Security Rule to User ID	Assign security rules to individual user IDs. You can attach multiple security rules to a user ID.
Assign Commitment Control Security Rule to Permission List	KSEC_CLSS_RULES	Commitment Control, Define Budget Security, Assign Rule to Permission List, Assign Commitment Control Security Rule to Permission List	Assign security rules to permission lists. You can attach multiple security rules to a permission list.
Assign Commitment Control Security Rule to Dynamic Group	KSEC_DYN_RULES	Commitment Control, Define Budget Security, Assign Rule to Dynamic Group, Assign Commitment Control Security Rule to Dynamic Group	Assign security rules to dynamic rule groups. You can attach multiple security rules to a dynamic rule group. The security rules identify the ChartField values and thus the users for whom you are assigning security.

## Attaching Rules to User IDs

Access the Assign Commitment Control Security Rule to User ID page.

Select the security rules you want to assign to the user ID. You can assign only *Regular* rule types to user IDs. If the security rules you assign have conflicting *Allow/Disallow* attributes, the *Disallow* attribute takes precedence. For example, if security rule A allows inquiries on budgets with account 10000 and security rule B disallows inquiries on account 10000, security rule B takes precedence for account 10000.

## Attaching Rules to Permission List

Access the Assign Commitment Control Security Rule to Permission List page.

The same factors that apply to attaching rules to User IDs apply when you attach rules to permission lists.

## Attaching Dynamic Rules

To attach dynamic security rules to a dynamic group:

1. Define a dynamic rule record for the security rule.
2. In Application Designer, create a view that includes:
  - a. User ID (OPRID).
  - b. The ChartField that uses the parameter *bind* in the dynamic security rule.

For an example, see the delivered sample dynamic record KK\_DYN1, which includes department ID and user ID. This view was created with the following SQL:

```
SELECT a.deptid
, C.OPRID
FROM PS_DEPT_TBL A
, PS_PERSONAL_DATA B
, PSOPRALIAS C
WHERE A.MANAGER_NAME = B.NAME
AND B.EMPLID = C.EMPLID
```

3. Access the Assign Commitment Control Security Rule to Dynamic Group page by entering a dynamic rule group ID and the dynamic rule record.
4. Select the security rules you want to assign to the user ID.

You can assign only *Dynamic* rule types to dynamic rule groups, and only dynamic rules that define the ChartField on the dynamic rule record as a bind variable. If the security rules you assign have conflicting *Allow/Disallow* attributes, the *Disallow* attribute takes precedence. For example, if security rule A allows inquiries on budgets with account 10000 and security rule B disallows inquiries on account 10000, security rule B takes precedence for account 10000.

### See Also

[Chapter 5, “Setting Up Commitment Control Security,” Defining Security Rules, page 100](#)

*PeopleTools PeopleBook: PeopleSoft Application Designer*

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## Running the Commitment Control Security Application Engine Process (KSEC\_FLAT) and the Commitment Control Security Report (GLC8572)

Before your security rules and assignments can take affect, you must run the Commitment Control Security Application Engine process (KSEC\_FLAT) to create the tables used by the system to check security access. You can view the results of the process on the Commitment Control Security report (GLC8572).

## Pages Used to Run the Commitment Control Security Process

Page Name	Object Name	Navigation	Usage
Request Build Commitment Control Security	KSEC_AE_RNCNTL	Commitment Control, Define Budget Security, Request Build, Request Build Commitment Control Security	<p>Request a run of the Commitment Control Security Application Engine process (KSEC_FLAT). This process creates the security rules that are evaluated during transaction entry. No security rules are in effect until you run this process. Ensure that you activate security events that you wish to use prior to running this process.</p> <p>There are no request parameters required on this page.</p>
Commitment Control Budget Security Report)	RUN_GLC8572	Commitment Control, Define Budget Security, Security Report, Commitment Control Budget Security Report	<p>Request a run of the Commitment Control Security Report (GLC8572). This Crystal report shows the security rules assigned to each User ID and permission list, along with details about the budgets and security events included in the security rules.</p> <p>There are no request parameters required on this page.</p>

### See Also

[Chapter 5, “Setting Up Commitment Control Security.” Setting Up Commitment Control Security Rules, page 99](#)

## CHAPTER 6

# Understanding Commitment Control Integration with PeopleSoft and Third-Party Applications

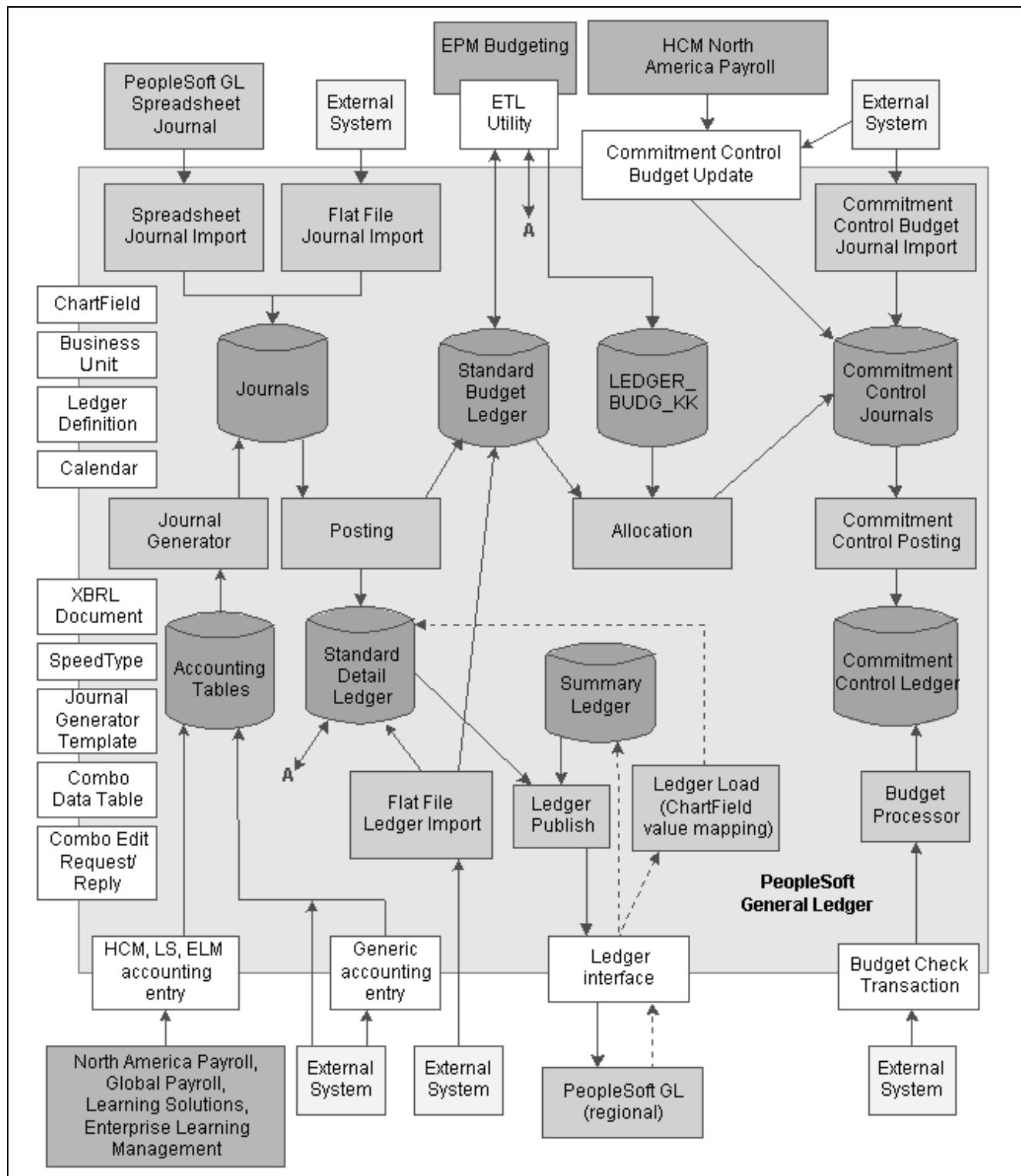
This chapter provides an overview of commitment control integration with PeopleSoft and third-party applications and discusses how to:

- Integrate commitment control with PeopleSoft applications.
- Integrate commitment control with third-party applications.

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## Understanding Integration With PeopleSoft and Third-Party Applications

The following diagram shows the major integrations for PeopleSoft and third-party applications with commitment control as well as related general ledger integrations:



PeopleSoft and Third-Party Integration with Commitment Control

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## Integrating Commitment Control with PeopleSoft Applications

PeopleSoft Commitment Control enables you to create *budgets* and budget check source *transactions* originating in various PeopleSoft applications.

PeopleSoft Commitment Control integrates with the following PeopleSoft subsystem applications:

- PeopleSoft Billing
- PeopleSoft Budgeting
- PeopleSoft Expenses
- PeopleSoft General Ledger
- PeopleSoft Grants
- PeopleSoft Inventory/Cost Management
- PeopleSoft Payables
- PeopleSoft Payroll
- PeopleSoft Procurement Card
- PeopleSoft Projects
- PeopleSoft Purchasing
- PeopleSoft Receivables

### Creating Budgets and Checking Source Transactions from Subsystem Applications

Use the common instructions in the PeopleSoft Commitment Control peoplebook and the detail instructions in the peoplebooks for the various PeopleSoft subsystem applications to set up control budgets and check source transactions.

In the following sections are discussed additional setup considerations because of dependencies between some applications that arise when one application is used with commitment control and the other is not or when one application is installed and the other is not.

#### See Also

[Chapter 8, “Processing Source Transactions Against Control Budgets,” page 145](#)

### Commitment Control and Inter Application Dependencies

Since some PeopleSoft applications depend on each other to perform key functions, you may have to do some additional setup if you enable Commitment Control for one but not for the other interdependent applications. Some PeopleSoft application from different product line might rely on PeopleSoft Financials and Supply Chain Management applications to handle Commitment Control processing for them.

## PeopleSoft Inventory and PeopleSoft Purchasing Dependencies

If you use both PeopleSoft Inventory and PeopleSoft Purchasing and you do not enable Commitment Control for Purchasing, you need to modify the source transaction definition for Inventory. Delete the value in the Referenced Source Transaction field on the Source Transactions – Definition page for the CM\_TRNXTN source transaction definition. The Budget Processor uses this field to liquidate pre-encumbrances and encumbrances.

If you use both applications and you do not enable Commitment Control for PeopleSoft Inventory, the system does not liquidate requisitions that would have been liquidated by inventory transactions. If you must liquidate a purchasing transaction in the Commitment Control ledger, you can create a general ledger journal to reverse the amount. However, PeopleSoft does not recommend this procedure.

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**Note.** You enable Commitment Control for PeopleSoft Inventory; however, PeopleSoft Cost Management actually creates the source transactions for Inventory.

---

## PeopleSoft Payables and PeopleSoft Purchasing Dependencies

If you use both PeopleSoft Payables and PeopleSoft Purchasing and you do not enable Commitment Control for Purchasing, modify the source transaction definition for Payables so that the system does not expect to liquidate encumbrances. Delete the value in the Referenced Source Transaction field on the Source Transactions – Definition page for the following source transaction definitions:

- AP\_ACCT\_LN
- AP\_ACCTDSE
- AP\_VCHR\_NP
- AP\_VOUCHER

The Budget Processor uses the Referenced Source Transaction field to liquidate pre-encumbrances and encumbrances.

## PeopleSoft Billing and PeopleSoft Receivables Dependencies

Revenue source transactions come from PeopleSoft Billing and PeopleSoft Receivables. Billing updates only recognized revenue ledgers, and Receivables can update both recognized and (or) collected revenue ledgers.

The way PeopleSoft Billing and PeopleSoft Receivables update the Commitment Control ledgers depends on which application you enable for Commitment Control and the General Ledger options you select at the system level, business-unit level, and bill-type level for accounting entry generation.

If you enable Commitment Control for both PeopleSoft Billing and PeopleSoft Receivables, the system does the following, depending on the General Ledger entries option:

- If PeopleSoft Billing creates the general ledger accounting entries, the system uses the source transactions in Billing to update recognized revenue ledgers. It uses the source transactions in PeopleSoft Receivables to update collected revenue ledgers. The system uses the ChartFields for the billing transaction for the collected revenue transactions.
- If PeopleSoft Receivables creates the general ledger accounting entries, the system uses the source transactions in Receivables to update both recognized revenue and collected revenue.
- If you select the option to create no general ledger accounting entries, the system uses the source transactions in PeopleSoft Receivables to update both recognized revenue and collected revenue.

Depending on the General Ledger option, if you enable Commitment Control for PeopleSoft Billing but not PeopleSoft Receivables, the system does the following, :

- If PeopleSoft Billing creates the general ledger accounting entries, the system uses the source transactions in Billing to update recognized revenue. The system does not update collected revenue.
- If PeopleSoft Receivables creates the general ledger accounting entries, the system does not track recognized or collected revenue.
- If you select the PeopleSoft Billing option to create no general ledger accounting entries, the system does not track recognized or collected revenue.

If you enable Commitment Control for PeopleSoft Receivables but not PeopleSoft Billing, the system does the following, depending on the General Ledger option:

- If PeopleSoft Billing creates the general ledger accounting entries, the system does not update recognized revenue. The system uses the source transactions in PeopleSoft Receivables to update collected revenue and uses the billing transaction ChartField values to identify the collected revenue transactions.
- If PeopleSoft Receivables creates the general ledger accounting entries, the system uses the source transactions in Receivables to update both recognized revenue and collected revenue.
- If you select the option in PeopleSoft Receivables to create no general ledger accounting entries, the system uses the source transactions in Receivables to update both recognized revenue and collected revenue.

Depending on the General Ledger option, if you enable Commitment Control for PeopleSoft Billing but you do not have PeopleSoft Receivables installed, the system does the following:

- If PeopleSoft Billing creates the general ledger accounting entries, the system uses the source transactions in Billing to update recognized revenue. The system does not update collected revenue.
- If you select the option in PeopleSoft Billing to create no general ledger accounting entries, the system tracks neither recognized nor collected revenue.

If you do not have PeopleSoft Billing installed and you enable Commitment Control for PeopleSoft Receivables, the system uses the source transactions in Receivables to update both recognized and collected revenue.

## **PeopleSoft Time and Labor and PeopleSoft Projects Dependencies**

You can enable Commitment Control for PeopleSoft Projects to update Commitment Control ledgers with PeopleSoft Time and Labor transactions. After interfacing Time and Labor transactions to the Transaction Interface table in Projects, run the PROJ\_RESOURCE loader process (PC\_INTFEDIT) in Projects that loads the time and labor transactions and calls the Budget Processor to budget check these transactions. You can override the transactions just as you would override any other Projects transaction that failed budget checking.

### **See Also**

[Chapter 4, “Setting Up Commitment Control Source Transaction Types,” Defining Basic Source Transaction Type Parameters, page 77](#)

## **Integrating Commitment Control with PeopleSoft Budgeting**

You can export budget and ledger data from PeopleSoft Commitment Control to PeopleSoft Budgeting and load budgets from Budgeting to Commitment Control.

If PeopleSoft Budgeting is installed, reference its peoplebook for detail instructions about creating budgets and sending them to PeopleSoft Commitment Control.

Once the data is staged in the financial database, you can create an allocation set to extract the budget data and create budget journals for posting to Commitment Control ledgers.

See *PeopleSoft 8.8 Application Fundamentals for Financial Management Solutions, Enterprise Service Automation, and Supply Chain Management PeopleBook*, “Processing Allocations”.

See *PeopleSoft Budgeting 8.8 SP1 PeopleBook*

See *PeopleSoft General Ledger 8.8 PeopleBook*, “Integrating and Transferring Information Among Applications”.

## Loading Budgets from PeopleSoft Human Resources

Use PeopleSoft Human Resources to define budgets for earnings and employer-paid deductions and taxes. You use the Commitment Control Budget Update Enterprise Integration Point (EIP) to update Commitment Control budgets with the budget journals received.

You run the Budget Export to GL process (BUD014.sqr) from PeopleSoft Human Resources to publish budget data to PeopleSoft General Ledger using the Commitment Control Budget Update EIP. Upon receiving budget data at the Financial database, the EIP automatically runs the Commitment Control Posting process (FSPQPOST) to edit and post the budget journal to the Commitment Control ledger.

If you later need to adjust budgets in PeopleSoft Human Resources, the system uses the same Commitment Control Budget Update EIP to send data containing the new budget journal and the original budget journal ID. The Commitment Control Posting process reverses the original journal and creates the new journal in the Commitment Control ledger.

To use the Commitment Control Budget Update EIP, you must activate the COMMIT\_CNTRL\_BUDGET\_UPDATE application message and its related integration objects.

The Budget Export to GL process publishes human resources department budget data to the general ledger. The subscription process (COMMIT\_CNTRL\_BUDGET\_UPDATE) creates and posts commitment control budget journals to the LEDGER\_KK table.

### See Also

*PeopleSoft General Ledger 8.8 PeopleBook*, “Integrating and Transferring Information Among Applications”

[Chapter 6, “Understanding Commitment Control Integration with PeopleSoft and Third-Party Applications ,” Loading Budgets from Third-Party Applications, page 116](#)

*PeopleSoft Human Resources PeopleBook: Administering Budgets and Requirements*

## Budget Checking PeopleSoft Payroll Transactions

You can interface payroll *encumbrance* data to PeopleSoft Commitment Control by running the Encumbrance GL Interface process (PAYGL03.sqr).

Use the Actuals GL Interface process (PAYGL02.sqr) to send actual payroll *expenditure* transactions to PeopleSoft General Ledger.

You budget check encumbrance and expenditure transactions in PeopleSoft General Ledger after receiving them from PeopleSoft Payroll.

The source transactions from the Actuals GL Interface process (PAYGL02.sqr) liquidate the transactions from the Encumbrance GL Interface process (PAYGL03.sqr).

After PeopleSoft General Ledger and PeopleSoft Commitment Control receive the source transactions, run the Budget Processor from the Budget Check HR Payroll page in Commitment Control to update the control budgets.

If there are any error exceptions when you budget check from Commitment Control, the Budget Processor automatically overrides the entire transaction and generates a warning exception. You can receive warning exceptions for payroll transactions using the HR Payroll Exceptions component.

Run the Journal Generator process after running the Budget Processor. You run Budget Processor directly against the payroll accounting table. Journal Generator creates journals out of the same payroll accounting table; however, it marks the journals with *Skip Commitment Control* so that the items are not budget checked again by the budget processor from the resulting journals.

## Setup for Budget Checking Payroll Transactions

To receive payroll transactions, activate the Payroll Accounting Transaction (PAYROLL\_ACCTG\_TRANSACTION) message and its related integration objects. This EIP carries encumbrance and expenditure source transactions to update Commitment Control. The expenditure transactions from the same EIP is also used by Journal Generator to create journals in General Ledger.

The Payroll Accounting Transaction message is sent from payroll when you have completed a payroll and are ready to send the ChartField distribution (general ledger accounts) to the financials database using the general ledger interface PAYGL01.sqr (for non commitment accounting) and PAYGL02.sqr (for commitment accounting).

The PAYGL03.sqr process prepares encumbrance data. Before you can post encumbrance data, calculate it using either the Fiscal Year Encumbrances process (PSPENANN) or the Nightly Encumbrances process (PSPENNHT) in payroll. Use the Fiscal Year Encumbrances process to calculate encumbrances for the entire fiscal year. Use the Nightly Encumbrances process to update encumbrance data as you make changes to budgets or employees. After calculating encumbrance using these processes, run the Encumbrance GL Interface (PAYGL03.sqr) to post the results to the general ledger so that they can be budget checked and update the Commitment Control ledger.

The PAYGL02.sqr process prepares actuals transactions to be published to the general ledger. This process also liquidates encumbered amounts to reflect that the actuals for that pay period have been processed. All processed transactions are reflected on the Department Budget Actuals page.

After the subscription code populates the HR\_ACCTG\_LINE table, you can run the Journal Generator process against the table to create general ledger journals. These journals are marked to bypass budget checking. A second part of the subscription code populates the HR\_KK\_HDR table. The Budget Processor can then be run to update the Commitment Control ledger to reflect payroll activity.

You enable Commitment Control accounting in PeopleSoft Human Resources by department in the Department Table component. You can enable Commitment Control for encumbrances only, actuals only, or both. The system uses the setting for the department and the settings on the Source Transactions - Selection Criteria page for the HR\_PAYROLL source transaction definition to determine if it should process a payroll source transaction.

## See Also

[Chapter 8, “Processing Source Transactions Against Control Budgets,” page 145](#)

[Chapter 4, “Setting Up Commitment Control Source Transaction Types,” Defining Source Transaction Selection Criteria, page 82](#)

*PeopleSoft Human Resources PeopleBook: Administering Budgets and Requirements*

[Chapter 4, “Setting Up Commitment Control Source Transaction Types,” Defining Source Transaction Selection Criteria, page 82](#)

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# Integrating Commitment Control with Third-Party Applications

This section discusses how to integrate third-party applications with Commitment Control budgets.

PeopleSoft Commitment Control enables you to receive *budget* entries and budget checks source *transactions* from third-party applications.

## Loading Budgets from Third-Party Applications

If you formulate budgets in a third-party application, you can interface the budget information to PeopleSoft General Ledger and maintain the budget information directly in the Commitment Control ledger. You must first set up Commitment Control ledger groups and budget definitions for the budget journals.

There are two methods to import budgets to Commitment Control from third-party applications:

- Use the Commitment Control Budget Update Enterprise Integration Point (EIP) to receive Commitment Control journals and update budgets.
- Use the Commitment Control Budget Journal Flat File Import process to import budget data directly from flat files.

### Using the Commitment Control Budget Update EIP

To use this EIP, you must activate the COMMIT\_CNTRL\_BUDGET\_UPDATE application message and its related integration objects. Please see General Ledger “Integrating and Transferring Information Among Applications” for more details.

The EIP receives Commitment Control journals into the PS\_KK\_BUDGET\_HDR and PS\_KK\_BUDGET\_LN tables and automatically runs the Commitment Control Posting process (FSPQPOST).

Prepare your budget data from the third party system as budget journals and send them to PeopleSoft Commitment Control as asynchronous messages using this EIP. Just as with any application messages, you can monitor the messaging flow using the Integration Broker Message Monitor, and verify the budget journal posting process from the Process Monitor.

### Using a Flat File to Update Budgets

If your external system is not capable of generating application messages to PeopleSoft, you can prepare your budget data in flat files and import the data using the Commitment Control Budget Journal Flat File Import process.

## See Also

[Chapter 7, “Entering and Posting Commitment Control Budget Journals,” page 119](#)

## Loading and Budget Checking Third-Party Transactions

PeopleSoft Commitment Control enables you to receive source transactions from a third-party application and to budget check them and update the control budget amount for the transactions using the Budget Processor. You use the Budget Check Transaction EIP to subscribe to transaction data received from third-party application and to publish the results back to the originating application.

The Budget Check Transaction EIP updates the PS\_COMCNTL\_TRN\_HDR and PS\_COMCNTL\_TRN\_LN tables with the transaction data. It also updates the KK\_GEN\_TRN\_AET table and then uses this information to run the Budget Processor automatically. The Budget Processor checks these transactions as it would any other source transactions and does the following:

- Updates the budget amount for valid transactions, including transactions with warning exceptions.
- Generates error exceptions for transactions that fail budget checking.

The EIP then publishes a message back to the third-party application to indicate whether the transaction failed or passed budget checking. The third-party application can use the information in the message to restrict or allow further processing of the transaction.

You can view the third-party transaction on the Generic Transaction Entry page. You can override either the entire third-party transaction or individual budgets from the Generic Transaction exceptions component. Alternatively, you can change the source transaction in the third-party application and publish the message again.

If the third-party application resends the same transaction, the Budget Processor replaces the original activity log entries with new entries that reflect the new information and updates the budget as long as the new document has the same ID numbers.

If you use the Budget Check Transaction EIP, you can use workflow notification to send email to users of the third-party system when there are error and warning exceptions. The notification process can also send email to users when the available amount in the budget reaches a certain percentage. These users must have a PeopleSoft user profile.

As with any application messages, you can monitor the message publish and subscription using the Integration Broker Message Monitor. You can also verify the budget processor processing details from the Process Monitor.

## Setup for Budget-Checking Third-Party Transactions

To use the Budget Check Transaction EIP, you must activate the COMMIT\_CNTRL\_TRAN\_CHECK\_UPDATE application message and its related integration objects. Please see General Ledger “Integrating and Transferring Information Among Applications” for more details.

You have two options when Commitment Control receives a flat file from a third-party system:

- Insert a middleware layer that converts the file to a message so that Commitment Control can subscribe to the message.
- Convert the file to a message using PeopleTools. In this case, define a File Object using Application Designer to map the field columns in your file to the fields in the record. You can then run the Inbound Flat File utility to convert the file into a message.

See *PeopleSoft Enterprise Components*, “Using the Flat File Utility”.

If you use Journal Generator (FS\_JGEN) to process a third-party transaction that has already been budget-checked using the Budget Check Transaction EIP, you should select Skip Commitment Control in GL on the Accounting Entry Definition page for third-party accounting entries so that the Journal Edit process does not budget-check these accounting entries again.

If a third-party transaction references a PeopleSoft transaction (for example a third-party voucher transaction references a PeopleSoft purchase order transaction), you may need to configure the delivered source transaction definition and the corresponding tables that we provide for third-party integration to ensure that the Budget Processor liquidates all pre-encumbrances and encumbrances.

## **Budget Checking Third-Party Journals Without Using the Budget Check Transaction EIP**

You can also budget-check third-party transactions at the journal level without using the Budget Check Transaction EIP. Use the Journal Generator (FS\_JGEN) and the standard third-party generic accounting entry table to create PeopleSoft General Ledger journals from your accounting entries. Clear the Skip Commitment Control in GL check box on the Accounting Entry Definition page for the definition that you use for third-party transactions, so that General Ledger budget checks the journals before you post them.

You can either call the Budget Processor when you run Journal Generator by selecting Budget Check on the Journal Generator Request page, call Budget Processor when you run Journal Edit, or you can run it separately by running the Budget Processor from the Budget Check Journals page in PeopleSoft General Ledger.

### **See Also**

[Chapter 9, “Managing Budget Exceptions,” page 171](#)

[Chapter 8, “Processing Source Transactions Against Control Budgets,” Budget Checking Third-Party Source Transactions, page 157](#)

*PeopleSoft 8.8 Application Fundamentals for Financial Management Solutions, Enterprise Service Automation, and Supply Chain Management PeopleBook*, “Using Journal Generator,” Defining Accounting Entries

*PeopleSoft General Ledger 8.8 PeopleBook*, “Integrating and Transferring Information Among Applications,” Creating Journals from Accounting Entries Using Journal Generator

*PeopleSoft General Ledger 8.8 PeopleBook*, “Using Commitment Control in PeopleSoft General Ledger”

## CHAPTER 7

# Entering and Posting Commitment Control Budget Journals

This chapter provides an overview of entering, editing, and posting budget journals in PeopleSoft Commitment Control, discusses prerequisite setup and common elements, and describes how to:

- Enter and edit budget journals.
- Enter and edit budget transfer journals.
- Post budget journals.
- Delete budget journals.
- Import budget journals from a flat file.

---

## Understanding Budget Entry, Transfer, and Posting

You enter budget journals to establish or change the budgeted amount for a control budget. Budget journals post to the budget ledger—whether in an expenditure budget definition or a revenue budget definition. You can define a budget journal entry as an original, adjustment, original transfer, or transfer adjustment entry. The way your budget journal entry is processed depends on the rules you set up for the budget definition in the Budget Definitions and Budget Attributes components.

This section discusses the concepts you need to understand to enter, transfer, post, and delete budget journals, including the following:

- Budget entries and adjustments.
- Budget transfers.
- Commitment Control Posting process.
- Deleting and unposting budget journals.
- Import budget journals from a flat file.
- Loading budget journals from other PeopleSoft applications.
- Prerequisites.
- Common elements used in this chapter.

## Budget Entries and Adjustments

You enter budgets and adjustments using journals much as you do in the General Ledger journal process. Enter budget journals in the Enter Budget Journals component.

### Security

The Enter Budget Journals component is subject to the security you set up for the Budget Entry or Adjustment security event.

### Entering Budget Journals

The process below outlines the major steps you take to enter budget journals and adjustments.

1. Enter budget journal header information on the Budget Header page.  
A journal ID can include journal lines for only one Commitment Control ledger group.
2. Enter budget journal lines on the Budget Lines page.
3. Post budget journals in either of the following ways:
  - a. Post the budget journals *immediately* on the Budget Lines page by selecting Post Journal in the Process field and clicking Process.

The system verifies that you have security authority for your entries. If the security check passes, the system then calls the Commitment Control Posting (FSPQPOST) process remotely. Commitment Control Posting performs a series of edits. If the entries pass the edits, the process posts the entries to the budget ledger. If the entries fail the edits, you can check the Budget Errors page, correct the errors, and process the journal again.

See [Chapter 7, “Entering and Posting Commitment Control Budget Journals,”](#)  
[Commitment Control Posting Process , page 121.](#)

- b. Post the budget journals *later* by completing the Budget Posting Request page and running the Commitment Control Posting process in batch.

Save your entries on the Budget Lines page. When you do, the system verifies that you have security authority for your entries. If the entries fail security, you can check the Budget Errors page, correct the errors, and process the Budget Journal posting again.

### Budget Entry Types

To report on budget journal entry activity, each budget journal header row and each budget ledger row carries one of the following budget entry types:

- *Original*: indicates an original budget journal entry. This type is used to record adopted or approved budgets.
- *Adjustment*: indicates an adjustment to an original budget.
- *Transfer Original*: indicates a transfer of original budget amounts.
- *Transfer Adjustment*: indicates a transfer of adjusted budget amounts.
- *Closing*: identifies budget journal entries that contain a closing amount for a budget being closed.
- *Roll Forward*: identifies budget journal entries that contain a balance forward amount for a budget that is being closed.

The *Closing* and *Roll Forward* budget entry types are created by the Budget Close (FSPYCLOS) process.

By storing budget entry types and the journal's fiscal year/accounting period in the budget ledger (LEDGER\_KK), PeopleSoft Commitment Control enables reporting of budget activity by entry type and fiscal year/accounting period directly from the budget ledger. Budget entry types also allow the proper segregation of budget amounts for GASB34/35 reporting.

## Journal Classes

Journal class is a user-defined field used to categorize types of journals. Use it to identify budget journal lines for data selection for reports/queries. You set up journal classes on the Journal Class page.

You could, for example, set up a journal class for cost of living adjustments and use it to identify budget journals in that category.

## See Also

*PeopleSoft 8.8 Application Fundamentals for Financial Management Solutions, Enterprise Service Automation, and Supply Chain Management PeopleBook*, “Defining Financials and Supply Chain Management Common Definitions,” Defining Journal Class

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

## Budget Transfers

The Enter Budget Transfer component uses the same pages as the Enter Budget Journals component, and you process and post transfers just as you do regular budget entries, with the following exceptions:

- The Budget Header page in the Enter Budget Transfer component has different budget entry type options, namely, *Transfer Original* and *Transfer Adjustment*.
- Journal lines must balance.
- The Enter Budget Transfer component is subject to the Budget Transfer security event.

You can transfer amounts only between budgets within a single Commitment Control ledger group and business unit combination.

If the control option for a budget is *control*, then a transfer cannot reduce the budget amount below previously committed amounts. But if the control option is *track with budget*, then a transfer that reduces the budget amount below total commitment amounts can pass budget checking.

## Commitment Control Posting Process

You run the Commitment Control Posting process (FSPQPOST) to post completed budget journals to the control budget ledger. There are two ways of running the process. You can initiate it on the Budget Lines page for a single budget journal, or you can request a batch process on the Budget Posting Request page.

## Commitment Control Posting Functions

The Commitment Control Posting process performs the following functions:

1. Edits the budget journal entries to ensure that they meet the rules established on the Budget Definitions component and the Budget Attributes pages. Validates that the journal meets the following conditions:
  - Budget is not closed.

- Control ChartField value is valid for the budget definition.

If All Values is selected on the Control ChartField page, then you can enter journals for any value of this ChartField. Otherwise, the ChartField value entered on the budget journal must be among those listed in the ChartField Values grid on the Control ChartField page.

- Key ChartField values are at or above a budgetary-level node of the translation tree, if translation is established in the budget definition.
- Budget period falls within valid dates for the control ChartField, if the ChartField value has beginning and ending dates.
- Budget period is valid for the budget ledger, unless no budget calendar is defined for the Ruleset, in which case it validates that budget period is blank.
- Ledger is valid for the business unit and is a budget ledger.
- Base currency is correct for the budget ledger.
- Account is *not* an account type that is excluded for the budget.
- Account value is *not* excluded for the budget.
- Non-key ChartFields are blank.
- Funding source code is populated, if funding source tracking is enabled on the budget definition and control ChartField value.
- Entry events are populated, if entry events are enabled and required.

If entry events are optional for the Commitment Control ledger group, they are only validated if present.

---

**Note.** Security and balancing checks (the latter for transfers only) are performed when you save or when you select *Refresh Journal* in the Process field and run it on the Budget Lines page. Security errors result in a budget header status of *S*, or *Security Error*. Balancing errors result in a budget header status of *B*, or *Balancing*.

---

2. Creates offsetting lines for budget journal entries (if Entries Must Balance is selected on the Control Budget Options page).
3. If there are errors, marks the budget header status as *E*, or *Error*.
4. If the journal passes the first round of edits, it marks the journal as valid but not yet posted (budget header status *V*, or *Valid*) and performs a second round of edits to validate that journal amounts meet the following conditions:
  - Journal does not reduce the available budget amount below tolerance.  
Edit check is not performed if the control option is *Tracking with Budget* or *Tracking without Budget*.
  - Journal does not cause a child budget (along with its siblings) to exceed the parent budget limit.  
Edit check is not performed if the Child Budgets Exceed Option is selected on the Control Budget Options page. If the parent budget definition has more than one child budget definition, the posting process does not sum children across child budget definitions.

See [Chapter 3, “Setting Up Basic Commitment Control Options,” Parents and Children, page 31](#).

- Negative journal amount does not cause a parent budget to be less than the sum of the children. Edit check is not performed if the Child Budgets Exceed Option is selected on the Control Budget Options page. If the parent budget definition has more than one child budget definition, the posting process does not sum children across child budget definitions.
  - A funding source has been allocated to the budget on the Funding Source Allocation page, if funding source tracking is enabled. The process also updates the funding source allocation row with the journal amount.
  - Sum of the budget amount and all funding source allocation revenue rows is less than or equal to the overall budget amount defined on the Funding Source Allocation page, if funding source tracking is enabled. If equal, the process sets a flag to permit processing of source transactions.
  - Journal amount does not cause the total allocations for a funding source to exceed the authorized funding source amount, if funding source tracking is enabled.
5. If there are no errors, posts the budget journal entries to the budget ledger and marks the budget header status as *Posted (P)*. If there are errors in this round of edits, the budget header status remains *Valid (V)*.
  6. If unposting, creates reversing journal entries, posts them to the budget ledger, and marks the original entries as *Unposted (U)*. Unposting entries go through all second-round edits.
  7. If entry events processing is enabled for the Commitment Control ledger group, calls the Entry Event Processor (FS\_EVENTGEN) to generate entry event lines.
  8. Validates cumulative begin and end dates. If cumulative budgeting is enabled and the derived dates option is not active and cumulative begin and end dates are not yet defined, then cumulative begin and end dates on budget journal lines become required. If any cumulative begin and end dates were changed in journal entry, the process updates the budget attributes table.

---

**Note.** Only budget journals that have no errors are posted. You can view journal errors on the Budget Errors page.

---

### Avoiding Unanticipated Exceeds Budget Tolerance Error When Reducing Budget

If you attempt to post a budget journal to reduce a budget by its available budget balance *including some or all of the budget tolerance*, the Budget Processor may return an “Exceeds Budget Tolerance” error. For an explanation, see the following example.

Assume you have a budget of 10000 with a tolerance of 10%. There is also an encumbrance of 5000 recorded against the budget. The available budget balance, including the tolerance, is 6000.

Budget Row	Budget Amount	Tolerance	Tolerance Amount	Enc	Available Balance	Avail Bal + Tolerance
Original	10000	10%	1000	5000	5000	6000

It would seem that you could enter a new budget journal in the amount of -5500 and that it should pass the budget checking component of the budget posting process. But when you attempt to post, the new budget journal fails posting, because budget posting correctly calculates the available budget balance and tolerance amount based on the budget amount *after the budget is reduced by the new journal*. In other words, reducing the budget by 5500 results in a new budget amount of 4500. The *available budget balance* is then -500 ( 4500 minus the encumbrance of 5000). Since the tolerance is calculated on the new budget amount, the *available budget balance* including tolerance is -50.

Budget Row	Budget Amount	Tolerance	Tolerance Amount	Enc	Available Balance	Avail Bal + Tolerance
Original	10000	10%	1000	5000	5000	6000
New	4500	10%	450	5000	-500	-50

Since the new budget amount, including tolerance, is 4950, and there is an encumbrance of 5000, the transaction fails.

This does not mean that budget posting fails any time you post a journal to reduce a budget by an amount higher than the available budget balance but within tolerance. Let's say, for example, that you had a budget of 10000 with a tolerance of 5% and an encumbrance of 5000, and you post a budget journal to reduce the budget amount by 5100. Your new budget amount will be 4900. Including tolerance—which, at 5% of 4900, is 245—your new budget amount is 5145, more than enough to cover the encumbrance, and the journal passes the budget checking component of the budget posting process.

Budget Row	Budget Amount	Tolerance	Tolerance Amount	Enc	Available Balance	Avail Bal + Tolerance
Original	10000	5%	500	5000	5000	5500
New	4900	5%	245	5000	-100	145

## Deleting and Unposting Budget Journals

You can delete budget journal lines that haven't posted yet individually on the Budget Lines page in both the Enter Budget Journals and Enter Budget Transfer components. You can delete multiple journals that haven't posted using the Delete Journals page.

To reverse posted journals, you mark the journals for unposting on the Mark Journals for Unposting page and request a run of the Commitment Control Posting process on the Budget Posting Request page, selecting a Posting Request Action of *Unpost*. Commitment Control Posting then posts reversing journal entries to the budget ledger.

## See Also

[Chapter 7, “Entering and Posting Commitment Control Budget Journals,” Entering Budget Journal Lines, page 130](#)

[Chapter 7, “Entering and Posting Commitment Control Budget Journals,” Deleting Multiple Budget Journals, page 134](#)

[Chapter 7, “Entering and Posting Commitment Control Budget Journals,” Marking Journals for Unposting, page 137](#)

## Import Budget Journals From a Flat File

This process is much like the flat file import process used for importing journals from flat files in PeopleSoft General ledger but uses a different run control page.

See [Chapter 7, “Entering and Posting Commitment Control Budget Journals,” Importing Budget Journals From a Flat File, page 138](#).

See *PeopleSoft General Ledger 8.8 PeopleBook*, “Making General Ledger Journal Entries,” Importing Journals From Flat Files.

## Loading Budget Journals from Other PeopleSoft Applications

You do not have to manually enter budget journals in PeopleSoft Commitment Control. You can also enter control budgets through PeopleSoft Projects, PeopleSoft Budgeting, PeopleSoft Human Resources, and third-party applications.

## See Also

[Chapter 6, “Understanding Commitment Control Integration with PeopleSoft and Third-Party Applications ,” page 109](#)

*PeopleSoft 8 Human Resources PeopleBook: Administering Budgets and Requirements*

---

## Prerequisites

Before you can enter budget journals, you must do the following:

1. Set up your control budget definitions in the Budget Definitions component and (optionally) your budget attributes in the Budget Attributes component.
2. If you have enabled funding source tracking, you must allocate funding source amounts on the Funding Source Allocation page.
3. Set up security for the Budget Entry or Adjustment event and the Budget Transfer event.

---

**Note.** If you do not activate security for the Budget Entry or Adjustment event and for the Budget Transfer event, *anyone* who has general security access to the page is able to enter, adjust, and transfer budget amounts.

---

4. If you use journal classes, define them on the Journal Class page.

## See Also

[Chapter 3, “Setting Up Basic Commitment Control Options,” page 13](#)

[Chapter 5, “Setting Up Commitment Control Security,” page 87](#)

*PeopleSoft 8.8 Application Fundamentals for Financial Management Solutions, Enterprise Service Automation, and Supply Chain Management PeopleBook, “Defining Financials and Supply Chain Management Common Definitions,” Defining Journal Class*

---

## Common Elements

**Journal ID** Enter a value or select NEXT for a system-assigned value. The system-assigned value appears on the page when you transfer to another page.

**Budget Header Status** Updated by the Commitment Control Posting process. The status can be any one of the following:

- *N or None*: the initial value when you create the journal.
- *V or Valid*: all journal edits are complete and passed, but the journal did not post due to an amount-based, funding source, or parent-child error.
- *E or Errors*: editing has been run and the journal has errors.
- *P or Posted*: editing has been run and the journal has been posted to the budget ledger.
- *S or Security Error*: the person entering the journal did not have security access.
- *B or Balance*: unbalanced transfer. When the budget is transferred using the Transfer option, the journal lines must balance.
- *U or Unposted*: the journal had been posted and then unposted.

**Budget Entry Type** Select one of the following values:

- *Original*: indicates an original budget journal entry. Used to record adopted or approved budgets. This is the default.
- *Adjustment*: indicates an adjustment to an original budget journal entry.
- *Transfer Original*: indicates an original budget transfer entry. (Enter Budget Transfer component only).
- *Transfer Adjustment*: indicates an adjustment to an original budget transfer entry. (Enter Budget Transfer component only).

The following budget entry types are created by the Commitment Control Budget Close process:

- *Closing*: identifies budget journal entries that contain a closing amount for a budget being closed.
- *Roll Forward*: identifies budget journal entries that contain a balance forward amount for a budget that is being closed.

---

## Entering Budget Journals

You enter budget journals directly into Commitment Control budgets using the Enter Budget Journals component and budget transfers using the Enter Budget Transfer component.

The system can also populate the Enter Budget Journals component with data from other PeopleSoft applications such as PeopleSoft Human Resources and PeopleSoft Projects, or from a third-party system.

In this section, we discuss how to:

- Enter budget journal header information.
- Enter budget journal lines.
- View budget journal errors.

### See Also

[Chapter 7, “Entering and Posting Commitment Control Budget Journals,” Budget Entries and Adjustments, page 120](#)

[Chapter 7, “Entering and Posting Commitment Control Budget Journals,” Budget Transfers, page 121](#)

[Chapter 7, “Entering and Posting Commitment Control Budget Journals,” Loading Budget Journals from Other PeopleSoft Applications, page 125](#)

## Pages Used to Enter Budget Journals and Budget Transfer Journals

Page Name	Object Name	Navigation	Usage
Budget Header	KK_BD_ENTRY1	Commitment Control, Budget Journals, Enter Budget Transfer, Budget Header Commitment Control, Budget Journals, Enter Budget Journals, Budget Header	Enter budget header information, such as the business unit, journal ID, journal date, Commitment Control ledger group, budget entry type (original or adjustment), and currency. Although this page is the same (except for budget entry type labels) whether you access it through the Enter Budget Journals or Enter Budget Transfer components, the security access is different.

Page Name	Object Name	Navigation	Usage
Budget Lines	KK_BD_ENTRY	Commitment Control, Budget Journals, Enter Budget Transfer, Budget Lines Commitment Control, Budget Journals, Enter Budget Journals, Budget Lines	Enter the transaction lines making up the journal--that is, the monetary and statistical amounts and the ChartField values for each transaction. Once you enter the header and lines, you can request journal processing on this page. Although this page is the same whether you access it through the Enter Budget Journals or Enter Budget Transfer components, the security access is different
Budget Errors	KK_BD_ENTRY_ERR	Commitment Control, Budget Journals, Enter Budget Transfer, Budget Errors Commitment Control, Budget Journals, Enter Budget Journals, Budget Errors	View header and line detail messages for budgets that failed the edit/post process. When the Commitment Control Posting process encounters errors during editing, it marks the journal lines and recycles the journal. The system saves a recycled journal, but it does not post the journal until you correct the errors. Although this page is the same whether you access it through the Enter Budget Journals or Enter Budget Transfer components, the security access is different.
Exchange Rate Detail	EXCH_RT_DTL	Click the Exchange Rate Detail button on the Budget Header or Budget Lines page.	Displays the rules used to calculate exchange rates. You can modify the rate values if the exchange rate definition allows overrides.
Journal Entry Copy Down Option	JOURNAL_COPY_DOWN	Click the Journal Line Copy Down link on the Budget Lines page.	Select the fields you want to copy to the next journal entry line on the Budget Lines page.

## Entering Budget Journal Header Information

Access the Budget Header page.

Budget Header			Budget Lines	Budget Errors
Unit:	US005	Journal ID:	APP2003	
Date:	10/23/2003			
*Ledger Group:	CC_ORG	Search	Fiscal Year:	2003
Control ChartField:	Department			
Budget Header Status:	None			
Budget Entry Type				
<input checked="" type="radio"/> Transfer Original <input type="radio"/> Transfer Adjustment				
Long Description:				

Budget Header page

**Currency**

This field inherits the base currency for the primary ledger of the General Ledger ledger group to which this budget is attached.

Select a new currency if you wish to override the default. Control budget amounts can be entered in any currency, but the Budget Processor and Budget Posting process converts them into base currency amounts for validating budget amounts and verifying the availability of funds when you process source transactions.

The currency code entered here is used as the default currency for the budget journal lines.

**Rate Type**

If you are not using the base currency, enter a rate type for the amount conversion.

The system automatically displays the *Exchange Rate* based on the rate type you select.



Click the Exchange Rate Detail button to open the Exchange Rate Detail page, which displays exchange rate detail information.

See *PeopleSoft Global Options and Reports 8.8 PeopleBook*, “Processing Multiple Currencies,” Defining Market Rates.

**Cur Effdt** (currency effective date)

Defaults from the *Journal Date*. Enter a new date to override it. The *Cur Effdt* is used to determine the exchange rate.

**See Also**

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

## Entering Budget Journal Lines

Access the Budget Lines page.

The screenshot shows the 'Budget Lines' page with the following details:

- Budget Header:** Unit: US005, Journal ID: APP2002, Date: 01/01/2002, Budget Header Status: None.
- Process:** Post Journal (selected), Process.
- Lines:** A table with columns: Delete, Line, Ledger, Budget Period, Speed Type, Account, Fund, Dept, Set Options, Entry Event, Currency, Amount. The table contains 5 rows of data, all with Line 1 through 5, Ledger APP\_BUD, Budget Period 2002, Speed Type Speed Type, Account 682000, Fund F100, Dept 14000, Set Options Set Options, Entry Event Set Options, Currency USD, and Amount 4,000,000.
- Buttons:** Lines to add (with a value of 1), Insert (+), Delete (-), Journal Line Copy Down, From Line: (with a dropdown), To: (with a dropdown), Generate Budget Period Lines.
- Totals:** Total Lines: 18, Total Debits: 0.00, Total Credits: 45,000,000.00.

Budget Lines page

### Processing Options

#### Process

Select one of the following processing options and initiate the process by clicking the Process button:

- Delete Journal:** deletes the current journal. You cannot delete a posted or unposted journal. You can delete journals whose budget header status is *None*, *Error*, or *Valid*.
- Post Journal:** initiates the Commitment Control Posting process (FSPQPOST). The process edits the journal and, if the journal is valid, posts it.
- Note.** For reasons of efficiency, you typically edit and post budget entry journals later, in the background, using the Budget Posting Request page.
- Refresh Journal:** Refreshes the data on the page with data from the database. You will lose unsaved changes.

### Entering Budget Journal Lines

The following elements enable you to manipulate the way you enter journal lines:



To add additional journal lines to the scroll, enter the number of lines you wish to add in the Lines to add field and click the Insert Journal Lines button.

You can also just click the Insert Journal Lines and Delete Selected Journal Lines buttons to add or delete lines.

All fields from the previous line are copied to the new line or lines. You can limit the fields that are copied by clicking the Journal Line



Copy Down link to access the Journal Entry Copy Down Option page, where you can select fields for copying.



To delete specific lines from the journal, select the Delete check box for the lines and click the Delete Selected Journal Lines button.



Click the Refreshbutton to update the journal Totals and process the deferred PeopleCode (for example, prompt table edits).

#### Generate Budget Period Lines

If you have enabled cumulative budget checking for the budget definition (on the Control Budget Options page), use this button to generate budget journal lines for each budget period within the valid date range of the budget. Do the following:

1. Enter a row of ChartField values and the beginning budget period for each cumulative date range that you want the system to divide into separate journal lines by budget period.
2. If you did not select Derive Dates and a cumulative calendar on the budget definition (Control Budget Options page), enter the *Cumulative Begin Date* and *End Date* on the *Base Currency Details* tab.
3. In the From Line and To fields, enter the range of rows (line numbers) for which the system should generate separate journal lines for each budget period in the cumulative date range.
4. Click *Generate Budget Period Lines*. The system generates a journal line for each budget period in the cumulative date range.
5. Distribute the budget amount among the budget periods, or enter the entire amount into the first period for each cumulative budget.

See [Chapter 3, “Setting Up Basic Commitment Control Options,” Budget Period Calendars and Cumulative Budgeting, page 23](#).

#### ChartField and Amounts Tab

This tab displays the budget ledger, budget period, and key ChartFields, along with the following:

##### Speed Type

If you are using a SpeedType key to enter frequently used ChartField combinations automatically, click the SpeedType button and select the appropriate SpeedType code.

See [PeopleSoft 8.8 Application Fundamentals for Financial Management Solutions, Enterprise Service Automation, and Supply Chain Management PeopleBook, “Defining and Using ChartFields,” Defining and Using Speed Types](#).

##### Set Options

Click to access the Budget Attributes - Set Options page, where you can view the budget attributes for the budget.

See [Chapter 3, “Setting Up Basic Commitment Control Options,” Defining Control Budget Attributes, page 68](#).

##### Funding Source

Enter the funding source from which this budget amount was allocated. Not available if funding source tracking is not enabled.

---

**Note.** If funding source tracking is enabled for the budget definition and control ChartField value, you must have funding source allocations established before you enter a budget journal.

---

See [Chapter 3, “Setting Up Basic Commitment Control Options,” Project Budgets With Funding Source Control, page 33.](#)

**Entry Event** Enter the entry event for this budget journal line. Not available if entry events is not enabled for the Commitment Control ledger group. Required if entry events are required for the Commitment Control ledger group.

See [Chapter 3, “Setting Up Basic Commitment Control Options,” Setting Up Commitment Control for a Business Unit and General Ledger Group, page 66.](#)

See *PeopleSoft 8.8 Application Fundamentals for Financial Management Solutions, Enterprise Service Automation, and Supply Chain Management PeopleBook*, “Using Entry Events”.

**Currency** The currency code defaults from the budget header. If you override it with a currency that is not the base currency for the business unit, you must enter the *Rate Type* and the *Exchange Rate* in the *Base Currency Details* tab to convert the amount.

**Amount** Monetary amount. To increase the budget, enter a positive amount; to decrease the budget, enter a negative amount.

Budget amounts are stored in the budget ledger in the opposite sign of an amount in an actuals ledger for that entry type. For example, the normal balance to an expense account is a debit. Budget amounts are stored as credits. If you budget 1000 for an expense, you enter it as a positive amount, but it is stored as a credit (negative amount in PeopleSoft General Ledger). If you later wished to reduce the budgeted amount to 900, you would create a journal line with -100 in the amount field. This is true for both revenue and expenditure type budgets.

---

**Note.** You must enter ChartField values from the budgetary levels of your budget key translations trees, unless you budget without translations. The Commitment Control Posting process checks for this and mark errors.

---

**Note.** The ChartFields and Amounts tab displays all the key ChartFields for the Commitment Control ledger group. If you have Rulesets within the ledger group that have different key ChartFields, all of the ChartFields for all of the Rulesets appear. On any given journal line, take care to enter values only for the key ChartFields of the Ruleset the budget belongs to. When you save, click the Refresh button, or select and run Refresh Journal. The page validates that you have entered the proper ChartFields for each budget’s Ruleset.

