

Oracle® E-Business Suite G-Invoicing

Process Guide

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Oracle E-Business Suite G-Invoicing Process Guide, Release 12.2

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- Did you find any errors in the information?
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Preface

Intended Audience

Welcome to Release 12.2 of the *Oracle E-Business Suite G-Invoicing Process Guide*.

This guide contains the information you need to understand and use Oracle E-Business Suite G-Invoicing.

See Related Information Sources on page xiv for more Oracle E-Business Suite product information.

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Structure

1 Introduction to G-Invoicing

This chapter provides an overview of the Oracle E-Business Suite G-Invoicing solution and covers the following topics:

2 G-Invoicing Setup and Administration: Requesting Agency

3 G-Invoicing Setup and Administration: Servicing Agency

This chapter provides setting up steps for a servicing agency for using Oracle E-Business Suite G-Invoicing.

4 Enterprise Command Center

This chapter provides details on the G-Invoicing dashboard available in the Projects Command Center.

5 Using G-Invoicing: Requesting Agency

This chapter describes how a buyer (requesting agency) uses Oracle E-Business Suite G-Invoicing.

6 Using G-Invoicing: Servicing Agency

This chapter provides procedures for using the Oracle E-Business Suite G-Invoicing as a seller (servicing agency).

7 Business Scenarios

8 Frequently Asked Questions About G-Invoicing

This chapter addresses commonly asked questions about the Oracle EBS G-Invoicing solution.

A Attributes and Usages for Templates in G-Invoicing

Related Information Sources

Integration Repository

The Oracle Integration Repository is a compilation of information about the service endpoints exposed by the Oracle E-Business Suite of applications. It provides a complete catalog of Oracle E-Business Suite's business service interfaces. The tool lets users easily discover and deploy the appropriate business service interface for integration with any system, application, or business partner.

The Oracle Integration Repository is shipped as part of the Oracle E-Business Suite. As your instance is patched, the repository is automatically updated with content appropriate for the precise revisions of interfaces in your environment.

Do Not Use Database Tools to Modify Oracle E-Business Suite Data

Oracle **STRONGLY RECOMMENDS** that you never use SQL*Plus, Oracle Data Browser, database triggers, or any other tool to modify Oracle E-Business Suite data unless otherwise instructed.

Oracle provides powerful tools you can use to create, store, change, retrieve, and maintain information in an Oracle database. But if you use Oracle tools such as SQL*Plus to modify Oracle E-Business Suite data, you risk destroying the integrity of your data and you lose the ability to audit changes to your data.

Because Oracle E-Business Suite tables are interrelated, any change you make using an Oracle E-Business Suite form can update many tables at once. But when you modify Oracle E-Business Suite data using anything other than Oracle E-Business Suite, you may change a row in one table without making corresponding changes in related tables. If your tables get out of synchronization with each other, you risk retrieving erroneous information and you risk unpredictable results throughout Oracle E-Business Suite.

When you use Oracle E-Business Suite to modify your data, Oracle E-Business Suite automatically checks that your changes are valid. Oracle E-Business Suite also keeps track of who changes information. If you enter information into database tables using database tools, you may store invalid information. You also lose the ability to track who has changed your information because SQL*Plus and other database tools do not keep a record of changes.

Introduction to G-Invoicing

This chapter provides an overview of the Oracle E-Business Suite G-Invoicing solution and covers the following topics:

This chapter covers the following topics:

- Overview
- How Oracle E-Business Suite and the Federal G-Invoicing Application Work Together
- Mapping of G-Invoicing Business Objects in Oracle E-Business Suite
- Process Flow for Buyer-Initiated Order Created in EBS
- Process Flow for Seller-Facilitated Order Created in EBS
- Process Flow for BIO and SFO Created in Federal G-Invoicing
- Process Flow for Advance-Enabled Orders
- Process Flow for Non-Advance Enabled Orders

Overview

An intragovernmental transaction (IGT) occurs whenever a federal program agency purchases goods or services from another federal agency. Whenever a federal program agency purchases goods or services from another federal agency, it is called an intragovernmental transaction (IGT). To help with the initiation, negotiation, approval, and accounting of IGTs, the federal government created the G-Invoicing application. The G-Invoicing solution in Oracle E-Business Suite (EBS) integrates the federal G-Invoicing application with Oracle Contract Lifecycle Management for Public Sector, Oracle Purchasing, and Oracle Projects. Other products within the Oracle E-Business Suite provide additional support.

As a federal program agency, (FPA), you can use the EBS G-Invoicing solution to:

- Initiate, negotiate, and approve IGTs.

- Exchange data related to general terms and conditions (GT&C), orders, modifications, agreements, and performance records.
- Integrate data from these activities into your accounting system.
- Improve auditability by associating related transactions with a common identifier.

Historically, many federal entities have used paper forms such as the United States Government Interagency Agreement (FS 7600A) and the US Government Order Form (FS 7600B) to facilitate IGT buy/sell activity. Form 7600A captures the general terms and conditions (GT&Cs) of an agreement and is analogous to a contract purchase agreement.

If your agency has not formally brokered agreements with intragovernmental trading partners in the past, then you must formalize that process as you move to G-Invoicing, because G-Invoicing requires that all intragovernmental buy/sell transactions be brokered through the system. If your agency has used formal interagency agreements, there will still be some changes, though on a smaller scale. Improve auditability by associating related transactions with a common identifier.

Oracle EBS and the federal G-Invoicing application use REST services to communicate with each other. Agencies push (send) and pull (retrieve) IGT data to and from the federal G-Invoicing application. The retrieved data is validated, and corresponding transactions are created in EBS.

The Oracle EBS G-Invoicing solution includes the following features and functions:

- Default attributes from GT&Cs for requisitions, orders, and validation
- A program to pull GT&Cs from the federal application into EBS
- Predefined and customizable user defined attribute (UDA) templates and document styles
- The ability to create and modify an IGT requisition and add it to an IGT order
- A program to push and pull orders to and from the EBS system
- Support for both seller-facilitated orders (SFOs) and buyer-initiated orders (BIOs) created in the federal G-Invoicing application or in EBS
- The ability to perform funds checks and to track funds movement through journal ledgers
- The Projects Enterprise Command Center G-Invoicing dashboard, with metrics and all G-Invoicing functions for servicing agencies
- Integration of performance reporting and acceptance: The ability to push and pull performance transactions to and from the federal G-Invoicing application and

create corresponding payable and receivable transactions for posting to subledger and the general ledger

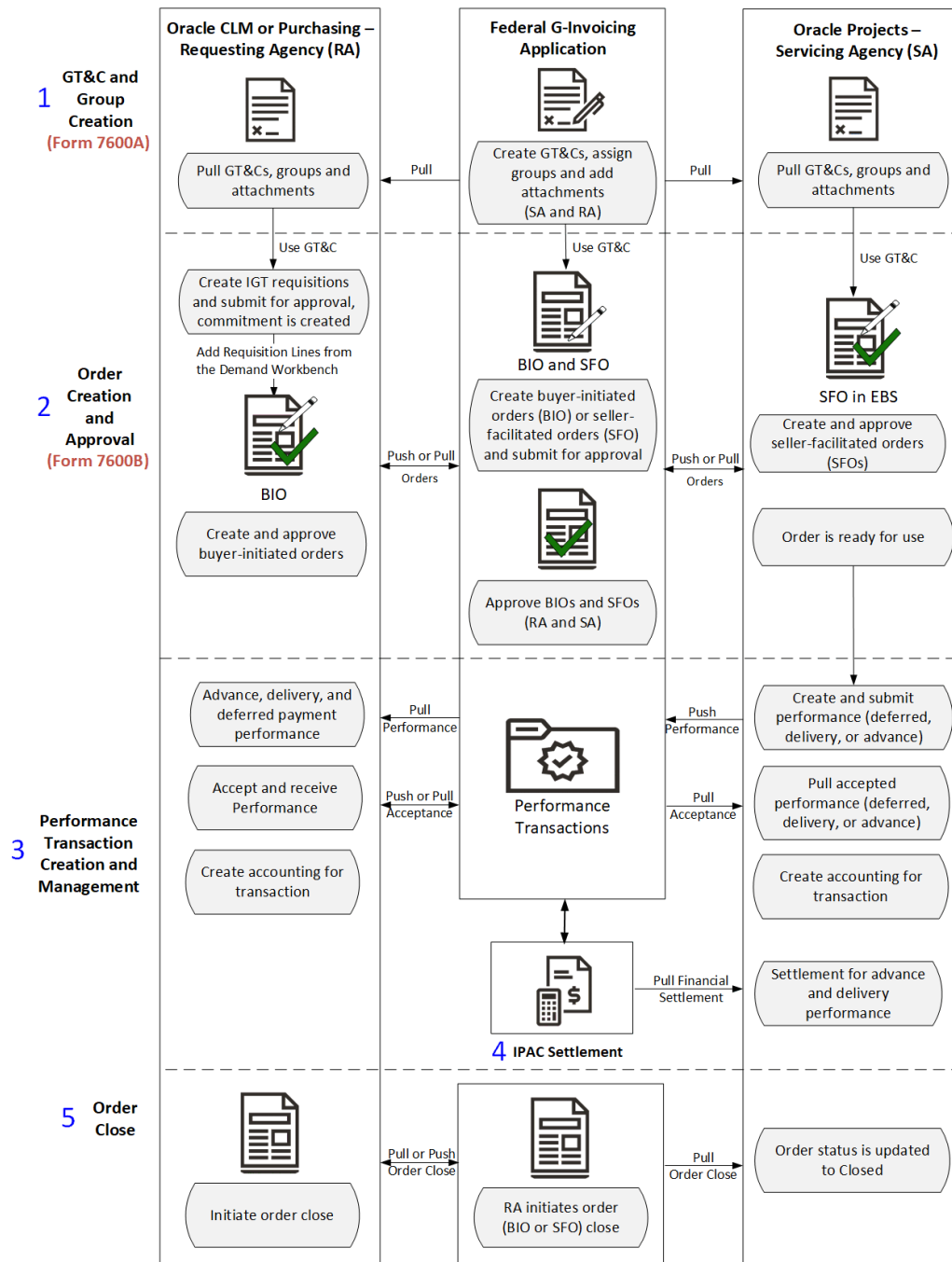
- Initiation of IPAC transactions for the settlement of funds between agencies
- API support for various parts of the G-Invoicing business process
- A request log
- Support for in-flight orders
- Support for 7600EZ Invoice

How Oracle E-Business Suite and the Federal G-Invoicing Application Work Together

The following process flow provides a high-level view of the exchange of IGT documents and data between a requesting (buying) agency (Oracle Contract Lifecycle Management or Purchasing), the federal G-Invoicing application, and the servicing (selling) agency (Oracle Projects). The G-Invoicing data includes group details, general terms, and conditions (GT&Cs), orders, order modifications, and performance records.

The following diagram displays the overall process flow for intragovernmental transactions:

Summary Process Flow of Intragovernmental Transactions (IGT) Between Federal G-Invoicing and Oracle E-Business Suite



The overall business flow for an intragovernmental transaction (IGT) is as follows:

1. GT&Cs and Groups Creation:

- Either agency creates a GT&C in the federal G-Invoicing application and shares

with the trading partner.

- The trading partner reviews and approves or rejects the GT&Cs.
- If the trading partner approves the GT&C, then both agencies pull the GT&Cs and groups into EBS (Oracle Contract Lifecycle Management for Public Sector or iProcurement and Oracle Projects).

See "General Terms and Conditions (GT&Cs)", page 5-1 for more information.

2. Order Creation and Approval:

An order is created by either the requesting or the servicing agency (the order-initiating partner is specified in the GT&C), either in EBS or in the federal G-Invoicing application. This means there are four ways an order can be created.

- Buyer-initiated order (BIO) created in EBS
- Seller-facilitated order (SFO) created in EBS
- Buyer-initiated order (BIO) created in G-Invoicing
- Seller-facilitated order (SFO) created in G-Invoicing

Buyer-Initiated Order (BIO) Created in EBS

The requesting agency creates a requisition in Oracle Contract Lifecycle Management or Oracle Purchasing, adds it to a new or existing IGT order, and submits the order for approval. After approval, the BIO is pushed to federal G-Invoicing for the servicing agency to approve.

Refer to "Process Flow for Buyer-Initiated Order Created in EBS", page 1-10 for more details.

Refer to "IGT Orders", page 5-36 for more details.

Seller-Facilitated Order (SFO) Created in EBS

The servicing agency creates an order in Oracle Projects and submits the order for approval. The SFO is approved by the funding and program officials and is then pushed to federal G-Invoicing for the requesting agency to approve.

Refer to "Process Flow for Seller-Facilitated Order Created in EBS", page 1-15 for more details.

Buyer-Initiated or Seller-Facilitated Orders Created in G-Invoicing

The order-originating partner creates and processes an order in the federal G-Invoicing application. Both trading partners pull the order from G-Invoicing, and it goes through each agency's approval process. The approval is pushed to G-Invoicing.

Refer to "Process Flow for BIO and SFO Created in Federal G-Invoicing by Both

Agencies", page 1-15 for more details.

Regardless of which method was used to create the order, the requesting agency pulls the accepted IGT order from the federal G-Invoicing application, synchronizes the updated information with the existing order, obligates funds, and updates the order status to Approved.

The servicing agency pulls the approved order with an open status, creates performance against the order and submits it.

The 7600B document is a printed version of the agreement between two federal program agencies for a reimbursable intragovernmental order. Some agencies might need this document to get approval for their orders.

Refer to the "The 7600B Document", page 5-51 for more details.

3. **Performance Creation and Management:** A performance transaction is the exchange of data about the progress of an IGT order.

When an order is partially or completely fulfilled, the order progress is tracked against the order line schedule and communicated to the requesting agency as performance. The acceptance of performance by a requesting agency is tracked by the servicing agency as approved performance.

The following types of performance let you derive and report accurate progress and delivery against orders to manage performance and drive settlement:

- **Advance:** The servicing agency can submit request and receive advance payments against orders partially or in full. The system offsets advance against invoices. Settlement follows immediately so that the servicing agency can use the funds to fulfill the order. When the servicing agency submits a delivery performance, accounting entries are created to liquidate the advance and recognize revenue or expenses.

Refer to "Using Advance Performance", page 6-93 for more details.

- **Deferred:** A servicing agency sends deferred performance transactions to report progress against order line schedules without initiating settlements. Both agencies can use deferred performance to account for accruals.

Refer to "Using Deferred Performance", page 6-82 for more details.

- **Delivery:** A servicing agency submits delivery against order line schedules to initiate settlement. It provides visibility into Freight on Board FOB (source, destination, others) and constructive days. If the FOB point is source, then this transaction initiates settlement. If the FOB point is destination, then the requesting agency creates a received/accepted performance transaction to trigger settlement of funds.

Refer to "Using Delivery Performance.", page 6-86 for more details.

The servicing agency initiates and creates advance , deferred, or delivery

performance and pushes the performance details to federal G-Invoicing.

The requesting agency pulls performance and, upon completion of the order, creates the accepted/received performance for the quantity fulfilled. The agency pushes the accepted performance details to federal G-Invoicing.

The requesting agency interfaces performance with Oracle Receiving and Oracle Payables using concurrent programs to create accounting entries based on the Freight on Board (FOB) point selection related to accruals, advances, settlements, and liquidations. Journal entries are created in Oracle General Ledger.

4. **Settlement is created using IPAC:** Federal Agencies use Intragovernmental Payments and Collections (IPAC) to transfer funds between agencies. The Intragovernmental Performance Interface pull program, provided by EBS, lets you pull settlements performed by IPAC for an advance and delivery performance types.

Refer to "Intragovernmental Payment and Collection (IPAC) Settlement", page 6-120 for details

5. **Close an IGT Order:** After an IGT order is fulfilled and there are no outstanding performance or quantity remaining, the order can be closed. The requesting agency initiates an order close either in Oracle CLM, Purchasing or in federal G-Invoicing, pushes or pulls the closed order to or from federal G-Invoicing. The requesting or servicing agency pulls the closed IGT order into EBS.

Refer to "Closing an IGT Order", page 5-101 for more details.

Mapping of G-Invoicing Business Objects in Oracle E-Business Suite

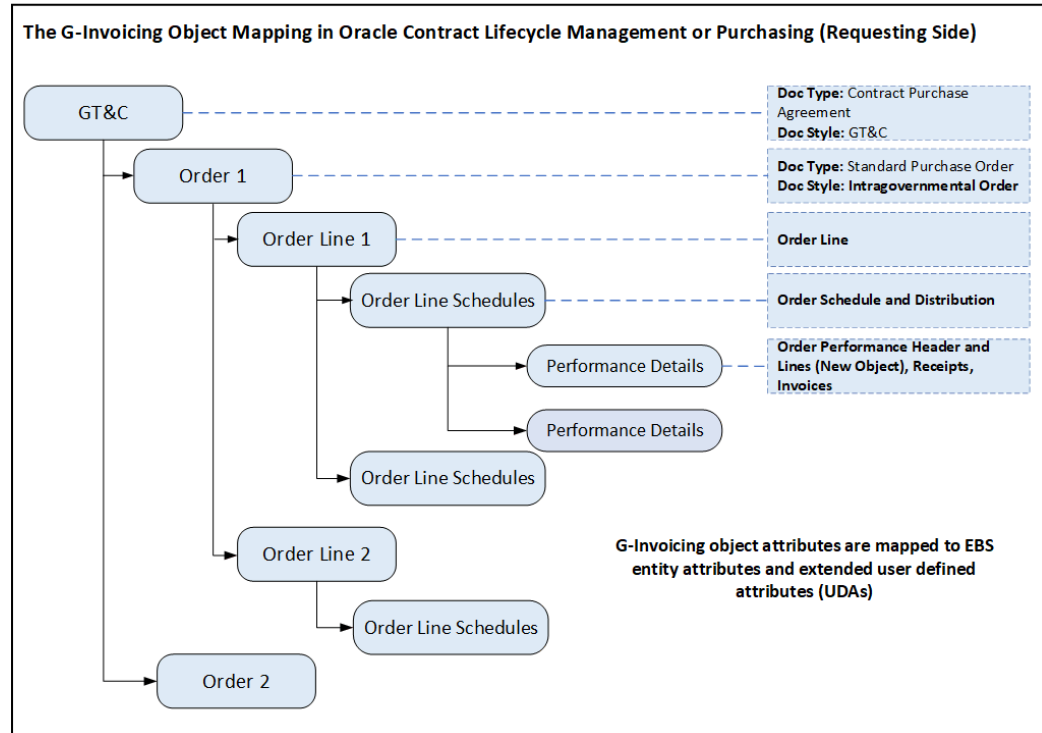
The following topics illustrate the federal G-Invoicing business objects and how they are mapped in Oracle E-Business G-Invoicing.

Business Object Mapping: Requesting Side

EBS features that support a requesting agencies are part of Oracle Contract Lifecycle Management for Public Sector and Oracle Purchasing (referred to as Oracle CLM and Oracle Purchasing in subsequent topics and chapters).

This diagram shows how G-Invoicing objects are mapped to corresponding entities in Oracle EBS.

The G-Invoicing Object Mapping in Oracle Contract Lifecycle Management or Oracle Purchasing



As shown in the diagram, following are the business object mapping for the requesting agency:

- The Goods Terms and Condition (GT&C) is mapped as the document style with contract purchase agreement (CPA) as the document type.
- An order is mapped to a standard purchase order as the document type and intragovernmental order as the document style.
- Each order can have multiple order lines.
- Each order line can have multiple order line schedules and one distribution.
- A performance is created against each order line schedule.

The performance details include performance header and detail lines which are new objects created in EBS. Receipts and invoices are also included as performance details.

Business Object Mapping: Servicing Side

EBS features that support servicing agencies are part of Oracle Projects. When orders

the following resources:

- "G-Invoicing Setup and Administration: Requesting Agency", page 2-xiii
- "G-Invoicing Setup and Administration: Servicing Agency", page 3-xiii
- "Using G-Invoicing: Requesting Agency", page 5-xiv
- "Using G-Invoicing: Servicing Agency", page 6-xiv

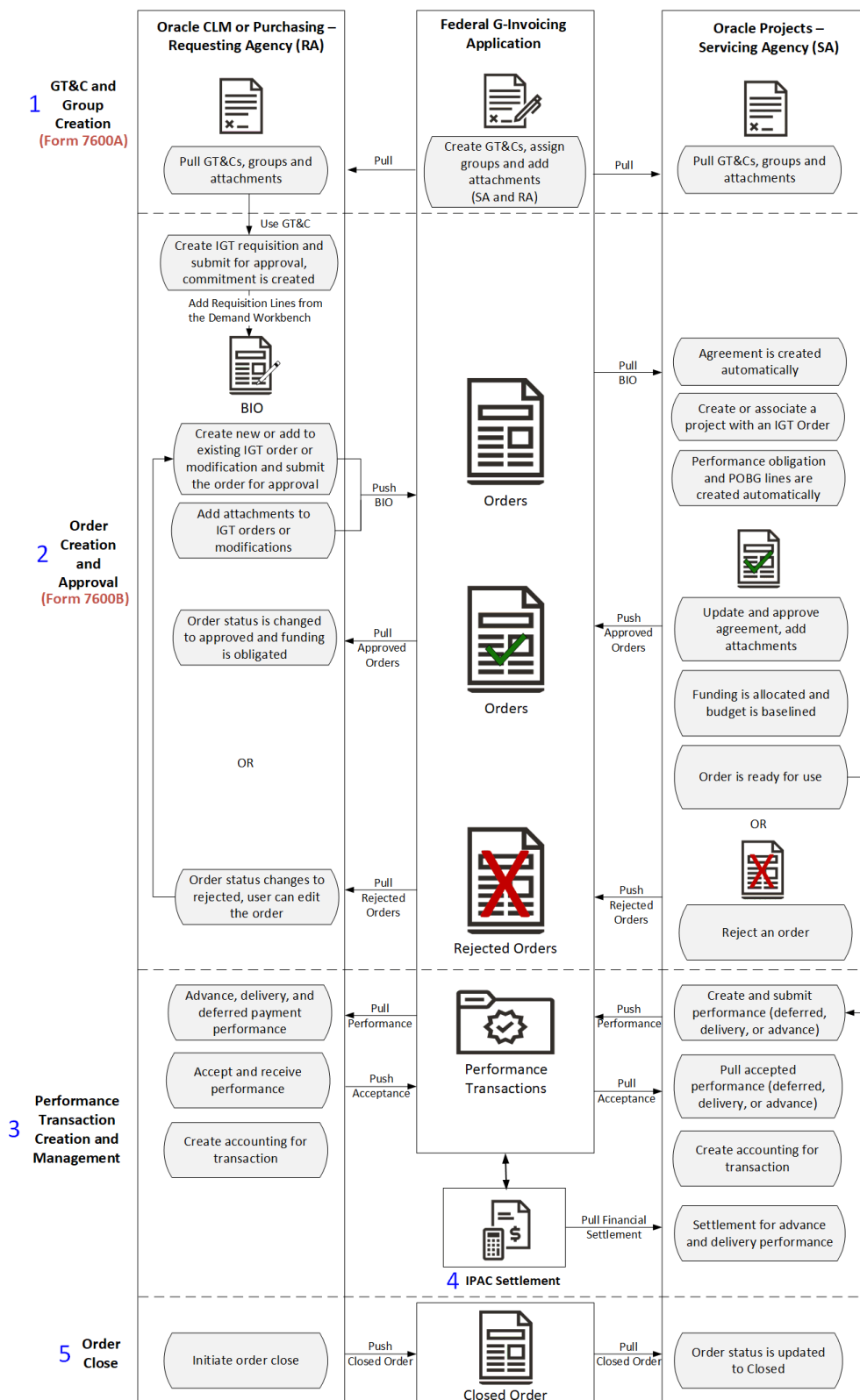
Process Flow for Buyer-Initiated Order Created in EBS

See "Introduction to G-Invoicing", page 1-xiii for more information.

The buyer-initiated orders (BIO) are created and approved in either the Oracle Contract Lifecycle Management for Public Sector Purchasing or in Oracle Purchasing.

The following diagram illustrates the flow of a buyer-initiated order created in EBS:

Buyer-Initiated Order Created and Maintained in Oracle E-Business Suite (Oracle CLM or Purchasing)



The process flow is as follows:

1. GT&Cs and Groups Creation:

- Either agency creates a GT&C and group in the federal G-Invoicing application and shares with the trading partner. For creating buyer-initiated order, set the Originating Partner Indicator to requesting agency.
- The trading partner reviews and approves or rejects the GT&Cs.
- Both agencies can add attachments, pull GT&Cs and groups into EBS (Oracle Contract Lifecycle Management for Public Sector or iProcurement and Oracle Projects).
- GT&Cs are available in the Buyer Work Center of Oracle CLM or Purchasing.
- The requesting agency uses these GT&Cs to create an IGT requisition.
See "General Terms and Conditions (GT&Cs)", page 5-1 for more information.

2. Order Creation and Approval: A BIO is created by the requesting agency in Oracle Contract Lifecycle Management or Oracle Purchasing.

- Using a GT&C, the requesting agency creates a requisition and submits it for approval. After approval, funds are committed. Approved intragovernmental requisitions appear in the Demand Workbench that can be used to create an IGT order.
Refer to "IGT Requisitions", page 5-5 for more details.
- The requesting agency, using the Demand Workbench, adds the requisition lines to an IGT order or an existing order. The order details are entered for both agencies. The order is approved by the funding and program officials in Oracle Purchasing or iProcurement. The BIO is then shared with the servicing agency to approve. The BIO is pushed to federal G-Invoicing.
Refer to "IGT Orders", page 5-36 for details on creating IGT orders.
- The 7600B document is a printed version of the agreement between two federal program agencies for a reimbursable intragovernmental order. Some agencies might need this document to get approval for their orders. The requesting agency can download the 7600B document at multiple points in the IGT order creation, modification, and approval lifecycle. The approving officials can review, sign, and the agency can attach the signed 7600B document to the order.
Refer to the "The 7600B Document", page 5-51 for more details.
- The servicing agency pulls the BIO into EBS in Oracle Projects. You can view these BIO orders in the G-Invoicing dashboard on Oracle's Projects Command Center. An agreement is created automatically.

- The servicing agency creates a project or associates an existing project with the order.

Refer to "Create or Associate a Project with an Order", page 6-20 for more details.

- The performance obligations and performance obligation lines are published automatically. The order header is mapped to an agreement, order lines are mapped to performance obligations, and order line schedules are mapped to performance obligation lines.

Refer to "Updating Performance Obligations", page 6-20 for more details.

- The servicing agency can further update agreement details. In the Update Agreement page, the agency can view and add attachments and then submit the agreement for approval. The program official approves the order. On approval, the funding is generated, the revenue budget is baselined, and the order is pushed to federal G-Invoicing for the requesting agency to approve.

Refer to "Using Agreements", page 6-14 for more details.

- The requesting agency pulls the accepted IGT order from the federal G-Invoicing application, synchronizes the updated information with the existing order, obligates funds, and the order status is updated to approved.
- The servicing agency pulls the approved order with an open status, creates performance against the orders and submits it.

Or

- In some cases, the servicing agency can reject an order and push it back to federal G-Invoicing for correction.
- The requesting agency pulls the rejected order and corrects the details. The order goes through the same order approval process and is pushed back to federal G-Invoicing for servicing agency to approve.

3. **Performance Creation and Management:** A performance transaction is the exchange of data about the progress of an IGT order.

When an order is partially or completely fulfilled, the order progress is tracked against the order line schedule and communicated to the requesting agency as performance. The acceptance of performance by a requesting agency is tracked by the servicing agency as approved performance.

The following types of performance let you derive and report accurate progress and delivery against orders to manage performance and drive settlement:

- **Advance:** The servicing agency can submit request and receive advance payments against orders partially or in full. The system offsets advance against

invoices. Settlement follows immediately so that the servicing agency can use the funds to fulfill the order. When the servicing agency submits a delivery performance, accounting entries are created to liquidate the advance and recognize revenue or expenses.

Refer to "Using Advance Performance", page 6-93 for more details.

- **Deferred:** A servicing agency sends deferred performance transactions to report progress against order line schedules without initiating settlements. Both agencies can use deferred performance to account for accruals.

Refer to "Using Deferred Performance", page 6-82 for more details.

- **Delivery:** A servicing agency submits delivery against order line schedules to initiate settlement. It provides visibility into Freight on Board FOB (source, destination, others) and constructive days. If the FOB point is source, then this transaction initiates settlement. If the FOB point is destination, then the requesting agency creates a received/accepted performance transaction to trigger settlement of funds.

The requesting agency creates acceptance. Acceptance performance is received for FOB (destination, others) against delivery performance.

Refer to "Using Delivery Performance.", page 6-86 for more details.

Refer to "IGT Performance", page 5-72 and "Performance Accounting for Intragovernmental Transactions", page 5-77 for more details.

The servicing agency initiates and creates deferred, advance, or delivery performance and pushes the performance details to federal G-Invoicing.

The requesting agency pulls performance and, upon completion of the order, creates the accepted/received performance for the quantity fulfilled. The agency pushes the accepted performance details to federal G-Invoicing.

The requesting agency interfaces performance with Oracle Receiving and Oracle Payables using concurrent programs to create accounting entries related to accruals, advances, settlements, and liquidations. Journal entries are created in Oracle General Ledger.

4. **Settlement is created using IPAC:** Federal Agencies use Intragovernmental Payments and Collections (IPAC) to transfer funds between agencies. The Intragovernmental Performance Interface pull program, provided by EBS, lets you pull settlements performed by IPAC for an advance and delivery performance types.

Refer to "Intragovernmental Payment and Collection (IPAC) Settlement", page 6-120 for details.

5. **Close an IGT Order:** After an IGT order is fulfilled and there are no outstanding performance or quantity remaining, then the order can be closed. The requesting

agency initiates an order close either in Oracle CLM or Purchasing, pushes the closed order to federal G-Invoicing. The servicing agency pulls the closed IGT order into EBS.

Refer to "Closing an IGT Order", page 5-101 for details.

Process Flow for Seller-Facilitated Order Created in EBS

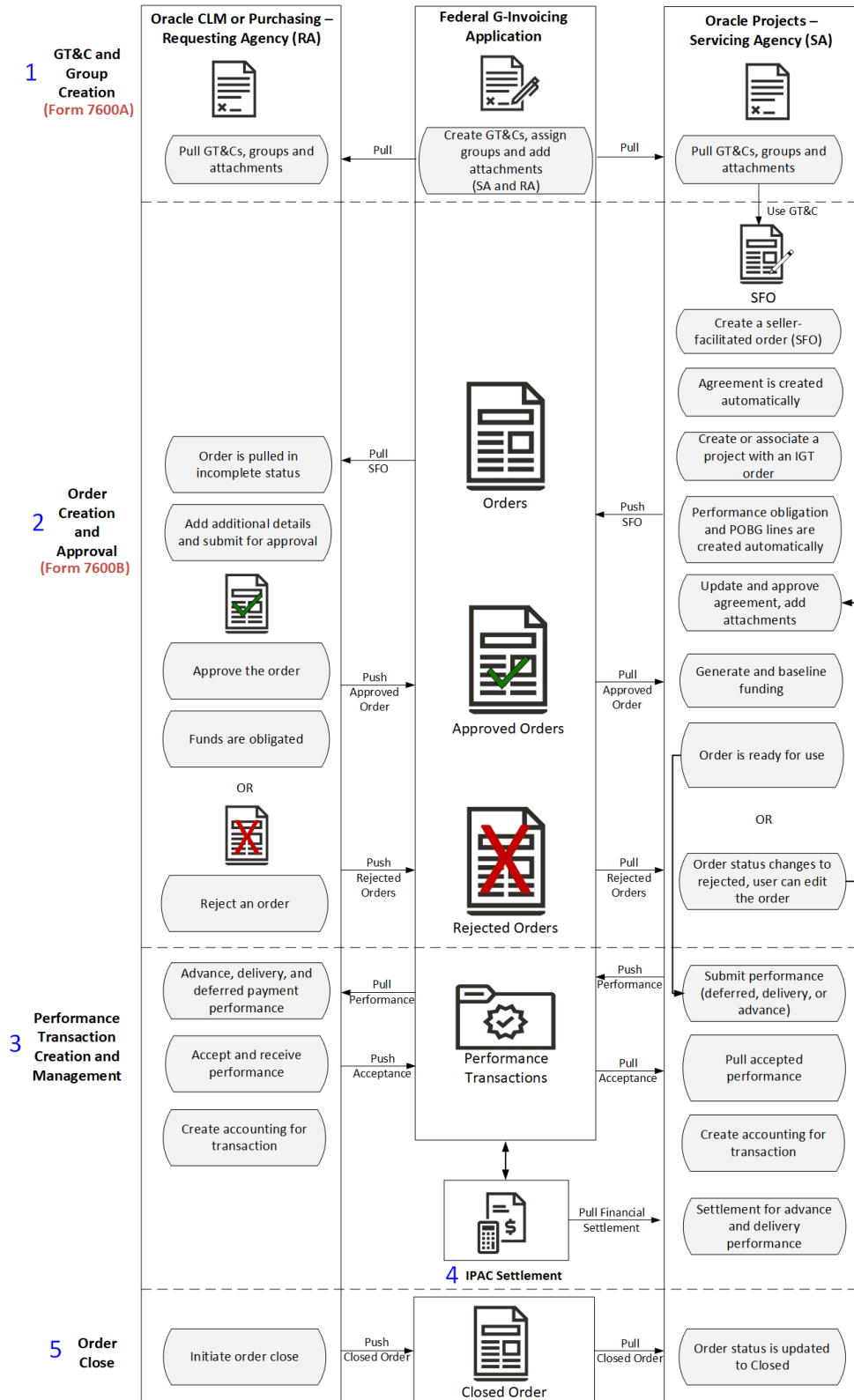
See "Introduction to G-Invoicing", page 1-xiii for more information.

The seller-facilitated orders are created and approved in Oracle Projects.

After an SFO is approved internally, it is then pushed to the federal G-Invoicing application for the requesting agency's approval. Once the order is approved by the requesting agency, the servicing agency pulls the open order into the G-Invoicing dashboard of Projects Command Center.

The following diagram illustrates the flow of a seller-facilitated order initiated in Oracle Projects by a servicing agency:

Seller-Facilitated Order Created and Maintained in Oracle E-Business Suite (Oracle Projects)



The process flow is as follows:

1. GT&C and Group Creation:

- Either agency creates a GT&C and group in the federal G-Invoicing application and shares with the trading partner. To create a seller-facilitated order, select servicing agency for the Originating Partner Indicator.

Note: To create a seller-facilitated order, select servicing agency for the Originating Partner Indicator.

- The trading partner reviews and approves or rejects the GT&Cs.
- Both agencies can add attachments, pull GT&Cs and groups into EBS (Oracle Contract Lifecycle Management for Public Sector or iProcurement and Oracle Projects).
- The servicing agency uses these GT&Cs to create an IGT order.
See "General Terms and Conditions (GT&Cs)", page 5-1 for more information.

2. Order Creation and Approval: The servicing agency creates the seller-facilitated order in EBS using Oracle Projects.

- The servicing agency creates and approves an IGT order. The order details are entered for both agencies.

Refer to "Seller-Facilitated Orders Created in Oracle Projects", page 6-28 for more details.

- Upon save, an agreement is created automatically.
- The servicing agency creates a project or associates an existing project with the order.

Refer to "Create or Associate a Project with an Order", page 6-20 for more details.

- The performance obligations and performance obligation lines are published automatically. The order header is mapped to an agreement, order lines are mapped to performance obligations, and order line schedules are mapped to performance obligation lines

Refer to "Updating Performance Obligations", page 6-20 for more details.

- The servicing agency can further update agreement details. In the Update Agreement page, the agency can view and add attachments and then submit the agreement for approval. The program official approves the order. On approval, the funding is generated, and the revenue budget is baselined.

- The order is pushed to federal G-Invoicing for the requesting agency's approval.
- The requesting agency pulls the seller-facilitated order from the federal G-Invoicing application, enters additional information, and then approves the order.

Funds are obligated and the agency pushes the approved order back to federal G-Invoicing.

Refer to "Seller-Facilitated Orders (SFO) for the Requesting Agency", page 5-47 for more details.

- The servicing agency pulls the approved order with an open status, creates performance against the orders and submits it.

OR

- In some cases, the requesting agency can reject an order and push it back to federal G-Invoicing for correction.
- The servicing agency pulls the rejected order, corrects errors, or makes other changes and then pushes the order back to G-Invoicing for the requesting agency to approve.

The order goes through the same order approval process and is pushed back to federal G-Invoicing for requesting agency's approval.

3. Performance Creation and Management: A performance transaction is the exchange of data about the progress of an IGT order.

When an order is partially or completely fulfilled, the order progress is tracked against the order line schedule and communicated to the requesting agency as performance. The acceptance of performance by a requesting agency is tracked by the servicing agency as approved performance.