---

See [Chapter 3, “Setting Up Basic Commitment Control Options,” Key ChartFields and Translation Trees, page 20.](#)

## Base Currency Details Tab

**Rate Type** The rate type and exchange rate default from the Budget Header page.

You can, however, override the currency code that defaults from the Budget Header page onto the ChartFields and Amounts tab. If you select a currency that is not the base currency for the business unit, you must enter the Rate Type here.



Click to access the Exchange Rate Detail page, which displays exchange rate detail information.

See *PeopleSoft Global Options and Reports 8.8 PeopleBook*, “Processing Multiple Currencies,” Defining Market Rates.

**Base Amount**

The system-populated monetary amount in base currency.

**Statistics Code**

User-defined value that identifies the type of unit you are tracking. Appears only for budget definitions with statistical budgeting enabled.

**Statistic Amount**

Number of statistical units.

**Ref**

Freeform entry field.

**Journal Class**

User-defined value used to categorize budget journals.

See *PeopleSoft 8.8 Application Fundamentals for Financial Management Solutions, Enterprise Service Automation, and Supply Chain Management PeopleBook*, “Defining Financials and Supply Chain Management Common Definitions,” Defining Journal Class.

**Cumulative Begin Date and End Date**

Enter the date range for the budget periods you want to include for cumulative budgeting. You can use these fields, along with the Generate Budget Period Lines button, to create budget period rows for cumulative budget checking.

Cumulative budgeting must be enabled on the budget definition (Control Budget Options page).

These dates default from the Budget Attributes page. If you override these dates, the Commitment Control Posting process updates the Budget Attributes with the new values.

**Journal Line Description**

Defaults from Account ChartField value. Appears in lookup lists for this journal line.

**Journal Totals**

To aid in balancing the journal, you'll see a running total of the number of Lines, the total Debits, and the total Credits. If Entries Must Balance is selected for this budget definition on the Control Budget Options page, the Commitment Control Posting process creates balancing lines, using the offsets defined on the Offsets page.

**Budget Transfer Considerations**

Enter budget transfer journals just as you would any other journals. Enter amounts for the budgets you are transferring from as negative numbers and amounts you are transferring to as positive numbers. Journal entries for transfers must balance. You cannot transfer amounts greater than the available balance if the budget is set to Control.

## See Also

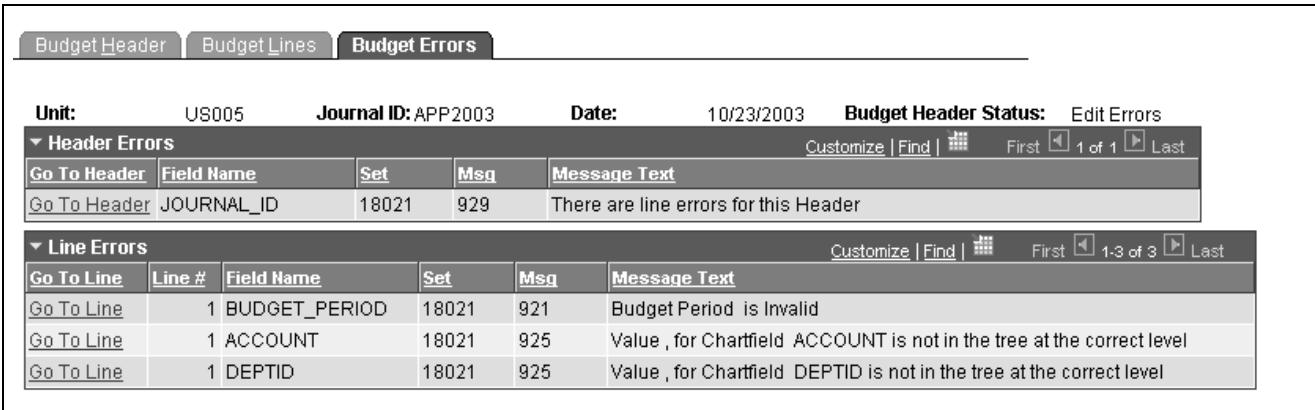
[Chapter 3, “Setting Up Basic Commitment Control Options,” Budget Period Calendars and Cumulative Budgeting, page 23](#)

[Chapter 3, “Setting Up Basic Commitment Control Options,” Statistical Budgeting, page 32](#)

[Chapter 3, “Setting Up Basic Commitment Control Options,” Budget Reference ChartField, page 35](#)

## View Budget Journal Errors

Access the Budget Errors page.



The screenshot shows a web-based application interface for viewing budget journal errors. At the top, there are three tabs: 'Budget Header', 'Budget Lines', and 'Budget Errors', with 'Budget Errors' being the active tab. Below the tabs, the page displays the following information:

**Unit:** US005    **Journal ID:** APP2003    **Date:** 10/23/2003    **Budget Header Status:** Edit Errors

**Header Errors:** A scrollable table with columns: Go To Header, Field Name, Set, Msg, and Message Text. One row is visible: Go To Header JOURNAL\_ID, Set 18021, Msg 929, Message Text "There are line errors for this Header".

**Line Errors:** A scrollable table with columns: Go To Line, Line #, Field Name, Set, Msg, and Message Text. Three rows are visible:

- Go To Line 1, Field Name BUDGET\_PERIOD, Set 18021, Msg 921, Message Text "Budget Period is Invalid".
- Go To Line 1, Field Name ACCOUNT, Set 18021, Msg 925, Message Text "Value , for Chartfield ACCOUNT is not in the tree at the correct level".
- Go To Line 1, Field Name DEPTID, Set 18021, Msg 925, Message Text "Value , for Chartfield DEPTID is not in the tree at the correct level".

Navigation and search buttons are located at the top right of the error tables.

Budget Errors page

### Go To Header and Go To Line

Click in the Header Errors scroll area to open the Budget Header page, where you can budget header journal errors.

Click in the *Line Errors* scroll area to open the Budget Lines page and correct budget journal line errors.

### Field Name

The ChartField in error.

### Set

Message set that contains the error message.

### Msg

Message number.

## Deleting Multiple Budget Journals

This section discusses how to delete multiple budget journals that have not been posted.

## Page Used to Delete Multiple Budget Journals

Page Name	Object Name	Navigation	Usage
Mass Delete Commitment Control Budget Journals	KK_JRNL_DELETE	Commitment Control, Budget Journals, Mass Delete Budget Journals, Mass Delete Commitment Control Budget Journals	Select and delete multiple budget journals in a business unit and Commitment Control Ledger Group. Journals cannot have been posted. You can search for journals that haven't been posted by journal ID, range of journal dates, and ChartField value.

### Deleting Multiple Budget Journals

Access the Mass Delete Commitment Control Budget Journals page.

Mass Delete Commitment Control Budget Journals page

To delete multiple budget journals that have not been posted:

1. Enter your search criteria.

Leaving a field blank retrieves all budget journals with values for that field that fit your other search criteria. You must, however, enter a business unit and Commitment Control ledger group. The page retrieves only journals that have not yet been posted.

2. Click the Search button to display the journals that match your search criteria in the Journals grid.

3. Use the check box to select each budget journal you want to delete.

Click Mark All to select all budget journals in the Journals grid.

Click UnMark All to clear all check boxes.

Click Show Jrln (show journal) to open the Enter Budget Journals or Enter Budget Transfer component, where you can view journal detail.

4. Click the Delete link to delete all budget journals marked for deletion.

## Posting and Unposting Control Budget Journals

Although you can post budget journals using the Commitment Control Posting process (FSPQPOST) directly from the Enter Budget Journals and Enter Budget Transfer components, it is more efficient to run the process in batch mode. Request a batch run of the Commitment Control Posting process on the Budget Posting Request page.

You can both post and unpost budget journals using the Budget Posting Request page. In order to unpost already-posted budget journals, you must first identify the journals for unposting on the Mark Journals for Unposting page.

In this section, we discuss how to:

- Request a batch run of the Commitment Control Posting process.
- Mark budget journals for unposting.

## Pages Used to Post and Unpost Budget Journals

Page Name	Object Name	Navigation	Usage
Budget Posting Request	KKBD_POST_REQ	Commitment Control, Post Control Budget Journals, Request Posting, Budget Posting Request	Request a run of the Commitment Control Posting process (FSPQPOST) for budget journals. Select journals by business unit, Commitment Control ledger group, system source, entry type, journal ID, and journal date. The system posts only those budget journals that fit the request criteria <i>and</i> have no errors.
Mark Journals for Unposting	KK_UNPOST_MRK	Commitment Control, , Post Control Budget Journals, Mark for Unposting, Mark Commitment Control Budget Journals For Unposting	Select budget journal entries for unposting.

## Requesting Budget Journal Posting

Access the Budget Posting Request page.

Leave a field blank to select all values for processing.

### Skip Entry Event Processing

Select to skip entry event processing when you run the Commitment Control Posting process.

If entry events processing is enabled and required for the Commitment Control ledger group and you skip entry event processing here, run the Entry Event Processor (FS\_EVENTGEN) from the Entry Event Run Request page.

**System Source**

Select to limit journal selection to specific general ledger processes or specific application processes. For example, you could select only journals created by the *ALO* (PS/GL Allocations process).

**Posting Request Action**

- Post: Posts all budget entry journals that meet the selection criteria entered above.
- Unpost: Unposts all budget entry journals that have been marked for unposting and that meet the selection criteria above.

**See Also**

[Chapter 7, “Entering and Posting Commitment Control Budget Journals,” Running the Entry Event Processor Application Engine Process for Budget Journals, page 137](#)

*PeopleSoft 8.8 Application Fundamentals for Financial Management Solutions, Enterprise Service Automation, and Supply Chain Management PeopleBook, “Using Entry Events”*

## Marking Journals for Unposting

To mark journals for unposting:

1. Access the Mark Journals for Unposting page.
2. In the Selection Criteria group box, select the business unit and Commitment Control ledger group of the journal or journals you want to unpost. You may also enter a journal ID and journal dates to refine your selection criteria.
3. Click the Search button to display the journals that match your selection criteria in the Journals scroll area. Click Show Jrln (show journal) to open the Enter Budget Journals or Enter Budget Transfer component, where you can view journal detail.
4. To unpost all journals in the Journals scroll area, click the Mark All button; otherwise, individually select those journals that you want to unpost.
5. Click the Unpost Selected Journals button to open the Budget Posting Request page, where you can request a run of the Commitment Control Posting process to unpost the journals you selected.

The system populates the Budget Posting Request page with the criteria required to unpost the journals you selected.

You can also save the Mark Journals for Unposting page and initiate unposting directly from the Budget Posting Request page.

---

## Running the Entry Event Processor Application Engine Process for Budget Journals

If you have enabled entry events processing for the Commitment Control ledger group and you select Skip Entry Event Processing on the Budget Posting Request page, you can request a batch run of the Entry Event Processor. This section discusses how to perform that request.

**See Also**

[Chapter 7, “Entering and Posting Commitment Control Budget Journals,” Requesting Budget Journal Posting, page 136](#)

## Page Used to Request the Entry Event Processor for Budget Journals

Page Name	Object Name	Navigation	Usage
Entry Event Run Request	PST_EE_RUN_REQUEST	Commitment Control, Post Control Budget Journals, Request Entry Event Processor, Entry Event Run Request	Request a run of the Entry Event Processor (FS_EVENTGEN) Application Engine process for budget journals. Use when you have selected Skip Entry Event Processing on the Budget Posting Request page.

## Requesting Entry Event Processing for Budget Journals

Access the Entry Event Run Request page.

**Entry Event Process** Select *BUDG* to run the Entry Event Processor for budget journals.

**See Also**

*PeopleSoft 8.8 Application Fundamentals for Financial Management Solutions, Enterprise Service Automation, and Supply Chain Management PeopleBook, “Using Entry Events”*

---

## Importing Budget Journals From a Flat File

This section Discusses how to:

- Set up for flat file import.
- Import budget journals from flat files

## Page Used to Import Budget Journals From a Flat File

Page Name	Object Name	Navigation	Usage
Import Commitment Control Budget Journals	KK_LOAD_BUDG_JRNL	Commitment Control, Budget Journals, Import Budget Journals, Import Commitment Control Budget Journals	Use the Load Budget Journals from a flat file process (KK_JRNL_IMP) to load data from a flat file into the Commitment Control budget header (KK_BUDGET_HDR) and budget lines (KK_BUDGET_LN) tables.

## Setting Up For Flat File Import

The flat file budget journal import process depends on the following setup. The storage location of the file attachment is defined by the URL definition GL\_FILE\_IMPORT. By default, it points to a database record. You might want to change the storage location of the file attachment to another location, such as an FTP server. This is optional. To change this URL definition, navigate to: PeopleTools > Utilities > Administrations > URLs > open GL\_FILE\_IMPORT. Also, refer to Understanding File Attachment Architecture in the PeopleTools PeopleBook for details. You are required to define an environmental variable, PS\_FILEDIR. This variable defines the temporary flat file location on the process scheduler that runs the file import process. If you have a Unix or OS390 process scheduler, you define this in the psconfig.sh file. If you have an NT process scheduler, you define it on the control panel. Please refer to the PeopleTools description on GetFile() PeopleCode for details, or consult your system administrator.

See *PeopleSoft PeopleTools PeopleBooks: Process Scheduler*

See *PeopleSoft General Ledger 8.8 PeopleBook*, “Integrating and Transferring Information Among Applications,” Importing Journals from Flat Files Using GL\_JRNL\_IMP.

## Importing Budget Journals From Flat Files

Access the Import Commitment Control Budget Journals page.

### Character Set

Select the character set appropriate to the flat file being processed. When the user creates a request, the character set defaults to the character set associated with the default language code of the user that is creating the run control request. You can change this value but you must have a UNICODE database if the character set of the file being processed requires UNICODE. (UNICODE is important when your database must function in other than the Latin alphabet, such as in JIS\_X\_0208 for Japanese Kanji.)

### Journal ID Mask

Enter a prefix for naming journals when you are using NEXT as Journal ID on the flat file. A 10 character alphanumeric ID identifies budget journals. The system automatically appends the prefix you specify to the journal IDs. For example, if you specify the Journal ID Mask to be LBDG, and your Journal ID on the flat file is NEXT, your Journal IDs might be LBDG000001, LBDG000002, and so on. Journal ID Mask has no effect on creating journals if you specify anything other than NEXT on the flat file as journal IDs.

---

**Note.** Reserve a unique mask value for loading budget journals to ensure that no other process creates the same value and for ease of recognition.

---

The import process interfaces with third-party systems that produce a flat file containing budget journal entries.

The process reads from the import budget journals request page. It checks the type of data in the flat file as to whether it is header data or line data. The process put the data in its corresponding file layout objects and then insert data into KK\_BUDGET\_HDR and KK\_BUDGET\_LN. If you select *NEXT*, the next Journal ID value is generated and used as the new journal ID. In the header BD\_HDR\_STATUS defaults to *N* and in the line EE\_PROC\_STATUS defaults to *Y*.

Flat file import does some simple field defaulting and editing. The general rule for defaulting is that budget journal header defaults from ledger group, and budget journal line defaults from journal header—including foreign currency and exchange rate type. The general rule for editing is to catch any error that cannot be corrected by opening the journal using the budget journal entry page, including ChartFields not allowed for the budget.

The following edits are performed for the data :

- Checks for the existence of all of required fields as listed in the flat file format tables.
- Checks to see if the user supplied journal ID already exist in the database.
- Checks to see if the ledger group is a commitment control ledger group.
- Checks the value of each field against the prompt table of that field.

---

**Note.** Account cannot be a Statistic Account.

---

## Flat File Format for Flat File Budget Journal Import Process

The file format is determined by the File Layout Object (KK\_BUDGET\_JRNL\_IMPORT). The following is the file format for the flat file Journal budget import process. The layout varies depending on the first column:

- # = Comments
- H = Budget Journal Header
- L = Budget Journal Line

### Comments

Column	Length	Description
1	1	#
2	100	Comments

### File Format For Budget Journal Header

Column	Length	Description
1	1	H
2	1	Budget Entry Type 0 = Original 1 = Adjustment 2 = Transfer Adjustment 3 = Transfer Original 4 = Closing 5 = Roll Forward
3	5	Business Unit
8	10	Journal ID (required) A value of NEXT creates auto numbered budget Journal IDs.
18	8	Journal Date
26	10	Ledger Group
36	30	Description
66	3	Foreign Currency Code
69	5	Rate Type
74	8	Currency Effective Date
82	17	Currency Exchange Rate

### File Format For Journal Line

Budget journal Line data follows its corresponding journal header in the flat file.

Column	Length	Description
1	1	L

Column	Length	Description
2	9	Journal Line Number Defaults to a number that is one more than the previous line number. The first line defaults to 1.
11	10	Account
21	10	Alternate Account
31	10	Department
41	8	Operating Unit
49	6	Product
55	5	Fund Code
60	5	Class Field
65	5	Program Code
70	8	Budget Reference
78	5	Affiliate
83	10	Fund Affiliate
93	10	Operating Unit Affiliate
103	10	ChartField 1
113	10	ChartField 2
123	10	ChartField 3
133	5	PC Business Unit
138	15	Project ID
153	15	Activity ID
168	5	Resource Type
173	8	Budget Period
181	3	Statistics Code
184	17	Statistics Amount Only valid for statistical accounts or for lines with statistic codes.
201	3	Foreign Currency Code
204	28	Foreign Amount
232	10	Reference
242	30	Line Description
272	5	Rate Type

Column	Length	Description
277	17	Currency Exchange Rate
294	28	Base Currency Amount
322	10	Entry Event
332	8	Cumulative Begin Date
340	8	Cumulative End Date
348	6	Funding Source

---

**Note.** The file layout object KK\_BUDGET\_JRNL\_IMPORT for budget journal import is delivered in fixed column format as shown above. You can change this to CSV format and also adjust the date format if necessary.

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## CHAPTER 8

# Processing Source Transactions Against Control Budgets

This chapter provides an overview of the budget checking process and discusses how to:

- Budget check third-party source transactions.
- Budget check PeopleSoft Payroll source transactions.
- Optimize budget processor performance.
- Process transactions against expired and closed budgets.

## Understanding the Budget Checking Process

PeopleSoft Commitment Control enables you to budget check transactions from a variety of PeopleSoft and third party applications. This section lists those transactions and provides an overview of the functions performed by the PeopleSoft Budget Processor COBOL process (FSPKBDPR).

## Source Transactions Subject to Budget Checking

You can create and budget check source transactions in the PeopleSoft applications listed in this table if you have enabled PeopleSoft Commitment Control for the applications in the Installation Options component. In most cases, you can budget check individual transactions when you create them or budget check multiple transactions in batch mode.

Application	Source Transactions	For More Information
PeopleSoft Purchasing	Requisitions, purchase orders, and procurement contracts.	See <i>PeopleSoft Purchasing 8.8 PeopleBook</i> , “Using Commitment Control”.
PeopleSoft Inventory and PeopleSoft Cost Management	Creates source transactions when inventoried material is requisitioned from a stockroom and charged to a department or expense account.	See <i>PeopleSoft Managing Costs 8.8 PeopleBook</i> , “Costing Transactions and Creating Accounting Entries,” Using Commitment Control.

<b>Application</b>	<b>Source Transactions</b>	<b>For More Information</b>
PeopleSoft Payables	Vouchers.	See <i>PeopleSoft Payables 8.8 PeopleBook</i> , “Budget-Checking PeopleSoft Payables Transactions Using Commitment Control,” Understanding the Commitment Control Feature in PeopleSoft Payables.
PeopleSoft Expenses	Travel authorizations and expense sheets.	See <i>PeopleSoft Expenses 8.8 PeopleBook</i> , “Using Commitment Control With PeopleSoft Expenses”.
PeopleSoft Billing	Invoices.	See <i>PeopleSoft Billing 8.8 PeopleBook</i> , “Using Commitment Control Accounting In PeopleSoft Billing”.
PeopleSoft Receivables	Receivable items, direct journal payments, and receipt accruals.	See <i>PeopleSoft Receivables 8.8 PeopleBook</i> , “Using Commitment Control Processing In PeopleSoft Receivables”.
PeopleSoft Projects	Budget-related transactions.	
PeopleSoft Grants	Award transactions.	See <i>PeopleSoft Grants 8.8 PeopleBook</i> , “Establishing Awards and Projects,” Processing F&A Costs.

Application	Source Transactions	For More Information
PeopleSoft General Ledger	General Ledger journals that have a Commitment Control ledger group and journals whose ledger is linked to a Commitment Control ledger group.	See <i>PeopleSoft General Ledger 8.8 PeopleBook</i> , “Using Commitment Control in PeopleSoft General Ledger”.
PeopleSoft Payroll and PeopleSoft Time and Labor	Creates source transactions for time and labor and payroll transactions.	<p>See <a href="#">Chapter 8, “Processing Source Transactions Against Control Budgets,” Budget Checking Payroll Transactions, page 160</a>.</p> <p>See <a href="#">Chapter 6, “Understanding Commitment Control Integration with PeopleSoft and Third-Party Applications,” Loading Budgets from PeopleSoft Human Resources, page 114</a>.</p> <p>See <a href="#">Chapter 6, “Understanding Commitment Control Integration with PeopleSoft and Third-Party Applications,” Budget Checking PeopleSoft Payroll Transactions, page 114</a>.</p>

We discuss budget checking of third-party source transactions in this chapter. If you create source transactions in third-party applications, you must budget-check them after you interface them to PeopleSoft General Ledger.

We also discuss PeopleSoft Payroll transactions in this chapter. You run the budget processor for PeopleSoft Payroll transactions after you send the transactions to PeopleSoft General Ledger.

## See Also

[Chapter 6, “Understanding Commitment Control Integration with PeopleSoft and Third-Party Applications,” Budget Checking PeopleSoft Payroll Transactions, page 114](#)

[Chapter 4, “Setting Up Commitment Control Source Transaction Types,” page 73](#)

## Budget Processor

The PeopleSoft Commitment Control Budget Processor COBOL process (FSPKBDPR) performs these tasks:

- Checks transactions against control budgets.
- Updates the control ledgers if there are sufficient funds available in the budget.
- Creates an entry in the activity log table.
- Updates the Commitment Control Transaction Log table (KK\_TRANS\_LOG ) if you have enabled transaction log update for the source transaction type.

If the available budget amount is not sufficient or the transaction receives some other budget-related exception, the budget processor records error exceptions rather than update the control ledgers. It also updates the ledgers in some circumstances when the source transaction amount is over the available budget amount, such as when you have selected the Track w/ Budget or Track w/o Budget option for the control budget definition, or when the source transaction amount is over the available budget but within the tolerance percentage amount for the budget. In those and similar circumstances, the budget processor issues a warning exception.

You can override source transactions that produce error exceptions if you have the appropriate authority, in which case the budget processor updates the control ledger and issues a warning exception to notify you of the override.

The budget processor comes in four versions, all of which perform the same tasks but are callable under different circumstances:

1. FSPKBDP1 is callable online, typically by buttons on transaction-related pages.
2. FSPKBDP2 is called by Application Engine processes and other COBOL processes.
3. FSPKBDP3 is the standalone, batch version, which you run from the Process Scheduler.
4. FSPKBDP4 is the real time version, it is initiated by remote call but uses a run control to obtain parameters.

## Budget Processing Rules

The budget processor uses the rules that you define in budget definitions, rulesets, budget period status, budget attributes, and source transactions pages to determine whether to process a transaction and, if so, when to reject a transaction.

The budget processor follows this default and override hierarchy when applying rules. The rules default from the top down through the list and rules override from the bottom up through the list:

- Budget Definition
- Rule Set
- Budget Period Status
- Control ChartField
- Budget Attributes
- Source Transaction Definition

---

**Note.** PeopleSoft Commitment Control provides many user definable rules that affect the way that the budget processor handles transactions.

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See [Chapter 3, “Setting Up Basic Commitment Control Options,” Understanding Basic Commitment Control Setup, page 13.](#)

## Balancing Rules

If you select the Entries Must Balance option for a control budget, the budget processor ensures that the Commitment Control activity log entries balance. The process generates offset entries for every source transaction, using the offset Account ChartField values that you specify on the Budget Definitions - Offset page. The offset rows inherit all ChartFields flagged as balancing ChartFields on the Ledger Group - Balance page.

See [Chapter 3, “Setting Up Basic Commitment Control Options,” Balancing Entries, page 33.](#)

See [Chapter 3, “Setting Up Basic Commitment Control Options,” Establishing Commitment Control Ledger Groups, page 40.](#)

## Budget Processing Source Transactions That Reference Previous Transactions

When the budget processor processes a transaction (such as a voucher) that references a prior transaction (such as a purchase order), it can liquidate the referenced transaction either by item quantity or by monetary amount. You can specify the liquidation basis on the documents distribution line.

General rules that the budget processor follows when handling referenced transactions include:

- If a source transaction references a previous source transaction (for example a purchase order) that is for the same or a smaller amount, the process liquidates the amount for the previous transaction and updates the control budget with the new transaction amount.

The process does not validate that sufficient funds exist since the transaction is not attempting to consume additional budgeted funds.

For example, suppose you budget check a purchase order for 300 USD. When you budget check a 300 USD voucher linked to the purchase order, the process liquidates the original 300 USD encumbrance and updates the 300 USD actual expenditure amount. Because the budget amount is the same, it is not necessary to validate that sufficient funds exist in the budget. However, if the voucher were 350 USD, the process validates for sufficient funding because the transaction is attempting to consume an additional 50 USD.

- If, on the other hand, the impacted budget changes between a transaction and a referenced transaction, the budget processor budget checks the referenced transaction separately.

For example, a 100 USD purchase order that impacts budget period 2002 is budget checked. You then create a 100 USD PO voucher based on the purchase order, but the PO voucher impacts budget period 2003. When you budget check the voucher, the budget processor processes the encumbrance liquidation row and the expenditure row separately because the impacted budgets for the related documents are different.

- Transactions that reference previous transactions never receive budget exceptions for insufficient funds, as long as the transaction is not for a greater amount than its referenced transaction, *even if the budget is in overdraft*.
- If the control option for the budget is *Control Initial Document* only, transactions that reference previous transactions never receive error exceptions for insufficient funds, even if they exceed the previous transactions.

The budget processor issues a warning in such a situation.

- When the budget processor liquidates a referenced document, the liquidation amounts are recorded in Commitment Control ledger in the fiscal year and accounting period in which the liquidation occurred.

The fields that the budget processor uses to identify referenced transactions are defined in the Source Transactions component.

Four fields on the line record for the source transaction affect budget processing:

- If the KK\_CLOSE\_FLAG is *Y*, the budget processor sets the open balance to zero on KK\_LIQUIDATION for the transaction line being processed.
- If the KK\_PROCESS\_PRIOR value is *N*, the budget processor does not liquidate amounts associated with a referenced transaction.
- If the KK\_CLOSE\_PRIOR value is *Y*, the budget processor fully liquidates the open balance associated with the referenced transaction line.

- The LIQUIDATION\_METHOD determines whether liquidation is by amount or quantity. Values are A for amount and Q for quantity.

See [Chapter 3, “Setting Up Basic Commitment Control Options,” Adding Commitment Control Ledger Groups to a Business Unit, page 66.](#)

See [Chapter 4, “Setting Up Commitment Control Source Transaction Types,” page 73.](#)

### **Date Option for Previously Budget Checked Transactions**

This is an installation option set on the Installation Product page at implementation. The option determines how a *rebudget check* of a current document is recorded and is not an option intended to determine the relief of prior documents that occur in the normal cycle of encumbrance and liquidation. This option does not impact the actual liquidation of a prior document which is always recorded with the fiscal year accounting period of the relieving document.

The budget processor reverses previously budget checked documents and amounts using either the Current Date or Prior Date option.

In the tables of examples below, a purchase order goes through several revisions, or *incarnations*, with the date being changed along the way.

When you use the *Prior Date* option, each time a document is rebudget checked its old entries are dropped by the system and are no longer visible in the activity log. They are replaced by the new entries generated by budget checking of the new documents.

However, if you select the *Current Date* option, an audit trail of all the activity is maintained in the activity log and ledger.

The following two examples illustrate separately, for the current and prior date options, the log activity generated by the system for the assumed transactions.

In this first example you select the Current Date (current accounting date) option. The following tables cumulatively illustrate the log entries as the budget processor reverses previously budget checked documents and creates entries for each of the assumed changes and transactions:

Assume a new purchase order is created in the amount of 900 USD for account 640000 with an accounting date of December 15, 2002. Also, assume that the budget date equals the accounting date in the following examples.

Ledger	ChartField	Budget Period	Fiscal Year and Accounting Period	Amount
CC_ENCUM	640000	2002Q4	2002/12	900

Assume the purchase order is changed to 800 USD, the account is changed to 620000, and the new accounting date is January 15, 2003.

<b>Ledger</b>	<b>ChartField</b>	<b>Budget Period</b>	<b>Fiscal Year and Accounting Period</b>	<b>Amount</b>
CC_ENCUM	640000	2002Q4	2002/12	900
CC_ENCUM	640000	2002Q4	2003/1	-900
CC_ENCUM	620000	2003Q1	2003/1	800

Assume the purchase order is changed to 400 USD, the account remains as 620000, and the new accounting date is March 15, 2003.

<b>Ledger</b>	<b>ChartField</b>	<b>Budget Period</b>	<b>Fiscal Year and Accounting Period</b>	<b>Amount</b>
CC_ENCUM	640000	2002Q4	2002/12	900
CC_ENCUM	640000	2002Q4	2003/1	-900
CC_ENCUM	620000	2003Q1	2003/1	800
CC_ENCUM	620000	2003Q1	2003/3	-800
CC_ENCUM	620000	2003Q1	2003/3	400

Assume the purchase order is changed back to 900 USD, the account to 640000, but the accounting date is changed to December 15, 2002.

<b>Ledger</b>	<b>ChartField</b>	<b>Budget Period</b>	<b>Fiscal Year and Accounting Period</b>	<b>Amount</b>
CC_ENCUM	640000	2002Q4	2002/12	900
CC_ENCUM	640000	2002Q4	2003/1	-900
CC_ENCUM	620000	2003Q1	2003/1	800
CC_ENCUM	620000	2003Q1	2003/3	-800
CC_ENCUM	620000	2003Q1	2003/3	400
CC_ENCUM	620000	2003Q1	2002/12	-400
CC_ENCUM	640000	2002Q4	2002/12	900

Assume a voucher is created for the purchase order of 700 USD, for account 620000, and the accounting date is January 15, 2003.

Ledger	ChartField	Budget Period	Fiscal Year and Accounting Period	Amount
CC_ENCUM	640000	2002Q4	2002/12	900
CC_ENCUM	640000	2002Q4	2003/1	-900
CC_ENCUM	620000	2003Q1	2003/1	800
CC_ENCUM	620000	2003Q1	2003/3	-800
CC_ENCUM	620000	2003Q1	2003/3	400
CC_ENCUM	620000	2003Q1	2002/12	-400
CC_ENCUM	640000	2002Q4	2002/12	900
CC_EXP	620000	2003Q1	2003/1	700
CC_ENCUM	640000	2003Q1	2003/1	-700

The remaining purchase order amount is closed with the accounting date of March 15, 2003.

Ledger	ChartField	Budget Period	Fiscal Year and Accounting Period	Amount
CC_ENCUM	640000	2002Q4	2002/12	900
CC_ENCUM	640000	2002Q4	2003/1	-900
CC_ENCUM	620000	2003Q1	2003/1	800
CC_ENCUM	620000	2003Q1	2003/3	-800
CC_ENCUM	620000	2003Q1	2003/3	400
CC_ENCUM	620000	2003Q1	2002/12	-400
CC_ENCUM	640000	2002Q4	2002/12	900
CC_EXP	620000	2003Q1	2003/1	700
CC_ENCUM	640000	2003Q1	2003/1	-700
CC_ENCUM	640000	2002Q4	2003/3	-200

In the second example, assume that you select the Prior Date (prior accounting date) option. The budget processor then process the changes and creates log entries as in the following examples:

Assume a new purchase order is created in the amount of 900 USD for account 640000 with an accounting date of December 15, 2002. Italics indicates activity log entries that are deleted from the log (the net effect of the deleted items to the ledger is zero).

Ledger	ChartField	Budget Period	Fiscal Year and Accounting Period	Amount
CC_ENCUM	640000	2002Q4	2002/12	900

Assume the purchase order is changed to 800 USD, the account is changed to 620000, and the new accounting date is January 15, 2003.

Ledger	ChartField	Budget Period	Fiscal Year and Accounting Period	Amount
CC_ENCUM	640000	2002Q4	2002/12	900
CC_ENCUM	640000	2002Q4	2002/12	-900
CC_ENCUM	620000	2003Q1	2003/1	800

Assume the purchase order is changed to 400 USD, the account remains as 620000, and the new accounting date is March 15, 2003.

Ledger	ChartField	Budget Period	Fiscal Year and Accounting Period	Amount
CC_ENCUM	620000	2003Q1	2003/1	800
CC_ENCUM	620000	2003Q1	2003/1	-800
CC_ENCUM	620000	2003Q1	2003/3	400

Assume the purchase order is changed back to 900 USD, the account to 640000, but the accounting date is changed to December 15, 2002.

Ledger	ChartField	Budget Period	Fiscal Year and Accounting Period	Amount
CC_ENCUM	620000	2003Q1	2003/3	400
CC_ENCUM	620000	2003Q1	2003/3	-400
CC_ENCUM	640000	2002Q4	2002/12	900

Assume a voucher is created for the purchase order of 700 USD, for account 620000, and the accounting date is January 15, 2003.

Ledger	ChartField	Budget Period	Fiscal Year and Accounting Period	Amount
CC_ENCUM	640000	2002Q4	2002/12	900
CC_EXP	620000	2003Q1	2003/1	700
CC_ENCUM	640000	2003Q1	2003/1	-700

The remaining purchase order amount is closed with the accounting date of March 15, 2003.

Ledger	ChartField	Budget Period	Fiscal Year and Accounting Period	Amount
CC_ENCUM	640000	2002Q4	2002/12	900
CC_ENCUM	640000	2002Q1	2002/12	-700
CC_EXP	620000	2003Q1	2003/1	700
CC_ENCUM	640000	2002Q4	2002/12	-200

### Budget Processing Source Transactions When Expenditure Budgets Are Associated With Revenue Budgets

If you have associated expenditure and revenue budgets, the budget processor checks the associated budget when the preencumbrance, encumbrance, or expense transaction is over the remaining available amount in the budget. In this case, the budget processor checks to see if there is enough revenue in associated revenue budgets to cover the transaction.

See [Chapter 3, “Setting Up Basic Commitment Control Options,” Associated Expenditure and Revenue Budgets, page 38](#).

### Budget Processing With Cumulative Budgeting

If you have enabled cumulative budgeting for a source transaction’s budget, budget processor checks all of the budget periods in the cumulative range to calculate the available budget amount for the transaction.

See [Chapter 3, “Setting Up Basic Commitment Control Options,” Budget Period Calendars and Cumulative Budgeting, page 23](#).

### Budget Processing With Funding Source Control

If you have enabled funding source control for a source transaction’s project budget, the budget processor validates that:

- There are funding source allocations for the project budget related to the transaction.
- Any “budgeted” funding source allocation row has a corresponding budget amount entered in the Commitment Control ledger data table (LEDGER\_KK).

The budget processor performs a check for sufficient funds based on the allocations established for the project. If the sum of the allocated amounts is less than the transaction amount, it fails budget checking.

See [Chapter 3, “Setting Up Basic Commitment Control Options,” Project Budgets With Funding Source Control, page 33.](#)

## Budget Processing With Statistical Budgets

The budget processor follows the rules for statistical budgets just as it does other types of budgets. The budget processor, however, bypasses statistical budget checking entirely for source transactions that have no statistics code or statistical amount entered.

See [Chapter 3, “Setting Up Basic Commitment Control Options,” Statistical Budgeting, page 32.](#)

## Budget Processing With Related Inter Unit Accounting Entries

If the source transaction has related inter unit accounting entries, the budget processor also checks the inter unit source transactions. If the inter unit transaction fails budget checking, the anchor source transaction also fails budget checking. This occurs when documents have a single header and lines for different business units; however, this is not the case for such things as general ledger journals that generate separate headers for each business unit involved.

## Budget Processing for Closed Budgets

If the budget is closed, whether manually or through the Budget Close process (FSPYCLOS), the budget processor issues an error for any source transactions that are checked against that budget.

## Budget Processing Deleted Source Transactions

If you run a process to delete the source transaction in an application or if you change the source transaction, the budget processor reverses the old amounts posted to the control ledger and deletes all of the old transaction entries that are in the activity and transaction logs.

## Budget Date

You can select one of two budget date default options on the Installed Products page:

- *Document Accounting Date:* Select to default the budget date from the document accounting date.
- *Prior Document Budget Date:* Select to default the budget date from the predecessor document.

The budget date initially defaults, but a user with Budget Date override authority can change the date.

## See Also

[Chapter 4, “Setting Up Commitment Control Source Transaction Types,” Defining Source Transaction Options, page 84](#)

[Chapter 9, “Managing Budget Exceptions,” Understanding Exception Handling and Notification, page 171](#)

[Chapter 3, “Setting Up Basic Commitment Control Options,” Understanding Basic Commitment Control Setup, page 13](#)

## Budget-Checking Status

After you run the budget processor online or in batch mode, you can review the results.

## Online Budget-Checking Results

If you run the process online from the Source Transaction page or the Commitment Control page, the Budget Header Status (also labeled Budget Checking Header Status or Budget Status) field is updated with one of these values as soon as the process completes, providing you with immediate feedback:

- *Valid*: The transaction passed budget checking with no errors or warnings. The process updates the control budget.
- *Error*: The transaction failed budget checking. The process does not update the control budget. The page also provides a link to the appropriate exceptions page for the transaction to review the exceptions and override them.

## Batch Budget-Checking Results

If you run the process in batch mode, you can review the results of the process in the Budget Checking Status component. The process status is one of these values when the process completes:

Status	Description
Errors Exist	The process completed successfully, but the transactions have budget-checking errors and warnings.
Process Unsuccessful	The process ended abnormally.
No Errors or Warnings	The process completed successfully and the transactions had no errors or warnings. The process updates the control budget.
Only Warnings Exist	The process completed successfully, but the transactions have warning exceptions. The process updates the control budget.
Unrecorded Errors Exist	The process completed successfully, but the transactions have too many budget-checking errors to record them all. You must correct existing errors in the control budget and the source transaction and run the process again.

If the transactions have exceptions, you use the Transaction Exception component for the transaction type to review the exceptions, drill down to the source transactions, and with proper authority override the budget-checking errors.

## Workflow Notification of Budget-Checking Results

You can set up workflow to notify you of budgets that have failed budget checking or received errors.

## See Also

[Chapter 9, “Managing Budget Exceptions,” page 171](#)

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## Budget Checking Third-Party Source Transactions

PeopleSoft Commitment Control provides the Budget Check Request/Result EIP (Enterprise Integration Point) to budget check and report budget-checking results for third-party source transactions. After you interface third-party accounting entries to Commitment Control, you run the budget processor from the Request Budget Check page to check the transactions and to update the control budget. You can view or change the transactions on the Generic Transaction Entry page, both before and after running the budget processor.

This section discusses how to:

- View and adjust third-party source transactions.
- Use the Commitment Control page to handle budget checking.
- Run the budget processor for third-party source transactions.

### See Also

[Chapter 6, “Understanding Commitment Control Integration with PeopleSoft and Third-Party Applications,” Loading and Budget Checking Third-Party Transactions, page 117](#)

## Pages Used to Budget Check Third-Party Source Transactions

Page Name	Object Name	Navigation	Usage
Generic Transaction Entry	KK_GEN_TRANS_ENTRY	Commitment Control, Third Party Transactions, Generic Transaction Entry	Review and update source transactions that you have loaded from a third-party application. You also have access to the Commitment Control page where you can initiate and override budget checking for the entire transaction.
Commitment Control	KK_EXCPTN_OVER_SEC	 Click the Budget Check Options button on the Generic Transaction Entry page.	View details about a Commitment Control transaction, such as the budget checking status, the Commitment Control amount type, and Commitment Control transaction ID. You can also override budget checking for the transaction or run the PeopleSoft Budget Processor COBOL process (FSPKBDP1) for the transaction.
Generic Transactions Entry	KK_GEN_BGTCHK_REQ	Commitment Control, Third Party Transactions, Budget Check Generic Trans, Budget Check Generic Transactions Entry	Request a run of the Budget Processor COBOL process (FSPKBDP3) for third-party (generic) transactions that you have interfaced to PeopleSoft.

## Viewing and Adjusting Third-Party Transactions

Access the Generic Transaction Entry page.

### Amount Type

Select a Commitment Control amount type.

The value *Dynamic* means that the actual amount type is specified on the document header itself. For example general ledger journals can be written for any amount type and the header will specify which one the current document is carrying.

---

**Important!** If the transaction contains a line whose account value does not belong in the ledger represented by the amount type that you selected (such as a revenue transaction line when you have selected an amount type of *Encumbrance*), the budget processor does not process the line and does not update the Commitment Control ledger data table for the line.

---

See [“Setting Up and Using Commitment Control PeopleBook Preface,” Common Elements Used in This PeopleBook, page xx.](#)



Click the Budget Check Options button to access the Commitment Control page, where you can view details about the transaction, such as the budget checking status and the amount type for the journal. You can also override budget checking for the transaction or run the budget processor for the transaction.

**GL Unit** (general ledger unit)

Enter the PeopleSoft General Ledger business unit.

**Rate Type**

Displays the rate type used to convert the original amount if the line amount is in a different currency from that of the business unit.

**Stat** (statistics code)

User-defined value that identifies the type of unit you are tracking. Appears only for budget definitions with statistical budgeting enabled.

**Stat Amt** (statistical amount)

Number of statistical units.

---

**Note.** Use this page only to review and update transactions that have been loaded through the Budget Check Request/Result EIP.

---

## Using the Commitment Control Page

Access the Commitment Control page.

**Override Transaction**

Select to enable the entire transaction to update the control budget, even if error exceptions exist. This option is available only for super users with budget override security access (if the Budget Override security event is active). This option is not available if the transaction passed budget checking with only warning exceptions. You can select it prior to budget checking (for PeopleSoft General Ledger journals only) or after you run the budget processor and it returns errors.

Not available if any of the transaction lines contain an exception that cannot be overridden.



Click the Tran Override Available Info (transaction override available information) button to determine why you cannot override budget checking for the entire transaction.

**By**

User ID of the user who overrode a budget exception. The system updates this field.

**On**

Date that a user overrode a budget exception. The system updates this field.

**Budget Check**

Click this button to run the budget processor for this transaction.

**Go To Transaction Exceptions**

Click this link to access the Generic Exceptions page, where you can view budget-checking errors or warning messages for third-party transactions. Users who have authority can override the budget exceptions on this page.

**Go To Activity Log**

Click this link to access the Activity Log page, where you can view activity for all lines in a transaction that updated the control budget.

**See Also**

[Chapter 9, “Managing Budget Exceptions,” Viewing and Handling Exceptions, page 187](#)

[Chapter 10, “Inquiring on Budgets and Transaction Activities,” Viewing the Activity Log , page 218](#)

## Running the Budget Processor COBOL Process for Generic Transactions

Access the Budget Check Generic Transactions Entry page.

**Transaction Type**

Enter the name of the source transaction type for which you want to run the process.

---

**Important!** Use this page to request budget checking only for *GENERIC* transaction types interfaced from third-party applications through the Budget Check Request/Result EIP.

---

**Business Unit Option**

Values are:

*All*: Budget check transactions for all business units.

*Value*: Select to enter a *business unit* value to budget check transactions from that business unit only.

**Transaction Number Option**

Values are:

*All*: Budget check all transactions numbers that meet the other selection criteria.

*Some*: Budget check only transactions whose transaction number range you enter in the Transaction Nbr (transaction number) and To Transaction fields.

*Value*: Budget check only the transaction whose number you enter in the Transaction Nbr (transaction number) field.

**Transaction Date Option**

Values are:

*All*: Budget check all transactions that meet the other selection criteria for all transaction dates.

*Some*: Budget check only transactions whose transaction date range you enter in the From Date and To Date fields.

*Value*: Budget check only transactions whose date you enter in the Transaction Date field.

---

## Budget Checking Payroll Transactions

This section provides an overview and discusses how to run the budget processor for PeopleSoft Payroll transactions that have been sent to PeopleSoft General Ledger.

## Overview of PeopleSoft Payroll and Commitment Control

No budget checking process is available in PeopleSoft Payroll and HR. All budget checking must be done in PeopleSoft Commitment Control.

The following is an overview of the integration of PeopleSoft HR, Payroll, Commitment Control and General Ledger. Please refer to the peoplebooks for PeopleSoft Payroll and HR (human resources) for further information about setting up commitment accounting and the interface with PeopleSoft General Ledger and Commitment Control. PeopleSoft Payroll and HR use the following SQRs to manage related general ledger and Commitment Control activities:

- PAYGL01.sqr is used to send data to general ledger for North America Payroll when there is to be no commitment accounting and is limited to the Fund and Account ChartFields.
- BUD014.sqr is used to create Commitment Control budgets for LEDGER\_KK when commitment accounting is to be used.
- PAYGL03.sqr is used to establish encumbrance data in HR and publish it to Commitment Control for budget checking (commitment accounting)—applicable to all ChartFields.
- PAYGL02.sqr is used to relieve the previously recorded encumbrances and book the expenditures to general ledger and Commitment Control—applicable to all ChartFields.

The table HR\_KK\_HDR is populated on the financials database by the subscription code from the Payroll Accounting Transaction message (PAYROLL\_ACCTG\_TRANSACTION). PeopleCode is used to populate the HR\_ACCTG\_LINE and HR\_KK\_HDR tables.

The Payroll Accounting Transaction message is sent from HR when you have completed the payroll and are ready to send the ChartField distribution (general ledger accounts) to the financials database using the general ledger interface, PAYGL01.sqr (for non commitment accounting) and PAYGL02.sqr (for commitment accounting).

The BUD014.sqr process publishes HR department budget data to the general ledger. The subscription process (COMMIT\_CNTRL\_BUDGET\_UPDATE) creates and posts commitment control budget journals to LEDGER\_KK.

The PAYGL03.sqr process prepares encumbrance data. Before you can post encumbrance data, calculate it using either the Fiscal Year Encumbrances process (PSPENANN) or the Nightly Encumbrances process (PSPENNHT) in HR. Use the Fiscal Year Encumbrances process to calculate encumbrances for the entire fiscal year. Use the Nightly Encumbrances process to update encumbrance data as you make changes to budgets or employees. After running each of these processes, run the Encumbrance GL Interface (PAYGL03.sqr) to post the results to general ledger so they can be budget checked and reflected in LEDGER\_KK.

The PAYGL02.sqr process prepares actuals transactions to be published to the general ledger. This process also liquidates encumbered amounts to reflect that the actuals for that pay period have been processed. All processed transactions are reflected on the Department Budget Actuals page. After the subscription code populates the HR\_ACCTG\_LINE, the Journal Generator process is run against the table to create general ledger journals. These journals are marked to bypass budget checking. A second part of the subscription code populates HR\_KK\_HDR. The Budget Processor can then be run to update LEDGER\_KK to reflect payroll activity.

## See Also

[Chapter 6, “Understanding Commitment Control Integration with PeopleSoft and Third-Party Applications ,” Loading Budgets from PeopleSoft Human Resources, page 114](#)

[Chapter 6, “Understanding Commitment Control Integration with PeopleSoft and Third-Party Applications ,” Budget Checking PeopleSoft Payroll Transactions, page 114](#)

[Chapter 9, “Managing Budget Exceptions,” Viewing and Handling Exceptions, page 187](#)

## Page Used to Budget Check Payroll Transactions

Page Name	Object Name	Navigation	Usage
Budget Check HR Payroll	HR_KK_BUDCHK_REQ	Commitment Control, Third Party Transactions, Budget Check HR Payroll, Budget Check HR Payroll	Request a run of the budget processor COBOL process for PeopleSoft Payroll transactions that have been sent to PeopleSoft General Ledger.

## Running the Budget Processor for PeopleSoft Payroll Transactions

Access the Budget Check HR Payroll page.

**Transaction Type** Enter *HR\_PAYROLL* .

**Run Date Option** Values are:

*All*: Budget check all transactions for all HR Payroll run dates .

*Some*: Budget check only transactions whose run date range you enter in the Run Date From and Run Date To fields.

*Value*: Budget check only transactions whose date you enter in the Run Date field.

---

## Optimizing Budget Processor Performance

Before running budget processor, there are database properties that we recommend that your database administrator modify and indexes that you should create to improve budget processor performance. The database changes and indexes depend on the source transactions that you feed into budget processor.

This section discusses how to:

- Optimize performance for all source transactions.
- Optimize performance for PeopleSoft Cost Management transactions.
- Optimize performance for PeopleSoft Purchasing.
- Optimize performance for PeopleSoft Vouchers.

- Optimize performance for PeopleSoft General Ledger transactions.

### See Also

*PeopleSoft General Ledger 8.8 PeopleBook*, “Optimizing General Ledger Performance”

PeopleSoft PeopleTools PeopleBooks: PeopleSoft Application Designer, “Building SQL Tables and Views,” Administering Data, Creating Indexes

## Optimizing Performance for All Source Transactions

To optimize budget processor performance for all applications that you have enabled to feed source transactions into budget processor:

1. (Oracle customers only) Set these optimizer parameters to true:
  - COMPLEX\_VIEW\_MERGING
  - PUSH\_JOIN\_PREDICATE
  - QUERY\_REWRITE\_ENABLED
2. (Oracle customers only) Change LARGE\_POOL\_SIZE to 50 M and SHARED\_POOL\_SIZE to 250 M.
3. Recompute statistics for these tables when the row count of these tables exceeds 3,000 rows. If the row count is less than 3,000, then delete statistics from the tables.
  - a. PS\_LEDGER\_KK
  - b. PS\_KK\_SOURCE\_LN
4. Recompute statistics for the PS\_KK\_SOURCE\_HDR table when the row count exceeds 10,000 rows. If the row count is less than 10,000 rows then delete statistics from the table.
5. Delete statistics from PS\_KK\_TDET\_TMP and all the PS\_KK\_TDET\_TMPxxx (where xxx = 001, 002, 003, 004, and so on).
6. Delete statistics from PS\_KK\_TSUM\_TMP and all the PS\_KK\_TSUM\_TMPxxx (where xxx = 001, 002, 003, 004, and so on).
7. Analyze SYS scheme tables (all system tables) to improve parsing time.
8. Add these indexes:

Table	Index	Index Fields
PS_GL_ACCOUNT_TBL	PSFGL_ACCOUNT_TBL	SETID, STATISTICS_ACCOUNT, EFF_STATUS, ACCOUNT_TYPE, ACCOUNT, EFFDT
PSRECFIELD	PSGPSRECFIELD	RECNAME, SUBRECORD, FIELDNAME, FIELDNUM, CURCTLFIELDNAME, USEEDIT

Table	Index	Index Fields
PSTREELEVEL	PSBTREELEVEL	SETID, TREE_NAME, TREE_LEVEL, EFFDT, TREE_LEVEL_NUM
PSTREENODE	PSGTREENODE	SETID, TREE_NAME, EFFDT, TREE_NODE
PSTREELEAF	PSCTREELEAF	SETID, TREE_NAME, EFFDT, RANGE_FROM, RANGE_TO, TREE_NODE_NUM

9. Update statistics on these tables: PSTREELEVEL, PSTREENODE, PSTREELEAF.
10. Add an index on the PS\_KK\_SOURCE\_HDR table for each Commitment Control source transaction type that you budget check with the budget processor.

The index fields should be KK\_SOURCE\_TRAN and the key fields for the source transaction type's header record. To determine the source transaction type's header record:

- a. Access the Source Transaction - Definition page for the source transaction type.
  - b. Note the header record for the source transaction type.
- It appears in the Header Record field. For example, for the source transaction type REQ\_PREENC, the header record is REQ\_HDR.
- c. Access Application Designer and open the header record definition to view the key fields.

Using the same example for REQ\_PREENC (a preencumbrance or requisition transaction), the header record, you see that REQ\_HDR, has two primary key fields, BUSINESS\_UNIT and REQ\_ID. You then create this index:

Table	Index	Index Fields
PS_KK_SOURCE_HDR	PSAKK_SOURCE_HDR	KK_SOURCE_TRAN, BUSINESS_UNIT, REQ_ID

11. Repeat for each source transaction type that you budget check.

---

**Warning!** Add indexes on KK\_SOURCE\_HDR only for the source transactions that you use. Any additional, unnecessary indexes adds overhead and slows down the budget processor.

---

## See Also

[Chapter 4, “Setting Up Commitment Control Source Transaction Types,” page 73](#)

*PeopleSoft PeopleTools PeopleBooks: PeopleSoft Application Designer*

## Optimizing Performance for PeopleSoft Cost Management Transactions

Perform this procedure in addition to the performance optimization procedure described in the section, “Optimizing Performance for All Source Transactions.”

To optimize budget processor performance for PeopleSoft Cost Management transactions:

1. Access Application Designer and remove the DISTINCT operator from the view text for CM\_KK\_HDR2VW.
2. Add these indexes:

Table	Index	Index Fields
PS_CM_ACCTG_GRP_D	PSCCM_ACCTG_GRP_D	CM_SOURCE_RECORD, TRANSACTION_GROUP
PS_CM_ACCTG_LINE	PSBCM_ACCTG_LINE	TRANSACTION_GROUP, BUSINESS_UNIT, DT_TIMESTAMP, INV_ITEM_ID, SEQ_NBR, ACCOUNTING_DT, DISTRIB_TYPE, BUDGET_ HDR_STATUS, BUDGET_DT, KK_AMOUNT_TYPE, KK_TRAN_OVER_DTTM, KK_TRAN_OVER_FLAG, KK_TRAN_OVER_OPRID
PS_CM_ACCTG_LINE	PSACM_ACCTG_LINE	BUSINESS_UNIT, INV_ITEM_ID, DT_TIMESTAMP, SEQ_NBR, BUSINESS_UNIT_GL, LEDGER, LEDGER_GROUP, TRANSACTION_GROUP

3. Compute statistics for the table PS\_CM\_ACCTG\_LINE.

## Optimizing Performance for PeopleSoft Purchasing

In addition to the optimization procedure described in the section, “Optimizing Performance for All Source Transactions,” add this index to support parallel running of the upgrade process for PeopleSoft Purchasing:

Table	Index	Index Fields
PS_PO_HDR	PSCPO_HDR	BUSINESS_UNIT, PO_STATUS, BUDGET_HDR_STATUS, PO_DT, PO_ID

## Optimizing Performance for PeopleSoft Vouchers

In addition to the optimization procedure described in the section, “Optimizing Performance for All Source Transactions,” add this index to support parallel run of the upgrade process for VOUCHER data conversion:

Table	Index	Index Fields
PS_VOUCHER	PSBVOUCHER	BUSINESS_UNIT, APPR_STATUS, ENTRY_STATUS, BUDGET_HDR_STATUS, ACCOUNTING_DT, VOUCHER_ID

## Optimizing Performance for PeopleSoft General Ledger Transactions

Follow this procedure to optimize budget processor performance for PeopleSoft General Ledger transactions. Perform this procedure in addition to the performance optimization procedure described in the section, “Optimizing Performance for All Source Transactions.”

1. Create these indexes:

Table	Index	Index Fields
PS_KK_SOURCE_LN	PSAKK_SOURCE_LN	KK_TRAN_ID, KK_TRAN_DT, LEDGER, JOURNAL_LINE, KK_TRAN_LN
PS_KK_ACT_TMP $nnn$ (where $nnn$ represents the temp table number)	PSAKK_ACT_TMP $nnn$ (where $nnn$ represents the temp table number)	KK_TRAN_ID, KK_TRAN_DT, KK_TRAN_LN

2. Create this index if you anticipate budget checking General Ledger documents that exceed 3,000 lines:

Table	Index	Index Fields
PS_KK_TSUM_TMP $nnn$ (where $nnn$ represents the temp table number)	PSAKK_TSUM_TMP $nnn$ (where $nnn$ represents the temp table number)	CHARTFIELD, CHARTFIELD_VALUE, SUBTYPE, PROCESS_INSTANCE

---

## Processing Transactions Against Expired and Closed Budgets

This section provides an overview of the United States federal government accounting requirement for processing source transactions related to expired budgets and discusses how to:

- Define current, expired, and closed budgets.
- Set up authorization to process against expired budgets.
- Use entry events to generate budgetary entries automatically for upward and downward adjustments.
- Set up entry events to process upward and downward adjustments.

## Understanding Processing Against Closed Budgets and Expired Budgets With Upward or Downward Adjustments

The United States federal government requires varying accounting treatment for source transactions based on whether the associated budget, or appropriation, is current, expired, or closed. The budget is said to be expired after the current period, or period of availability, has passed. The expired budget remains open to recording, adjusting, and liquidating properly chargeable amounts until the expiration period has ended and the budget is closed (cancelled) based on the end date that you specify. All transaction activity subsequent to the expiration date should be driven by existing obligations recorded during the budget's period of availability. With some exception, no new commitments or obligations are allowed after the budget has expired.

When you choose to use budget expiration functionality, the system does not allow you to process activity against *closed* budgets, or budgets that exceed their end dates specified on the Expiration ChartField page. After the budget is closed (cancelled), the United States federal government allows payments to be processed against your current year budget if the payment does not exceed 1 percent of the new budget.

See [Chapter 8, “Processing Source Transactions Against Control Budgets,” Processing Transactions Against Expired and Closed Budgets, page 166.](#)

This section also deals with setting up for processing and automatic generation of budget entries to US SGL accounts that reflect upward or downward adjustments to obligations that are properly chargeable against *expired* budget authority.

You do processing for expired funding for those transactions that were initially incurred while the related budget was current. PeopleSoft Commitment Control provides an error message, which can be overridden, that informs you when you are attempting to process a transaction against expired funding, and the transaction reduces remaining spending authority. The system also determines if you are attempting to process a *new* obligation to an expired budget. Only approvers that you authorize have the ability to override the resulting error message and process transactions that are in addition to the original obligations incurred or to post the transaction to a new current year.

You receive an error message for expired funding if you are processing an upward adjustment—for example, the voucher is greater than the purchase order. This is because you are spending more than originally designated by the purchase order and this requires approval, or override.

You do not receive an error message if, for example, the vouchers are for the same amount (no adjustment) or less than (downward adjustment) the original purchase order. Downward adjustments denote that the funds set aside previously by a purchase order are not to be utilized and no error message is necessary.

Use Commitment Control budget override functionality to authorize a user to do an override of an upward adjustment error message and to continue processing.

---

**Note.** Upward and downward functionality is predicated on liquidation by amount only. If you choose to liquidate by quantity, the accounting results for downward adjustment transactions as specified by the U.S. Treasury are not created.

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See [Chapter 3, “Setting Up Basic Commitment Control Options,” Defining Expiration ChartFields, page 60.](#)

## Defining Current, Expired, and Closed Budgets

Use the Budget Definition - Control Budget Options page to select one of the ChartFields supported in PeopleSoft Commitment Control as budget keys to identify the budget that you are controlling for current, expired, and closed status. Processing transactions against expired or closed budgets are predicated on these dates. *Budget Period* is not available for this purpose.

Use the Budget Definition - Expiration ChartField page to define the values for the Expiration ChartField and the begin date, expiration date, and the end date for an Expiration ChartField value.

See [Chapter 3, “Setting Up Basic Commitment Control Options,” Defining Expiration ChartFields, page 60.](#)

## Setting Up Authorization to Process Against Expired Budgets

After defining Expiration ChartFields and expiration dates, if you attempt to post previously unrecorded obligations applicable to an expired budget you receive an error message. To override this error you must have security authorization.

Processing against expired budgets is a Budget Override security event. Use the existing functionality in PeopleSoft security to allow an authorized user to override an upward adjustment error and continue processing.

You can establish security for any ChartField that is defined as a key ChartField in the control budget definition. PeopleSoft recommends that you not change this unless you are configuring Commitment Control ChartFields.

See [Chapter 5, “Setting Up Commitment Control Security,” Setting Up Commitment Control Security Events, page 98.](#)

## Using Entry Events to Generate Accounting Entries Automatically for Upward and Downward Adjustments

Upward and downward adjustments primarily affect PeopleSoft Purchasing and Accounts Payable.

In Purchasing, when purchase orders are budget checked, the system determines if the obligation is associated with an expired budget. If it is against an expired budget then entry event can be set up to generate upward or downward adjustments.

Accounts Payable is impacted by upward and downward adjustment in two important situations:

- When you create PO Vouchers (purchasing vouchers) that are for more or less than the original purchase order amount, it is considered an adjustment.

Any upward change related to an expired budget is failed by the Commitment Control budget processor and must be overridden by an authorized user.

- Subsequent adjustments to prepaid PO Vouchers must be done through AP Journal Vouchers (accounts payable vouchers).

When you create AP Journal Vouchers, care must be taken to select the correct entry event manually.

Commitment Control accumulates voucher activity against the purchase order. The accumulated activity is used by entry event to calculate upward and downward adjustment amounts.

## Setting Up Entry Events to Process Upward and Downward Adjustments

The Commitment Control budget processor recognizes a budget as expired when the expired date is attained for that budget. Entry event uses this information to trigger creation of upward or downward adjustments derived from the difference between the accumulated voucher amounts and the applicable purchase order or orders for the expired budgets.

See *PeopleSoft 8.8 Application Fundamentals for Financial Management Solutions, Enterprise Service Automation, and Supply Chain Management PeopleBook*, “Using Entry Events,” Upward and Downward Adjustments.

See *PeopleSoft 8.8 Application Fundamentals for Financial Management Solutions, Enterprise Service Automation, and Supply Chain Management PeopleBook*, “Using Entry Events,” Entry Event Codes for Upward and Downward Adjustments.

## Processing Payments Against Closed Budgets

To provide spending limits and to prevent improper payment against closed funding the United States federal government provides for payment of closed obligations against new current budgets to a limit of 1 percent of the new budget.

The Commitment Control budget processor recognizes a budget as closed when the end date is attained for that budget and rejects further payments.

To process payments associated with closed budgets you establish additional budgets as part of the new current year budgeting process for specific spending that is associated with closed-year obligations. For example, you are aware that a closed budget has unpaid obligations. As a part of the new budgeting for the current year you create an adjunct to the new current year budget, or a budget of 1 percent of the new budgeting total amount. Ninety-nine percent of the new budget is placed in its own budget and reserved for new obligations. The 1 percent budget is its own budget having its own budget keys. For example, it can be distinguished as Fund 100X within the overall current budget. Closed budget liquidations cannot exceed the 1 percent limit of current year funding.

These steps illustrate the use of 1 percent budgets and liquidations when you are using Expiration ChartField and dating functionality:

1. If you attempt to post a payment or liquidation against a closed budget (or closed funding), the system does not allow the transaction because the budget is closed and no funds are available to process the liquidation, or payment.

To accommodate these payments you create a current year 1 percent budget after determining the necessary account, or budget and ChartField keys.

2. Creating the required budgets entails:
  - a. Establishing a 1 percent budget covering obligations for budgets that are now closed and subject to the 1 percent rule of Public Law 101-510.
  - b. Establishing a revised *current* year budget representing the *normal* current funds available for obligations and liquidations.

This is typically established at a minimum value of 99 percent of the total funds available for the current year.

3. When processing liquidations subject to Public Law 101-510, record the expenditures against the 1 percent budget.

Current budget processing validates that the user does not exceed the 1 percent budget. However, no new purchase orders or obligations should be allowed against the 1 percent budget. The account (budget) should only be used for liquidations against obligations established in the funding year where the budget is now closed.

This example illustrates the process:

- A single year appropriation ABC1996 *expired* on September 30, 1996.

The funds were still available for processing liquidations against previously established purchase orders for a period of five years, ending on September 30, 2001. At that time, the appropriation was *closed* with an unliquidated balance of 100 USD that was cancelled.

- In May 2002, you receive a 10 USD voucher against an existing purchase order associated with account ABC1996.

You attempt to post the voucher against ABC1996 and receives a failure warning indicating that the budget is closed.

- To post this voucher to current year account, the ChartField combination should be revised on the transaction to post against the current year 1 percent budget.

This is accomplished by taking the current year Appropriation ABC2002 for a total of 5000 USD available and establishing two sub-budgets. One is the 1 percent of the current ABC2002 budget (50 USD) and the remainder of 4550 USD is recorded to a second budget.

- You post any subsequent vouchers for the same purchase order against the 1 percent current year budget, which is subject to normal budget checks for funds availability within the 1 percent budget.

# CHAPTER 9

## Managing Budget Exceptions

This chapter provides an overview of exception handling in PeopleSoft Commitment Control and discusses how to:

- Set up and run exception notification.
- View and handle budget exceptions.

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## Understanding Exception Handling and Notification

Inevitably, some transactions fail the budget checking process or cause the Budget Processor to issue a warning. Such transactions are marked by the Budget Processor as exceptions. PeopleSoft Commitment Control provides processes and pages to notify appropriate users of these exceptions. Depending on the nature of the exception and the security authority granted to the user, a user can handle budget exceptions by changing transactions, adjusting budgets, overriding the budget checking process, or by simply viewing and noting them.

### Errors and Warnings

Exceptions fall into two categories: errors and warnings.

#### Errors

Errors are exceptions that have failed budget checking because they do not conform to the rules established for that control budget. Transactions with errors are not allowed by the system to update the Commitment Control budget ledgers. Most errors occur when a transaction has at least one line that exceeds at least one budget and is over tolerance. Depending on the configuration of your control budgets, the exact reason that a budget has insufficient funds will vary from budget to budget. The budget may be on hold, closed, or simply lacking a sufficient available budget amount.

Transactions with errors stop at the budget check stage and do not proceed until they are corrected or overridden and are budget checked again.

These are errors that you might encounter:

Error Code	Overridable?	Description	Notes
E1	Y	Exceeds budget and is over tolerance.	N/A
E2	N	No budget exists.	N/A

Error Code	Overridable?	Description	Notes
E3	N	Budget is closed.	N/A
E4	Y	Budget is on hold.	N/A
E5	Y	Transaction has offset account.	The transaction line contains an account value that is reserved as an offset account.
E6	Y	Budget date is out of bounds.	N/A
E7	Y	Spending authority over budget.	<p>Credit transaction caused spending authority (available budget balance) to exceed original budgeted amount.</p> <p>This error does not occur if you selected Allow Increased Spending Authority for the control budget definition on the Ledgers for a Unit - Commitment Control Options page.</p> <p>See <a href="#">Chapter 3, “Setting Up Basic Commitment Control Options,” Adding Commitment Control Ledger Groups to a Business Unit, page 66</a>.</p>
E8	N	CF (ChartField) funding source error.	<p>A funding source allocation row for a project budget exists without a corresponding budget amount having been entered in the Commitment Control ledger data table (LEDGER_KK).</p> <p>See <a href="#">Chapter 3, “Setting Up Basic Commitment Control Options,” Project Budgets With Funding Source Control, page 33</a>.</p>

Error Code	Overridable?	Description	Notes
E9	N	Cumulative calendar data not found.	<p>Budget is defined for cumulative budgeting with a cumulative calendar, but the calendar is not found.</p> <p>See <a href="#">Chapter 3, “Setting Up Basic Commitment Control Options,” Budget Period Calendars and Cumulative Budgeting, page 23.</a></p>
E10	N	Cumulative date range not found.	<p>Budget is defined for cumulative budgeting with a cumulative date range, but the date range is not found.</p>
E11	Y	Exceeds budget and is over tolerance for referenced row.	<p>When a transaction (such as a voucher) and its referenced documents (such as purchase orders) impact different budgets, the Budget Processor budget-checks the liquidation rows for the referenced documents separately from the transaction itself. Errors E11 through E20, E23 through E25, and E30 occur for the referenced (liquidation) row.</p> <p>See <a href="#">Chapter 8, “Processing Source Transactions Against Control Budgets,” Budget Processor, page 147.</a></p>
E12	N	No budget exists for referenced row.	See E11.
E13	N	Budget is closed for referenced row.	See E11.
E14	Y	Budget is on hold for referenced row.	See E11.

Error Code	Overridable?	Description	Notes
E15	Y	Transaction has offset account for referenced row.	See E11.
E16	Y	Budget date is out of bounds for referenced row.	See E11.
E17	Y	Spending authority over budget for referenced row.	See E7, E11.
E18	N	CF (ChartField) funding source error for referenced row.	See E8, E11.
E19	N	Cumulative calendar data not found for referenced row.	See E9, E11.
E20	N	Cumulative date range not found for referenced row.	See E10, E11.
E21	Y	Exceeds statistical budget and is over tolerance.	Occurs for budgets with statistical budgeting enabled.  See <a href="#">Chapter 3, “Setting Up Basic Commitment Control Options,”</a> <a href="#">Statistical Budgeting,</a> page 32.
E22	N	Statistical budget does not exist.	See E21.
E23	Y	Exceeds statistical budget and is over tolerance for referenced row.	See E21.
E24	N	Statistical budget does not exist for referenced row.	See E11, E21.
E25	Y	Spending authority over statistical budget for referenced row.	See E7, E11, E21.

Error Code	Overridable?	Description	Notes
E27	Y	Spending authority over statistical budget.	See E7, E21.
E28	N	Referenced document balance is zero.	The transaction (such as a voucher) has a referenced document (such as a purchase order) that has already been fully liquidated.
E29	N	Funding source allocation not found.	<p>There are no funding source allocations for the project budget related to the transaction. This only applies if funding source tracking is enabled for the control budget definition and the Project ID in the transaction is flagged as Funding Source Controlled.</p> <p>See <a href="#">Chapter 3, “Setting Up Basic Commitment Control Options,” Project Budgets With Funding Source Control, page 33</a>.</p>
E30	N	Funding source allocation not found for referenced row.	See E11, E29.

Error Code	Overridable?	Description	Notes
E31	N	Current budget period not in cumulative range.	<p>Cumulative budgeting has been set up incorrectly for the budget, such that a budget period defined as part of the cumulative range does not, in fact, fall within the cumulative range.</p> <p>For example, assume that you set up cumulative budgeting for the date range of 01/01/2002 through 02/28/2002 and include monthly budget periods 2002M1 (covering January), 2002M2 (covering February), and 2002M3 (covering March). The budget period 2002M3 does not fall within the cumulative date range, and an error results when you budget-check a transaction whose budget date falls within budget period 2002M3.</p> <p>See <a href="#">Chapter 3, “Setting Up Basic Commitment Control Options, Budget Period Calendars and Cumulative Budgeting, page 23.</a></p>
E32	N	Current budget period not in cumulative range for referenced row.	See E11, E31.

Error Code	Overridable?	Description	Notes
E33	Y	Funding is expired.	The budget date on the transaction line is beyond the expiration date specified on the Expiration CF (ChartField) page within the budget definition and the transaction line is attempting to reduce the budget's remaining spending authority.
E34	Y	Budget date outside specified dates.	The budget date on the transaction line is outside either the begin or end date specified on the Expiration CF (ChartField) page within the budget definition.

## Warnings

Warnings are exceptions that do not conform to the rules of the control budget, but have been passed along and update the Commitment Control ledgers nonetheless. Warnings function as exceptions that are automatically overridden, as well as alerts to certain situations that could adversely impact the budget and budgetary processing.

The Budget Processor issues warnings, rather than errors, in the following situations:

1. The system inherently defines the transaction exception as a warning.

This is the case, for example, with the warning that the budget date does not equal the accounting date and the warning that the transaction exceeds the remaining available budget but is within tolerance.

2. The control option for the control budget definition is *Track with Budget*, or *Control Initial Document*.

If you selected one of these options when you defined your budgets, you determined that transactions that would otherwise generate an error exception merely require an audit trail and examination and do not need to be stopped.

If the control option is *Track with Budget*, you receive warning exceptions, except when there is no budget for a transaction, which results in an error exception. If the control option is *Control Initial Document*, you receive error exceptions for the initial document and warning exceptions for subsequent transactions.

---

**Note.** Whether the option is *Track without Budget* or *Track with Budget*, you receive warnings for any error that can be overridden; however, errors that cannot be overridden might be logged.

---

These are the warnings:

Warning Code	Description	Notes
W1	Exceeds budget but is within tolerance.	<p>Transaction exceeds available budget balance, but is within the tolerance allowed.</p> <p>See <a href="#">Chapter 3, “Setting Up Basic Commitment Control Options,” Hierarchy of Control Budget Attributes, page 27.</a></p>
W2	Exceeds budget, but is a track or non-initial transaction.	<p>Transaction exceeds budget, but the control option for the control budget definition is <i>Tracking without Budget</i>, or <i>Control Initial Document</i>.</p> <p>See <a href="#">Chapter 3, “Setting Up Basic Commitment Control Options,” Hierarchy of Control Budget Attributes, page 27.</a></p>
W3	Budget date and accounting (transaction) date are not equal.	N/A
W4	Override of the error of Exceeds budget and is over tolerance.	Overrides always generate warnings.
W5	SA (spending authority) exceeds non-control budget amount.	<p>Credit transaction caused spending authority (available budget balance) to exceed original budgeted amount for a budget whose control option is <i>Tracking with Budget</i>, or <i>Tracking without Budget</i>, or <i>Control Initial Document</i>.</p> <p>This warning does not occur if you selected Allow Increased Spending Authority for the control budget definition on the Ledgers for a Unit - Commitment Control Options page.</p> <p>See W2.</p> <p>See <a href="#">Chapter 3, “Setting Up Basic Commitment Control Options,” Adding Commitment Control Ledger Groups to a Business Unit, page 66.</a></p>
W6	Override of the error of SA (spending authority) exceeds budgeted amount.	See W4.

Warning Code	Description	Notes
W7	Override of the error of Budget is on hold.	See W4.
W8	Override of the error Date is out of bounds.	See W4.
W9	Closed budget periods exist in cumulative set.	One or more budget periods within a cumulative budgeting set has been closed.  See <a href="#">Chapter 3, “Setting Up Basic Commitment Control Options, Budget Period Calendars and Cumulative Budgeting, page 32.</a>
W21	Exceeds statistical budget but is within tolerance.	See W1.  See <a href="#">Chapter 3, “Setting Up Basic Commitment Control Options, Statistical Budgeting, page 32.</a>
W22	Exceeds non-control statistical budget.	See W2, W21.
W24	Override of the error of exceeds statistical budget.	See W4.
W25	SA (spending authority) exceeds non-control statistical budget amount.	See W5, W21.
W26	Override of the error of SA (spending authority) exceeds statistical budget amount.	See W4.
W33	Funding is expired.	Warning is issued if you override the E33 exception
W34	Budget date outside dates specified on the Expiration CF (ChartField) page.	Warning is issued if you override the E34 exception.

**Note.** Early warnings, or notifications that a predefined percentage of a budget has been committed for spending or spent, are not exceptions. You set them up on the Notify Preferences page.

## See Also

[Chapter 9, “Managing Budget Exceptions,” Error Exception Handling, page 181](#)

## Exception Notification

It is recommended that you set up security using the notification process, so that only users with *Notify* security access receive exception notifications, and only for the budgets to which they have access. However, this is not required. You can use notification without implementing related commitment control security.

You can be notified of exceptions by the commitment control workflow process, by email, or through the work list. You can also view exceptions online using the Exception Inquiry pages without using the Commitment Control Notification feature.

### Online Exception Notification

In an online situation, you receive a message regarding status of a transaction when the budget-checking process finishes. The message indicates what type of exception the transaction created and enables you to transfer directly to the appropriate transaction exception header page, where you can either view the warnings generated or view and override the errors.

### Workflow Exception Notification

In a batch budget-checking situation, users are notified of exceptions through workflow. You grant access to exception notification workflow to the appropriate individuals when you set up PeopleSoft Commitment Control security. The system generates a worklist containing budget exceptions for each user responsible for budgetary oversight. The budgets, source transactions, and exception types included in the worklist depend on the security you have set up for the individual and the notification preferences for the individual. You can also have the system provide email notification.

From the worklist entry or the email, you can select a budget with exceptions and transfer to the Budget Details page, where you can open the Budget Exceptions page to see a list of all transactions that have failed for that budget. From there you can also link to the transaction exception page for each transaction to view a list of all budgets that have caused exceptions for that transaction. The Budget Exceptions and transaction exceptions pages enable you to inquire about exceptions and to perform overrides, if you have security access.

The Budget Exceptions page and transaction exception pages for each source transaction type are also available directly through the PeopleSoft menus.

### Early Warning Notification

You can use workflow to provide *early warning* notifications when a predefined percentage of a budget has been spent.

### Commitment Control Notify Process

After you have set up security and notification preferences for all appropriate users, you use the Commitment Control Notify Application Engine process (KK\_NTFY\_WF) to scan the exception table and notification preferences and route the notification to the email and worklists for the user.

## See Also

[Chapter 9, “Managing Budget Exceptions,” Setting Up and Running Exception Notification, page 183](#)

[Chapter 9, “Managing Budget Exceptions,” Viewing and Handling Exceptions, page 187](#)

[Chapter 9, “Managing Budget Exceptions,” Working with Worklists and Emails , page 187](#)

[Chapter 5, “Setting Up Commitment Control Security,” page 87](#)

## Error Exception Handling

Once you are notified that a transaction has a budget checking error, you have four options for correcting it:

1. Change the transaction.

Some of the ways you can change the transaction include:

- Changing the transaction amount.
- Changing the ChartField combinations.
- Canceling and re-running the transaction at a later date.
- Overriding the budget date.

2. Change the budget.

Some of the ways you can change the budget include:

- Adjusting the budget amounts to allow the transactions to pass budget checking.
- Increasing the budget tolerance.
- Reopening a closed budget.
- Modify the control budget definition.

3. Override a budget for the transaction, assuming the exception is overridable.

4. Override the entire transaction for all affected budgets assuming that all of the lines have overridable exceptions logged against them.

In each case, you must have appropriate security clearance to perform the change or override. And of course you must re-run budget-checking.

See [Chapter 9, “Managing Budget Exceptions,” Errors and Warnings, page 171](#).

## Security for Adjusting Budgets and Budget Overrides

The security profile of each of your users determines which budgets they can adjust and which budgets, budget dates, and transactions they have the authority to override. You set up this authority when you set up Commitment Control security.

If commitment control security does not allow overrides for a particular user, the Allow Override option at the source transaction type level is irrelevant. Commitment control security supersedes the override option at the source transaction type level.

A user ID and date/time stamp appear on the inquiry pages when a budget or transaction has been overridden, and a warning is generated when the transaction is budget-checked again.

## Budget Overrides and Transaction Overrides

On transaction exceptions pages, you will see check boxes for *Budget Override* and for *Transaction Override*.

- Budget Override overrides exceptions for a specific budget for which the transaction failed budget checking.

When a transaction references a budget marked for override for that transaction, every line on that transaction that would have failed the overridden budget passes with a warning flag.

- Transaction Override overrides an entire transaction for all affected budgets. You can select Transaction Override either before budget checking or after budget checking with errors.

If Commitment Control Security is enabled, a user must be associated with a Super User rule in order to override at the transaction level. If Commitment Control Security is not enabled and the impacted source transaction type allows overrides, then all users can override at the transaction level. In both cases, if the transaction has been budget checked and has errors, the transaction override option on the exception inquiry page is active only if all of the errors are overridable.

### See Also

[Chapter 5, “Setting Up Commitment Control Security,” page 87](#)

[Chapter 4, “Setting Up Commitment Control Source Transaction Types,” page 73](#)

[Chapter 9, “Managing Budget Exceptions,” Viewing and Handling Exceptions, page 187](#)

## Self-Service Pages for Notification and Exception Handling

PeopleSoft Commitment Control delivers the following self-service components designed to provide managers with easy access to the same information that they can access through Worklist notification.

**Budget Alert** Enables you to specify preferences for receiving budget exception notification and early warnings. This component is identical in function to the Notify Preferences component.

**View Budgets** Enables you to:

- List the budgets you have notification security access to for a specific control budget definition.
- Select individual budgets to see their budgeted, used, and available amounts.
- Review any exceptions for the budget.
- Override budget exceptions, if your security allows.

You can use PeopleSoft Application Designer to modify these web components just as you would any application components.

### Setting Up Security for Notification and Exception Handling Self-Service

PeopleSoft Commitment Control provides self-service pages for the Manager role. We deliver a sample definition for this role and have assigned sample permission lists to it. You can also modify this role or create your own.

Security set up is the same as that for exception notification, but keep the following in mind:

- Assign the Manager role (or your equivalent) to the user profile for any user who wants access to these pages.
- Specify the business unit and setID user preference for the user on the Define User Preferences – Overall Preferences page. This limits the budgets available to a user in the self-service pages, enabling them to use fewer search criteria to find their budgets.

### See Also

[Chapter 5, “Setting Up Commitment Control Security,” page 87](#)

*PeopleSoft 8.8 Application Fundamentals for Financial Management Solutions, Enterprise Service Automation, and Supply Chain Management PeopleBook, “Defining User Preferences”*

PeopleTools PeopleBook: Security, "Working With Permission Lists"

PeopleTools PeopleBook: Security, "Working With Roles"

PeopleTools PeopleBook: Security, "Setting Up User Profiles"

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## Setting Up and Running Exception Notification

To set up and run exception notifications, use the Notification Preference component (KK\_NOTIFY\_GRP) and the Create Alert Notification component (KK\_RUN\_NOTIFY\_GRP).

To use the exception notification feature, you must first set up security and define notification preferences. You then run the Commitment Control Notify Application Engine process (KK\_NTFY\_WF) to retrieve budget exceptions and early warnings and notify the appropriate users using worklists and emails.

In this section, we discuss the prerequisite security setup, along with how to:

- Define notification preferences.
- Run the Commitment Control Notify process.
- Work with worklists and emails.

### See Also

[Chapter 9, “Managing Budget Exceptions,” Exception Notification, page 180](#)

## Prerequisites

Before users define their notification preferences, system-wide security and Commitment Control security must already be set up. The following procedure description mentions only security setup that is specific to exception notification.

To set up security for exception notification:

1. Define user profiles using the User Profiles component.  
Enter the email address of the user on the User Profiles – General page.
2. Specify a default business unit for each user on the Overall Preferences page.
3. Activate the Workflow Notification security event using the Security Events page.

A user who receives notification and handles exceptions may also need access to the Budget Inquire, Budget Entry and Adjustment, and Budget Override security events. If you want to control access to these security events, you must activate them. If you do not do so, every user in the system who has PeopleSoft system security access to the pages on which one performs these security events has access to the events.

4. Define your security rules (groups of budgets) and apply them to the appropriate security events, using the Rule Definition and Apply Rule pages.

Define your rules such that all users with Workflow Notification access for a group of budgets also have Budget Inquire access, since users must be able to inquire about budgets about which they are notified. Usually a smaller subset of users has Budget Override access. Likewise, a smaller subset of users with Workflow Notification access usually has Budget Entry and Adjustment access to allow them to adjust budgets when transactions fail budget-checking.

5. Apply the security rules to the appropriate users, using the Associate Rules to User ID page, Assoc Rules to Permission List (associate rules to permission list) page, or Attach Dynamic Rules page.
6. Run the Commitment Control Security process (KSEC\_FLAT) to activate the new security rules.

## See Also

[Chapter 5, “Setting Up Commitment Control Security,” page 87](#)

*PeopleSoft 8.8 Application Fundamentals for Financial Management Solutions, Enterprise Service Automation, and Supply Chain Management PeopleBook, “Defining User Preferences”*

*PeopleTools PeopleBook: Security*

## Pages Used to Set Up Exception Notifications

Page Name	Object Name	Navigation	Usage
Commitment Control Notification Preference	KK_NOTIFY_PREFS	Commitment Control, Define Budget Security, Notification Preference, Commitment Control Notification Preference	Identify early warnings and exceptions for which you want to be notified.
Create Commitment Control Alert Notification	RUN_KK_NOTIFY	Commitment Control, Define Budget Security, Create Alert Notifications, Create Commitment Control Alert Notifications	Request a run of the Commitment Control Notify Application Engine process (KK_NTFY_WF).  The Commitment Control Notify process scans the exception table and early warning and exception preferences and routes the notification to email and worklists of the user.

## Defining Notification Preferences

Access the Commitment Control Notification Preference page.

User ID: DVP1

**Notification Options**

Find | View All First 1 of 1 Last

**By Email**  **By Worklist**

**Budget Exception Notification**

**Budget Exceptions**  
 **All Sources Transactions**  
 **All Budget Exceptions**

**Early Warning Notification**

**Early Warnings**  
**Percentage Consumed:**

**Budget Items**

**\*Budget Item Selection:**

**\*Business Unit:** US001

**Ledger Group:**

**From/To Budget Period:**

**► Exception Events**

**► Exception Sources**

Commitment Control Notification Preference page

## Notification Options

### Budget Exception

Select this check box; then identify the budgets for which you want to receive exception notifications in the Budget Items group box.

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**Note.** You must select either Budget Execution or Early Warning to receive notification. You can select both.

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### Select All Sources

Select to receive exception notification for all transaction sources—vouchers, purchase orders, and so on. Alternatively, you can specify sources in the *Exception Sources* group box.

### Select All Exceptions

Select to be notified of all exception types. Alternatively, you can specify exception events in the *Exception Events* group box.

### Reset E-mail Notification

Click this button after making changes to your budgets. This clears out the message log and you receive future notifications. A user is notified once via email per budget or exception combination. For example, if budget A has run out of spending authority, then the system issues one message indicating that fact. This prevents a user's email from overflowing with the same message every time a transaction fails against budget A. When additional funds have been put into budget A for example, the user then

clicks the Reset E-mail Notification button to clear out the log and enable the user to receive future budget exceptions for budget A.

#### Early Warning and Percentage Consumed

Select the check box and enter the percentage of the available budget that must be committed or spent before the system triggers an early warning. Then identify the budgets for which you want to receive early warnings in the Budget Items group box.

---

**Note.** An early warning notification is re-sent for a given budget combination if the early warning percentage on the preferences page is changed or if the budget amount has changed since the previous notification was sent and the new percentage or amount is at a level that now triggers a notification.

---

### Budget Items

Use the Budget Items group box to identify the ChartFields and Commitment Control budgets to which these notification preferences apply.

#### Budget Item Selection, Business Unit, and Business Unit

Specify the ChartField values for which you want budget exception notification:

- *Specify Bus Unit/Ledger Group:* Select to receive notification for all ChartField combinations for which you have security within a specific business unit and Commitment Control ledger group combination. Enter the Business Unit and Ledger Group.
- *Specify Business Unit:* Select to receive notification for all budgets in all ledger groups for a specific business unit for which you have security. Select a specific business unit in the Business Unit field.
- *Specify Values:* Select to specify ChartField values for a specific business unit and Commitment Control ledger group combination.

You must enter a specific business unit and Commitment Control ledger group. Entry fields for each key ChartField attached to the Commitment Control ledger group appear.

---

**Note.** You must have security for the ChartField values you specify.

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#### From/To Budget Period

You can also specify budget periods to further refine your notification preferences.

### Exception Events

#### Exception Events

Select the types of exceptions for which you want notification if you have not selected the Select All Exceptions check box. You must also select at least one exception *source* to receive notification.

See [Chapter 9, “Managing Budget Exceptions,” Errors and Warnings, page 171](#).

## Exception Sources

### Exception Sources

Select the source transaction types for which you want notification if you have not selected the Select All Sources check box. You must also select at least one exception *event* to receive notification.

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**Note.** When you save your selections, the system validates your choices against the security rules. In addition, the Commitment Control Notify process rechecks security each time it runs.

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### See Also

[Chapter 9, “Managing Budget Exceptions,” Exception Notification, page 180](#)

[Chapter 10, “Inquiring on Budgets and Transaction Activities,” Viewing Budget Details, page 215](#)

## Running the Commitment Control Notify Application Engine process (KK\_NTFY\_WF)

Access the Create Commitment Control Alert Notifications page.

**Unit** Select the business unit for which you want to create notifications.

## Working with Worklists and Emails

Your Worklist page and your email exception notification list all early warnings and exceptions for budgets for which you have authorization and have requested notification. Each exception and early warning is linked to the Budget Details page, where you can view the budget details and follow links to the Budget Exceptions page and the transaction exceptions pages.

### See Also

[Chapter 9, “Managing Budget Exceptions,” Exception Notification, page 180](#)

[Chapter 9, “Managing Budget Exceptions,” Viewing and Handling Exceptions, page 187](#)

[Chapter 10, “Inquiring on Budgets and Transaction Activities,” Viewing Budget Details, page 215](#)

*PeopleTools PeopleBook: Using PeopleSoft Applications*

*PeopleTools PeopleBook: PeopleSoft Workflow*

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## Viewing and Handling Exceptions

You can inquire on exceptions by budget or by transaction:

- Use the Budget Exceptions component to view budgets with exceptions.

This component enables user with security access to override specific budgets for a failed transaction.

- Use the transaction exception components to view source transactions with budget exceptions.

These components enable users with security access to override specific budgets for a failed transaction, as well as all budgets for a failed transaction.

We provide separate exception pages for each type of source transaction. These pages are documented in their respective application PeopleBooks. The following table provides a list of transaction exception components not covered in this chapter and the PeopleBook and chapter in which each is discussed:

Component	Documentation
<ul style="list-style-type: none"> <li>• Voucher</li> <li>• Voucher (NP) (voucher non-prorated)</li> <li>• Voucher (Acct Ln) (voucher accounting line)</li> </ul>	See <i>PeopleSoft Payables 8.8 PeopleBook</i> , “Budget-Checking PeopleSoft Payables Transactions Using Commitment Control,” Handling Budget-Checking Exceptions.
<ul style="list-style-type: none"> <li>• Revenue Estimate</li> <li>• Direct Journal</li> <li>• Receipt Accrual Expense</li> <li>• Receipt Accrual Encumbrance</li> </ul>	See <i>PeopleSoft Receivables 8.8 PeopleBook</i> , “Using Commitment Control Processing In PeopleSoft Receivables”.
Billing Invoice	See <i>PeopleSoft Billing 8.8 PeopleBook</i> , “Using Commitment Control Accounting In PeopleSoft Billing”.
CM Transaction (Cost Management Transaction)	See <i>PeopleSoft Managing Costs 8.8 PeopleBook</i> , “Costing Transactions and Creating Accounting Entries,” Reviewing and Changing Item Costing and Accounting Entries.
<ul style="list-style-type: none"> <li>• Travel Authorization</li> <li>• Expense Sheet</li> </ul>	See <i>PeopleSoft Expenses 8.8 PeopleBook</i> , “Using Commitment Control With PeopleSoft Expenses”.
Journal	See <i>PeopleSoft General Ledger 8.8 PeopleBook</i> , “Using Commitment Control in PeopleSoft General Ledger”.
Facilities Administration	See <i>PeopleSoft Grants 8.8 PeopleBook</i> , “Establishing Awards and Projects,” Processing F&A Costs.
Project Journal	
<ul style="list-style-type: none"> <li>• Procurement Card</li> <li>• Purchase Order</li> <li>• Purchase Order (NP) (purchase non-prorated order)</li> <li>• Requisition</li> <li>• Receipt Accrual Expense</li> <li>• Receipt Accrual Encumbrance</li> </ul>	See <i>PeopleSoft Purchasing 8.8 PeopleBook</i> , “Using Commitment Control”.

In this section, we discuss how to:

- View and handle budgets with exceptions.
- View generic (third-party) transaction exceptions.  
(Generic transactions cannot be added on line.)
- View and handle Payroll transaction header exceptions.
- View and handle Payroll transaction line exceptions.
- View the budget checking status of transactions for a Budget Processor process instance.

### See Also

[Chapter 9, “Managing Budget Exceptions,” Error Exception Handling, page 181](#)

## Common Elements Used in This Section

<b>Advanced Budget Criteria</b>	Select on a transaction header exceptions page (such as the Generic Exceptions page) to access the Refine Inquiry Criteria page, where you can restrict budget rows to specific business units, ledger groups, accounts, and exception types. Leave these fields blank to return all values.
<b>Budget Date</b>	Accounting date of the transaction line. You define which field the system uses for the budget date for the transaction in the source transaction definition.
<b>Exception</b>	Description of the error or warning exception.
<b>Exception Type</b>	On Exception Details pages, the budget checking status of the transaction. On other pages, this is a different field, which you use to limit the exception rows retrieved to transactions with either an <i>Error</i> or <i>Warning</i> exception.
<b>Foreign Amount</b>	The amount of the line in the entry currency.
<b>Ledger Group</b>	Commitment Control ledger group for the transaction header exception or transaction line exception.
<b>Line From/Line Thru</b> (line from and line through)	To view a range of lines, enter the voucher line numbers in these fields. The prompt list shows only voucher lines with exceptions.
<b>Line Status</b>	The budget checking status of the transaction line. On some pages, you use this field to limit the selected rows to lines with either <i>Error</i> or <i>Warning</i> exceptions.
<b>Maximum Rows</b>	Select the maximum number of rows to display in the scroll area.
<b>Monetary Amount</b>	The amount in the base currency of the primary ledger.
<b>More Budgets Exist</b>	If selected, the transaction has more exceptions than the number you entered in the Maximum Rows field.
<b>More Lines Exist</b>	If selected, the transaction has more transaction line exceptions than the number you entered in the Maximum Rows field.
<b>Override Budget</b>	Select to update the control budget ledger, even though the transaction exceeds the budget. If Commitment Control Security is enabled, a user

must be associated with a Super User rule in order to override at the budget level. If Commitment Control Security is not enabled and the impacted source transaction type allows overrides, then all users can override at the budget level. In both cases, if the transaction has been budget checked and has errors, the budget override option on the exception inquiry page is active only if all of the errors are overridable.

When a user overrides the budget, the system populates the *Override User ID* field with the user ID for the user who overrode budget checking and populates the *Override Date* field with the date and time the budget was overridden.

**Override Date**

Date that a user overrode a budget exception. The system updates this field.

**Override Transaction**

Select to enable the entire transaction to update the control budget. If Commitment Control Security is enabled, a user must be associated with a Super User rule in order to override at the transaction level. If Commitment Control Security is not enabled and the impacted source transaction type allows overrides, then all users can override at the transaction level. In both cases, if the transaction has been budget checked and has errors, the transaction override option on the exception inquiry page is active only if all of the errors are overridable.

**Override User ID**

User who overrode a budget exception. The system updates this field.

**Type**

See *Exception Type*. Can also mean *Transaction Type* on some pages.



Click the *Budget Check* button to run the Budget Processor again, after you override the transaction or a budget. Also run the process again if you changed the voucher.



Click the *Budget Check Details* button to open the Commitment Control page, where you can see the Commitment Control transaction ID, Commitment Control transaction date, budget checking process status, process instance, source transaction type, Commitment Control amount type, and budget checking header status for the transaction.



Click the *View Related Links* button to open a page with one or more of the following options, depending on the exception page:

- *Go to Budget Exception* opens the Budget Exceptions page, where you can view other transactions that have exceptions for the budget and override them. You must have authority to inquire on the budget to open the page.
- *Go to Budget Inquiry* opens the Budget Details page, where you can view the budget details, such as the available amount remaining, the attributes, and the amounts used by each ledger (encumbrance, pre-encumbrance, and so on) in the budget. You must have authority to inquire on the budget to open the page.
- *Go to Budget Exception* opens the Budget Exceptions page, where you can view other transactions that have exceptions for the budget and override them. You must have authority to inquire on the budget to open the page.
- *Go to Budget Inquiry* opens the Budget Details page, where you can view the budget details, such as the available amount remaining,

the attributes, and the amounts used by each ledger (encumbrance, pre-encumbrance, and so on) in the budget. You must have authority to inquire on the budget to open the page.

- *Go to Source Adjustment* opens a source transaction page where you can adjust the transaction.
- *Go to Transaction Exception* opens the appropriate header exceptions page for the transaction type, where you can view exception details for the transaction.

## See Also

[Chapter 9, “Managing Budget Exceptions,” Errors and Warnings, page 171](#)

## Pages Used to Handle Budget Exceptions

Page Name	Object Name	Navigation	Usage
Commitment Control Budget Exceptions	KK_XCP_BUDGET	<p>Commitment Control, Review Budget Check Exceptions, Budget Exceptions, Commitment Control Budget Exceptions</p> <p>Click the View Related Links button on a transaction exception header page or Exceptions Details page.</p> <p>Click the Budget Exceptions link on the Budget Details page.</p>	<p>View and override control budget exceptions on a budget-by-budget basis. The page includes only budgets that have transactions with exceptions.</p>
Refine Inquiry Criteria	KK_XCP_BD_ADV_SEC	Click the Advanced Transaction Criteria link on the Commitment Control Budget Exceptions page for budget exceptions.	Refine selection criteria for transactions to be viewed.
Generic Exceptions	KK_XCP_HDR_GEN	<p>Commitment Control, Third Party Transactions, Generic Transaction Entry, Generic Exceptions</p> <p>Click View Related Links, Go to Transaction Exceptions on the Commitment Control, Budget Exceptions, and Budget Checking Status pages.</p>	<p>View budget checking errors or warning messages for third-party transactions. Users who have authority can override the budget exceptions on this page.</p>
Refine Inquiry Criteria	KK_XCP_TR_ADV_SEC	Click the Advanced Budget Criteria link on a transaction exceptions (pages exist for various applications) header page for transaction exceptions.	Refine selection criteria for budgets to be viewed.

Page Name	Object Name	Navigation	Usage
Commitment Control	KK_XCP_TRAN_SEC	 Click the Budget Check Details button on the Commitment Control Budget Exceptions page or on a transaction exceptions header page.	View details about a source transaction with exceptions, including the amount type and override information.
Exception Details (header)	KK_XCP_TRAN_SEC2	 Click the View Exception Details button on the Commitment Control Budget Exceptions page or on a transaction exceptions header page.	View budget exception details and drill down to transaction lines.
Generic Line Drill Down	KK_DRL_GEN_SEC	 Click the Drill Down to Transaction Line button on the Exception Details page for a specific transaction line.	View line details for generic source transactions with budget exceptions.
Generic Transaction – Line Exceptions	KK_XCP_LN_GEN	Commitment Control, Third Party Transactions, Generic Transaction Entry, Line Exceptions Click View Related Links, Go to Transaction Exceptions on the Commitment Control, Budget Exceptions, and Budget Checking Status pages.	View individual transaction lines in a generic source transaction with budget exceptions and view the budgets that caused the exceptions.
Exception Details (lines)	KK_XCP_TRAN_SEC3	 Click the View Exception Details button on the Line Exceptions page for the source transaction.	View budget and exception details for a transaction line.
HR Payroll Exceptions	KK_XCP_HDR_HR1	Commitment Control, Review Budget Check Exceptions, General Ledger, Payroll, HR Payroll Exceptions Click View Related Links, Go to Transaction Exceptions on the Commitment Control Budget Exceptions page or the Budget Checking Status page	View budget-checking warning messages for PeopleSoft Payroll transactions.
HR Payroll Line Drill Down	KK_DRL_HR1_SEC	 Click the Drill Down to Transaction Line button on the (Payroll) Exception Details page for a specific transaction line.	View line details for PeopleSoft Payroll source transactions with budget exceptions.

Page Name	Object Name	Navigation	Usage
Payroll – Line Exceptions	KK_XCP_LN_HR1	Commitment Control, Review Budget Check Exceptions, Payroll, Line Exceptions Click View Related Links, Go to Transaction Exceptions on the Budget Exceptions page or the Budget Checking Status page.	View individual transaction lines in a PeopleSoft Payroll source transaction with budget checking warning messages and all the budgets that caused the exceptions.
Commitment Control Budget Checking Status	KK_XCP_INQ_INSTANC	Commitment Control, Review Budget Check Exceptions, Budget Checking Status, Commitment Control Budget Checking Status	Review the budget checking status of source transactions for a single run of the Budget Processor. You can access the transaction header exceptions page for the transaction, as well as transaction inquiry, entry, and adjustment pages where you can view and change the transaction.

## Handling Budgets with Exceptions

Access the Commitment Control Budget Exceptions page.

## Commitment Control Budget Exceptions

**Budget Type:** CC\_CORP      French Corporate Budget  
**Business Unit:** FRA01      FRANCE OPERATIONS  
**Budget Period:** 2000

ChartField	ChartField Value	Description
Account:	682000	Organizational Expense
Operating Unit:		
Fund Code:		
Department:		
Program Code:		
Class Field:		
Budget Reference:		
Product:		
Project:		
Affiliate:		
Fund Affiliate:		
Operating Unit Affiliate:		

**\*Exception Type:** Error      **Maximum Rows:** 100       More Transactions Exist  
[Advanced Transaction Criteria](#)      [Budget Detail](#)       [Search](#)

Commitment Control Budget Exceptions page (1 of 2)

### Transactions with Budget Exceptions

Transaction Data		Budget Override					
	Date	Transaction Type	Exception	Amount		ID Name	ID Value
	08/15/2000	REQ_PREENC	No Budget Exists	340,000.00	FRF	Requisition ID:	0000000004
	08/15/2000	AP_VCHR_NP	No Budget Exists	15.00	FRF	Voucher ID:	00000008

Commitment Control Budget Exception page (2 of 2)

The Business Unit and Ledger Group fields are required when entering search criteria on the Budget Exceptions search dialog page. The remaining fields can be left blank to return all values or you can enter values to further refine your search.

Click the Search button on the search dialog page and any exceptions are displayed in the Search Results scroll at the bottom of the search page. The scroll becomes available only if there are transaction exceptions for a budget. The scroll also returns *both error and warning* exceptions in the same search.

When you select a row from the Search Results scroll and no transaction exceptions are returned in the Transactions with Budget Exceptions group box at the bottom of the Commitment Control Budget Exceptions page, click the Advanced Transaction Criteria link to refine the criteria so that you can review the details of the exception. For example, if exception type and the from and to dates for the Commitment Control Budget Exceptions page do not match the exception type and dates of the exception you selected in the Search Results scroll, no transactions are returned in the Transactions with Budget Exceptions group box.

#### **Advanced Transaction Criteria**

Click this link to access the Refine Inquiry Criteria page if you receive the message that no transaction rows were found given your criteria. In this case no information about the existing exceptions is initially returned in the Transactions with Budget Exceptions group box at the bottom of the Commitment Control Budget Exceptions page.

Use this page to restrict or enlarge access to transaction rows by specifying exception type, transaction type, commitment control ID range, date range, and budget processor process instance.

---

**Note.** You can leave most fields on the Refine Inquiry Criteria page blank to return all values but you must select errors or warnings to see that budget exception type. In addition, you must enter a value in the Date To field and the Date From field that is applicable to your inquiry.

---

#### **Exception Type**

If the exception type default to *Warning* in the initial search, you must change the value to *Error* to see errors, or to see results when the Transactions with Budget Exceptions group box does not become available after you select a transaction line in the Search Results scroll (that is to say, when the exception type value is defaulted to warning and the transaction is actually an error).

#### **Date From and Date To**

The Date To field defaults to the current date and the Date From field defaults to a date in the prior month, you must change the dates, if not applicable, to a range that encompasses the transaction exceptions on which you are inquiring or you receive the message that no transaction rows are returned because none match your criteria.

#### **ID Name and ID Value**

Transaction ID type, such as *Requisition ID* or *Voucher ID*. ID Value is the actual value of the identifier.

---

**Note.** If the criteria you select using Advanced Transaction Criteria includes a transaction type, then the header key fields for the transactions appear instead of ID Name and ID Value. For example, if you select *GL Journals* for the transaction type the grid displays the *Business Unit*, *Journal ID*, and *Journal Date*.