The following types of performance let you derive and report accurate progress and delivery against orders to manage performance and drive settlement:

- **Advance:** The servicing agency can submit request and receive advance payments against orders partially or in full. The system offsets advance against invoices. Settlement follows immediately so that the servicing agency can use the funds to fulfill the order. When the servicing agency submits a delivery performance, accounting entries are created to liquidate the advance and recognize revenue or expenses.

Refer to "Using Advance Performance", page 6-93 for more details.

- **Deferred:** A servicing agency sends deferred performance transactions to report progress against order line schedules without initiating settlements. Both

agencies can use deferred performance to account for accruals.

Refer to "Using Deferred Performance", page 6-82 for more details.

- **Delivery:** A servicing agency submits delivery against order line schedules to initiate settlement. It provides visibility into Freight on Board FOB (source, destination, others) and constructive days. If the FOB point is source, then this transaction initiates settlement. If the FOB point is destination, then the requesting agency creates a received/accepted performance transaction to trigger settlement of funds.

The requesting agency creates acceptance. Acceptance performance is received for FOB (destination, others) against delivery performance.

Refer to "Using Delivery Performance.", page 6-86 for more details.

Refer to "Performance Accounting for Intragovernmental Transactions", page 5-77 for more details.

The servicing agency initiates and creates deferred, advance, or delivery performance and pushes the performance details to federal G-Invoicing.

The requesting agency pulls performance and, upon completion of the order, creates the accepted/received performance for the quantity fulfilled. The agency pushes the accepted performance details to federal G-Invoicing.

The requesting agency interfaces performance with Oracle Receiving and Oracle Payables using concurrent programs to create accounting entries related to accruals, advances, settlements, and liquidations. Journal entries are created in Oracle General Ledger.

4. **Settlement is created using IPAC:** Federal Agencies use Intragovernmental Payments and Collections (IPAC) to transfer funds between agencies. The Intragovernmental Performance Interface pull program, provided by EBS, lets you pull settlements performed by IPAC for an advance and delivery performance types.

Refer to "Intragovernmental Payment and Collection (IPAC) Settlement", page 6-120 for details.

5. **Close an IGT Order:** After an IGT order is fulfilled and there are no outstanding performance or quantity remaining, it can be closed. The requesting agency initiates an order close either in Oracle CLM, Purchasing or in federal G-Invoicing, pushes or pulls the closed order from federal G-Invoicing. The requesting or servicing agency pulls the closed IGT order into EBS.

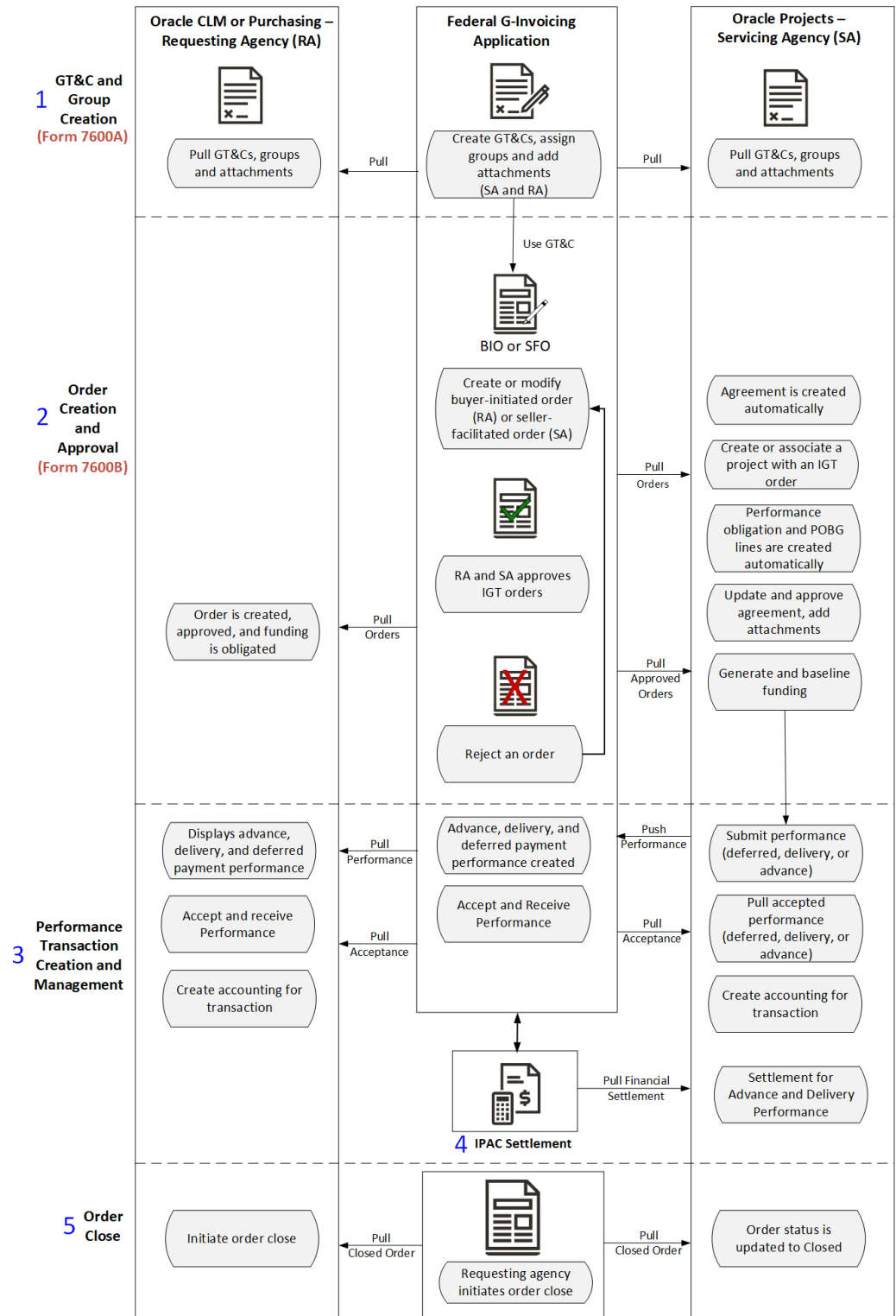
Refer to "Closing an IGT Order", page 5-101 for details.

Process Flow for BIO and SFO Created in Federal G-Invoicing

The order-originating partner that is the requesting or servicing agency creates an IGT order and these orders are processed in the federal G-Invoicing application. The requesting agency creates the buyer-initiated order also known as BIO, and the servicing agency creates the seller-facilitated order also known as SFO. In this case, the federal application is used to create orders, and EBS is the financial system.

The following diagram illustrates the flow of an order created in the federal G-Invoicing application.

Buyer-Initiated and Seller-Facilitated Orders Created and Maintained in Federal G-Invoicing



The process flow is as follows:

1. GT&C and Group Creation:

- Either agency creates a GT&C and group in the federal G-Invoicing application and shares with the trading partner.
- The trading partner reviews and approves or rejects the GT&Cs.
- Both agencies can add attachments, pull GT&Cs and groups into EBS (Oracle Contract Lifecycle Management for Public Sector or iProcurement and Oracle Projects).
- The servicing agency uses these GT&Cs to create an IGT order.
See "General Terms and Conditions (GT&Cs)", page 5-1 for more information.

2. Order Creation and Approval:

- The requesting agency creates a buyer-initiated order (BIO), and the servicing agency creates a seller-facilitated order (SFO) in the federal G-Invoicing application. The BIO or SFO is first approved by the order initiating funding and program officials and is then shared with the trading partners to approve.
- The partner agencies approve BIO or SFO in federal G-Invoicing.
- The requesting agency pulls the order, approves it, and funds are obligated.
- The servicing agency pulls the order from G-Invoicing into Oracle Projects. An agreement is created automatically.
Refer to "Using Agreements", page 6-14 for more details.
- The servicing agency creates a project or associates an existing project with the order.
Refer to "Create or Associate a Project with an Order", page 6-20 for more details.
- The performance obligations and performance obligation lines are published automatically. The order header is mapped to an agreement, order lines are mapped to performance obligations, and order line schedules are mapped to performance obligation lines.
Refer to "Updating Performance Obligations", page 6-20 for more details.
- The servicing agency can further update agreement details. In the Update Agreement page, the agency can view and add attachments and then submit the agreement for approval. The servicing agency officials approve or reject agreements based on specified criteria. On approval, performance obligation lines are published, the funding is generated, and the revenue budget is

baselined. See "G-Invoicing Order Approval – Funds Check and Allocation", page 6-67 for more details.

Refer to "Using Agreements", page 6-14 for more details.

- The order is ready for use and the agency can create performance against the order and submit it.

Refer to "Approving SFOs", page 5-47 for more details.

3. Performance Creation and Management: A performance transaction is the exchange of data about the progress of an IGT order.

When an order is partially or completely fulfilled, the order progress is tracked against the order line schedule and communicated to the requesting agency as performance. The acceptance of performance by a requesting agency is tracked by the servicing agency as approved performance.

The following types of performance let you derive and report accurate progress and delivery against orders to manage performance and drive settlement:

- **Advance:** The servicing agency can submit request and receive advance payments against orders partially or in full. The system offsets advance against invoices. Settlement follows immediately so that the servicing agency can use the funds to fulfill the order. When the servicing agency submits a delivery performance, accounting entries are created to liquidate the advance and recognize revenue or expenses.

Refer to "Using Advance Performance", page 6-93 for more details.

- **Deferred:** A servicing agency sends deferred performance transactions to report progress against order line schedules without initiating settlements. Both agencies can use deferred performance to account for accruals.

Refer to "Using Deferred Performance", page 6-82 for more details.

- **Delivery:** A servicing agency submits delivery against order line schedules to initiate settlement. It provides visibility into Freight on Board FOB (source, destination, others) and constructive days. If the FOB point is source, then this transaction initiates settlement. If the FOB point is destination, then the requesting agency creates a received/accepted performance transaction to trigger settlement of funds. The requesting agency creates acceptance. Acceptance performance is received for FOB (destination, others) against delivery performance.

Refer to "Using Delivery Performance.", page 6-86 for more details.

Refer to "Performance Accounting for Intragovernmental Transactions", page 5-77 for more details.

The servicing agency initiates and creates deferred, advance, or delivery

performance and pushes the performance details to federal G-Invoicing.

The requesting agency pulls performance and, upon completion of the order, creates the accepted/received performance for the quantity fulfilled. The agency pushes the accepted performance details to federal G-Invoicing.

The requesting agency interfaces performance with Oracle Receiving and Oracle Payables using concurrent programs to create accounting entries related to accruals, advances, settlements, and liquidations. Journal entries are created in Oracle General Ledger.

4. **Settlement is created using IPAC:** IPAC Settlement is performed. Federal Agencies use Intragovernmental Payments and Collections (IPAC) to transfer funds between agencies. The Intragovernmental Performance Interface pull program, provided by Oracle EBS, to pull settlements performed by IPAC for an advance and delivery performance types.

Refer to "Intragovernmental Payment and Collection (IPAC) Settlement", page 6-120 for details.

5. **Close an IGT Order:** After an IGT order is fulfilled and there are no outstanding performance or quantity remaining, it can be closed. The requesting agency initiates an order close in federal G-Invoicing. The requesting and servicing agencies pull the closed IGT order into EBS.

Refer to "Closing an IGT Order", page 5-101 for more details.

Process Flow for Advance-Enabled Orders

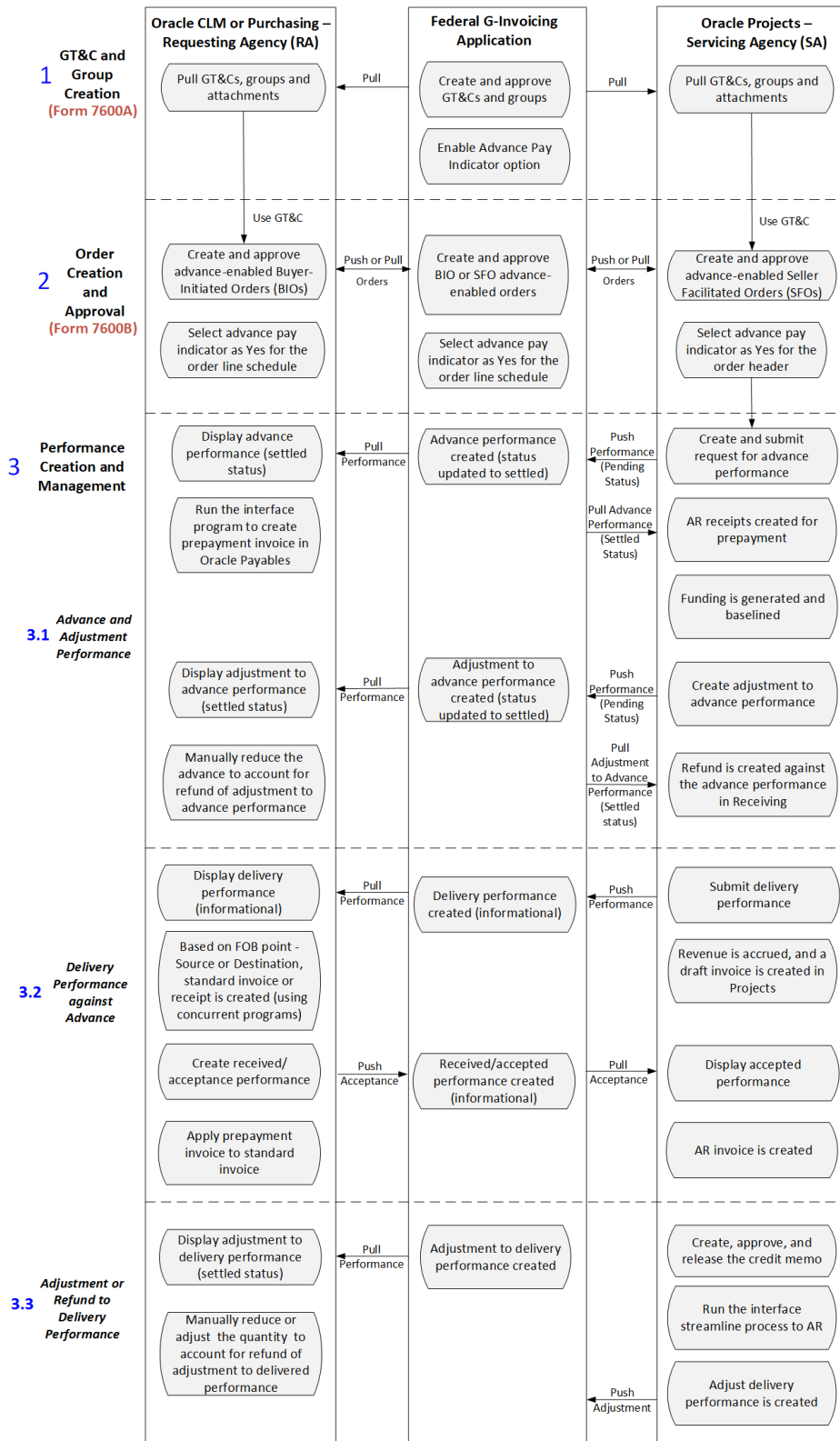
If an order is an advance-enabled order is specified during the GT&C creation. In an advance-enabled order, some or all lines may be advance-enabled. Whether a servicing agency can seek an advance payment is determined at the order line schedule level.

In the case of SFO created in EBS (Oracle Projects), the advance payment is determined at the order header level. An advance-enabled order can only contain order line schedules that are advanced-enabled as well.

When a requesting agency seeks and receives advanced payment, the funds can then be used to execute the order.

The following diagram shows the flow of an advance-enabled order:

Process Flow for Advance-Enabled Orders



The advance-enabled IGT order flow is as follows:

1. GT&Cs and Groups Creation:

- Either agency creates a GT&C and group in the federal G-Invoicing application and shares with the trading partner.
- For creating BIO or SFO, select an appropriate Originating Partner Indicator.
- For advance-enabled orders, set the Advance Pay Indicator to Yes.
- The trading partner reviews and approves or rejects the GT&Cs.
- Both agencies can add attachments, pull GT&Cs and groups into EBS (Oracle Contract Lifecycle Management for Public Sector or iProcurement and Oracle Projects).

See "General Terms and Conditions (GT&Cs)", page 5-1 for more information.

2. Order Creation and Approval:

An order is created by either the requesting or the servicing agency (the order-initiating partner is specified in the GT&C), either in EBS or in the federal G-Invoicing application. This means there are four ways an order can be created.

- Buyer-initiated order (BIO) created in EBS
- Seller-facilitated order (SFO) created in EBS
- Buyer-initiated order (BIO) created in G-Invoicing
- Seller-facilitated order (SFO) created in G-Invoicing

When creating BIO in EBS or G-Invoicing and SFO in G-Invoicing, the agency can set the advance pay indicator to yes at the order line schedule. Whereas, for SFO created in Oracle Projects, the agency can set the advance pay indicator only at the order header level.

The order is approved by both trading partners and is ready for use.

Refer to Process Flows for BIO, SFO and BIO and SFO created in G-Invoicing.

3. Performance Creation and Management:

A performance transaction is the exchange of data about the progress of an IGT order.

The servicing agency initiates and creates advance or delivery performance and pushes the performance details to federal G-Invoicing.

3.1 Advance Performance

The servicing agency can request for partial or full advance. The agency can select

the Request Full Advance upon Order Approval option, in the G-Invoicing Setup page, to automatically submit full advance for all order line schedules. If this option is not selected, then Oracle Projects does not submit full advance for any order line schedules. Refer to "Entering G-Invoicing Setup Options", page 3-9 for more details.

- You can request partial or full advance against advance-enabled orders. As you can see in the diagram, the servicing agency creates a request for an advance. Submits the advance performance and pushes the same to federal G-Invoicing.
- The requesting agency pulls the advance performance. When an advance performance transaction is pulled into Oracle CLM and staged, the details are inserted into the IGT Performance History table (PO_IGT_PERF_TRANS_HISTORY) with the performance type Advance and the transaction status as Pending Invoicing.
- The agency runs the *Intragovernmental Performance Integration to Payables* concurrent program to create a prepayment invoice in Oracle Payables. After the prepayment invoice is created, the status is updated to Success Invoicing in the history table.
- The servicing agency pulls the settled performance.
- The system generates funding and baselines the revenue budget.

Once the IPAC settlement is complete, the servicing agency runs the Pull Performance program which creates prepayment receipts, applies them to the order line schedules, and automatically generates funding for the project.

3.1 Adjustment Performance

In some cases, the servicing agency can create adjustment to the advance performance.

Refer to "Submitting Adjustment Performance", page 6-97 for more details.

- The servicing agency creates an adjustment against an advance performance, by entering a negative quantity.
The adjustment with the pending status is pushed to federal G-Invoicing.
- In federal G-Invoicing, the adjustment to advancement is created and the status is updated to settled.
- The requesting agency pulls the adjustment in the settled status into CLM or Purchasing. The agency must adjust the advance manually creating the refund or adjustment.

For a refund or adjustment transaction, the system removes the receipt amount and reduces the funding amount from the originally applied receipts. The amount of the

negative advance performance must be lesser than or equal to the delivered advance quantity.

3.2 Delivery Performance against Advance

After the advance or adjustment to advance performance is completed, the servicing can submit delivery performance to fulfill the order and pull the acceptance.

- The servicing agency creates the delivery performance and pushes it to federal G-Invoicing.
- The requesting agency pulls the delivery performance transactions from federal G-Invoicing and displays them in the IGT Performance page. the details are inserted into the IGT Performance History table (PO_IGT_PERF_TRANS_HISTORY).

The pulled performance data is integrated with receiving and payables for accounting. Based on the freight on board (FOB) value, the requesting agency runs the concurrent program to create a receipt or an invoice.

- Based on the Freight on Board (FOB) point setup, a two or three-way receipt matching is derived. If FOB is Source, a two-way matching is used, and the requesting agency does not send acceptance.

If FOB is Destination, the three-way receipt matching is used, and accounting entries are created for both delivered and received performance. The requesting agency creates a received performance.

The requesting agency runs the concurrent program, *Intragovernmental Performance Integration to Receiving Program*, that create a receipt and inserts the delivery performance data in the receiving open interface tables.

The requesting agency runs the concurrent program, *Intragovernmental Performance Integration to Payable Program* has run, a standard invoice is created in Oracle Payables.

The prepayment is applied automatically during invoice creation.

- The requesting agency pushes the accepted or received performance to federal G-Invoicing.
- The servicing agency pulls the acceptance from the federal G-Invoicing application.

Refer to "Intragovernmental Performance Integration with Receiving", page 5-79 for more details.

Refer to "Standard Invoice Creation During Delivered or Received Performance Integration with Payables", page 5-81 for more details.

Refer to "Intragovernmental Performance Integration with Payables", page 5-78

"" for more details.

Refer to "Intragovernmental Payment and Collection (IPAC) Settlement", page 6-120 for more details.

3.3 Adjustment or Refund to Delivery Performance

The servicing agency initiates an adjustment or refund to a delivered performance transaction by reducing the quantity when goods or services are delivered.

- If a refund is issued from a seller to a buyer, then the servicing agency creates a credit memo or concession invoice against the original invoice.
- The servicing agency runs the Generate Draft Invoice, the Interface Invoices to AR, the Autoinvoice Import, and the Tieback Invoices from Receivables concurrent programs to tie-back to AR receipt.
- The servicing agency creates and submits the delivery performance for the negative performance quantity. The performance is pushed to federal G-invoicing.
- The requesting agency pulls the adjustment or refund from the federal G-Invoicing.

When the adjustment is pulled into EBS and staged with the FOB point set to destination or source, details are inserted in the IGT Performance History table (PO_IGT_PERF_TRANS_HISTORY).

- The requesting agency runs the concurrent processes to adjust the receipt and create refund to reduce the delivered quantity.

Refer to "Receipt Correction for an Adjustment to Delivered Performance Integration with Receiving", page 5-82 for more details.

Refer to "Credit Memo Creation During an Adjustment to Delivered or Received Performance Integration with Payables", page 5-82 for more details.

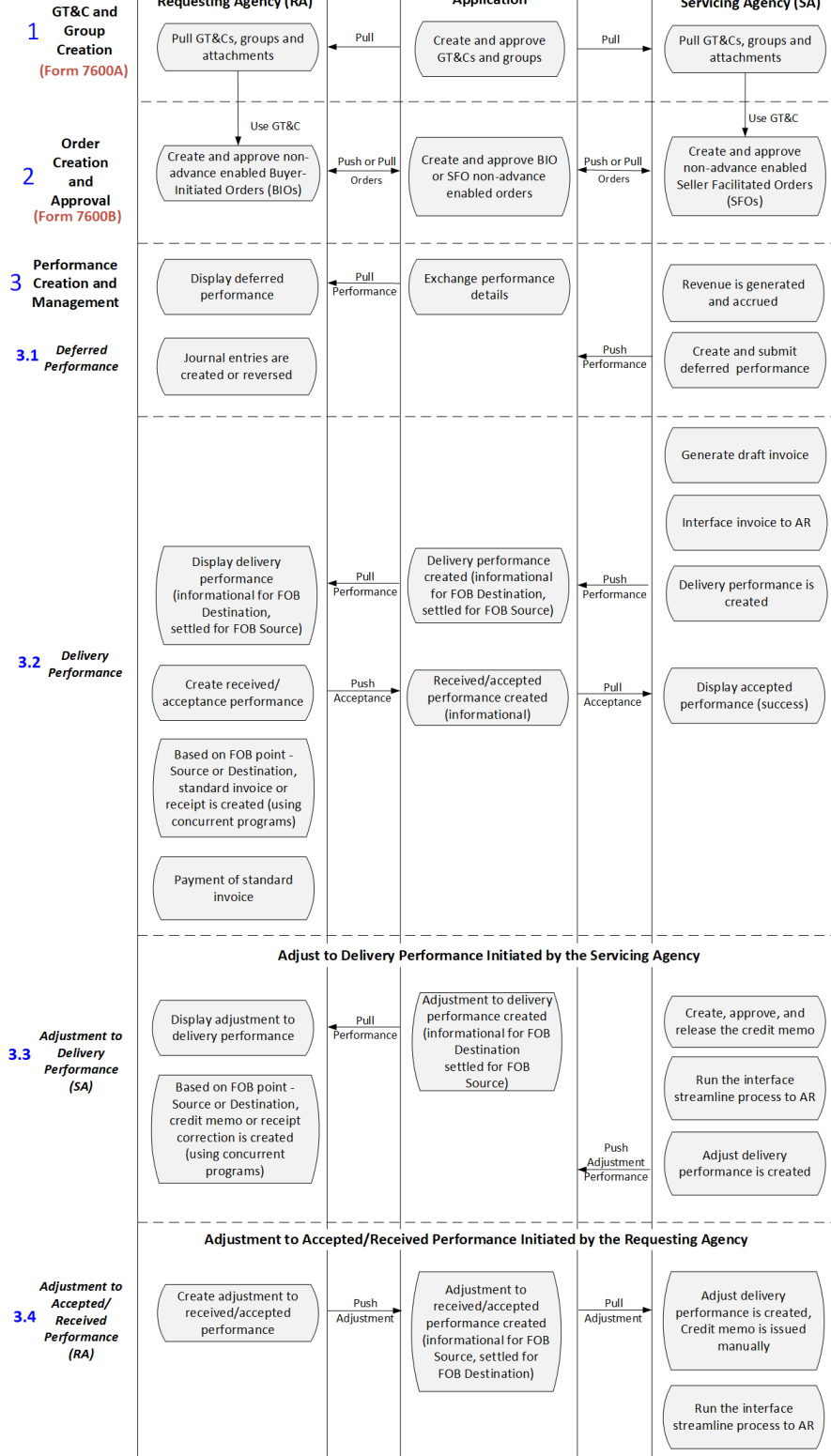
Refer to "Intragovernmental Payment and Collection (IPAC) Settlement", page 6-120 for more details.

Process Flow for Non-Advance Enabled Orders

As the name suggests, for a non-advance enabled IGT order, the servicing agency cannot request advance against. The agency can only submit a deferred or delivery performance for such orders.

The following diagram shows the flow of a non-advance enabled order:

Process Flow for Non-Advance Enabled Orders



The non-advance enabled IGT order flow is as follows:

1. GT&Cs and Groups Creation:

- Either agency creates a GT&C and group in the federal G-Invoicing application and shares with the trading partner.
- For creating BIO or SFO, select an appropriate Originating Partner Indicator.
- For advance-enabled orders, set the Advance Pay Indicator to Yes.
- The trading partner reviews and approves or rejects the GT&Cs.
- Both agencies can add attachments, pull GT&Cs and groups into EBS (Oracle Contract Lifecycle Management for Public Sector or iProcurement and Oracle Projects).

See "General Terms and Conditions (GT&Cs)", page 5-1 for more information.

2. Order Creation and Approval:

An order is created by either the requesting or the servicing agency (the order-initiating partner is specified in the GT&C), either in EBS or in the federal G-Invoicing application. This means there are four ways an order can be created.

- Buyer-initiated order (BIO) created in EBS
- Seller-facilitated order (SFO) created in EBS
- Buyer-initiated order (BIO) created in G-Invoicing
- Seller-facilitated order (SFO) created in G-Invoicing

The order is approved by both trading partners and is ready for use.

Refer to Process Flows for BIO, SFO and BIO SFO created in G-Invoicing.

3. Performance Creation and Management:

A performance transaction is the exchange of data about the progress of an IGT order.

The servicing agency initiates and creates delivery performance and pushes the performance details to federal G-Invoicing.

3.1 Deferred performance

- Before a deferred performance is created, the servicing agency must create actual transactions, such as expenditure or events. Refer to "Generating Deferred Performance", page 6-82 for more details.
- Generate revenue and revenue accounting events. It runs concurrent programs

to interface invoice to receiving.

- The servicing agency creates and submits the deferred performance.

When performance is submitted, it triggers the *PRC: Submit Intragovernmental Performance* program in the background. This runs the *MGT: Push Performance XML Generation* program and then the interface program to G-Invoicing, the *Intragovernmental Performance Interface* program.

Refer to "Submitting Deferred Performance", page 6-84"" for more details.

- The requesting agency pulls the deferred payment and stages it in the IGT Performance page. The transaction is then interfaced with GL journal entries.

The deferred payments are accounted as accruals and are reversed when the requesting agency receives a new deferred payment for the same order line schedule.

For transactions in the Informational status, accrual journal entries are created in the status Pending Accounting. For transactions in the Deleted status, reversal journal entries are created in the status Pending Reversal. When journals are created successfully, the statuses in the history table are updated to Success Accounting and Success Reversal respectively.

Refer to "Integrate Deferred Performance for Journal Entry Creation", page 5-92 and "Journal or Reversal Journal in Purchasing Subledger Setup", page 5-95 for more details.

3.2 Delivery performance

- Before creating a delivery performance, the servicing agency must generate a draft invoice, approve, and release it.
- The agency runs a few concurrent programs to interface the invoice to receivables.

Refer to "Using Delivery Performance", page 6-86 for more details.

- The servicing agency then creates and submits the delivery performance that runs the performance interface program and pushes the delivery performance to federal G-Invoicing.

Oracle Projects calculates the latest deferred performance when generating the delivery performance. When a delivery performance is submitted, Oracle Projects submits the latest deferred performance and then the delivery performance consecutively. The deferred performance is also recalculated.

- The requesting agency pulls performance and creates the accepted/received performance. When delivery performance transactions are pulled, the expenses must be recorded by the requesting agency on the date when goods and

services are delivered and completed. Similarly, when there is a settlement for any performance, it must be accounted.

If FOB is Destination, the requesting agency runs the *Intragovernmental Performance Integration with Receiving* concurrent program that creates receipts for delivery performance.

The two or three-way matching is derived based on the Freight on Board (FOB) point of the order. If FOB is Source, the buyer does not have to send acceptance and the matching type is two-way. In the case of Destination, the matching type is three-way and accounting entries are created for both delivered and received performance.

The federal G-Invoicing application does not allow deferred and delivered performance for a quantity that exceeds the un-expensed balance.

The requesting agency runs the interface programs to create receipts and invoices.

Refer to "Intragovernmental Performance Integration with Receiving", page 5-79 for more details.

Refer to "Performance Accounting for Intragovernmental Transactions", page 5-77 for more details.

- The requesting agency pushes the accepted performance to federal G-Invoicing.
- The servicing agency receives acceptance of performance for FOB (destination, others) against the delivery performance.

3.3 Adjustment to Delivery Performance (SA)

- The servicing agency creates, approves, and releases a credit memo for the refund amount.
- The agency runs a few concurrent programs to interface the invoice to receivables.
- The agency pushes the negative delivered/performed adjustment to the federal G-Invoicing application as a credit memo.
- The requesting agency pulls the adjustment performance and initiates an adjustment to the received performance transaction by reducing the quantity when goods or services are received and accepted.

When an adjustment to a delivered performance is pulled into EBS and staged with the FOB point set to Source or Origin, then the details are inserted in the IGT Performance History table (PO_IGT_PERF_TRANS_HISTORY) with the transaction type Credit Memo and the status Pending Credit Memo. When the concurrent program **Intragovernmental Performance Integration to Payable**

Program has run, the credit memo is created in Oracle Payables and the status is updated to Success Credit Memo in the history table.

When an adjustment to a received or accepted performance is available in EBS with the FOB point set to Destination, details are inserted into the IGT Performance History table (PO_IGT_PERF_TRANS_HISTORY) with transaction type Credit Memo and with the status Pending Credit memo. When the concurrent program **Intragovernmental Performance Integration to Payable Program** is run, the credit memo is created in Oracle Payables and the status is updated to Success Credit Memo in the history table.

Refer to "Intragovernmental Payment and Collection (IPAC) Settlement", page 6-120 for more details.

Refer to "Performance Accounting for Intragovernmental Transactions", page 5-77 for more details.

3.4 Adjustment to Accepted or Received Performance (RA)

- The requesting agency creates an adjustment to received or accepted performance and pushes the negative performance to the federal G-Invoicing application.
- The servicing agency pulls the acknowledgement negative receipt/acceptance from federal G-Invoicing.
- The servicing agency creates a credit memo for the negative delivered adjustment performance. It is then pushed back to federal G-Invoicing for settlement.

Refer to "Performance Accounting for Intragovernmental Transactions", page 5-77 for more details.

G-Invoicing Setup and Administration: Requesting Agency

This chapter covers the following topics:

- Setting Up G-Invoicing
- Administering G-Invoicing
- Organizational Groups in G-Invoicing and Oracle E-Business Suite
- Setting Up Access Control
- Setting G-Invoicing Options
- Pulling Organizational Groups and Data
- Pulling TAS-BETC Details for a Group
- Pulling GT&Cs
- Pulling Groups for GT&Cs
- Pushing and Pulling IGT Orders
- Pulling and Pushing Performance Records
- Intragovernmental Performance Integration with Oracle Payables
- Intragovernmental Performance Integration with Receiving
- Viewing Request Status and Group Information
- Configuring Descriptive Flexfields for GT&C and Agency Information
- Configuring Descriptive Flexfields for Performance Accounting Transactions

Setting Up G-Invoicing

Prerequisites

- Review My Oracle Support Document 2600811.1 [<https://support.oracle>].

com/epmos/faces/DocumentDisplay?id=2600811.1], *G-Invoicing Integration*, for details about EBS G-Invoicing integration and patches.

- Confirm your use of Oracle E-Business Suite (EBS) Release 12.2.7 or later.
- Implement either Oracle Contract Lifecycle Management for Public Sector (CLM) or Oracle Purchasing.
- If you are using Oracle Purchasing, apply Patch 28654205:R12.PO.D.
- Implement Buyer Work Center for user defined attributes (UDAs).
- Implement Oracle General Ledger for integration with accounting, Oracle Federal Financials for TAS definition and related setup, and Oracle Payables for invoices, receipts, and payments.

Note: Reimbursable orders are supported only in Buyer Work Center, and local blanket releases are not supported by the EBS G-Invoicing solution.

To set up the EBS G-Invoicing solution:

1. Set up access control for G-Invoicing.
See Setting Access Control, page 2-12.
See also the Bureau of the Fiscal Service resources website: <https://www.fiscal.treasury.gov/g-invoice/resources.html>.
2. Enter security certificate and schema details and associate system IDs in the **G-Invoicing Options** page.
See G-Invoicing Options, page 2-15.
3. Set the following profile options:

Summary of Profile Options

| Profile Option | Admin Update Levels | User | Required | Value | Description |
|--------------------------|---------------------|------|----------|-------|---|
| G-Invoicing Service Host | Site | No | Yes | - | <p>Use this profile option to set the service host and port details.</p> <p>Obtain the service host value from the document <i>G-Invoicing System Interface Specifications - Pull</i> for general terms and conditions, orders and performance at https://fiscal.treasury.gov/g-invoice/resources.html.</p> <p>Example host names:</p> <p>Production: ws.igt.fiscal.treasury.gov</p> <p>Quality Assurance Current: .ws.igt.fiscal.treasury.gov</p> <p>Quality Assurance Future: qaf.ws.igt.fiscal.treasury.gov</p> <p>Functional Test: ft.ws.igt.fiscal.treasury.gov</p> |

| Profile Option | Admin Update Levels | User | Required | Value | Description |
|-------------------------------|---------------------|------|----------|-------|---|
| G-Invoicing Service Path | Site | No | Yes | - | <p>Use this profile option to set the service path details.</p> <p>Obtain the service host value from the document <i>G-Invoicing System Interface Specifications - Pull</i> for general terms and conditions, orders, and performance at https://fiscal.treasury.gov/g-invoice/resources.html.</p> <p>Example: /ginv/services</p> |
| G-Invoicing Integration Admin | Site, Application | No | Yes | - | <p>Enter the email address of the administrator to notify about problems communicating with the federal G-Invoicing application.</p> |
| FV: Federal Enabled | Responsibility | Yes | Yes | - | <p>To display and use the Intragovernmental option in the Requisitions window, set this profile option to Yes at the responsibility or user level.</p> <p>Note: Setting this profile option to Yes enables the funding official to approve IGT orders.</p> |
| MO: Default Operating Unit | Site, Application | - | - | - | <p>Enter the operating unit that you want to use by default.</p> |

4. Include lookup codes for the PO IGT Object Class Code that exactly match the

object class codes used in the federal G-Invoicing application.

- To find the object class codes, log in to the Treasury portal, click the **Requesting Agency** tab, navigate to **Orders, Schedules**, and then **Funding Information**. The lookup codes are listed in the **Object Class Code** drop-down list.
- In EBS, switch to the *Functional Administrator* responsibility. Click the **Core Services** tab and then the **Lookups** tab. Search for the PO IGT Object Class Code lookup type in the **Lookup Types** page. Add the lookup codes that you require for your business.

For more information about lookups for G-Invoicing, see Predefined Lookups in CLM, *Oracle Contract Lifecycle Management for Public Sector Implementation Guide*.

5. Check and, if necessary, update the document style for intragovernmental transactions (IGTs). This document style is used for creating general terms and conditions (GT&Cs).
 - Switch to the *CLM Purchasing Super User* or the *Purchasing, US Federal* responsibility. Click **Setup**, then **Purchasing**, and then **Document Styles**.
 - To use the predefined document style, *IGT Document Style*:
 - If you are using Oracle Purchasing, then leave this document style as it is (unless you are using a custom workflow).
 - If you are using Oracle CLM, then select the **CLM Enabled** option. On the **Document Styles** page, enter IGT Document Style in the **Name** field. Select the **CLM Enabled** check box and click **Apply**.
 - To use a custom document style, use the **Documents Styles** page to create a new document style.
 - Select **IGT Enabled**. When you select this option, the document style is associated with IGTs and update is disabled.
 - Select **UDA Enabled**.
 - Select **CLM Enabled**.
 - In the **Document Controls** region, in the **Approval Workflow** field, select **PO IGT APPROVAL**.
 - In the **Workflow Startup Process** field, select **PO IGT Approval Top Process**.

Note: The line types used for G-Invoicing are Goods and Services. Temp Labor does not apply to IGTs. Therefore, the **Commodities** region on the **Document Styles** page includes only goods and services as purchase bases. By default, both types are selected.

For more information about custom document styles, see Document Styles, *Oracle Contract Lifecycle Management for Public Sector Implementation Guide*.

6. (Conditional) If you are using Oracle Approvals Management (AME), configure an approval workflow.

Include the following elements:

- Attribute: IGT_FLAG
- Condition: IGT_FLAG (Y)
- Approver group (approvers other than the funding and program officials, who are the *post approvers*)
- IGT Signature Group: IGT_SIGN_GROUP
- Rule: IGT_SIGNATURE_RULE

Note: On the **IGT Order** page, you can enter program and funding officials as post approvers. After the approvers from the AME workflow approve the order, the approval notification is sent to the post approvers.

7. (Optional) Enable e-signatures for program and funding officials.

If you use e-signatures for IGT order approval in Oracle CLM or Oracle Purchasing, then enable e-signatures for the program and funding officials.

Using the *CLM Purchasing Super User* or the *Purchasing, US Federal* responsibility, click **Setup**, then **Purchasing**, and then **Document Styles**.

Select an IGT document style and click **Update**.

In the **Document Controls** region, select **Enable e-Signature for Program and Funding Official**.

Click **Apply**.

8. Set purchasing options.

Using the *CLM Purchasing Super User* or the *Purchasing, US Federal* responsibility, click **Setup**, then **Organizations**, and then **Purchasing Options**. The **Purchasing**

Options page appears.

- (Optional) If you want a specific buyer to be automatically assigned to all GT&Cs, specify that buyer in the **Buyer** field in the **Document Defaults** region.

Note: A default buyer is mandatory in the purchasing options. If you want to set up multiple buyers to be used depending on certain attributes, then use the custom hook **PO_CUSTOM_IGT_PKG** to populate buyer names.

- In the **Receipt Accounting** region, specify when to accrue expense items: at period end, or at receipt.
 - In the **G-Invoicing Defaults** region, in the **Document Style for Pull** field, select the default document style that you created in the **Document Styles** page. All global and local styles that are related to the selected operating unit (OU) are available in this field. If you select a local document style, it must have the same OU as the one selected in the purchasing options.
9. Enter a default ship-to location in either the supplier details or the financial options. Use the *CLM Purchasing Super User* or the *Purchasing, US Federal* responsibility.
- Click **Buyer Work Center**, then **Suppliers**, and then **Purchasing** and then enter the ship-to location for the supplier site.
 - Search for a supplier and click **Update**.
 - In the side navigation panel, click **Purchasing**.
 - For financial options, click **Suppliers** and then **Purchasing**, and enter the ship-to location.
10. Review the predefined UDA templates and associated attributes, and compile each template before use.
- From the home page, select either the *CLM Purchasing Super User* or the *Purchasing, US Federal* responsibility.
 - Click **Setup**, then **Attribute Setup Workbench**, then **Attribute Templates**.
 - If you are using the predefined template, verify that the template has all the usages and attributes listed in this guide and that it is compiled.

For details on attribute templates, see Appendix: Attributes and Usages for Templates in G-Invoicing, page A-1.

The predefined attribute template for GT&Cs has only one header template. For IGT orders there are four templates: Header, Line, Schedule, and Distribution.

Note: If you use a custom UDA templates, create each template by first selecting a predefined template and then copying the usages, attributes, and groups. For modifications, you must also copy the document numbering and ensure that the template has modification context. If there is a change in an attribute group or template, then compile the template before you use it.

See Attribute Groups, Actions, and Functions for Templates in G-Invoicing, page A-21 for more information.

11. Create a servicing agency as a supplier and set the servicing agency location code (ALC) as the supplier site. Provide global details (the Trading Partner Agency Identifier) under **Organizations**, ALC for the bank account under **Banking Details** (click **Show Bank Account Details**) in the **Edit Supplier** page.
12. Enter the requesting ALC in the buying agency bank account details in the **Federal Controls** page.

Select the *Payables Super User* responsibility, then **Setup**, then **Bank Account**, then **Account Controls**, and then **Federal Controls**.

13. Add the Federal IGT UOM context to the UOM DFF, and set the **IGT** flag for the context to Yes.

Only the UOMs that you add to the Federal IGT UOM are used in intragovernmental transactions.

- To set up a UOM that is published in the G-Invoicing Portal and already exists in Oracle Purchasing, set the **IGT** flag to Yes for the Federal IGT UOM context.
- To set up a UOM that is published in the G-Invoicing Portal but does not exist in Oracle Purchasing, create the UOM in Oracle Purchasing and then set the **IGT** flag to Yes for the Federal IGT UOM context.

Note: According to the federal G-Invoicing specifications, only the UOMs that are published in the federal G-Invoicing Portal are accepted.

See: Defining Units of Measure, *Oracle Inventory User's Guide*

For G-Invoicing, Oracle CLM and Oracle Purchasing include the lookup type PO_IGT_UOM. Enable either the IGT UOM Context attribute1 (if it is not used for another purpose) or add the UOM codes in the PO_IGT_UOM lookup type. The IGT requisition and order pages display these units of measure.

When you define a unit of measure in EBS, ensure that the value of the **UOM** field in EBS matches the UOM code in G-Invoicing, and the value of the **UOM Name** field in EBS matches the UOM Description in G-Invoicing.

For example, if the federal G-Invoicing application has the UOM code *KG* with the description *kilogram*, then in EBS you must enter *KG* in the UOM field and *kilogram* as the UOM name. If these values are not set correctly, then the pull process for seller-facilitated orders (SFO) could fail.

14. Enter security certificate details and associate the system IDs that you received from the Treasury with the appropriate operating units. Do this on the **G-Invoicing Options** page.

See G-Invoicing Options, page 2-15 for more information.

For more information about configuring keystore and truststore details and copying the Fiscal Service schema, refer to My Oracle Support Document 2600811.1 [<https://support.oracle.com/epmos/faces/DocumentDisplay?id=2600811.1>], *G-Invoicing Integration*.

15. (Conditional) Update line types.

If you are using Oracle CLM or Oracle Purchasing as a financial system and you pull approved orders to track obligations and performance, then you must set the default categories for goods and services line types. If the unit price is equal to \$1 for all the schedules in an order line, then the lines are treated as amount-based lines. Otherwise, they are treated as goods-based lines. Based on the above condition, the system derives the first line type available that has an assigned category.

To set a default category for each line type, perform the following steps.

- Select either the *CLM Purchasing Super User* or *Purchasing, US Federal* responsibility.
- Click **Setup**, then **Purchasing**, then **Line Types**.
- Locate the **Goods** line type and click **Update**.
- In the **Update Line Type** page, select a category and click **Apply**. The value specified in this page is used by default when an IGT order is created.

You can override the line type and category using the custom hook `PO_IGTORD_CUSTOM`.

- Repeat Steps 3 and 4 for the **Services** line type.

Note: If the FOB point is Source or Origin, then two-way matching is used by default. If the FOB point is Destination or

Other, then three-way matching is used.

Administering G-Invoicing

The following tasks accomplish the actual exchange of data. Schedule concurrent programs to run regularly to maintain the flow of data.

1. Pull group definitions for requesting and servicing agency accounts from the federal G-Invoicing application by running the *Intragovernmental Groups for Agency Interface Program*. After you run this program, the application automatically runs another program to pull the TAS-BETCs.

See Pulling Organizational Groups and Data, page 2-17 and Pulling TAS-BETCs for a Group, page 2-18 for more information.

2. Pull GT&C data from the federal G-Invoicing application by running the *Intragovernmental Agreements (GT&C) Interface Program*. After you run this program, the application automatically runs another program to process the retrieved data and create the GT&Cs in EBS.

See: Pulling GT&Cs, page 2-19

3. Pull groups that are assigned to GT&Cs in the federal G-Invoicing application into Oracle EBS. When an agency user creates an IGT order and selects GT&Cs, only the groups and ALCs assigned to the selected GT&Cs are available.

See: Pulling Groups for GT&Cs, page 2-21

4. Push order data from Oracle EBS to the federal G-Invoicing application by running the *Intragovernmental Orders Interface Program*.

See: Pushing and Pulling IGT Orders, page 2-22

Note: You do not need to schedule or run the *PO IGT Order Generate & Push XML* concurrent program manually. The *PO IGT Order Generate & Push XML* program generates the XML after the order is approved within the requesting agency.

5. Pull performance transactions into Oracle EBS.

See: Pulling and Pushing Performance Records, page 2-23

6. (Optional) Set up and maintain group security for IGT documents.

You can use the predefined securing attribute IGT_GROUP_ID to restrict a user's access only to documents for a specific group or groups. In the **Users** window, click

the **Securing Attributes** tab, select the **IGT_GROUP_ID** attribute, and enter the group ID. You can grant a user access to multiple groups by associating the user with more than one group ID.

Note: You can get the group ID from the federal G-Invoicing application or from a GT&C document.

See Organizational Groups in G-Invoicing and Oracle E-Business Suite, page 2-11 for more information.

Organizational Groups in G-Invoicing and Oracle E-Business Suite

In the federal G-Invoicing application, administrators control access to intragovernmental transaction (IGT) documents by group assignment. Each user in the federal G-Invoicing application belongs to a group, and can only access IGT documents for that group. Documents with controlled access include GT&Cs, orders, and performance records, and attachments to those documents.

Groups in Oracle E-Business Suite

To push and pull IGT data to and from the federal G-Invoicing application, the group structures in your agency's system must mirror the group structures in the federal application. Oracle EBS accomplishes this through the association of a system ID with an agency and operating unit. See G-Invoicing Options, page 2-15 for more information about this association.

After you pull group information (See Administering G-Invoicing, page 2-10 and Pulling Organizational Groups and Data, page 2-17) the following information is available in Oracle EBS:

- Groups for GT&Cs
- Groups in agency accounts
- TAS and BETCs details for groups

Who Can Access G-Invoicing Data in Oracle EBS

Oracle EBS uses operating units to control access to IGT documents in Oracle CLM, Oracle Purchasing, and Oracle Projects. Optionally, you can further restrict access at the user level by using the predefined IGT_GROUP_ID securing attribute to associate a user with a specific group or groups. If a user is not associated with a group, then the user can view IGT documents for all groups in the same operating unit.

Viewing Group Details

Users at a requesting agency can view group information based on their security setup. The group information is available in the following locations:

- **GT&Cs** tab: In the **Controls** region, the **Requesting Group Information** and **Servicing Information** regions display operational group names and agency location codes. When you create an IGT order, you must select requesting and servicing group details and ALC details.
- **IGT Orders**: In the **Headers** subtab, the **Requesting Group Information** and **Servicing Information** regions display operational group names and agency location codes.

Setting Up Access Control

Access to Oracle G-Invoicing is set up using Role Based Access Control (RBAC). If you create a custom responsibility or menu structure, refer to the following tables to set up access control.

The following roles, menus and functions control access to the G-Invoicing features.

G-Invoicing Roles

| Role Name | Role Code | Description |
|------------------------|-----------------------|--|
| IGT Configuration Role | UMX IGT_CONFIG | Allows the user to access and update the G-Invoicing Options, G-Invoicing Requests, and G-Invoicing Groups pages. |
| IGT GTC Viewer Role | UMX IGT_GTC_VIEWER | Allows the user to view GT&Cs in Oracle CLM and Oracle Purchasing. |
| IGT Order Manager Role | UMX IGT_ORDER_MANAGER | Allows the user to create, modify, and view orders in Oracle CLM and Oracle Purchasing. Allows the user to access the G-Invoicing Groups TAS/BETCs page. |

| Role Name | Role Code | Description |
|------------------------------|-----------------------------|---|
| IGT Order Viewer Role | UMX IGT_ORDER_VIEWER | Allows the user only to view orders. |
| IGT Performance Manager Role | UMX IGT_PERFORMANCE_MANAGER | Allows the user to create and view performance transactions. |
| IGT Performance Viewer Role | UMX IGT_PERFORMANCE_VIEWER | <p>Allows user to grant view only access to performance transactions. The user can only view EZ invoices.</p> <p>If the agency has the UMX IGT_EZ_MANAGER role (IGT EZ Manager Role), then they can update EZ invoices, accept or reject an EZ invoice.</p> |
| IGT EZ Manager Role | UMX IGT_EZ_MANAGER | Allows the user to create and update EZ invoices, accept or reject an EZ invoice. |

G-Invoicing Menus

| Menu Name | Menu Code |
|---------------------------------------|---------------------------|
| PO IGT View GT&C Sub Tab | PO_IGT_GTNC_SUBTAB |
| PO IGT Orders Sub Tab | PO_IGT_ORDERS_SUB_TAB |
| PO IGT Order Modifications Sub Tab | PO_IGT_ORDER_MODS_SUB_TAB |
| PO IGT Performance Sub Tab | PO_IGT_PERF_SUB_TAB |
| PO Unprocessed IGT Request Sub Tab | PO_IGT_UNPRSSD_REQ_SUBTAB |
| iProcurement: Non-Catalog Request IGT | ICXPOR_NONCATALOG_IGT |

G-Invoicing Functions

| User Function Name | Function Code |
|---|--------------------------|
| G-Invoicing Configuration Page | PO_IGT_CONFIG_FN |
| PO GT&C Summary Page | PO_IGT_GTNC_SUMMARY |
| PO GT&C Details Page | PO_IGT_GTNC_DTLS |
| PO IGT Orders Summary Page | PO_IGT_ORDERS_SUMMARY |
| PO IGT Order Modifications Summary Page | PO_IGT_ORDER_MOD_SUMMARY |
| PO IGT Performance Summary Page | PO_IGT_PERF_SUMMARY |
| PO IGT Performance View/Update Page | PO_IGT_PERF_VIEW_UPDATE |
| iProcurement: Non-Catalog Page IGT | ICXPOR_NONCAT_PAGE_IGT |
| PO IGT Notifications | PO_IGT_NOTIF |
| Performance Notification | PO_IGT_PERF_NOTIF |
| G-Invoicing Requests Page | PO_IGT_REQUESTS_FN |
| G-Invoicing Groups Page | PO_IGT_GROUPSTREE_FN |
| G-Invoicing TASBETC Page | PO_IGT_TASBETC_FN |

G-Invoicing Permission Sets

| Permission Set Name | Permission Set Code |
|------------------------------------|------------------------|
| IGT Configuration Permission Set | IGT_CONFIG_PS |
| PO IGT View GTC Permission Set | PO_IGT_VIEW_GTC_PS |
| PO IGT Update Order Permission Set | PO_IGT_UPDATE_ORDER_PS |

| Permission Set Name | Permission Set Code |
|--|------------------------------|
| PO IGT View Order Permission Set | PO_IGT_VIEW_ORDER_PS |
| PO IGT Update Performance Permission Set | PO_IGT_UPDATE_PERFORMANCE_PS |
| ICX Intragovernmental Request Permission Set | ICX_NONCAT_IGT_PS |

G-Invoicing Grants

| Grant Name | Permission Set Name | Access Role | Responsibility |
|--|---|---|--|
| IGT GTC Viewer Grant | PO IGT View GTC Permission Set | IGT GTC Viewer Role | CLM Super User or Purchasing, US Federal |
| IGT Order Manager Grant | PO IGT Update Order Permission Set | IGT Order Manager Role | CLM Super User or Purchasing, US Federal |
| IGT Order Viewer Grant | PO IGT View Order Permission Set | IGT Order Viewer Role | CLM Super User or Purchasing, US Federal |
| IGT Configuration Grant | IGT Configuration Permission Set | IGT Configuration Role | CLM Super User or Purchasing, US Federal |
| IGT Performance Manager Grant | PO IGT Update Performance Permission Set | IGT Performance Manager Role | CLM Super User or Purchasing, US Federal |
| ICX: Intragovernmental Request Access Grant | ICX Intragovernmental Request Permission Set | ICX: Intragovernmental Request Access Role | CLM iProcurement or Federal iProcurement |

Setting G-Invoicing Options

Use the **G-Invoicing Options** page to add security certificate and schema details and to

associate system IDs.

Adding Security Certificate and Schema Details

Prerequisites

You must complete the following steps before you add security certificate details:

- Configure keystore and truststore details to integrate with the federal G-Invoicing application.
- Copy the Fiscal Service schema to the Oracle E-Business Suite middle tier to enable REST services integration with the federal G-Invoicing application.

To add security certificate details, perform the following steps:

1. From the **Home** page, click the *CLM Purchasing Super User* responsibility.
2. Click **Setup**, then **Organizations**, and then **G-Invoicing Options**.
3. In the **Security Certificate Details** region, enter a truststore path and a truststore password. The path is the location in which you store the certificate provided by the Treasury.
4. Enter a keystore path and a keystore password. The path is the location in which you store the certificate that you provide for verification.
5. In the **Schema Details** region, enter the order schema path. This is the location of the Order Schema XSD file.
6. Enter the performance schema path. This is the location of the Performance Schema XSD file.

Associating System IDs

Each federal agency has one or more system IDs allocated to it. In Oracle EBS, agencies generally correlate with operating units. To ensure the accurate exchange of G-Invoicing data between Oracle EBS and the federal G-Invoicing application, you must associate each system ID with the appropriate agency and operating unit.

1. In the **Associate System IDs** region, select the agency type. If the requesting and servicing agencies share the same organization hierarchy and have the same system ID, then select **Both**. Otherwise, select **Requesting Agency**.
2. Select the operating unit to associate with the system ID.
3. Enter the system ID provided to you by the federal government.

4. In the **Requesting Agency Order Creation and Approval** list, select the initiation point or interface origin for your orders.

If you plan to create and approve intragovernmental orders in EBS, then select **E-Business Suite**. If you are using EBS as a financial system and the federal G-Invoicing application to create intragovernmental transactions, then select **G-Invoicing**. The default value is **E-Business Suite**.

You can switch the value from G-Invoicing to E-Business Suite but not vice-versa. If you create a transaction using an operating unit and associate it to a system ID, then you cannot delete the row on the **G-Invoicing Options** page.

5. In the **GT&C Response Type**, select **XML** or **JSON** type.
6. In the **Order and Performance Response Type**, select **XML** or **JSON** type.

Oracle EBS now includes JSON support for interfacing GT&C, orders, and performances with federal G-Invoicing to conform with the US Treasury mandate for faster data transmission and smaller file sizes. This change allows the JSON-based interface to coexist with the existing XML-based interface.

Note: If you are using the 7600 Easy (EZ) Invoicing functionality, then you must select JSON response type. For the other features, you can choose either XML or JSON.

7. Click **Apply**.

To remove this mapping, click **Delete**. Once you create a transaction in the operating unit associated with the system ID, then the Delete option is disabled.

Important: Each time you apply a consolidation patch, you should return to this page and click **Apply**.

Pulling Organizational Groups and Data

To pull group definitions from the federal G-Invoicing application into Oracle EBS, run the *Intragovernmental Groups for Agency Interface Program*. Schedule this program to run as often as needed to keep the G-Invoicing data current.

When you run this program, the application automatically runs the *Intragovernmental TAS-BETCs for Group Interface Program*. See Pulling TAS-BETCs Details for a Group, page 2-18 for more information.

1. If you are in a different responsibility, switch to *CLM Purchasing Super User*.
2. On the home page, click **Reports** and then **Schedule Requests**.

The **Schedule Request: Define** page appears.

3. Select **New Request**.
4. In the **Program Name** field, enter *Intragovernmental Groups for Agency Interface Program*.
5. In the **Parameters** tab, enter the following details:
 - **Agency Type**: Select **Requesting Agency**.
 - **Operating Unit**: Select the operating unit for which you want to pull the group information.
6. Submit the concurrent request.

When the concurrent program successfully pulls the group hierarchy and its information, you can see the details in the **G-Invoicing Groups** page. From the **Home** page, using either the *CLM Purchasing Super User* or the *Purchasing, US Federal responsibility*, click **Setup**, then **Organizations** and then **G-Invoicing Groups**.

Pulling TAS-BETC Details for a Group

Normally, you do not need to perform this task because when you run the *Intragovernmental Groups for Agency Interface Program*, the application automatically runs the *Intragovernmental TAS-BETCs for Group Interface Program* to pull TAS-BETC details. However, if you encounter errors, then you can run this program manually.

When the pull TAS and BETC program is run, the system pulls only the TAS and BETCs for groups that have been updated since the last program run. This improves performance as the child request is spawned only for modified groups.

1. If you are in a different responsibility, switch to *CLM Purchasing Super User*.
2. On the **Home** page, click **Reports** and then click **Schedule Requests**. The **Schedule Request: Define** page appears.
3. Click **New Request**.
4. In the **Program Name** field, enter *Intragovernmental TAS-BETCs for Group Interface Program*.
5. In the **Parameters** tab, enter the following details:
 - **Agency Type**: Select **Requesting Agency**.

- **Operating Unit:** Select the operating unit for which to pull TAS-BETC details.
- **Pull TAS-BETCs:** Select from the value, **For All Groups** or **For Modified Groups** for which to pull TAS-BETC details.

Based on the selected value, the system runs child requests to pull TAS-BETCs for all groups or for only modified groups.

The groups that were modified after the last pull of groups request are considered as the recently modified groups. While comparing dates, the system considers only the truncated date, not the time stamp.

6. Submit the concurrent request.

Note: Schedule this program to run as often as required to keep the G-Invoicing data current.

After you pull TAS-BETC details, you can view the details for a specific group. Select the *CLM Purchasing Super User* or the *Purchasing, US Federal* responsibility. Click **Setup**, then **Organizations**, then **G-Invoicing Groups TAS/BETCs**, and search for a group.

Pulling GT&Cs

When you pull GT&Cs, the program returns a list of GT&Cs and attachments, for which Oracle EBS then pulls the XML data and stores it locally.

Note: Oracle EBS pulls GT&C data based on the parameters available in the concurrent program.

If GT&Cs are subsequently modified then Oracle EBS pulls the data again, based on the last-modified date, to synchronize with previously created GT&Cs. Schedule the concurrent program to run regularly to keep the data current.

To pull GT&C data from the federal G-Invoicing application to Oracle EBS, run the *Intragovernmental Agreements (GT&C) Interface Program*.

1. If you are in a different responsibility, switch to *CLM Purchasing Super User*.
2. On the home page, click **Reports** and then click **Schedule Requests**. The **Schedule Request: Define** page appears.
3. Click **New Request**.
4. In the **Program Name** field, enter *Intragovernmental Agreements (GT&C) Interface*

Program.

5. In the **Parameters** tab, enter the following details:
 - **Agency Type:** Select **Requesting Agency**.
 - **Request Mode:** Keep the default value, which is **Pull**.
 - **Request Type:** Select **Get GT&C List**.
 - **Operating Unit:** Select the operating unit for which to pull GT&C data.
 - **Agency Location Code:** Optional. Specify an ALC for which to retrieve GT&Cs.
If you do not specify an ALC, then the application retrieves the data for all ALC codes mapped to the specified OU.
 - **Document Number:** Optional. Enter a GT&C number (from the federal G-Invoicing application) to retrieve GT&Cs for that document.
If you leave this field blank, then the application retrieves GT&Cs for all documents that are in the status that you select in the **Document Status** field.
 - **Document Status:** Select **Closed** or **Open for Orders**. The program retrieves data for GT&Cs in the selected status.
 - **Process Error Documents:** The default value is **No**. Select **Yes** to process documents that had errors during the last attempt. If you select **Yes** and specify a GT&C number, then only that document is processed. If you do not specify a GT&C number, then all GT&Cs with errors are processed.
6. Submit the concurrent request.

Note: After you run the *Intragovernmental Agreements (GT&C) Interface Program* to retrieve GT&C data, the *Intragovernmental Agreements (GT&C) Import Program* runs automatically to process retrieved data and creates the GT&Cs in Oracle EBS. You do not need to submit a request to run the import program unless the first run ends with errors. In that case, correct the errors and then run the import program again with the *Process Error Documents* parameter set to **Yes**.

The requesting administrator receives a notification when this concurrent program has run. The notification contains a list of GT&Cs that were created or modified or that ended with errors. The administrator can review the errors and take appropriate action.

Note: Schedule this program to run as often as required to keep the G-

Invoicing data current.

Pulling Groups for GT&Cs

After you pull GT&Cs from the federal G-Invoicing application, you must pull information about the groups associated with each GT&C.

To pull groups for GT&Cs in Oracle EBS, run the *Intragovernmental Groups for GT&C Interface Program*.

1. If you are in a different responsibility, switch to *CLM Purchasing Super User*.
2. On the home page, click **Reports** and then click **Schedule Requests**. The **Schedule Request: Define** page appears.
3. Select **New Request**.
4. In the **Program Name** field, enter Intragovernmental Groups for GT&C Interface Program.
5. In the **Parameters** tab, enter the following details:
 - **Agency Type:** Select **Requesting Agency**.
 - **Operating Unit:** Select the operating unit for which to pull GT&C data.
 - **GTC Number:** To pull group information for a specific GT&C, enter the GT&C number.

If you do not enter a number, then the application processes all the pending requests while pulling GT&Cs and GT&C modifications.

See Pulling GT&Cs, page 2-19 for more information.
6. Submit the concurrent request.

Note: Schedule this program to run as often as required to keep the G-Invoicing data current.

Pushing and Pulling IGT Orders

Requesting agencies create and preapprove orders in Oracle Purchasing or Oracle CLM and then push order data to the G-Invoicing application. Servicing agencies then pull the data into Oracle Projects, where they add and update their details as required. After a servicing agency provides the necessary information and approves an order in Oracle Projects, the servicing agency pushes the same order back to the federal G-Invoicing application using the same concurrent program. At that point, the order status in the federal G-Invoicing application changes to Open.

To pull or push orders, run the *Intragovernmental Order Interface Program*.

1. If you are in a different responsibility, switch to *CLM Purchasing Super User*.
2. On the home page, click **Reports** and then click **Schedule Requests**. The **Schedule Request: Define** page appears.
3. Select **New Request**.
4. In the **Program Name** field, enter Intragovernmental Orders Interface Program.
5. In the **Parameters** tab, enter the following details:
 - **Agency Type**: Select **Requesting Agency**.
 - **Request Mode**: Select **Push** to send data to or **Pull** to retrieve data from the federal G-Invoicing application.
 - **Request Type**:
 - If the request mode is pull, then select from the following values:
Get Order Attachment
Get Order List
Get Order by ID
 - If the request mode is push, then select from the following values:
Post Attachments
Post Orders
 - **Operating Unit**: Specify the operating unit.
 - **Agency Location Code** (Optional): To retrieve data for a specific agency, select its agency location code (ALC).
 - **Document Number** (Optional): To run the program for a specific order, enter

the document number.

- **Document Status** (Optional): If you specify a status, then the program only processes documents that are in that status.
 - **Process Error Documents**: If you select **Yes** and specify an order number, then errors for only that order are processed. If you do not specify a order number, then all orders with errors are processed. The default value is **No**.
6. Submit the concurrent request.

Note: Schedule this program to run as often as required to keep the G-Invoicing data current.

Note: After an order is approved within the requesting agency, the *PO IGT Order Generate & Push XML* process generates the XML.

You need not run the program manually, because it runs automatically when the *Intragovernmental Orders Interface Program* runs successfully.

Pulling and Pushing Performance Records

To pull or push performance transactions in XML format, run the *Intragovernmental Performance Interface Program*.

1. If you are in a different responsibility, switch to *CLM Purchasing Super User*.
2. On the home page, click **Reports** and then click **Schedule Requests**. The **Schedule Request: Define** page appears.
3. Select **New Request**.
4. In the **Program Name** field, enter *Intragovernmental Performance Interface Program*.
5. In the **Parameters** tab, enter the following details:
 - **Agency Type**: Select **Requesting Agency**.
 - **Request Mode**: Select a request mode.
 - **Request Type**: Select a request type from the list.
 - **Operating Unit**: Select the operating unit to retrieve data for that OU.

- **Agency Location Code:** Select an agency location code to retrieve data for that agency. You can leave this parameter blank to retrieve data for all ALCs defined for the OU.
- **Order Number** (Optional): Enter the order number to run the program for a specific order.
- **Performance Number** (Optional): Enter the performance number to run the program for a specific order.
- **Performance Status:** (Optional): Select the performance status to run the program for a specific performance status.
Agencies can now pull deleted performances by selecting the performance status.
- **Process Error Documents:** If you select **Yes** and specify a performance number, then errors for only that document are processed. If you do not specify a document number, then all errors are processed. The default value is **No**.

6. Submit the concurrent request.

Note: Schedule this program to run as often as required to keep the G-Invoicing data current.

Intragovernmental Performance Integration with Oracle Payables

This concurrent program creates an invoice without invoice validation, accounting, and payment. The status in the history table displays Success Invoicing. If you use this concurrent program, then you will need to validate, account, and post to GL manually or using Oracle Payables programs.

To run the *Intragovernmental Performance Integration to Payables* concurrent program:

1. If you are in a different responsibility, switch to *CLM Purchasing Super User*.
2. Click **Requests** and then click **Submit a New Request**.
3. In the **Name** field, enter *Intragovernmental Performance Integration to Payables Program*.
The **Submit Requests: Define window** appears.
4. Select an operating unit.

5. (Optional) Select an order number.
6. Select an invoice type:
 - **Prepayment Invoice** (advance performance)
 - **Standard Invoice** (delivery performance)
 - **Credit Memo**
7. In the **Process Error Documents** field, select **Yes** or **No**. If you select **Yes** and specify an order number, then only that order is processed. If you do not specify an order number, then all orders with errors are processed. The default value is **No**.

Intragovernmental Performance Integration with Receiving

When FOB is Destination, this concurrent program creates receipts for delivery performance and corrections to receipts when there is an adjustment to a delivery performance.

To run this program, perform the following steps.

1. Navigate to the *CLM Purchasing Super User* responsibility or *Purchasing* responsibility.
2. Click **Requests**.
3. Select **Submit a New Request**. The **Submit Requests: Define window** appears.
4. Search for and select the *Intragovernmental Performance Integration to Receiving Program*.
5. Select your operating unit.
6. Optional. Select the order number.
7. In the **Process Error Documents** field, select **Yes** or **No**. If you select **Yes** and specify an order number, then only that order is processed. If you do not specify a document number, then all orders with errors are processed. The default value is **No**.

Viewing Request Status and Group Information

Administrators can view G-Invoicing requests to track the request status of each exchange of data with the federal G-Invoicing application. You can also view request and response XML by document number. To view the request status along with the IGT document number and related parameters, navigate to the **G-Invoicing Requests** page.

Viewing Organizational Group Structure

Users with the Order Manager (Administrator) and Order Viewer roles can view TAS and BETC details on the **G-Invoicing Groups TAS/BETCs** page. This page displays the information that was defined in the federal G-Invoicing application and pulled into Oracle E-Business Suite.

You can access this page from the **Order Summary** page and the **Update Order** page.

This page displays the following details related to organizational group structure:

- Group name
- Description
- ID
- Status
- Agency Location Code
- Creation Date
- Last Update Date
- Deactivation Date

The **TAS Filters** region displays the following details:

- Agency Identifier
- Allocation Transfer Agency (ATA)
- Subaccount
- Main Account

Viewing TAS and BETC Details for a Group

Enter the agency type, the operating unit, and the group name to retrieve the TAS and BETC details. There may be multiple TAS and BETC combinations available for a group.

The **G-Invoicing Groups TAS/BETCs** page displays the following details:

- Sublevel Prefix
- Agency ID

- Availability Type
- Beginning Period of Availability (BPOA)
- Ending Period of Availability (EPOA)
- Main Account
- Subaccount
- Business Event Type Code (BETC)

Configuring Descriptive Flexfields for GT&C and Agency Information

You must add the DFF context code PR_IGT_AGENCY_INFO for the requisition header DFFs to capture GT&C and agency information. This is done in Oracle Purchasing.

Add the DFF context

1. Switch to the *Purchasing, US Federal* responsibility.
2. Click **Setup**, then **Flexfields**, then **Descriptive**, and then **Segments**. The **Descriptive Flexfield Segments** window appears.
3. In the **Title** field, query Requisition Headers.
4. Unfreeze the flexfield definition.
5. In the **Context Field Values** multi-record block, in a new record, enter PR_IGT_AGENCY_INFO in the **Code** field.
6. With the new record selected, click **Segments**. The **Segments Summary** window appears.
7. Add the following segments for the context you defined:

DFF Definitions for GT&C and Agency

| Number | Name | Window Prompt | Column | Value Set |
|--------|---------------|---------------|-----------|-----------------|
| 10 | SOURCE_DOC_ID | GT&C | ATTRIBUTE | PO_IGT_GTNC_DOC |

| | | | | |
|----|--------------------|------------------|-----------|-------------------------|
| 15 | REQ_GROUP_I NFO | Requesting Group | ATTRIBUTE | PO_IGT_REQ_GROUP _F |
| 20 | REQ_ALC_INF O | Requesting ALC | ATTRIBUTE | PO_IGT_REQ_ALC_F |
| 25 | SER_GROUP_I NFO | Servicing Group | ATTRIBUTE | PO_IGT_SERV_GROU P_F |
| 30 | SER_ALC_INF O | Servicing ALC | ATTRIBUTE | PO_IGT_SERV_ALC_F |

Defining Segments

| Number | Name | Window Prompt | Column | Value Set | Enabled Displayed |
|--------|----------------|------------------|------------|---------------------|---|
| 10 | SOURCE_DOC_ID | GT&C | ATTRIBUTE5 | PO_IGT_GTNC_DOC | <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> |
| 15 | REQ_GROUP_INFO | Requesting Group | ATTRIBUTE1 | PO_IGT_REQ_GROUP_F | <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> |
| 20 | REQ_ALC_INFO | Requesting ALC | ATTRIBUTE2 | PO_IGT_REQ_ALC_F | <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> |
| 25 | SER_GROUP_INFO | Servicing Group | ATTRIBUTE3 | PO_IGT_SERV_GROUP_F | <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> |
| 30 | SER_ALC_INFO | Servicing ALC | ATTRIBUTE4 | PO_IGT_SERV_ALC_F | <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> |
| | | | | | <input type="checkbox"/> <input type="checkbox"/> |
| | | | | | <input type="checkbox"/> <input type="checkbox"/> |
| | | | | | <input type="checkbox"/> <input type="checkbox"/> |
| | | | | | <input type="checkbox"/> <input type="checkbox"/> |
| | | | | | <input type="checkbox"/> <input type="checkbox"/> |
| | | | | | <input type="checkbox"/> <input type="checkbox"/> |

Value Set New Open

Compile Segments

Note: Ensure that the DFF attribute name is as given in the DFF Definitions for GT&C and Agency table above. In the **Column** field, enter any attribute available at your site. The value sets displayed in the table are predefined and you can use them when defining attributes. Mark all the attributes as required and entered when creating IGT requisitions in Oracle Purchasing.

Define a DFF for GT&Cs and Associate a Value Set

Define a DFF for GT&Cs and associate a value set as shown in the DFF Definitions for GT&C and Agency table above and in the Segments (Requisition Headers) image:

Segments (Requisition Headers)

The screenshot shows the 'Descriptive Flexfield Segments' window. The main window title is 'Segments (Requisition Headers) - Agency Information'. Below the title bar, there are several tabs: 'Segments Summary (Requisition Headers) - Agency Information' and 'Segments (Requisition Headers) - Agency Information'. The 'Segments (Requisition Headers) - Agency Information' tab is active. The window contains the following fields and options:

- Name:** SOURCE_DOC_ID
- Column:** ATTRIBUTES
- Description:** (empty field)
- Number:** 10
- Enabled:** ☒
- Displayed:** ☒
- Validation:**
 - Value Set:** PO_IJT_GTNC_DOC
 - Description:** GT and C Documents
 - Default Type:** (empty field)
 - Default Value:** (empty field)
 - Required:** ☒
 - Security Enabled:** ☐
 - Range:** (empty field)
- Sizes:**
 - Display Size:** 20
 - Description Size:** 50
 - Concatenated Description Size:** 25
- Prompts:**
 - List of Values:** SOURCE_DOC_ID
 - Window:** GT&C

At the bottom right, there is a 'Value Set' button. At the bottom center, there are 'Compile' and 'Segments' buttons.