---

#### **Budget Detail**

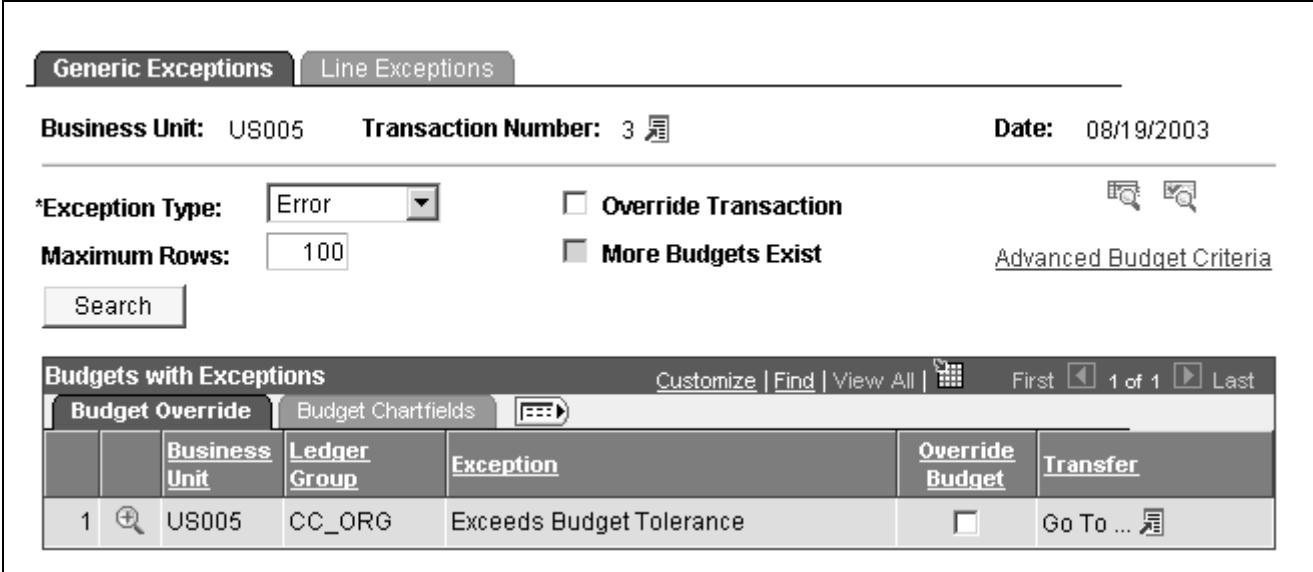
Click to access the Budget Details inquiry page, where you can view such budget details as available budget, budget exceptions, and budget attributes.

#### **See Also**

[Chapter 10, “Inquiring on Budgets and Transaction Activities.” Viewing Budget Details, page 215](#)

## Handling Generic Transaction Exceptions

Access the Generic Exceptions page.



The screenshot shows the 'Generic Exceptions' page with the following details:

- Business Unit:** US005
- Transaction Number:** 3
- Date:** 08/19/2003
- \*Exception Type:** Error
- Maximum Rows:** 100
- Buttons:** Search, Advanced Budget Criteria, and two search icons.
- Budgets with Exceptions Table:**
  - Columns:** Business Unit, Ledger Group, Exception, Override Budget, Transfer.
  - Rows:** One row for US005, CC\_ORG, Exceeds Budget Tolerance.
  - Buttons:** Go To ...

Generic Exceptions page

## Viewing Payroll Transaction Header Exceptions

Access the HR Payroll Exceptions page.

**Run Date** The date that the payroll batch process was run for the transaction.

**Accounting Date** The accounting date of the payroll transaction.

## Viewing Payroll Transaction Line Exceptions

Access the HR Payroll - Line Exceptions page.

**Run Date** The date that the payroll batch process was run for the transaction.

**Accounting Date** The accounting date of the payroll transaction.

**Note.** There should be no error exceptions—only warnings—since you budget-check payroll transactions in PeopleSoft Payroll prior to loading them to Commitment Control.

## Viewing Budget Checking Status

Access the Commitment Control Budget Checking Status page.

### Commitment Control Budget Checking Status

**Transaction Type:** Voucher      **Process Instance:** 1020

Selection Criteria				
<b>Process Status:</b>	<input type="button" value="No Errors or Warnings"/>			
<b>Commit Control ID From:</b>	<input type="text"/> <input type="button" value=""/>			
<b>Date From:</b>	<input type="text"/> <input type="button" value=""/> <b>To:</b> <input type="text"/> <input type="button" value=""/>			
<b>Maximum Rows:</b>	<input type="text" value="100"/>			
<input type="button" value="Fetch"/>				
<b>Search Results</b>				
<input type="button" value="Customize"/> <input type="button" value="Find"/> <input type="button" value="View All"/> <input type="button" value=""/>				
First <input type="button" value=""/> 1 of 1 <input type="button" value=""/> Last				
Transfer	Business Unit	Voucher ID	Commit Control ID	Commit Control Date
1 <input type="button" value="Go To ..."/>	FRA01	AP354	00000000087	08/08/2000

Commitment Control Budget Checking Status page

**Process Status**

Select a Budget Checking Process Status.

**Commit Control ID**

Select Commitment Control ID to refine the status check.

**Commit Control Date**

Enter Commitment Control Date that encompass the status check.

**See Also**

[“Setting Up and Using Commitment Control PeopleBook Preface,” Common Elements Used in This PeopleBook, page xx](#)



# CHAPTER 10

## Inquiring on Budgets and Transaction Activities

This section provides an overview of budget inquiries and discusses how to:

- Set up ledger inquiry sets.
- Create and review budget overview inquiries.
- Inquire about individual control budgets and related transaction activity.
- View the budget-checking Activity Log.

---

### Understanding Budget Inquiries

PeopleSoft Commitment Control provides the following online inquiry tools:

- The Ledger Inquiry Set component, which enables you to define sets of ledgers from more than one ledger group for consolidated views of transaction activity.
- The Budgets Overview component, which provides everything from summarized amounts by ledger inquiry set and ledger group through drill down to individual budget journal lines and source transactions.
- The Budget Details component, which provides routes to much of the same information that you can view using the Budgets Overview, but for a single control budget.
- The Activity Log component, which displays transaction line details and budget information for a single budget-checking transaction.

In addition, PeopleSoft Commitment Control provides components for making specific inquiries about budget-checking status, budget-checking exceptions, and budget closing. These are discussed in the chapters “Managing Budget Exceptions and Early Warnings” and “Closing Commitment Control Budgets.”

### Security for Budget Inquiry

To use these inquiry pages, you must have security access to the Budget Inquire security event for the budgets you are inquiring upon, if that event is enabled.

See [Chapter 5, “Setting Up Commitment Control Security,” page 87.](#)

### Ledger Inquiry Sets

Ledger inquiry sets enable inquiries across ledger groups. This is especially useful for reporting on transaction activity in related revenue and expenditure ledger groups, such as those you set up for project budgets with funding source tracking. You can combine ledgers from multiple ledger groups to present a consolidated view of budget and Commitment Control activity.

For example, to view the total budget, pre-encumbrances, encumbrances, expenses, revenue estimate, recognized revenue, collected revenue, and available budget balance for a particular department and budget period, you define a ledger inquiry set composed of the appropriate ledgers from the expenditure and revenue ledger groups that contain the control budgets for that department. You can then create an inquiry on that ledger set for that department and budget period using the Budgets Overview component.

---

**Note.** The Ledger Inquiry Set does not support ledgers that have a parent and child relationship to be included within the same ledger inquiry set.

---

## Budgets Overview

The Budgets Overview inquiry component provides a view of budget activity for one or multiple budgets, from the level of a ledger group or ledger inquiry set to the more detailed level of individual budgets. This component also enables further drill down to budget journal lines and source transaction lines. In particular, the Budgets Overview inquiry pages offer you the ability to:

- Select budgets for view by indicating the business unit, ledger group or ledger inquiry set, ChartField values or ChartField Value Sets, period of time, and budget status of the budgets you want to see. You can save and reuse search criteria that you need frequently.
- View summarized total amounts for each ledger in a ledger group, ledger inquiry set, or further refined set of budgets, according to your inquiry criteria.
- View summarized available balances, net transfers, and associated revenue for each expense ledger group, ledger inquiry set, or further refined set of budgets that you inquire about.
- View the budgeted amount from a prior fiscal year's budget that was rolled forward into the current fiscal year's budget.
- View summarized available budget and uncollected revenue amounts for revenue estimate ledger groups, revenue ledgers in a ledger inquiry set, or further refined set of budgets that you inquire about.
- View ledger total amounts and available budget—including and excluding the budget tolerance—for each budget or summarized subset of budgets that fits your inquiry criteria.
- View statistical budget activity.
- Drill down to detailed information about budget exceptions, associated budgets, parent-child relationships, and attributes of particular budgets.
- Drill down to view budget journal lines.
- Drill down to view budget checking activity.
- Drill down directly to an originating source transaction.
- Save inquiries to use again.

## Budget Overview Drilldowns

You can drill down directly or indirectly in Budgets Overview to view budget and transaction details on the following pages:

- Budget Detail Ledgers.
- Summary Budget Ledgers.
- Budget Journal.

- Activity Log.
- Budget Detail Attributes.
- Parent & Children Budgets.
- Associated Revenue Budgets.
- Associated Expense Budget.
- Budget Forecast Amounts.
- Budget Transaction Type Amounts.

The Budget Detail page and the other pages listed here are discussed in “Viewing Budget Details and Transaction Activity.”

## **Budget Details**

To view detailed information about one budget in particular, use the Commitment Control Budget Details page, searching by key ChartField values. This page is also available through the Budgets Overview component. Drill down from the Commitment Control Budget Details page to view budget journal lines, actual source transactions , budget exceptions, associated budgets, parent-child relationships, statistical budget details, and attributes of particular budgets.

## **Commitment Control Embedded Analytics**

You can select the Budgets Overview or the Budget Details inquiry to view analytical charts for a budget with all activity ledgers combined or a chart of a budget that displays each budget ledger activity. These charts display as:

- A stacked bar chart for a budget amount with expenses.
- A two-dimensional pie chart for expenses without a budget or where the budget amount is zero.
- A stacked bar chart for a budget with revenue.
- A two-dimensional pie chart for revenue without a budget or where the budget amount is zero.

Displays data as a percentage of budget.

## **Activity Log**

When you budget-check a transaction, the system creates activity lines and stores them in the activity log. Activity lines are identified by a Commitment Control transaction ID, Commitment Control transaction date, and Commitment Control transaction line number for each transaction line. Use the Activity Log page to view the transaction lines and affected budgets for a single transaction. You can also restrict your Activity Log inquiry to enable you to view only open encumbrances. The Activity Log is extremely useful for researching and reconciling postings.

You can also search by source transaction type in the Activity Log. For example, if you search on the source transaction type AP\_VOUCHER and select a specific voucher to review, you can drill down to the PeopleSoft Payables voucher line and then drill down directly to the Source Entry or the Source Inquiry for the selected Voucher in the Payables application.

---

**Note.** If you add new or modify any existing source transaction definitions, you must also modify the activity log search sub-record KK\_SHN\_KEY\_SBR2 to include the value in the Source Header ID Field Name.

---

### See Also

[Chapter 5, “Setting Up Commitment Control Security,” page 87](#)

[Chapter 9, “Managing Budget Exceptions,” page 171](#)

[Chapter 11, “Closing and Withdrawing Commitment Control Budgets,” Inquiring and Reporting on Budget Closing Results, page 247](#)

## Setting Up Ledger Inquiry Sets

In this section we discuss how to add ledgers to a ledger inquiry set.

### Page Used to Define Ledger Inquiry Sets

Page Name	Object Name	Navigation	Usage
Commitment Control Ledger Inquiry Set	LEDGER_INQUIRY_SET	Commitment Control, Review Budget Activities, Ledger Inquiry Set, Commitment Control Ledger Inquiry Set	Add ledgers to a ledger inquiry set to enable inquiries across multiple ledger groups. Ledger Inquiry Sets are especially useful for inquiring on associated expenditure and revenue budgets and budgets with funding source tracking.

## Defining Ledger Inquiry Sets

Access the Commitment Control Ledger Inquiry Set page.

<b>Ledger Group</b>	Select a Commitment Control Ledger Group, which contains the ledgers that you want to include in the ledger inquiry set.
<b>Fetch</b>	Select to display the ledgers within the selected group that are candidates for this ledger inquiry set.
<b>Candidate ledgers</b>	Select the ledgers that you want to include in this ledger inquiry set.
<b>Add selected ledgers &gt;&gt;</b>	Click to add the selected candidate ledger to the list of Selected ledger.
<b>Selected ledgers</b>	You can display the amounts in these ledgers using Budget Overview - Inquiry Results page. You can also select any of the ledgers that you want to remove from this list.
<b>&lt;&lt; Remove selected ledgers</b>	Select to remove any selected ledgers from the Selected ledgers list and move them to the Add selected ledgers list.

---

**Note.** To be useful as inquiry tools, your ledger inquiry sets must have functionally logical combinations of ledgers, such as related revenue and expenditure ledgers for project budgets with funding source tracking. Also, note that detail ledgers with parent and child relationships are not permitted within the same inquiry set.

---

## Creating and Reviewing Budget Overview Inquiries

The Budgets Overview inquiry component provides summarized and detailed information about activity across several control budgets. In this section, we discuss how to:

- Create budget overview inquiries.
- Use the Inquiry Amount Criteria page.
- View the budget overview results.
- Select budget display options.

## Pages Used to Create and View Budget Overviews

Page Name	Object Name	Navigation	Usage
Budgets Overview - Budget Inquiry Criteria	KK_INQ_LDGR_CRIT	Commitment Control, Review Budget Activities, Budgets Overview, Budget Inquiry Criteria	Enter budget criteria to retrieve budget items for display on the Budgets Overview page.
CF Value Set	CF_VALUE_SET	Click the Update/Add link on the Budgets Overview - Budget Inquiry Criteria page.	Displays the ChartField Value Set page for the selected ChartField Value sets, where you can add a new ChartField value set row or update the existing rows.
Inquiry Amount Criteria	KK_INQ_LD_AMT_SEC	Click the Amount Criteria link on the Budget Overview - Budget Inquiry Criteria page.	Optionally, you can specify the amount criteria for selecting ledger rows to view on the Budgets Overview - Inquiry Results page if you want further refinement of the data selected.
Budgets Overview - Inquiry Results	KK_INQ_BD_OVW	Click Search on the Budgets Overview - Budget Inquiry Criteria page.	View the results of the search criteria that you entered on the Budgets Overview - Budget Inquiry Criteria page. It displays ledger totals across all of selected budgets, as well as detail ledger amounts for each budget, summarized by budget period or by the ChartFields you select on the Budget Display Options page.

Page Name	Object Name	Navigation	Usage
Budget Display Options	KK_INQ_LD_DSP_SEC	Click Display Options on the Budgets Overview - Inquiry Results page.	Specify how to summarize ledger rows on the Budgets Overview - Inquiry Results page and the sort order for the rows.
Individual Budgets	KK_DRL_IND_BD_SEC	 Click the Show Budget Details button on the Budgets Overview - Inquiry Results page.	Specify which of the budgets making up a summarized row on the Budgets Overview page to view on the Budget Details page. This page is available only when you are viewing summarized ledgers on the Budgets Overview - Inquiry Results page.
Budget Transaction Types	KK_BD_TRN_TYPE_SEC	 Select the Show Budget Transaction Types button	Contains budget total information for the criteria specified.
Budget Details	KK_DRL_BDTL_SEC	 Click the Show Budget Details button for a ledger row on the Budgets Overview - Inquiry Results page or the Individual Budgets page.	View budget detail for a ledger row that appears on the Budgets Overview - Inquiry Results page.
Budget Detail Attributes	KK_INQ_BD_DTL_SEC	Click the Attributes link in the Commitment Control Budget Details page.	Displays the attributes of the selected budget, which include the start and end budget period, budget status, tolerance percentage, and whether it is a control budget or not.
Parent & Children Budgets	KK_INQ_PR_CH_SEC	Click the Parent/Children link on the Budget Details page.	Displays whether the budget is a parent budget, a child budget, the currency type, and whether this budget has other parents or children.
Budget Transaction Types	KK_BD_TRN_TYPE_SEC	Click the Show Budget Transaction Types button on the Budget Overview - Inquiry Results page.	Displays the ledger group, account, any associated ChartField values, budget period and the transactions types and amounts affecting this ledger.
Budget Journal	KK_DRL_JRNL_SEC	Click the Budget amount link on one of the Budget Overview Results rows on the Budget Overview - Inquiry Results page.	Displays the Budget Journal - Budget ChartFields information. Click the Amounts tab to display the Budget Journal ID and Amounts information.

Page Name	Object Name	Navigation	Usage
Activity Log	KK_DRL_ALOG_SEC	Click an Expense, Encumbrance, Pre-Encumbrance, or Available Budget amount link in a row in the Budget Overview Results group box in the Budget Overview - Inquiry Results page.	Displays the Activity Log page consisting of a Budget ChartFields tab and Amounts tab showing each transaction ID's ChartFields and amounts .

## See Also

[Chapter 9, “Managing Budget Exceptions,” page 171](#)

[Chapter 11, “Closing and Withdrawing Commitment Control Budgets,” Inquiring and Reporting on Budget Closing Results, page 247](#)

## Creating Budget Overview Inquiries

Access the Budgets Overview - Budget Inquiry Criteria page.

**Budget Inquiry Criteria**

**Budget Overview**

**Inquiry:** JKG      **Description:**  Delete

**Amount Criteria** Search  Clear  Refresh

**Budget Type**

\*Business Unit:      Ledger Group/Set:  Ledger Group:

View Stat Code Budgets      Commitment Ctrl Ledger Group

Display Chart i

**TimeSpan**

\*Type of Calendar:

Customize  View All  First  1 of 1  Last

Select	Ledger Group	Calendar ID	From Budget Period	To Budget Period	Include Budget Closing Entries
<input checked="" type="checkbox"/>	CC_Corp	AN	2003 <input type="button" value="Search"/>	2003 <input type="button" value="Search"/>	<input type="checkbox"/>

**ChartField Criteria**

ChartField	ChartField From Value	ChartField To	ChartField Value Set	Update/Add
Account	% <input type="button" value="Search"/> % <input type="button" value="Search"/>	<input type="button" value="i"/>	<input type="button" value="Search"/>	<input type="button" value="Update/Add"/>
Dept	% <input type="button" value="Search"/> % <input type="button" value="Search"/>	<input type="button" value="i"/>	<input type="button" value="Search"/>	<input type="button" value="Update/Add"/>

**Budget Status**

<input checked="" type="checkbox"/> Open
<input checked="" type="checkbox"/> Closed
<input checked="" type="checkbox"/> Hold

Budget Overview - Budget Inquiry Criteria page

### Amount Criteria

(Optional) Click to open the Inquiry Amount Criteria page, where you specify amount criteria to use when the system selects ledger rows.

### Search

Click to open the Budgets Overview - Inquiry Results page, where you can view the results based on the criteria you establish on this page.

**Clear**

Click to remove any existing criteria from the page.

**Refresh**

Click to populate dependent fields correctly if you change the *Business Unit*, *Ledger Group*, *Ledger Inquiry Set*, or *Type of Calendar* while you are entering your inquiry criteria.



Click to delete this inquiry.

**Ledger Group/Set**

Select the either the Commitment Control *Ledger Group* or *Ledger Inquiry Set* whose budgets you want to inquire about. The following field name changes depending on your selection.

---

**Note.** Setting up a Ledger Inquiry Set enables you to access more than one ledger group and specific Commitment Control budgets in the inquiry.

---

**Ledger Group**

If you selected *Ledger Group*, select the Ledger Group for your inquiry.

**Ledger Group Set**

If you selected Ledger Inquiry Set, select one of the inquiry sets that you created.

**View Stat Code Budgets**

(View statistic code budgets)

Select to inquire on statistical budgets.

All statistic codes and related Commitment Control activity for the ChartFields you specify in the *ChartField Criteria* group box appears in the overview.

**Display Chart**

Select to display an analytical chart of the Commitment Control Budget to Total Activity and Budget to Commitments on the Budget Overview Inquiry Results page.



Click the Information button to view descriptions of the ChartField criteria.

---

**Note.** The Information button always displays information about the field that precedes it.

---

**Type of Calendar**

Select the calendar that you want to use for this inquiry:

- *Detail Accounting Period*.
- *Detail Budget Period*.
- *Summary Accounting Period* .
- *Summary Budget Period*.

See [Chapter 3, “Setting Up Basic Commitment Control Options,” Defining Commitment Control Budget Period Calendars, page 41](#).

---

**Note.** You can inquire by any calendar type. Summary calendars consolidate detail calendars into larger time spans. For example, if you are inquiring upon a ledger group that uses monthly budget periods and you want to view ledger data consolidated by years, use a summary budget period calendar that consolidates monthly budget periods into annual periods.

---

**From Budget Period and To Budget Period**

Enter the budget periods that you want to apply to this inquiry.

If you are inquiring on a ledger inquiry set—or a ledger group with rulesets using different calendars—more than one row may appear: one for each ledger group in the ledger inquiry set and one for each calendar in the ledger group. Click *Select* for the ledger group - calendar combinations you want to inquire upon. You must select at least one.

The columns that appear depend on the calendar type.

**Include Adjustment Period(s)**

Click to include closing adjustment entries. This is not the roll forward entries and is the equivalent of including period 999 from the actuals ledger group.

**Include Closing Adjustments**

Select to include amounts associated with budget closing entries generated from the budget closing process.

**ChartField Criteria**

Enter the ChartField value range for each ChartField for the budgets that you want to view. You can use the ChartField From Value ChartField To fields to enter a range of values. You can also use the % wildcard. For example, enter 2% in ChartField Value field to see all accounts that begin with 2, such as 200000 to 299999.

The ChartFields that appear depend on the ledger group or ledger inquiry set you selected. The page displays only key ChartFields shared by all rulesets in a ledger group or all ledger groups in a ledger inquiry set. The ChartField values are retrieved at translated budget levels.

You can select a ChartField Value Set, which is a predefined set of selection criteria for a given ChartField. You can also select the Update/Add link to modify or add a new ChartField Value Set.

**Budget Status**

Select one or more check boxes:

- Open to include open budgets in your inquiry.
- Closed to include closed budgets in your inquiry.
- Hold to include budgets on hold in your inquiry.

**See Also**

*PeopleSoft 8.8 Application Fundamentals for Financial Management Solutions, Enterprise Service Automation, and Supply Chain Management PeopleBook*, “Defining and Using ChartFields,” Defining and Using ChartField Value Sets

## Using the Inquiry Amount Criteria Page

Access the Inquiry Amount Criteria page.

**Inquiry Amount Criteria**

Amount Criteria						
Operator	Amount Type	*Operator	Multiplier	Operator	Amount Type	
Budget	<input type="button" value="▼"/>	=	<input type="button" value="🔍"/>	2.00 *	1	<input type="button" value="▼"/> <input type="button" value="+"/> <input type="button" value="-"/>

Inquiry Amount Criteria page

**Amount Type**

Select one of these amount types to use in this calculation:

- *Available Budget*
- *Budget*
- *Encumbrance*
- *Expense*
- *Planned*
- *Pre-Encumbrance*

For example, for an expenditure ledger group, you could choose to view only those budgets with an *Available Budget* less than 20 percent of the *Budget* amount.

The amount types that are available for selection depend on the ledger group or ledger inquiry set and type of calendar you selected on the Budgets Overview - Inquiry Criteria page.

**Operator**

Enter a Boolean logic operator to create a formula for selecting ledger rows.

**Multiplier**

The multiplier can be either the number by which to multiply the second amount type, or it can be an actual amount. If it is an actual amount, enter *1* in the second Amount Type field.

For example, to view only those budgets whose *Available Budget* is less than 20 percent of the *Budget* ledger amount, enter *.2* in the Multiplier field, the less than symbol in the Operator field, and *Budget* in the second Amount Type field.

To view only those budgets whose *Available Budget* amount is less than 100,000, enter *100,000* in the Multiplier field and *1* in the second Amount Type field.

## Viewing Budget Overview Results

Access the Budgets Overview Inquiry Results page.

**Inquiry Results**

**Budget Overview**

**Business Unit:** US005

**Ledger Group:** CC\_ORG Organization - Control Budgets

**Type of Calendar:** Detail Budget Period

**Amounts in Base Currency:** USD

**Revenue Associated**

[Return to Criteria](#) [\\*Notes](#) **Max Rows:**  [Display Options](#) [Search](#)

**Ledger Totals (6 Rows)**

			<b>Net Transfers:</b>	0.00
<b>Budget:</b>	30,000,000.00			
<b>Expense:</b>	0.00			
<b>Encumbrance:</b>	0.00			
<b>Pre-Encumbrance:</b>	0.00			
<b>Budget Balance:</b>	30,000,000.00			
<b>Associate Revenue:</b>	0.00			
<b>Available Budget:</b>	30,000,000.00			

Budget Overview Inquiry Results page (1 of 2)

<b>Budget Overview Results</b>								<a href="#">Customize</a>	<a href="#">Find</a>	<a href="#">View All</a>		First		1-6 of 6		Last
			<b>Ledger Group</b>	<b>Account</b>	<b>Department</b>	<b>Budget Period</b>		<b>Budget</b>	<b>Expense</b>	<b>Encumbrance</b>	<b>Pre-Encumbrance</b>		<b>Available Budget*</b>			
1			CC_ORG	500000	14000	2003		5,000,000.00	0.00	0.00	0.00		5,000,000.00			
2			CC_ORG	500000	20000	2003		5,000,000.00	0.00	0.00	0.00		5,000,000.00			
3			CC_ORG	500000	42000	2003		5,000,000.00	0.00	0.00	0.00		5,000,000.00			
4			CC_ORG	682000	14000	2003		5,000,000.00	0.00	0.00	0.00		5,000,000.00			
5			CC_ORG	682000	20000	2003		5,000,000.00	0.00	0.00	0.00		5,000,000.00			
6			CC_ORG	682000	42000	2003		5,000,000.00	0.00	0.00	0.00		5,000,000.00			

[Return to Criteria](#)

Budget Overview Inquiry Results page (2 of 2)

- Revenue Associated** Indicates that the selected expenditure ledger group has an associated revenue ledger group. This is a display-only field.
- Max Rows** Enter the maximum number of budget ledger rows that you want to appear in the Budget Overview Results scroll area.
- Display Options** Click to open the Budget Display Options page, where you can specify how to summarize and sort the budget data in the Budget Overview Results scroll area. This option is available based on the budget criteria that you enter.
- See [Chapter 10, “Inquiring on Budgets and Transaction Activities.”](#)  
[Selecting Budget Display Options, page 212.](#)

**Search**

Click to repopulate the results page after changing display options, maximum row specifications, or both.

---

**Note.** Changes to the display options and maximum rows can change the ledger totals.

---

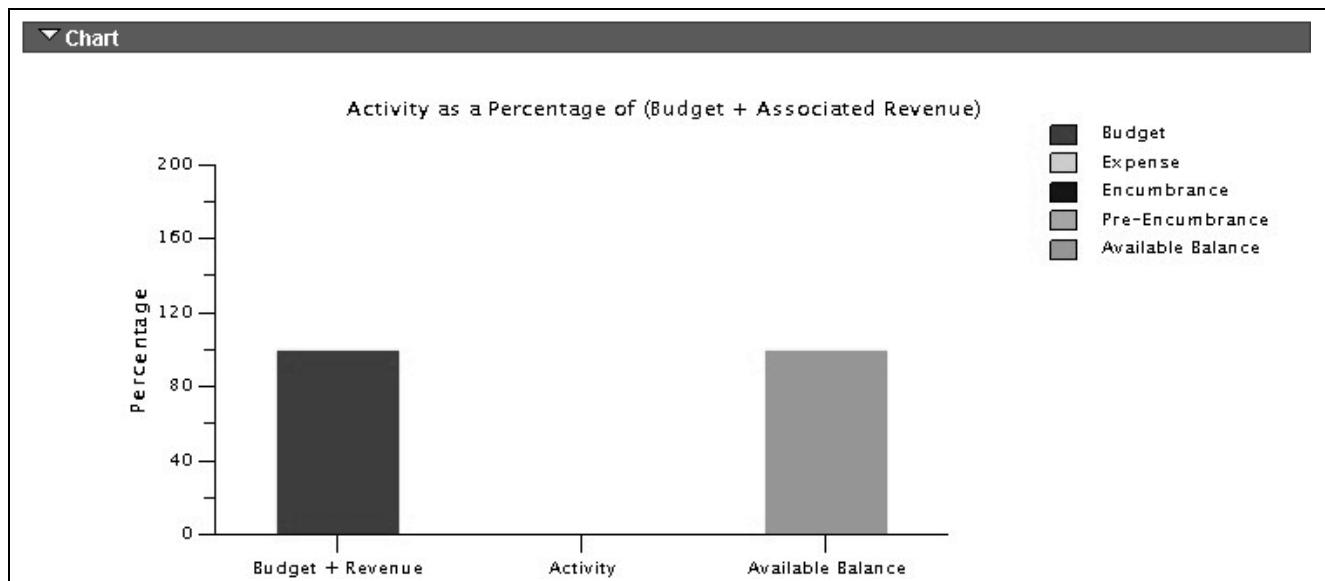
**Ledger Totals**

This group box displays the summarized ledger (amount type) totals for the ledger rows fitting the criteria you set on the Budgets Overview - Inquiry Criteria page, along with amounts, such as available budget, calculated from the ledger totals. The amount in parentheses in the group box header represents the total number of rows in the Budget Overview Results scroll area. The ledgers and calculated amount types that appear vary, depending on whether you are viewing expense budgets, revenue budgets, or both, and if there are associated budgets for the control budget.

<b>Budget</b>	Total budgeted amount, including transfers.
<b>Expense</b>	Total amount of expenses for this budget.
<b>Encumbrance</b>	Total amount of encumbrances (open purchase orders) for this budget.
<b>Pre-Encumbrance</b>	Total amount of pre-encumbrances (open purchase requisitions).
<b>Budget Balance</b>	Budget Amount minus encumbrances, preencumbrances and expenses (Remaining Balance.) You define the ledgers included to be included.
<b>Associate Revenue</b>	Total amount of the revenue from associated revenue budgets available for spending. For revenue budgets: revenue estimate minus recognized revenue.
<b>Available Budget</b>	For expenditure budgets: total of the budgeted amount, including net transfers, minus expenses and minus those commitments (pre-encumbrances and encumbrances) which you defined as affecting the available balance when you defined your ledgers and attached the ledgers to the business unit.  See <a href="#">Chapter 3, “Setting Up Basic Commitment Control Options,” Defining Commitment Control Ledger Names and Ledger Groups, page 39</a> .
	See <a href="#">Chapter 3, “Setting Up Basic Commitment Control Options,” Setting Up Commitment Control for a Business Unit and General Ledger Ledger Group, page 66</a> .
<b>Net Transfers</b>	Total amount of all transfers in and out of the selected budgets.
<b>Uncollected Revenue</b>	Total recognized revenue amount minus the collected amount. This displays if there is associated revenue.

**Chart**

If you selected Display Chart on the Commitment Control Budget Overview - Inquiry Criteria page, you can view the Chart on this page. A bar chart displays when a budget exists and a pie chart displays when there is no budget.



Budget Overview - Inquiry Results page: Budget Chart

## Budget Overview Results

This grid displays the results of your selection criteria and your display options. It displays either detail ledger rows or summarized ledger rows, depending on your selection criteria and your display options.



Click the *Show Budget Details* button to open the Budget Details page, where you view budget details for the ledger row. This button is not available when you choose Summary Accounting Period or Summary Budget Period in the Type of Calendar field on the Budget Overview - Budget Inquiry Criteria page.

---

**Note.** The available balance column in the grid display does not include associated revenues. To view the balance, including any associated revenues, drill down to the Budget Details page.

---



Click the *Show Budget Transaction Types* button to access the Budget Transaction Types page. You can view the amount of the original budget, the total adjustment amount, the adjustment and original transfer amounts, the budget close amount, and any amount rolled over from a previous fiscal year.

### Budget

Click the *Budget* link for a ledger row to access the Budget Journal page.

### Expense, Encumbrance, Pre-Encumbrance, and Available Budget

Click any of these links to display the Activity Log page.

### Percent Available

Click the *View Related Links* button to display how the percentage was calculated.

## Budget Journal

### Budget ChartFields tab

Displays the budget journal ID and associated ChartFields for the selected budget amount. Click the *Show Journal Detail* to review the budget journal detail information.



Click the Show Journal Detail button to drill down to and view the detail journal for this budget.

#### Amounts tab

Displays the amounts for this budget journal.

**Note.** You can also drill down to and view the journal details from this page.

#### See Also

[Chapter 7, “Entering and Posting Commitment Control Budget Journals,” Budget Entries and Adjustments, page 120](#)

[Chapter 3, “Setting Up Basic Commitment Control Options,” page 13](#)

## Selecting Budget Display Options

Access the Budget Display Options page.

**Budget Display Options**

Group box		
ChartField	Sum By	Sort Num
Account	<input checked="" type="checkbox"/>	1
Dept	<input checked="" type="checkbox"/>	2
Period	<input checked="" type="checkbox"/> Sum By	3

**Amounts Cumulative over Period**

**OK** **Cancel** **Refresh**

Budget Display Options page

#### Sum By (summarize by)

Select the check box for the ChartFields you want to use to summarize the ledger rows on the Budgets Overview - Inquiry Results page. By default, the system summarizes amounts by budget *Period*.

For example, if you select account and period only, the search results show one ledger row for each account and budget period combination. However, if you select account, department, and period, one row for each account, department, and budget period combination appears.

#### Sort Num (sort number)

Specify the order for sorting the ledger rows on the Budgets Overview - Inquiry Results page. For example, if you enter 1 for *Period* and 2 for *Acct* (account), the system sorts the ledger rows first by the budget period and then by the account number within the period.

#### Amounts Cumulative over Period

Select this option if you want to display summarized amounts that are accumulated over the periods in the budget. For example, suppose you have a budget with three periods. If you select this option, the system displays an amount for period 1, an amount for the total of periods 1 and 2, and an amount for the total of periods 1, 2, and 3.

Click OK to return to the Budgets Overview - Inquiry Results page and click the Search button to see the summarized amounts that accumulated over the periods that you indicated.

## Viewing Budget Details and Transaction Activity

To inquire about a specific control budget, use the Commitment Control Budget Details page or the Budgets Overview – Budget Details page. These pages enable you to drill down to view budget journal lines, ledger entries, source transaction activities, budget exceptions, associated budgets, parent-child relationships, and budget attributes. Some of these pages are also accessible directly from the Budgets Overview - Inquiry Results page.

In this section we discuss how to:

- View budget details for a specific control budget.
- Drill down to ledger rows.
- Drill down to budget journal lines.
- Drill down to the transaction Activity Log.
- View parent and children budget information.
- View budget forecast amounts.

**Note.** You can also access all of this detail information from the Budget Overview page.

See [Chapter 10, “Inquiring on Budgets and Transaction Activities,” Creating Budget Overview Inquiries, page 205](#).

## Pages Used to View Budget Details and Transaction Activity

Page Name	Object Name	Navigation	Usage
Commitment Control Budget Details	KK_INQ_BDT_STATUS	Commitment Control, Review Budget Activities, Budget Details, Commitment Control Budget Details	View specific budget detail for a single control budget.
Ledger	KK_DRL_LDGR_SEC	 Click the View Related Links button on the Commitment Control Budget Details page for the budget amount and then click the Drill to Ledger link.	View the ledger information associated with the budget ledger that appears on the Commitment Control Budget Details page.
Budget Journal	KK_DRL_JRNL_SEC	 Click the Drill Down button on the Ledger page.	Displays the budget journal information associated with this budget ledger.

Page Name	Object Name	Navigation	Usage
Budget Journal	KK_DRL_JRNL_SEC	 Select the View Related Links button on the Commitment Control Budget Details page for the budget amount and then click the Drill to Budget Journal link.	View the budget journal lines that make up the ledger row for the control budget you are viewing on the Commitment Control Budget Details page.
Enter Budget Journals - Header	KK_BD_ENTRY1	 Click Show Journal Detail on the Budget Journal page.	Accesses the Enter Budget Journals - Header, Budget Lines, and Budget Exceptions pages for review.
Commitment Control Budget Details - Activity Log	KK_DRL_ALOG_SEC	 Click the View Related Links button for the other Commitment Control ledger amounts (expenses, encumbrances, pre-encumbrances, revenue) and then click the Drill to Activity Log link to access the Activity Log page..	View all transaction lines for a Commitment Control ledger (except budget ledger) in a budget. You can also drill down from this page to view source transaction line details. Note that the similarly named Activity Log page (KK_ACT_LOG_INQUIRY) differs from this page in that the Activity Log page provides a view of all Commitment Control ledgers for a single Commitment Control transaction—in essence, the reverse of the Budget Details - Activity Log page. ChartField values appear at both the translated and untranslated levels.
Associated Revenue Budgets, Associated Expense Budget	KK_INQ_ASC_BD_SEC	 Click the View Related Links button for associated revenue amounts on the Commitment Control Budget Details page.	The name of this page varies, depending on whether the budget on the Budget Details page is an expense or revenue budget. Use the Associated Revenue Budgets page to display information about revenue budgets associated with an expense budget, including the ChartFields and the budget amount. Use the Associated Expense Budget page to display information about expense budgets associated with a revenue budget, including the ChartFields and the budget amount.

Page Name	Object Name	Navigation	Usage
Budget Detail Attributes	KK_INQ_BD_DTL_SEC	Click the Attributes link on the Commitment Control Budget Details page.	View control option, tolerance, budget status, and budget date range for the control budget you are viewing on the Commitment Control Budget Details page.
Parent & Children Budgets	KK_INQ_PR_CH_SEC	Click the Parent/Children link on the Commitment Control Budget Details page.	View ledger information about child and parent budgets for a control budget that you are viewing on the Commitment Control Budget Details page.
Budget Forecasts Amounts	KK_INQ_FORECST_SEC	Click the Forecasts link on the Commitment Control Budget Details page .	View forecast amounts for the selected budget that you are viewing on the Commitment Control Budget Details page .

## Viewing Budget Details

Access the Budget Details page or the Budgets Overview - Budget Details page.

**Commitment Control Budget Details**

Business Unit	Ledger Group	Account	Department	Budget Period
US005	CC_ORG	682000	14000	2003

**Ledger Amounts**

Budget:	5,000,000.00	USD	<a href="#">Attributes</a>	<a href="#">Display Chart</a>	
Expense:	0.00	USD	<a href="#">Parent / Children</a>		
Encumbrance:	0.00	USD	<a href="#">Associated Budgets</a>		
Pre-Encumbrance:	0.00	USD			
Associate Revenue:	0.00	USD			

**Available Budget**

Without Tolerance:	5,000,000.00	USD	Percent:	(100%)	<a href="#">Forecasts</a>
With Tolerance:	5,250,000.00	USD	Percent:	(105%)	

**Budget Exceptions**

Exception Errors:	0	Exception Warnings:	0	Budget Exceptions
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Commitment Control Budget Details page

### Ledger Amounts



Click the View Related Links button for a Budget to access the Drill to Ledger link and the Drill to Budget Journal link. Click the Drill to Ledger link to access the Ledger page. Click the Drill to Budget Journal link to access the Budget Journal page.

	Click the View Related Links button for any other ledger amount to access the Ledger page and the Activity Log page.
<b>Ledger</b> page	Click the Ledger Drilldown link to view the Budget ChartFields and Amounts for this budget ledger.
	Click the Drill Down button to drill down to the Budget Journal page where you can review Budget ChartFields and Amounts for the budget journal.
	Click the Show Journal Detail button to drill down to the budget journal's detail information.
<b>Activity Log</b>	Click the Drill to Activity Log link on the Activity Log page to display the budget activity lines on the Activity Log page. These lines consist of the Budget ChartFields and Amounts for each budget activity.
	Click the Drill Down button to drill down to the source transaction for the budget activity, such as the Voucher Drill Down page for an expense budget transaction or a Requisition Drill Down page for a preencumbrance budget transaction.
	Click the View Related Links button on the source entry drill down page (Voucher, PO, Requisition) to access the actual source entry page such as the Maintain Requisitions - Requisition page or the source inquiry page such as the Requisition Inquiry page.
<b>Attributes</b>	Click to open the Budget Detail Attributes page, where you can view the budget status, Commitment Control option, begin and end dates, and budget tolerance for the control budget.
<b>Parent/Children</b>	Click to open the Parent & Children Budgets page, where you can view ledger information for the child and parent budgets of this budget. This link is unavailable if the budget has no parent or child budgets defined for it.
	See <a href="#">Chapter 10, “Inquiring on Budgets and Transaction Activities,” Viewing Parent and Child Budget Relationships, page 217.</a>
<b>Associated Budgets</b>	Click to open the Associated Revenue Budgets page or the Associated Expense Budget page, where you can view the ChartField values and budget amounts for associated revenue or expense budgets. This link is unavailable if there are no revenue or expense budgets associated with this budget.
<b>Display Chart</b>	Select this check box to display a two-dimensional bar chart if the budgeted amount is not equal to zero, or a pie chart if the budgeted amount is equal to zero or a budget does not exist.
<b>Available Budget</b>	
This group box indicates the amount of the budget that is still available, including associated revenue. The ledger group definition specifies which ledgers affect spending or the available budget.	
<b>Without Tolerance</b>	The total amount available, excluding the tolerance percentage. For example, if the total budget is 1000 and you have committed or expended 900, the

amount available would be 100. When you click the View Related Links button, the calculation method used for this figure displays.

Percent displays the percentage of the budget available. When you click the View Related Links button, the calculation method used for this percentage displays.

#### With Tolerance

The total amount available including the tolerance percentage. For example, if the total budget is 1000, you have committed or expended 1010, and the tolerance percentage is 10 percent, the amount available would be 90.

#### Forecasts

Click link to open the Budget Forecast Amounts page, where you can view forecast amounts for the budget. This link is available only for current budgets.

See [Chapter 10, “Inquiring on Budgets and Transaction Activities,” Viewing Parent and Child Budget Relationships, page 217](#).

### Budget Exceptions

This group box lists the number of errors and warnings that exist for the budget. Click the Budget Exceptions link to open the Budget Exceptions page, where you can view and override exceptions.

See [Chapter 9, “Managing Budget Exceptions,” page 171](#).

#### See Also

[Chapter 3, “Setting Up Basic Commitment Control Options,” Defining Control Budget Attributes, page 68](#)

## Viewing Parent and Child Budget Relationships

Access the Parent & Children Budgets inquiry page by clicking the Parent/Child link.

#### Common Page Information

##### Parent Budget

If this check box is selected, the budget you are inquiring about is a parent budget.

##### Child Budget

If this check box is selected, the budget you are inquiring about is a child budget.

##### Amounts in Base Currency

The currency code for all amounts on this page.

If the budget you are reviewing is a parent budget, the *Children* scroll area displays information about those of its child budgets that are associated with the control budget. A parent budget can have multiple child budgets. If the budget has no child budgets, the *Children* field displays *None*.

If the budget you are reviewing is a child budget, the *Parent* scroll area displays information about its parent budget. A child budget can have only one parent budget. If the budget has no parent budgets, the *Parent* field displays *None*.

If the budget you are reviewing is both a child budget and a parent budget, both *Parent* and *Children* scroll areas appear.

## Children Scroll Area

The *Budget ChartField* tab displays the Commitment Control ledger group and ChartField values for the ledger row. The ChartFields that appear depend on the budget definition.

The *Budget Amounts* tab displays the ledger amounts and available budget for each child budget. The ledgers that appear vary, depending on whether you are viewing an expense or revenue budget and if there are associated budgets for the control budget.

Click a ledger amount to link to the Budget Journal page, where you can view the budget journal lines. All other ledger amounts link to the Budget Details - Activity Log page, where you view the transaction lines for the ledger.

Click *Available Budget* or *Percent* to display the formula that the system uses to calculate the amount or percentage.

## Parent Scroll Area

The *Parent* scroll area displays the ledger group, ChartField values in the same manner as the *Children* scroll area displays these elements for child budgets. The parent scroll does not display the amounts associated with the parent budget.

## See Also

[Chapter 3, “Setting Up Basic Commitment Control Options,” Parents and Children, page 31](#)

## Viewing Budget Forecasts

Access the Budget Forecasts Amounts page.

### Projected Budget

Forecasts budgeted amount plus associated revenue, assuming that associated revenue continues at current rate. The formula is  $((\text{days in budget period}/\text{days elapsed}) \times \text{associated revenue}) + \text{budgeted amount}$ .

### Projected Actual

Forecasts amount of spending over the course of the budget, assuming commitments and spending continue at current rate. The formula is  $(\text{days in budget period}/\text{days elapsed}) \times (\text{initial budget amount} + \text{associated revenue} - \text{available budget})$ .

### Projected Variance

Difference between the projected budget and the projected actual amount. The page displays the amount and the percentage.

---

## Viewing the Activity Log

Use the Activity Log component when you know the Commitment Control transaction ID and want to know which budgets a budget-checking transaction updated, as well as the nature of the source transaction lines making up that transaction.

## Page Used to View the Activity Log

Page Name	Object Name	Navigation	Usage
Commitment Control Activity Log	KK_ACT_LOG_INQUIRY	Commitment Control, Review Budget Activities, Activity Log, Commitment Control Activity Log	View the transaction lines and affected budgets for a single budget-checking transaction.

## Viewing the Activity Log Page

Access the Commitment Control Activity Log page.

### Commitment Control Activity Log

**Transaction Type:** AP\_VOUCHER **Commit Control ID:** 0000000123 **Commit Control Date:** 08/09/2000  
**Process Instance:** 168 **Process Status:** Valid **Maximum Rows:** 100 **Fetch**

Commitment Control Activity Log Lines											
Budget Chartfields			Amounts			Customize   Find   View All   First   1 of 1   Last					
Line			Ledger Group	Ledger	Unit	Document ID	Account	Department	Budget Period	Year	Period
4			CC_ORG	CC_ORG_EXP	US005	US5-5	682000	14000	2000	2000	8

Commitment Control Activity Log page

### Transaction Type

The code for the source transaction type.

See [Chapter 4, “Setting Up Commitment Control Source Transaction Types,” page 73.](#)

### Commit Control ID

Displays the Commitment Control transaction ID number.

### Commit Control Date

Commitment Control transaction date.

### View Exceptions

Click to access the transaction exception page.

See [Chapter 4, “Setting Up Commitment Control Source Transaction Types,” page 73.](#)

### Fetch

Click this button to refresh and reselects the data based on the changes that you make to the Maximum Rows field.

## Budget ChartFields Tab

### Commit Control Line

Commitment Control transaction line. You may see multiple rows with the same Commitment Control line number if this transaction line affected more than one budget.



Click the Drill Down button to access the drill down page for the source transaction line represented by this Commitment Control transaction line number. You can click on the Document ID View Related Links button to drill to the original transaction.



Click the Go to Budget Inquiry button to access the Budget Details page, where you can review the budget that is associated with this Commitment Control transaction line.

## Amounts Tab

The transaction amount that affects the budget ledger appears for each row.

## See Also

[Chapter 10, “Inquiring on Budgets and Transaction Activities,” Creating Budget Overview Inquiries, page 205](#)

[Chapter 10, “Inquiring on Budgets and Transaction Activities,” Viewing Budget Details, page 215](#)

## CHAPTER 11

# Closing and Withdrawing Commitment Control Budgets

This section provides an overview and describes how to:

- Define ChartField value sets for budget closing.
- Define budget closing rules.
- Define budget period rules.
- Define and validate budget closing sets.
- Run and validate the Budget Close process to close and reopen budgets.
- Inquire and report on budget closing results.
- Withdraw or reduce commitment control budgets without closing.

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## Understanding Commitment Control Budget Closing and Withdrawal Without Closing

Budget closing in PeopleSoft Commitment Control is independent of fiscal year closing. Just as you can create budgets that span less or more than a fiscal year, you can keep a budget open for more than a year and close a budget at any time.

When the Budget Close COBOL process (FSPYCLOS) closes the budget ledger, it reverses the remaining available budget and marks the budget with a closed status so that no additional transactions can pass a check against the budget.

When you set up your budget closing, you have the option to close only or close and roll the remaining available budget balance forward to the new budget period or new fiscal year. If you choose to roll forward balances, you can also specify which ledger amounts (preencumbrance, encumbrance, expense, recognized revenue, or collected revenue) reduce the budget amount in the roll forward calculation.

Budget close and automatic withdrawal, or reduction of uncommitted and unobligated budgets are related functionality and share common pages. Without closing a budget you can withdraw or reduce all uncommitted and unobligated budget amounts using PeopleSoft reduction, or withdrawal functionality and leave a budget at its then existing status. While the processes are similar, they are sufficiently distinct that reduction of budgets without closing, or withdrawing of uncommitted funds is presented in a separate topic at the end of this chapter with links and references to common pages and functionality.

See [Chapter 11, “Closing and Withdrawing Commitment Control Budgets,”](#) [Withdrawing or Reducing Commitment Control Budgets Without Closing, page 250.](#)

We first present the closing process.

Budget closing involves:

- Setting up ChartField value sets, budget closing rules, budget period sets, and budget closing sets.
- Closing and reestablishing preencumbrances, encumbrances, or recognized revenues, if you so choose, by canceling and reestablishing the related source documents (such as requisitions and purchase orders) in their source applications (such as PeopleSoft Purchasing).
- Validating the closing set and closing run request.
- Running the Budget Close process.
- Running reports and online inquiries that display closing results.

In this overview section, we discuss the overall budget closing procedure and elaborate on the following topics:

- Fiscal year closing as opposed to budget period closing.
- Closing and roll forward budget journal entries.
- Budget close status.
- Examples of budget close results.

## Commitment Control Budget Closing Procedure

To close Commitment Control budgets, you perform the following tasks:

1. Define ChartField value sets.

ChartField value sets are groupings of ChartField combinations (budgets) to which you want to apply the same closing rules. For example, you could create a ChartField value set that captures the sales department budgets that are funded by fund ABC and specify in your closing rule that the value set is to be closed and the remaining available budget amounts rolled forward to the same department and fund for the new budget period. You could create another ChartField value set for sales department budgets that are funded by fund DEF and specify in the closing rule that the value set is to be closed and the remaining available budget amounts rolled forward to fund GHK.

You define ChartField value sets on the ChartField Value Set page.

See [Chapter 11, “Closing and Withdrawing Commitment Control Budgets,” Defining ChartField Value Sets for Budget Closing, page 229](#).

2. Define budget closing rules.

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**Note.** You define closing rules in the Define Closing Rule component.

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See [Chapter 11, “Closing and Withdrawing Commitment Control Budgets,” Defining Budget Closing Rules, page 229](#).

Budget closing rules define a group of budgets to close and the closing options for those budgets. A budget closing rule specifies:

- ChartField value sets to close (from the source budget ledger).
- Budget journal ID mask and entry event code.

- Whether to roll forward remaining budget balances.
  - Whether to roll forward negative budget amounts (budget overages).
  - ChartField combinations to roll remaining balances forward to (to the target budget ledger).
  - Any offsetting accounting entries you want the Budget Close process to create for budget closing entries and balance forward entries.
  - Entry Event codes for budget closing journals (if you have Entry Events enabled).
3. Define budget period sets.

Budget period sets define which budget periods should be closed. They can also be used to map budget periods in the year being closed to budget periods in the coming year. They enable you to roll forward remaining budget balances from closing budget periods to corresponding budget periods in the new year.

You define budget period sets on the Budget Period Set page.

You attach budget period sets to budget closing rules when you define your budget closing sets.

See [Chapter 11, “Closing and Withdrawing Commitment Control Budgets,” Defining Budget Period Sets, page 235](#).

4. Define budget closing sets.

Budget closing sets combine budget period sets (or fiscal year for closing) and budget closing rules and apply them to the Commitment Control ledger groups (control budget definitions) you want to close. This is also where you specify which ledger amount types (preencumbrances, encumbrances, expense, and so on) you want to apply toward calculating the remaining budget balance to roll forward.

You select budget closing sets for closing when you run the Budget Close process. Together, all budget closing sets you request for Budget Close should cover all of the budgets you want to close without including a budget more than once in a closing rule.

You define budget closing sets on the Budget Closing Set page.

See [Chapter 11, “Closing and Withdrawing Commitment Control Budgets,” Defining and Validating Budget Closing Sets, page 236](#).

5. (Optional) Run the Closing Set Validation report (GLS1210) for each budget closing set, which displays error or warning messages (depending on your requirements) for the following conditions:

- There are budgets that appear in more than one closing rule.
- The ledgers (amount types) specified for remaining balance calculation do not match those included in the available balance calculation for the Commitment Control ledger group.
- There are parent budgets whose children are not all included.
- There are child budgets whose parents are not included.
- Entry events are required but not entered.

See [Chapter 11, “Closing and Withdrawing Commitment Control Budgets,” Running the Closing Set Validation Report \(GLS1210\), page 240](#).

6. (Optional) Cancel source documents for preencumbrances, encumbrances, and recognized revenue, if you intend to reestablish these in the roll forward budget.

See [Chapter 11, “Closing and Withdrawing Commitment Control Budgets,” Closing and Rolling Forward Preencumbrances, Encumbrances, and Recognized Revenue, page 246](#).