Define a DFF for the Requesting Agency ALC and Associate a Value Set

Define a DFF for the requesting agency location code (ALC) and associate a value set as shown below:

Defining Value Sets for Requesting Agency Information

Segments Summary (Requisition Headers) - Agency Information

Segments (Requisition Headers) - Agency Information

| | | | | |
|--|------------------|---|-------------------------------------|---|
| Name | REQ_ALC_INFO | Description | | <input checked="" type="checkbox"/> Enabled |
| Column | ATTRIBUTE2 | Number | 20 | <input checked="" type="checkbox"/> Displayed |
| Validation | | | | |
| Value Set | PO_IGT_REQ_ALC_F | Description | PO IGT Requesting Agency ALC for Fo | |
| Default Type | | Default Value | | |
| <input checked="" type="checkbox"/> Required | | <input type="checkbox"/> Security Enabled | Range | |
| Sizes | | | | |
| Display Size | 50 | | | |
| Description Size | 50 | | | |
| Concatenated Description Size | 25 | | | |
| Prompts | | | | |
| List of Values | REQ_ALC_INFO | | | |
| Window | Requesting ALC | | | |

Value Set

Compile **Segments**

Define a DFF for the Servicing Agency ALC and Associate a Value Set

Define a DFF for the servicing agency location code (ALC) and associate a value set as shown below:

Defining Value Sets for Servicing Agency

The screenshot shows the 'Defining Value Sets for Servicing Agency' window. The main configuration area includes the following fields:

- Name:** SER_ALC_INFO
- Column:** ATTRIBUTE4
- Number:** 30
- Description:** (empty)
- Value Set:** PO_IGT_SERV_ALC_F
- Default Type:** (empty)
- Validation:** ☒ Required
- Description:** PO IGT Servicing Agency ALC for Forr
- Default Value:** (empty)
- Security Enabled:** ☐
- Range:** (empty)
- Sizes:**
 - Display Size: 50
 - Description Size: 50
 - Concatenated Description Size: 25
- Prompts:**
 - List of Values: SER_ALC_INFO
 - Window: Servicing ALC

At the bottom right, there is a 'Value Set' button. At the bottom center, there are 'Compile' and 'Segments' buttons.

TAS Validation Extension

Add a custom validation and extension to validate TAS.

Validate the TAS derived for the funding segment in the charge account against the requesting group entered for the DFF. Retrieve the requesting group and the requesting ALC captured in DFFs and invoke the following program:

```
icx_por_igt_validations.validate_igt_tas_betc
```

Configuring Descriptive Flexfields for Performance Accounting Transactions

Set up the following DFFs to maintain a link between performance transactions and the corresponding receiving transactions.

Note: Do not set up DFFs to link performance transactions with Oracle Payables invoices. That connection is already defined using the reference columns of the invoice tables.

DFF Definitions for Performance Accounting Transactions

| Applicat ion | Title | Context | Segments | | | |
|-----------------|--------------------------|------------------------|----------------------------|----------------------------------|----------------------------------|---------------|
| | | | Sequen ce Numbe r | Name | Window Prompt | Column |
| Purchasi ng | RCV_SHIPMENT_HE ADERS | IGT Performanc e | 10 | Performan ce Number | Performan ce Number | ATTRIB UTE |
| | | | 20 | Performan ce ID | Performan ce ID | ATTRIB UTE |
| Purchasi ng | RCV_SHIPMENT_LI NES | IGT Performanc e | 10 | Performan ce Number | Performan ce Number | ATTRIB UTE |
| | | | 20 | Performan ce Detail Number | Performan ce Detail Number | ATTRIB UTE |
| | | | 30 | Performan ce Detail ID | Performan ce Detail ID | ATTRIB UTE |
| Purchasi ng | RCV_TRANSACTION S | IGT Performanc e | 10 | Performan ce Number | Performan ce Number | ATTRIB UTE |
| | | | 20 | Performan ce Detail Number | Performan ce Detail Number | ATTRIB UTE |
| | | | 30 | Performan ce Detail ID | Performan ce Detail ID | ATTRIB UTE |

Defining Descriptive Flexfields for Performance Accounting

When you define each DFF for performance accounting, use the exact title, context, and name specified in the DFF Definitions for Performance Accounting Transactions table

above. You can use any available attributes for the columns.

To define the RCV_SHIPMENT_HEADERS DFF:

1. Switch to the *Application Developer, US Federal* responsibility.

2. Click **Flexfield**, then **Descriptive**, and then **Register**.

The **Descriptive Flexfields** window appears.

3. Query the Purchasing application, with the table name RCV_SHIPMENT_HEADERS.

4. Deselect the **Protected** option.

5. Copy the title and define the DFFs as shown in the DFF Definitions for Performance Accounting Transactions, page 2-32 table.

File Edit View Folder Tools Window Help

Descriptive Flexfields

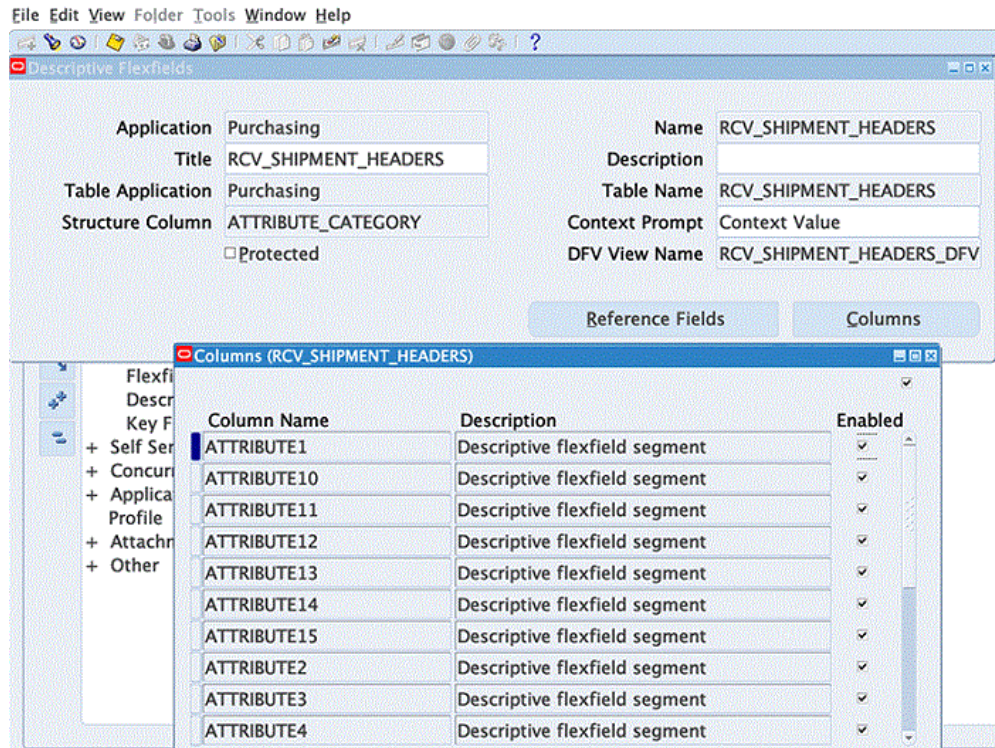
| | | | |
|------------------------------------|----------------------|----------------|---------------------------|
| Application | Purchasing | Name | RCV_SHIPMENT_HEADERS |
| Title | RCV_SHIPMENT_HEADERS | Description | |
| Table Application | Purchasing | Table Name | RCV_SHIPMENT_HEADERS |
| Structure Column | ATTRIBUTE_CATEGORY | Context Prompt | Context Value |
| <input type="checkbox"/> Protected | | DFV View Name | RCV_SHIPMENT_HEADERS_DFFV |

Reference Fields Columns

Flexfield Test
Descriptive Flexfields Test Page
Key Flexfields Test Page
+ Self Service Flexfield
+ Concurrent
+ Application
Profile
+ Attachments
+ Other

6. To verify the attributes registered for the title, click **Columns**.

The **Columns** window appears, displaying the column name attributes for the RCV_SHIPMENT_HEADERS table.



To create the receiving shipment headers DFF context:

1. Switch to the *Purchasing, US Federal* responsibility.
2. Click **Setup**, then **Flexfield**, then **Descriptive**, and then **Segment**.
3. In the **Title** field, query RCV_SHIPMENT_HEADERS.

The **Descriptive Flexfield Segments** window appears.

Descriptive Flexfield Segments

Application: Title:

☒ Freeze Flexfield Definition Segment Separator:

Context Field

Prompt: ☐ Required

Value Set: ☒ Displayed

Default Value: ☐ Synchronize with Reference Field

Reference Field:

Context Field Values

| Code | Name | Description | Enabled |
|----------------------|----------------------|-----------------------------|-------------------------------------|
| Global Data Elements | Global Data Elements | Global Data Element Context | <input checked="" type="checkbox"/> |
| IGT Performance | IGT Performance | IGT Performance | <input checked="" type="checkbox"/> |
| | | | <input type="checkbox"/> |
| | | | <input type="checkbox"/> |
| | | | <input type="checkbox"/> |
| | | | <input type="checkbox"/> |

Compile Segments

4. Unfreeze the flexfield definition.
5. In a new row in the **Context Field Values** multi-record block, enter **IGT Performance**.
This is the agency information defined as a DFF for the context.
6. Save your work.
7. Click **Segments**.
The **Segments Summary** window appears.
8. Add the segments for the DFF for the context you defined, as shown in the DFF Definitions for Performance Accounting Transactions, page 2-32 table.

| Number | Name | Window Prompt | Column | Value Set | Enabled | Displayed |
|--------|--------------------|--------------------|------------|-----------|-------------------------------------|-------------------------------------|
| 10 | Performance Number | Performance Number | ATTRIBUTE1 | | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| 20 | Performance Id | Performance Id | ATTRIBUTE2 | | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| | | | | | <input type="checkbox"/> | <input type="checkbox"/> |
| | | | | | <input type="checkbox"/> | <input type="checkbox"/> |
| | | | | | <input type="checkbox"/> | <input type="checkbox"/> |
| | | | | | <input type="checkbox"/> | <input type="checkbox"/> |
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| | | | | | <input type="checkbox"/> | <input type="checkbox"/> |
| | | | | | <input type="checkbox"/> | <input type="checkbox"/> |
| | | | | | <input type="checkbox"/> | <input type="checkbox"/> |

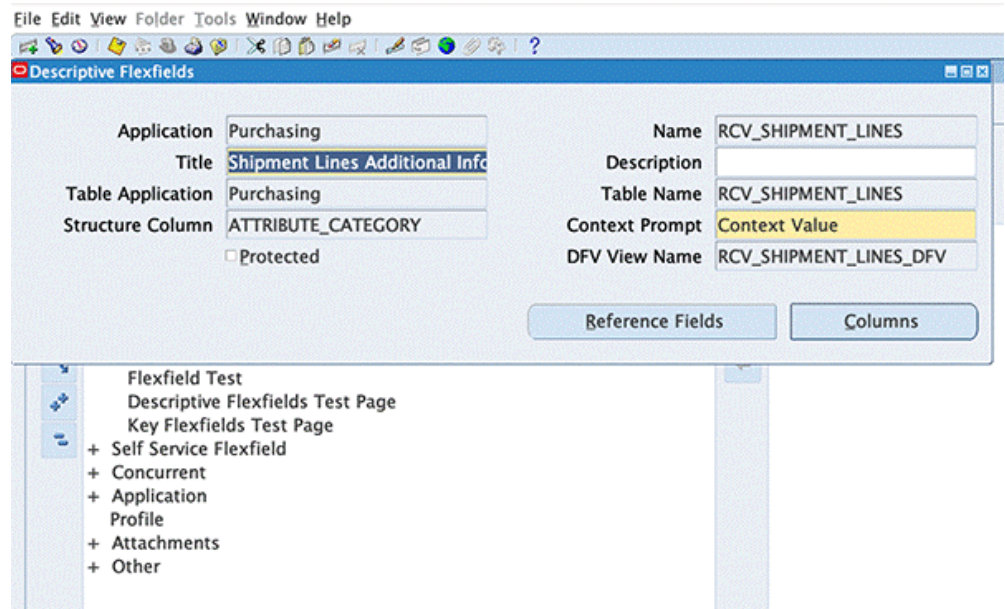
Value Set New Open

Compile Segments

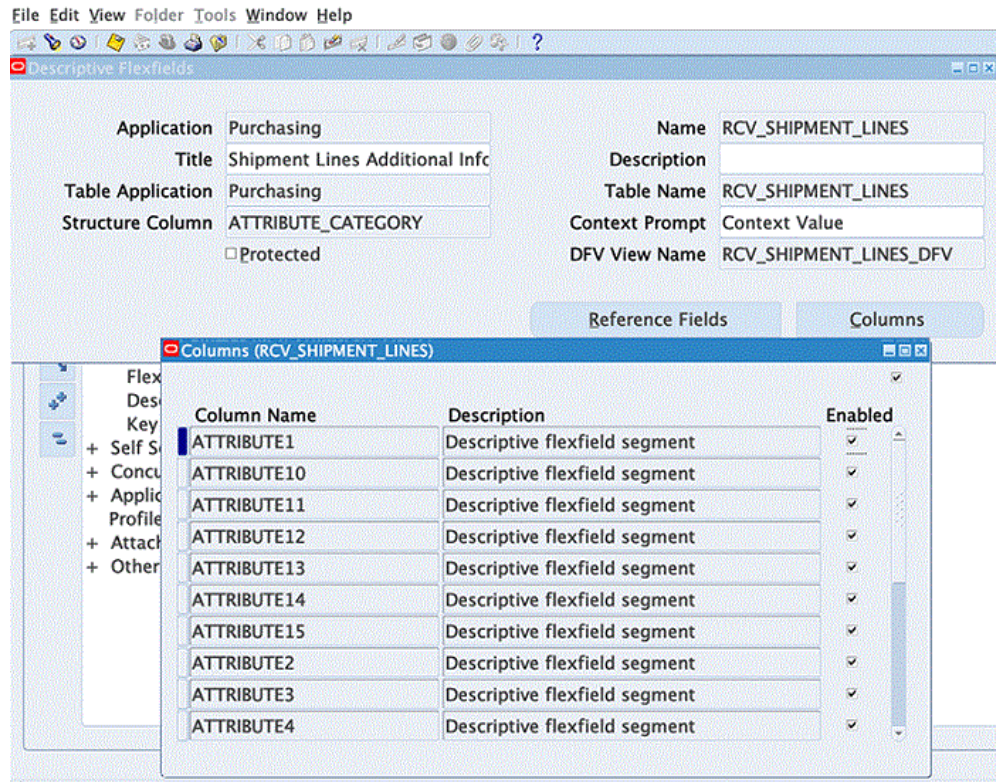
Note: You can change the title for the table, so refer to subsequent instructions for the exact table and title for setting up the DFF.

Defining Receiving Shipment Lines (RCV_SHIPMENT_LINES)

1. Switch to the *Application Developer, US Federal* responsibility.
2. Select **Flexfield**, then **Descriptive**, and then **Register**.
The **Descriptive Flexfields** window appears.
3. Query the Purchasing application, using table name **RCV_SHIPMENT_LINES**.
4. Deselect the **Protected** option.
5. Copy the title and the DFF definition from the DFF Definitions for Performance Accounting Transactions, page 2-32 table.



6. Save your work.
7. To verify the attributes registered for the title, click **Columns**.
The **Columns** window appears, showing the columns attributes for the table.



To create the receiving shipment headers DFF context:

1. Switch to the *Purchasing, US Federal* responsibility.
2. Select **Setup**, then **Flexfield**, then **Descriptive**, and then **Segment**.
3. Query the Purchasing application, using **Shipment Lines Additional Information** as the title.

The Descriptive Flexfield Segments window appears.

Descriptive Flexfield Segments

Application: Title:

☒ Freeze Flexfield Definition Segment Separator:

Context Field

Prompt: ☐ Required

Value Set: ☒ Displayed

Default Value: ☐ Synchronize with Reference Field

Reference Field:

Context Field Values

| Code | Name | Description | Enabled |
|----------------------|----------------------|-----------------------------|-------------------------------------|
| Global Data Elements | Global Data Elements | Global Data Element Context | <input checked="" type="checkbox"/> |
| IGT Performance | IGT Performance | IGT Performance | <input checked="" type="checkbox"/> |
| | | | <input type="checkbox"/> |
| | | | <input type="checkbox"/> |
| | | | <input type="checkbox"/> |
| | | | <input type="checkbox"/> |

4. Unfreeze the flexfield definition to add the context.
5. Enter **IGT Performance** in the **Context Field Values** region.
This is the agency information defined as DFF for the context.
6. Save your work.
7. Click **Segments**.
The **Segments Summary** window appears.
8. Add the segments for the context you have defined, as shown in the DFF Definitions for Performance Accounting Transactions, page 2-32 table.

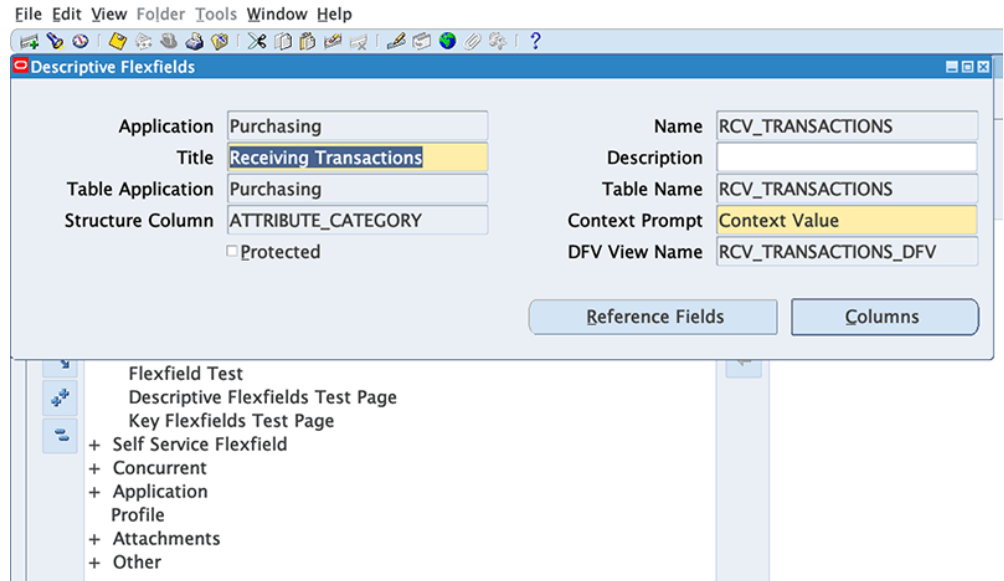
The screenshot shows the 'Descriptive Flexfield Segments' window with the title bar 'Segments Summary (Shipment Lines Additional Information) - IGT Performance'. The window contains a table with the following data:

| Number | Name | Window Prompt | Column | Value Set | Enabled | Displayed |
|--------|---------------------------|---------------------------|------------|-----------|-------------------------------------|-------------------------------------|
| 10 | Performance Number | Performance Number | ATTRIBUTE1 | | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| 20 | Performance Detail Number | Performance Detail Number | ATTRIBUTE2 | | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| 30 | Performance Detail Id | Performance Detail Id | ATTRIBUTE3 | | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| | | | | | <input type="checkbox"/> | <input type="checkbox"/> |
| | | | | | <input type="checkbox"/> | <input type="checkbox"/> |
| | | | | | <input type="checkbox"/> | <input type="checkbox"/> |
| | | | | | <input type="checkbox"/> | <input type="checkbox"/> |
| | | | | | <input type="checkbox"/> | <input type="checkbox"/> |
| | | | | | <input type="checkbox"/> | <input type="checkbox"/> |
| | | | | | <input type="checkbox"/> | <input type="checkbox"/> |
| | | | | | <input type="checkbox"/> | <input type="checkbox"/> |
| | | | | | <input type="checkbox"/> | <input type="checkbox"/> |

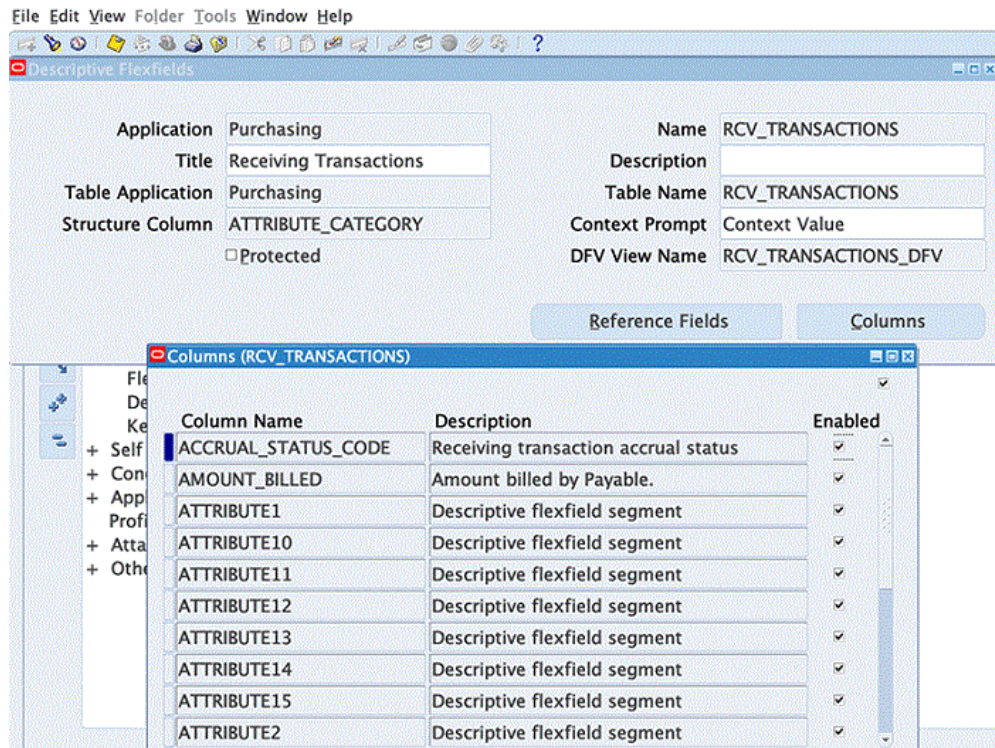
At the bottom of the window, there are buttons for 'Value Set', 'New', 'Open', 'Compile', and 'Segments'.

To define receiving transactions (RCV_TRANSACTIONS):

1. Switch to the *Application Developer, US Federal* responsibility.
2. Select **Flexfield**, then **Descriptive**, and then **Register**.
The **Descriptive Flexfields** window appears.
3. Query the Purchasing application, using table name **RCV_TRANSACTIONS**.
4. Deselect the **Protected** option.
5. Copy the title and then define the DFF as shown in the DFF Definitions for Performance Accounting Transactions, page 2-32 table.



6. To verify the attributes registered for the title, click **Columns**.
The **Columns** window appears, showing the columns attributes for the table.



To create the receiving transaction DFF context:

1. Switch to the *Purchasing, US Federal* responsibility.
2. Click **Setup**, then **Flexfield**, then **Descriptive**, and then **Segment**.
3. Query the Purchasing application, using the title **Receiving Transactions**.

The **Descriptive Flexfield Segments** window appears.

Descriptive Flexfield Segments

Application: Title:

☒ Freeze Flexfield Definition Segment Separator:

Context Field

Prompt: ☐ Required

Value Set: ☒ Displayed

Default Value: ☐ Synchronize with Reference Field

Reference Field:

Context Field Values

| Code | Name | Description | Enabled |
|----------------------|----------------------|-----------------------------|-------------------------------------|
| Global Data Elements | Global Data Elements | Global Data Element Context | <input checked="" type="checkbox"/> |
| IGT Performance | IGT Performance | IGT Performance | <input checked="" type="checkbox"/> |
| | | | <input type="checkbox"/> |
| | | | <input type="checkbox"/> |
| | | | <input type="checkbox"/> |
| | | | <input type="checkbox"/> |

4. Unfreeze the flexfield definition to add the context.
5. In the **Context Field Values** multi-record block, in a new record, enter IGT Performance.
This is the agency information defined as a DFF for the context.
6. Save your work.
7. Click **Segments**.
The **Segments Summary** window appears.
8. Add the segments for the context you have defined, as shown in the DFF Definitions for Performance Accounting Transactions, page 2-32 table.

Descriptive Flexfield Segments

Segments Summary (Receiving Transactions) - IGT Performance

| Number | Name | Window Prompt | Column | Value Set | Enabled | Displayed |
|--------|-----------------------|------------------------|------------|-----------|-------------------------------------|-------------------------------------|
| 10 | Performance Number | Performance Number | ATTRIBUTE2 | | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| 20 | Performance Detail N | Performance Detail Nur | ATTRIBUTE3 | | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| 30 | Performance Detail Id | Performance Detail Id | ATTRIBUTE4 | | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| | | | | | <input type="checkbox"/> | <input type="checkbox"/> |
| | | | | | <input type="checkbox"/> | <input type="checkbox"/> |
| | | | | | <input type="checkbox"/> | <input type="checkbox"/> |
| | | | | | <input type="checkbox"/> | <input type="checkbox"/> |
| | | | | | <input type="checkbox"/> | <input type="checkbox"/> |
| | | | | | <input type="checkbox"/> | <input type="checkbox"/> |
| | | | | | <input type="checkbox"/> | <input type="checkbox"/> |
| | | | | | <input type="checkbox"/> | <input type="checkbox"/> |

Value Set New Open

Compile Segments

G-Invoicing Setup and Administration: Servicing Agency

This chapter provides setting up steps for a servicing agency for using Oracle E-Business Suite G-Invoicing.

This chapter covers the following topics:

- Summary of Setup Tasks
- Product Prerequisites
- Setting Profile Options
- Entering Security Certificate Details
- Placing Certificate Files
- Setting Up Agency Location Codes in Oracle Payables
- Identifying Requesting Agencies in Oracle Receivables
- Setting Up Prepayment or Refunding in Receivables
- Setting Up Transaction Types in Receivables
- Setting Up an Agreement Type
- Entering G-Invoicing Setup Options
- Setting Up Units of Measure for Order Lines
- Setting Up Trading Partner TAS and BETC
- Setting Up Group Security
- Setting Up AME Administration
- Setting Up Descriptive Flexfields
- Setting Up for 7600EZ Invoicing

Summary of Setup Tasks

To prepare your Oracle Projects implementation for use with G-Invoicing, complete the following tasks:

- Set G-Invoicing profile options.
- Set up the Enterprise Command Center (ECC).
- Set up G-Invoicing options for security certificate details and copy the certificate files.
- Set up agency location codes (ALCs) for servicing and requesting agencies.
- Prepare Oracle Receivables by setting up requesting agencies and servicing agencies.
- Set up at least one agreement type specifically for intragovernmental transactions (IGTs).
- Set up units of measure for order lines.
- Set up agencies and trading partners by entering their treasury account symbols (TAS) and business type event codes (BETC).
- Set up group security.
- Set up Oracle Approvals Management Engine (AME).
- Set up descriptive flexfields.

Product Prerequisites

Servicing Agency

Prerequisites

- Confirm your use of Oracle E-Business Suite (EBS) release 12.2.7 or later.
- Implement Oracle Projects Foundation and Oracle Project Billing.
- Implement Oracle General Ledger, Oracle Federal Financial (if you intend to use the Treasury Accounting Symbol (TAS) definition and BEM), and Oracle Receivables (if you intend to invoice and provide receipts).

- If using Performance Obligation, apply patch 28316916:R12.PJB.C.
- Implement Oracle Enterprise Command Center (ECC) Version 7 or later.

Assumptions

During the design phase, assume:

- GT&Cs are pulled into the servicing agency's ERP system.
- The servicing agency initiates performance and then pushes it to federal G-Invoicing.
- ECC provides visibility of transactions sent to and received from G-Invoicing.
- EBS security is set up at the operating unit level and associated with ALCs.
- You have an Oracle Project Costing license (required).

Setting Profile Options

1. From the *System Administrator* responsibility, click **Profile** and then **System**.
The **Find System Profile Values** window appears.
2. Set the profile options as shown below.

| Profile Option | Value | Level |
|--|-------------------------------|-------|
| FND: Personalization Region Link Enabled | Yes | Site |
| Disable Self-Service Personal | No | Site |
| G-Invoicing Service Host | qa.ws.igt.fiscal.treasury.gov | |
| G-Invoicing Service Path | /ginv/services | |
| G-Invoicing Integration Admin | Administrator | |
| G-Invoicing Create Auto Agreement | Yes/No | |
| PA: Manage Revenue Budget Manually | Yes/No | |

| | |
|--|--------|
| PA: Use Original Exchange Rate Date for Recalculation of Revenue | Yes/No |
|--|--------|

| | |
|--|--------|
| PA: Interface Unreleased Revenue to GL | Yes/No |
|--|--------|

| | |
|---|--------|
| PA: Enable Tax Estimation During Invoice Generation | Yes/No |
|---|--------|

| | |
|---|--------|
| Confirm Funds Availability upon Revenue Budget Baseline | Yes/No |
|---|--------|

Entering Security Certificate Details

Enter EBS security certificate details before using EBS G-Invoicing.

To enter security certificate details:

1. From the *Projects Super User* responsibility, select **Setup** and then **G-Invoicing Options**.

The **G-Invoicing Options** window appears.

2. Enter the following path in the **TrustStore Path** field:

```
/u01/R122_EBS/fs2/EBSapps/appl/po/12.0.0/ginvoicing/testserver.jks
```

3. Enter a value in the **TrustStore Password** field.

4. Enter the following path in the **KeyStore Path** field:

```
/u01/R122_EBS/fs2/EBSapps/appl/po/12.0.0  
/ginvoicing/oracleginvoicing.pfx
```

5. Enter a value in the **KeyStore Password** field.

6. In the **Associate System IDs** region, select or enter your agency type, operating unit, and system ID. The operating unit is mapped to the system ID.

7. In the **GT&C Response Type**, select **XML** or **JSON** type.

8. In the **Order and Performance Response Type**, select **XML** or **JSON** type.

Oracle EBS now includes JSON support for interfacing GT&C, orders, and performances with federal G-Invoicing to conform with the US Treasury mandate for faster data transmission and smaller file sizes. This change allows the JSON-based interface to coexist with the existing XML-based interface. If you are using the 7600 Easy (EZ) Invoicing functionality, then you must select JSON response

type. For the other features, you can choose either XML or JSON.

Placing Certificate Files

To place certificate files:

1. In the file system, change the file path to the following:
`/u01/R122_EBS/fs2/EBSapps/app1/po/12.0.0/`
2. In the 12.0.0 directory, create a directory named `ginvoicing`.
3. Place the certificate files in the directory.

Setting Up Agency Location Codes in Oracle Payables

Create a servicing agency location code (ALC) for each ALC that your agency maintains.

To set up agency location codes:

1. From the *Payables* responsibility, select **Setup**, then **Payment**, and then **Bank Accounts**.

The **Bank Accounts** page appears.

2. Search for an account name.
3. Choose the account name and click **Select**.
4. Click **Go**.

The selected account appears.

5. Select the account name.
6. Click the **Update Account** option.

The **Update Bank Account** page appears.

7. Select the **Account Controls** option in the side tab.

The **Update Bank Account: Account Controls** page appears.

8. In the **Federal Controls** region, enter a value in the **Agency Location Code** field.
9. Click **Save and Next** or **Finish**.

Identifying Requesting Agencies in Oracle Receivables

Oracle Projects derives the customer information for agreements from the customer information that you set up in Oracle Receivables.

In Oracle Receivables, set up a customer for each requesting agency location code (ALC). To derive customer information, you can either use the procedures explained here or create custom logic using the client extension PA_CLIENT_EXTN_IGT_CUST.

To set up customer information in Oracle Receivables for use by Oracle Projects:

1. Turn off automatic customer numbering.
 1. Select **Receivables**, then **Setup**, then **System**, and then **System Options**.
The **System Options** window appears.
 2. On the **Accounting** tab, search for an operating unit.
 3. Click the **Trans and Customers** tab.
 4. In the **Customers** region, disable the **Automatic Customer Numbering** option.
 5. Save your work.
2. Enable the **Trading Partner Agency ID** field.
 1. On the **Home** page, click **Receivables**, then click **Customers** and then **Customers**. The **Customers** page appears.
 2. Search for any customer name.
 3. Click the customer name in the results table. The **Customer Information** page appears.
 4. In the table on the **Accounts** tab, click the account number for the account that you want to set up. The **Update Account** page appears.
 5. In the **Account** region, click **Personalize "Create Account"**. The **Personalize Region** page appears.
 6. In the **Personalization Structure** hierarchy table, locate **Message LOV Input: Trading Partner Agency ID** and click the **Personalize** icon.
 7. The **Personalize Message LOV Input** page appears.
 8. In the **Rendered** row, set all values to true.
 9. Verify that the value in the **Result** column is **true / Responsibility**.

10. Apply your changes and exit E-Business Suite.
11. Clear the browser cache.
3. Enable the **Federal Entity Type** field.
 1. Log in and select the *Receivables* responsibility.
 2. Click **Customers**, and then **Customers**.
The **Customers** page appears.
 3. Click **Create**.
The **Create Organization** page appears.
 4. Click **Settings**, then select **Personalize Page**.
 5. Search for and select **Message Choice: Federal Entity Type**.
 6. Click **Personalize**.
The **Personalize Message Choice** page appears.
 7. In the **Rendered** row, set all fields to True.
 8. Click **Apply** and then **Return to Application**.
The **Customers** page appears.
4. Create a new customer.
 1. On the **Customers** page, click **Create**.
The **Create Organization** page appears.
 2. In the **Account Number** field, enter a customer number that matches a requesting Agency Location Code (ALC).
 3. Select **Federal Entity Type** and **Trading Partner Agency ID**.
 4. Click **Apply**.

Setting Up Prepayment or Refunding in Receivables

For advance-enabled orders, set up receivables activities in Oracle Receivables to create funding and baseline budgets and set up a refund activity to generate refunds.

To set up either the Prepayment or the Refund activity type, perform the following steps:

1. From the **Home** page, select the *Receivables, US Federal* responsibility.
2. Click **Setup**, then **Receipts**, and then **Receivable Activities**.
The **Receivables Activities** window appears.
3. Enter values in the mandatory fields such as **Name**, **Type**, and **Activity GL Account** (in the **Accounting** region).
4. In the **Type** field, choose **Prepayment** to create receipts and baseline budgets, or **Refund** to generate refunds.

Setting Up Transaction Types in Receivables

If an agency is using the refund process, then it must setup the overapplication option in the transaction type window. To set the transaction type, perform the following steps:

1. In EBS, select the **Receivables Super User** responsibility.
2. Click **Setup**, then **Transactions**, and then **Transaction Types**.
3. In the **Transaction Types** window, click and enable the **Allow Overapplication** option.
4. Save your changes.

Refer to the "Transaction Types" topic in Oracle Receivables User Guide, for more details on overapplication functionality.

Setting Up an Agreement Type

Set up an agreement type for each operating unit that uses G-Invoicing in the **Implementation Options** window. Any agreement created for the operating unit uses this agreement type.

You can use an existing agreement type or create a new one. Either way, ensure that the **Approval Required** option is enabled in the **Agreement Type** window.

If you set the profile option *G-Invoicing Create Auto Agreement* to **Yes**, then the order interface program automatically creates agreements when orders are interfaced to EBS. If you set the profile option value to **No**, then you must manually create agreements. The default value is **Yes**.

For auto-created IGT agreements, you can use the client extension to derive the agreement type. While creating an agreement, the *Pull Intragovernmental Orders Interface Program* checks whether a client extension exists. If a client extension does not exist, then the program uses the agreement type set up in the **Implementation Options**

window.

If you change the value of the **Agreement Type** field in the **Implementation Options** window, then all new agreements are created with the new agreement type. The change does not impact existing agreements.

To set up an agreement type:

1. From the *Projects, US Federal* responsibility, navigate to **Setup**, then **System**, and then **Implementation Options**.

The **Implementation Options** window appears.

2. Click the **Billing** tab.
3. Select or enter the agreement type.

Note: IGT agreement types are reserved for IGT orders. The list of values for this field only displays types that are workflow-enabled and are not assigned to any non-IGT agreements.

Each ALC is mapped to an operating unit (OU). The mapping is sourced from the **Bank Accounts** page in the *Federal Administrator* responsibility. The *Pull Intragovernmental Orders Interface Program* defaults the agreement type and operating unit on the draft agreement.

Entering G-Invoicing Setup Options

On the **G-Invoicing Setup** page, you can set up default preparer information for performances and the receipt and refund payment methods used during IPAC settlement.

Default preparer information is based on performance roles. You can set the performance role values at the operating unit level and override them at the project level.

To set up default performance attributes:

1. Select the *Projects Super User, US Federal* responsibility.
2. Click **Projects: Setup** and then **G-Invoicing Setup**.

The **G-Invoicing Setup** page appears.

3. Select an operating unit.
4. Select a default performance role.

The person performing this role for a project acts as the preparer for performance. Oracle Projects defaults the preparer details such as name, email address, and

phone number on the **Submit Advance Performance** page.

5. Select a receipt method.

This method is used to create receipts during the IPAC settlement process.

6. Select a value for the **Refund Pay Group** field.

This option is available at the operating unit and project level.

7. Set the **Manage Deferred Performance** field to **Yes** or **No**.

If you select **Yes**, the system submits deferred performance first and then runs the delivery performance. If you select **No**, deferred performance is not generated for revenue transactions. The default value is **Yes**.

The revenue hard limit is activated based on the value setup for the manage deferred performance option in the G-Invoicing Setup page. If you set the value to **No**, then the revenue hard limit is enabled for edits. If the value is set to **Yes**, then the revenue hard limit option is disabled from edits.

Refer to "**Flexible Revenue Hard Limit**" topics for more details.

8. Select a refund payment method.

During the IPAC settlement process, the selected refund payment method is used to create adjustments and refund activity.

9. Select an accounting method.

Choose between **CA/CL Accounting** (Contract Asset and Contract Liability) and **UER/UBR Accounting** (Unearned Revenue and Unbilled Receivable). The default value is UER/UBR.

10. Select a value for the **Buyer-Initiated Orders Maintained In** field.

The value indicates whether the orders are created and maintained in the federal G-Invoicing application or in EBS, and dictates the performance processing and accounting performed in the corresponding systems.

11. Select a value for the **Seller-Facilitated Orders Maintained In** field.

The value indicates whether the orders are created and maintained in the federal G-Invoicing application or in EBS.

12. Select the **Request Full Advance upon Order Approval** option to automatically submit full advance for all order line schedules using Oracle Projects.

13. In the **EZ Invoicing Setup** region, enter a value in the **Invoice Cancellation Numbering** field to initiate specific numbering for invoice cancellation and credit memo creation process. The specified number will be the starting point for all the transactions in the EZ invoice cancellation process. This numbering is applicable for

all projects in the chosen operating unit. The subsequent transactions are incremented by 1. The cancellation series is effective only when the implementation options do not have automatic numbering and the credit memo reason is not a required value as per the implementation setup.

14. Click **Apply**.

Setting Up Units of Measure for Order Lines

Set up units of measure for order lines in Oracle Projects. Add each required unit of measure as a lookup for Projects lookup type UNIT.

For example, in G-Invoicing, for the unit of measure Each, define the lookup as below:

1. From the **Home** page, select the *Projects, US Federal* responsibility.
2. Select **Setup**, then **System**, then **Units**.
3. Click **Add a Line**.
4. Enter the following details:
 - **Application:** Projects
 - **Type:** UNIT
 - **Code:** EA
 - **Meaning:** Each
5. Save your changes.

Setting Up Trading Partner TAS and BETC

To set up TAS and BETC for both requesting and servicing agencies:

1. From the *Federal Administrator* responsibility, select **Setup** and then **Treasury**.
 - To set up TAS and BETC for a requesting agency, select **Trading Partner TAS**. The **Define Trading Partner TAS (US Federal)** page appears.
 - To set up TAS and BETC for a servicing agency, select **Trading Account Symbols**. The **Define Treasury Account Symbols** page appears.
2. Enter values in the **Agency Identifier**, **Main Account Code**, and **Federal Account**

Symbol Title fields.

3. Click the **Treasury Account Symbol (TAS)** tab and enter your **Allocation Transfer Agency (ATA)** identifier. When you tab out of the field, the TAS symbol is automatically populated.
4. Click **TAS/BETC Mapping**.
The **TAS/BETC Mapping** window appears.
5. Select a TAS type:
 - For a requesting agency, select **Trading Partner**.
 - For a servicing agency, select **Agency**.
6. Click in the **Treasury Account Symbol** field to select a TAS value.
7. In the **Business Event Type Codes** region, click in the **BETC** field to select a value. These values were set up in the US Treasury Federal Portal.
8. Save your changes.

Setting Up Group Security

The *Get Group in Agency Account* concurrent program returns organizational groups in the agency associated with the requested system ID. The security attributes that you set up at the user level determine group access. The TAS/BETC filters are applied based on the group association.

1. From the **Home** page, select the *Projects Super User* responsibility.
2. Select **Setup** and then **G-Invoicing Options**.
The **G-Invoicing Options** page appears.
3. Select values in the **Agency Type**, **Operating Unit**, and **System ID** fields.

The selected operating unit is mapped to the system ID.

To view the operating unit and system ID mapping, select **G-Invoicing**, then **Administration**, and then **Manage System Users**.

Setting Up AME Administration

To use Oracle Approvals Management Engine (AME) for the agreement approval mechanism, set the attributes explained in the Existing Approval Attributes to Modify, page 3-14 table.

1. Select the *Approvals Management Administrator* responsibility.
The **Administrator Dashboard** page appears.
2. Set the filter to **Transaction Type** and enter the transaction type Projects Agreement Approval.
3. Click **Go**.
4. In the **Transaction Types** results table, click **Update**.
The **Update Transaction Type: Transaction Type Details** page appears.
5. Click **Next**. The **Update Transaction Type: Item Classes** page appears.
6. Click **Next**. The **Update Transaction Type: Mandatory Attributes** page appears.
7. Click **Next**. The **Update Transaction Type: Review** page appears.
Verify all details.
8. Click **Finish**.
The transaction type is ready for use.
9. Click **Home**.
10. Switch to the *Approvals Management Business Analyst* responsibility.
The **Business Analyst Dashboard** appears.
11. In **Approvals Process Setup** side bar, search for the **Projects Agreement Approval** transaction type.
12. Click **Attributes** to define attributes.
Oracle Projects adds three attributes by default.

Creating the Agreement Amount Attribute

To create a new Agreement Amount attribute:

1. From the Administrator Dashboard, click the **Attributes** subtab, then **Create**.
The **Create New Attribute** page appears.
2. In the **Name** field, enter Agreement_Amount.
3. Enter a description.
4. Select **Number** from the **Data Type** list.

5. Select **Dynamic** from the **Usage Type** list.
6. In the **Value** field, enter the following:

```
select amount from pa_agreement_versions where
AGREEMENT_VERSION_ID=:transactionId
```
7. Click **Validate** to verify the value.
8. Click **Apply**.
The new Agreement_Amount attribute is created.

Modifying Existing Attributes

Modify existing attributes as shown in the following table:

Note: The attribute values are case sensitive. Enter values in lowercase.

Existing Approval Attributes to Modify

| Attribute | Attribute Type | Value |
|--|----------------|---------------------|
| ALLOW_DELETING_RULE_GENERATED _APPROVERS | - | false |
| ALLOW_REQUESTOR_APPROVAL | - | false |
| AT_LEAST_ONE_RULE_MUST_APPLY | - | false |
| EFFECTIVE_RULE_DATE | - | null |
| EVALUATE_PRIORITIES_PER_ITEM | - | false |
| INCLUDE_ALL_JOB_LEVEL_APPROVERS | - | false |
| JOB_LEVEL_NON_DEFAULT_STARTING_ POINT_PERSON_ID | - | null |
| REJECTION_RESPONSE | - | STOP ALL PROCESSING |
| REPEAT_SUBSTITUTIONS | - | false |
| TOP_SUPERVISOR_PERSON_ID | - | null |

| | | |
|---------------------------------|------------------------|--|
| TRANSACTION_REQUESTOR_PERSON_ID | Usage Type: Dynamic | SELECT employee_id FROM fnd_user where user_id=(select last_updated_by from pa_agreement_versions where AGREEMENT_VERSION_ ID=:transactionId) |
| USE_RESTRICTIVE_ITEM_EVALUATION | - | false |
| USE_WORKFLOW | - | true |
| WORKFLOW_ITEM_KEY | - | null |
| WORKFLOW_ITEM_TYPE | - | null |

To modify attributes:

1. From the Administrator Dashboard, click the **Attributes** subtab, then **Use Existing Attribute**.

The **Use Existing Attribute: Select Attribute** page appears.

2. In the **Name** field, enter the attribute name, then click **Go**.

The specified attribute appears.

3. In the **Value** field, enter the value shown in the Existing Attributes to Modify, page 3-14 table.

Note: Enter the value in all lowercase. Entering the value in uppercase results in an error.

4. Click **Finish**.

The attribute is modified.

5. To modify another attribute, click **Use Existing Attribute** on the **Attributes** page.

The **Use Existing Attribute: Select Attribute** page appears.

Repeat steps 2, 3, and 4 until you have modified all attributes in the Existing Attributes to Modify, page 3-14 table.

Note: The REJECTION_RESPONSE, REPEAT_SUBSTITUTIONS, and USE_WORKFLOW attributes are included by default.

6. Verify that all 16 attributes have been modified. Scroll down to view the complete list.

Create a Condition and Assign Action Types

1. On the **Transaction Type: Projects Agreement Approval** page, click the **Conditions** tab.

2. Click **Create**.
The **Create New Condition** page appears.
3. Enter Agreement_Amount in the **Attribute** field. The **Expression** region appears.
4. In the **Expression** region, set the condition for the attribute. Add an appropriate condition for use when running the Agreement Approval workflow.
5. Click **Apply**.
The condition is added.
AME searches for an approver that satisfies the condition. If none exist, then Oracle Projects displays an error.
6. Click the **Action Types** tab.
7. Click **Use Existing Action Type**.
8. Select the **Absolute job level** action type.
9. Click **Continue**.
The action type is assigned.
10. Click the **Rules** tab on the **Transaction Type: Projects Agreement Approval** page.
11. In the **Rules Details** subtab, click **Create**.
The **Create New Rule: Enter Rule Details** page appears.
12. Enter a rule name and click **Next**.
13. Click **Add Condition** and select your new condition.
14. Click **Next**.
15. Add **Action** for the rule.
16. Select **Requires approvals up to at least level 1** from the list of values.

Note: Only one level of approval is supported at this time.

17. Click **Next**.

Review the details.

18. Click **Finish**.

This completes the AME Administration setup.

Setting Up Descriptive Flexfields

Set up the descriptive flexfield JG_PA_PROJ_ELEMENT_VERSIONS by running the following command from the \$FND_TOP:

```
FNDLOAD APPS/pwd 0 Y UPLOAD @FND:patch/115/import/affload.lct  
$FV_TOP/patch/115/import/US/b13614161_gdf.ldt UPLOAD_MODE=REPLACE  
CUSTOM_MODE=FORCE
```

Create a Context for the Flexfield: JG_PA_DRAFT_INVOICE_ITEMS

To create a new context for the JG_PA_DRAFT_INVOICE_ITEMS flexfield:

1. Switch to the *Projects* responsibility.
2. Select **Setup**, then **Flexfields**, then **Descriptive**, and then **Segments**.
3. Press the F1 key.
4. Enter JG_PA_DRAFT_INVOICE_ITEMS in the **Title** field and press CTRL-F11.
5. Unfreeze the flexfield definition.
6. Click the third row in the **Context Field Values** region, and enter the following:
 - In the **Code** field, enter FV.US.POBG.TP_TAS.
 - In the **Name** field, enter GTAS Trading Partner Attributes.
 - In the **Description** field, enter GTAS Trading Partner Attributes.
 - Select **Enabled**.
7. Save your work.
8. Click **Segments** in the **Descriptive Flexfield Segments** window.

The **Segments Summary** window appears.

9. Enter the following in the first row:
 - In the **Number** field, enter 10.
 - In the **Name** field, enter TRADING_PARTNER_TAS.
 - In the **Window Prompt** field, enter TRADING_PARTNER_TAS.
 - In the **Column** field, enter GLOBAL_ATTRIBUTE2.
10. Enter the following in the next row:
 - In the **Number** field, enter 20.
 - In the **Name** field, enter TRADING_PARTNER_BETC.
 - In the **Window Prompt** field, enter TRADING_PARTNER_BETC.
 - In the **Column** field, enter GLOBAL_ATTRIBUTE3.
11. Save your changes.
12. Click **Compile** in the **Descriptive Flexfield Segments** window.
13. Freeze the flexfield definition.
14. Save your changes.

Setting Up for 7600EZ Invoicing

The agency must complete the following mandatory setups for using the 7600EZ Invoicing.

G-Invoicing Setup

In the G-Invoicing Setup page enable the invoice cancellation numbering.

1. From the **Home** page, select the **Projects Super User, US Federal** responsibility.
2. Click **Projects: Setup** and then **G-Invoicing Setup**. The **G-Invoicing Setup** page appears.
3. In the **EZ Invoicing Setup** region, enter a value in the **Invoice Cancellation Numbering** field to initiate specific numbering for invoice cancellation and credit memo creation process. The specified number will be the starting point for all the transactions in the EZ invoice cancellation process. This numbering is applicable for all projects in the chosen operating unit. The subsequent transactions are

incremented by 1. The cancellation series is effective only when the implementation options do not have automatic numbering and the credit memo reason is not a required value as per the implementation setup.

Setting Up G-Invoicing Option

To set up automatic release of credit memo, perform the following steps:

1. From the **Home** page, select the **Projects Super User** responsibility.
2. Click **Setup** and then **G-Invoicing Options**. The **G-Invoicing Options** page appears.
3. Click and choose **JSON** for the **GT&C Response Type** field.

Set up Credit Reason

EBS G-Invoicing supports automatic release of credit memos. You must set an option in the implementation option to avail this functionality. To set up automatic release of credit memo, perform the following steps:

1. From the **Home** page, select the **Projects Super User, US Federal** responsibility.
2. Click **Setup**, then **Systems** and then **Implementation Options**.
3. The **Implementation Options** page appears.
4. Disable the **Require Credit Memo Reason** option to utilize the automatic release of credit memos. If the option is enabled, then the credit memo is retained in the approved status. You must manually release the credit memo.

Project Setup

A new attribute is included in the Project setup page that identifies a project enabled for EZ invoicing. Only projects with the 7600EZ Invoice enabled would be available for funding association to an agreement which is also EZ-enabled. To setup projects for EZ invoice, perform the following steps:

1. From the **Home** page, select the **Projects US Federal** responsibility.
2. Click **Projects: Delivery** and then **Search Projects**. The **Search Projects** page appears.
3. Click **Advanced** search on the top right-hand corner.
4. Search for a EZ project using a search criteria.

5. Click the project name or project number link.
6. Click the **Setup** subtab in the **Projects** tab. The Projects Setup page appears.
7. Enable the **7600EZ Invoice** option. This field is editable until the project is associated with an agreement and the funding is established. You cannot change the value after the funding is established.

If a projects is IGT-enabled and has been associated to an order line, then such projects cannot be enabled for 7600EZ invoice.

If the 7600EZ Invoice option is enabled on a project, then such projects cannot be associated to an order line or order line schedule.

Billing Setup Changes

Perform the following setups in the Billing setup window:

1. From the **Home** page, select the **Projects US Federal** responsibility.
2. Click **Setup**, then **Projects**, and then **Project Templates**.
3. In the **Find Projects** window, query for an easy project.
4. Click the **Project** and click **Open**. The **Projects Templates** page appears.
5. In the **Options** region, scroll down, and then click and expand **Billing Information**.
6. Select **Billing Setup** and click **Details**. The **Revenue and Billing Information** window appears.
7. You must enable the **Customer at Top Task** and **Invoice Method at top Task** option for an EZ invoice to enable funding. If you choose these two options at the template level, they get defaulted to projects that use this template. If you do not enable them at the template level, then you must enable these options for each project you create for EZ invoicing.
8. For an EZ invoice, the **Adjustment Included on Standard Invoice** must include All. When the project is identified as an EZ invoice project, the values of Adjustment Included on Standard Invoice at the project and task level Billing Setup are changed to All. You cannot modify this value. Similarly, for an EZ invoice enabled project, the **Error Negative Standard Invoice option** is enabled. You cannot modify this option. This avoids credit memo and negative invoice creation for EZ Adjustments. EZ invoices do not allow partial reversal or credits for a transaction. You can only reverse or credit the whole amount and a new invoice is generated for the same.
9. For the EZ enabled projects, the **Error Negative Standard Invoices** option is enabled by default. You cannot modify the value. When this option is enabled, the

system does not process an invoice that has a negative value. It is applicable only for a standard negative invoice and not for a credit memo. When an invoice is generated as per the invoice limits, the system checks this parameter and stamps the invoice with an error when the invoice value is negative. Transactions associated to such invoices will be eligible for invoice generation on the following runs after the errors are corrected.

Intragovernmental 7600EZ Invoice Interface Program

To pull or push 7600 Easy orders, run the Intragovernmental 7600EZ Invoice Interface Program.

1. From **Home**, switch to **Projects Super User** responsibility.

2. Click **Requests** and then click **Schedule**.

Query for the *Intragovernmental 7600EZ Invoice Interface Program*.

3. Click the **Parameters** tab, enter the following details:

- **Agency Type:** Select Requesting Agency.
- **Request Mode:** Select Push to send data to or Pull to retrieve data from the federal G-Invoicing application.
- **Request Type:** If the request mode is pull, then select from the following values:
 - Get Order Attachment
 - Get Order List
 - Get Order by ID
- **Operating Unit:** Specify the operating unit.
- **Agency Location Code (Optional):** To retrieve data for a specific agency, select its agency location code (ALC).
- **EZ Number (Optional):** To run the program for a specific EZ invoice, enter the invoice number.
- **GTC Number (Optional):** To run the program for a specific GT&C, enter the GT&C number.
- **Document Status (Optional):** If you specify a status, then the program only processes documents that are in that status.

4. Submit the concurrent request.

Note: Schedule this program to run as often as required to keep the G-Invoicing data current.

Enterprise Command Center

This chapter provides details on the G-Invoicing dashboard available in the Projects Command Center.

This chapter covers the following topics:

- Setting Up RBAC for Enterprise Command Center Dashboard
- Setting Up Projects Command Center
- Setup and Configuration Steps
- Projects Profile Options
- Configuring Descriptive Flexfields for Search
- Loading Projects Command Center Data
- Business Rules and Validation
- G-Invoicing Dashboard
- Loading Projects Command Center Data

Setting Up RBAC for Enterprise Command Center Dashboard

- For information about setting up RBAC for ECC, refer to My Oracle Support Knowledge Document 2821769.1, *Installing Oracle Enterprise Command Center Framework, Release 12.2 V7 (Doc ID 2821769.1)*.
- A new role, PA_ECC_FED_ACCESS_ROLE, is required for the G-Invoicing tab to appear in the Projects Command Center. Follow the MOS Note to add this role to the required responsibility.

Projects Command Center Configuration

Setting Up Projects Command Center

The Projects Command Center product configuration setup must be completed after the installation and common configurations are completed as described in My Oracle Support Knowledge Document 2495053.1, *Installing Oracle Enterprise Command Center Framework*, 12.2.

Setup and Configuration Steps

To complete setup of the Oracle Projects Command Center, you must perform the following:

1. Setting Profile Options, page 4-2
2. Configuring Descriptive Flexfields for Search, page 4-3
3. Loading Projects Command Center data, page 4-4

Projects Profile Options

You must set the following profile option for loading data up to twelve (12) months:

| Profile Option Name | Description |
|--------------------------------|---|
| PA: ECC Data Load Month | <p>The PA:ECC Data Load Month profile option provides the flexibility of loading data for up to twelve (12) periods for Costing, Capital, Billing, and Financial Flow dashboards. This site level profile option is relevant only for Full load and is not considered for Incremental load. Any modifications to the value of this profile option requires a Full load to be run to display the appropriate data in the dashboards. Behavior of the data load based on this profile option includes:</p> <ul style="list-style-type: none"> • If the profile option is not set, then the application derives the current year based on the calendar setup for the specific Set of Books relevant to the Operating Unit of the Project. • If the profile option is set to a period prior to the current period (based on the system date), then the profile option value is considered as the starting period and data for the next 12 months (including start period) will be processed. • If the profile option is set to a period after the current period (based on the system date), then the profile option value is considered as the starting period in the previous year and data for 12 months (including the start period) will be processed. |

Configuring Descriptive Flexfields for Search

Enterprise command centers support Descriptive Flexfields (DFFs) that enable you to search on DFF attributes. After you configure DFFs, you must run the full data load process, which ensures that the DFF attributes are available in the command center.

For additional information on configuring and customizing flexfields, see the *Oracle E-Business Suite Flexfields Guide* and My Oracle Support Knowledge Document 2495053.1, *Installing Oracle Enterprise Command Center Framework, Release 12.2*.

The following table describes the DFFs available in the Projects dashboards:

| Dashboard | Data Set | DFF Title | DFF Name | DFF Attribute Group Name |
|-----------------------------|---------------------------|-------------------------|--------------------------------|---|
| Budgetary Control Dashboard | pa-ds-cost-bcbalances | Tasks | PA_TASKS_DESC_FLEX | Task Additional Details |
| Capital Dashboard | pa-ds-cost-eicdl | Expenditure Items Tasks | PA_EXPENDITURE_ITEMS_DESC_FLEX | Expenditure Items Additional Details Task Additional Details |
| Costing Dashboard | pa-ds-cost-eicdl | Expenditure Items Tasks | PA_EXPENDITURE_ITEMS_DESC_FLEX | Expenditure Items Additional Details Task Additional Details |
| Billing Dashboard | pa-ds-cost-eicdl | Expenditure Items | PA_EXPENDITURE_ITEMS_DESC_FLEX | Expenditure Item Additional Details |
| Billing Dashboard | pa-ds-cost-eicdl | Events | PA_EVENTS_DESC_FLEX | Events Additional Details |
| Billing Dashboard | pa-ds-bill-revenueinvoice | Draft Invoices | PA_DRAFT_INVOICES_DESC_FLEX | Event or Expenditure Details |

Loading Projects Command Center Data

Run the **Projects Costing Budgetary Control ECC Data Load**, **Projects Costing and Billing ECC Data Load**, **Projects Financial Flow ECC Data Load**, and **Projects G-Invoicing ECC Data Load** concurrent programs to load data for the **Projects** dashboards. You can navigate to these concurrent programs from the **Requests** page in Oracle Projects.

Before you load data from Oracle E-Business Suite into the Oracle Projects Command Center, ensure that your EBS data is accurate and current by running any concurrent programs that impact attributes used in the command center.

The Costing dashboard has been designed so that a minimum of one Expenditure Item

(EI) is required to display multiple metrics, chart sections, and summary level result tables. For any task level information or project level information to display on the dashboard, you must select a minimum of one EI against the task or project. This also applies to the refinement, as the dashboard is EI based. The refinements on the dashboard or the association of different tables on the dashboard depends on the data in the Overview table.

Run the concurrent program from the **Search and Select** page.

To load Projects Costing and Billing data:

1. From the Projects menu, navigate to the **Search and Select** page:
(N) Projects > Requests > Schedule
2. Click the **New Request** button and perform a search for **Projects Costing Budgetary Control ECC Data Load, Projects Costing and Billing ECC Data Load, Projects Financial Flow ECC Data Load, and Projects G-Invoicing ECC Data Load**. The **Search and Select** page appears.
3. Select the button for your specific data load run and then click the **Select** button. The **Schedule Request: Define** page appears.

Schedule Request: Define

Indicates required field

Personalize "Request Submission Program Train Station"

Personalize Table Layout: (tableLayout)

Personalize Stack Layout

☒ New Request
☐ Copy Request

Program Name: projects

Request Name:

The name can later be used to search for this request

NLS Settings | Parameters | Layout | Notification | Print Options | Delivery Options | Schedule Options

Personalize Stack Layout

Table Diagnostics

Search and Select: Program Name

Search

To find your item, select a filter item in the pulldown list and enter a value in the text field, then select the "Go" button.

Search By: Program Name | projects | **Go**

Results

Personalize "Search Program List Of Values Tabl..."

| Select | Quick Select | Program Name | Application Name |
|----------------------------------|--------------|---|------------------|
| <input type="radio"/> | | Projects Costing Budgetary Control ECC Data Load | Projects |
| <input checked="" type="radio"/> | | Projects Costing and Billing ECC Data Load | Projects |
| <input type="radio"/> | | Projects Financial Flow ECC Data Load | Projects |
| <input type="radio"/> | | Projects G-Invoicing ECC Data Load | Projects |
| <input type="radio"/> | | Projects Integration: Synchronize Planning Resources and Planning Rates | Projects |
| <input type="radio"/> | | Projects Integration: Synchronize Projects, Structures, Budgets and Actuals | Projects |

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Cancel **Select**

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4. Click the **Parameters** tab.

5. Select the appropriate **Load Type**:

- **Full Load:** Loads all relevant Projects Command Center data specific to the concurrent program and is required for the first data load. If you select and run full load for subsequent requests, then this program clears all Projects Command Center data specific to the current program from ECC and loads fresh data.
- **Incremental Load:** Loads the data modified and updated from the previous load only. Incremental load should be scheduled to run as often as required to keep the ECC dashboard current.

Note: Any of the following changes are not considered and included for incremental load:

- PA/GL Period related changes (including period status)
 - Accounting statuses (any progress or rejection in the accounting program for a given transaction)
 - Any modification to an asset in Fixed Assets (Retirement of Asset)
 - Project related changes
 - Task related changes
 - New Task to existing Projects
 - New Budget lines to existing Project/Tasks
- **Metadata Load:** Loads Descriptive Flexfield (DFF) metadata. If there are any changes to the DFF definition, then you must run the program first with the Metadata Load option and then the Full Load option so that the DFF changes are displayed in the command center.
 - Click **Select**.

Schedule Request: Define

Indicates required field

Personalize "Request Submission Program Train Station"

Personalize Table Layout: (tableLayout)

Personalize Stack Layout

☒ New Request
☐ Copy Request

Program Name: Projects Costing and Billing ECC Data Load

Request Name:

The name can later be used to search for this request

NLS Settings | **Parameters** | Notification | Print Options | Delivery Options | Schedule Options

* Load Type: %load
Full data load

Languages:

Log Level: ERROR
Error

SQL Trace:

Operating Unit:

Reset Dataset:

Search and Select: Load Type

Search

To find your item, select a filter item in the pulldown list and enter a value in the text field, then select the "Go" button.

Search By: Load Type | %load | Go

Results

| Select | Quick Select | Load Type | Description |
|----------------------------------|--------------|------------------|-----------------------|
| <input checked="" type="radio"/> | | FULL_LOAD | Full data load |
| <input type="radio"/> | | INCREMENTAL_LOAD | Incremental data load |
| <input type="radio"/> | | METADATA_LOAD | Metadata load |

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Cancel | Select

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6. Enter one or more language codes in the **Languages** field for the output. For multiple language codes, use the format AA,BB,NN. For example, enter US,AR,KO. If the field is blank, then the data will be loaded for the base language only (usually US).
7. Select the **Log Level** that you want the program to report. The default value is **Error**.
8. Select **True** to enable **SQL trace**. Otherwise, select **False**.
9. For the **Projects Costing and Billing ECC Data Load** program, you can enter an optional **Operating Unit** or a set of operating units for sequential data loading. This enables you to submit the program and process data for a specific operating unit, or for a set of operating units.
10. Select an optional value for **Reset Dataset**. You can extend the existing data set, or reset the entire data set.

11. Click **Continue**.

ORACLE Requests

Home Favorites Settings Worklist Logged In As FEDERAL Help Logout

Define Review

Schedule Request: Define Manage Schedule Cancel Continue

* Indicates required field

Personalize "Request Submission Program Train Station"

Personalize Table Layout: (tableLayout)

Personalize Stack Layout

☒ New Request
☐ Copy Request

Program Name Projects Costing and Billing ECC Data Load

Request Name

The name can later be used to search for this request

NLS Settings Parameters Notification Print Options Delivery Options Schedule Options

* Load Type FULL_LOAD
Full data load

Languages

Log Level ERROR
Error

SQL Trace TRUE
true

Operating Unit

Reset Dataset

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12. From the **Schedule Request: Review** page, click **Submit**. The request ID information displays.

13. Click **OK** to exit and close the page. The **Requests** page appears and displays all of your requests. You can click the **Details** icon to view your request details.

Business Rules and Validation

The Costing dashboard uses the following business rules and validations:

| Subject | Rule / Validation |
|--|---|
| Cost consideration for Capital Projects based on project setup to calculate CIP based on Raw cost or Burdened Cost | <p>Based on the project setup for Capital projects to calculate CIP on raw cost and burdened cost, the dashboard displays the values accordingly for Metrics, Charts, and other components.</p> <p>For example, if the CIP Cost Type is 'Raw' for a project, then the ECC dashboard will use raw cost defined on the expenditure budget and vice versa.</p> |

| Subject | Rule / Validation |
|--|--|
| Criteria in order for Projects or Tasks to be visible on the dashboard | All metrics and data consider only those transactions within three GL quarters. For a project or task to appear on the Costing dashboard, there should exist a minimum of one transaction against that project or task which is either created or updated within three GL quarters. |
| Recalculation / Adjustment on Transactions | <p>When a transaction that is costed and accounted is marked for recalculation, the raw cost and burden cost on the transaction level is nullified, but the accounted information in GL is not nullified.</p> <p>For such cases, the dashboard represents metrics as described in the following table:</p> |

| Date | Action | Uncosted Transactions | Total Expenditures | Unaccounted Expenditures Value | Accounted Expenditures (Projects) | Accounted Expenditures (SLA) | Accounted Expenditures (GL) |
|--------|--|-----------------------|--------------------|--------------------------------|-----------------------------------|------------------------------|-----------------------------|
| 20-Oct | n/a | 3 | 20000 | 4000 | 16000 | 16000 | 16000 |
| 21-Oct | EI XXX marked for Recalculation (Cost: 2000) | 4 | 2000 | 4000 | 16000 | 16000 | 16000 |
| 22-Oct | EI XXX cost Distributed (Cost: 2500) | 3 | 20500 | 4500 | 16000 | 16000 | 16000 |

| | | | | | | | |
|--------|--|---|-------|------|-------|-------|-------|
| 23-Oct | EI XXX Accounti ng Events Generate d | 3 | 20500 | 4000 | 16500 | 16000 | 16000 |
| 24-Oct | Accounti ng Complete | 3 | 20500 | 4000 | 16500 | 16500 | 16000 |
| 25-Oct | Post to GL | 3 | 20500 | 4000 | 16500 | 16500 | 16500 |

The overview results table (accounting related columns) retains old values unless the respective process is run. For example, the cost distribution process may change the PA or GL period, the debit account based on the run date of the concurrent program and the generate costing event program may change the credit account.

G-Invoicing Dashboard

The **G-Invoicing** dashboard displays G-Invoicing data for all orders. The dashboard provides information to the servicing agency and key members for managing orders and displays G-Invoicing elements that include General Terms and Conditions (GT&Cs), overviews, order details, orders work queue, order deliveries, and EZ invoices metrics across all orders and projects. From the dashboard, you can navigate to individual projects, tasks, and resource assignment levels. Metrics on the dashboard are grouped into the following tabs on the dashboard:

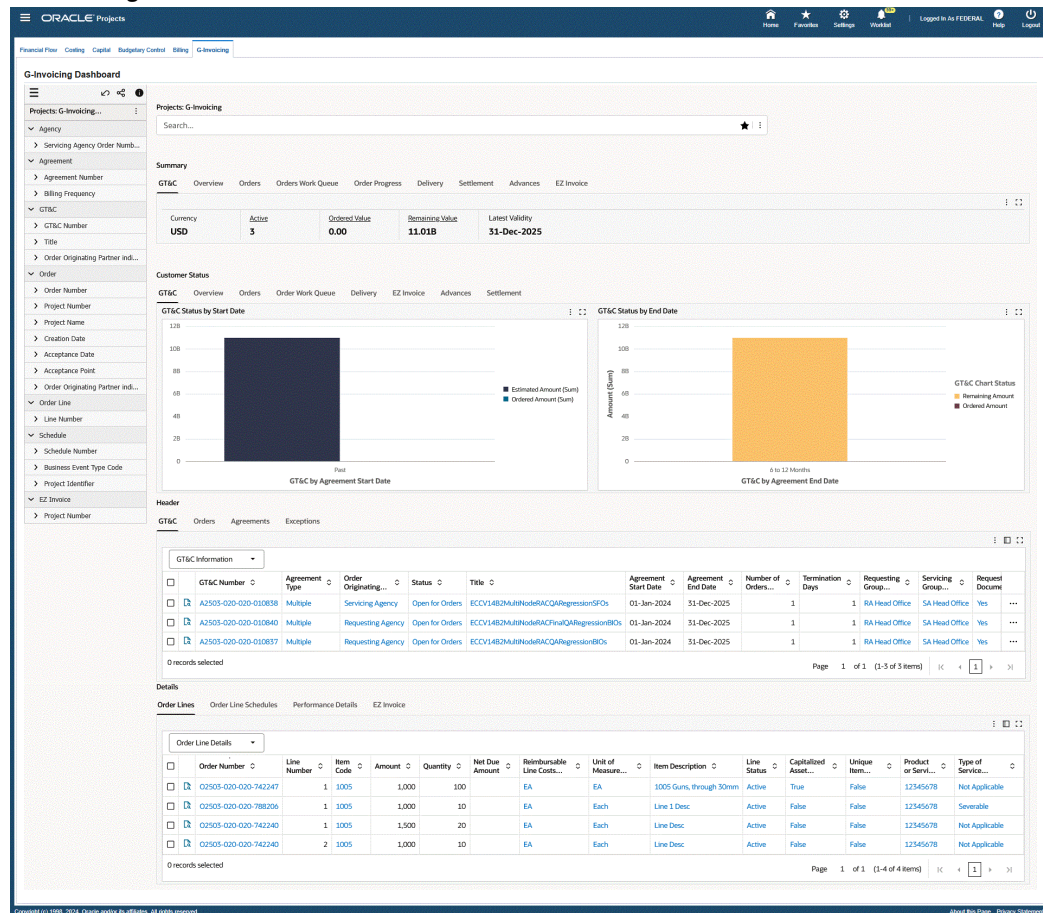
- GT&C
- Overview
- Orders
- Orders Work Queue
- Order Progress
- Delivery
- Settlement
- Advances
- EZ Invoice

Based on your Role Based Access Control (RBAC) setup, navigate to the Projects Command Center.

As an example, from the *Projects SU, US Federal* responsibility: Projects Command Center > G-Invoicing (tab)

The following table describes the **G-Invoicing** dashboard components.