7. Create a Budget Close run control that includes all closing sets for all budgets you want to close and save without requesting the Budget Close process (FSPYCLOS).

Specify:

- Budget closing sets.
- Business units to close.
- As-of date for the closing.
- Output options, such as whether to run a provisional close or the real thing.

Create the budget closing run control on the Budget Close page.

See [Chapter 11, “Closing and Withdrawing Commitment Control Budgets,” Running and Validating the Budget Close Process to Close and Reopen Budgets, page 241](#).

8. Run the Closing Run Control Validation process (GLS1211) to validate that the closing sets on a run control for the Budget Close process are complete and do not overlap. Specifically, this validation process creates a report that displays error or warning messages (depending on your requirements) for the following conditions:

- There are budgets that appear in more than one closing rule.
- There are budgets in the Commitment Control ledger group that are not included in any of the budget rules.
- The ledgers (amount types) specified for remaining balance calculation do not match those included in the available balance calculation for the Commitment Control ledger group.
- There are parent budgets whose children are not all included.
- There are child budgets whose parents are not included.
- Parents are set to roll forward and children are not, or vice versa.
- Not all associated budgets are included in the run control.
- Some associated budgets are set to roll forward and some are not.
- Some budget balances are not covered by any of the closing rules.
- There are budget periods prior to the ones you are requesting to close that are not closed yet.
- There is an open fiscal year prior to the one you are requesting to close.
- Entry events are required but not entered.

The process also updates the Budget Close Status.

---

**Note.** You cannot run the Budget Close process without first running this process free of errors.

---

See [Chapter 11, “Closing and Withdrawing Commitment Control Budgets,” Validating the Budget Close Run Control, page 245](#).

See [Chapter 11, “Closing and Withdrawing Commitment Control Budgets,” Inquiring and Reporting on the Budget Close Status, page 249](#).

9. (Optional) Review the budget close status on the Closing Status inquiry page or the Budget Close Status Report (GLS1220) to confirm that the Closing Run Control Validation process marked all business unit, ledger group, and Ruleset combinations in the run control as *Valid*.

10. Run the Budget Close process using a run control that returns no errors for the Closing Run Control Validation process.

Request a run of the Budget Close process from the Budget Close page.

11. (Optional) Check the results of the Budget Close process on the Review Calculation Log page or the Budget Close Calculation Log report (GLS1222).

See [Chapter 11, “Closing and Withdrawing Commitment Control Budgets,” Inquiring and Reporting on Budget Closing Results, page 247](#).

12. (Optional) Reestablish preencumbrances and encumbrances (for expense budget ledger groups) or recognized revenue (for revenue budget ledger groups) in the roll forward budget.

See [Chapter 11, “Closing and Withdrawing Commitment Control Budgets,” Closing and Rolling Forward Preencumbrances, Encumbrances, and Recognized Revenue, page 246](#).

---

**Note.** You can undo a budget close.

---

See [Chapter 11, “Closing and Withdrawing Commitment Control Budgets,” Reopening Closed or Reinstating Reduced Commitment Control Budgets, page 244](#).

## Fiscal Year Close

If you want to perform a fiscal year end close on a multi-year budget without closing the budget to future transactions, you can perform a *fiscal year close* by selecting Close Fiscal Year on the Budget Closing Set page. You perform this type of close to enable year end reporting while keeping the multi-year budget open through to the end of its appropriation period. If you want to close budgets and perform a fiscal year close, select both options when you define the closing set.

Use the Balance Forward Option of *Close Out and Balance Roll Forward* for the budget closing rule. The Budget Close process zeroes out the budget balance for the closing fiscal year and rolls it forward to period 0 in the new fiscal year.

## Budget Journal Entries from Closing and Roll Forward

Closing and roll forward entries are stored in the Budget Journal Header table (KK\_BUDGET\_HDR) and update the Commitment Control Ledger Data table (LEDGER\_KK). Budget journal entries are identified by budget journal entry type, journal date (which determines fiscal year), and accounting period. These values depend on whether you are closing budgets, just closing the fiscal year for multi-year budgets, or closing both the budget and the fiscal year.

### Closing Budgets

Closing entries are identified as follows:

- Budget journal entry type is *Closing*.
- Journal date is the as-of date for the Budget Close process request. The journal date determines the fiscal year and accounting period on the entry.

Roll forward entries are identified as follows:

- Budget journal entry type is *Roll Forward*.
- Journal date is the as-of date for the Budget Close process request.

## **Closing Fiscal Year or Closing Budget and Fiscal Year**

Closing entries are identified as follows:

- Budget journal entry type is *Closing*.
- Journal date is the end date of the fiscal year being closed.
- Accounting period is 999.

Roll forward entries are identified as follows:

- Budget journal entry type is *Roll Forward*.
- Journal date is the begin date of the new fiscal year, which is defined as the closing fiscal year plus one.
- Accounting period is 0.

## **Budget Close Status**

To provide a clear indicator of whether a budget has been closed by the Budget Close process or closed manually by the user, the Budget Close process marks the *budget close status* for the budget as *Closed*, while leaving the *budget status* unchanged.

In contrast to the *budget close status* you can set the *budget status* manually on the Budget Definitions - Control Options page, the Budget Definitions -Budget Period Status page, the Budget Definitions - Control ChartField page, or the Budget Attributes page. When you set the budget status manually to *Closed*, you freeze the budget, allowing no transactions to be processed against the budget unless you set the status of the budget back to unclosed.

The budget close status, on the other hand, is only set to close by the Budget Closing process and cannot be reset other than through an undo of the close. No transactions of any kind can be processed against a budget that has been closed by the Budget Close process.

You can view the budget close status on the Budget Attributes - Set Options page, the Closing Status inquiry page.

Do not confused the budget closed status on the Budget Attribute page with the closing status for the Budget Close process which tracks the status of the budget closing process. The Validate Run Control process (GLS1211) and the Budget Closing process update this status. You can review the status with either the Review Closing Status inquiry page, or with the Closing Status Report (GLS1220).

---

**Note.** When you set the budget status to Hold you freeze the budget as of that time and allow no new transactions to be processed against the budget except for transactions with predecessor documents already in the control budget ledger, such as new voucher for existing purchase orders.

---

## **See Also**

[Chapter 11, “Closing and Withdrawing Commitment Control Budgets,” Inquiring and Reporting on the Budget Close Status, page 249](#)

## Examples of Budget Close Results

The way the Budget Close process calculates the budget balance forward amount depends on:

- The closing option selected in the budget closing rule.
- The ledgers included in the remaining balance calculation in the budget closing set.

To illustrate how this works, take as an example an expense Commitment Control ledger group that contains these balances: budget, preencumbrances, encumbrances, and expenses. Before closing, the ledgers contain the following values:

Period	BU	Dept	Acct	Budget Ledger	PreEnc Ledger	Encumb Ledger	Exp Ledger	Budget Close Status
2002Q1	US004	300	6000	-10000	0	0	10000	Open
2002Q2	US004	300	6000	-10000	0	0	10000	Open
2002Q3	US004	300	6000	-10000	0	0	9500	Open
2002Q4	US004	300	6000	-10000	1000	2000	4000	Open

---

**Note.** This and the examples that follow illustrate how budget closing works from a functional perspective. They do not represent the way budget data is actually stored in the LEDGER\_KK and KK\_BUDGET\_HDR tables.

---



---

**Note.** Each of these examples assumes that you include the budget, expense, encumbrance and preencumbrance amounts in the Remaining Balance Calculation for the budget closing set.

---

### Close Out Only Option

When you select this option, the Budget Close process closes only the budget ledger and reduces the budget by the remaining budget balance, leaving a remaining balance of zero. It does not calculate a balance forward amount. If you want to close out the preencumbrance and encumbrance ledgers, you need to cancel the related documents in the source applications before running the Budget Close process.

After running the Budget Close process without rolling forward the balance and without canceling related preencumbrance and encumbrance documents, the ledger rows look like this:

Period	BU	Dept	Acct	Budget Ledger	PreEnc Ledger	Encumb Ledger	Exp Ledger	Budget Close Status
2002Q1	US004	300	6000	-10000	0	0	10000	<i>Closed</i>
2002Q2	US004	300	6000	-10000	0	0	10000	<i>Closed</i>
2002Q3	US004	300	6000	-9500	0	0	9500	<i>Closed</i>
2002Q4	US004	300	6000	-7000	1000	2000	4000	<i>Closed</i>

**Close Out, Balance Roll Forward, Do Not Cancel and Reestablish Preencumbrances or Encumbrances**

If the budget period set for this closing consolidates the four quarters of the closing year to the first quarter of the new budget year, after closing, the ledgers look like this:

Period	BU	Dept	Acct	Budget Ledger	PreEnc Ledger	Encumb Ledger	Exp Ledger	Budget Close Status
2002Q1	US004	300	6000	-10000	0	0	10000	<i>Closed</i>
2002Q2	US004	300	6000	-10000	0	0	10000	<i>Closed</i>
2002Q3	US004	300	6000	-9500	0	0	9500	<i>Closed</i>
2002Q4	US004	300	6000	-7000	1000	2000	4000	<i>Closed</i>
2003Q1	US004	300	6000	-3500	0	0	0	<i>Open</i>

The remaining budget balance of 3500 (500 from Q3 and 3000 from Q4) is rolled forward from 2002 to 2003Q1.

**Close Out, Balance Roll Forward, Cancel and Reestablish Preencumbrances and Encumbrances**

Before running the budget close process, you zero out the preencumbrance and encumbrance balances for 2002 in the source application. After running the Budget Close process, you reestablish the preencumbrance and encumbrance balances in 2003Q1. The resulting 2002Q4 and 2003Q1 look like this:

Period	BU	Dept	Acct	Budget Ledger	PreEnc Ledger	Encumb Ledger	Exp Ledger	Budget Close Status
2002Q4	US004	300	6000	-4000	0	0	4000	Closed
2003Q1	US004	300	6000	-6500	1000	2000	0	Open

---

## Defining ChartField Value Sets for Budget Closing

When you define ChartField value sets, use the COMMITMENT ledger template so that Commitment Control ChartFields prompt in the Field Name drop-down list.

See *PeopleSoft 8.8 Application Fundamentals for Financial Management Solutions, Enterprise Service Automation, and Supply Chain Management PeopleBook*, “Defining and Using ChartFields,” Defining and Using ChartField Value Sets.

---

## Defining Budget Closing Rules

To define budget closing rules, use the Budget Closing Rules component (KK\_CLOSE\_DEFN).

Closing rules define a group of budgets to close and the closing options for those budgets. You can define any number of closing rules for different contingencies. This section discusses how to:

- Define budget closing options, including rules for rolling forward available budget amounts.
- Define ChartField values to close and ChartField values to which available balance amounts roll forward.
- Define budget closing offsetting entries.

## Pages Used to Define Closing Rules

Page Name	Object Name	Navigation	Usage
Closing Rule Options	KK_CLOSE_DEFN1	Commitment Control, Close Budget, Define Closing Rule, Closing Rule Options	Specify roll forward options for the closing rule.
Close From/To	KK_CLOSE_DEFN2	Commitment Control, Close Budget, Define Closing Rule, Close From/To	Specify the ChartField values to be closed and the ChartFields and values to which the balances are rolled forward.
Offsets Accounts	KK_CLOSE_DEFN3	Commitment Control, Close Budget, Define Closing Rule, Offset Accounts	If the Commitment Control ledger groups that are closed by this rule require balanced entries, indicate if the closing uses the offsets defined in the control budget definition and, if not, specify the Account values of the offsets.
Budget Closing Rules Report	RUN_GLS1200	Commitment Control, Close Budget, Report Closing Rules, Budget Closing Rules Report	Request a run of the Closing Rules report (GLS1200). This SQR report displays all details that define a closing rule.

## Defining Budget Closing Rule Options

Access the Closing Rule Options page.

Closing Rule Options page

**Ledger Group for Prompting**

Select the ledger group that determines which ChartField values you can select on the Close From/To and Offset Accounts pages.

---

**Note.** Ledger group for prompting does not determine the budget type to be closed. Budget types to be processed are specified on the budget closing set page.

---

**Balance Forward Option**

Select the closing option for this rule:

- *Close Out and Bal Roll Forward:* (close out and balance roll forward) Select to close the Commitment Control budget and roll the remaining available budget balance forward to the new budget.
- *Close Out Only:* Select to close the budget only; the remaining available budget amount is forfeited.

**Don't Roll Forward If Expired**

Select to prevent budgets from rolling forward to a budget period that exceeds their spending date range.

This check box is unavailable if you select a Balance Forward Option of *Close Out Only*.

**Roll Forward Negative Balances**

If the available budget balance is negative due to overspending or negative budget entries, you can elect to roll the negative balance amount forward to the new budget period.

This check box is unavailable if you select a Balance Forward Option of *Close Out Only*.

**Journal ID Mask**

Specify a prefix for naming closing journals. Journals are identified by a 10 character alphanumeric ID. The system automatically adds the prefix you specify to the journal IDs. For example, if you specify a Journal ID Mask of BC, your budget closing journal IDs might be BC00000001, BC00000002, and so on.

Without a journal ID mask, PeopleSoft General Ledger assigns the next available journal ID number automatically. This might make it difficult to identify budget closing journals.

---

**Note.** Reserve a unique mask value for budget closing to ensure that no other process creates the same Journal ID.

---

**Entry Event**

Enter the Entry Event code for the budget closing journals that is created using this closing rule.

This field appears only if you have enabled entry events. If entry events are required for the Commitment Control ledger group, you must enter them. You can disable or require entry events for the Commitment Control ledger group on the Ledgers for a Unit - Commitment Control Options page.

See [Chapter 3, “Setting Up Basic Commitment Control Options,” Setting Up Commitment Control for a Business Unit and General Ledger Group, page 66](#).

See *PeopleSoft 8.8 Application Fundamentals for Financial Management Solutions, Enterprise Service Automation, and Supply Chain Management PeopleBook*, “Using Entry Events”.

## See Also

[Chapter 11, “Closing and Withdrawing Commitment Control Budgets,” Budget Journal Entries from Closing and Roll Forward, page 225](#)

# Defining Budget Closing From and To ChartFields

Access the Close From/To page.

Close From/To page

**Note.** No budget should appear in more than one ChartField value set. To avoid overlapping budgets, the ChartField value sets that you enter in the Values to Close group box should share the same ChartFields. They may have ChartFields in addition to those they share--for example if one ChartField value set in a closing rule includes Department and Project, then another can include Department, Project, and Product. But if instead one ChartField value set includes Product and Project but not Department, the sets could overlap each other. The same is true for the ChartField value sets you enter for each Group # in the FROM/TO Exceptions scroll area.

## Values to Close

**All Values** Select to close all ChartField (excluding Budget Period) values.

**ChartField Value Set** Select ChartField value sets for closing.

**Note.** Do not include budget periods in your ChartField value sets for budget closing. The budget period to close selection criteria on the Budget Period Sets page determines budget periods to be closed.

See [Chapter 11, “Closing and Withdrawing Commitment Control Budgets,” Defining ChartField Value Sets for Budget Closing, page 229](#).

See [Chapter 11, “Closing and Withdrawing Commitment Control Budgets,” Defining Budget Period Sets, page 235](#).

**Update/Create**

Click this link to access the ChartField Value Set page, where you can view, define, or update a ChartField value set.

---

**Note.** To update a ChartField value set by clicking this link, you must be in correct history mode for the Define Closing Rule component.

---

**Send Balances TO**

If you set the Balance Forward Option on the Define Closing Rule - Closing Options page to roll forward balances, specify how you want the closing balances to roll forward: to budgets that share the same ChartField values as the budgets being closed or to budgets with one or more *different* ChartField values.

---

**Note.** Leave this and subsequent sections blank if you selected *Close Out Only* in the Balance Forward Option field on the Closing Rule Options page.

---

**Field Name**

Enter the ChartFields for which you want to specify roll forward options.

---

**Note.** Include all key ChartFields for the budgets you are rolling forward to, or the missing ChartFields cause the budget journal posting to fail.

---

**Option**

Indicate whether to *Retain* the ChartField values of budgets being closed in the target budget period or to roll the budget balances forward to a target budget with a *Constant* ChartField value.

If you select *Constant*, you must enter a value in the Field Name field.

For example, if you are closing budget year 2001 and want all balances to roll forward to 2002 budgets with accounts, departments and funds that are identical to those being closed, select *Retain* for those ChartFields in the ChartField value set.

If, on the other hand, you want all balances rolled forward to budgets for, let's say, a general fund, you would retain the account and department ChartField values, select a roll forward option of *Constant* for fund code, and enter the fund code for the general fund.

---

**Note.** Do not specify the target, or roll forward, budget periods here. Specify the target budget periods in the budget period set.

---

**FROM/TO Exceptions**

Enter ChartField value sets for budgets whose roll forward options (as entered in Send Balances TO) are different from those of the ChartField value sets in the Values to Close From group box.

For example, on the sample page depicted above, all ChartField values and therefore all budgets using this closing rule have their balances rolled forward to budgets with the same Account, Department, and Fund Code values, except those budgets covered in ChartField value sets *DEPT\_MANU\_DIV*, whose balances roll forward to budgets with Fund Code F100, and *DEPT\_ADMIN\_DIV*, whose balances roll forward to Department 14000.

**Group#**

Each *FROM* and *TO* combination comprises a group of ChartField value sets to be closed (in the Values to Close FROM scroll area) and the specific set of ChartFields and values to which the balance are rolled forward (in the Send Balances TO scroll area).

These scroll areas contain the same fields as the scroll area in the Values to Close group box and the Send Balances TO scroll area discussed above, and function in the same way.

**Note.** Ensure that your budget closing rules meet your parent-child requirements. Usually, if you close a parent budget, you must close its children. And usually you want the same budget closing rules to cover parents and children. If, however, you want parents to close and roll forward and children to close only, you can set up separate closing rules for parents and children. In that case, you usually want all of your closing rules to cover all children of all parents.

## Defining Offsets for Budget Closing Rules

Access the Offset Accounts page.

Offset Accounts page

### Offset to Closed Budget

Use this group box to instruct the Budget Close process to create offset entries for the budget closing entries.

**Use Budget Type Offset Account**

Select to use the budget entry offset account that is defined on the Budget Definitions - Offset page for the ledger group being closed.

If you do not select this option, enter the offset account in the Account field below.

**Account**

If you choose not to use the Use Budget Type Offset Account, enter a different offset Account value here.

### Offset to Budget Roll Forward

Use this group box to instruct the Budget Close process to create offset entries for the balance forward entries.

This group box contains the same elements as the Offset to Closed Budget group box discussed above. They function in the same way, except that they identify account value for balance forward offset entries.

---

**Note.** If the budget ledgers you are closing are unbalanced ledgers, you can retain the default setup here because the closing process ignores the offset account information on this page. If you select close out only as the balance forward option on the closing options page, the setup on this page is ignored.

---

---

**Note.** If the budget ledgers you are closing are unbalanced ledgers, you can leave the default setup here because the closing process ignores the offset account information on this page.

---

## Defining Budget Period Sets

To define budget period sets, use the Budget Period Transfer Set component (KK\_BD\_PERIOD\_XFER).

This section discusses how to set up budget period sets. Budget period sets define which budget periods are to be processed. They also enable you to map budget periods in the year being closed to budget periods in the coming year.

### Page Used to Define Budget Period Sets

Page Name	Object Name	Navigation	Usage
Budget Period Set	KK_BP_XFER_SET	Commitment Control, Close Budget, Define Budget Period Set, Budget Period Set	Select budget periods to be closed and map budget periods being closed to new budget periods.

### Defining Budget Period Set Options

Access the Budget Period Set page.

**Budget Period Set**

SetID: SHARE	Budget Period Set: 2002_TO_2003																																																						
<b>Effective Date</b> <table border="1" style="width: 100%;"> <tr> <td>*Effective Date: 01/01/2002</td> <td>*Status: Active</td> </tr> <tr> <td colspan="2">           *Description: Departmental 2002 Budget <input checked="" type="checkbox"/> <b>Specify Target Budget Periods</b> </td> </tr> <tr> <td colspan="2">Comments: To close 2002 department budgets and roll forward the remaining balances to the first period of 2003</td> </tr> </table>		*Effective Date: 01/01/2002	*Status: Active	*Description: Departmental 2002 Budget <input checked="" type="checkbox"/> <b>Specify Target Budget Periods</b>		Comments: To close 2002 department budgets and roll forward the remaining balances to the first period of 2003																																																	
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Budget Period Set page

**Specify Target Budget Periods**

Check if the remaining budgets are to be rolled forward to new budget periods.

**Budget Periods to Close and Target Budget Period**

Enter a unique row for each budget periods to close for which you have budget amounts to be closed, and if roll forward is to occur, map each period to a target budget period. A from budget period can map to one target budget period, but a target budget period can map to any number of from budget periods. The budget period calendars must be the calendars used for the budget types to be closed.

**See Also**

[Chapter 3, “Setting Up Basic Commitment Control Options,” Budget Period Calendars and Cumulative Budgeting, page 23](#)

---

## Defining and Validating Budget Closing Sets

Budget closing sets tie budget closing rules to Commitment Control ledger groups. They also enable you to:

- Select budget period sets to indicate the closing and roll forward budget periods, select fiscal year close, or select both.
- Specify which ledger amounts apply toward calculating the remaining budget balance to roll forward.

To define and validate budget closing sets, use the Budget Closing Set component (KK\_CLOSING\_SET).

This section discusses how to:

- Define a budget closing set.
- Run the Closing Set Validation report (GLS1210), which displays any errors in the closing set.

## Pages Used to Define and Validate Budget Closing Sets

Page Name	Object Name	Navigation	Usage
Budget Closing Set	KK_CLOSING_SET	Commitment Control, Close Budget, Define Closing Set, Budget Closing Set	Tie budget period sets to budget closing rules and Commitment Control ledger groups. Specify which ledger amounts apply toward calculating the remaining budget balance. Also used to reduce budgets without closing for unobligated balances.
Validate Budget Closing Set	RUN_GLS1210	Commitment Control, Close Budget, Validate Closing Set, Validate Budget Closing Set	Request the Validate Budget Closing Set SQR report (GLS1210), which validates the closing set, displaying error or warning messages for conditions that could cause errors in the Budget Close or reduction process.

## Defining Budget Closing Sets

Access the Budget Closing Set page.

**Budget Closing Set**

SetID:	SHARE	Closing Set:	DEPT_BUDGETS_2002										
*Description:	2002 Departmental Budgets	*As of Date:	07/01/2002										
*Purpose:	Process Budget Close												
Comments:	Close CC_DIV, CC_DEPT, and CC_UNIT with rolling forward of remaining balances.												
<b>Period(s) to be Processed</b>													
<input checked="" type="checkbox"/> Close Budget Periods      Budget Periods to Process: 2002_TO_2003 <a href="#">Departmental 2002 Budget</a>		<input type="checkbox"/> Close Fiscal Year      Fiscal Year to Close:											
<b>Closing Rules to Process</b> <span style="float: right;">Customize   Find    First  1 of 1  Last</span> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>*Closing Rule</th> <th></th> <th></th> <th></th> </tr> </thead> <tbody> <tr> <td>DEPT_BUDGETS </td> <td colspan="3">Closing Departmental Budgets  </td> </tr> </tbody> </table>				*Closing Rule				DEPT_BUDGETS	Closing Departmental Budgets				
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DEPT_BUDGETS	Closing Departmental Budgets												
<b>Budgets to Process</b> <span style="float: right;">Find   View All   First  1 of 3  Last</span> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;"> *<b>Ledger Group:</b> CC_DEPT   <a href="#">Department- Control Budgets</a> </td> <td style="width: 50%;"> <b>Remaining Balance Calculation Includes</b> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td>*<b>Ledger Type:</b></td> <td>Budget   </td> </tr> <tr> <td></td> <td>Expense or Recognized Revenue   </td> </tr> <tr> <td></td> <td>Encumbrance   </td> </tr> <tr> <td></td> <td>Pre-Encumbrance   </td> </tr> </table> </td> </tr> </table>				* <b>Ledger Group:</b> CC_DEPT <a href="#">Department- Control Budgets</a>	<b>Remaining Balance Calculation Includes</b> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td>*<b>Ledger Type:</b></td> <td>Budget   </td> </tr> <tr> <td></td> <td>Expense or Recognized Revenue   </td> </tr> <tr> <td></td> <td>Encumbrance   </td> </tr> <tr> <td></td> <td>Pre-Encumbrance   </td> </tr> </table>	* <b>Ledger Type:</b>	Budget		Expense or Recognized Revenue		Encumbrance		Pre-Encumbrance
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	Expense or Recognized Revenue												
	Encumbrance												
	Pre-Encumbrance												

Commitment Control Budget Closing Set page

## Closing or Reducing Budgets

### Purpose

*Process Budget Close* Select this value if you are closing a budget.

*Reduce Budget Without Closing* Select if you are reducing or withdrawing unobligated funding for a budget.

See [Chapter 11, “Closing and Withdrawing Commitment Control Budgets,” Withdrawing or Reducing Commitment Control Budgets Without Closing, page 250](#).

### Period(s) to be Processed

You can select to *Close Budget*, or *Close Fiscal Year* without closing budgets, or both:

#### Close Budget

Select to close budgets.

#### Budget Periods to Process

If one or more of the budget ledgers to be closed contain Budget Period, you must specify a Budget Period Set .

The description of this budget displays and functions as a link to the Budget Period Transfer Set page, where you can view and update the budget period transfer set.

See [Chapter 11, “Closing and Withdrawing Commitment Control Budgets,” Defining Budget Closing Rules, page 229](#).

See [Chapter 11, “Closing and Withdrawing Commitment Control Budgets,” Defining Budget Period Sets, page 235](#).

**Close Fiscal Year** Select to perform a fiscal year end close on a multi-year budget without closing the budget to future transactions.

**Fiscal Year to Close** Enter a fiscal year. You perform this type of close to enable year end reporting while keeping a multi-year budget open through to the end of its appropriation period.

The Budget Close process zeroes out the budget balance for the closing fiscal year and rolls it forward to period 0 in the new fiscal year.

See [Chapter 11, “Closing and Withdrawing Commitment Control Budgets,” Fiscal Year Close, page 225](#).

See [Chapter 11, “Closing and Withdrawing Commitment Control Budgets,” Budget Journal Entries from Closing and Roll Forward, page 225](#).

## Closing Rules to Process

**Closing Rule** Enter the closing rules that apply to this closing set.

The description of the closing rule functions as a link to the Closing Rules component, where you can view the rule definition.

See [Chapter 11, “Closing and Withdrawing Commitment Control Budgets,” Defining Budget Closing Rules, page 229](#).

---

**Note.** Do not enter closing rules with overlapping ChartField value sets. A budget must not be covered by more than one closing rule.

---

## Budgets to Process

**Ledger Group** Enter the Commitment Control ledger groups containing the budgets you want to close.

The description of the Commitment Control ledger group functions as a link to the Budget Definitions component for the ledger group.

**Remaining Balance Calculation Includes** Specify the Ledger Type that applies toward calculating the remaining budget balance for the budget closing adjustment entry and the roll forward entry.

The ledger types available for selection are those associated with the ledger group you entered. Only the ledger types that you defined as affecting the available budget amount when you established the ledger group are available.

For example, if you select *Budget*, *Expense*, and *Encumbrance*, then the budget closing adjustment amount and roll forward amount is the budget amount reduced by the expense and encumbrance amounts.

---

**Note.** We recommend that you include all of the ledger types in the ledger group in your remaining budget balance. If, however, you elected to exclude preencumbrance amounts in the remaining available budget balance on the Ledgers for a Unit - Commitment Control Options page, you should also exclude the preencumbrance ledger here.

---

**Note.** Take care that your budget closing sets meet your parent to child requirements. Usually, if you close a parent budget, you must close its children. Therefore you must insure that the closing sets you create cover all parents and children. Although you can close and roll forward a parent while only closing its children, you must roll forward a parent if its children are set to roll forward. Some parents include children from more than one Commitment Control ledger group (control budget definition). If you want all parents and children be closed together, be sure that your closing sets either singly or together cover all child Commitment Control ledger groups for all parents. The Run Control Validation report (GLS1211) validates that no parents or children are missing from a closing process, that parents roll forward if children do, and that children roll forward if parents do. You can select whether or not to require that these conditions be met.

---

## See Also

[Chapter 11, “Closing and Withdrawing Commitment Control Budgets,” Validating the Budget Close Run Control, page 245](#)

[Chapter 3, “Setting Up Basic Commitment Control Options,” Parents and Children, page 31](#)

[Chapter 3, “Setting Up Basic Commitment Control Options,” Establishing Commitment Control Ledger Groups, page 40](#)

[Chapter 3, “Setting Up Basic Commitment Control Options,” Setting Up Commitment Control for a Business Unit and General Ledger Group, page 66](#)

## Running the Closing Set Validation Report (GLS1210)

Access the Validate Budget Closing Set report page.

For most of the conditions that the process validates, you can select the following validation options:

***Fail the Validation*** The condition causes the closing set to fail the validation.

***Ignore*** The condition is ignored. When you select this, the condition does not appear on the report.

***Report as a Warning*** The condition is reported as a warning.

The following conditions are checked against the closing set:

**‘Remaining Balance Calculation’ ledgers do not match the ‘Affect Spending Authority’ ledgers** The ledgers included in the remaining balance calculation do not match those set up for calculating available balance for the Commitment Control ledger definition. You select Affect Spending Authority on the Ledger Group - Definition page.

See [Chapter 3, “Setting Up Basic Commitment Control Options,” Establishing Commitment Control Ledger Groups, page 40.](#)

<b>Child Budgets are not in the Closing Set</b>	Closing set does not include all children of parent budgets being closed.
<b>Parent Budgets are not in the Closing Set</b>	Closing set does not include all parents of child budgets being closed.
<b>Budgets covered by multiple Closing Rules</b>	There are budgets that appear in more than one closing rule in the closing set.
<b>Entry Event is required for the budget ledger, but is not specified in the rule</b>	Entry events are required for the Commitment Control ledger group, but you did not enter them in a budget closing rule. You can disable or require entry events for the Commitment Control ledger group on the Ledgers for a Unit - Commitment Control Options page.

### See Also

[Chapter 3, “Setting Up Basic Commitment Control Options,” Setting Up Commitment Control for a Business Unit and General Ledger Group, page 66](#)

*PeopleSoft 8.8 Application Fundamentals for Financial Management Solutions, Enterprise Service Automation, and Supply Chain Management PeopleBook, “Using Entry Events”*

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## Running and Validating the Budget Close Process to Close and Reopen Budgets

This section discusses how to:

- Run the Budget Close COBOL process (FSPYCLOS) for the closing sets you have defined.
- Reopen closed budgets.
- Run the Closing Run Control Validation process to validate that the closing sets on a run control for the Budget Close process are complete and do not overlap.

## Pages Used to Run and Validate the Budget Close Process

Page Name	Object Name	Navigation	Usage
Budget Close Request	KK_CLOSE_REQUEST	Commitment Control, Close Budget, Process Budget Close, Budget Close Request	Request the Budget Close COBOL process (FSPYCLOS) to close or unclose budgets.
Mark for Undo	KK_CLOSE_UNDO	Commitment Control, Close Budget, Mark to Undo, Mark for Undo	Select the process instances of the Budget Close (FSPYCLOS) process that you want to undo.
Validate Budget Close Run Control	RUN_GLS1211	Commitment Control, Close Budget, Validate Run Control, Validate Budget Close Run Control	<p>Request the closing run control validation process (GLS1211). This SQR process validates the Budget Close or reduction run control, updating the budget close status and producing a report that displays error or warning messages for conditions that could cause errors in the Budget Close or reduction process.</p> <p>The report displays information similar to that which is displayed by the Closing Set Validation report (GLS1210); however by validating a Budget Closing run control, the Closing Run Control Validation process captures errors across closing sets.</p> <p><i>Important!</i> You cannot run a Budget Close or reduction (withdrawal) without first running this process free of errors.</p>

## Requesting the Budget Close Process

Access the Budget Close Request page.

**Budget Close Request**

Run Control ID: 1      Report Manager    Process Monitor    **Run**    Go To Budget Close Validation

**Process Request Parameters**

Request Number: 1	Business Unit for Prompting: US001
<b>Process Frequency</b>	Closing Set:
<input type="radio"/> Once	As of Date: 10/23/2003
<input type="radio"/> Always	*Request Type: Close
<input checked="" type="radio"/> Don't Run	*Output Options: Create Calc Log and Output

**Specify Business Unit(s)**

<input checked="" type="radio"/> Selected Detail Values	<b>Select Business Units</b>
<input type="radio"/> Detail - Selected Parents	*Values/Nodes
Tree SetID: <input type="text"/>	Find   View All    First 1 of 1 Last
Tree: <input type="text"/>	<input type="text"/> <input type="button"/> <input type="button"/>
Level: <input type="text"/>	

Budget Close Request page

**Note.** You cannot run the Budget Close or reduction process until you have run an error-free Closing Run Control Validation process (GLS1211) for the run control ID. The report (GLS1211) validates that no parents or children are missing from a run control, that parents roll forward if children do, and that children roll forward if parents do. You can select whether or not to require that these conditions be met.

**Go to Budget Close Validation**

Click this link to open the Validate Budget Close Run Control page, where you can request a run of the Closing Run Control Validation process for the run control ID.

**Business Unit for Prompting**

Select a business unit that determines which closing set you can select based on your TableSet control setup.

**Closing Set**

Select the budget closing set you want to process.

The description of the closing set functions as a link to the Budget Closing Set page, where you can view the closing set definition.

**Note.** Take care that your budget closing sets meet your parent-child requirements. Usually, if you close a parent budget, you must close its children. Therefore you must insure that the closing sets you create cover all parents and children. Although you can close and roll forward a parent while only closing its children, you must roll forward a parent if its children are set to roll forward. Some parents include children from more than one Commitment Control ledger group (control budget definition). If you require that all parents and children be closed together, be sure that your closing sets either singly or together cover all child Commitment Control ledger groups for all parents. Be sure also that, if children are set to roll forward, parents are as well.

See [Chapter 11, “Closing and Withdrawing Commitment Control Budgets,” Validating the Budget Close Run Control, page 245.](#)

See [Chapter 3, “Setting Up Basic Commitment Control Options,” Parents and Children, page 31.](#)

**Request Type** Specify whether you are running a *Close* or an *Undo* close. An *Undo* close reopens closed budgets or it can also reinstates reduced budgets.

See [Chapter 11, “Closing and Withdrawing Commitment Control Budgets,” Reopening Closed or Reinstating Reduced Commitment Control Budgets, page 244.](#)

**Undo List** Click to access the Mark for Undo page where you can select the process instance to undo, either a close or reduction.

**Output Options** Select one of these options:

- *Create Calc Log – No Output*(create Calculation Log – no output): This option creates the Calculation Log, but does not actually close the budget ledger or create closing journals. Use this option to perform a provisional close, enabling you to see what the closing results would be without actually producing those results.
- *Create Calc Log and Output* (create Calculation Log and output): This option creates the Calculation Log, closes the budget ledger, and creates the closing journals.

The journals created depend on whether you chose to roll forward remaining available budget amounts and whether you chose to offset the closing or balance forward amounts.

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**Note.** Access the Calculation Log on the Review Calculation Log page.

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See [Chapter 11, “Closing and Withdrawing Commitment Control Budgets,” Inquiring and Reporting on Budget Closing Results, page 247.](#)

**Selected Detail Values** Select this option to enter specific business units for closing in the *Values/Nodes* field.

**Detail - Selected Parents** Select this option to specify a business unit tree from which to select the business units. The closing includes all business units for the *Tree SetID*, *Tree*, and *Level* that you specify. Select specific tree nodes in the *Values/Nodes* field.

## Reopening Closed or Reinstating Reduced Commitment Control Budgets

To reopen closed budgets or reinstate reduced budgets:

1. Access the Budget Close request page, select *Undo* in the Request Type field, and click Undo List.

The Mark for Undo page appears. The page displaying a list of process instances for budget closing or reduction.

You can also access the Mark for Undo page directly from the Commitment Control menu.

2. On the Mark for Undo page, select the process instance(s) of the budget close or reduction process that you want to undo and save the page.
3. On the Budget Close request page, complete the run request.

The system reopens budget rows that were closed, return budget closing and roll forward amounts into the budget rows, remove any amounts that were rolled over to the next budget year, delete budget closing journals, and remove the calculation logs that were created during the close process. The Budget Close Status is set back to *N*.

If you are reinstating reduced budgets, the system reverses the adjustments created and return the balances to their original amount.

## Validating the Budget Close Run Control

Access the Validate Budget Close Run Control page.

The Close Run Control Validation process performs validation checks across all closing sets in the run control. Since more than one closing set can apply to a ledger group, there is potential for such errors as overlapping closing rules across closing sets, which would not be discerned by the Closing Set Validation report (GLS1210).

For most of the conditions that the process validates, you can select the following validation options.

<b>Fail the Validation</b>	The condition causes the run control to fail the validation. The Budget Close process does not run until the condition is fixed.
<b>Ignore</b>	The condition is ignored. When you select this, the condition does not appear on the report.
<b>Report as a Warning</b>	The condition is reported as a warning. The condition is reported but does not prevent the Budget Close process from running.

The following conditions are checked against the run control.

<b>'Remaining Balance Calculation' ledgers do not match the 'Affect Spending Authority' ledgers</b>	The ledgers included in the remaining balance calculation for a closing set do not match those set up for calculating available balance for the Commitment Control ledger group. You select Affect Spending Authority on the Ledger Group - Definition page.
<p>See <a href="#">Chapter 3, “Setting Up Basic Commitment Control Options,” Establishing Commitment Control Ledger Groups, page 40.</a></p>	
<b>Child Budgets are not in the closing set</b>	Closing sets do not include all children of parent budgets being closed. Checks across all closing sets in the run control.
<b>Parent Budgets are not in the closing set</b>	Closing sets do not include all parents of child budgets being closed. Checks across all closing sets in the run control.
<b>Child Budget balances are to be rolled forward, but not the Parent Budget</b>	You are rolling forward child budget balances without rolling forward their parent budget balances. This validation is not performed if the purpose of the closing set is to <i>Reduce Budget Without Closing</i> .

<b>Parent Budget balances are to be rolled forward, but not the Child Budget</b>	You are rolling forward parent budget balances without rolling forward all of the child budget balances. This validation is not performed if the purpose of the closing set is to <i>Reduce Budget Without Closing</i> .
<b>Not all Associated Budgets are included in the Run Control</b>	Either the Revenue Budget(s) or its associated Expenditure Budget(s) are not included in the Closing process.
<b>Some Associated Budgets are set to Roll Forward but some are not</b>	The roll forward option is inconsistent among the Revenue Budget(s) and its associated Expenditure Budget(s).
<b>Some budget balances are not covered by any of the Closing Rules</b>	There are budgets in the Commitment Control ledger group that are not closed. The budget closing rules in the run control do not include all of the budgets in the ledger group.
<b>Budget Balances for some earlier Budget Periods are not closed yet</b>	Budget periods prior to the ones you are requesting for closing are not closed yet. This validation is not performed if the purpose of the closing set is to <i>Reduce Budget Without Closing</i> .
<b>Budget balances for earlier fiscal year(s) are not closed yet</b>	There is an open fiscal year prior to the one being requested for close. This validation is not performed if the purpose of the closing set is to <i>Reduce Budget Without Closing</i> .
<b>Budgets covered by multiple Closing Rules</b>	There are budgets that appear in more than one closing rule included in the run control.
<b>Entry Event is required for the budget ledger, but is not specified in the rule</b>	Entry events are required for the Commitment Control ledger group, but you did not enter them in a budget closing rule.  You can disable or require entry events for the Commitment Control ledger group on the Ledgers for a Unit - Commitment Control Options page.

## See Also

[Chapter 3, “Setting Up Basic Commitment Control Options,” Setting Up Commitment Control for a Business Unit and General Ledger Ledger Group, page 66](#)

*PeopleSoft 8.8 Application Fundamentals for Financial Management Solutions, Enterprise Service Automation, and Supply Chain Management PeopleBook, “Using Entry Events”*

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## Closing and Rolling Forward Preencumbrances, Encumbrances, and Recognized Revenue

The Budget Close process (FSPYCLOS) closes only the budget ledger, not the other ledgers in the Commitment Control ledger group. And it carries forward only the remaining available budget amount, if you choose to have it carried forward, to the new budget period. It does not carry forward amounts from the other ledgers, such as encumbrances, preencumbrances, or recognized revenue. To close out and roll forward amounts from these ledgers, you must cancel and reestablish their source documents in the source applications.

## Closing Out Preencumbrances and Encumbrances

To close out preencumbrances and encumbrances, you must liquidate the outstanding documents (such as requisitions and purchase orders) in the source application (such as PeopleSoft Purchasing) before you run the Budget Close process. PeopleSoft Purchasing provides the Requisition Reconciliation and Purchase Order Reconciliation processes to expedite this liquidation.

## Reestablishing Preencumbrances and Encumbrances

Use the source application to reestablish closed preencumbrances and encumbrances in the new budget after you run the Budget Close process. PeopleSoft Purchasing provides a PO Rollover process to assist you in reestablishing purchase orders. You must reestablish preencumbrance documents manually.

## Closing Out and Reestablishing Recognized Revenue

To close out and reestablish recognized revenue in the new budget year, you must reverse the open receivables in the source application (such as PeopleSoft Receivables or PeopleSoft Billing) and post a new open receivable for the new budget.

### See Also

*PeopleSoft Purchasing 8.8 PeopleBook*, “Using Commitment Control,” Running Budget Period-End Processes

*PeopleSoft Purchasing 8.8 PeopleBook*, “Reconciling Purchase Orders”

*PeopleSoft Purchasing 8.8 PeopleBook*, “Reconciling Requisitions”

*PeopleSoft Purchasing 8.8 PeopleBook*, “Using Commitment Control,” Rolling Over POs at Budget Period End

*PeopleSoft Receivables 8.8 PeopleBook*, “Posting and Unposting Groups”

*PeopleSoft Billing 8.8 PeopleBook*, “Using Commitment Control Accounting In PeopleSoft Billing”

[Chapter 11, “Closing and Withdrawing Commitment Control Budgets,” Examples of Budget Close Results, page 227](#)

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## Inquiring and Reporting on Budget Closing Results

After running the Budget Close process, you can view the process results by performing any of these tasks:

- Inquire and report on the budget closing calculation log.
- Inquire and report on the budget close status.

## Pages Used to Inquire and Report on Budget Closing Results

Page Name	Object Name	Navigation	Usage
Budget Close Calculation Log	KK_INQ_CLOSE	Commitment Control, Close Budget, Review Calculation Log, Budget Close Calculation Log	View the Calculation Log, which records the results of the Budget Close process.

Page Name	Object Name	Navigation	Usage
Target/Source	KK_INQ_CLS_SEC	Click the Target button or the Source button on the Budget Close Calculation Log page.	<p>The Target page and the Source page are identical in all but their page name and content.</p> <p>Use the Target page to view the balance forward entry that is directly related to the source entry selected on the Review Calculation Log page.</p> <p>Use the Source page to view the source transaction associated with the target entry selected on the Review Calculation Log page.</p>
Budget Close Calculation Log Report	RUN_GLS1222	Commitment Control, Close Budget, Closing Calculation Log Report, Budget Close Calculation Log Report	Request a run of the Budget Close Calculation Log report (GLS1222). This SQR report displays the results of the Budget Close process.
Budget Close Status	KK_CLOSING_STATUS	Commitment Control, Close Budget, Review Closing Status, Budget Close Status	<p>View the budget close status of the budgets you select. Search by business unit, Commitment Control ledger group, budget period, fiscal year, and budget close status.</p> <p>The budget close status is updated by both the Closing Run Control Validation process (GLS 1211) and the Budget Close process (FSPYCLOS).</p>
Budget Close Status Report	RUN_GLS1220	Commitment Control, Close Budget, Closing Status Report, Budget Close Status Report	<p>Request a run of the Budget Close Status report (GLS1220). This SQR report displays the budget close status of the budgets you request.</p> <p>The budget close status is updated by both the Closing Run Control Validation process (GLS1211) and the Budget Close process (FSPYCLOS).</p>

## Reviewing the Budget Close Calculation Log

Access the Budget Close Calculation Log page.

**Budget Close Calculation Log**

*Business Unit:	US001	<input type="button" value="Search"/>	*Ledger Group:	<input type="text"/>	<input type="button" value="Search"/>	*Process Instance:	<input type="text"/>	<input type="button" value="Search"/>	*Request No:	<input type="text"/>	<input type="button" value="Search"/>		
Account	Operating Unit	Fund	Department	Program	Class	Bud Ref	Product	Project	Affiliate	Fund Affiliate	Oper Unit Affil		
<input type="button" value="Search"/>	<input type="button" value="Search"/>	<input type="button" value="Search"/>	<input type="button" value="Search"/>	<input type="button" value="Search"/>	<input type="button" value="Search"/>	<input type="button" value="Search"/>	<input type="button" value="Search"/>	<input type="button" value="Search"/>	<input type="button" value="Search"/>	<input type="button" value="Search"/>	<input type="button" value="Search"/>		
<input type="button" value="Fetch"/> <input type="radio"/> Source <input checked="" type="radio"/> Target Max Rows: <input type="text" value="100"/>													
<b>Calculation Log</b>													
Target	Source	Seq	Account	Oper Unit	Fund Code	Dept	Program Code	Class Field	Budget Reference	Product	Project	Affiliate	Fund Affiliate
1	Target	Source											

Review Calculation Log page

The Source radio button or Target radio button are used to access the associated source or target rows in the calculation log. For example, when you click the Fetch button and you have selected the Target radio button, the scroll is populated with the roll forward (target) amounts in the calculation log. You can then click one of the Source buttons that appears to access a secondary page to see the associated source budget rows stored in the calculation log and determine from where the target amount is coming. The same applies if you elect to display the source amounts first.

## Inquiring and Reporting on the Budget Close Status

Access the Budget Close Status page for online inquiry.

Access the Budget Close Status Report page to request a report.

*Closing Process Status* can be one of these values:

**All**

Returns all statuses.

**Closed**

Budget is validated for the run control, and all budgets in the business unit, Commitment Control ledger group, Ruleset, budget period, and fiscal year are successfully closed.

---

**Note.** This status is different from the budget close status on the Budget Attribute page.

---

**Invalid**

Closing Run Control Validation process has been run with errors.

**No Status**

Budget Close process has not been run on this budget.

**Partial**

The Commitment Control ledger group is partially closed; that is, not all budgets in the budget ledger were covered by the Budget Close process.

**Unclosed**

Budget has been closed and reopened.

**Validated**

Closing Run Control Validation process has been run with no errors but Budget Close process has not been run.

## Withdrawing or Reducing Commitment Control Budgets Without Closing

The functionality, which can also be termed *Reduce Budget Without Closing*, supports the reduction, or withdrawing of uncommitted and unobligated budgets and is particularly applicable to United States Government accounting requirements to automatically withdraw all uncommitted and unobligated allotments and sub allotments. This functionality can be used to reduce the budgetary amount equal to gross obligations so the remaining balance is zero. The amounts that are automatically withdrawn can then be reallocated as necessary.

In PeopleSoft, the term appropriation, apportionment, allotment and suballotment may be defined as distinct Commitment Control budget ledger groups that are related in a parent and child hierarchical structure. The following example illustrates a possible ledger group hierarchy and the associated key ChartFields:

- Appropriation Ledger – with a key ChartField of Fund.
- Apportionment Ledger – with a key ChartField of Fund.
- Allotment Ledger – with key ChartFields of Fund and Dept ID.
- Suballotment Ledger – with key ChartFields of Fund, Dept ID, and Class.

Without closing any of these budgets you can automatically withdraw or reduce all uncommitted and unobligated budget amounts leaving the budget at its then existing status. By selected the appropriate budget key values based on your established budget criteria, the system calculates the remaining budget balances. The system then generates Commitment Control budget adjustment journals using Entry Event functionality to reduce any available budget to zero. The functionality is predicated on the following assumptions:

- The process executes on one Commitment Control ledger at a time beginning with the lowest level *child* budget ledger.
- The criteria for budget reduction is established using business unit, ledger group, budget period, and ChartField values.
- Amounts that are to be reduced are remaining balances, that are uncommitted (preencumbrance), unobligated (encumbrance), and unexpended amounts.
- The process ignores budgets with negative balances.
- All budget statuses are ignored, such as hold and close.
- The process generates budget adjustments journals that reduce the balances for the selected budgets to zero.
- Entry Event codes are configured for the related business units and automatically default to the budget adjustments based on the setup to perform the required accounting.

### Setting Up for Budget Withdrawal or Reduction Without Closing

The Budget Close COBOL process (FSPYCLOS) also supports the *Reduce Budget Without Closing* functionality. The pages used, the required setup and the reports produced are shared.

See [Chapter 11, “Closing and Withdrawing Commitment Control Budgets,” Understanding Commitment Control Budget Closing and Withdrawal Without Closing, page 221.](#)

To reduce, or withdraw uncommitted, Commitment Control budgets do the following:

1. Define ChartField value sets.

If you previously defined ChartField values sets for closing, you can use these and the reduction process ignores roll forward related setup.

You define ChartField Value Sets on the ChartField Value Set page.

See [Chapter 11, “Closing and Withdrawing Commitment Control Budgets,” Defining ChartField Value Sets for Budget Closing, page 229](#).

2. Define budget closing rules.

Here you specify Budget Journal ID mask and Entry Event codes for budget reduction adjustment journals (if you have Entry Events enabled).

You define closing rules on the Define Closing Rule component.

See [Chapter 11, “Closing and Withdrawing Commitment Control Budgets,” Defining Budget Closing Rules, page 229](#).

3. Define budget closing sets.

Set the Purpose to *Reduce Budget Without Closing* and specify which ledger amount types (preencumbrances, encumbrances, expenses, and so on) are to be applied toward calculating the remaining budget balances to be reduced. You select budget closing sets when you run budget reduction. Specify all budgets you want to close without including a budget more than once in a closing rule.

You define budget closing sets on the Budget Closing Set page.

See [Chapter 11, “Closing and Withdrawing Commitment Control Budgets,” Defining Budget Closing Sets, page 237](#).

4. Run the Closing Set Validation report (GLS1210.)

Run the report for each budget closing set to display (depending on your requirements) any error or warning messages for the following conditions:

- *Remaining Balance Calculation* ledgers do not match the *Affect Spending Authority* ledgers.
- Closing rules overlapped on budget row coverage.
- Child budgets are not in the closing set.
- Parent budgets are not in the closing set.
- Entry Event is required for the budget ledger, but is not specified in the rule.

See [Chapter 11, “Closing and Withdrawing Commitment Control Budgets,” Running the Closing Set Validation Report \(GLS1210\), page 240](#).

5. Create and save a Budget Close run control to be validated before running.

Include all closing sets for all budgets that you want to reduce. You specify the following:

- Budget closing sets.
- Business units for the reduction.
- As of date for the reduction.

- Output options, such as whether to generate a log file.

Create the budget closing, or reduction run control on the Budget Close page.

See [Chapter 11, “Closing and Withdrawing Commitment Control Budgets,” Running and Validating the Budget Close Process to Close and Reopen Budgets, page 241](#).

6. Run the Closing Run Control Validation process (GLS1211).

Use the report to validate that the closing sets on the run control for the Budget Close process you created are complete and do not overlap. Specifically, this validation process creates a report that displays error or warning messages (depending on your requirements) for the following conditions:

- *Remaining Balance Calculation* ledgers do not match the *Affect Spending Authority* ledgers.
- Closing rules overlapped on budget row coverage.
- Child budgets are not in the closing set.
- Parent budgets are not in the closing set.
- Not all Associated Budgets are included in the closing set.
- Some budget balances are not covered by any of the closing rules.
- Entry Event is required for the budget ledger, but is not specified in the rule.

---

**Note.** You cannot run the Budget Close process without first running this report free of errors.

---

See [Chapter 11, “Closing and Withdrawing Commitment Control Budgets,” Validating the Budget Close Run Control, page 245](#).

7. Review the budget close status on the Closing Status inquiry page or the Budget Close Status Report (GLS1220) to confirm that the Closing Run Control Validation process marked all business unit, ledger group, and Ruleset combinations in the run control as Valid.
8. Run the Budget Close process using a run control that returns no errors for the Closing Run Control Validation process.