G-Invoicing Dashboard



| Component | Description |
|----------------------|--|
| Summary (tab layout) | The GT&C summary bar displays the following metrics: |
| GT&C (tab) | <ul style="list-style-type: none"> Currency This metric displays the servicing agency currency. Active This metric displays the number of GT&Cs with the active status code Open for Orders. Click this metric to further refine the dashboard data. Ordered Value This metric displays ordered value calculated as (total estimated amount less total remaining amount). Click this metric to further refine the dashboard data. Remaining Value This metric displays the remaining value. Click this metric to further refine the dashboard data. Latest Validity This metric displays the most recent dates for valid GT&Cs. |

| Component | Description |
|--|--|
| Summary (tab layout) Overview (tab) | <p>The Overviews summary bar displays the following metrics:</p> <ul style="list-style-type: none"> Open Order Amount This metric displays the total amount of all open orders that are in an open status. Open GT&C This metric displays the total number of all opened GT&Cs (GT&Cs in open status). Settled Amount This metric displays the total settled amount. This metric does not include advance settled amount. Delivered Amount This metric displays the total amount of all delivery performances submitted in G-Invoicing. Trading Partners This metric displays the total number of requesting agency accounts. G-Invoicing Communication Issues This metric displays push failures to G-Invoicing and are not considered an exception. |

| Component | Description |
|--|---|
| Summary (tab layout) Orders (tab) | <p>The Orders summary bar displays the following metrics:</p> <ul style="list-style-type: none"> Open Orders <p>This metric displays the total number of open orders that are approved from both agencies and have completed the confirmation funds check action. Orders are in an open status. Click this metric to further refine the dashboard data.</p> Pending Approval Orders <p>This metric displays total number of orders under review and in progress as follows:</p> <ul style="list-style-type: none"> Orders pending agreement association (BIOs only) Orders pending project association Orders pending task association Orders pending funds consumption (funds confirmation) Orders pending requesting agency approval <p>Click this metric to further refine the dashboard data.</p> Draft Orders <p>This metric displays the total number of orders that have been created by the servicing agency (SFO) that are in draft mode and not associated to an agreement. Click this metric to further refine the dashboard data.</p> Closed Orders <p>This metric displays the total number of closed orders. Click this metric to further</p> |

| Component | Description |
|-----------|--|
| | <p>refine the dashboard data.</p> <p>Note: This metric also includes pending closed status orders.</p> <ul style="list-style-type: none"> <p>Pending Approval Modifications</p> <p>This metric displays the total number of orders that are in progress with modifications and are not submitted for modification approval. Click this metric to further refine the dashboard data.</p> <p>Draft Modifications</p> <p>This metric displays the total number of orders that have been modified by the servicing agency (SFO only). Click this metric to further refine the dashboard data.</p> <p>Rejected by Servicing Agency</p> <p>This metric displays the total number of orders rejected by the Servicing Agency. Click this metric to further refine the dashboard data.</p> <p>Rejected by Requesting Agency</p> <p>This metric displays the total number of orders rejected by the Requesting Agency. Click this metric to further refine the dashboard data.</p> <p>Orders with Final Performance</p> <p>This metric displays the total number of orders in which final performances are submitted for order line schedules within those orders. Click this metric to further refine the dashboard data.</p> |

| Component | Description |
|-------------------------|---|
| Summary (tab layout) | The Orders Work Queue summary bar displays the following metrics: |
| Orders Work Queue (tab) | <ul style="list-style-type: none"> Orders in Approval Preparation <p>This metric displays total number of orders under review and in progress and includes:</p> <ul style="list-style-type: none"> Order Pending Agreement Association Order Pending Task Association Order Pending Project Association Order Pending Approval Submission Orders in Approval Queue <p>This metric displays the total number of orders for which the task association has been completed and submitted for approval.</p> Orders in Funding Confirmation <p>This metric displays the total number of orders that are approved from both agencies and are pending fund confirmation. Click this metric to further refine the dashboard data.</p> Orders in Requesting Agency Approval <p>This metric displays the total number of orders pending requesting agency approval (SFO only). Click this metric to further refine the dashboard data.</p> Modification in Approval Preparation <p>This metric displays the total number of orders with modifications, but not submitted for approval. Click this metric to further refine the dashboard data.</p> Modification in Approval Queue <p>This metric displays the total number of</p> |

| Component | Description |
|-----------|--|
| | <p>orders with modifications that have been submitted for approval and are pending approval. Click this metric to further refine the dashboard data.</p> <ul style="list-style-type: none"> Modification in Funding Confirmation <p>This metric displays the total number of orders with modifications that been approved and are pending fund confirmation. Click this metric to further refine the dashboard data.</p> Modification in Requesting Agency Approval <p>This metric displays the total number of orders with modifications pending requesting agency approval (SFO only). Click this metric to further refine the dashboard data.</p> |

| Component | Description |
|----------------------|---|
| Summary (tab layout) | The Order Progress summary bar displays the following metrics: |
| Order Progress (tab) | <ul style="list-style-type: none"> Open Order Amount This metric displays the total value of open orders. Revenue Budget This metric displays the total value of budgeted (baseline) revenue for all open orders. Actual Revenue This metric displays the total value of revenue incurred from transactions. GL Accounted Revenue This metric displays the total value of revenue transferred to GL with successful final accounting. Unearned Revenue This metric displays the total value of invoice transactions that are released and accounted, but with revenue that is not yet generated. This metric applies only at the project level. If the project contains CA/CL accounting, then those values are not included in this metric. Actual Cost This metric displays the total value of all costed and distributed transactions (expenditures). Deferred Performance This metric displays the total value of outstanding invoices (total invoice amount less total revenue.) |

| Component | Description |
|--|---|
| Summary (tab layout) Delivery (tab) | <p>The Delivery summary bar displays the following metrics:</p> <ul style="list-style-type: none"> Revenue Budget This metric displays the total value of baseline revenue budgets. Click this metric to further refine the dashboard data. Draft Invoice This metric displays the total value of released draft invoices. Click this metric to further refine the dashboard data. Receivables Invoice This metric displays the total value of receivables invoices once tieback is complete and receivables invoices are created. Click this metric to further refine the dashboard data. Credit Memo This metric displays the total value of credit memos for transactions rejected by the requesting agency. Note: Total value of credit memos are released from the servicing agency. Delivered This metric displays the total value of all deliveries that are submitted in G-Invoicing (summary of pushed-delivered performance). Click this metric to further refine the dashboard data. UnBilled Receivables This metric displays the total value of revenue without invoices. Click on this metric to further refine the dashboard data. |

| Component | Description |
|-----------------------------|---|
| Summary (tab layout) | The Settlement summary bar displays the following metrics: |
| Settlement (tab) | <ul style="list-style-type: none"> Delivered <p>This metric displays the total value of all delivery performances that are submitted to G-Invoicing (summary of pushed-delivered performance). The net delivery performance is the sum of all positive and negative delivery performances.</p> Settled <p>This metric displays the total value of delivered and settled orders for FOB source, plus the total value of accepted orders for FOB destination.</p> Accepted <p>This metric displays the sum of accepted performance value for both FOB source and destination. If the acceptance is not created for FOB source, then it is not considered in this metric.</p> Receipts <p>This metric displays the total value of receipts that are created for delivery performance of FOB source, plus acceptance of FOB destination.</p> Receipts Applied on Invoice <p>This metric displays the total value of receipts that are applied to the invoices. This metric does not consider prepayment values.</p> Refunds <p>This metric displays the total value of all the delivery and acceptance adjustments that are settled, and with adjusted receipts. (Delivery adjustments for FOB source and acceptance adjustment for FOB destination.)</p> |

| Component | Description |
|-----------|--|
| | <ul style="list-style-type: none"> Acceptance Adjustments This metric displays the total value of all adjustments to the accepted performance. Delivery Adjustments This metric displays the total value of all negative delivery performance that is generated from credit memos and standalone invoices. Quality Performance Percent This metric displays the percentage of orders that meet acceptable deliverables, and is calculated as (Net Accepted at Schedule level / Net Delivered at Schedule level) * 100 Delivery Performance with Pending Adjustments This metric displays the total of all delivery performances that require adjustments corresponding to respective acceptance adjustments. |

| Component | Description |
|----------------------|---|
| Summary (tab layout) | The Advances summary bar displays the following metrics: |
| Advances (tab) | <ul style="list-style-type: none"> Advance Order Amount This metric displays the total open order value for all advance-enabled orders. Advance Received This metric displays the net total advance value requested by servicing agencies that are settled. This metric includes the sum of both positive and negative performances. Advance Receipt Amount This metric displays the total receipt value for all settled advance performance. This metric excludes any receipt failure. Advance Delivered This metric displays the total net delivery performance value against advance orders. Advance Pending Delivery This metric displays the net total value of advance received revenue that has not been delivered. Advance Refunded This metric displays the total value of adjusted advance performance against advance-enabled orders. Advance Receipt Refunds This metric displays the total receipt value that reflects the adjustment advance performance. |

| Component | Description |
|---|--|
| Summary EZ Invoice (tab) | <p>The EZ Invoice summary bar displays the following metrics:</p> <ul style="list-style-type: none"> Draft This metric displays the total number of EZ Invoices that are in a draft status. Pending This metric displays the total number of EZ Invoices that are submitted to G-Invoicing and not settled. Settled This metric displays the total number of EZ Invoices with completed settlement and have a receipt associated with it in Oracle. The life cycle is complete from initiation to settlement. In Progress This metric displays the total number of EZ Invoices in progress and pending an agreed amount in which delivery has not occurred. |

| Component | Description |
|--|--|
| Customer Status (tab layout) GT&C (tab) | <p>The GT&C Status by Start Date chart displays buying agency details for total ordered amount and total estimated amount based on the active GT&C start date between the servicing agency and the buying agencies. Click on a requesting agency GT&C number in the chart to view the individual GT&C of the selected buying agency and its associated GT&C's with the servicing agency. Click on a Requesting Agency Location Code in the chart to refine the data and display all GT&C numbers that belong to the requesting agency.</p> <p>The GT&C Status by End Date chart displays buying agency details for total ordered amount and total remaining amount based on the GT&C end date between the servicing agency and the buying agencies. Click on a requesting agency GT&C number in the chart to view the individual GT&C of the selected buying agency and its associated GT&C's with the servicing agency. Click on a Requesting Agency Location Code in the chart to refine the data and display all GT&C numbers that belong to the requesting agency.</p> |
| Customer Status (tab layout) Overview (tab) | <p>The Overall Status chart displays the order amounts based on the order completion date and status.</p> <p>The Activities in the Last 3 Periods chart displays orders for the prior three periods and includes:</p> <ul style="list-style-type: none"> • Total Order Amount • Total Advance Amount • Total Delivered Amount • Total Settled Amount <p>Click on an order in the chart to refine the dashboard data.</p> |

| Component | Description |
|--|---|
| Customer Status (tab layout) Orders (tab) | <p>The Open Orders by Agency chart displays the total value of orders for each order status against each buying agency with which the servicing agency is conducting business. You can click on an agency order number in the chart or the order value bar to view individual order details between the servicing agency and the buying agency. Click on a Requesting Agency in the chart to refine the data and display all Order Numbers that belong to that requesting agency.</p> <p>The Order by Status chart displays amounts based on the order start date and approval status. You can click on the Options (ellipses) icon and select dimension values to display order amounts by:</p> <ul style="list-style-type: none"> • Orders by Creation Date • Orders by Modification Initiated Date • Requesting Agency • Order Number <p>Click on a value in the chart to refine the dashboard data.</p> |

| Component | Description |
|--|--|
| Customer Status (tab layout) Order Work Queue (tab) | <p>The Orders chart displays the internal status of orders and the total order amounts. You can click on the Options (ellipses) icon and select Group Dimension values to display order amounts by:</p> <ul style="list-style-type: none"> • Orders by Creation Date • Requesting Agency • Order Number <p>Click on a Work Queue Status value in the chart to refine the dashboard data.</p> <p>The Modifications chart displays the order modification flow with total order amount based on the Work Queue Status. You can click on the Options (ellipses) icon and select Group Dimension values to display order amounts by:</p> <ul style="list-style-type: none"> • Orders by Modification Initiated Date • Requesting Agency • Order Number <p>Click on a Work Queue Status value in the chart to refine the dashboard data.</p> |
| Customer Status (tab layout) Delivery (tab) | <p>The Delivery Readiness chart displays orders and total order amounts based on order status. You can click on the Options (ellipses) icon and select Group Dimension values to display order amounts by:</p> <ul style="list-style-type: none"> • Orders by Completion Date • Requesting Agency • Order Number <p>The Delivery Status chart displays orders and total order amounts by completion dates.</p> |

| Component | Description |
|--|--|
| Customer Status (tab layout) EZ Invoice (tab) | <p>The EZ Invoice chart displays the total amounts of EZ Invoices grouped by:</p> <ul style="list-style-type: none"> • Approved Amount (Sum) The total value of agreements created for the corresponding GT&C, and the requesting ALCs combination. • Draft (Sum) Total value of the EZ Invoices in Draft status. • Pending (Sum) Total value of the EZ Invoices in Pending status. • Settled (Sum) Total value of the EZ Invoices in Settled status. • To Complete (Sum) Total value of the agreements that are associated with the corresponding GT&Cs that have not been delivered. <p>You can select dimensions to display total amounts for the following:</p> <ul style="list-style-type: none"> • Agreement Number • GT&C Number • Project Number • Requesting Agency Location Code |
| Customer Status (tab layout) Advances (tab) | <p>The Advances chart displays displays the total open order amounts for advance-enabled orders, and displays amounts by the following Advance Status values:</p> <ul style="list-style-type: none"> • Advance to be Requested • Advance Pending Delivery • Advance Delivered |

| Component | Description |
|--|--|
| Customer Status (tab layout) Settlement (tab) | <p>The Settlement Adjustments chart displays the total value of Accepted Adjustments to the order performance by the requesting agency, and the total value of Delivery Adjustments by the servicing agency.</p> <p>The Settlement Status chart displays total Delivered Amount, Accepted Amount, and Settled Amount for each GL Period based on order performance.</p> |

| Component | Description |
|---------------------|---|
| Header (tab layout) | The GT&C results table displays data grouped by GT&C attribute groups. You can view data grouped by: |
| GT&C (tab) | <ul style="list-style-type: none"> • GT&C Information • Agreement Amount Information • Additional Information • Agency Information • Preparer Information • Requesting Approval Information • Servicing Approval Information |
| | <p>You can click the Record Details icon within a selected row to open and view the General Terms & Conditions details window.</p> |
| | <p>You can also click on values in the GT&C Number, Title, Agreement Type, Status, Termination Days, Requesting Group Name, and Servicing Group Name columns to filter and refine dashboard data for the selected values.</p> |
| | <p>Click on the ellipses (...) icon in the row to open the following action items:</p> |
| | <ul style="list-style-type: none"> • Create Order- click to open the Create Seller Faciliated Order UI. This action item is enabled only for those GTCs with the Order Originating Indicator as Servicing Agency. • Attachments- click to view GT&C attachments. • Create EZ Agreement- click to open the Create Agreement form. This action item is only enabled when the Bizapp attribute is EZ invoice. |

| Component | Description |
|---|---|
| Header (tab layout) Orders (tab) | <p>The Orders results table displays data grouped by Order attribute groups. You can view data grouped by:</p> <ul style="list-style-type: none"> • Order Details • Advance • Billing and Delivery Information • Funding Details • Partner Information • Performance <p>You can click the Record Details icon within a selected row to open and view the Order details window.</p> <p>You can click on values in the columns to filter and refine dashboard data for the selected values.</p> <p>Note: This results table includes the following action-enabled attributes:</p> <ul style="list-style-type: none"> • Update Agreement - Click on this action to navigate to the Update Agreement page where you can update and create agreements. • Create Project - Click on this action to navigate to the Create Project page to create a new project. • Associate Project - Click on this action to navigate to the Associate Project window where you can search for and associate projects. • View Performance Obligation - Click on this action icon to navigate to the Performance Obligations page to view |

| Component | Description |
|-----------|---|
| | <p>performance obligation details.</p> <ul style="list-style-type: none"> • View SFO - Click on this action icon to navigate to the SFO page to view the Seller Facilitated Orders (SFO). • Admin Modification - Click on this action to navigate to Agreement Additional Attributes for the SFO order. You can edit some attributes in Admin mode depending on the order stage. • Push Admin Modification - Click on this action to transfer changes to the G-Invoicing portal. Click on this action to push the admin modification changes to the G-Invoicing portal. • Manage Revenue Budget - Click on this action to navigate to the Budgets form. • Manage Cost Budget - Click on this action to navigate to the Budgets form. • Copy SFO - Click on this action to navigate to the Seller Facilitated Order window. • Delete SFO - Click on this action to delete the Seller Facilitated Order. A confirmation window appears where you can delete or cancel this action. • View Costing Details - Click on this action to navigate to the View Costing Details window. • View Billing Details - Click on this action to navigate to the View Billing Details window. • View Budget Details - Click on this |

| Component | Description |
|--|---|
| | <p data-bbox="1003 310 1409 373">action to navigate to the View Budget Details window.</p> <p data-bbox="940 464 1469 527">You can also click on the Options link in the table header to perform the following actions:</p> <ul data-bbox="940 548 1469 1010" style="list-style-type: none"> <li data-bbox="940 548 1469 674">• Create Agreement - This action allows you to create agreements manually for those orders that failed to create agreements automatically. <li data-bbox="940 716 1469 779">• Order Modification Uptake - Enables order modifications. <li data-bbox="940 821 1469 915">• Resynchronize Orders - Allows you to push approved orders that previously failed push to G-Invoicing. <li data-bbox="940 947 1469 1010">• Close Order - Closes the selected order(s) that are in Pending Close status. |
| <p data-bbox="448 1073 662 1104">Header (tab layout)</p> <p data-bbox="448 1125 639 1157">Agreements (tab)</p> | <p data-bbox="940 1073 1469 1167">The Agreements results tables displays all of the agreements related to GT&Cs which are EZ enabled.</p> <p data-bbox="940 1188 1469 1283">You can click the Record Details icon within a selected row to open and view the Agreement details window.</p> <p data-bbox="940 1304 1469 1430">You can also click on the Update Agreement action link within a selected row to open the Update Agreement window where you can view and update agreement details.</p> |

| Component | Description |
|---|--|
| Header (tab layout) Exceptions (tab) | <p>The Exceptions results table displays all of the exceptions related to GT&Cs and orders that could not be pulled. It is not specific to EZ enabled GT&Cs.</p> <p>You can click the Record Details icon within a selected row to open and view the Exception details window.</p> <p>You can also click on a row level ellipses (...) icon and choose to Reject or Resync a selected exception.</p> |
| Details (tab layout) Order Lines (tab) | <p>The Order Lines results table displays data grouped by Order Line attribute groups.</p> <p>From the drop-down list, you can select views to display details by:</p> <ul style="list-style-type: none"> • Order Line Details • Performance <p>Click on values in the columns to filter and refine dashboard data for the selected values.</p> <p>You can also click the Record Details icon within a selected row to open and view the Order Line details window.</p> |

| Component | Description |
|--|--|
| Details (tab layout) Order Line Schedules (tab) | <p>The Order Line Schedules results table displays data grouped by Order Line Schedules attribute groups.</p> <p>From the drop-down list, you can select views to display details by:</p> <ul style="list-style-type: none"> • Schedule Details • Servicing Agency • Requesting Agency • Performance <p>You can click on values in the columns to filter and refine dashboard data for the selected values.</p> <p>Click on the Options ellipses icon link in the table header to perform the following actions:</p> <ul style="list-style-type: none"> • Request Full Advance • Submit Deferred Performance • Submit Delivery Performance • Request Partial Advance • Adjust Advance <p>You can also click on a row level ellipses (...) icon to:</p> <ul style="list-style-type: none"> • Create Requisition • View Costing Details • View Billing Details • View Budget Details <p>You can also click the Record Details icon within a selected row to open and view the Order Line Schedule details window.</p> |

| Component | Description |
|---|--|
| Details (tab layout) Performance Details (tab) | <p>The Performance Details results table displays data grouped by performance attribute groups.</p> <p>From the drop-down list, you can select views to display details by:</p> <ul style="list-style-type: none"> • Performance Details • Preparer • Receipt <p>Click on the row level View action link to navigate to the View Performance History page to view performance detail. The page displays by Order Number, Order Line Number, Schedule Line Number, Performance Type, and Accounting Period.</p> <p>You can click on values within the columns to filter and refine dashboard data for the selected values.</p> <p>You can also click the Record Details icon within a selected row to open and view the Performance details window.</p> |

| Component | Description |
|--|--|
| Details (tab layout) EZ Invoice (tab) | <p>The EZ Invoice results table displays EZ Invoice data. From the drop-down list, you can select views to display details by:</p> <ul style="list-style-type: none"> • EZ Invoice Detail • Requesting Agency and Other Details • Servicing Agency Detail <p>Click on the Update Additional Attributes action link to open the EZ Invoice Additional Attributes form for the selected EZ Invoice (row level). You can update many attributes for the EZ Invoice in this page.</p> <p>Click on the ellipses (...) icon in the table header for the following actions:</p> <ul style="list-style-type: none"> • Compare - you can compare selected EZ invoice records. • Submit- you can send an EZ invoice to the G-Invoicing application. Only those records that are in Draft status are eligible for this action. • Delete - you can delete an EZ invoice only when the EZ invoice status is in Draft or Pending mode. • Reverse - you can reverse an EZ invoice after the the settlement. A reversal is only possible for a settled invoice. • Reprocess Receipt - you can reprocess a receipt when there is an error on the receipt processing for an invoice or credit memo. This is eligible when the receipt status is in Error, and the receipt number is not updated on the invoice line after processing the receipts. <p>You can also click the Record Details icon within a selected row to open and view the EZ Invoice details window.</p> |

Loading Projects Command Center Data

Before you can use G-Invoicing with EBS, you must retrieve and load the Projects G-Invoicing Enterprise Command Center (ECC) data. Perform the following steps:

1. From the **Home** page, select the **Projects Super User** responsibility.
2. Select **Projects**, then **Requests**, and then **Run** or **Schedule**.
The **Submit Request** window appears.
3. Query the concurrent , **Projects G-Invoicing ECC Data Load**.
The **Parameters** window appears.
4. Enter a value in the **System Name** field.
5. From the **Load Type** list, select either **Full Load** or **Incremental Load**.
 - Use a full load to load all existing data into Oracle Projects Enterprise Command Center.
 - Use an incremental load to load only data that has been modified since the previous run. To keep your ECC G-Invoicing dashboard current, you can schedule incremental loads to run as often as required.
6. Enter a value for the **Language** code field.
7. Select a value for the **Log Level** you want the program to report.
8. Select a value to set the SQL Trace On.
9. Click **OK**.
10. Click **Submit** to run the concurrent program.

Using G-Invoicing: Requesting Agency

This chapter describes how a buyer (requesting agency) uses Oracle E-Business Suite G-Invoicing.

This chapter covers the following topics:

- General Terms and Conditions (GT&Cs)
- IGT Requisitions
- IGT Orders
- IGT Modifications
- IGT Performance
- Allow Performance Submission During an Order Modification
- Performance Accounting for Intragovernmental Transactions
- API Support for G-Invoicing Flows
- Closing and Reopening IGT Orders
- Support for In-Flight Order (IFO) from Requesting Agency
- Support for EZ Invoicing

General Terms and Conditions (GT&Cs)

See Introduction to G-Invoicing, page 1-xiii for more information.

To view your GT&Cs, go to Buyer Work Center. Click the **IDVs** tab and then the **GT&Cs** subtab.

GT&Cs are created and approved only in the federal G-Invoicing application. In that application, the status of approved GT&Cs is Open for Orders. Oracle EBS only pulls GT&Cs that are open for orders. You cannot update or change GT&C data in Oracle EBS.

Note: GT&C Changes to Support Business Application: In the IGT GTC page, the Ordering Constraints region, now includes a Business Application attribute.

Searching for GT&Cs

To search for GT&Cs using a saved search, choose an option from the **Saved Search** list and click **Go**.

- **My Open GT&Cs:** Shows all open GT&Cs.
- **My Approved GT&Cs:** Shows all open GT&Cs.

To create a new search with your own filter criteria, click **Search** and select your criteria. Click **Go** to search, or click **Save Search**.

To edit, delete, or refer to this saved search, click **Personalize**.

Viewing GT&C Search Results

The search results include details such as operating unit, agreement, revision, GT&C number, GT&C title, agreement type, supplier site, G-Invoicing status, and so on.

After the *Intragovernmental Agreements (GT&C) Import* program has run, you can click an agreement in the results table to view the GT&Cs on the **Contract Purchase Agreement** page. All attributes that are available for GT&Cs in the federal G-Invoicing application are displayed on this page.

Note: If your system administrator has set up group security, then this page displays only data that is accessible to you based on your group association.

The agencies can populate ship-to and bill-to locations on GT&C using the custom hook, *po_custom_igt_pkg.set_gtc_related_info*. The sample code is

```
x_results_rec.ship_to_location_id := <SHIP_TO_LOCATION_ID>;  
x_results_rec.bill_to_location_id := <BILL_TO_LOCATION_ID>;
```

Viewing GT&C Header Details

On the **Contract Purchase Agreement** page, the **Header** tab displays the operating unit, GT&C number, supplier, supplier site, and GT&C title. This page displays ordering constraints, estimated costs, information about the requesting and servicing agencies and their organization structures, closing comments, and GT&C attachments.

Note: If a GT&C has only one Agency Location Code (ALC), then the

supplier and supplier site details are automatically filled in on the **Header** tab using the servicing agency identifier and servicing ALC information. However, if the GT&C has more than one ALC, then the supplier and supplier site details are not filled in and you must enter them when you create the order.

Select **Pull Attachments** from **Actions** in the **GT&C Attachments** region to import and view the attachments from the **Attachments** region. Click **View Orders** to view related orders for the GT&C.

Viewing Preparer and Approvals Information

The **Preparer & Approvals Info** tab on the **Contract Purchase Agreement** page shows details such as the preparer's name, phone, and email and the approver's agency, role, name, and title.

Viewing Controls

The control details on the **Contract Purchase Agreement** page are operating unit, status, requesting OU, purchasing OU, purchasing site, requesting group, and service group information. The requesting group details are group ID, group name, description, last modified date, and status. If there are multiple agency location codes, then the **Agency Location Codes** field displays the codes as comma-separated values.

Note: Use the groups displayed in this region to create an intragovernmental transaction (IGT) order for this GT&C. See IGT Orders, page 5-36 for more information.

Defining Business Application in G-Invoicing

The Administrator must set the feature flags to enable an agency to use the features like in-flight orders, EZ invoice.

Prerequisites

The agency must satisfy the following conditions:

- Set the feature flags in the federal G-Invoicing application to enable features like EZ, Bulk Data Upload for using with in-flight orders. (Navigation: In the Federal G-Invoicing Application, click **Administration** and then **Manage Feature Flags**).
- The requesting and servicing agency must pull these setups in Oracle CLM, Purchasing and in Oracle Projects.

Pulling BizApp and Feature Rules

Both agencies can use the concurrent program, Intragovernmental BizApps and Features Interface Program, to pull the business application (BizApps) and Feature details to EBS. This concurrent program can be used to pull BizApps and features whenever there is a change in the setup or it can be scheduled periodically. To pull or push BizApp and Feature setups, perform the following steps:

1. If you are in a different responsibility, switch to **CLM Purchasing Super User**.
2. Click **Requests** and then click **Submit a New Request**.
3. In the **Name** field, enter *Intragovernmental BizApps and Features Interface Program*. The **Parameters** window appears.
4. **Agency Type:** Select Requesting Agency.
5. **Request Type:** Select either the bizapps or feature flags details to pull.
6. **Operating Unit:** Specify the operating unit.

This service provides information related to features and related conditions for all the applicable agencies in G-Invoicing, the information pulled is validated during transactions.

Suggested Reading: Only JSON request and response are supported.

Oracle CLM or Purchasing provides the following views to see details of pulled BizApps and Features details:

- IGT_BizApps_V
- IGT_Features_V

These views display details such as:

- bizapp code, name, and the condition associated with it.
- feature code, feature display, and the agency type.

For example, the BizApp is EZ_10K and the related rules or conditions are:

- Max Amount < \$10000
- Agreement Type: Multiple
- Ordering point (FOB): Source

- Advance Payment Indicator: N (No)
- Rejection Days: 30

IGT Requisitions

You can create IGT requisitions in Oracle iProcurement using the web interface, or in Oracle Purchasing using the Oracle Forms user interface. You can also create Military Interdepartmental Purchase Requests (MIPRs) using intergovernmental requests in Oracle CLM with iProcurement.

When a requisition is approved, funds are committed and then you can add the requisition to an IGT order. When the order is approved, the funds move from commitment to obligation.

Departments and agencies within the Department of Defense (DoD or non-DoD) use MIPRs to create requests for goods and services provided by other departments. MIPRs provide funds details and descriptions of goods and services. Requesting agencies create and transfer MIPRs to servicing agencies. When a servicing agency accepts an MIPR, the requesting agency records the acceptance and adds the MIPR to intragovernmental orders. In EBS, you can create an MIPRs on the **Intragovernmental Requests** page and then add the requisitions to IGT orders.

Creating an Intragovernmental Request and Adding it to an IGT Orders

In Oracle iProcurement you can create IGT requests and commit funds if you have access to the **Intragovernmental Request** subtab in the **Shop** tab. Contact your administrator if this subtab is not available to you.

This subtab is available if your responsibility or user has the role *ICX: Intragovernmental Request Access Role*.

To create an intragovernmental request:

1. On the **Home** page, select the *CLM iProcurement* responsibility if you are using CLM or the *Federal iProcurement* responsibility if you are using Oracle iProcurement.
2. Click **iProcurement Home Page**.
3. On the **Shop** tab, click the **Intragovernmental Request** subtab.

The **Intragovernmental Request** page appears.

4. Enter or select a GT&C number. The LOV only displays GT&Cs that you have access to.

Once you select a GT&C number, the shopping cart can only contain items with the same GT&C number.

The contract number, which is created in EBS when you select a GT&C number, is

populated automatically.

5. In the **Item Type** field, select either Goods or Services.

6. Enter an item description.

The **Category** field displays the default value set up in the user preferences.

7. Enter a quantity.

8. Select a unit of measure.

9. Click **Add to Cart**.

You can continue adding items to the shopping cart if each item has the same GT&C number.

Note: If your shopping cart contains intragovernmental items, then you cannot select noncatalog requests (NCR) or catalog items from the **Shop** page.

10. Click the shopping cart to save it or to check out.

For each item, the shopping cart displays the item description, unit, quantity, price, amount, source document number, and GT&C number.

11. Click **Checkout**, or, to save cart details and create an intragovernmental request with the status Incomplete, click **Save**.

The **Checkout: Requisition Information** page appears.

12. Provide a description for the requisition.

13. In the **Requesting Agency Info** and **Servicing Agency Info** regions, the agency identifier, agency location code and group are populated based on the selected GT&C.

14. Select a date in the **Need-By Date** field or set a date range in the **Period of Performance Start Date** and **Period of Performance End Date** fields. Select a need-by date between the start and end dates of the GT&C.

Note: Period of performance dates are used in Oracle CLM but not in Oracle Purchasing.

15. (Optional) Click **Edit Lines** if you need to make changes at the line level.

- You cannot add multiple distributions for an IGT requisition.
- You can change the charge account if needed. Validate the TAS and BETC values defined for the funding segment of the charge account with the requesting and servicing groups entered in the intragovernmental request. Run the TAS Validation API to ensure that the TAS and BETCs are set up properly for the combination of agency identifier and funding segment and valid for the group and ALC selected.

16. Click **Submit**.

The requisition is sent for approval according to your agency's approval rules, and then funds are committed.

Creating Amount-based IGT Requisition Lines

The Intragovernmental Request page now includes a new request type, *Goods or Services*, I can provide description and Total Amount, that lets you enter an amount for the requisition. When you select this option, the amount field appears instead of the quantity and the rate per unit or unit price fields.

When such orders are added to the shopping cart, the Shopping Cart Summary page displays the total amount of the requisition lines. The following image displays the Shopping Cart summary page with the Total Amount calculated.

Total Amount for Requisition Line

The screenshot shows the 'Shopping Cart' summary page. At the top, there are navigation links: 'Shop', 'Requisitions', 'Reviewing', 'Assessments', and 'Feedback'. Below this is a 'Shopping Cart' header with a 'Done' button and a 'Checkout' button. A note says 'Personalize Shop Layout (beta)'. A sub-note says 'Personalize: "Take comparing items at the shop..."'. The main table has columns: 'Line', 'Item Description', 'Unit', 'Quantity', 'Price', 'Amount (\$ARS) (Source Document Number)', 'GTN Number', and 'Details'. There are two lines: Line 1 is 'Amount based line 1' with a quantity of 10 and a price of 10.000, resulting in an amount of 100.00. Line 2 is 'Goods based line 1' with a quantity of 10 and a price of 10.000, resulting in an amount of 100.00. A 'Total' row shows a total amount of 200.00. Below the table, there is a 'Personalize Table Layout (beta)' link, a checkbox for 'Military Intragovernmental Purchase Request (MIPR)', a 'Take Shopping Cart' button, a 'Return to Shopping' link, and a 'Diagnostic Controls' link.

| Line | Item Description | Unit | Quantity | Price | Amount (\$ARS) (Source Document Number) | GTN Number | Details |
|-------|---------------------|------|----------|--------|---|-------------------------|---------|
| 1 | Amount based line 1 | | 10 | 10.000 | 100.00 (PST-22-A-0125) | AS211-420-000-001-030.0 | |
| 2 | Goods based line 1 | EA | 10 | 10.000 | 100.00 (PST-22-A-0125) | AS211-420-000-001-030.0 | |
| Total | | | | | 200.00 | | |

When the requisition is created, the requisition in the demand workbench displays the total amount in the price field.

Requisition Lines in Demand Workbench

The screenshot displays the 'MIPR Own/IGT Requisitions' section of the Demand Workbench. It includes a table with the following columns: Requisition, Requisition Type, Item/Job, Qty, Unit Price, Need By, GTSC, and Obligation Type. The table lists two requisitions from the US Federal Government. To the left of the table are filter fields for Requisition, Requisition Type, Category, and Supplier. To the right is a 'Document Builder' section with a 'Type' dropdown set to 'New IGT Order' and a 'Number of Lines' field showing '0'.

The total amount in the order line schedule shows the Price value in update and view modes.

When the amount-based requisition line is added to create an IGT order and is submitted for approval, the IGT Orders page displays the total amount as the quantity. Also, when the order is pushed to federal G-Invoicing, the total amount entered is represented as the quantity.

Create a MIPR and Add It to an IGT Order

Military Interdepartmental Purchase Requisitions (MIPR) are used to track military purchases within Department of Defense (DoD) agencies. IGT requisitions support only the MIPR-Own type. A defense agency can create a reimbursable IGT request of this type and send it to a servicing agency for acceptance. To use the MIPR-Others type you must create a noncatalog request instead.

To create an MIPR and reference it in a reimbursable order, perform the following steps:

1. On the **Shopping Cart** page, before you check out, select the **Military Interdepartmental Purchase Request (MIPR)** option.
2. In the **MIPR Type** field, select **Military Interdepartmental Purchase Request-Own**.
3. Click **Checkout** to provide additional information such as requesting and servicing agency details.

Enter the invoicing office and servicing agency's address details. The PRDS (Purchase Request Data Standard) file is generated based on the location entered in the **Purchasing Options** page and the address code.

4. (Optional) Enter information in the **Business Priority and Project Information**, **Sourcing Information**, and **Acquisition Plan** regions.
5. Click **Submit** to send the requisition for approval.

When the requisition is approved, the status changes to **Approved, Pending**

Acceptance.

Note: Optionally, you can enter the MIPR acceptance information while creating an MIPR.

To record acceptance, select **MIPR Acceptance** from the **Actions** menu on the **Requisition Summary** page. Specify the obligation type. If the obligation type is Reimbursable, then the MIPR can be added to an IGT order. If the obligation type is Direct Citation, then the MIPR can be added to an award, but not to an IGT order.

When you record MIPR Acceptance, the requisition status is changed to Acknowledged.

Creating Intragovernmental Requisitions in Oracle Purchasing (in Forms)

Oracle Purchasing supports creating intragovernmental (IGT) requisitions for G-Invoicing.

The **Intragovernmental** option is included in the **Requisitions** window.

Note: To display and use the **Intragovernmental** option, set the *FV: Federal Enabled* profile option to Yes at the responsibility or user level.

When you select the **Intragovernmental** option, you create an IGT requisition. Once approved, it is available in Buyer Work Center so that it can be placed on an IGT order.

Prerequisites

Oracle recommends that you perform the following steps before you create an IGT requisition:

- Validate GT&C, TAS, and BETC details based on charge account segment available for agencies. Use the Validations API (cx_por_igt_validations.validate_igt_tas_betc).
- To improve user productivity, Include GT&C as a descriptive flexfield (DFF) at the header level, and populate corresponding internal GT&C numbers in the **Document** and **Document Type** as the Contract Purchasing Agreement in the **Source Details** tab as described below.
- Add Requesting Group, ALC, Agency Identifier and Servicing Group, ALC, and Agency Identifier fields as DFFs and validate them using APIs for the selected TAS and BETC.

To enter IGT requisition lines, perform the following steps:

1. Choose the *Purchasing, US Federal* responsibility.
2. Select **Requisitions** and then **Requisitions**.

The **Requisitions** window appears as shown below:

Requisitions in the Forms User Interface

Requisitions - [New]

Operating Unit

Number Type Preparer

Description Status Total

☐ Intragovernmental []

Lines Source Details Details Currency

| Num | Type | Item | Rev | Category | Description | UOM | ([]) |
|-----|------|------|-----|----------|-------------|-----|---------|
| 1 | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |

Destination Type

Requester

Organization

Location

Subinventory

Source

Supplier

Site

Contact

Phone

Outside Services Catalog... Distributions Approve...

3. Select the **Intragovernmental** option.
When this option is selected, Oracle Purchasing displays only IGT-related attributes in the list of values.
4. Click the DFF next to the **Intragovernmental** option.
The **Requisition Header** dialog box appears:

Requisitions

Requisitions - [New]

Operating Unit: US Federal Government

Number: [] Type: Purchase Requisition Preparer: Rockland, Mr. Theodore C.

Description: [] Status: Incomplete Total: USD 0.00

☒ Intragovernmental []

Lines Source Details Details Currency

| Num | Type | Item | Rev | Category | Description | UOM ([]) |
|-----|------|------|-----|----------|-------------|-------------|
| 1 | | | | | | |
| 2 | | | | | | |
| 3 | | | | | | |
| 4 | | | | | | |
| 5 | | | | | | |
| 6 | | | | | | |
| 7 | | | | | | |
| 8 | | | | | | |
| 9 | | | | | | |
| 10 | | | | | | |

Requisition Headers

Context: []

OK Cancel Clear Help

Destination Type: []

Requester: [] Supplier: []

Organization: [] Site: []

Location: [] Contact: []

Subinventory: [] Phone: []

Outside Services Distributions Approve...

5. In the **Requisition Header** dialog box, enter "Agency Information" in the **Context** field. The remaining fields appear after you select the context, as shown below:

Requisition Header

Requisition Headers

Context: Agency Information Agency Information

GT&C: A2111-020-020-005941.0 223

Requesting Group: Head Quarters (HQ)

Requesting ALC: 20010004

Servicing Group: HQ

Servicing ALC: 20010010

OK Cancel Clear Help

6. Select a GT&C.
7. Select the requesting group.
8. Select the requesting ALC. The ALC assigned to the requesting group appears.
9. Select a servicing group.

10. Select the **Servicing ALC** from the LOV. The ALC assigned to the servicing group appears.
11. Click **OK**.

Enter Lines and Source Information

In the **Lines** tab, enter the following details:

1. Select a value from the **Type** LOV. Only line types applicable to IGTs appear in the LOV.
2. Enter values for the **Item**, **Category**, and **Description** fields.
3. Select a unit of measure. The LOV displays only UOMs applicable to intragovernmental transactions.
4. Enter a quantity, price, and need-by date. The **Need-By Date** must be between the agreement start and end dates.
5. Click the **Source** tab.
6. Enter Contract Purchase Agreement (CPA) in the **Document Type** field.
7. Select a value in the **Document** field. These CPAs are GT&Cs pulled from G-Invoicing.
8. Save the details.
The requisition is created with the Incomplete status.

Entering Distribution

To enter distribution for the requisition, do the following:

1. Click **Distribution**.
2. Enter the charge account, GL date and others details.
Note: Oracle Purchasing supports only one distribution for an IGT requisition line.
3. Save the changes.
4. Reserve and approve the requisition.
Note: The approved intragovernmental requisitions are not used to autcreate purchase orders, but appear in the Demand Workbench,

where they can be used to create purchase orders.

Viewing Requisitions

You can view the recently created requisition details using the following methods:

Using the Requisition Summary

To view the requisition details, perform the following:

1. From the **Home** page, select the *Purchasing, US Federal* responsibility.
2. Click **Requisitions** and then **Requisition Summary**.

The **Find Requisitions** window appears as shown below:

Find Requisitions Window

The screenshot shows the 'Find Requisitions' window with the following fields and options:

- Operating Unit:** US Federal Government
- Requisition Number:** [Text Field]
- Preparer:** [Text Field]
- Buyer:** [Text Field]
- Reference Num:** [Text Field]
- Type:** [Dropdown Menu]
- Requester:** [Text Field]
- Modified:** [Dropdown Menu]
- Import Source:** [Text Field]
- Line:** [Text Field]
- Line Type:** [Text Field]

Below the search fields is a tabbed interface with the following tabs: **Line**, **Status**, **Date Ranges**, **Sourcing**, **Deliver To**, **Related Documents**, and **Accounting**. The **Line** tab is currently selected.

Under the **Line** tab, there are four input fields:

- Item, Rev:** [Text Field]
- Category:** [Text Field]
- Description:** [Text Field]
- Supplier Item:** [Text Field]

On the right side of the window, there is a **Results** section with three radio button options:

- ☐ Headers
- ☐ Lines
- ☒ Distributions

At the bottom of the window, there are three buttons: **Clear**, **New**, and **Find (B)**.

3. Enter a requisition number.
4. In the **Results** region, select a summary level:
 - **Header:** View the requisition header summary.
 - **Lines:** View the requisition lines summary.
 - **Distributions:** View the distribution details.

Requisition Headers Summary Window

| Number | Description | Approval Status | Creation Date | Currency |
|--------|-------------|-----------------|------------------|----------|
| 2133 | | Approved | 01-NOV-2021 02:4 | USD |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |

Lines New Open

Using the Demand Workbench in Buyer Work Center

When the requisition is approved in the Oracle Forms interface, the requisition lines become available in Demand Workbench for addition to IGT orders.

Changes to Searching Requisitions in the Demand workbench of Buyer Work Center

In the Requisition Summary Page, agencies can filter records by GT&C number specific to a GT&C. The GT&C along with contract are added in the results table.

In the IGT Requisition page on the Demand Workbench of Buyer Work Center page, the Requesting ALC and Requesting Group have been added as additional search criteria.

Document Builder on the IGT Requisitions Page

Requisitions Orders Agreements Deliverables Suppliers Notes Initiatives Negotiations

Demand Workbench Summary IGT Requisitions Amendments

IGT Requisitions

Indicates required field

Save Search

Search

Match ☒ All ☐ Any

Buyer is

Requisition is 2133

Category is

Supplier is

Go Clear Add Another Buyer Add

Document Builder

Type New IGT Order

OU US Federal Government

GT&C A2110-020-020-000321.0

Currency USD

Style IGT Standard

Recently Added Items

IGT Req In Forms 14 EA

Number of Lines 1

Total 210.00

USD

Clear Create

OU Requisition Requisition Type Item/Job Qty Unit Price Need-By Assignment GT&C Options Actions

No results found.

Perform the following steps to add the requisition to an IGT order:

1. Set the type to **New IGT Order** or **Add to IGT Order**.

2. Enter the OU.

3. Select requisition lines and click **Add**.

The selected requisition lines are added to document builder.

4. Click **Create**.

An IGT order is created, and the **Update IGT Order** page appears.

Note: The GT&C numbers entered at the header and line levels must match.

Copying, Modifying, Canceling, and Receiving Intragovernmental Requisitions

In Oracle CLM and Oracle Purchasing you can copy, modify, cancel, and receive IGT requisitions.

Copying IGT Requisitions

To create new requisition or to add lines to a new cart, select the requisition and click **Copy**.

Modifying IGT Requisitions

You can modify an IGT requisition line until it is added to an IGT order. When a requisition line is linked with an IGT order, the **Update** option is disabled in the iProcurement **Home** page and the summary page. You cannot change requesting and servicing agency details or line level attributes after the requisition line is linked to an IGT order.

Canceling IGT Requisitions

You can cancel an IGT requisition until it is linked to an IGT order. After it is linked with an IGT order the **Cancel** option is disabled. To cancel an entire requisition, click **Cancel Entire Requisition**. When a requisition line is canceled, accounting entries are reversed with the encumbered amount and the line is marked as canceled.

Liquidating IGT Requisitions

You cannot use the Liquidate action on IGT requisitions, because excess funds are liquidated when IGT requisition lines are added to an IGT order and the order is approved.

Receiving IGT Requisition

The **Express Receiving** and **Receive** options are disabled for IGT requisitions because the receipts and invoices are created through performance transactions.

Note: The type for all requisitions is updated to Intragovernmental Requests and you can filter based on this requisition type. When you select MIPR-OWN, the list displays MIPRs created by users as well, because MIPRs are also intragovernmental transactions.

Changing and Grouping IGT Requisitions

This enhancement applies to intragovernmental orders that have backup requisitions or prior commitments. Oracle CLM or Purchasing provides capabilities using which agencies can increase or decrease the requisition value against a requisition line under the following conditions:

- Change the requisition amount to utilize funds more effectively.
- Allocate funding progressively rather than completely for a specific requisition or a demand.

This functionality lets the programming office change the requisition by increasing or decreasing the funding for existing requisition lines. The contracting office reviews the updated requisitions and applies them to IGT orders without creating a new order line schedule. An increased requisition line amount creates a commitment to the extent of the value increase. There is no change in commitment if the amount is decreased. The changed requisition must be approved by the program officer. After approval, it becomes available in the demand workbench for the buyer to create an IGT order modification. The requisition changes are automatically propagated to the corresponding IGT order line schedules. In some cases, when there is a discrepancy in the original requisition with the order lines being modified, then the agency will have to update the quantity or price manually in the modification. Refer to subsequent descriptions for more details.

Changing an IGT Requisition

The change requisition is allowed when the following conditions are met:

- When the IGT requisition is in an approved status and has been referenced in an IGT order.
- At least one requisition line is allowed to be changed. If the requisition has multiple lines, few lines may be allowed to be changed and other lines may not be allowed for change.
- The corresponding order modification is in the draft or rejected status.
- The IGT order line schedule linked to the requisition line is not closed or cancelled.
- The IGT order linked to the requisition line is in a draft, approved, or rejected

status.

- Optionally, the incomplete IGT order modification linked to the requisition line is in the draft or rejected status.

Note: You can update the IGT requisitions that are not yet added to an order. In such cases, the requisition will be added to the cart, and you can change this requisition.

- The price cannot be changed when there is a performance against an order line schedule.
- The decreased quantity in IGT requisition line cannot be less than the performed quantity against the corresponding IGT order line schedule when performance exists.

You can change an IGT requisition that are enabled for update. You can only modify the quantity and price and must provide a reason for the change. You can change both amount-based and goods-based requisition lines. For example, consider a requisition was created for \$10 with 10 quantities and was included in the IGT order for the same quantity and price. In this case, the amount becomes \$100. If you decide to change the requisition, increase the quantity from 10 to 15, then the IGT order is updated with the quantity and price to reflect the change, which will be Quantity 15, Price \$10, and the amount is updated to \$150. In other case, where the IGT order is only partially added to an order (discrepancy of an IGT order line schedule amount compared to original requisition line), considering the above example, only quantity 8 is added at the price of \$10 then the amount is \$80. In this case, the modification to IGT order will not trigger an automatic update to the corresponding order. You will have to manually update the order with the corrected quantity which is 5 at the price of \$10 to reflect the change. When updating the order manually to reflect the change in requisition price or quantity increase, you must keep in mind that you can only add the difference of the amount from the original requisition (change in funded value). Considering this example, you can add quantity or price to not to exceed the \$50 additional amount.

To modify a requisition, perform the following steps:

1. In EBS, click the **Purchasing, US Federal, Standard (Forms based Requisitions), Federal iProcurement, Standard (Purchasing)** or **CLM iProcurement, Standard (CLM)** responsibility.
2. In forms-based requisitions, query for the requisition and click **Tools** and then **Change**. If you are using iProcurement, then from the **My Requisition** region, click the **Change** icon, if it is enabled.

Or, click the **Requisitions** tab, and then select a requisition to modify, then click **Change** option. The **Change Requisitions** page appears.

Change Requisition

Shop **Requisitions** Receiving Contractors Assessments Feedback

Requisitions Notifications Approvals

Enter Changes View Approvals

Change Requisition 2112 (960.00 USD): Select Lines

Personalize "Lines Region"

| Line | Description | Order Type | Order | Order Schedule | Status | Obligation | Commitment | Unit | Quantity | Price | Amount (USD) | Change in Fund | Reason |
|------|-------------|------------|-------|----------------|--------|------------|------------|------|----------|-------|--------------|----------------|---------------------|
| 1 | regline1 | Purchase | 2136 | Approved Order | | 110 | 0 | EA | 12 | 11 | USD | 132.00 | 22 change in qty |
| 2 | regline2 | Purchase | 2136 | Approved Order | | 400 | 0 | EA | 20 | 22 | USD | 440.00 | 40 change in price |
| 3 | regline3 | Purchase | 2136 | Approved Order | | 450 | 0 | EA | 450 | 1 | USD | 450.00 | 10 change in amount |

You can view the requisition line number, description, the corresponding order type, order number, order schedule status, obligated amount, commitment amount remaining, unit, quantity, price, amount, change in funded value, and reason. In this page, you can only change the quantity and price. Negative values are not accepted. You must enter the reason for the change.

3. Enter the quantity to change. The quantity cannot be less than performance quantity (the billed or received quantity).
4. Optionally, enter the new price. The price on the requisition can be changed only when:
 - Performance has not been created against the corresponding order line schedule of the IGT order.
 - Order shipment has not been billed or received.
 - Order shipment status is not closed for invoicing or closed for receiving.

When you increase the requisition line amount (quantity, price, or both), the Change in Fund will show the difference between the original requisition line amount and the changed amount. If you decrease the requisition line amount, then the change in fund will show 0 and there will be no impact on commitment.

5. Enter the reason for the change.
6. Click **Next**.
7. Click **Manage Approvals** to set up AME workflow. Add the approvers.

You can configure AME for the transaction type Requester Change Order Approval. You can set different approval rules for IGT requisitions using the Requesting ALC and the Requesting Group.

8. Click **Next**.

The **Change Requisition: Review and Submit** page appears. The modified quantity and price has an asterisk next to it as shown in the image:

Change Requisition: Review and Submit

Change Requisition 2112 (960.00 USD): Select Lines

| Line | Description | Order Type | Order | Order Schedule | Status | Obligation | Commitment | Unit | Quantity | Price Amount (USD) | Change In Fund | Reason |
|------|-------------|------------|-------|----------------|--------|------------|------------|------|----------|--------------------|----------------|---------------------|
| 1 | regline1 | Purchase | 2136 | Approved Order | | 110 | 0 EA | | 12 | 11 USD | 132.00 | 22 change in qty |
| 2 | regline2 | Purchase | 2136 | Approved Order | | 400 | 0 EA | | 20 | 22 USD | 440.00 | 40 change in price |
| 3 | regline3 | Purchase | 2136 | Approved Order | | 450 | 0 EA | | 460 | 1 USD | 460.00 | 10 change in amount |

9. Click **Submit**.

When the requisition is submitted, a notification is sent to the approver. When the requisition is approved, a response notification is sent back to the requester. In the notification, the requisition line status appears as Accepted, Pending Implementation. After the change is included in the IGT order (when the order modification is approved), the status is updated to Accepted, Implemented.

Adding Changed Requisition Lines to an Existing IGT Order Using Modification

When the changed IGT requisition is approved by the program officer, it becomes available in the demand workbench for the buyer or the contracting office to implement the changes to the corresponding IGT order. To add the changed requisition lines to an IGT order, perform the following steps:

1. In EBS, click the **Purchasing US Federal Super User** or **CLM Purchasing Super User** responsibility.
2. Click **Buyer Work Center** and then **Requisition**. The **Demand Workbench** page appears.
3. From the **Requisitions** tab, click the **IGT Requisition** subtab. You can filter requisitions by view only changed IGT requisitions. The changed IGT requisitions page appears showing the changed requisitions in the demand workbench as shown in the image:











Filtering Changed IGT Requisitions

IGT Requisitions

* Indicates required field

Personalize Table Layout (TableLayout)
Personalize Query (QueryEdit)

Changed IGT Requisitions Show Filters Table Diagnostics

| Select Requests: Add Return Reassign Cancel Split Save Split ... | | | | | | | | | | | | Rows 1 to 30 | | | |
|--|-----------------------|---------------|----------------------------|-----------------------|-----|------|-------|----------------|------------------------|------------|------------------------|----------------|-------------|---|--|
| <input type="checkbox"/> | OU ^ | Requisition ^ | Requisition Type ^ | Item/Job | Qty | Unit | Price | Change in Fund | GT&C | Order | IGT Order | Order Quantity | Order Price | Actions | |
| <input type="checkbox"/> | US Federal Government | 2126, 1 | Intragovernmental Requests | Amount based req line | | EA | 101 | | A2302-020-020-024349.0 | | | | |     | |
| <input checked="" type="checkbox"/> | US Federal Government | 2112, 1 | Intragovernmental Requests | reqline1 | 14 | EA | 11 | 44 | A2302-020-020-024349.0 | 2136, 3... | O2303-020-020-07588... | 10 | 11 |     | |
| <input type="checkbox"/> | US Federal Government | 2105, 1 | Intragovernmental Requests | Line 1 | 12 | EA | 10 | 20 | A2302-020-020-024349.0 | 2131, 1... | O2303-020-020-07557... | 10 | 10 |     | |
| <input type="checkbox"/> | US Federal Government | 2101, 3 | Intragovernmental Requests | reqline3 | | EA | 550 | 50 | A2302-020-020-024349.0 | 2123, 1... | O2303-020-020-07549... | 500 | 1 |     | |
| <input type="checkbox"/> | US Federal Government | 2101, 2 | Intragovernmental Requests | reqline2 | 20 | EA | 22 | 40 | A2302-020-020-024349.0 | 2123, 2... | O2303-020-020-07549... | 20 | 20 |     | |
| <input type="checkbox"/> | US Federal Government | 2101, 1 | Intragovernmental Requests | reqline1 | 12 | EA | 10 | 20 | A2302-020-020-024349.0 | 2123, 3... | O2303-020-020-07549... | 10 | 10 |     | |
| <input type="checkbox"/> | US Federal Government | 2007, 1 | Intragovernmental Requests | test | 16 | EA | 10 | 30 | A2210-020-020-020393.1 | 2107, 1... | O2302-020-020-07488... | 13 | 10 |     | |
| <input type="checkbox"/> | US Federal Government | 2003, 2 | Intragovernmental Requests | Line 2 | 10 | EA | 10 | 20 | A2302-020-020-024349.0 | 2099, 1... | O2302-020-020-07440... | 8 | 10 |     | |
| <input type="checkbox"/> | US Federal Government | 2003, 1 | Intragovernmental Requests | Line 1 | 0 | EA | 10 | 0 | A2302-020-020-024349.0 | 2099, 2... | O2302-020-020-07440... | 10 | 10 |     | |

In the IGT requisition page, new fields Order Quantity, Order Price and Change in Fund are added. You can view requisition change history from the icon in actions column.

4. Select the updated requisitions and then in the Document Builder sidebar, click and select **Add or Update IGT Order/Modification**.
5. Click **Add** on the **Select Request** prompt. The selected requisition lines are added to the existing order. The order is defaulted and cannot be changed as it is an existing order. You can select one requisition line without an order reference and one with an order reference, then add the lines to the document builder. You cannot select requisition lines that belong to multiple orders.

Adding Requisition Lines to Document Builder

Document Builder
[Personalize Flow Layout: \(DisplayLayoutRN\)](#)
Type Add or Update IGT Order / Modification
OU US Federal Government

[Personalize Flow Layout: \(AddToPoFieldsRN\)](#)
Order
Style IGT Standard
Purchase Order

[Personalize Table Layout: \(ResultsTableLayoutRN\)](#)
Recently Added Items
[Personalize Table Layout: \(ItemsTableLayout\)](#)

| | | |
|----------|-----|----|
| reqline1 | 12 | EA |
| reqline2 | 20 | EA |
| reqline3 | 550 | EA |

Number of Lines 3
Total 1,110.00
USD

[Personalize Table Layout: \(ButtonLayoutRN\)](#)

6. Click **Create**. The order modification is created that you can view in the IGT Modifications page.
7. Click **Orders** tab and then **IGT Modifications** subtab.
8. Select the order that was modified, click **Update** and then **Go**. The **Update Standard Purchase Order Modification** page appears.
9. Click **Schedules** and verify the updated requisition changes reflected in the order line schedules. In the cases where the original requisition and the order are not the same, the system does not update the order line schedules automatically in the modification and the agency receives a message notification that the changes are not propagated automatically. The agency must add these changes manually. For information on the values that need to be updated, check the requisition change history.
10. Click **Submit**. From this point on, the order modification follows the existing order modification approvals lifecycle.

When the modification is approved by both the trading partners and the modification is synchronized successfully, the funds are obligated or de-obligated. When there is increase in funds for the requisition line, the commitment will be reversed.

View the Requisition Change History

From the IGT requisitions page you can view the change history of a requisition. To view the change history for a requisition, perform the following steps:

1. In EBS, click the **Purchasing US Federal Super User** responsibility.
2. Click **Buyer Work Center** and then **Requisition**. The **Demand Workbench** page appears.
3. From the **Requisitions** tab, click the **IGT Requisition** subtab. You can filter requisitions by changed IGT requisitions as shown:

View Change History

IGT Requisitions

Indicates required field

Personalize Table Layout (TableLayout)

Personalize Query: (QueryRN)

Changed IGT Requisitions

Show Filters

Table Diagnostics

Select Requests:

Add

Return

Reassign

Cancel Split

Save Split

Rows 1 to 27

| <input type="checkbox"/> | OU | Requisition | Requisition Type | Item/Job | Qty | Unit | Price | Change in Fund GT&C | Order | IGT Order | Order Quantity | Order Price | Actions |
|--------------------------|-----------------------|-------------|----------------------------|-----------------------|-----|------|-------|--------------------------------------|------------------------|-----------|----------------|-------------|---|
| <input type="checkbox"/> | US Federal Government | 2125, 1 | Intragovernmental Requests | Amount based req line | EA | 101 | | A2302-020-020-024349.0 | | | | | <div><div></div><div></div><div></div><div></div></div> |
| <input type="checkbox"/> | US Federal Government | 2112, 1 | Intragovernmental Requests | reqline1 | 14 | EA | 11 | 44 A2302-020-020-024349.0 2136, 3, 1 | 02303-020-020-075884.0 | | 10 | 11 | <div><div></div><div></div><div></div><div></div></div> |
| <input type="checkbox"/> | US Federal Government | 2105, 1 | Intragovernmental Requests | Line 1 | 12 | EA | 10 | 20 A2302-020-020-024349.0 2131, 1, 1 | 02303-020-020-075578.1 | | 10 | 10 | <div><div></div><div></div><div></div><div></div></div> View Change History |

4. From the **Actions** filed, click the **View Change History** icon. The **Requisition Change History** page appears.

Requisition Change History

Requisition 2112 Change History

Indicates new value

Personalize "Change Request Region"

| Details | Requested Date | Line | Description | Order Type | Order | Unit | Quantity | Price | Amount (USD) | Status | Reason |
|---------|----------------------|------|-------------|------------|-------|------|----------|--------|--------------|----------------------------------|------------------|
| ▶ | 24-Mar-2023 14:35:02 | 1 | reqline1 | Purchase | 2136 | EA | 10 | 11 USD | 110.00 | Accepted, Pending Implementation | change in qty |
| | | | | | | | 12 | | 132.00 | | |
| ▶ | 24-Mar-2023 14:35:02 | 2 | reqline2 | Purchase | 2136 | EA | 20 | 20 USD | 400.00 | Accepted, Pending Implementation | change in price |
| | | | | | | | 22 | USD | 440.00 | | |
| ▶ | 24-Mar-2023 14:35:02 | 3 | reqline3 | Purchase | 2136 | EA | 450 | 1 USD | 450.00 | Accepted, Pending Implementation | change in amount |
| | | | | | | | 460 | | 460.00 | | |
| ▶ | 11-Apr-2023 18:06:56 | 1 | reqline1 | Purchase | 2136 | EA | 12 | | 132.00 | Accepted, Pending Implementation | testing |
| | | | | | | | 14 | 11 USD | 154.00 | | |

The status displays *Accepted, Pending Implementation* before implementing the change to IGT order. Once the change is implemented, the status changes to *Accepted Implemented*.

Grouping IGT Requisition Lines

In CLM and Purchasing, the agency must add IGT requisition lines to a new order, an incomplete order, or a draft modification to create an IGT order with the corresponding requisitions. Currently, the buyer or the contracting officer searches through various requisition lines in the demand workbench and adds these lines the IGT orders using the document builder. When creating an IGT order, there could be necessity to group the selected requisition lines based on the identical data, that results in a single line with numerous order line schedules.

If the selected requisition lines have identical data, listed below, then these requisition lines are grouped to generate a single purchase order line with multiple order line schedules. They will be added as a separate order line if any of the details below do not match among the selected request lines. The IGT requisition lines must have the following data values that are identical:

- Item description
- Category ID
- Order type lookup code
- Purchase Basis
- Matching basis
- Unit of measurement lookup code
- Source Document ID

The requisition lines can be added to a new IGT order or to an existing order that are approved orders. The system creates an IGT order modification when you add the requisition lines to an approved order. The grouping is applied when creating new modifications.

The requisition lines may also be added to incomplete orders or draft modifications. The selected requisition lines will be placed on the same line as schedules (in IGT Order) if the data on the requisition lines matches with that on the existing line data in the IGT order. Otherwise, these will be added to the order as separate lines.

You can also add requisition lines to a closed order. If the selected requisition lines are identical, then these lines are grouped. The closed order triggers an order reopen action and the order is treated as an order modification will be shared with the servicing agency to re-open the order along with the new order line created with multiple order line schedules.

When the agency selects an order that is closed to add the requisition lines, a warning message is displayed:

The IGT Order you selected is closed; when you take this action, a modification will be created to open this order. Do you wish to continue?

If you select yes, then an order modification will be created. This order modification must be approved by both the trading partners, the order will be opened for transaction along with new line or schedules based on the selected requisition line data.

Setting Up a Default Requisition Grouping Profile Option

The default grouping is based on the profile option value you set for the profile option, PO: Default Requisition Grouping. This profile option Indicates the default grouping method used when aggregating requisition demand to create a new document. Values are Default or Requisition. To set the profile option, perform the following steps:

1. In EBS, click the **System Administrator** responsibility.
2. Click **Profile** and then **System**.
3. In the **Profile** field, enter *PO: Default Requisition Grouping*. The System Profile Values page appears.
4. Select the profile option value as **Default**. The system combines requisition lines from multiple requisitions to create a single line. If the profile option value is set to **Requisition**, then the requisition lines are not grouped, and an order line is created for each requisition line.

Selecting Requisition Lines and Adding Them to Document Builder

You can select requisition lines and add them to a new IGT order or to an existing IGT order. If the group by default is selected then when you specify the Order Number, the system verifies if the requisition lines have similar data as in the existing orders. If they are identical, then the system adds the requisitions to the same order (does not create a new order line) but creates multiple order line schedules for each of the requisition lines. This grouping is applicable to new IGT order, existing incomplete IGT Order, new modification, and draft modifications. To group requisition lines, perform the following steps:

1. In EBS, click the **Purchasing US Federal** responsibility.
2. Click **Buyer Work Center** and then **Requisition**. The **Demand Workbench** page appears.
3. From the **Requisitions** tab, click the **IGT Requisition** subtab. You can filter requisitions by choosing the My IGT requests or use search criteria to filter requisition lines.
4. Select the requisitions that are not placed in an IGT order.
5. In the **Document Builder** in the sidebar, click and select **New IGT Order**.

6. Click **Add** in the **Select Request** and then **Go**.
7. The selected requisition lines are added to the document builder as shown in the image:

Requisition Lines in Document Builder for Grouping

Document Builder

[Personalize Flow Layout:
\(DisplayLayoutRN\)](#)
Type New IGT Order
OU US Federal Government

[Personalize Flow Layout:
\(NewPoFieldsRN\)](#)
GT&C A2303-020-020-025005.0
Currency USD
Style IGT Standard I

[Personalize Table Layout:
\(ResultsTableLayoutRN\)](#)
Recently Added Items
[Personalize Table Layout:
\(ItemsTableLayout\)](#)

| | | |
|----------|----|----|
| Material | 12 | EA |
| Material | 12 | EA |

Number of Lines 2

Total 240.00
 USD

[Personalize Table Layout:
\(ButtonLayoutRN\)](#)

Document Builder in Demand Workbench

If the selected requisition lines have similar data, then the system groups them and creates one order line for the grouped requisitions and maintains the multiple order line schedules to match the requisition lines. For example, if the agency selects 10 requisition lines, out of which 4 have similar data, 3 others have similar data and 3 others have similar data. In this case, the system groups these requisitions into three groups and creates three order lines. The requisition lines are grouped by default.

If the agency decides to override the default requisition lines grouping, then they can set the PO: Default Requisition Grouping to Requisition. The system does not group the requisition lines. If you have set the profile option to Default, you decide

not to group the requisition lines, then you can override the setting by choosing Requisition in the Update Document Builder page.

- To view the grouping details, **Update** in the **Document Builder** in the sidebar.

Update Document Builder page

Requisitions | Deliverables | Suppliers | Notes | Initiatives | Negotiations | Orders | Agreements

Demand Workbench | Summary | **IGT Requisitions** | Amendments

Requisitions: IGT Requisitions >

Update Document Builder: New IGT Order Cancel | Apply | Create

* Indicates required field

Personalize Table Layout: (MainPK)

Requests

Personalize "Requests"

* Group By: Default

Personalize "Requisition Lines Table"

| OU | Requisition | Requisition Type | PO Line | Item/Job | Qty | Unit | Price | Change in Fund | GT&C | Order IGT Order | Order Quantity | Order Price | Remove |
|-----------------------|-------------|----------------------------|---------|----------|-----|------|-------|----------------|------------------------|-----------------|----------------|-------------|--------|
| US Federal Government | 2130, 1 | Intragovernmental Requests | 1 | Material | 12 | EA | 10 | | A2303-020-020-025005.0 | | | | |
| US Federal Government | 2129, 1 | Intragovernmental Requests | 1 | Material | 12 | EA | 10 | | A2303-020-020-025005.0 | | | | |

- Click **Apply**. The system navigates you to the Document Builder page.
- Click **Create**. The system proceeds with order creation.

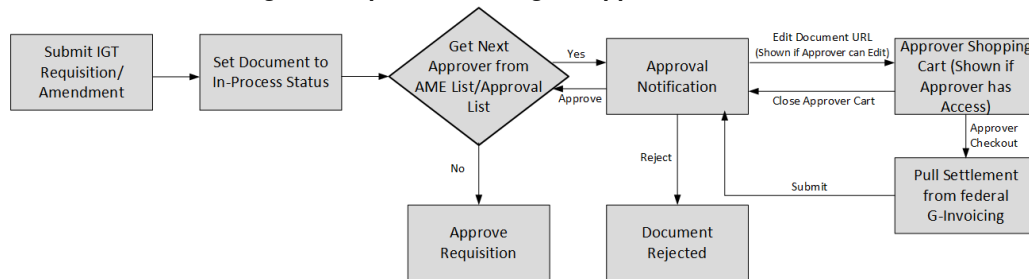
Editing IGT Requisitions and IGT Orders by Approvers

This functionality enables approvers, PMO office, with the editing privilege to edit an IGT requisition or an IGT order when approving. The updated requisition or an order is shared with the next approver in the approval process to approve or reject them.

Editing IGT Requisition During Approval Process

The following diagram illustrates the flow of editing an IGT requisition from iProcurement in Oracle EBS:

Process Flow of Editing IGT Requisition During an Approval Process



The process flow is as follows:

- The requesting agency submits an IGT requisition for approval.
- The requisition status is set to in-process.

3. The approver gets an approval notification.
4. If the approver has the editing privilege, then the Edit Requisition option is enabled. Clicking the edit requisition, the update requisition page appears.
5. The approver can edit the fields.

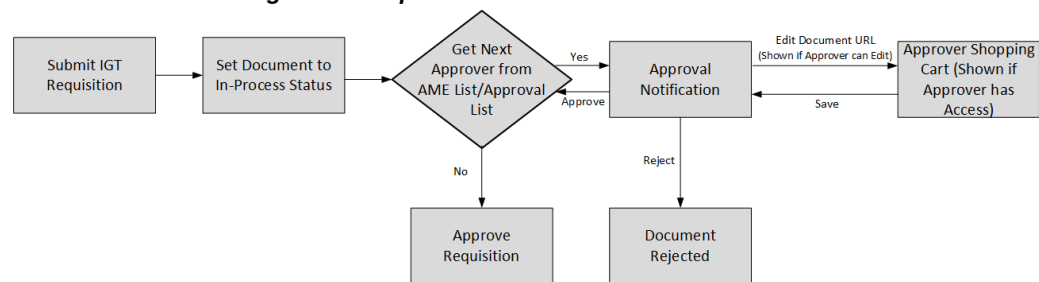
The agency can apply the changes and submit the revised requisition for the next approval in the chain of approvers.

If the document passes all submission checks, then the changes are saved after editing the document through notification. After the changes are saved, if the approver rejects the document, then the changes are not automatically reverted. In such a case, the agency must reverse the changes manually.

6. After all the approvers have completed approvals, the signer can perform the final approval.

The following diagram illustrates the flow of editing an IGT requisition from Forms in Oracle EBS:

Process Flow of Editing an IGT requisition from Forms



The process flow is as follows:

1. The requesting agency submits an IGT requisition for approval.
2. The requisition status is set to in-process.
3. The approver gets an approval notification.
4. If the approver has the editing privilege, then the Edit Requisition option is enabled. Clicking the edit requisition, the update requisition page appears.
5. The approver can edit the fields. Apply the changes and submit it for the next approval in the chain of approvers.
6. The approver at every stage has the option to either approve or reject the updated requisition.

If the document passes all submission checks, then the changes are saved after editing the document through notification. After the changes are saved, if the approver rejects the document, then the changes are not automatically reverted. In such a case, the agency must reverse the changes manually.

7. After all the approvers have completed approvals, the signer can perform the final approval.

Approvers Editing IGT Requisitions

Each approver can either approve, edit, or reject the requisition. If the approver has the editing privilege, then they can update the requisition and then approve it.

If the document passes all submission checks, then the changes are saved after editing the document through notification. After the changes are saved, if the approver rejects the document, then the changes are not automatically reverted. In such a case, the agency must reverse the changes manually.

After all the approvers complete the approval process, the signer can perform the final sign off and submit.

Prerequisites

The following prerequisites must be met to edit the IGT requisitions:

- In the Update Document Type page, the option, Approver Can Modify, must be enabled.

To edit an IGT requisition that is in-process status, the approvers must perform the following steps:

1. From the Home page, click the **iProcurement Federal** or **CLM Purchasing Federal** responsibility.
2. Click **iProcurement Home Page**.
3. Create an intragovernmental request or select an IGT request.
4. Enter the required fields and submit the requisition for approval.
5. The requisition status is set to in-process.
6. The approver gets the approval notification.
7. Login as the approver.
8. Click the IGT requisition to approve.

The **Update IGT Purchase Requisition** page appears.

9. If the approver has the editing privilege, then the **Edit Requisition** option is

enabled.

10. Scroll down and click the **Edit Requisition** link option.

The **Approvers Shopping Cart** page appears.

11. The approver can edit the fields and then submits the same for approval.

12. Update any value that you want to change.

13. Click the **Approver Checkout** option.

The **Checkout Requisition Information** page appears.

14. Click **Submit** for approval.

15. Click **Continue** to complete the approval process.

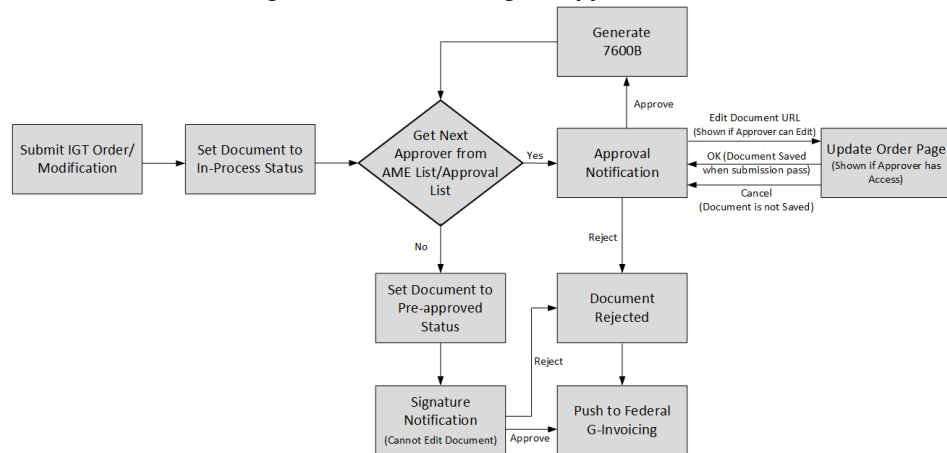
You can notice the modified changes are reflected in the requisition line details.

16. Click **Approve** or **Approve and Forward** to either approve or approve and then forward the requisition the next approver in the line of approvers.

Editing IGT Order During Approval Process

The following diagram illustrates the flow of editing an IGT requisition from orders from CLM Purchasing in Oracle EBS:

Process Flow of Editing an IGT Order During an Approval Process



The process flow is as follows:

1. The requesting agency submits an IGT order or order modification for approval.
2. The order status is set to in-process.

3. The approver gets an approval notification.
4. If the approver has the editing privilege, then the Edit Document option is enabled. Clicking the edit document, the update IGT purchase order page appears.
5. The approver can edit the fields. Apply the changes and submit it for the next approval in the chain of approvers.
6. The approver at every stage has the option to either approve or reject the updated order.

If the document passes all submission checks, then the changes are saved after editing the document through notification. After the changes are saved, if the approver rejects the document, then the changes are not automatically reverted. In such a case, the agency must reverse the changes manually.
7. After all the approvers have completed approvals, the signer can perform the final approval.

Approvers Editing IGT Orders

Each approver can either approve, edit, or reject the IGT order. If the approver has the editing privilege, then they can update the order and then approve it.

If the document passes all submission checks, then the changes are saved after editing the document through notification. After the changes are saved, if the approver rejects the document, then the changes are not automatically reverted. In such a case, the agency must reverse the changes manually.