Run the Budget Close process from the Budget Close page.

9. Check the results of the Budget Close process on the Review Calculation Log page or the Budget Close Calculation Log report (GLS1222). Check to see that the balance of selected budgets is zero.

See [Inquiring and Reporting on Budget Closing Results](#).

10. You can undo a budget reduction or withdrawal just as you can a budget close.

See [Chapter 11, “Closing and Withdrawing Commitment Control Budgets,” Reopening Closed or Reinstating Reduced Commitment Control Budgets, page 244](#).

11. If you undo the reduction process, validate the results using the calculation log report and the budget status report to see that the balances are reinstated.

# CHAPTER 12

## Archiving for Commitment Control

This chapter provides an overview of archiving for PeopleSoft Commitment Control and discusses how to:

- Create and maintain archive ledger selection criteria.
- Request archive processing.
- Review the archive log.

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### Understanding Archiving for Commitment Control

This section discusses:

- Contrasting archiving in commitment control and general ledger.
- Archiving source tables to history tables.
- Identifying data to be archived and restored.
- Running the Commitment Control Archive process.
- Reviewing the log of commitment control archive activity.
- Applying security.

### Contrasting Archiving in Commitment Control and General Ledger

PeopleSoft provides archiving functionality specifically for commitment control ledgers, journals, and activity. This functionality is not the same as the archiving process provided by PeopleSoft General Ledger for ledgers and journals within that product.

The Commitment Control Archive Application Engine (FS\_KKAR) program enables you to archive data based on various selection criteria that you specify. You can create archive ledger criteria sets for commitment control ledger groups and select a field or fields of a specified value or range of values that you use to selectively archive commitment control ledger records. In addition, you can specify logic limited to operations of *and* or *or* between multiple fields to provide further refinement of archive selection criteria. However, the system does not support parenthesis-based logic groupings, and selection of criteria must be carefully specified in structured sequence to return results. It is not recommended that you use complicated grouping in efforts to find matching records. Archive selection capabilities chiefly distinguish commitment control archiving from general ledger archiving, which uses fixed selection parameters.

---

**Note.** The use of archive ledger criteria sets is optional when you want the additional flexibility to search for ledger data by ChartField values. Archive ledger criteria sets are not used for journal and activity data.

---

If you find it necessary to coordinate commitment control and general ledger archival information, you must take these and other differences into consideration.

See *PeopleSoft General Ledger 8.8 PeopleBook*, “Archiving Ledgers and Journals”.

## Archiving Source Tables to History Tables

The archive *source* tables are the tables in your database that contain your budgets and to which you daily record commitment control activity. Each source table has a corresponding *history* table to which the source data that you choose to archive is copied. The system removes archived data from the source tables when it is copied to the history tables.

This table lists source tables and their corresponding history tables:

Source Table	History Table
LEDGER_KK	LEDGER_KK_HST
KK_BUDGET_HDR	KK_BUDG_HDR_HST
KK_BUDGET_LN	KK_BUDG_LN_HST
KK_ACTIVITY_LOG	KK_ACTV_LOG_HST
KK_SOURCE_HDR	KK_SRC_HDR_HST
KK_SOURCE_LN	KK_SRC_LN_HST
KK_REFERENCED	KK_REFD_HST
KK_LIQUIDATION	KK_LIQUID_HST
KK_TRANS_LOG	KK_TRNS_LOG
KK_OVERRIDE_TBL	KK_OVERRIDE_HST
KK_EXCPTN_TBL	KK_EXCPT_HST

Archived transaction activity is no longer available to validate high-level balances through drilldown.

You can restore data to the source tables from the history tables; however, the compatible structure of the source and history tables must be maintained over time to successfully restore data.

You can use Structured Query Language (SQL) to purge data from the history tables.

The archive process does not support archiving of data to a flat file.

## Identifying Data to Be Archived and Restored

You specify the tables and control the data to be archived by defining selection criteria—such as business unit, setID, ledger group, journal date, and activity date—and perhaps optionally defining archive ledger criteria and assigning the combined set of archive criteria a unique archive ID.

You can specify sets of archive selection criteria for one or more of the three data sources—ledgers, journals, and activities—in any combination or order. You can also include multiple archive identifiers in the scroll of a run control. For example, you can process archival activity for several different business units, each with different selection criteria, in the same run request.

The archive ledger criteria and its ledger criteria ID that you can *optionally* create for a ledger group enable you to specify the identifying fields as either single values or ranges of values to be used to select the archived records. Ranges of values can be open-ended, enabling the selection of either a beginning or ending value that includes all values after or before the specified value. In addition, for multiple field criteria you can specify logical operations of *and* or *or* in your ledger criteria. For example, you can limit the archived account values only to certain departments by specify account *and* department field values.

---

**Note.** Creation of archive ledger criteria is optional and is separately defined and maintained for the convenience of reusable criteria apart from the other archive criteria, such as business unit, setID, and accounting period. It can be repeatedly used in combinations with the other *what* and *when* criteria to facilitate the selection of commitment control ledger data that is to be archived in the future.

---

After selecting criteria, you create the archive request and its archive ID, which, in conjunction with a system-generated sequence number, enables you to maintain the history of that particular archive instance.

The PeopleSoft Application Engine process does prevent *partial archival* in that if you archive a set of journal header records, all corresponding journal line child records are required to be archived as well. If a header record, or parent table record, is not selected for archival, no associated child table records can be selected.

If any child table is excluded (for either selection or validation reasons), then all sibling and parent records sharing the same identifying key values are also excluded from archival.

Activity data tables also have these validation edits to exclude:

- Transactions with a nonzero liquidation balance.
- Transactions that reference other transactions that are not also selected for archival.

This is true for the eight data tables that comprise the activity data. However, between the three sources of data (ledger, journal, and activity) it is possible, for example, to archive the ledger records in a particular archiving run and not the associated journal and activity records. Because they can be archived on different dates and in different runs of the process, take particular care to avoid the *orphaning* of related data records.

The archive identifier in conjunction with the system-generated sequence number also enables you to restore the unique set of data that the combination identifies to your source tables. The option to restore previously archived data is a *reversing* of the entire original archive request. The original archive request identifier with the sequence number is the *only* selection parameter available for the restoration option. The system does not support defining different archive request specifications to select different history tables and data to be restored.

## Running the Commitment Control Archive Process

Using the Request Archive Processing page, you specify one or more archive IDs for the data to be archived. You use the page to schedule the Commitment Control Archive batch Application Engine (FS\_KKAR) program, which moves data from the source to the history tables. You restore previously archived data from the history tables back to its source tables by using this same page, batch process, and archive ID with its associated sequence number. When you select Run on the Request Archive Processing page, the Process Scheduler page becomes available to complete the usual run setup and the process scheduler provides the usual log of processing results and information.

The system increments the sequence number each time that a particular archive ID is invoked for archive processing and the process completes successfully. The sequence number, in conjunction with its archive ID, identifies the unit of work, or set of data records, that is archived. The sequence number:

- Enables the tracking of an archival unit of work for log history and potential restore purposes.
- Enables the reuse of a particular run control and its associated archive ID selection criteria over time.

Instead of having to replicate the same selection criteria for a new time period under a new run control, you can update the archive ID selection criteria under the existing run control. The sequence number enables the recycling of a particular archive ID, and guarantees uniqueness and separate tracking of any history records that are created.

When running an *archive*, the FS\_KKAR process is enabled for application engine restart. For example, if the process is halted due to a SQL error or another reason, then the process can be *restarted* by using the Process Monitor interface. You cannot access the same run control definition to resubmit the archive request as a new process. The Process Scheduler directs you to first complete the *error* process.

Assuming that the original process abends due to a SQL error, you can do one of the following:

- Abandon the run control for the abended process, and set up a new run control to resubmit the archive request as a completely new run of the process.
- Formulate or receive a fix from PeopleSoft to correct the offending SQL statement, and then *restart* the process.

When running a *restore* process, the application engine restart functionality is not available. If the process does not run to successful completion, the error causes the entire set of SQL statements to be *rolled back* by the system. You cannot restart a failed restore process. You can set up a new run control and run the process again; however, if the restore fails due to a SQL error, you must correct the offending SQL statement to successfully run the process.

## Reviewing the Log of Commitment Control Archive Activity

The archive process produces a permanent log of commitment control archive activity. Archive processing history information includes: date-time stamp, archive process type, archive ID and sequence number identifiers, descriptions, current archive status (archived or restored), business unit, setID, and ledger group major selection parameters, plus log description of table names and record counts of commitment control data successfully archived or restored. You can enter optional lookup values (business unit, setID, ledger group, as of date) in any combination, then select the search button, to further limit or refine the display of log entries.

## Applying Security

Access to the commitment control archive components is controlled through PeopleTools Security setup by user ID. Access is not controlled through the specialized commitment control security governed by security events and security rules.

No selective table access is provided and no provision is made for specifically securing or controlling individual header or child tables to which the user may have access.

Access to the various tables that comprise Commitment Control data is *all or nothing* for a particular user. It is important that access be given to individuals who fully understand the tables and the relationship among all the budgets, liquidation of commitments, and the implications for feeder applications, such as accounts payable, purchasing, and projects.

See *PeopleSoft 8.8 Application Fundamentals for Financial Management Solutions, Enterprise Service Automation, and Supply Chain Management PeopleBook*, “Securing Your System”.

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## Creating and Maintaining Ledger Archive Selection Criteria

This section discusses how to set up and maintain commitment control archive ledger criteria.

### Page Used to Set Up and Maintain Archive Selection Ledger Criteria

Page Name	Object Name	Navigation	Usage
Maintain Ledger Criteria	KK_ARCH_LED_CRIT	Commitment Control, Archiving Tables, Maintain Ledger Criteria	Select ledger data records to be archived.

### Setting Up and Maintaining Commitment Control Archive Ledger Criteria

Access the Maintain Ledger Criteria page.

**Maintain Ledger Criteria**

<b>SetID:</b>	SHARE	<b>Ledger Group:</b>	CC_CORP
<b>Ledger Criteria ID:</b>	12345	<b>Description:</b>	<input type="text"/>

**Archive Selection Criteria**

1 *Field Name: <input type="text"/> Equal To: <input type="text"/> <input type="button" value="Find"/>		<input type="button" value="First"/> 1-2 of 2 <input type="button" value="Last"/>
<input checked="" type="radio"/> Single Value <input type="radio"/> Range of Values		<input type="button" value="+"/> <input type="button" value="-"/>
*Logical: <input type="button" value="AND"/> <input type="button" value="OR"/>		<input type="button" value="+"/> <input type="button" value="-"/>
2 *Field Name: <input type="text"/> Equal To: <input type="text"/> <input type="button" value="Find"/>		
<input checked="" type="radio"/> Single Value <input type="radio"/> Range of Values		

[Reset Criteria](#)

Maintain Ledger Criteria page

- SetID** Enter the setID for the ledger group for which you are archiving information.
- Ledger Group** Enter the ledger group that contains the control budget ledger, encumbrance, or expenditure ledger for which you are archiving data.
- Ledger Criteria ID** Create an identifier and enter a description for the ledger criteria that you define.

### Archive Selection Criteria

- Field Name** Select a field name. Values such as *ChartFields* and *Budget Reference* enable you to specify the archiving of data rows by selected field values.
- Single Value and Range of Values** Select a single value for the field name specified or select a range of values for a particular field by selecting both a from value and a to value. You can also create open-ended ranges by selecting either a from value or a to value, but not both.
- Logical** Select *And* or *Or* to provide logic operations to further refine the archive data when you create multiple field names.
- Reset Criteria** Click the link to remove the current selections and define all new archive selection criteria.  
You can also change one or more values and select *Save* to make changes in current archive selection criteria.

## Requesting Archive Processing

This section discusses how to:

- Run the commitment control archiving process.

- Run the commitment control archive restore process.

## Page Used to Request Archive Processing

Page Name	Object Name	Navigation	Usage
Request Archive Processing	KK_ARCHIVE_RQST	Commitment Control, Archiving Tables, Request Archive Processing	Specify one or more archiving criteria and access the process scheduler to run either the archive or restore process. The restore process version of the page becomes available when you select <i>Restore from History</i> in the Archive Process field.

## Running the Commitment Control Archiving Process

Access the Request Archive Processing page.

Request Archive Processing page

### Run Control ID

Create a new or enter an existing run control on the Search page. Once created, the value is display-only on the Request Archive Processing page.

### Archive Process

Select an archive process. Values are: *Archive to History* and *Restore from History*. Select *Archive to History* to enter archive parameters. Your selection controls the display and the required parameters. (Restore from history parameters are described in the topic discussing the restoring of archived data.)

## Archive Process Request

This scroll is available if you select *Archive to History* in the Archive Process field.

### Request Number

Displays the request number, which identifies the archive request or requests in the scroll.

You can set up multiple archive ID requests if a single request is not sufficient to select all the records to be processed.

### Process Frequency

Select *Process Once* or *Always Process*.

*Don't Run* is the default value. If you run the process using this value, the system issues a warning message; if you persist, the process runs but no records are processed. The purpose of the value is to retain a run control without necessarily running it.

### Process Instance and Process Status

Displays the instance number and process status of the last archive batch process and is updated upon completion of the process.

### Archive ID and Description

Enter a unique archive ID and description for this archive request.

You can retain an archive ID and its associated request for reuse by keeping the same business unit and ledger group parameters and updating the underlying date and period values in the selection details. Each time that a particular archive ID is processed as part of an archive run, the last sequence number is incremented. It is the archive ID and last sequence combination that defines the archival *unit of work*.

### Last Sequence and Last Processed

Displays the last sequence and last processed. Last Sequence is incremented and Last Processed is date- and time-stamped when batch processing is started.

### Business Unit, SetID, and Ledger Group

Select as optional selection parameters for source data. If you select a business unit, the setID appears by default. However, a setID and ledger group must be selected to select your predefined ledger criteria ID in the Archive Data Selection grid.

Valid combinations are as follows:

- If you select a business unit only, the associated setID appears by default, and the field is unavailable.

Only data records matching the business unit are archived.

- If you select a business unit and ledger group, only data records matching both these values and the default setID are archived.

- If you select a setID only, then only records with business units and ledger groups belonging to the setID are archived.

- If you select a setID and ledger group, only records associated with these parameters are archived.

- If you select a ledger group only, then only records of ledgers associated with that ledger group are archived.

## Archive Data Selection

This grid contains the Ledger Data and Journal/Activity Data tabs, which you can select to display the options for their respective parameters. When you enter new rows in this grid, *Ledger* appears by default as the value in the new Archive Data field. You can change this value to *Journal* or *Activity* and create as many permutations of ledger, journal, and activity parameters as required for your archive.

### Archive Data

Select from these options to identify the source of data to be archived and access the associated selection parameters:

- *Ledger*: Makes available ledger criteria and date parameters within the Ledger Data tab.
- *Journal*: Makes available journal parameters within the Journal/Activity Data tab.
- *Activity*: Makes available activity parameters within the Journal/Activity Data tab.

### Fiscal Year and Accounting Period

Enter both if you choose to use these optional ledger parameters.

### Budget Period

Select an appropriate value as an optional ledger parameter if you choose not to use fiscal year and accounting period dates. You can select a budget period, a fiscal year, and an accounting period, if necessary. However, in most instances selecting a budget period with the fiscal year and accounting period combination is redundant.

### Ledger Criteria ID and Description

Select from your previously defined ledger and field archive criteria that in combination with the fiscal year, accounting period, or budget period provides the parameters for your archive of ledger data. This is an optional selection parameter. If not specified, all ledger data with the date parameters that you specify are archived. Ledger criteria enables you to refine ledger selection criteria to confine your archive to a specific set of ledger records.

### Date Field Name and As of Date Value

The journal date is displayed by the system within the Journal/Activity Data tab if you select *Journal* in the Archive Data field. The transaction date, in the same manner, is displayed when you select to archive *Activity*. The Date Field Name and As of Date Value fields are related and dependent and are available only when *Journal* or *Activity* is selected for Archive Data field.

Select an as of date to include all records with corresponding date field values up to and including the date specified.

### Override Edits

Select to archive activity, even if a nonzero liquidation balance exists for the activity specified in the date parameters.

---

**Note.** Override is available only for activity archiving and applies only to the ignoring of existing liquidation balances when archiving activity data. No other edits are intended.

---

## Running the Commitment Control Archive Restore Process

Access the Request Archive Processing page.

<b>Run Control ID</b>	Displays the run control ID that you create or select for the restore process. You can either set up a new run control definition for the restore process or reuse the same run control that you used for the original archive operation. Reusing the run control has no particular restrictions in that you still have access to other available archive IDs and sequence instances created by other run controls. The restore and archival interfaces are combined to provide one list of menu items.
<b>Archive Process</b>	Select <i>Restore from History</i> to access the restore process request and the restore data selection, which displays the list of prior archive activity.
<b>Select</b>	Select for any archive job (process instance or row) displayed in the Restore Data Selection list that you are restoring from the history tables to the source tables. Only archive activity appears.

Each row shown represents an archive ID or sequence instance representing a previously archived set of data that is available to be restored. When an archive is restored, there is no restriction on how the same data might be archived again, and you could use either the original archive ID request definition or another.

---

**Note.** If you use SQL to delete or purge the underlying history records, its archive ID and sequence instance continue to appear in the list as *available* for the restore process. When you purge archived data, it is recommended that you also manually delete or tag the associated log entry with a status other than *archived* in the corresponding log record, to avoid confusion as to what is available to the restore process and records that are purged. If you attempt to restore history data that no longer exists, nothing results from running the restore process.

---

You can use the commitment control archive log to *review* both archive and restore process activity.

---

## Reviewing the Archive Log

This section discusses how to view archive and restore activity.

### Page Used to Review the Archive Log

Page Name	Object Name	Navigation	Usage
Review Archive Log	KK_ARCHIVE_LOG	Commitment Control, Archiving Tables, Review Archive Log	View all or selected archive and restore activity.

### Viewing Archive and Restore Activity

Access the Review Archive Log page.

**Business Unit, SetID,  
Ledger Group, and As  
of Date**

Select data for these optional fields as lookup values to selectively return rows in the Archive Log Entries list that match the lookup values when you click the Search button. Leave fields blank to enable the system to return all rows possible for those fields as delimited by any information that you enter in other fields. Leave all fields blank to enable the system to return all archive and restore activity.

**Archive Process**

Displays the type of process job: *Archive* or *Restore*.

**Archive Status**

Displays the current status of a job, or instance. For example, *Restored* appears when an archive has been reversed, or restored.

---

**Note.** Although a separate log entry is made for each restore process, the archive status of the original archive operation entry is also updated by the system to a status of *Restored*. This is done to label the restored unit of work so that it is not included in the list of instances that are labeled *available* for the restore process.

---

**Archive Log**

Displays a description consisting of table names and record counts of commitment control data successfully processed as data archived to history tables or history data restored to source tables.



## APPENDIX A

# Configuring Batch Processes

This appendix discusses how to configure temporary tables for batch processing.

## Configuring Temporary Tables for Batch Processing

When you run batch processes in parallel, you risk data contention and deadlocks on temporary tables. To avoid this, PeopleTools enables you to dedicate specific instances of temporary tables for each process. When PeopleSoft Application Engine manages a dedicated temporary table instance, it controls the locking of the table before use and the unlocking of the table after use.

When you decide how many temporary table instances to dedicate for a process, consider the number of temporary tables that the process uses. More instances result in more copies of the temporary tables on the system. For example, if a process uses 25 temporary tables and you have 10 instances for a process, you will have 250 temporary tables on the system.

If you run processes in parallel and all of the dedicated temporary table instances are in use, the performance of the process decreases. You need to find a balance that works for your organization.

---

**Note.** When you specify the number of instances, PeopleSoft Application Designer displays a list of the temporary tables for the process. Use the list to determine how many temporary tables each process uses.

---

Specify how many temporary table instances to dedicate for each of the following batch processes that can run in parallel in PeopleSoft Commitment Control:

- Commitment Control Budget Closing (FSPYCLOS)
- Commitment Control Budget Post (FSPQPOST)
- Commitment Control Budget Processor (FSPKBDP3)
- Commitment Control Notification (KK\_NTFY\_WF)
- Commitment Control Archive (FS\_KKAR)

The PeopleTools documentation discusses the usage of temporary tables in detail and describes how to specify the number of instances.

If you run any of the PeopleSoft General Ledger COBOL or AE processes, also configure the temporary tables for those processes. The *PeopleSoft General Ledger PeopleBook* discusses how to do this in detail.

**See Also**

*PeopleTools PeopleBook: PeopleSoft Application Engine*

*PeopleSoft General Ledger 8.8 PeopleBook*, “Optimizing General Ledger Performance”

## APPENDIX B

# Delivered Workflows for PeopleSoft Commitment Control

This appendix discusses delivered workflows for PeopleSoft Commitment Control.

### See Also

*PeopleTools PeopleBook: PeopleSoft Workflow*

*PeopleTools PeopleBook: Using PeopleSoft Applications*

[Chapter 9, “Managing Budget Exceptions,” page 171](#)

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## Delivered Workflows for PeopleSoft Commitment Control

This section discusses PeopleSoft Commitment Control workflows. The workflows are listed alphabetically by workflow name.

### Commitment Control Alert Notification

This section discusses the Commitment Control Alert Notification workflow.

#### Description

<b>Event Description</b>	One or both of the following happens to trigger the Commitment Control Alert Notification:  The Budget Processor logs a Commitment Control budget checking exception that matches the preferences established by an individual.  A Commitment Control budget that matches the preferences established by an individual user is within the user specified percentage of being fully consumed.
<b>Action Description</b>	Based on preferences established for each user, the system may send an e-mail notification that contains a link to the impacted budget, the system may place an item on the action owners worklist, or both.
<b>Notification Method</b>	E-mail, Worklist, or both

**Workflow Objects**

<b>Approval Rule Set</b>	None
<b>Business Process</b>	Budget Control - KK_BUDGET_CONTROL
<b>Activity</b>	Review Budget Exceptions. Work Budget Exceptions. Review Budget Early Warning. Work Budget Early Warning.
<b>Role</b>	None

## APPENDIX C

# PeopleSoft Commitment Control Reports

This chapter lists reports provided for Commitment Control.

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**Note.** For samples of these reports, see the Portable Document Format (PDF) files that are published on CD-ROM with your documentation.

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### See Also

*PeopleSoft PeopleTools PeopleBook: Process Scheduler*

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## PeopleSoft Commitment Control Reports List and General Description

This table lists reports provided with PeopleSoft Commitment Control. Use the table to find general information about PeopleSoft Commitment Control reports. For 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
FIN0024 Budget Reference	Lists all valid Budget Reference ChartField values in a setID. (Crystal)	Set Up Financials/ Supply Chain, Common Definitions, Design ChartFields, Reports, ChartField Report Options, Budget Reference	RUN_FIN0024
FIN0054 Valid Budget Periods	Displays all valid Budget Period Calendars in a setID, including the budget periods for each calendar and the budget period start and end dates. (Crystal)	Commitment Control, Budget Reports, Budget Periods Report	RUN_FIN0054

Report ID and Report Name	Description	Navigation	Run Control Page
KK_EXP Expenditure Analysis Budget	<p>This PS/nVision layout contains columns for each ledger in the expenditure budgets you select, including the budget, pre-encumbrance, encumbrance, and expense ledgers. It shows the amount in each ledger for each budget row (or summarized row), along with the available budget amount. It also sums each ledger and the available budget amount across budget (or summarized) rows.</p> <p>See <i>PeopleSoft PeopleTools: PeopleSoft nVision PeopleBook</i>.</p>	NA	NA
KK_REV Revenue Analysis Budget	<p>This PS/nVision layout contains columns for each ledger in the revenue budgets you select, including the revenue budget, recognized revenue, and collected revenue ledgers. It shows the amount in each ledger for each budget row (or summarized row), and it sums each ledger across budget (or summarized) rows.</p> <p>See <i>PeopleSoft PeopleTools: PeopleSoft nVision PeopleBook</i>.</p>	NA	NA

Report ID and Report Name	Description	Navigation	Run Control Page
FUND_STATUS Available Funds	<p>Employees of the United States Federal Government must comply with the Antideficiency Act, which prohibits entering into contracts that exceed the enacted appropriations for the year or purchasing services and merchandise before appropriations are enacted. This report provides funding information for informed management decisions. The PeopleSoft nVision layout, FUND_STATUS.xnv, is delivered as a prototype for available fund internal reporting to comply with JFMIP RC 02 requirement.</p> <p>See <i>PeopleSoft PeopleTools: PeopleSoft nVision PeopleBook</i></p> <p>See <i>PeopleSoft General Ledger 8.8 PeopleBook</i>, “Federal Government, Statutory, and XBRL Financial Statement Reporting,” PeopleSoft Federal Government Reporting.</p>	NA	NA
GLC8043 Project Expiration	Identifies expired projects and displays such information as project dates and managers. (Crystal)	Commitment Control, Budget Reports, Project Expiration	RUN_GLC8043
GLC8050 Budget Key Translation	Displays each key ChartField for each Ruleset in each Commitment Control ledger group in a setID, along with the ChartField’s translation tree name and budgetary tree level. (Crystal)	Commitment Control, Budget Reports, Budget Key Translations Report	RUN_GLC8050
GLC8051 Budget Control Parameters	Displays the Ruleset ChartField, Control ChartField, and Commitment Control Option for each Ledger Group in a setID, as of the date you specify. (Crystal)	Commitment Control, Budget Reports, Budget Control Report	RUN_GLC8051

Report ID and Report Name	Description	Navigation	Run Control Page
GLC8100 Budget Attributes	Displays the attributes of all budgets in a business unit as of the date you enter (Crystal).	Commitment Control, Budget Reports, Budget Attributes Report	RUN_GLC8100
GLC8110 Associated Budgets	Displays all associations between expenditure and revenue budgets for a business unit, including the budgets' Commitment Control ledger groups and ChartField combinations, along with the revenue linking method, revenue cap, and revenue percentage. (Crystal)	Commitment Control, Budget Reports, Associated Budgets Report	RUN_GLC8110
GLC8530 Budget Checking Batch Process Statuses	Displays the budget checking status of source transactions that have been budget-checked. Select reports by source transaction type, process instance, and process status. (Crystal)	Commitment Control, Budget Reports, Budget Status	RUN_GLC8530
GLC8570 Commitment Control Activity Log (detail)	Displays budget-checking activity by Commitment Control Transaction Date, Commitment Control Transaction ID, source transaction type, Commitment Control ledger group, and ledger type (amount type). (Crystal)	Commitment Control, Budget Reports, Activity Log	RUN_GLC8570
GLC8571 Commitment Control Activity Log Summary	Displays budget-checking activity summarized by budget and ledger type (amount type). Selection criteria include Commitment Control Transaction Date, Commitment Control Transaction ID, source transaction type, Commitment Control ledger group, and ledger type. (Crystal)	Commitment Control, Budget Reports, Activity Log	RUN_GLC8570
GLC8572 Commitment Control Security	Displays the security rules assigned to each User ID and permission list, along with details about the budgets and security events included in the security rules. (Crystal)	Commitment Control, Define Budget Security, Security Report	RUN_GLC8572

Report ID and Report Name	Description	Navigation	Run Control Page
GLS1200 Closing Rules	<p>Displays all details that define a closing rule. (SQR)</p> <p>See <a href="#">Chapter 11, “Closing and Withdrawing Commitment Control Budgets,” Defining Budget Closing Rules, page 229.</a></p>	Commitment Control, Close Budget, Closing Rules Report	RUN_GLS1200
GLS1210 Closing Set Validation	<p>Displays the budget period transfer set or fiscal year, closing rules, Commitment Control ledger groups, and ledgers (amount types) to include in balance forward calculation. Validates the closing set, displaying error or warning messages for conditions that could cause errors in the Budget Close process. (SQR)</p> <p>See <a href="#">Chapter 11, “Closing and Withdrawing Commitment Control Budgets,” Defining and Validating Budget Closing Sets, page 236.</a></p>	Commitment Control, Close Budget, Validate Closing Set	RUN_GLS1210
GLS1211 Closing Run Control Validation	<p>Displays information similar to that which is displayed by the Closing Set Validation Report (GLS1210); however the Closing Run Control Validation Report validates a Budget Closing run control ID, thereby capturing errors across closing sets. (SQR)</p> <p>See <a href="#">Chapter 11, “Closing and Withdrawing Commitment Control Budgets,” Running and Validating the Budget Close Process to Close and Reopen Budgets, page 241.</a></p>	Commitment Control, Close Budget, Validate Run Control	RUN_GLS1211
GLS1220 Budget Close Status	<p>Displays the budget close status of the budgets you request. (SQR)</p> <p>See <a href="#">Chapter 11, “Closing and Withdrawing Commitment Control Budgets,” Inquiring and Reporting on Budget Closing Results, page 247.</a></p>	Commitment Control, Close Budget, Closing Status Report	RUN_GLS1220

Report ID and Report Name	Description	Navigation	Run Control Page
GLS1222 Budget Close Calculation Log Report	<p>Displays the results of the Budget Close process. (SQR)</p> <p>See <a href="#">Chapter 11, “Closing and Withdrawing Commitment Control Budgets.” Inquiring and Reporting on Budget Closing Results</a>, page 247.</p>	Commitment Control, Close Budget, Closing Calculation Log Report	RUN_GLS1222
GLS8002 Budget Ledger Detail	Displays budgets and their budget journals. (SQR)	Commitment Control, Post Control Budget Journals, Budget Ledger Details Report	RUN_GLS8002
GLS8005 Budget Transaction Detail	<p>Displays transaction line details (budget post date, source transaction type, document ID, ledger amounts, override user ID) for budgets. (SQR)</p> <p>See <a href="#">Appendix C, “PeopleSoft Commitment Control Reports,” Running GLS8005 Budget Transaction Detail</a>, page 276.</p>	Commitment Control, Budget Reports, Budget Transaction Detail	RUN_GLS8005
GLS8007 Budgetary Control Tree Audit	<p>Audits all budget key ChartField translation trees for completeness and accuracy and displays various error and warning messages. The report verifies the tree structure and definition options and identifies all ChartField values not defined as tree nodes or represented as tree details. (SQR)</p> <p>See <a href="#">Chapter 3, “Setting Up Basic Commitment Control Options,” Defining Translation Trees for Budget Key ChartFields</a>, page 45.</p>	Commitment Control, Budget Reports, Budgetary Control Tree Audit	RUN_GLS8007
GLS8010 Budgets Actuals Reconciliation	Reconciles budget-checking transaction activity with Commitment Control ledgers (LEDGER_KK) and general ledger actuals ledgers. (SQR)	Commitment Control, Budget Reports, Budgets/Actuals Reconciliation	RUN_GLS8010
GLS8020 Budget Status	Displays all Commitment Control ledger amounts (budgeted, pre-encumbrance, encumbrance, expense, collected, recognized) and the available balance for the budgets you select. (SQR)	Commitment Control, Budget Reports, Budget Status	RUN_GLS8020

Report ID and Report Name	Description	Navigation	Run Control Page
GLS8510 Ledger Details	Displays such details as amounts and currency for each ledger (amount type) in the control budgets you select, as well as the available amount for the budget. (SQR)	Commitment Control, Budget Reports, Ledger Details	RUN_GLS8510

## Generating Selected Reports

This section discusses selected individual reports and the ChartField Selection Grid used by many PeopleSoft Commitment Control reports request pages.

### Using the ChartField Selection Grid

The *ChartField Selection* grid enables you to select the ChartFields combinations you want to view.

To enter report selection criteria in the ChartField Selection Grid:

1. Enter the header selection criteria and click *Refresh* to populate the grid with rows for each ChartField.
2. Click *Select* for the ChartFields you want the report to select budgets by.
3. (Optional) Use the *Value* field to enter ChartField values for the budgets you want to report on. Leave blank to select all values for the ChartField. Some Commitment Control report request pages include *Value From* and *Value To* fields to enable you to select ranges of ChartField values.
4. (Optional) Change the *Sequence* in which the ChartFields appears on the report.

For example, if you are reporting by Account and Department and you select Account as first in the sequence, then the report displays budget rows as follows:

Account	Department
60000	100
	110
	120
62000	100
	110
	130

The default sequence is alphabetical.

5. (Optional) Select *Descr* to include a description of the ChartField value.
6. (Optional) Select *Subtotal* to include a subtotal of all amounts for the ChartField.

For example, if you are reporting by Account and Department as in the above example, and you select Subtotal for Account, the report displays a subtotal amount for each Account:

Account	Department	Amount
60000	100	1000
	110	2000
	120	1000
Subtotal		4000
62000	100	2000
	110	1000
	130	3000
Subtotal		6000

## Running GLS8005 Budget Transaction Detail

Access the Budget Transaction Detail page.

**User Budget Override**      Select to limit the report to transaction lines that were successfully budget-checked after an override. Displays user ID of user who performed the override.

# 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>	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.
	In PeopleSoft Enterprise Performance Management, the work of an organization and the aggregation of actions that are used for activity-based costing.
	In PeopleSoft Project Costing, the unit of work that provides a further breakdown of projects—usually into specific tasks.
	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.

<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.

<b>business unit</b>	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>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>	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.
<b>control table</b>	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.
<b>cost profile</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 row</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>current learning</b>	A cost transaction and amount for a set of ChartFields.
<b>data acquisition</b>	In PeopleSoft Enterprise Learning Management, a self-service repository for all of a learner's in-progress learning activities and programs.
<b>data elements</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>dataset</b>	Data elements, at their simplest level, define a subset of data and the rules by which to group them.
	For Workforce Analytics, data elements are rules that tell the system what measures to retrieve about your workforce groups.
	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>	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.
<b>delivery method type</b>	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.
<b>directory information tree</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>document sequencing</b>	
<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>	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.
<b>event propagation process</b>	In PeopleSoft Human Resources, also refers to an incident that affects benefits eligibility.
<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.
	In PeopleSoft Receivables, an individual receivable. An item can be an invoice, a credit memo, a debit memo, a write-off, or an adjustment.
<b>KPI</b>	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.

**market template**

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.

**match group**

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.

**MCF server**

Abbreviation for *PeopleSoft MultiChannel Framework server*. Comprises the universal queue server and the MCF log server. Both processes are started when *MCF Servers* is selected in an application server domain configuration.

**merchandising activity**

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.

**meta-SQL**

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.

**metastring**

Metastrings are special expressions included in SQL string literals. The metastrings, 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.

**multibook**

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).

**multicurrency**

The ability to process transactions in a currency other than the business unit's base currency.

**national allowance**

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.

**node-oriented tree**

A tree that is based on a detail structure, but the detail values are not used.

**pagelet**

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.

**participant**

In PeopleSoft Enterprise Incentive Management, participants are recipients of the incentive compensation calculation process.

**participant object**

Each participant object may be related to one or more compensation objects.

See also *compensation object*.

**partner**

A company that supplies products or services that are resold or purchased by the enterprise.

**pay cycle**

In PeopleSoft Payables, a set of rules that define the criteria by which it should select scheduled payments for payment creation.

**pending item**

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

<b>record output VAT flag</b>	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.
<b>reference data</b>	Abbreviation for <i>record output value-added tax flag</i> .
<b>reference object</b>	See <i>record input VAT flag</i> .
<b>reference transaction</b>	In PeopleSoft Sales Incentive Management, system objects that represent the sales organization, such as territories, participants, products, customers, channels, and so on.
<b>relationship 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>regional sourcing</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>remote data source data</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>REN server</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>requester</b>	Data that is extracted from a separate database and migrated into the local database.
<b>role</b>	Abbreviation for <i>real-time event notification server</i> in PeopleSoft MultiChannel Framework.
<b>role user</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>roll up</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>run control</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>run control ID</b>	In a tree, to roll up is to total sums based on the information hierarchy.
	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.
	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.



# Index

## A

Accounting Entry Definition page 118  
accounts, excluding for a control budget definition 64  
Activity Log 201, 218  
  reporting on 272  
Activity Log page 219  
Activity Log page (Activity Log component) 218  
Activity Log page (Budget Details component) 214  
Actuals GL Interface process (PAYGL02) 114  
actuals ledger, reconciling with Commitment Control ledgers 274  
additional documentation xiv  
Amount Criteria  
  Budget Overview Inquiry Criteria page 203  
application fundamentals xiii  
Apply Rule page 100  
archive activity, viewing 262  
archive ledger criteria sets 253–254  
archiving commitment control records  
  versus general ledger records 253  
Assign Commitment Control Security Rule to Dynamic Group page 106  
Assign Commitment Control Security Rule to Permission List page 106  
Assign Commitment Control Security Rule to User ID page 106  
Assign Commitment Control Security Rules to User ID page 106  
Associate Budgets page 70  
Associated Budgets component (KK\_ASSOC\_BD) 69  
Associated Budgets report (GLC8110) 272  
associated expenditure and revenue budgets  
  Budget Processor and processing of 154  
  defining 69  
  establishing 53  
  inquiring upon 214  
  overview 38

reporting on 272  
Associated Expense Budget page 214  
Associated Revenue Budgets page 214  
associated revenue, inquiring upon 210  
Attach Dynamic Rules component (KSEC\_DYN\_RULES) 105  
Attach Dynamic Rules page 106  
Attach Rules to Permission List component (KSEC\_CLSS\_RULES) 105  
Attach Rules to User ID component (KSEC\_OPR\_RULES) 105  
available budget balance  
  inquiring upon 210, 216  
  reporting on 274–275  
  selecting ledger amounts to include in calculation of 40, 66  
setup to allow credits to increase 67

## B

balancing entries 33  
Budget Processor and processing of 148  
for budget closing 234  
  setting defaults for 63  
begin and end dates 24, 28  
  *See Also* See also cumulative budgeting  
  defining at budget attributes level 68  
  defining at control ChartField level 63  
  entering at budget journal entry 133  
Billing Invoice exceptions component 188  
BUDG\_PER CALENDAR component 41  
BUDG\_PER CALENDAR page 42  
Budget Alert self-service page 182  
budget attributes  
  default hierarchy 27  
  defining for individual budgets 68  
  inquiring upon 215  
  reporting on 272  
Budget Attributes - Set Options page 68  
Budget Attributes component (KK\_BD\_ATTRIB) 68  
Budget Attributes page 68  
Budget Attributes report (GLC8100) 272

- Budget Check HR Payroll page 115, 162
- Budget Check Request/Result Enterprise Integration Point (EIP) 159
- Budget Check Transaction Enterprise Integration Point (EIP) 117
- budget checking 145
- See Also* See also Budget Processor COBOL process (FSPKBDPR) applications with source transactions subject to 145 overview 145
- PeopleSoft Billing source transactions 112
- PeopleSoft Human Resources source transactions 114
- PeopleSoft Inventory (Cost Management) source transactions 112
- PeopleSoft Payables source transactions 112
- PeopleSoft Payroll source transactions 114, 160
- PeopleSoft Purchasing source transactions 112
- PeopleSoft Receivables source transactions 112
- PeopleSoft Time and Labor source transactions 114
- results 155, 171
- source transactions subject to 145
- third-party source transactions 117, 157
- Budget Checking Batch Process Statuses report (GLC8530) 272
- budget checking header status xxi, 155
- budget checking process status xxi, 156
- reporting on 272
- viewing 196
- budget checking status 155
- See Also* See budget checking header status
- Budget Checking Status page 156, 193, 196
- Budget Close Calculation Log report (GLS1222) 225, 248, 274
- Budget Close Calculation Log report page 248
- Budget Close COBOL process (FSPYCLOS) 221
- See Also* See also closing budgets running 224, 241–242
- Budget Close Pre-Run Validat'n (budget close pre-run validation) page 245
- Budget Close Request page 242
- Budget Close Rules report request page 230
- budget close status xxi, 225–226
- Budget Close Status report (GLS1220) 225, 248–249, 273
- Budget Close Status Report page 248–249
- budget closing 221
- See Also* See closing budgets
- budget closing rules
- defining 229
- overview 222
- reporting on 230
- Budget Closing Rules component (KK\_CLOSE\_DEFN) 229
- Budget Closing Set component (KK\_CLOSING\_SET) 236
- Budget Closing Set page 237
- budget closing sets
- overview 223
- setting up 236
- validating 223, 240
- Budget Control Parameters report (GLC8051) 271
- budget date 24, 155
- Budget Date Override (BUDG\_DT)
- security event 91
- budget date range
- defining 24, 28, 63, 68
- See Also* See also budget period calendars
- entering at budget journal entry 133
- budget definitions 4
- See Also* See control budget definitions
- Budget Definitions component 51
- See Also* See also control budget definitions
- Control Budget Options page 53
- Control ChartField page 62
- Excluded Account Types page 64
- Keys and Translations page 57
- Offsets page 63
- RuleSet Chartfield page 56
- Budget Detail Attributes inquiry page 215
- budget detail inquiries 201
- Budget Details 213
- Budget Details - Activity Log 214
- Budget Details page

- overview 201, 215
- version opened from Budgets Overview page 204
- Budget Display Options page 204, 212
- Budget Entry or Adjustment (ENT\_ADJT) security event 89
- budget entry types 120, 126
- Budget Errors page 128, 134
- budget exceptions
  - avoiding when reducing budget 123
  - handling 181, 187
  - notification of 180, 182
  - overview 171
  - setting up notification of 183
  - types 171
- Budget Forecasts Amounts page 215, 218
- Budget Header page 120, 127–128
- budget header status xxi, 121, 126
  - See Also* See also budget checking header status
  - viewing for budget journals 134
- Budget Inquire (INQUIRE) security event 90
- budget inquiries 199
  - See Also* See also inquiries
- Budget Journal page 214
- budget journals 121
  - See Also* See also budget header status
  - deleting 124, 134
  - entering and adjusting 120, 127
  - errors 121, 134
  - inquiring upon 274
  - loading from other applications 113–114, 116, 125
  - overview of entering, adjusting, transferring, and posting 119
  - posting 121, 136
  - reporting on 274
  - security for entering and adjusting 89
  - setting up entry events 68
  - unposting 124, 136–137
- Budget Key Translation report (GLC8050) 271
- budget keys 20, 57
  - See Also* See key ChartFields
  - translation 20
- Budget Ledger Detail report (GLS8002) 274
- budget ledgers 3
- See Also* See Commitment Control ledger data table (LEDGER\_KK), structure
- Budget Lines page 120, 128, 130
- Budget Override (OVERRIDE) security event 90
- budget overrides 181, 189
- Budget Period Calendar Builder component (CALENDAR\_BLDR\_BP) 41
- Budget Period Calendar Builder page 42–43
- Budget Period Calendar component (BUDG\_PER CALENDAR) 41
- Budget Period Calendar page 42
- budget period calendars 23
  - and cumulative budgeting 24
  - defining 41
  - defining automatically 43
  - defining manually 42
  - reporting on 269
  - summary calendars 23, 45
- Budget Period Set page 235
- budget period sets
  - overview 223
  - setting up 235
- Budget Period Transfer Set component (KK\_BD\_PERIOD\_XFER) 235
- budget periods
  - reporting on 269
- budget periods, mapping closing to new 235
- Budget Posting Request page 120, 136
- Budget Processor COBOL process (FSPKBDPR)
  - overview 147
- Budget Processor COBOL process (FSPKBDPR) 147
  - See Also* See also budget checking
  - funding source control validations performed by 154
  - process flow 6
  - processing rules 148
  - referenced source transactions and 149
  - running for PeopleSoft Payroll transactions 160
  - running for third-party transactions 160
  - versions 148
- Budget Reference ChartField 16, 35
- Budget Reference report (FIN0024) 269
- budget status xxii, 28
  - compared to budget close status 226

setting 53, 62, 68  
 Budget Status report (GLS8020) 274  
 budget tolerances 28, 53, 62  
   setting for individual budgets 68  
 Budget Transaction Detail page 276  
 Budget Transaction Detail report (GLS8005) 274, 276  
 budget transfer journals 121, 127  
   *See Also* See also budget journals  
   entering 127  
   security for 89  
 Budget Transfers (TRANSFER) security event 89  
   limiting transfers to budgets that share a ChartField value 103  
 budget types 4  
   *See Also* See also control budget definitions  
 Budgetary Control Tree Audit page 45  
 Budgetary Control Tree Audit report (GLS8007) 274  
 budgetary-only accounts 16  
 budgets  
   entering and adjusting 119  
   *See Also* See budget journals  
   setting up 119  
   *See Also* See control budget definitions  
   transferring 119  
   *See Also* See budget transfer journals  
 Budgets Actuals Reconciliation report (GLS8010) 274  
 Budgets Overview - Budget Details page 204, 215  
 Budgets Overview - Criteria page 205  
 Budgets Overview - Inquiry Criteria page 203  
 Budgets Overview inquiry component 203  
 Budgets Overview page 203, 208  
   overview 200  
 Build Security page 108  
 business processes, PeopleSoft Commitment Control 1  
 business units, associating Commitment Control ledger groups with GL business units 66  
 BUSINESS\_UNIT\_LED component 66  
 BUSINESS\_UNIT\_LED1 page 66  
 BUSINESS\_UNIT\_LED5 page 66

Bypass Budget (BYPASS) security event 91

## C

Calculation Log (budget closing) 248  
 CALENDAR\_BLDR\_BP component 41  
 CALENDAR\_BLDR\_BP page 42  
 ChartField Selection grid on reports request pages 275  
 ChartField Value Sets  
   defining 229  
   using in budget closing 222  
 ChartFields  
   configuring 16  
   for Commitment Control 16  
 child budget exceeds option 32, 55  
 child budgets 31  
   *See Also* See also parent and child budgets  
 Close From/To page 232  
 closing budgets 221  
   applying closing rules to Commitment Control ledger groups 236  
   budget close status 226, 249  
   budget closing rules, reporting on 230  
   budget closing rules, setting up 229  
   budget closing sets 236  
   calculating remaining budget balance for closing and roll forward entries 237  
   closing and roll forward budget journal entries 225  
   closing and rolling forward preencumbrances, encumbrances, and recognized revenue 223, 225, 246  
   closing parents and children 240  
   examples of results 227  
   fiscal year close 225  
   inquiring and reporting upon 247  
   mapping closing budget periods to new budgets 235  
   overview 221  
   procedure 222  
   reopening closed budgets 244  
   roll forward options 230  
   running the Budget Close COBOL process (FSPYCLOS) 224, 241–242  
   specifying budgets to close and roll forward 232  
   specifying offsets for closing entries 234

validating budget closing sets 223, 240  
 validating the budget close run  
     control 224, 245  
     viewing Calculation Log 248  
     viewing results 225, 247  
 Closing From/To page 230  
 Closing Options page 230  
 Closing Rule Options page 230  
 Closing Rules report (GLS1200) 230, 273  
 Closing Run Control Validation process  
     (GLS1211) 273  
     overview 224  
     running 242, 245  
 Closing Set Validation report  
     (GLS1210) 273  
     overview 223  
 Closing Status page 225, 248–249  
 CM Transaction (Cost Management  
     Transaction) exceptions component 188  
 comments, submitting xvii  
 Commit Ctrl Sec (Commitment Control  
     security report) page 108  
 COMMIT\_CNTRL\_BUDGET\_UPDATE  
     application message 114, 116  
 COMMIT\_CNTRL\_TRAN\_CHECK\_  
     UPDATE application message 117  
 Commitment Control  
     business processes 1  
     overview 3  
     setup and usage examples 8  
     underlying data structure 4  
 Commitment Control Activity Log (detail)  
     report (GLC8570) 272  
 Commitment Control Activity Log  
     Summary report (GLC8571) 272  
 Commitment Control amount types  
     defined xxiii, 3  
     selecting which to include in available  
         balance calculation 40, 66  
     selecting which to include in remaining  
         balance for budget closing entries 237  
 Commitment Control Archive Application  
     Engine 253  
 Commitment Control Archive Restore  
     process 261  
 Commitment Control Archiving  
     Application Engine  
         archiving, identifying data 255  
         log file 256  
         restoring, identifying data 255  
     security 257  
     sequence number 256  
 Commitment Control Archiving  
     Application Engine abnormal end  
         archiving records 256  
         restoring records 256  
 Commitment Control Archiving  
     Application Engine records  
         child 255  
         excluded 255  
         restoring 255  
 Commitment Control Associate Budgets  
     page 70  
 Commitment Control Budget Attributes  
     page 68  
 Commitment Control Budget Exceptions  
     page 191, 193  
 Commitment Control Budget Update  
     Enterprise Integration Point (EIP) 114,  
         116  
 Commitment Control Budgetary Control  
     Tree Audit report (GLS8007) 45  
 Commitment Control detail ledger  
     groups 37  
     *See Also* See also Commitment Control  
         ledgers and ledger groups  
         using to record commitments at  
             untranslated level 37, 67  
 Commitment Control ID 219  
 Commitment Control ledger data table  
     (LEDGER\_KK)  
         structure 4  
 Commitment Control ledger template 39  
 Commitment Control ledger types xxiii  
     *See Also* See Commitment Control  
         amount types  
 Commitment Control ledgers and ledger  
     groups 4  
     *See Also* See also control budget  
         definitions  
     associating Commitment Control ledger  
         groups with GL ledger groups 66  
     establishing 19, 39  
     overview 4  
     selecting ledgers to include in available  
         balance calculation 40, 66  
 Commitment Control Notification  
     Preference page 184  
 Commitment Control Notify Application  
     Engine process (KK\_NTFY\_WF) 180

- Commitment Control Options page 66  
 Commitment Control page 158–159, 192  
 Commitment Control Posting process  
   (FSPQPOST) 136  
   initiating from Budget Lines page 130  
   overview 121  
 commitment control records  
   archiving versus general ledger  
   archiving 253  
 Commitment Control Security Events  
   page 99  
 Commitment Control Security Field Setup  
   page 98  
 Commitment Control Security process  
   (KSEC\_FLAT) 88, 107  
 Commitment Control Security report  
   (GLC8572) 108, 272  
 commitment control tables  
   archiving from source 254  
 Commitment Control tables  
   archiving to history 254  
   history tables listed 254  
   source tables listed 254  
 Commitment Control transaction  
   date xxiii, 219  
 Commitment Control transaction ID xxiii  
 Commitment Control transaction  
   line xxiii, 219  
 Commitment Control Transaction Log  
   (KK\_TRANS\_LOG) 86  
 common elements xvii  
 common elements used on Commitment  
   Control pages xx  
 configuring PeopleSoft Commitment  
   Control, source transaction types and 75  
 Consolidated Publications Incorporated  
   (CPI) xiv  
 contact information xvii  
 control budget definitions 4, 17  
   defining control budget options for 53  
   defining control ChartField values and  
     attributes for 62  
   defining excluded account types and  
     accounts for 64  
   defining key ChartFields and translations  
     for 57  
   defining offsets for 63  
   defining Rulesets for 56  
   hierarchy of options 27  
   reporting on 271  
   setting up 17, 51  
 Control Budget Options page 52–53  
 control ChartField  
   applying values of to control budget  
   definition 62  
   defined 19  
   defining for control budget  
     definition 54  
 Control ChartField page 52, 62  
 control options 27  
   setting 53, 62  
   setting for individual budgets 68  
   warning and error exceptions, effect  
     on 177  
 country-specific documentation xvi  
 Create Alert Notification component  
   (KK\_RUN\_NOTIFY\_GRP) 183  
 Create Commitment Control Alert  
   Notification page 184  
 cross-references xvi  
 cumulative budgeting 24, 28  
   enabling 58  
   entering cumulative date range at budget  
     journal entry 133  
 cumulative calendar 38  
 Customer Connection web site xiv

**D**

- default budget date installation option 15  
 deferred processing xix  
 Define Closing Rule - Close From/To  
   page 232  
 Define Closing Rule - Closing From/To  
   page 230  
 Define Closing Rule - Closing Options  
   page 230  
 Define Closing Rule - Closing Rule Options  
   page 230  
 Define Closing Rule - Offset Accounts  
   page 234  
 Define Closing Rule - Offsets page 230  
 Delete Journals page 135  
 Detail Ledger component 40  
 detail ledgers 40  
   *See Also* See Commitment Control  
     ledgers and ledger groups  
 Direct Journal exceptions component 188  
 document accounting date 155  
 documentation  
   country-specific xvi

printed xiv  
related xiv  
updates xiv  
dynamic security rules 97, 106

**E**

early warnings 180  
  setting up notification of 183  
email notification of budget exceptions and  
  early warnings 187  
enabling and disabling Commitment  
  Control 14, 39  
Encumbrance GL Interface process  
  (PAYGL03) 114  
encumbrance ledgers 3  
  *See Also* See Commitment Control  
    amount types, defined  
encumbrances, closing and rolling  
  forward 246  
Enter Budget Journals component 120,  
  127  
Enter Budget Transfer component 121,  
  127  
enterprise integration points (EIPs)  
  Budget Check Transaction 117  
  Commitment Control Budget  
    Update 114, 116  
Entry Event Processor (FS\_EVENTGEN)  
  and budget closing journals 231  
  and budget journals 123, 132, 136–137  
  and Commitment Control detail ledger  
    groups 37  
  disabling, requiring, or making optional  
    for Commitment Control ledger groups  
    at the business unit and GL ledger  
    group 67  
Entry Event Run Request page (budget  
  journals) 138  
entry event, processes, codes 68  
error exceptions 171  
  *See Also* See also budget exceptions  
Events component (KSEC\_EVENT\_  
  ENTRY) 98  
Exception Details (header) page 192  
Exception Details (lines) page 192  
exceptions 171  
  *See Also* See budget exceptions  
EXCH\_RT\_DTL page 128  
Exchange Rate Detail page 128–129  
Excluded Account Types page 52, 64

Expenditure Analysis Budget PS/nVision  
  layout (KK\_EXP) 270  
expense ledgers 3  
  *See Also* See Commitment Control ledger  
    data table (LEDGER\_KK), structure

**F**

Facilities Administration exceptions  
  component 188  
Field Setup component (KSEC\_  
  CHARTFIELD) 98  
Fields page 79  
fields, common descriptions xx  
FIN0024 report 269  
  *See Also* See Budget Reference report  
    (FIN0024)  
FIN0054 report 269  
  *See Also* See Valid Budget Periods report  
    (FIN0054)  
fiscal year close 225  
FS Allocation (funding source allocation)  
  page 47–48  
FS\_EVENTGEN process 37  
  *See Also* See Entry Event Processor  
    (FS\_EVENTGEN)  
FS\_KKAR, *See* Commitment Control  
  Archive Application Engine  
FSPKBDPR process 6  
  *See Also* See Budget Processor  
    (FSPKBDPR) COBOL process  
FSPQPOST process 121  
  *See Also* See Commitment Control  
    Posting process (FSPQPOST)  
FSPYCLOS process 224  
  *See Also* See Budget Close COBOL  
    process (FSPYCLOS)  
FUND\_STATUS Report 271  
Funding Source Allocation component  
  (KK\_FS\_ALLOCATION) 46  
Funding Source component  
  (KK\_FUND\_SOURCE) 46  
funding source control  
  allocating funding sources 48  
  Budget Processor validations of 154  
  enabling and disabling for control  
    ChartField values 63  
  enabling for the control budget  
    definition 55  
  entering budget journals when  
    enabled 131

overview 33  
 setting up 46  
 Funding Source page 47

**G**

GASB34/35 reporting 120  
 general ledger ledger groups  
   associating Commitment Control ledger  
   groups with 66  
 general ledger, ledger groups  
   compared to Commitment Control ledger  
   groups 4  
 Generate Budget Period Lines button 36, 131  
 Generic Exceptions page 117, 191, 196  
 Generic Line Drill Down page 192  
 Generic Transaction Entry page 117, 158  
 Generic Transaction Line Exceptions  
   page 192  
 GLC8043 report 271  
   *See Also* See Project Expiration report  
   (GLC8043)  
 GLC8050 report 271  
   *See Also* See Budget Key Translation  
   report (GLC8050)  
 GLC8051 report 271  
   *See Also* See Budget Control Parameters  
   report (GLC8051)  
 GLC8100 report 272  
   *See Also* See Budget Attributes report  
   (GLC8100)  
 GLC8110 report 272  
   *See Also* See Associated Budgets report  
   (GLC8110)  
 GLC8530 report 272  
   *See Also* See Budget Checking Batch  
   Process Statuses report (GLC8530)  
 GLC8570 report 272  
   *See Also* See Commitment Control  
   Activity Log (detail) report  
   (GLC8570)  
 GLC8571 report 272  
   *See Also* See Commitment Control  
   Activity Log Summary report  
   (GLC8571)  
 GLC8572 report 272  
   *See Also* See Commitment Control  
   Security report (GLC8572)  
 glossary 277  
 GLS1200 report 230

*See Also* See Closing Rules report  
 (GLS1200)  
 GLS1210 237  
   *See Also* See Validate Budget Closing Set  
   report (GLS1210)  
 GLS1211 process 224  
   *See Also* See Closing Run Control  
   Validation process (GLS1211)  
 GLS1222 report 248  
   *See Also* See Budget Close Calculation  
   Log report (GLS1222)  
 GLS8002 report 274  
   *See Also* See Budget Ledger Detail report  
   (GLS8002)  
 GLS8005 report 274  
   *See Also* See Budget Transaction Detail  
   report (GLS8005)  
 GLS8007 45  
   *See Also* See Commitment Control  
   Budgetary Control Tree Audit report  
   (GLS8007)  
 GLS8010 report 274  
   *See Also* See Budgets Actuals  
   Reconciliation report (GLS8010)  
 GLS8020 report 274  
   *See Also* See also Budget Status report  
   (GLS8020)  
 GLS8510 report 275  
   *See Also* See Ledger Details report  
   (GLS8510)

**H**

HR Payroll Exceptions page 115, 192, 196  
 HR Payroll Line Drill Down page 192  
 HR Payroll Line Exceptions page 196  
 HR\_KK\_BUDCHK\_REQ page 162

**I**

Individual Budgets page 204  
 inquiries  
   Activity Log 218  
   associated budgets 214  
   budget attributes 215  
   ledger inquiry sets 199  
   overview 199  
   parent and child relationships 217  
   security for 90  
   self-service 182

transaction activities 199, 213  
 inquiries, budget 199  
   closing 247  
   details 201, 213  
   exception 180, 187  
   forecasts 218  
   summarized 203  
 inquiries, budgets  
   summarized 200  
 Inquiry Amount Criteria page 205  
 installing Commitment Control 14  
 integration with other applications 1, 109  
   inter-application dependencies 111  
   PeopleSoft applications 111  
   PeopleSoft Billing 112  
   PeopleSoft Budgeting 113  
   PeopleSoft Cost Management 112  
   PeopleSoft Inventory 112  
   PeopleSoft Payables 112  
   PeopleSoft Payroll 114  
   PeopleSoft Purchasing 112  
   PeopleSoft Receivables 112  
   PeopleSoft Time and Labor 114  
   third-party applications 116  
 inter unit entries, Budget Processor and  
 processing of 155

**J**

Journal classes 121  
 Journal Entry Copy Down Option  
   page 128, 131  
 Journal exceptions component 188  
 Journal Generator (FS\_JGEN) process,  
 processing third-party transactions with  
   118  
 Journal ID mask, specifying for budget  
 closing journals 231  
 JOURNAL\_COPY\_DOWN page 128

**K**

key ChartFields 20  
   defining 57  
   reporting on 271  
   requiring for budget definitions 59  
   translation 20  
 Keys and Translations page 52, 57  
 KK\_ACT\_LOG\_INQUIRY 219  
 KK\_ASSOC\_BD component 69  
 KK\_ASSOC\_BD page 70

KK\_BD\_ATTRIB component 68  
 KK\_BD\_ATTRIB\_PNL page 68  
 KK\_BD\_ATTRIB\_SEC page 68  
 KK\_BD\_ENTRY page 128  
 KK\_BD\_ENTRY\_ERR page 128  
 KK\_BD\_ENTRY1 page 127  
 KK\_BD\_PERIOD\_XFER  
   component 235  
 KK\_BP\_XFER\_SET page 235  
 KK\_BUDG1 page 52  
 KK\_BUDG3 page 52  
 KK\_BUDG4 page 52  
 KK\_BUDG5 page 52  
 KK\_BUDG6 page 52  
 KK\_BUDG7 page 52  
 KK\_BUDGET component 51  
 KK\_CLOSE\_DEFN component 229  
 KK\_CLOSE\_DEFN1 page 230  
 KK\_CLOSE\_DEFN2 page 230  
 KK\_CLOSE\_DEFN3 page 230  
 KK\_CLOSE\_FLAG field 149  
 KK\_CLOSE\_PRIOR field 149  
 KK\_CLOSE\_REQUEST page 242  
 KK\_CLOSE\_UNDO page 242  
 KK\_CLOSING\_SET component 236  
 KK\_CLOSING\_SET page 237  
 KK\_CLOSING\_STATUS page 248  
 KK\_DRL\_ALOG\_SEC 214  
 KK\_DRL\_BDTL\_SEC page 204  
 KK\_DRL\_GEN\_SEC page 192  
 KK\_DRL\_HR1\_SEC page 192  
 KK\_DRL\_IND\_BD\_SEC page 204  
 KK\_DRL\_LDGR\_SEC 213  
 KK\_EXCPTN\_OVER\_SEC page 158  
 KK\_EXP PS/nVision layout 270  
 KK\_FS\_ALLOCATION component 46  
 KK\_FS\_ALLOCATION page 47  
 KK\_FUND\_SOURCE component 46  
 KK\_FUND\_SOURCE page 47  
 KK\_GEN\_BGTCHK\_REQ page 158  
 KK\_GEN\_TRANS\_ENTRY page 158  
 KK\_INQ\_ASC\_BD\_SEC 214  
 KK\_INQ\_BD\_DTL\_SEC 215  
 KK\_INQ\_BD\_OVW 203  
 KK\_INQ\_BDT\_STATUS 213  
 KK\_INQ\_CLOSE page 247  
 KK\_INQ\_CLS\_SEC page 248  
 KK\_INQ\_FORECST\_SEC 215  
 KK\_INQ\_LD\_AMT\_SEC 203  
 KK\_INQ\_LD\_DSP\_SEC 204

KK\_INQ\_LDGR\_CRIT page 203  
 KK\_INQ\_PR\_CH\_SEC 215  
 KK\_JRNL\_DELETE page 135  
 KK\_NOTIFY\_GRP component 183  
 KK\_NOTIFY\_PREFS page 184  
 KK\_NTFY\_WF process 180  
*See Also* See Commitment Control  
     Notify Application Engine process  
     (KK\_NTFY\_WF)  
 KK\_PROCESS\_PRIOR field 149  
 KK\_REV\_PS/nVision layout 270  
 KK\_RUN\_NOTIFY\_GRP  
     component 183  
 KK\_SOURCE\_TRAN component 76  
 KK\_SOURCE\_TRAN1 page 76  
 KK\_SOURCE\_TRAN2 page 76  
 KK\_SOURCE\_TRAN3 page 76  
 KK\_SOURCE\_TRAN4 page 77  
 KK\_SOURCE\_TRAN5 page 77  
 KK\_SOURCE\_TRAN6 page 77  
 KK\_SOURCE\_TRAN7 page 77  
 KK\_SOURCE\_TRAN8 page 77  
 KK\_TRANS\_LOG table 86  
 KK\_UNPOST\_MRK page 136  
 KK\_XCP\_BD\_ADV\_SEC page 191  
 KK\_XCP\_BUDGET page 191  
 KK\_XCP\_HDR\_GEN page 191  
 KK\_XCP\_HDR\_HR1 page 192  
 KK\_XCP\_INQ\_INSTANC page 193  
 KK\_XCP\_LN\_GEN page 192  
 KK\_XCP\_LN\_HR1 page 193  
 KK\_XCP\_TR\_ADV\_SEC page 191  
 KK\_XCP\_TRAN\_SEC page 192  
 KK\_XCP\_TRAN\_SEC2 page 192  
 KK\_XCP\_TRAN\_SEC3 page 192  
 KKBD\_POST\_REQ page 136  
 KSEC\_AE\_RNCNTL page 108  
 KSEC\_CHARTFIELD component 98  
 KSEC\_CHARTFIELD page 98  
 KSEC\_CLSS\_RULES component 105  
 KSEC\_CLSS\_RULES page 106  
 KSEC\_DYN\_RULES component 105  
 KSEC\_DYN\_RULES page 106  
 KSEC\_EVENT\_ENTRY component 98  
 KSEC\_EVENT\_ENTRY page 99  
 KSEC\_FLAT process 88  
*See Also* See Commitment Control  
     Security process (KSEC\_FLAT)  
 KSEC\_OPR\_RULES component 105  
 KSEC\_OPR\_RULES page 106

KSEC\_RULE\_APPLY\_TO page 100  
 KSEC\_RULE\_ENTRY component 99  
 KSEC\_RULE\_ENTRY page 100

## L

Ledger 213  
 ledger amounts  
     reporting on 274–275  
     selecting which to include in available  
         balance calculation 40, 66  
     selecting which to include in remaining  
         balance for budget closing entries 237  
 Ledger Details report (GLS8510) 275  
 Ledger Group component 40  
 Ledger Inquiry Set page 202  
 ledger inquiry sets 199  
     setting up 202  
 Ledger Template page 39  
 ledger types xxiii  
*See Also* See Commitment Control  
     amount types  
 LEDGER\_KK, structure 4  
 ledgers and ledger groups 19  
*See Also* See Commitment Control  
     ledgers and ledger groups,  
     establishing  
 Ledgers for a Unit - Commitment Control  
     Options page 66  
 Ledgers for a Unit - Definition page 66  
 Ledgers For A Unit component  
     (BUSINESS\_UNIT\_LED) 66  
 loading budgets from other applications  
     PeopleSoft Budgeting 113  
     third-party applications 116  
 log file 256  
*See Also* Review Archive Log page  
     Commitment Control Archiving  
     Application Engine 256

## M

Maintain Ledger Criteria page 257–258  
 Mark for Undo page 242, 244  
 Mark Journals for Unposting  
     page 136–137  
 multi-year overlapping budgets, and Budget  
     Reference ChartField 35

## N

notes xvi

notification 180  
*See Also* See also workflow notification  
 security for 90, 183  
 self-service pages for exception  
 notification 182  
 setting up 183  
 Notification Preference component  
 (KK\_NOTIFY\_GRP) 183  
 Notify process 180  
*See Also* See Commitment Control  
 Notify Application Engine process  
 (KK\_NTFY\_WF)

**O**

Offset Accounts page (Define Closing Rule) 234  
 offset entries  
 requiring 54  
 setting defaults 63  
 Offsets page (Budget Definitions) 52, 63  
 Offsets page (Define Closing Rule) 230  
 overrides  
 budget 181, 189  
 transaction 159, 181, 190

**P**

Page Events page 77, 83  
 Page Transfers page 76, 81  
 Parent & Children Budgets inquiry  
 page 215, 217  
 parent and child budgets  
 associating 53  
 closing 240  
 inquiring on 217  
 overview 31  
 PAYGL02 process 114  
 PAYGL03 process 114  
 Payroll – Line Exceptions page 193  
 Payroll Line Exceptions page 196  
 PAYROLL\_ACCTG\_TRANSACTION  
 application message 115  
 PC\_INTFEDIT process 113  
 PeopleBooks  
 ordering xiv  
 PeopleCode, typographical  
 conventions xv  
 PeopleSoft application fundamentals xiii  
 PeopleSoft Billing 112  
 PeopleSoft Budgeting 113

PeopleSoft Commitment Control 1  
*See Also* See Commitment Control  
 PeopleSoft Cost Management 112  
 PeopleSoft Human Resources  
 Department Table component 115  
 PeopleSoft Inventory 112  
 PeopleSoft Payables 112  
 PeopleSoft Payroll 114  
 budget checking payroll  
 transactions 160  
 PeopleSoft Projects 114  
 PeopleSoft Purchasing 112  
 and Commitment Control detail ledger  
 group 37  
 closing and rolling forward  
 pre-encumbrance and encumbrance  
 amounts using 247  
 PeopleSoft Receivables 112  
 PeopleSoft Time and Labor 114  
 planning ledgers 3  
*See Also* See Commitment Control  
 amount types, defined  
 PO Rollover process 247  
 pre-encumbrance ledgers 3  
*See Also* See Commitment Control  
 amount types, defined  
 pre-encumbrances  
 closing 246  
 including in available budget balance  
 calculation 40, 66  
 prerequisites xiii  
 printed documentation xiv  
 prior document budget date 155  
 Procurement Card exceptions  
 component 188  
 PROJ\_RESOURCE loader process 113  
 project budgets 33  
*See Also* See also funding source control  
 Project Expiration report (GLC8043) 271  
 Project Journal exceptions  
 component 188  
 PST\_EE\_RUN\_REQUEST page 138  
 Purchase Order (NP) (purchase  
 non-prorated order) exceptions  
 component 188  
 Purchase Order exceptions  
 component 188  
 Purchase Order Reconciliation  
 process 247

**R**

Receipt Accrual Encumbrance exception component 188  
 Receipt Accrual Encumbrance exceptions component 188  
 Receipt Accrual Expense exception component 188  
 Receipt Accrual Expense exceptions component 188  
 recognized revenue ledgers 3  
*See Also* See Commitment Control  
 amount types, defined  
 recognized revenue, closing and rolling forward 246  
 Referenced Record Keys page 77, 83  
 referenced source transactions  
 Budget Processor and processing of 149  
 record keys 83  
 Refine Inquiry Criteria page 191  
 related documentation xiv  
 reports  
 FUND\_STATUS nVision report 271  
 list of all Commitment Control 269  
 request pages, description of ChartField Selection grid on 275  
 Request Archive Processing page 256, 259, 261  
 Request Budget Check page 158, 160  
 Request Build Commitment Control Security page (security build) 108  
 Requisition exceptions component 188  
 Requisition Reconciliation process 247  
 researching Commitment Control ledger (LEDGER\_KK) activity 86, 201, 218, 272  
 restore activity, viewing 262  
 Revenue Analysis Budget PS/nVision layout (KK\_REV) 270  
 Revenue Estimate exceptions component 188  
 revenue estimate ledgers 4  
*See Also* See Commitment Control  
 ledgers and ledger groups  
 reversal date installation option 15  
 Review Archive Log page 262  
 Review Calculation Log page 225, 247  
 Rule Definition page 100  
 Ruleset ChartField

defining 56  
 Ruleset Chartfield page 52, 56  
 Ruleset ChartField, defining 54  
 Rulesets  
 defining 56–57  
 overview 26  
 RUN\_FIN0024 page 269  
 RUN\_FIN0054 page 269  
 RUN\_GLC8043 page 271  
 RUN\_GLC8050 page 271  
 RUN\_GLC8051 page 271  
 RUN\_GLC8100 page 272  
 RUN\_GLC8110 page 272  
 RUN\_GLC8530 page 272  
 RUN\_GLC8570 page 272  
 RUN\_GLC8572 page 108, 272  
 RUN\_GLS1210 page 237  
 RUN\_GLS1211 page 242  
 RUN\_GLS1220 page 248  
 RUN\_GLS1222 page 248  
 RUN\_GLS8002 page 274  
 RUN\_GLS8005 page 274, 276  
 RUN\_GLS8007 page 45  
 RUN\_GLS8010 page 274  
 RUN\_GLS8020 page 274  
 RUN\_KK\_NOTIFY page 184

**S**

security  
 Commitment Control Archiving Application Engine 257  
 security events 89, 98  
 security fields 98  
 security for Commitment Control 87  
 Commitment Control Security Application Engine process (KSEC\_FLAT) 88, 107  
 grouping budgets for security 93  
 limiting transfers to budgets that share a ChartField value 103  
 overview 87  
 reporting on 107, 272  
 security events 89, 98  
 security fields 87, 98  
 security rules 91  
 set up order 87  
 setting up security rules 99  
 Super User rules 92  
 workflow notification 183

- security for Commitment Control, applying security rules
  - to dynamic rule groups 97, 106
  - to permission lists 96, 106
  - to security events 91, 104
  - to users 91, 96, 105
- security for Commitment Control, security events
  - Budget Date Override (BUDG\_DT) 91
  - Budget Entry or Adjustment (ENT\_ADJT) 89
  - Budget Inquire (INQUIRE) 90
  - Budget Override (OVERRIDE) 90
  - Budget Transfers (TRANSFER) 89
  - Bypass Budget (BYPASS) 91
  - Workflow Notification (NOTIFY) 90
- Security Rule Definition component (KSEC\_RULE\_ENTRY) 99
- security rules 91
  - applying to security events 104
  - applying to users 105
  - reporting on 107, 272
  - setting up 99
- Selection Criteria page 77, 82
- self service pages
  - budget alert preferences 182
  - security for 182
  - See Also* See also security for Commitment Control
  - viewing budgets with 182
- sequence number, Commitment Control
  - Archiving Application Engine 256
- Set Options page 68
- setIDs, multiple within a control budget definition 29
- setup
  - basic Commitment Control setup
    - options 13
  - budget closing 222
  - integration 109
  - security 87
  - self-service 182
    - source transaction type 73
    - workflow notification 183
- Skip Commitment Control in GL
  - checkbox 118
- Source Transaction Definition component (KK\_SOURCE\_TRAN) 76
- source transaction types 73
- configuring for third-party transactions 118
- identifying page transfer information for 81
- mapping fields for 79
- overview 73
- selecting budget override, translation log update and control options for 84
- source transaction types, defining
  - Commitment Control amount types for 77
  - fields to update with budget-checking status 82
  - page events for exceptions and inquiry pages 83
  - records for 77
  - referenced record keys for 83
  - selection criteria for 82
- source transactions 145
  - See Also* See also budget checking, source transaction types, third party transactions
  - budget-checkable, list of 145
  - deleted 155
    - overview of budget checking of 6, 145
  - Source Transactions - Definition page 76
  - Source Transactions - Fields page 76, 79
  - Source Transactions - Options page 77, 84
  - Source Transactions - Page Events page 77, 83
  - Source Transactions - Page Transfers page 76, 81
  - Source Transactions - Referenced Record Keys page 77, 83
  - Source Transactions - Selection Criteria page 77, 82
  - Source Transactions - Status Fields page 77, 82
  - Source Transactions component, overview 73
  - SpeedTypes
    - for budget journal entry 131
  - SQL, deleting or purging commitment control history records 262
  - statistical budgeting 32
    - Budget Processor and processing of 155
    - enabling 54
  - Status Fields page 77, 82

suggestions, submitting xvii  
 Summary BP Calendar (summary budget period calendar) page 45  
 Summary BP Calendar component (SUMMARY\_BP\_CAL) 41  
 Summary Budget Period Calendar page 42  
 summary budget period calendars 23, 45  
 SUMMARY\_BP\_CAL component 41  
 SUMMARY\_BP\_CAL page 42  
 Super User security rules 92

**T**

Target/Source page 248  
 terms 277  
 the Budget Export to GL process (BUD014) 114  
 third party applications  
     budget checking 117, 157  
     enabling Commitment Control for 15  
     integrating with Commitment Control 116  
     viewing and adjusting transactions 157  
 tolerances 28  
     *See Also* See budget tolerances  
 transaction exceptions 171  
     *See Also* See budget exceptions  
 transaction exceptions components, in other PeopleBooks 188  
 transaction history 213  
     *See Also* See also budget exceptions; See also inquiries  
 researching online 213  
 researching using Activity Log 201, 218, 272  
 researching using Commitment Control Transaction Log 86  
 transaction log 86  
     *See Also* See Commitment Control Transaction Log (KK\_TRANS\_LOG)  
 transaction overrides 159, 182, 190  
 translation trees 20, 45  
     entering for budget definitions (Rulesets) 57  
     reporting on 45, 271  
 Travel Authorization exceptions component 188  
 typographical conventions xv

**V**

Valid Budget Periods report (FIN0054) 269  
 Validate Budget Close Run Control page 242  
 Validate Budget Closing Set report (GLS1210) 237  
 Validate Budget Closing Set report (GLS1210), overview 240  
 Validate Budget Closing Set report page 237, 240  
 View Budgets self-service page 182  
 visual cues xvi  
 Voucher (NP) (voucher non-prorated) exceptions component 188  
 Voucher exceptions component 188

**W**

warnings xvii, 177  
     *See Also* See also budget exceptions, early warnings  
 workflow notification  
     overview 180, 187  
     security for 90  
     setting up 183  
 Workflow Notification (NOTIFY) security event 90  
 Worklist page  
     budget exception notification and 187  
 Worklist page, budget exception notification and 180

# PeopleSoft®

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## PeopleSoft Commitment Control 8.8 Reports

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**December 2003**

## PeopleSoft Commitment Control 8.8 Reports

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# Contents

## Reports Preface

<b>About This PeopleBook .....</b>	<b>v</b>
Related Documentation.....	v
Obtaining Documentation Updates.....	v
Ordering Printed Documentation.....	v
Comments and Suggestions.....	vi

## Chapter 1

<b>PeopleSoft Commitment Control Reports.....</b>	<b>1</b>
PeopleSoft Commitment Control Reports List and General Description.....	1

## Chapter 2

<b>Report Samples.....</b>	<b>7</b>
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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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**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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PeopleSoft Customer Connection web site, <http://www.peoplesoft.com/corp/en/login.asp>

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# CHAPTER 1

## PeopleSoft Commitment Control Reports

This chapter lists reports provided for Commitment Control.

---

**Note.** For samples of these reports, see the Portable Document Format (PDF) files that are published on CD-ROM with your documentation.

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### PeopleSoft Commitment Control Reports List and General Description

This table lists reports provided with PeopleSoft Commitment Control. Use the table to find general information about PeopleSoft Commitment Control reports. For 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
FIN0024 Budget Reference	Lists all valid Budget Reference ChartField values in a setID. (Crystal)	Set Up Financials/ Supply Chain, Common Definitions, Design ChartFields, Reports, ChartField Report Options, Budget Reference	RUN_FIN0024
FIN0054 Valid Budget Periods	Displays all valid Budget Period Calendars in a setID, including the budget periods for each calendar and the budget period start and end dates. (Crystal)	Commitment Control, Budget Reports, Budget Periods Report	RUN_FIN0054

Report ID and Report Name	Description	Navigation	Run Control Page
KK_EXP Expenditure Analysis Budget	<p>This PS/nVision layout contains columns for each ledger in the expenditure budgets you select, including the budget, pre-encumbrance, encumbrance, and expense ledgers. It shows the amount in each ledger for each budget row (or summarized row), along with the available budget amount. It also sums each ledger and the available budget amount across budget (or summarized) rows.</p> <p>See <i>PeopleSoft PeopleTools: PeopleSoft nVision PeopleBook</i>.</p>	NA	NA
KK_REV Revenue Analysis Budget	<p>This PS/nVision layout contains columns for each ledger in the revenue budgets you select, including the revenue budget, recognized revenue, and collected revenue ledgers. It shows the amount in each ledger for each budget row (or summarized row), and it sums each ledger across budget (or summarized) rows.</p> <p>See <i>PeopleSoft PeopleTools: PeopleSoft nVision PeopleBook</i>.</p>	NA	NA
FUND_STATUS Available Funds	<p>Employees of the United States Federal Government must comply with the Antideficiency Act, which prohibits entering into contracts that exceed the enacted appropriations for the year or purchasing services and merchandise before appropriations are enacted. This report provides funding information for informed management decisions. The PeopleSoft nVision layout, FUND_STATUS.xnv, is delivered as a prototype for available fund internal reporting to comply with JFMIP RC 02 requirement.</p>	NA	NA

Report ID and Report Name	Description	Navigation	Run Control Page
GLC8043 Project Expiration	Identifies expired projects and displays such information as project dates and managers. (Crystal)	Commitment Control, Budget Reports, Project Expiration	RUN_GLC8043
GLC8050 Budget Key Translation	Displays each key ChartField for each Ruleset in each Commitment Control ledger group in a setID, along with the ChartField's translation tree name and budgetary tree level. (Crystal)	Commitment Control, Budget Reports, Budget Key Translations Report	RUN_GLC8050
GLC8051 Budget Control Parameters	Displays the Ruleset ChartField, Control ChartField, and Commitment Control Option for each Ledger Group in a setID, as of the date you specify. (Crystal)	Commitment Control, Budget Reports, Budget Control Report	RUN_GLC8051
GLC8100 Budget Attributes	Displays the attributes of all budgets in a business unit as of the date you enter (Crystal).	Commitment Control, Budget Reports, Budget Attributes Report	RUN_GLC8100
GLC8110 Associated Budgets	Displays all associations between expenditure and revenue budgets for a business unit, including the budgets' Commitment Control ledger groups and ChartField combinations, along with the revenue linking method, revenue cap, and revenue percentage. (Crystal)	Commitment Control, Budget Reports, Associated Budgets Report	RUN_GLC8110
GLC8530 Budget Checking Batch Process Statuses	Displays the budget checking status of source transactions that have been budget-checked. Select reports by source transaction type, process instance, and process status. (Crystal)	Commitment Control, Budget Reports, Budget Status	RUN_GLC8530
GLC8570 Commitment Control Activity Log (detail)	Displays budget-checking activity by Commitment Control Transaction Date, Commitment Control Transaction ID, source transaction type, Commitment Control ledger group, and ledger type (amount type). (Crystal)	Commitment Control, Budget Reports, Activity Log	RUN_GLC8570

Report ID and Report Name	Description	Navigation	Run Control Page
GLC8571 Commitment Control Activity Log Summary	Displays budget-checking activity summarized by budget and ledger type (amount type). Selection criteria include Commitment Control Transaction Date, Commitment Control Transaction ID, source transaction type, Commitment Control ledger group, and ledger type. (Crystal)	Commitment Control, Budget Reports, Activity Log	RUN_GLC8570
GLC8572 Commitment Control Security	Displays the security rules assigned to each User ID and permission list, along with details about the budgets and security events included in the security rules. (Crystal)	Commitment Control, Define Budget Security, Security Report	RUN_GLC8572
GLS1200 Closing Rules	Displays all details that define a closing rule. (SQR)	Commitment Control, Close Budget, Closing Rules Report	RUN_GLS1200
GLS1210 Closing Set Validation	Displays the budget period transfer set or fiscal year, closing rules, Commitment Control ledger groups, and ledgers (amount types) to include in balance forward calculation. Validates the closing set, displaying error or warning messages for conditions that could cause errors in the Budget Close process. (SQR)	Commitment Control, Close Budget, Validate Closing Set	RUN_GLS1210
GLS1211 Closing Run Control Validation	Displays information similar to that which is displayed by the Closing Set Validation Report (GLS1210); however the Closing Run Control Validation Report validates a Budget Closing run control ID, thereby capturing errors across closing sets. (SQR)	Commitment Control, Close Budget, Validate Run Control	RUN_GLS1211
GLS1220 Budget Close Status	Displays the budget close status of the budgets you request. (SQR)	Commitment Control, Close Budget, Closing Status Report	RUN_GLS1220
GLS1222 Budget Close Calculation Log Report	Displays the results of the Budget Close process. (SQR)	Commitment Control, Close Budget, Closing Calculation Log Report	RUN_GLS1222
GLS8002 Budget Ledger Detail	Displays budgets and their budget journals. (SQR)	Commitment Control, Post Control Budget Journals, Budget Ledger Details Report	RUN_GLS8002

Report ID and Report Name	Description	Navigation	Run Control Page
GLS8005 Budget Transaction Detail	Displays transaction line details (budget post date, source transaction type, document ID, ledger amounts, override user ID) for budgets. (SQR)	Commitment Control, Budget Reports, Budget Transaction Detail	RUN_GLS8005
GLS8007 Budgetary Control Tree Audit	Audits all budget key ChartField translation trees for completeness and accuracy and displays various error and warning messages. The report verifies the tree structure and definition options and identifies all ChartField values not defined as tree nodes or represented as tree details. (SQR)	Commitment Control, Budget Reports, Budgetary Control Tree Audit	RUN_GLS8007
GLS8010 Budgets Actuals Reconciliation	Reconciles budget-checking transaction activity with Commitment Control ledgers (LEDGER_KK) and general ledger actuals ledgers. (SQR)	Commitment Control, Budget Reports, Budgets/Actuals Reconciliation	RUN_GLS8010
GLS8020 Budget Status	Displays all Commitment Control ledger amounts (budgeted, pre-encumbrance, encumbrance, expense, collected, recognized) and the available balance for the budgets you select. (SQR)	Commitment Control, Budget Reports, Budget Status	RUN_GLS8020
GLS8510 Ledger Details	Displays such details as amounts and currency for each ledger (amount type) in the control budgets you select, as well as the available amount for the budget. (SQR)	Commitment Control, Budget Reports, Ledger Details	RUN_GLS8510



## 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: FIN0024

**PeopleSoft Financials  
Budget Reference**

Page No. 1  
Run Date 01.Feb.2002  
Run Time 3:27:17 PM

Set ID: FEDRL  
As of Date: 24.Jan.2002

<b>Budget Reference</b>	<b>Description</b>	<b>Short Description</b>
B0000	All Budgets	All Budg
B1999	1999 Budget	1999 BD
B2000	2000 Budget	2000 BD
B2001	2001 Budget	2001 BD
B2002	2002 Budget	2002 BD
B2003	2003 Budget	2003 BD
B2004	2004 Budget	2004 BD
B2005	2005 Budget	2005 BD
B2006	2006 Budget	2006 BD
B2007	2007 Budget	2007 BD
B2008	2008 Budget	2008 BD
B2009	2009 Budget	2009 BD
B2010	2010 Budget	2010 BD



Report ID: FIN0054

**PeopleSoft Financials**  
**VALID BUDGET PERIODS**

Page No. 1  
Run Date 01.Feb.2002  
Run Time 5:06:34 PM

Set ID: SHARE

Calendar	Description	Budget Period	Budget Period Name	Begin Date	End Date
AN	Annual Periods Calendar	1999	Period 1 - 1999-08-01	01.Aug.1999	31.Jul.2000
		2000	Period 1 - 2000-08-01	01.Aug.2000	31.Jul.2001
		2001	Period 1 - 2001-08-01	01.Aug.2001	31.Jul.2002
		2002	Period 1 - 2002-08-01	01.Aug.2002	31.Jul.2003
		2003	Period 1 - 2003-08-01	01.Aug.2003	31.Jul.2004
BM	Bi-Monthly Periods Calendar	1999B1	Period 1 - 1999-07-15	15.Jul.1999	14.Sep.1999
		1999B2	Period 2 - 1999-09-15	15.Sep.1999	14.Nov.1999
		1999B3	Period 3 - 1999-11-15	15.Nov.1999	14.Jan.2000
		1999B4	Period 4 - 2000-01-15	15.Jan.2000	14.Mar.2000
		1999B5	Period 5 - 2000-03-15	15.Mar.2000	14.May.2000
		1999B6	Period 6 - 2000-05-15	15.May.2000	14.Jul.2000
EA	E&G annual period calendar	2000	Period 1 - 07/01/1999	01.Jul.1999	30.Jun.2000
		2001	Period 1 - 2000-07-01	01.Jul.2000	30.Jun.2001
		2002	Period 1 - 2001-07-01	01.Jul.2001	30.Jun.2002
		2003	Period 1 - 2002-07-01	01.Jul.2002	30.Jun.2003
		2004	Period 1 - 2003-07-01	01.Jul.2003	30.Jun.2004
		2005	Period 1 - 2004-07-01	01.Jul.2004	30.Jun.2005
		2006	Period 1 - 2005-07-01	01.Jul.2005	30.Jun.2006
EB	E&G bi-monthly period calendar	2001B1	Period 1 - 07-01-2000	01.Jul.2000	31.Aug.2000
		2001B2	Period 2 - 09-01-2000	01.Sep.2000	31.Oct.2000
		2001B3	Period 3 - 11-01-2000	01.Nov.2000	31.Dec.2000
		2001B4	Period 4 - 01-01-2001	01.Jan.2001	28.Feb.2001
		2001B5	Period 5 - 03-01-2001	01.Mar.2001	30.Apr.2001
		2001B6	Period 6 - 05-01-2001	01.May.2001	30.Jun.2001
		2002B1	Period 1 - 2001-07-01	01.Jul.2001	31.Aug.2001
		2002B2	Period 2 - 2001-09-01	01.Sep.2001	31.Oct.2001
		2002B3	Period 3 - 2001-11-01	01.Nov.2001	31.Dec.2001
		2002B4	Period 4 - 2002-01-01	01.Jan.2002	28.Feb.2002
		2002B5	Period 5 - 2002-03-01	01.Mar.2002	30.Apr.2002
		2002B6	Period 6 - 2002-05-01	01.May.2002	30.Jun.2002
		2003B1	Period 1 - 2002-07-01	01.Jul.2002	31.Aug.2002
		2003B2	Period 2 - 2002-09-01	01.Sep.2002	31.Oct.2002
		2003B3	Period 3 - 2002-11-01	01.Nov.2002	31.Dec.2002
		2003B4	Period 4 - 2003-01-01	01.Jan.2003	28.Feb.2003
		2003B5	Period 5 - 2003-03-01	01.Mar.2003	30.Apr.2003
		2003B6	Period 6 - 2003-05-01	01.May.2003	30.Jun.2003
		2004B1	Period 1 - 2003-07-01	01.Jul.2003	31.Aug.2003
		2004B2	Period 2 - 2003-09-01	01.Sep.2003	31.Oct.2003
		2004B3	Period 3 - 2003-11-01	01.Nov.2003	31.Dec.2003
		2004B4	Period 4 - 2004-01-01	01.Jan.2004	29.Feb.2004
		2004B5	Period 5 - 2004-03-01	01.Mar.2004	30.Apr.2004
		2004B6	Period 6 - 2004-05-01	01.May.2004	30.Jun.2004
		2005B1	Period 1 - 2004-07-01	01.Jul.2004	31.Aug.2004
		2005B2	Period 2 - 2004-09-01	01.Sep.2004	31.Oct.2004
		2005B3	Period 3 - 2004-11-01	01.Nov.2004	31.Dec.2004
		2005B4	Period 4 - 2005-01-01	01.Jan.2005	28.Feb.2005
		2005B5	Period 5 - 2005-03-01	01.Mar.2005	30.Apr.2005
		2005B6	Period 6 - 2005-05-01	01.May.2005	30.Jun.2005
		2006B1	Period 1 - 2005-07-01	01.Jul.2005	31.Aug.2005
		2006B2	Period 2 - 2005-09-01	01.Sep.2005	31.Oct.2005
		2006B3	Period 3 - 2005-11-01	01.Nov.2005	31.Dec.2005
		2006B4	Period 4 - 2006-01-01	01.Jan.2006	28.Feb.2006
		2006B5	Period 5 - 2006-03-01	01.Mar.2006	30.Apr.2006
		2006B6	Period 6 - 2006-05-01	01.May.2006	30.Jun.2006

**Ledger Trial Balance - DETAIL by ACCOUNT**

**Bus Unit:** US005  
**Bus Unit Name:** US005 FLORIDA OPERATIONS  
**Layout:** KK\_EXPDB

**Period:** 12  
**Fiscal Year:** 2000

	<u>Account Description</u>	<u>Budget Period</u>	<u>Budgeted Amount</u>	<u>Pre-encumbrances</u>	<u>Encumbrances</u>	<u>Expenditures</u>	<u>Available</u>	<u>Variance</u>
Expenses 682000	Organizational Expense	2000M10	1,000,000.00	15,000.00	35,000.00	10,000.00	940,000.00	94%
<b>Total</b>	<b>Expense</b>		<b>1,000,000.00</b>	<b>15,000.00</b>	<b>35,000.00</b>	<b>10,000.00</b>	<b>940,000.00</b>	<b>94%</b>



Report ID: GLC8043

PeopleSoft General Ledger  
**PROJECT EXPIRATION**Page No. 1  
Run Date Nov/21/2003  
Run Time 12:10:57 PMBusiness Unit  
As of Date : 11/21/2003

<u>Project Id</u>	<u>Description</u>	<u>Status</u>	<u>Start Date</u>	<u>End Date</u>	<u>Project Manager</u>	<u>Billed Amount</u>	<u>Collected Amount</u>
-------------------	--------------------	---------------	-------------------	-----------------	------------------------	----------------------	-------------------------

Total Project Amount :  
Pre-Encumbered Amount:  
Encumbered Amount :  
Expended Amount :  
Remaining Amount :



Report ID: GLC8050

PeopleSoft General Ledger  
BUDGET KEY TRANSLATIONPage No. 1  
Run Date 11/21/2003  
Run Time 12:19:42 PM

Setid: SHARE  
 As of Date: All Values  
 Ledger Option: All Values

---

Ledger Group APPROP

Effective Date 1/1/1900 Effective Status Active Description Appropriation Ledger Group

RuleSet ChartField Department Budget Type Expense

RuleSet	Default	Calendar ID	Cumulative Budg	Derive Dates	Cumulative Cal	ChartField	Tree Name	Tree Level	Value Required
DEFAULT	Y	EA	N	Derive No		Account	CONTROL_BD_ACCTS	LEVEL2	Y
						Department	CONTROL_BD_DEPT	DEPT_GROUP	Y
						Fund Code			Y

Ledger Group CC\_Corp

Effective Date 1/1/1900 Effective Status Active Description Corp - Control Budgets

RuleSet ChartField Department Budget Type Expense

RuleSet	Default	Calendar ID	Cumulative Budg	Derive Dates	Cumulative Cal	ChartField	Tree Name	Tree Level	Value Required
DEFAULT	Y	AN	N	N		Account	CONTROL_BD_ACCTS	ACCT_TYPE	Y
						Department	CONTROL_BD_DEPT	DEPT_GROUP	N



Report ID : FN0024

PeopleSoft Financials  
Budget ReferencePage No. 1  
Run Date 01 Feb 2002  
Run Time 3:27:17 PMSet ID : FEDRL  
As of Date : 24 Jan 2002

<u>Budget Reference</u>	<u>Description</u>	<u>Short Description</u>
B0000	All Budgets	All Budg
B1999	1999 Budget	1999 BD
B2000	2000 Budget	2000 BD
B2001	2001 Budget	2001 BD
B2002	2002 Budget	2002 BD
B2003	2003 Budget	2003 BD
B2004	2004 Budget	2004 BD
B2005	2005 Budget	2005 BD
B2006	2006 Budget	2006 BD
B2007	2007 Budget	2007 BD
B2008	2008 Budget	2008 BD
B2009	2009 Budget	2009 BD
B2010	2010 Budget	2010 BD



Report ID : FN0054

PeopleSoft Financials  
VALID BUDGET PERIODSPage No. 1  
Run Date 01 Feb 2002  
Run Time 5:06:34 PM

Set ID : SHARE

Calendar	Description	Budget Period	Budget Period Name	Begin Date	End Date
AN	Annual Periods Calendar	1999	Period 1 - 1999-08-01	01 Aug 1999	31 Jul 2000
		2000	Period 1 - 2000-08-01	01 Aug 2000	31 Jul 2001
		2001	Period 1 - 2001-08-01	01 Aug 2001	31 Jul 2002
		2002	Period 1 - 2002-08-01	01 Aug 2002	31 Jul 2003
		2003	Period 1 - 2003-08-01	01 Aug 2003	31 Jul 2004
BM	Bimonthly Periods Calendar	1999B1	Period 1 - 1999-07-15	15 Jul 1999	14 Sep 1999
		1999B2	Period 2 - 1999-09-15	15 Sep 1999	14 Nov 1999
		1999B3	Period 3 - 1999-11-15	15 Nov 1999	14 Jan 2000
		1999B4	Period 4 - 2000-01-15	15 Jan 2000	14 Mar 2000
		1999B5	Period 5 - 2000-03-15	15 Mar 2000	14 May 2000
		1999B6	Period 6 - 2000-05-15	15 May 2000	14 Jul 2000
EA	E&G annualperiod calendar	2000	Period 1 - 07/01/1999	01 Jul 1999	30 Jun 2000
		2001	Period 1 - 2000-07-01	01 Jul 2000	30 Jun 2001
		2002	Period 1 - 2001-07-01	01 Jul 2001	30 Jun 2002
		2003	Period 1 - 2002-07-01	01 Jul 2002	30 Jun 2003
		2004	Period 1 - 2003-07-01	01 Jul 2003	30 Jun 2004
		2005	Period 1 - 2004-07-01	01 Jul 2004	30 Jun 2005
		2006	Period 1 - 2005-07-01	01 Jul 2005	30 Jun 2006
EB	E&G bimonthly period calendar	2001B1	Period 1 - 07-01-2000	01 Jul 2000	31 Aug 2000
		2001B2	Period 2 - 09-01-2000	01 Sep 2000	31 Oct 2000
		2001B3	Period 3 - 11-01-2000	01 Nov 2000	31 Dec 2000
		2001B4	Period 4 - 01-01-2001	01 Jan 2001	28 Feb 2001
		2001B5	Period 5 - 03-01-2001	01 Mar 2001	30 Apr 2001
		2001B6	Period 6 - 05-01-2001	01 May 2001	30 Jun 2001
		2002B1	Period 1 - 2001-07-01	01 Jul 2001	31 Aug 2001
		2002B2	Period 2 - 2001-09-01	01 Sep 2001	31 Oct 2001
		2002B3	Period 3 - 2001-11-01	01 Nov 2001	31 Dec 2001
		2002B4	Period 4 - 2002-01-01	01 Jan 2002	28 Feb 2002
		2002B5	Period 5 - 2002-03-01	01 Mar 2002	30 Apr 2002
		2002B6	Period 6 - 2002-05-01	01 May 2002	30 Jun 2002
		2003B1	Period 1 - 2002-07-01	01 Jul 2002	31 Aug 2002
		2003B2	Period 2 - 2002-09-01	01 Sep 2002	31 Oct 2002
		2003B3	Period 3 - 2002-11-01	01 Nov 2002	31 Dec 2002
		2003B4	Period 4 - 2003-01-01	01 Jan 2003	28 Feb 2003
		2003B5	Period 5 - 2003-03-01	01 Mar 2003	30 Apr 2003
		2003B6	Period 6 - 2003-05-01	01 May 2003	30 Jun 2003
		2004B1	Period 1 - 2003-07-01	01 Jul 2003	31 Aug 2003
		2004B2	Period 2 - 2003-09-01	01 Sep 2003	31 Oct 2003
		2004B3	Period 3 - 2003-11-01	01 Nov 2003	31 Dec 2003
		2004B4	Period 4 - 2004-01-01	01 Jan 2004	29 Feb 2004
		2004B5	Period 5 - 2004-03-01	01 Mar 2004	30 Apr 2004
		2004B6	Period 6 - 2004-05-01	01 May 2004	30 Jun 2004
		2005B1	Period 1 - 2004-07-01	01 Jul 2004	31 Aug 2004
		2005B2	Period 2 - 2004-09-01	01 Sep 2004	31 Oct 2004
		2005B3	Period 3 - 2004-11-01	01 Nov 2004	31 Dec 2004
		2005B4	Period 4 - 2005-01-01	01 Jan 2005	28 Feb 2005
		2005B5	Period 5 - 2005-03-01	01 Mar 2005	30 Apr 2005
		2005B6	Period 6 - 2005-05-01	01 May 2005	30 Jun 2005
		2006B1	Period 1 - 2005-07-01	01 Jul 2005	31 Aug 2005
		2006B2	Period 2 - 2005-09-01	01 Sep 2005	31 Oct 2005
		2006B3	Period 3 - 2005-11-01	01 Nov 2005	31 Dec 2005
		2006B4	Period 4 - 2006-01-01	01 Jan 2006	28 Feb 2006
		2006B5	Period 5 - 2006-03-01	01 Mar 2006	30 Apr 2006
		2006B6	Period 6 - 2006-05-01	01 May 2006	30 Jun 2006

Ledger Trial Balance - DETA II by ACCOUNT

Bus Unit: US005  
 Bus Unit Name: US005 FLORIDA OPERATIONS  
 Layout: KK\_EXPDB

Period: 12  
 Fiscal Year: 2000

	<u>Account Description</u>	<u>Budget Period</u>	<u>Budgeted Amount</u>	<u>Pre-encumbrances</u>	<u>Encumbrances</u>	<u>Expenditures</u>	<u>Available</u>	<u>Variance</u>
Expenses 682000	Organizational Expense	2000M 10	1,000,000.00	15,000.00	35,000.00	10,000.00	940,000.00	94%
Total	Expense		1,000,000.00	15,000.00	35,000.00	10,000.00	940,000.00	94%



Report ID: GLC8043

PeopleSoft General Ledger  
**PROJECT EXPIRATION**Page No. 1  
Run Date Nov/21/2003  
Run Time 12:10:57 PMBusiness Unit  
As of Date : 11/21/2003

<u>Project Id</u>	<u>Description</u>	<u>Status</u>	<u>Start Date</u>	<u>End Date</u>	<u>Project Manager</u>	<u>Billed Amount</u>	<u>Collected Amount</u>
-------------------	--------------------	---------------	-------------------	-----------------	------------------------	----------------------	-------------------------

Total Project Amount :  
Pre-Encumbered Amount:  
Encumbered Amount :  
Expended Amount :  
Remaining Amount :



Report ID: PagN.1.

Geop3eloSt PeferL3 aenCer  
20DPJE TJX ERA8laAEli8GLCe 8o0 4  
Rdf DLte 44uv4uv../  
Rdf Em5e 4v:47:Mv G

Itemn:  ARJ  
 A□oS DLte: A33  L3de  
 aenCer iptmof: A33  L3de

aenCer Prodp AGGRiG

JSSe□tm□e DLte 1/1/1900 JSSe□tm□e ItLtd  Active De□□rmptmof Appropriation Ledger Group

Rd3elet g□Lrt□me3n Department 2dnCet E□pe Expense

<u>Rd3elet</u>	<u>DeSLd3t gL3efnLr ID</u>	<u>gd5d3Ltm□e 2dn□</u>	<u>Derm□e DLte</u>	<u>gd5d3Ltm□e gL</u>	<u>g□Lrt□me3n</u>	<u>Eree 8L5e</u>	<u>Eree ae□e3</u>	<u>□L3de Re□dmren</u>
DEFAULT	Y	EA	N	Derive No	Account	CONTROL_BD_ACCTS	LEVEL2	Y
				Department	CONTROL_BD_DEPT	DEPT_GROUP		Y
				Fund Code				Y

aenCer Prodp gg□giRG

JSSe□tm□e DLte 1/1/1900 JSSe□tm□e ItLtd  Active De□□rmptmof Corp - Control Budgets

Rd3elet g□Lrt□me3n Department 2dnCet E□pe Expense

<u>Rd3elet</u>	<u>DeSLd3t gL3efnLr ID</u>	<u>gd5d3Ltm□e 2dn□</u>	<u>Derm□e DLte</u>	<u>gd5d3Ltm□e gL</u>	<u>g□Lrt□me3n</u>	<u>Eree 8L5e</u>	<u>Eree ae□e3</u>	<u>□L3de Re□dmren</u>
DEFAULT	Y	AN	N	N	Account	CONTROL_BD_ACCTS	ACCT_TYPE	Y
					Department	CONTROL_BD_DEPT	DEPT_GROUP	N



Report ID : GLC8051

PeopleSoft General Ledger  
CONTROL BUDGET OPTIONPage No. 1  
Run Date 01 Feb 2002  
Run Time 5:58:55 PM

SetId: SHARE  
As of Date: AllValues  
Ledger Option: AllValues

---

Ledger Group CC\_CORP

Effective Date:	01 Jan 1900	Effective Status:	Active	Description:	Corp - Control Budgets
Budget Type:	Expense	Associated Expenditure Budget:			
Tolerant Percent:	1.00	Parent Control Budget:			

## Rule Set and Control Chart Fields

Rule Set Chart Field:	Department	Tree Name:	CONTROL_BD_DEPT	Level Name:	DEPT_GROUP
Control Chart Field:	Department	Default Rule Set:	DEFAULT		

## Comment Control Options

Enable Statistical Budgeting:	N	Control Option:	Control	Enable Funding Source:	N
Entries Must Balance:	Y	Budget Status:	Open	Revenue Track:	
Child Budgets Exceed Option:	N				

---



Report ID : GLC8100

PeopleSoft Financials  
BUDGET ATTRIBUTES

Page No.

1

Run Date

11 Feb 2002

Run Time

7:27:21 PM

Business Unit: US005

Ledger Group: CC\_ORG

As of Date: 01 Jan 2002

Account	Deptid	OperUnit	Fund	Program	Class	BudgetRef	Product	Project	Business Unit PC	Activity Id	Resource Type
---------	--------	----------	------	---------	-------	-----------	---------	---------	------------------	-------------	---------------

682000 14000

<u>Budget Control Options:</u>	<u>Effect</u>	<u>Status</u>	<u>Description</u>	<u>Control Option</u>	<u>Diff tol</u>	<u>Tolerance</u>	<u>Begin Date</u>	<u>End Date</u>
		01 Jan 2000	A	Track BD	N	5.00		
<u>Budget Status:</u>	<u>Budget Period</u>	<u>Budget Status</u>	<u>Budget Cbsed</u>					
	2000	0	N					



Report ID : GLC8530

PeopleSoft Financials

Page No. 1

## Budget Checking Batch Process Statuses

Run Date: 06/11/2001

Run Time: 7:24:23PM

Source Transaction Type : Voucher				Process Instance:	1008	Comment Control		
Business Unit:	Voucher ID:	Voucher ID:	Voucher ID:			Tran ID	Tran Date	Process Status
Business Unit:	FRA01	Voucher ID:	APAM 01			0000000075	08/08/20	Only Warnings Exist
Business Unit:	FRA01	Voucher ID:	APAM 02			0000000076	08/08/20	Only Warnings Exist
Business Unit:	FRA01	Voucher ID:	APF01			0000000077	08/08/20	Only Warnings Exist
Business Unit:	FRA01	Voucher ID:	APF02			0000000078	08/08/20	Only Warnings Exist
Business Unit:	FRA01	Voucher ID:	APF04			0000000079	08/08/20	Only Warnings Exist
Business Unit:	FRA01	Voucher ID:	APF05			0000000080	08/08/20	Only Warnings Exist
Business Unit:	FRA01	Voucher ID:	APF06			0000000081	08/08/20	Only Warnings Exist
Business Unit:	FRA01	Voucher ID:	APF07			0000000082	08/08/20	Only Warnings Exist
Business Unit:	FRA01	Voucher ID:	APF08			0000000083	08/08/20	Only Warnings Exist
Business Unit:	FRA01	Voucher ID:	APF09			0000000084	08/08/20	Only Warnings Exist

Total Page Count: 1 Total Record Count: 10

\*\*\*\*\*End - of - Report \*\*\*\*\*

Only Warnings Exist



Report ID : GLC8570

PeopleSoft Financials

Page No. 1  
 Run Date: 11 Feb 2002  
 Run Time: 7:44:46PM

## Comment Control Activity Log

Operator ID: VP1 Run Control: 55 Source Tran Type Option: All  
 Transaction ID Option: All Ledger Group Option: All  
 Transaction Date Option: All Ledger Type Option: All

Transaction Date: 12 Jun 2000 Transaction ID: 0000000060 Source Transaction Type: Purchase Order

Business Unit: FRA01 Purchase Order: 0000000001

Ledger Group: CC\_CORP French Corporate Budget Ledger: CC\_CORP\_EN Ledger Type: Encumbrance

Tran-Line	GL Unit	Account	OperUnit	DeptID	Product	Fund Code	Class	PC BU	Resource	BudgPeriod	FY	Period	Trans/Base Debit	Trans/Base Credit	Statistic Code	Statistic Amount	Balance
			Program	Bud Ref				Activity ID	Project ID								
1	FRA01	682000		42000						1999	2000	6	4,791.15	0.00	FRF	0.00	N
	FRA01	696600		42000						1999	2000	6	0.00	4,791.15	FRF	0.00	Y
													SubtotalBase Currency Amount:	4,791.15	4,791.15 FRF		

Transaction Date: 08 Aug 2000 Transaction ID: 0000000075 Source Transaction Type: Voucher

Business Unit: FRA01 Voucher ID: APAM01

Ledger Group: CC\_CORP French Corporate Budget Ledger: CC\_CORP\_EX Ledger Type: Expense

Tran-Line	GL Unit	Account	OperUnit	DeptID	Product	Fund Code	Class	PC BU	Resource	BudgPeriod	FY	Period	Trans/Base Debit	Trans/Base Credit	Statistic Code	Statistic Amount	Balance
			Program	Bud Ref				Activity ID	Project ID								
1	FRA01	682000		14000						2000	2000	6	100,000.00	0.00	FRF	0.00	N
	FRA01	696400								2000	2000	6	0.00	100,000.00	FRF	0.00	Y
													SubtotalBase Currency Amount:	100,000.00	100,000.00 FRF		



Report ID : GLC8571

PeopleSoft Financials

 Page No. 1  
 Run Date: 11 Feb 2002  
 Run Time: 7:31:04PM

## Comment Control Activity Log Summary

Operator ID:	VP1	Run Control:	55	Source Tran Type Option:	All
Transaction ID Option:	All			Ledger Group Option:	All
Transaction Date Option:	All			Ledger Type Option:	All

Ledger Group: CC\_CORP French Corporate Budget

Unit	Ledger LedgerType	Account Program	OperUnit Bud Ref	DeptId	Product	Fund Code	Class	PC BU Activity ID	Resource Project ID	Budg Period	Trans/Base Debit	Trans/Base Credit	Statistic Code	Statistic Amount	Balance
FRA01	CC_CORP_E Encumbrance	682000		42000						1999	4,791.15	0.00	FRF	0.00	
FRA01	CC_CORP_E Encumbrance	682000		42000						2000	41,294.04	0.00	FRF	0.00	
FRA01	CC_CORP_E Expense	500000		14000						2000	25,000.00	0.00	USD	0.00	
											158,796.61	0.00	FRF		
FRA01	CC_CORP_E Expense	682000		14000						1999	0.00	211,332.66	FRF	0.00	
FRA01	CC_CORP_E Expense	682000		14000						2000	6,530.13	0.00	DEM	0.00	
											21,901.11	0.00	FRF		
FRA01	CC_CORP_E Expense	682000		14000						2000	380,168.00	0.00	FRF	0.00	
FRA01	CC_CORP_E Expense	682000		14000						2000	0.00	189,552.00	FRF	0.00	
FRA01	CC_CORP_E Expense	682000		14000						2000	1,500.00	0.00	GBP	0.00	
											15,577.65	0.00	FRF		
FRA01	CC_CORP_E Expense	682000		14000						2000	6,930.00	0.00	JPY	0.00	
											469.93	0.00	FRF		
FRA01	CC_CORP_E Expense	682000		14000						2000	100,000.00	0.00	USD	0.00	
											604,384.84	0.00	FRF		
FRA01	CC_CORP_E Pre-Encumbrance	682000		14000						2000	700,000.00	0.00	FRF	0.00	
FRA01	CC_CORP_E Encumbrance	696600								2000	0.00	41,294.04	FRF	0.00	Y
FRA01	CC_CORP_E Encumbrance	696600		42000						1999	0.00	4,791.15	FRF	0.00	Y



Report ID : GLC8572

PeopleSoft Financials  
COMMIMENT CONTROL SECURITYPage No. 1  
Run Date 02 Nov 2001  
Run Time 7:30:37 PM

## Permission List:

## ALLPAGES

Security Rule	All BU	Business Unit	Chartfield	Parameters	Start	Event
RULE1	Y		DEPTID	EXP	10000	INQUIRE
RULE1	Y		PRODUCT	EXP	ACCSSR	INQUIRE

Report ID: GLS1200  
Set ID: SHARE--  
As Of Date: 11/05/2001  
Closing Rule: DEPT\_BUDGETS%

PeopleSoft GL  
CLOSING RULES REPORT

Page No. 1  
Run Date 11/05/2001  
Run Time 16:03:41

<u>Setid</u>	<u>Closing Rule</u>	<u>Description</u>	<u>Balance Fwd</u>	<u>Journal Mask</u>	<u>Entry Event</u>
SHARE	DEPT_BUDGETS	Close Departmental Budgets	Close/Fwd	BYE	GLBUD1

Values to Close From

<u>Chartfield Value Set</u>	<u>Description</u>	<u>Fieldname</u>	<u>Tree Name</u>	<u>Tree Level</u>	<u>Select Value</u>	<u>To Value</u>
-----------------------------	--------------------	------------------	------------------	-------------------	---------------------	-----------------

Send Balances To :

<u>Fieldname</u>	<u>Option</u>	<u>Value</u>
ACCOUNT	Retain	
DEPTID	Retain	
FUND_CODE	Retain	
OPERATING_UNIT	Retain	
PRODUCT	Constant	NOPROD

From/To Exceptions

Group# 1

Values to Close From

<u>Chartfield Value Set</u>	<u>Description</u>	<u>Fieldname</u>	<u>Tree Name</u>	<u>Tree Level</u>	<u>Select Value</u>	<u>To Value</u>
DEPT_MANU_DIV	Manufacturing Division	Dept	DEPARTMENTS		MANUF_DIV	

Send Balances To :

<u>Fieldname</u>	<u>Option</u>	<u>Value</u>
PRODUCT	Retain	

Group# 2

Values to Close From

<u>Chartfield Value Set</u>	<u>Description</u>	<u>Fieldname</u>	<u>Tree Name</u>	<u>Tree Level</u>	<u>Select Value</u>	<u>To Value</u>
DEPT_ADMIN_DIV	Administration Division	Dept	DEPARTMENTS		ADMIN_DIV	

Send Balances To :

<u>Fieldname</u>	<u>Option</u>	<u>Value</u>
DEPTID	Constant	14000

Offset to Closed Budget

<u>Fieldname</u>	<u>Option</u>	<u>Value</u>
ACCOUNT	Constant	899994
OPERATING_UNIT	Retain	

Offset to Budget Roll Forward

<u>Fieldname</u>	<u>Option</u>	<u>Value</u>
OPERATING_UNIT	Retain	

End of Report

Report ID: GLS1210  
Set ID: SHARE--  
As Of Date: 11/05/2001  
Closing Set: EXPENSE\_BUDGETS\_2001

PeopleSoft GL  
CLOSING SETS VALIDATION REPORT

Page No. 1  
Run Date 11/05/2001  
Run Time 16:04:12

<u>Setid</u>	<u>Closing Set</u>	<u>Description</u>	<u>Close Period</u>	<u>Transfer Set</u>	<u>Close Year</u>	<u>Year</u>
SHARE	EXPENSE_BUD	Close 2001 Expense Budgets	Y	2001_TO_2002	N	

Budgets to Close      Balance Fwd Budget Type

CC_DEPT	Budget
	Exp / Rev
	Encum
	Pre-Enc
CC_DIV	Budget
	Exp / Rev
	Encum
	Pre-Enc

Closing Rules      Description

DEPT_BUDGETS	Close Departmental Budgets
--------------	----------------------------

Error Messages

Roll forward columns matching

Columns in the closing set that are not in the ledger group setup

Ledger Group      Ledger Type

Ledger Types in ledger group setup that are not in the closing set columns

Ledger Group      Ledger Type

Closing Rules Overlapping

In Anchor CFV Sets

<u>Closing Rules</u>	<u>CFV Set</u>	<u>Fieldname</u>	<u>Value</u>	<u>Value To</u>
----------------------	----------------	------------------	--------------	-----------------

In exception CFV Sets

<u>Closing Rules</u>	<u>CFV Set</u>	<u>Fieldname</u>	<u>Value</u>	<u>Value To</u>
----------------------	----------------	------------------	--------------	-----------------

Chartfields not Covered by Rules

Warning Messages

Report ID: GLS1211  
Run Control:

PeopleSoft GL  
BUDGET CLOSE RUN CONTROL VALIDATION

Page No. 1  
Run Date 09/30/2003  
Run Time 17:56:40

Request Closing Set As Of Date Output Option

Business Units to Process

Validation Result: PASSED

End of Report

Report ID: GLS1220

PeopleSoft GL  
BUDGET CLOSE STATUS REPORT

Page No. 1  
Run Date 11/21/2003  
Run Time 13:24:51

Budget Type: CC\_CORP%

Business Unit: FRA01

Budget Period From/To:

Fiscal Year From/To: 2000/2001

<u>Budget Type</u>	<u>Rule Set</u>	<u>Unit</u>	<u>Budg Period</u>	<u>Fiscal Year</u>	<u>Closing Status</u>	<u>User ID</u>	<u>Run Control</u>	<u>Process</u>	<u>Request</u>
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(No Record Selected)

End of Report

Report ID: GLS8002  
Bus. Unit: FRA01--FRANCE OPERATIONS  
Ledger: CC\_Corp\_BD-- Commitment Control Budget Ledg  
For Fiscal Year 2003 Period 1 to 11  
Currency Code:

PeopleSoft GL  
BUDGET LEDGER ACTIVITY

Page No. 1  
Run Date 11/21/2003  
Run Time 13:24:21

<u>Cur</u>	<u>Journal</u>	<u>Date</u>	<u>Journal ID</u>	<u>Seq</u>	<u>Line</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
------------	----------------	-------------	-------------------	------------	-------------	--------------	---------------	----------------

Report ID: GLS8005  
 Bus. Unit: US005--US005 FLORIDA OPERATIONS  
 Ledger Grp: CC\_ORG -- Com Cntrl Organization Budgets  
 Post Date: All Dates  
 Tran Type: All Types,User Budget Overrides

PeopleSoft GL  
 BUDGET TRANSACTION DETAIL

Page No. 1  
 Run Date 01/30/2002  
 Run Time 10:11:40

<u>Currency</u>	<u>Account</u>	<u>Oper Unit</u>	<u>Fund</u>	<u>Department</u>	<u>Program</u>	<u>Class</u>	<u>Bud Ref</u>	<u>Product</u>	<u>Budget Period</u>
USD	500000			14000					2001

Budget					Total	Recognized	Total	Collected	Pre	Encumbered	Encumbered	Expended	Override
<u>Post Date</u>	<u>Transaction</u>	<u>Document ID</u>	<u>Line</u>	<u>Reference</u>		<u>Amount</u>		<u>Amount</u>		<u>Amount</u>	<u>Amount</u>	<u>Amount</u>	<u>User ID</u>
01/24/2002	PO_POENC	PF00001	1	Midtown Computer Supplies/TEST 1		0.00		0.00		0.00	100.00	0.00	
01/24/2002	PO_POENC	PF00002	1	Midtown Computer Supplies/Long Sleeve Biking Jers		0.00		0.00		0.00	2,600.00	0.00	
01/24/2002	PO_POENC	PF00003	1	Midtown Computer Supplies/test12		0.00		0.00		0.00	2,725.00	0.00	
01/24/2002	PO_POENC	PF00003	1	Midtown Computer Supplies/test12		0.00		0.00		0.00	2,850.00	0.00	
01/24/2002	PO_POENC	PF00003	1	Midtown Computer Supplies/test12		0.00		0.00		0.00	2,975.00	0.00	
01/24/2002	PO_POENC	PF00003	1	Midtown Computer Supplies/test12		0.00		0.00		0.00	3,100.00	0.00	
01/24/2002	PO_POENC	PF00003	1	Midtown Computer Supplies/test12		0.00		0.00		0.00	3,225.00	0.00	
01/24/2002	PO_POENC	PF00003	1	Midtown Computer Supplies/test12		0.00		0.00		0.00	3,350.00	0.00	
01/24/2002	PO_POENC	PF00003	1	Midtown Computer Supplies/test12		0.00		0.00		0.00	3,475.00	0.00	
01/24/2002	PO_POENC	PF00003	1	Midtown Computer Supplies/test12		0.00		0.00		0.00	3,600.00	0.00	
01/24/2002	PO_POENC	PF00003	1	Midtown Computer Supplies/test12		0.00		0.00		0.00	3,725.00	0.00	
01/24/2002	PO_POENC	PF00003	1	Midtown Computer Supplies/test12		0.00		0.00		0.00	3,850.00	0.00	
01/24/2002	PO_POENC	PF00003	1	Midtown Computer Supplies/test12		0.00		0.00		0.00	3,975.00	0.00	
01/24/2002	PO_POENC	PF00003	1	Midtown Computer Supplies/test12		0.00		0.00		0.00	4,100.00	0.00	
01/24/2002	PO_POENC	PF00003	1	Midtown Computer Supplies/test12		0.00		0.00		0.00	4,225.00	0.00	
01/24/2002	PO_POENC	PF00003	1	Midtown Computer Supplies/test12		0.00		0.00		0.00	4,350.00	0.00	
01/24/2002	PO_POENC	PF00003	1	Midtown Computer Supplies/test12		0.00		0.00		0.00	4,475.00	0.00	
01/24/2002	PO_POENC	PF00003	1	Midtown Computer Supplies/test12		0.00		0.00		0.00	4,600.00	0.00	
01/24/2002	PO_POENC	PF00004	1	Midtown Computer Supplies/test13		0.00		0.00		0.00	4,850.00	0.00	
01/24/2002	PO_POENC	PF00004	1	Midtown Computer Supplies/test13		0.00		0.00		0.00	4,975.00	0.00	
01/24/2002	PO_POENC	PF00004	1	Midtown Computer Supplies/test13		0.00		0.00		0.00	5,100.00	0.00	
01/24/2002	PO_POENC	PF00004	1	Midtown Computer Supplies/test13		0.00		0.00		0.00	5,225.00	0.00	
01/24/2002	PO_POENC	PF00004	2	Midtown Computer Supplies/test14		0.00		0.00		0.00	5,350.00	0.00	
01/24/2002	PO_POENC	PF00004	2	Midtown Computer Supplies/test14		0.00		0.00		0.00	5,475.00	0.00	
01/24/2002	PO_POENC	PF00004	2	Midtown Computer Supplies/test14		0.00		0.00		0.00	5,600.00	0.00	
01/24/2002	PO_POENC	PF00004	1	Midtown Computer Supplies/test13		0.00		0.00		0.00	5,725.00	0.00	
01/24/2002	PO_POENC	PF00004	1	Midtown Computer Supplies/test13		0.00		0.00		0.00	5,975.00	0.00	
01/24/2002	PO_POENC	PF00004	1	Midtown Computer Supplies/test13		0.00		0.00		0.00	6,100.00	0.00	
01/24/2002	PO_POENC	PF00004	1	Midtown Computer Supplies/test13		0.00		0.00		0.00	6,350.00	0.00	
01/24/2002	PO_POENC	PF00004	1	Midtown Computer Supplies/test13		0.00		0.00		0.00	6,475.00	0.00	
01/24/2002	PO_POENC	PF00004	1	Midtown Computer Supplies/test13		0.00		0.00		0.00	6,725.00	0.00	
01/24/2002	PO_POENC	PF00004	2	Midtown Computer Supplies/test14		0.00		0.00		0.00	6,850.00	0.00	
01/24/2002	PO_POENC	PF00004	2	Midtown Computer Supplies/test14		0.00		0.00		0.00	7,100.00	0.00	
01/24/2002	PO_POENC	PF00004	2	Midtown Computer Supplies/test14		0.00		0.00		0.00	7,225.00	0.00	
01/24/2002	PO_POENC	PF00004	2	Midtown Computer Supplies/test14		0.00		0.00		0.00	7,475.00	0.00	
01/24/2002	PO_POENC	PF00004	2	Midtown Computer Supplies/test14		0.00		0.00		0.00	7,600.00	0.00	
01/24/2002	PO_POENC	PF00004	2	Midtown Computer Supplies/test14		0.00		0.00		0.00	7,850.00	0.00	
01/24/2002	PO_POENC	PF00004	2	Midtown Computer Supplies/test14		0.00		0.00		0.00	7,975.00	0.00	
01/24/2002	PO_POENC	PF00004	2	Midtown Computer Supplies/test14		0.00		0.00		0.00	8,225.00	0.00	

Report ID: GLS8005  
Bus. Unit: US005--US005 FLORIDA OPERATIONS  
Ledger Grp: CC\_ORG -- Com Cntrl Organization Budgets  
Post Date: All Dates  
Tran Type: All Types,User Budget Overrides

Number of Transactions 170

PeopleSoft GL  
BUDGET TRANSACTION DETAIL

Totals 0.00 0.00 0.00 643,070.00 33,723.00

Page No. 9  
Run Date 01/30/2002  
Run Time 10:11:44

End of Report



<u>Tree Set ID</u>	<u>Tree Name</u>	<u>Effective Date</u>	<u>Struct ID</u>	<u>Description</u>	<u>Tree Usage</u>	<u>Tree Manager Status</u>
SHARE	CONTROL_BD_PROJECT	01/01/1900	CC_PROJ	All CC Projects	TRANSLATION	Valid
ERROR: Tree Structure--Tree Detail record and field name must be defined. Tree will not be audited.						
	Trees Audited:		13		0	
	Trees Skipped:		24		0	
	Missing ChartFields:		0		Not Applicable	

Report ID: GLS8010  
Bus. Unit: FRA01--FRANCE OPERATIONS  
Ledger Grp: CC\_DPT\_REV-- Commitment Control Rev Budget  
Fiscal Year 1999 From Period 1 To Period 12

PeopleSoft GL  
BUDGETS / ACTUALS RECONCILATION

Page No. 1  
Run Date 02/19/2002  
Run Time 18:22:00

<u>Account</u>	Currency	Period	Year	Amount	Difference
----------------	----------	--------	------	--------	------------

\*\* Amount difference between budget ledger and summary of budget checked transactions \*\*

No differences found.

\*\* Budget checked transactions that do not have a corresponding row in the budget ledger \*\*

No differences found.

\*\* Budget Ledger rows that do not have any budget checked transactions \*\*

No differences found.

\*\* Amount difference between Actuals ledger and summary of source transactions \*\*

No differences found.

\*\* Budget checked transactions that do not have a corresponding row on the Actuals ledger \*\*

No differences found.

\*\* Actuals ledger row that does not have any budget checked transactions \*\*

No differences found.

End of Report

Report ID: GLS8020  
Bus. Unit: US005--US005 FLORIDA OPERATIONS

PeopleSoft GL  
BUDGET STATUS REPORT

Page No. 1  
Run Date 10/10/2001  
Run Time 18:05:28

<u>Account</u>	<u>Department</u>	<u>Period</u>	<u>Budget</u>	<u>PreEncumbrance</u>	<u>Encumbrance</u>	<u>Expense</u>	<u>Remaining</u>
500000	14000	1999	-5000000.00	-200000.00	-300000.00	-1200000.00	-3300000.00
		2000	-500140200.00	0.00	0.00	0.00	-500140200.00
		2001	-500140201.00	0.00	0.00	0.00	-500140201.00
	20000	1999	-500200199.00	0.00	0.00	0.00	-500200199.00
		2000	-500200200.00	0.00	0.00	0.00	-500200200.00
		2001	-500200201.00	0.00	0.00	0.00	-500200201.00
	42000	1999	-5000000.00	0.00	0.00	0.00	-5000000.00
		2000	-5000000.00	0.00	0.00	0.00	-5000000.00
		2001	-5000000.00	0.00	0.00	0.00	-5000000.00
682000	14000	1999	-5000000.00	0.00	0.00	0.00	-5000000.00
		2000	-5000000.00	0.00	0.00	0.00	-5000000.00
		2001	-5000000.00	0.00	0.00	0.00	-5000000.00
	20000	1999	-5000000.00	0.00	0.00	0.00	-5000000.00
		2000	-5000000.00	0.00	0.00	0.00	-5000000.00
		2001	-5000000.00	0.00	0.00	0.00	-5000000.00
	42000	1999	-682420199.00	0.00	0.00	0.00	-682420199.00
		2000	-682420200.00	0.00	0.00	0.00	-682420200.00
		2001	-682420201.00	0.00	0.00	0.00	-682420201.00
696400		1999	30000000.00	0.00	0.00	0.00	30000000.00
		2000	30000000.00	0.00	0.00	0.00	30000000.00
		2001	30000000.00	0.00	0.00	0.00	30000000.00

Report ID: GLS8510  
 Bus. Unit: EGV01--EDUC & GVT - BU 1  
 Ledger Grp: EG\_DEPT -- Department Control Ledger Grou

PeopleSoft GL  
 LEDGER DETAILS

Page No. 1  
 Run Date 01/31/2002  
 Run Time 19:06:01

Account	Fund	Department	Ledger Type	Posted Total	Amount
6001	F100	ADM000			
	<u>Available Budget</u>		Budget	18,000,000.000	USD
				18,000,000.000	USD
6001	F100	EGR000			
	<u>Available Budget</u>		Budget	18,000,000.000	USD
				18,000,000.000	USD
6001	F100	MAN000			
	<u>Available Budget</u>		Budget	18,000,000.000	USD
				18,000,000.000	USD
6001	F100	SLS000			
	<u>Available Budget</u>		Budget	18,000,000.000	USD
				18,000,000.000	USD
6001	F200	ADM000			
	<u>Available Budget</u>		Budget	18,000,000.000	USD
				18,000,000.000	USD
6001	F200	EGR000			
	<u>Available Budget</u>		Budget	34,500,000.000	USD
				34,500,000.000	USD
6001	F200	MAN000			
	<u>Available Budget</u>		Budget	18,000,000.000	USD
				18,000,000.000	USD
6001	F200	SLS000			
	<u>Available Budget</u>		Budget	18,000,000.000	USD
				18,000,000.000	USD
6001	F300	ADM000			
	<u>Available Budget</u>		Budget	18,000,000.000	USD
				18,000,000.000	USD
6001	F300	EGR000			
	<u>Available Budget</u>		Budget	34,500,000.000	USD
				34,500,000.000	USD
6001	F300	MAN000			
	<u>Available Budget</u>		Budget	18,000,000.000	USD
				18,000,000.000	USD
6001	F300	SLS000			
	<u>Available Budget</u>		Budget	18,000,000.000	USD
				18,000,000.000	USD
6001	F400	ADM000			
	<u>Available Budget</u>		Budget	18,000,000.000	USD
				18,000,000.000	USD
6001	F400	EGR000			
	<u>Available Budget</u>		Budget	18,000,000.000	USD
				18,000,000.000	USD
6001	F400	MAN000			
	<u>Available Budget</u>		Budget	18,000,000.000	USD
				18,000,000.000	USD



Report ID: GLC8051

PeopleSoft General Ledger  
CONTROL BUDGET OPTION

Page No. 1  
Run Date 01.Feb.2002  
Run Time 5:58:55 PM

Setid: SHARE  
As of Date: All Values  
Ledger Option: All Values

---

Ledger Group CC\_CORP

Effective Date:	01.Jan.1900	Effective Status:	Active	Description:	Corp - Control Budgets
Budget Type:	Expense	Associated Expenditure Budget:			
Tolerant Percent:	1.00	Parent Control Budget:			

RuleSet and Control Chartfields

RuleSet ChartField:	Department	Tree Name:	CONTROL_BD_DEPT	Level Name:	DEPT_GROUP
Control ChartField:	Department	Default Ruleset:	DEFAULT		

Commitment Control Options

Enable Statistical Budgeting:	N	Control Option:	Control	Enable Funding Source:	N
Entries Must Balance:	Y	Budget Status:	Open	Revenue Track:	
Child Budgets Exceed Option:	N				

---



Report ID: GLC8100

PeopleSoft Financials  
BUDGET ATTRIBUTES

Page No.

1

Run Date

11.Feb.2002

Run Time

7:27:21 PM

Business Unit: US005

Ledger Group CC\_ORG

As of Date: 01.Jan.2002

Account	Deptid	Oper Unit	Fund	Program	Class	Budget Ref	Product	Project	Business Unit PC	Activity Id	Resource Type
682000	14000										

Budget Control Options:	Effdt	Status	Description	Control Option	Dflt tol	Tolerance	Begin Date	End Date
	01.Jan.2000	A		Track BD	N	5.00		
Budget Status:	Budget Period	Budget Status	Budget Closed					
	2000	0	N					



Report ID: GLC8530

PeopleSoft Financials

Page No. 1

**Budget Checking Batch Process Statuses**

Run Date: 06/11/2001

Run Time: 7:24:23PM

Source Transaction Type :		Voucher	Process Instance:	1008	Commitment Control		
					Tran ID	Tran Date	Process Status
Business Unit:	FRA01	Voucher ID:	APAM01		0000000075	08/08/20	Only Warnings Exist
Business Unit:	FRA01	Voucher ID:	APAM02		0000000076	08/08/20	Only Warnings Exist
Business Unit:	FRA01	Voucher ID:	APF01		0000000077	08/08/20	Only Warnings Exist
Business Unit:	FRA01	Voucher ID:	APF02		0000000078	08/08/20	Only Warnings Exist
Business Unit:	FRA01	Voucher ID:	APF04		0000000079	08/08/20	Only Warnings Exist
Business Unit:	FRA01	Voucher ID:	APF05		0000000080	08/08/20	Only Warnings Exist
Business Unit:	FRA01	Voucher ID:	APF06		0000000081	08/08/20	Only Warnings Exist
Business Unit:	FRA01	Voucher ID:	APF07		0000000082	08/08/20	Only Warnings Exist
Business Unit:	FRA01	Voucher ID:	APF08		0000000083	08/08/20	Only Warnings Exist
Business Unit:	FRA01	Voucher ID:	APF09		0000000084	08/08/20	Only Warnings Exist

Total Page Count: 1 Total Record Count: 10

\*\*\*\*\*End - of - Report \*\*\*\*\*



Report ID: GLC8570

PeopleSoft Financials

 Page No. 1  
 Run Date: 11.Feb.2002  
 Run Time: 7:44:46PM
**Commitment Control Activity Log**

Operator ID: VP1 Run Control: 55 Source Tran Type Option: All  
 Transaction ID Option: All Ledger Group Option: All  
 Transaction Date Option: All Ledger Type Option: All

**Transaction Date:** 12.Jun.2000 **Transaction ID:** 0000000060 **Source Transaction Type:** Purchase Order

Business Unit: FRA01 Purchase Order: 0000000001

Ledger Group: CC\_Corp French Corporate Budget Ledger: CC\_Corp\_EN Ledger Type: Encumbrance

Tran-Line	GL Unit	Account	Oper Unit	DeptId	Product	Fund Code	Class	PC BU	Resource	BudgPeriod	FY	Period	Trans/Base Debit	Trans/Base Credit	Statistic Code	Statistic Amount	Balanc'g
		Program	Bud Ref					Activity ID	Project ID								
1	FRA01	682000		42000				1999		2000	6	4,791.15	0.00	FRF	0.00	N	
	FRA01	696600		42000				1999		2000	6	0.00	4,791.15	FRF	0.00	Y	
<b>Subtotal Base Currency Amount:</b>												4,791.15	4,791.15	FRF			

**Transaction Date:** 08.Aug.2000 **Transaction ID:** 0000000075 **Source Transaction Type:** Voucher

Business Unit: FRA01 Voucher ID: APAM01

Ledger Group: CC\_Corp French Corporate Budget Ledger: CC\_Corp\_Ex Ledger Type: Expense

Tran-Line	GL Unit	Account	Oper Unit	DeptId	Product	Fund Code	Class	PC BU	Resource	BudgPeriod	FY	Period	Trans/Base Debit	Trans/Base Credit	Statistic Code	Statistic Amount	Balanc'g
		Program	Bud Ref					Activity ID	Project ID								
1	FRA01	682000		14000				2000		2000	6	100,000.00	0.00	FRF	0.00	N	
	FRA01	696400						2000		2000	6	0.00	100,000.00	FRF	0.00	Y	
<b>Subtotal Base Currency Amount:</b>												100,000.00	100,000.00	FRF			



Report ID: GLC8571

PeopleSoft Financials

 Page No. 1  
 Run Date: 11.Feb.2002  
 Run Time: 7:31:04PM

## Commitment Control Activity Log Summary

Operator ID:	VP1	Run Control:	55	Source Tran Type Option:	All
Transaction ID Option:	All			Ledger Group Option:	All
Transaction Date Option:	All			Ledger Type Option:	All

Ledger Group: CC\_Corp French Corporate Budget

Unit	Ledger Ledger Type	Account Program	Oper Unit Bud Ref	Deptid	Product	Fund Code	Class	PC BU Activity ID	Resource Project ID	Budg Period	Trans/Base Debit	Trans/Base Credit	Statistic Code	Statistic Amount	Balanc'g
FRA01	CC_Corp_E Encumbrance	682000		42000						1999	4,791.15	0.00	FRF	0.00	
FRA01	CC_Corp_E Encumbrance	682000		42000						2000	41,294.04	0.00	FRF	0.00	
FRA01	CC_Corp_E Expense	500000		14000						2000	25,000.00	0.00	USD	0.00	
											158,796.61	0.00	FRF		
FRA01	CC_Corp_E Expense	682000		14000						1999	0.00	211,332.66	FRF	0.00	
FRA01	CC_Corp_E Expense	682000		14000						2000	6,530.13	0.00	DEM	0.00	
											21,901.11	0.00	FRF		
FRA01	CC_Corp_E Expense	682000		14000						2000	380,168.00	0.00	FRF	0.00	
FRA01	CC_Corp_E Expense	682000		14000						2000	0.00	189,552.00	FRF	0.00	
FRA01	CC_Corp_E Expense	682000		14000							1,500.00	0.00	GBP	0.00	
											15,577.65	0.00	FRF		
FRA01	CC_Corp_E Expense	682000		14000						2000	6,930.00	0.00	JPY	0.00	
											469.93	0.00	FRF		
FRA01	CC_Corp_E Expense	682000		14000						2000	100,000.00	0.00	USD	0.00	
											604,384.84	0.00	FRF		
FRA01	CC_Corp_P Pre-Encumbrance	682000		14000						2000	700,000.00	0.00	FRF	0.00	
FRA01	CC_Corp_E Encumbrance	696600								2000	0.00	41,294.04	FRF	0.00	Y
FRA01	CC_Corp_E Encumbrance	696600		42000						1999	0.00	4,791.15	FRF	0.00	Y



Report ID: GLC8572

PeopleSoft Financials  
**COMMITMENT CONTROL SECURITY**Page No. 1  
Run Date 02.Nov.2001  
Run Time 7:30:37 PM**Permission List:****ALLPAGES**

Security Rule	All BU	Business Unit	Chartfield	Parameters	Start	Event
RULE1	Y		DEPTID	EXP	10000	INQUIRE
RULE1	Y		PRODUCT	EXP	ACCSSR	INQUIRE

Report ID: GLS1200  
Set ID: SHARE--  
As Of Date: 11/05/2001  
Closing Rule: DEPT\_BUDGETS%

PeopleSoft GL  
CLOSING RULES REPORT

Page No. 1  
Run Date 11/05/2001  
Run Time 16:03:41

<u>Setid</u>	<u>Closing Rule</u>	<u>Description</u>	<u>Balance Fwd</u>	<u>Journal Mask</u>	<u>Entry Event</u>
SHARE	DEPT_BUDGETS	Close Departmental Budgets	Close/Fwd	BYE	GLBUD1

Values to Close From

<u>Chartfield Value Set</u>	<u>Description</u>	<u>Fieldname</u>	<u>Tree Name</u>	<u>Tree Level</u>	<u>Select Value</u>	<u>To Value</u>
-----------------------------	--------------------	------------------	------------------	-------------------	---------------------	-----------------

Send Balances To :

<u>Fieldname</u>	<u>Option</u>	<u>Value</u>
ACCOUNT	Retain	
DEPTID	Retain	
FUND_CODE	Retain	
OPERATING_UNIT	Retain	
PRODUCT	Constant	NOPROD

From/To Exceptions

Group# 1

Values to Close From

<u>Chartfield Value Set</u>	<u>Description</u>	<u>Fieldname</u>	<u>Tree Name</u>	<u>Tree Level</u>	<u>Select Value</u>	<u>To Value</u>
DEPT_MANU_DIV	Manufacturing Division	Dept	DEPARTMENTS		MANUF_DIV	

Send Balances To :

<u>Fieldname</u>	<u>Option</u>	<u>Value</u>
PRODUCT	Retain	

Group# 2

Values to Close From

<u>Chartfield Value Set</u>	<u>Description</u>	<u>Fieldname</u>	<u>Tree Name</u>	<u>Tree Level</u>	<u>Select Value</u>	<u>To Value</u>
DEPT_ADMIN_DIV	Administration Division	Dept	DEPARTMENTS		ADMIN_DIV	

Send Balances To :

<u>Fieldname</u>	<u>Option</u>	<u>Value</u>
DEPTID	Constant	14000

Offset to Closed Budget

<u>Fieldname</u>	<u>Option</u>	<u>Value</u>
ACCOUNT	Constant	899994
OPERATING_UNIT	Retain	

Offset to Budget Roll Forward

<u>Fieldname</u>	<u>Option</u>	<u>Value</u>
OPERATING_UNIT	Retain	

End of Report

Report ID: GLS1210  
Set ID: SHARE--  
As Of Date: 11/05/2001  
Closing Set: EXPENSE\_BUDGETS\_2001

PeopleSoft GL  
CLOSING SETS VALIDATION REPORT

Page No. 1  
Run Date 11/05/2001  
Run Time 16:04:12

<u>Setid</u>	<u>Closing Set</u>	<u>Description</u>	<u>Close Period</u>	<u>Transfer Set</u>	<u>Close Year</u>	<u>Year</u>
SHARE	EXPENSE_BUD	Close 2001 Expense Budgets	Y	2001_TO_2002	N	

Budgets to Close      Balance Fwd Budget Type

CC_DEPT	Budget
	Exp / Rev
	Encum
	Pre-Enc
CC_DIV	Budget
	Exp / Rev
	Encum
	Pre-Enc

Closing Rules      Description

DEPT_BUDGETS	Close Departmental Budgets
--------------	----------------------------

Error Messages

Roll forward columns matching

Columns in the closing set that are not in the ledger group setup

Ledger Group      Ledger Type

Ledger Types in ledger group setup that are not in the closing set columns

Ledger Group      Ledger Type

Closing Rules Overlapping

In Anchor CFV Sets

<u>Closing Rules</u>	<u>CFV Set</u>	<u>Fieldname</u>	<u>Value</u>	<u>Value To</u>
----------------------	----------------	------------------	--------------	-----------------

In exception CFV Sets

<u>Closing Rules</u>	<u>CFV Set</u>	<u>Fieldname</u>	<u>Value</u>	<u>Value To</u>
----------------------	----------------	------------------	--------------	-----------------

Chartfields not Covered by Rules

Warning Messages

Report ID: GLS1211  
Run Control:

PeopleSoft GL  
BUDGET CLOSE RUN CONTROL VALIDATION

Page No. 1  
Run Date 09/30/2003  
Run Time 17:56:40

Request Closing Set As Of Date Output Option

Business Units to Process

Validation Result: PASSED

End of Report

Report ID: GLS1220

PeopleSoft GL  
BUDGET CLOSE STATUS REPORT

Page No. 1  
Run Date 11/25/2003  
Run Time 16:23:17

Budget Type: EG\_P5%

Business Unit: CC015

Budget Period From/To: 2003/2003

Fiscal Year From/To:

<u>Budget Type</u>	<u>Rule Set</u>	<u>Unit</u>	<u>Budg Period</u>	<u>Fiscal Year</u>	<u>Closing Status</u>	<u>User ID</u>	<u>Run Control</u>	<u>Process</u>	<u>Request</u>
EG_P5	P5-1	CC015	2003	0	Closed	VP1	val03p5set	4784	1
	P5-2	CC015	2003	0	Closed	VP1	val03p5set	4784	1

End of Report

Report ID: GLS1222

PeopleSoft GL  
BUDGET CLOSE CALCULATION LOG

Page No. 1  
Run Date 11/25/2003  
Run Time 16:26:22

Process Instance: 4784  
Budget Type: EG\_P5  
Business Unit: CC015

<u>Account</u>	<u>Fund</u>	<u>Department</u>	<u>Roll Forward</u>	<u>Account</u>	<u>Fund</u>	<u>Department</u>	<u>Ledger</u>	<u>Closing Amount</u>
				6001	F100	ADM000	EG_P5_BD	-1,000
				6001	F100	ADM000	EG_P5_EX	500
				6001	F100	SLS000	EG_P5_BD	-2,000
				6001	F200		EG_P5_BD	-1,000
				6001	F300	ADM000	EG_P5_BD	-1,000
				6001	F400	ADM000	EG_P5_BD	-1,000
				6001	F500	ADM000	EG_P5_BD	-1,000

Report ID: GLS8002  
Bus. Unit: FRA01--FRANCE OPERATIONS  
Ledger: CC\_Corp\_BD-- Commitment Control Budget Ledg  
For Fiscal Year 2003 Period 1 to 11  
Currency Code:

PeopleSoft GL  
BUDGET LEDGER ACTIVITY

Page No. 1  
Run Date 11/21/2003  
Run Time 13:24:21

<u>Cur</u>	<u>Journal</u>	<u>Date</u>	<u>Journal ID</u>	<u>Seg</u>	<u>Line</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
------------	----------------	-------------	-------------------	------------	-------------	--------------	---------------	----------------

Report ID: GLS8005  
 Bus. Unit: US005--US005 FLORIDA OPERATIONS  
 Ledger Grp: CC\_ORG -- Com Cntrl Organization Budgets  
 Post Date: All Dates  
 Tran Type: All Types,User Budget Overrides

PeopleSoft GL  
 BUDGET TRANSACTION DETAIL

Page No. 1  
 Run Date 01/30/2002  
 Run Time 10:11:40

Currency	Account	Oper Unit	Fund	Department	Program	Class	Bud Ref	Product	Budget Period
USD	500000			14000					2001

Budget					Total Recognized	Total Collected	Pre Encumbered	Encumbered	Expended	Override
Post Date	Transaction	Document ID	Line	Reference	Amount	Amount	Amount	Amount	Amount	User ID
01/24/2002	PO_POENC	PF00001	1	Midtown Computer Supplies/TEST 1	0.00	0.00	0.00	100.00	0.00	
01/24/2002	PO_POENC	PF00002	1	Midtown Computer Supplies/Long Sleeve Biking Jers	0.00	0.00	0.00	2,600.00	0.00	
01/24/2002	PO_POENC	PF00003	1	Midtown Computer Supplies/test12	0.00	0.00	0.00	2,725.00	0.00	
01/24/2002	PO_POENC	PF00003	1	Midtown Computer Supplies/test12	0.00	0.00	0.00	2,850.00	0.00	
01/24/2002	PO_POENC	PF00003	1	Midtown Computer Supplies/test12	0.00	0.00	0.00	2,975.00	0.00	
01/24/2002	PO_POENC	PF00003	1	Midtown Computer Supplies/test12	0.00	0.00	0.00	3,100.00	0.00	
01/24/2002	PO_POENC	PF00003	1	Midtown Computer Supplies/test12	0.00	0.00	0.00	3,225.00	0.00	
01/24/2002	PO_POENC	PF00003	1	Midtown Computer Supplies/test12	0.00	0.00	0.00	3,350.00	0.00	
01/24/2002	PO_POENC	PF00003	1	Midtown Computer Supplies/test12	0.00	0.00	0.00	3,475.00	0.00	
01/24/2002	PO_POENC	PF00003	1	Midtown Computer Supplies/test12	0.00	0.00	0.00	3,600.00	0.00	
01/24/2002	PO_POENC	PF00003	1	Midtown Computer Supplies/test12	0.00	0.00	0.00	3,725.00	0.00	
01/24/2002	PO_POENC	PF00003	1	Midtown Computer Supplies/test12	0.00	0.00	0.00	3,850.00	0.00	
01/24/2002	PO_POENC	PF00003	1	Midtown Computer Supplies/test12	0.00	0.00	0.00	3,975.00	0.00	
01/24/2002	PO_POENC	PF00003	1	Midtown Computer Supplies/test12	0.00	0.00	0.00	4,100.00	0.00	
01/24/2002	PO_POENC	PF00003	1	Midtown Computer Supplies/test12	0.00	0.00	0.00	4,225.00	0.00	
01/24/2002	PO_POENC	PF00003	1	Midtown Computer Supplies/test12	0.00	0.00	0.00	4,350.00	0.00	
01/24/2002	PO_POENC	PF00003	1	Midtown Computer Supplies/test12	0.00	0.00	0.00	4,475.00	0.00	
01/24/2002	PO_POENC	PF00003	1	Midtown Computer Supplies/test12	0.00	0.00	0.00	4,600.00	0.00	
01/24/2002	PO_POENC	PF00004	1	Midtown Computer Supplies/test13	0.00	0.00	0.00	4,850.00	0.00	
01/24/2002	PO_POENC	PF00004	1	Midtown Computer Supplies/test13	0.00	0.00	0.00	4,975.00	0.00	
01/24/2002	PO_POENC	PF00004	1	Midtown Computer Supplies/test13	0.00	0.00	0.00	5,100.00	0.00	
01/24/2002	PO_POENC	PF00004	1	Midtown Computer Supplies/test13	0.00	0.00	0.00	5,225.00	0.00	
01/24/2002	PO_POENC	PF00004	2	Midtown Computer Supplies/test14	0.00	0.00	0.00	5,350.00	0.00	
01/24/2002	PO_POENC	PF00004	2	Midtown Computer Supplies/test14	0.00	0.00	0.00	5,475.00	0.00	
01/24/2002	PO_POENC	PF00004	2	Midtown Computer Supplies/test14	0.00	0.00	0.00	5,600.00	0.00	
01/24/2002	PO_POENC	PF00004	1	Midtown Computer Supplies/test13	0.00	0.00	0.00	5,725.00	0.00	
01/24/2002	PO_POENC	PF00004	1	Midtown Computer Supplies/test13	0.00	0.00	0.00	5,975.00	0.00	
01/24/2002	PO_POENC	PF00004	1	Midtown Computer Supplies/test13	0.00	0.00	0.00	6,100.00	0.00	
01/24/2002	PO_POENC	PF00004	1	Midtown Computer Supplies/test13	0.00	0.00	0.00	6,350.00	0.00	
01/24/2002	PO_POENC	PF00004	1	Midtown Computer Supplies/test13	0.00	0.00	0.00	6,475.00	0.00	
01/24/2002	PO_POENC	PF00004	1	Midtown Computer Supplies/test13	0.00	0.00	0.00	6,725.00	0.00	
01/24/2002	PO_POENC	PF00004	2	Midtown Computer Supplies/test14	0.00	0.00	0.00	6,850.00	0.00	
01/24/2002	PO_POENC	PF00004	2	Midtown Computer Supplies/test14	0.00	0.00	0.00	7,100.00	0.00	
01/24/2002	PO_POENC	PF00004	2	Midtown Computer Supplies/test14	0.00	0.00	0.00	7,225.00	0.00	
01/24/2002	PO_POENC	PF00004	2	Midtown Computer Supplies/test14	0.00	0.00	0.00	7,475.00	0.00	
01/24/2002	PO_POENC	PF00004	2	Midtown Computer Supplies/test14	0.00	0.00	0.00	7,600.00	0.00	
01/24/2002	PO_POENC	PF00004	2	Midtown Computer Supplies/test14	0.00	0.00	0.00	7,850.00	0.00	
01/24/2002	PO_POENC	PF00004	2	Midtown Computer Supplies/test14	0.00	0.00	0.00	7,975.00	0.00	
01/24/2002	PO_POENC	PF00004	2	Midtown Computer Supplies/test14	0.00	0.00	0.00	8,225.00	0.00	

Report ID: GLS8005  
Bus. Unit: US005--US005 FLORIDA OPERATIONS  
Ledger Grp: CC\_ORG -- Com Cntrl Organization Budgets  
Post Date: All Dates  
Tran Type: All Types,User Budget Overrides

Number of Transactions 170

PeopleSoft GL  
BUDGET TRANSACTION DETAIL

Totals	0.00	0.00	0.00	643,070.00	33,723.00
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Page No. 9  
Run Date 01/30/2002  
Run Time 10:11:44

End of Report



<u>Tree SetID</u>	<u>Tree Name</u>	<u>Effective Date</u>	<u>Struct ID</u>	<u>Description</u>	<u>Tree Usage</u>	<u>Tree Manager Status</u>
SHARE	CONTROL_BD_PROJECT	01/01/1900	CC_PROJ	All CC Projects	TRANSLATION	Valid
ERROR: Tree Structure--Tree Detail record and field name must be defined. Tree will not be audited.						
	Trees Audited:		13		0	
	Trees Skipped:		24		0	
	Missing ChartFields:		0		Not Applicable	

Report ID: GLS8010  
Bus. Unit: FRA01--FRANCE OPERATIONS  
Ledger Grp: CC\_DPT\_REV-- Commitment Control Rev Budget  
Fiscal Year 1999 From Period 1 To Period 12

PeopleSoft GL  
BUDGETS / ACTUALS RECONCILIATION

Page No. 1  
Run Date 02/19/2002  
Run Time 18:22:00

<u>Account</u>	Currency	Period	Year	Amount	Difference
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\*\* Amount difference between budget ledger and summary of budget checked transactions \*\*

No differences found.

\*\* Budget checked transactions that do not have a corresponding row in the budget ledger \*\*

No differences found.

\*\* Budget Ledger rows that do not have any budget checked transactions \*\*

No differences found.

\*\* Amount difference between Actuals ledger and summary of source transactions \*\*

No differences found.

\*\* Budget checked transactions that do not have a corresponding row on the Actuals ledger \*\*

No differences found.

\*\* Actuals ledger row that does not have any budget checked transactions \*\*

No differences found.

End of Report

Report ID: GLS8020  
Bus. Unit: US005--US005 FLORIDA OPERATIONS

PeopleSoft GL  
BUDGET STATUS REPORT

Page No. 1  
Run Date 10/10/2001  
Run Time 18:05:28

<u>Account</u>	<u>Department</u>	<u>Period</u>	<u>Budget</u>	<u>PreEncumbrance</u>	<u>Encumbrance</u>	<u>Expense</u>	<u>Remaining</u>
500000	14000	1999	-5000000.00	-200000.00	-300000.00	-1200000.00	-3300000.00
		2000	-500140200.00	0.00	0.00	0.00	-500140200.00
		2001	-500140201.00	0.00	0.00	0.00	-500140201.00
	20000	1999	-500200199.00	0.00	0.00	0.00	-500200199.00
		2000	-500200200.00	0.00	0.00	0.00	-500200200.00
		2001	-500200201.00	0.00	0.00	0.00	-500200201.00
	42000	1999	-5000000.00	0.00	0.00	0.00	-5000000.00
		2000	-5000000.00	0.00	0.00	0.00	-5000000.00
		2001	-5000000.00	0.00	0.00	0.00	-5000000.00
682000	14000	1999	-5000000.00	0.00	0.00	0.00	-5000000.00
		2000	-5000000.00	0.00	0.00	0.00	-5000000.00
		2001	-5000000.00	0.00	0.00	0.00	-5000000.00
	20000	1999	-5000000.00	0.00	0.00	0.00	-5000000.00
		2000	-5000000.00	0.00	0.00	0.00	-5000000.00
		2001	-5000000.00	0.00	0.00	0.00	-5000000.00
	42000	1999	-682420199.00	0.00	0.00	0.00	-682420199.00
		2000	-682420200.00	0.00	0.00	0.00	-682420200.00
		2001	-682420201.00	0.00	0.00	0.00	-682420201.00
696400		1999	30000000.00	0.00	0.00	0.00	30000000.00
		2000	30000000.00	0.00	0.00	0.00	30000000.00
		2001	30000000.00	0.00	0.00	0.00	30000000.00

Report ID: GLS8510  
Bus. Unit: EGV01--EDUC & GVT - BU 1  
Ledger Grp: EG\_DEPT -- Department Control Ledger Grou

PeopleSoft GL  
LEDGER DETAILS

Page No. 1  
Run Date 01/31/2002  
Run Time 19:06:01

Account	Fund	Department	Ledger Type	Posted Total	Amount
6001	F100	ADM000			
	<u>Available Budget</u>			18,000,000.000	USD
6001	F100	EGR000			
	<u>Available Budget</u>			18,000,000.000	USD
6001	F100	MAN000			
	<u>Available Budget</u>			18,000,000.000	USD
6001	F100	SLS000			
	<u>Available Budget</u>			18,000,000.000	USD
6001	F200	ADM000			
	<u>Available Budget</u>			18,000,000.000	USD
6001	F200	EGR000			
	<u>Available Budget</u>			34,500,000.000	USD
6001	F200	MAN000			
	<u>Available Budget</u>			18,000,000.000	USD
6001	F200	SLS000			
	<u>Available Budget</u>			18,000,000.000	USD
6001	F300	ADM000			
	<u>Available Budget</u>			18,000,000.000	USD
6001	F300	EGR000			
	<u>Available Budget</u>			34,500,000.000	USD
6001	F300	MAN000			
	<u>Available Budget</u>			18,000,000.000	USD
6001	F300	SLS000			
	<u>Available Budget</u>			18,000,000.000	USD
6001	F400	ADM000			
	<u>Available Budget</u>			18,000,000.000	USD
6001	F400	EGR000			
	<u>Available Budget</u>			18,000,000.000	USD
6001	F400	MAN000			
	<u>Available Budget</u>			18,000,000.000	USD