After all the approvers complete the approval process, the signer can perform the final sign off and submit.

Prerequisites

The following prerequisites must be met to edit the IGT orders:

- The Responsibility being used by the approver must have the option, Approver Can Modify, enabled in the Update Document Type page.

The approvers can perform the following steps to edit an IGT requisition that is in-process status:

1. From the **Home** page, click the **iProcurement Federal** or **CLM Purchasing Federal** responsibility.
2. Click **Buyer Work Center** and **Demand Workbench**.
The **Demand Workbench** page appears.
3. Create an IGT order and send it for approval.

4. The order status is set to in-process.
5. The approver gets the approval notification.
6. The approver clicks the IGT purchase order to approve.
The **Update IGT Purchase Order Approval** page appears.
7. If the approver has the editing privilege, then the **Edit Document** option is enabled.
8. Scroll down and click the **Edit Document** link option. The Update Purchase Order page appears.
The approver can edit any line or order line schedule fields.
9. Click **Save** and **Apply**.
The **Update IGT Purchase Order Approval** page appears.
10. Click **Submit** for approval.
11. Click **Continue** to complete the approval process.
You can notice the modified changes are reflected in the order line details.
12. Click **Approve** or **Approve and Forward** to either approve or approve and then forward the requisition the next approver in the line of approvers.

Note: When the approver edits the order and approves it, the 7600B is generated reflecting the changes and is added as an attachment to the document.

Attachments Copied during Automatic Creation of IGT Order or Modification from IGT Requisition Lines

This functionality enables the requesting agency to add an attachment when creating an intragovernmental requisition. A new attachment category, Requesting Agency, is added on the Attachments page. The agency can add an attachment at the requisition header and requisition line levels. When the requisition containing the attachment is added to a new or an existing IGT order, these attachments are copied over to the header and the line regions of the IGT order.

Only the attachment at the order header-level with the Requesting Agency category file type is pushed to federal G-invoicing. If requisition lines from one requisition are placed on different IGT orders, then the requisition header-level attachment is copied to the order header in both the orders.

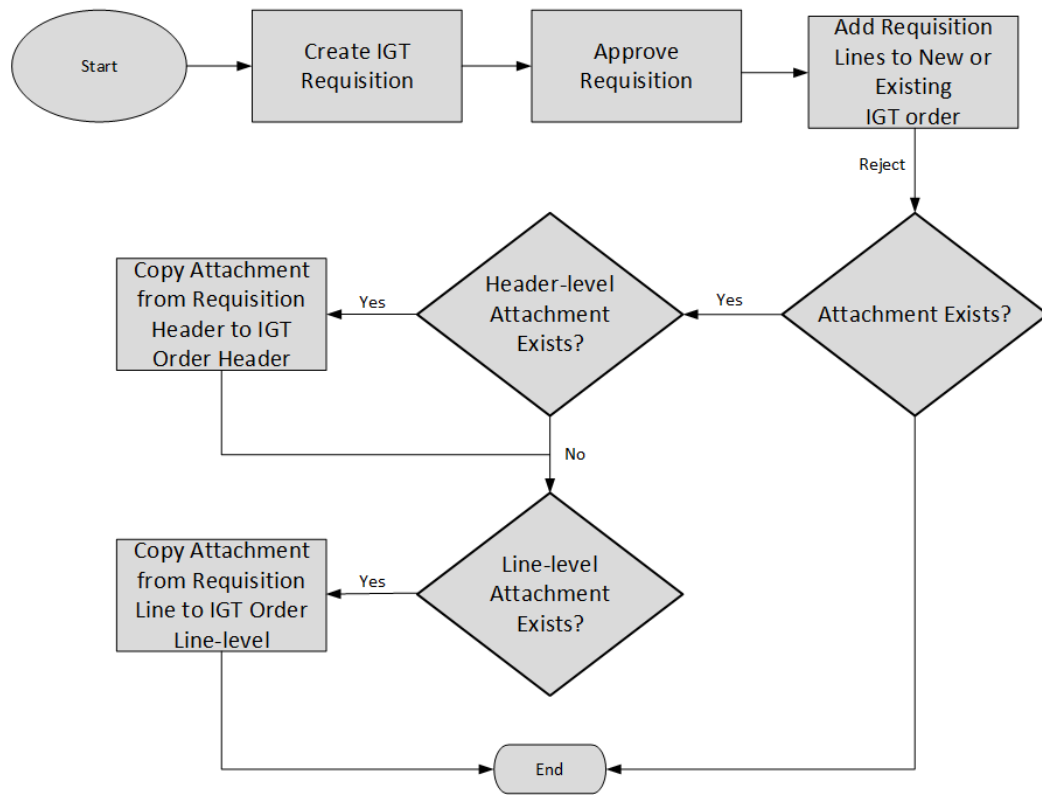
If the requisition line is added to an IGT order modification, then the attachment is copied to the order modification as well. After the order modification is approved,

attachments are copied to the order header.

Attachments Copied during Automatic Creation of IGT Orders and Modification from IGT Requisition Lines

The following diagram illustrates the flow of adding attachments from an IGT Requisition into an IGT Order in Oracle EBS:

Automatic Creation of IGT Orders and Modification from IGT Requisition Lines



The process flow of adding attachments from requisitions to IGT orders is as follows:

1. The agency creates an IGT requisition and sends the request for approval.
2. The agency then selects the attachment category type, Requesting Agency.
3. The agency then adds attachments at the header and requisition line levels.
4. The agency adds the requisition lines to create a new or an existing IGT order.
5. If the requisition contains attachments at the header and the line levels, then they are copied to the corresponding IGT header and order line levels.
6. Once the order is saved, the header level attachments are pushed to federal G-

Invoicing.

Adding Attachments to IGT Requisition

Perform the following steps to add attachments to IGT requisition:

1. From the Home page, click the **iProcurement Federal** or **CLM Purchasing Federal** responsibility.
2. Click **iProcurement Home Page**.
3. Create an intragovernmental request or select an IGT request.
4. Click **Add to Cart and Next**.
5. Click **View Cart and Checkout**.
The **Shopping Cart** page appears.
6. Click **Checkout**.
The **Checkout: Requisition Information** page appears.
7. Click **Edit Lines**.
The **Requisition Information: Edit Lines** page appears.
8. Click the **Attachments** tab.
The **Requisition Attachments** page appears.
9. In the **Requisition Attachment** region, click + to add an attachment.
The **Add Attachment** page appears.
10. For **Category**, select **Requesting Agency**.
11. Browse and attach a file.
12. Click **Apply**.
The cursor returns to the **Add Attachment** page.
13. In the **Requisition Line Attachment** region, click **Add Attachment**.
14. From the **Home** page, click **CLM Purchasing Federal**.
15. Click **Buyer Work Center** and **Demand Workbench**.
The **Demand Workbench** page appears.

Adding IGT Requisition Lines to Create an IGT Order or Modification

Perform the following steps to add IGT requisition lines to create an IGT order or order modification:

1. From the **Home** page, click **CLM Purchasing Federal**.
2. Click **Buyer Work Center** and **Requisitions**.
The **Demand Workbench** page appears.
3. Click **IGT Requisitions**.
The **IGT Requisitions** page appears.
4. Select the requisition to add to a new or an existing order.
5. Click **Add**.
6. In the **Document Builder** on the right, click **Create**.
The **Update IGT Standard Purchase Order** page appears.
7. Scroll down to the **Attachments** region and view the attachment from the IGT requisition header is copied over to the IGT order header.
8. Enter the required fields and click **Save**.
9. Click the **Lines** tab.
10. In the **Actions** field, click the pencil icon.
The **Update Line** page appears.
11. Scroll down to the **Attachments** region and view the attachment from the IGT requisition line is copied over to the IGT order line-level.
12. Click **Submit**.

Purge and Archive IGT Requests

Oracle E-Business Suite G-Invoicing solution provides a concurrent program that lets you delete and archive the IGT request that have already processed transactions. This allows agencies to retain only the most recent requests.

When the agency selects the IGT requests to delete and archive those records are archived and purged from the `igt_document_requests` table. A new table, `igt_document_requests_archive`, has been created that holds the archived records.

A new concurrent program, *Intragovernmental Requests Archive and Purge Program*, lets you select records to delete and archive the IGT requests.

Based on the parameters specified for the concurrent program, Oracle EBS selects records from the IGT Document request and IGT Document requests archive tables. The selected records are deleted from the IGT Document request table.

Note: This concurrent program is not available to any request group by default. Agency must add this to request group to enable only the intended people can use this concurrent program.

Prerequisites

Archive and purge of IGT Requests on requesting and servicing sides are performed when the following conditions are met:

- Oracle EBS does not include the Archive and Purge concurrent program by default. You must include it in the request groups. To include the concurrent program to the request group:
 - Navigate to the **Request Groups** window using the System Administrator responsibility.
 - Enter the predefined request group **All CLM Reports**.
 - In the **Requests** region, select **Program** as the **Type**, and enter the **Name** as *Intragovernmental Requests Archive and Purge Program*. The Application displays by default.
 - Save your changes.
- The most recent pull request for these types, Get GT&C List, Get Order List, Get Performance List, Get 7600EZ by List and Get Groups, are not considered for archiving and purging. Oracle EBS ensures that there is at least one recent pull is retained and not considered for purging.
- The parent IGT request is not considered unless all its child requests are considered to archive and purge. Oracle EBS will not retain the child record when purging the parent record.
- The most recent Get GT&C List pull request for a GT&C is not considered for archive and purge for the requesting agency.
- Oracle EBS validates that an IGT order-related requests to archive and purge do not have an outstanding order modification. This is applicable for requesting agency records.
- For requesting agency, Oracle EBS ensures that all performance against an order and the 7600 EZ-related requests are completely processed.
- For the servicing agency, for the Get Order List and Get Order by ID request types,

with the internal status should be success or null.

To delete and archive the IGT requests, run the Intragovernmental Requests Archive and Purge Program:

1. If you are in a different responsibility, switch to **CLM Purchasing Super User**.
2. On the **Home** page, click **Reports** and then click **Schedule Requests**.
The **Schedule Request: Define** page appears.
3. Select **New Request**.
4. In the **Program Name** field, enter *Intragovernmental Requests Archive and Purge Program*.
5. In the **Parameters** tab, enter the following details:
 - **Agency Type:** Select Requesting Agency.
 - **Operating Unit:** Select the operating unit to retrieve data for that OU.
 - **Agency Location Code:** Select an agency location code to retrieve data for that agency. You can leave this parameter blank to retrieve data for all ALCs defined for the OU.
 - **Requests Created Before:** Select either **One Year** or **Six Months**. This is a mandatory field. Based on the selection, requests for that period are selected, purged, and archived.

Note: Agencies can customize and add more values for this field using the Lookup Type, G-Invoicing Purge Period (IGT_PURGE_PERIOD).
6. Submit the concurrent request.

IGT Orders

You can initiate an Intragovernmental (IGT) order in Oracle EBS using Buyer Work Center. On the **Awards** tab click the **IGT Orders** subtab to create, view, or update an IGT order. An IGT order consists of a header, preparer and approval information, lines, schedules, and distributions.

IGT orders contain both requesting and servicing agency information. As a requesting agency user, you can update information for the requesting agency, but you can only view the servicing agency details.

To create an IGT order, you must use a predefined document style that was set up for

G-Invoicing.

Attachments from the requesting agency and the servicing agency are pushed to and pulled from the federal G-Invoicing application with the order.

See Introduction to G-Invoicing, page 1-xiii for more information.

Statutes and Orders

When orders are created in Oracle EBS and then pushed to the federal G-Invoicing application, the sequence of events and statuses is as follows:

1. An order is created in Oracle EBS. The initial order status is Incomplete.
2. The order is approved by the requesting agency, and the order status changes to Pre-Approved. At this time, the funds are not obligated.
3. The requester selects the **Share with Servicing Agency** action from the **Worklist** or from the **Select Order** list.
4. The system administrator runs the *Intragovernmental Order Interface Program* to push the order to the federal G-Invoicing application
 - If there are errors while pushing the order, then the requesting agency administrator is notified, the EBS order status changes to Rejected, and the G-Invoicing status changes to Error.
 - If the order is successfully pushed to the federal G-Invoicing application, then the requesting agency receives a response with the IGT order number and the G-Invoicing status, which are automatically updated in the IGT order in EBS. The order status in EBS remains at Pre-Approved, but the G-Invoicing status changes to Shared with Servicing Agency.
5. The servicing agency either accepts or rejects the order and pushes the updated information to the federal G-Invoicing application.
6. The requesting agency pulls the updated order information from the federal G-Invoicing application.
 - If the servicing agency rejected the order, then the G-Invoicing status changes to Rejected and the EBS order status changes to Rejected. The requesting agency can then update or delete the order.
 - If the servicing agency accepted the order, then the G-Invoicing status changes to Open and the EBS order status changes to Approved.

When a buyer-initiated order (BIO) is accepted by the servicing agency, the when the order is received by and the order status in the Actions History displays *Acceptance received from Servicing Agency*.

After this step, the funds are reserved and obligated. The order status changes to Approved, Reserved and the G-Invoicing status remains at Open.

When a seller-facilitated order (SFO) is outright rejected, the order status in the Action history displays who and when the order was rejected with the status, *Rejected by Requesting Agency*.

Searching for IGT Orders

To find specific IGT orders, go to the **Buyer Work Center** and select the **Awards** tab and then the **IGT Orders** subtab.

To search for orders, you can either choose an option from the **Saved Search** list, or you can click **Search** to define your own search criteria. You can then save your search if desired.

In the IGT Orders Summary page, agencies can search for orders based on the predefined saved search criteria. By default, the **Manage Saved Search** list includes the following options:

- **My Approved Orders** shows all your approved IGT Orders.
- **My Incomplete Orders** shows all your incomplete IGT Orders.
- **My Pre-Approved Orders** shows all your pre-approved IGT Orders
- **My Rejected Orders** shows all your rejected IGT Orders.
- **Search:** Use this to create a new search with filters.

To manage your saved searches, click **Personalize**.

Viewing Search Results

The results table shows details including operating unit, order, IGT order, GT&C, revision, supplier, site, and more. Click an order number to view more details.

Note: If your system administrator has set up group security, then you see and can act on or create only orders that belong to your groups. To view, act on, or create orders in other groups, you must be added to those groups.

Creating an IGT Order

To create a new IGT order, select an IGT-enabled document style from the **Create** list to go to the **Create Purchase Order** page.

Enter header information and then details about the preparer and approvers, and about lines, schedules, and distributions.

Header Tab

On the **Headers** tab, complete the following details:

1. Select the GT&C from the list.

The application then inserts relevant data from the GT&C into the fields on the **Create Purchase Order** page.

If the supplier and supplier-site information is not populated by the application, then you must provide the details. If the GT&C has supplier and supplier site details, then that information is displayed here. You can search for a supplier and supplier site based on the agency location code (ALC). The list of values only displays servicing ALCs that are available in the GT&C.

2. Enter other relevant data on the **Headers** page based on the GT&C attributes in the federal G-Invoicing application.

Note: If your system administrator has set up group security, then you can see data only for your groups.

For more information about attributes, see Appendix A: Attributes and Usages for Templates in G-Invoicing, page A-1.

3. After the order is synchronized, you can view the servicing agency details and attachments on this page as well.
4. Optionally, add attachments in the **IGT Order Attachments** region.

Entering Preparer and Approvals Information

Enter preparer details for the requesting agency in the **Requesting Agency** region. Enter the title, name, telephone, email, and fax for the preparer, the order point of contact (POC), the funding official, and the program official.

If your agency has configured Oracle Approvals Management (AME) rules, then after you enter the funding official and program official information and submit the order for approval, these approvers are added as signers to the approvers lists in AME. Each signer is notified when another approves the order. If AME is not set up, then each signer is directly notified to sign the order.

You can view, but not update, the role details for the servicing agency in the **Servicing Agency** region.

Entering Line Details

Use the **Lines** tab to add new lines to an order or to update an existing line. You can add details such as category, line type, quantity, unit, and FSC or PSC code.

For information about predefined lines attribute groups, see Appendix A: Attributes and Usages for Templates in G-Invoicing, page A-1.

Schedules Tab

Use the **Schedules** tab to view and add scheduling details. You can also add quantity and price information here.

For information about predefined schedules attribute groups, see Appendix A: Attributes and Usages for Templates in G-Invoicing, page A-1.

Distributions Tab

Use the **Distributions** tab to view and add distribution details.

For information about predefined distributions attribute groups, see Appendix A: Attributes and Usages for Templates in G-Invoicing, page A-1.

Share with Service Agency During Approval Workflow

When an IGT order is approved, it must be signed by the program and funding official. The order is then shared with the servicing agency automatically, through a workflow. The G-Invoicing status changes to Pending Posting when the order is approved by the requesting agency.

Ability to create IGT order having quantity as Zero (0)

The existing functionality IGT order functionality has been enhanced to support creation of order line schedules with the zero quantity. The IGT order modification supports the zero quantity as well.

Delete a Rejected Buyer-Initiated Order or Order Modification

If an order or an order modification push fails to interface with federal G-Invoicing, then the agency can Reject or Retry action from the error notification. This functionality allows agencies to delete a buyer-initiated order or an order modification that is not yet interfaced with federal G-Invoicing.

To delete a rejected BIO or a BIO modification, the following conditions are considered.

- For the BIO order: The IGT order number must be null. indicates that the Order was not pushed to federal G-Invoicing.
- For an order modification: The IGT order number is reverted to the base IGT order number.

Updating IGT Orders

You can update IGT orders by creating modifications.

For more information on updating orders, see IGT Modifications, page 5-63.

Creating IGT Orders Using Intragovernmental Requests

In Oracle CLM, the previous **MIPR** is now the **Intragovernmental Requisition** tab. This tab lists all approved intragovernmental requisitions that can be added to IGT orders.

In Oracle Purchasing, the new subtab **IGT Requisition** has been added to Demand Workbench. All the approved requisition lines (for an MIPR, the IGT requisition status must also be acknowledged and the obligation type must be Reimbursable) are available on the Demand Workbench for creating IGT orders. You must select these requisition lines and add them to the document builder.

To add requisitions to an IGT order, perform the following steps:

1. Select the **CLM Purchasing Super User** responsibility.
2. Click **Buyer Work Center**, and then **Requisitions**.

The **Demand Workbench** page appears.

3. Click the **IGT Requisition** subtab from the **Requisitions** tab.
4. Search for IGT requisitions.

The results table displays the OU, requisition (request number with line ID), GT&C, group, ALC, item, quantity, unit, price, need by date, and actions.

5. Set the type to **New IGT Order** or **Add to IGT Order/Modification** and enter the operating unit. The default is New IGT Order.
6. Select the requisition and click **Add**.

Note: Selected requisition lines must have the same GT&C number, group, ALC, and agency identifier.

The requisition line is added to the document builder.

If you selected New IGT Order, document builder creates a new IGT order with the requisition and line referenced in the **Distribution** page.

The operating unit defaults based on the value set for the *MO: Default Operating Unit* profile option.

The GT&C number defaults from the requisition line.

The currency is always USD.

The style is defaulted from the GT&C.

7. Click **Create**.

An IGT order is created and the **Update IGT Order** page opens.

Note: You cannot use the **Update** option in the document builder for intragovernmental requisitions.

8. Enter the required parameters.

9. Enter all the required details and approve the IGT order.

10. After the servicing agency approves the order, pull and synchronize the orders.

Add to IGT Order/Modifications: You can add requisition lines to incomplete orders or draft modifications. You can also select requisition lines and then select **IGT Order** to create a new modification. When you select **Add to IGT Order/Modification** as the type and add the requisition line to the document builder, then the **Order/Modification** attribute appears with a list of values. This list contains open orders that are available for new modifications: that don't have draft or in-process modifications, incomplete orders to add selected requisition lines to existing orders, or draft modifications to add selected requisition lines to existing draft modifications.

When the requisition lines are added to an existing order or modification, new lines are added. When the order is approved, the lines are added to the latest conformed copy and the encumbered accounting entries are created. If you select the approved or open orders, then the new modification is created with the requisition reference.

Auto Create API and Custom Hook

Auto Create API

For G-Invoicing, the Auto Create API converts requisitions into IGT orders automatically and pushes these orders to the federal G-Invoicing application after the requisition is approved.

Most of the G-Invoicing attributes are entered when you create an IGT order. Oracle CLM provides a custom hook so agencies can populate this information at each entity level: header, line, schedule, and distribution.

Custom Hook package PO_IGTORD_CUSTOM

Agencies can use the custom hook package PO_IGTORD_CUSTOM to add logic that replaces default values and adds UDAs at each entity level. The package includes a sample implementation (commented code) for each procedure with examples of how to overwrite values in the collection. For more information on collection variables, refer to the PO_IGTORD_TYPES package.

Process: During autocreate, data is populated from the interface table to the PL/SQL

collection and default values are applied to fields in the collection. After the process, custom hooks are called to override values in the PL/SQL collection, if needed.

The PO_IGTORD_CUSTOM package includes the following custom hook procedures:

| Procedure Name | Parameters |
|----------------------------|--|
| DEFAULT_ORDER_HEADER_INFO | x_headers IN OUT NOCOPY PO_IGTORD_TYPES.headers_rec_type x_return_status OUT NOCOPY VARCHAR2 |
| DEFAULT_ORDER_LINE_INFO | x_lines IN OUT NOCOPY PO_IGTORD_TYPES.lines_rec_type, x_return_status OUT NOCOPY VARCHAR2 |
| DEFAULT_ORDER_LINELOC_INFO | x_line_locs IN OUT NOCOPY PO_IGTORD_TYPES.line_locs_rec_type, x_return_status OUT NOCOPY VARCHAR2 |
| DEFAULT_ORDER_DIST_INFO | x_dists IN OUT NOCOPY PO_IGTORD_TYPES.distributions_rec_type, x_return_status OUT NOCOPY VARCHAR2 |
| SET_ORDER_UDA_INFO | p_int_hdr_id IN NUMBER, x_return_status OUT NOCOPY VARCHAR2 |

Funds Movement for Modification of Order Lines with Requisitions

Order lines with requisitions can be modified to change the quantity or price until they are added to an order. You can change the price and quantity at the order level. Funds are calculated based on the following scenarios:

- **When the quantity or price is reduced:** The funds for the reduced value are moved from obligation to the budget pool (not to the requisition).
- **When the quantity or price is increased:** The funds for the increased value are moved from the budget pool to obligation.

Note: In these scenarios, increasing funds during an order modification is not supported in Oracle CLM.

When the requisition line is added to an order or modification, if the requisition line amount is greater than the order line or schedule, the excess funds in the requisition are liquidated and sent back to funds available or to the budget pool. If the requisition line amount is less than the order line or schedule, then funds in the amount of the requisition line are moved from commitment to obligation. Excess funds are moved from the budget pool to create obligation. This applies to both new orders and order modifications.

Importing IGT Orders Created in the Federal G-Invoicing Application

If your agency uses EBS as the financial system and the federal G-Invoicing application for creating IGT orders, you must pull open orders periodically.

To pull open orders created in the federal G-Invoicing application, use the *Intragovernmental Orders Interface Program*.

Your system administrator must perform the following setup steps before pulling GT&C and IGT orders.

Note: In EBS, you cannot add requisitions to orders imported from the federal G-Invoicing application.

Setting the Origin of IGT Orders

You must set the origin of your buyer-initiated orders (BIOs) on the **G-Invoicing Options** page.

1. Select the *Oracle CLM Purchasing Super User* responsibility.
2. Click **Setup** and then **G-Invoicing Options**.

The **G-Invoicing Options** page appears:

Setting the BIO Origin

The screenshot shows the 'Setting the BIO Origin' configuration window. The 'Associate System IDs' tab is active, displaying a table with the following data:

| Agency Type | Operating Unit | System ID | Buyer Initiated Order | Delete |
|-------------------|-----------------------|----------------|-----------------------|--------|
| Requesting Agency | US Federal Government | SYSORACLEDEV01 | E-Business Suite | |

A dropdown menu is open for the 'Buyer Initiated Order' field, showing the following options:

- E-Business Suite (selected)
- G-Invoicing
- G-Invoicing

3. In the **Buyer-Initiated Order** field, select **E-Business Suite** if you create orders in EBS and push them to G-Invoicing. Select **G-Invoicing** if you create orders in the federal G-Invoicing application and pull them to EBS.

If you select **G-Invoicing**, then run the *Intragovernmental Orders Interface Program* periodically to pull open IGT orders and modifications.

You can change this setting from G-Invoicing to E-Business Suite, but not from E-Business Suite to G-Invoicing.

Prerequisites

Before pulling orders from the federal G-Invoicing application:

- Complete the setup steps described below.
- Verify that the GT&Cs for the order you want to pull exist in EBS.
- Verify that the order is Open in G-Invoicing.

Required Setup Steps

1. Enable the predefined document style or create a document style for IGTs.
2. Add a default buyer and document style in the Purchasing Options.
3. Compile the predefined UDA templates and the associated attributes.
4. Search for the PO IGT Object Class Code in the **Lookup Types** page and include lookup codes exactly as they appear on the federal G-Invoicing application.
5. Create a servicing agency as a supplier and the agency location code (ALC) as the supplier site.

6. Add a new context Federal IGT UOM to the UOM DFF and set the IGT flag to Yes. Only these UOMs are used in intragovernmental transactions.
7. Set up TAS, BETC and funding segments.
8. Enter the security certificate details in the **G-Invoicing Options**. Select **G-Invoicing**.
9. Set up profile options for G-Invoicing.
10. Set up access control for G-Invoicing.
11. Set up AME workflow.
12. Set an ALC mapping for the requesting agency.
13. Schedule the *Intragovernmental Orders Interface Program* to invoke the REST service.

Additionally, an administrator must verify that the following user data is available in EBS:

- Verify or set up preparer and approval information when creating the IGT Order in G-Invoicing. Your administrator must ensure that these users are available in EBS and that the same email address is used in EBS and G-Invoicing. The email address provided for the preparer and approvers in the federal G-Invoicing application are used to identify corresponding preparer and approver details in EBS.
- Create users in EBS and link the same email addresses for creating IGT orders in the federal G-Invoicing application.
- Identify or derive charge accounts when pulling orders from the federal G-Invoicing application. Provide the Additional Accounting Classification details in the following format:

```
ACCTALIAS: igtaccount | PROJECT: XYZPRJ | TASK: PQRTASK | EXPTYPE:
Labour | EXPORG: 1825 | EXPDT: 01-Oct-2022
```

Oracle Purchasing and CLM derive charge account information based on these values, and obligation entries are created when each order is successfully pulled into EBS.
- You can customize attributes to derive charge accounts by using the existing custom hook PO_IGTORD_CUSTOM provided by Oracle for orders. Refer to the PO_IGTORD_TYPES package for details on collection variables.
- The item code selected in G-Invoicing is the same as the FSC/PSC code in EBS.

Concurrent Program to Pull Open Orders from G-Invoicing

You can schedule the concurrent program *Intragovernmental Orders Interface Program* to pull open orders and modifications periodically. Refer to Pushing and Pulling IGT

Orders, page 2-22.

If there is an error while pulling an order from G-Invoicing, an agency administrator or buyer is notified about the failure. You can correct and reprocess these orders.

You cannot select an operating unit in the **Create IGT Order** page when the **Buyer-Initiated Order** field is set to G-Invoicing for the operating unit in G-Invoicing options.

Also, you cannot add requisition lines to Document Builder to create an IGT order if you select an operating unit for which the **Buyer-Initiated Order** field is set to G-Invoicing in the **G-Invoicing Options** page.

Seller-Facilitated Orders (SFO) for the Requesting Agency

When the seller initiates an order, the order is known as a seller-facilitated order (SFO). When the buyer initiates an order, it is known as a buyer-initiated order (BIO).

For G-Invoicing, order pages in CLM and Purchasing display information sent by servicing agencies and by requesting agencies. In a SFO, the seller creates an order and shares it with the requesting agency for approval. The requesting agency (the buyer) enters additional information and then approves the order. The status updates to Open.

To work with SFOs, use the following process:

1. Use the *Intragovernmental Orders Interface Program* to pull SFOs shared with the requesting agency for approval.
2. For each order, enter additional details and approve the order. If you find any errors, you can reject the order.
3. Push approved or rejected orders to G-Invoicing.

Most order details are entered by the servicing agency, but a few attributes are updated by the buyer or by both agencies.

Note: The requisition link is not used for SFOs since funds are reserved during obligation.

Prerequisites

The following conditions must be met before an SFO can be pulled from the federal G-Invoicing application:

- Complete all setup steps.
- Confirm that the IGT order in G-Invoicing has the Shared with Requesting Agency status.
- Confirm that the GT&C referenced in the order exists in EBS.

Setup for Seller-Facilitated Orders

For SFOs, the system derives the line type and category based on the following conditions:

- If the unit price is equal to \$1 for all the schedules in an order line, then the line is treated as amount based. Otherwise, it is treated as goods based.
- The system derives the first line type available that has an assigned category. You can override the line type and category using the custom hook.
- Based on the FOB point setup, a 2-way or 3-way match is used. If the FOB point is Source or Origin, then 2-way matching is used. If the FOB point is Destination or Other, then 3-way matching is used.

Pulling Seller-Facilitated Orders into EBS

Use the *Intragovernmental Orders Interface Program* to pull seller-facilitated orders that are in Shared with Requesting Agency status. The concurrent program first pulls the order list and verifies that the GT&C referred to in the order exists in EBS. If the GT&C exists, then the request pulls the complete order information. Each order is further validated to ensure that details such as period of performance dates and unit of measure are set up correctly. If the validation fails, then a notification is sent to the administrator. The administrator corrects errors and then pulls the orders back into EBS.

Once you successfully pull the order into EBS, the order is created and displayed in the **IGT Order** page. The **Order Originating Partner** column differentiates seller-facilitated orders from standard orders. For seller-facilitated orders, this column displays Servicing Agency. The IGT order number is the G-Invoicing order number, the order status is Incomplete, and the G-Invoicing status is Shared with Requesting Agency.

Business Rules for SFO Attributes

Most attributes in an SFO are provided by the servicing agency and are display-only for the requesting agency. The requesting agency provides a few attributes, such as partner information, program authority details, funding information, and standard line of accounting details.

In the Update IGT Standard Purchase Order page, on the Requesting Agency Funding Information region, the Object Class Code for requesting agency is a mandatory attribute. A submission validation checks if all the distributions have object class code. If the object class code is not provided, then an error is displayed.

- Refer to Federal Intragovernmental Data Standards (FIDS) for information about which attributes can be updated by servicing and requesting agencies.

- For more details about SFOs, refer to Seller-Facilitated Orders Created in Oracle Projects, page 6-28.

Approving SFOs

When an SFO is submitted to the requesting agency for approvals and the *Intragovernmental Orders Interface Program* runs, the order is created in EBS in the Incomplete status. The G-Invoicing status is Shared with Servicing Agency (SSA). After the order is approved and signed by the requesting agency funding official, the order status is updated to Approved, the funds are reserved, and the G-Invoicing status is set to Pending Posting.

The order XML is created and the request is inserted in the IGT_DOCUMENT_REQUEST table. Run the *Intragovernmental Orders Interface Program* to push approved SFOs to G-Invoicing.

When an order is successfully pushed to the federal G-Invoicing application, the G-Invoicing status changes to Open.

Rejecting SFOs

When the requesting agency rejects an order, the request XML program pushes the rejection details to G-Invoicing. The servicing agency corrects errors or makes other changes and then sends the order to the requesting agency again for approval.

When an order is rejected, the G-Invoicing status and the order status are Rejected.

Note: All setup requirements for the EBS G-Invoicing solution are necessary for seller-facilitated orders.

Modifying Seller-Facilitated Orders

The servicing agency initiates the modification of an SFO, then shares the modification with the requesting agency for approval.

The scheduled *Intragovernmental Orders Interface Program* pulls order modifications with the status Pending with Requesting Agency. The requesting agency updates necessary attributes, approves the modifications, and then pushes them back to the federal G-Invoicing application.

When the requesting agency rejects an order modification, it is pushed back to G-Invoicing with the status Rejected. The servicing agency corrects errors or makes other changes and then sends the modification back to the requesting agency once more for approval.

Note: Admin changes from the servicing agency are updated in the

requesting agency system along with the regular modifications.

Outright Rejects of a Seller-Facilitated Order

The seller-facilitated order is pulled by the requesting agency in an incomplete status. The requesting agency must provide a request information line with a bonafide cause and an object class code before sending the order for internal approval. The agency can use the new reject feature to reject an SFO outright without providing requesting agency's required information.

A requesting agency's buyer, contracting officer, or preparer wanted an opportunity to make corrections suggested by approvers and re-submit the order for approval within requesting agency. If the order requires any corrections from servicing agency, then preparer only rejects the order to send it to servicing agency for required corrections.

The reject functionality has been enhanced to differentiate internal rejection (within Requesting agency) and reject order to send it to Servicing agency. When the order is rejected by the requesting agency approver, the order will not be sent to G-Invoicing instead it can be edited by preparer and re-submit for approval again. Whereas if the order require correction from servicing side, preparer can reject order so that it can be pushed to G-Invoicing. allow a requesting agency to implement corrections before rejecting an order. After the adjustments are implemented, the requesting agency can reject the order which is pushed to federal G-Invoicing.

Rejecting an SFO

A new actions menu, Reject, has been added that lets the agency to outright reject an order and sending it back to the servicing agency for corrections. To reject an order, perform the following steps:

1. In EBS, click the **Purchasing US Federal** or **CLM Purchasing Super User** responsibility.
2. Click **Buyer Work Center** and then **Orders**.
3. In the **Orders** tab, click the **IGT Orders** subtab.
4. Click the **Order** hyperlink. The **IGT Standard Purchase Order** page appears in view mode.
5. Select **Reject** in the **Actions** menu and click **Go**.
6. In the dialog box, enter the **Reason** for rejection. The rejection reason is a mandatory field.
7. Click **Apply**. An xml is generated, and the request is included in IGT_DOCUMENT_REQUEST table.

The 7600B Document

The 7600B document is a printed version of the agreement between two federal program agencies for a reimbursable intragovernmental order. Some agencies might need this document in order to get approval for their orders. The 7600B document is generated and sent to the approver in a notification every time the order is submitted for approval. The approver can print it and have it signed by the program and funding officials, and then scan and attach the signed document to the approved IGT order.

The 7600B document is supported for the following G-Invoicing features in EBS:

- Buyer-initiated orders (BIOs) created in Oracle CLM or Oracle Purchasing
- Seller-facilitated orders (SFOs) updated in Oracle CLM or Oracle Purchasing
- BIOS or SFOs created in G-Invoicing and pulled into Oracle CLM or Oracle Purchasing (when EBS is used as the financial system)

Viewing and Printing the 7600B Document

You can download the 7600B document at multiple points in the IGT order creation, modification, and approval lifecycle, from the following pages:

- IGT Orders Summary
- IGT Order Modifications Summary
- IGT Order Approval Notification

To view the 7600B document from the **IGT Order Summary** page or the **IGT Order Modification** page, perform the following steps:

1. From the **Home** page, select the *CLM Purchasing Super User* or *Purchasing US Federal* responsibility.
2. Click **Buyer Work Center** and then click **Orders**.
3. In the **Orders** tab, click the **IGT Orders** subtab or, for a modification, click the **IGT Modifications** subtab.
4. Search for and select the order for which you want to view the 7600B document.
5. From the **Select Order** or the **Select Modification** list, select **View 7600B**.
6. Click **Go**. The system generates the 7600B document as a PDF file, which you can print.

To download the 7600B document from an approval notification, perform the following steps:

1. Log in as the order approver.
2. Select the IGT order notification.
3. Click the order to approve.
4. Click the **Attachment** icon to view and download the attachment.
5. Save and print the attachment.

Attaching the Signed 7600B to an IGT Order

The **IGT Order Summary** page includes an **Add Attachments** option in the **Actions** menu. This action is enabled only for approved orders. When you add an attachment to an approved order, select **Requesting Agency** as the category to post the attachment to G-Invoicing.

To attach the scanned 7600B document to the order, perform the following steps:

1. To add the signed copy of the 7600B document, select **Add**.
2. Select **Requesting Agency** to share the document with the federal G-Invoicing application.

Select **Internal to Purchase Order** to save the document in EBS and not share with the federal application.

3. Click **Apply**.

Attachment File Naming Convention

The EBS G-Invoicing solution uses the following file naming convention for the 7600B document:

- For a draft order, the following file naming convention is used:
O||year||month-requestingagencyidentifier-servicingagencyidentifier-po_header_id-draft.pdf
Sample filename: O2205-020-020-170563-Draft.pdf
- For a draft modification, the following file naming convention is used:
O||year||month-requestingagencyidentifier-servicingagencyidentifier-draft_id-Draft.pdf
Sample filename: O2205-020-020-170563-04-Draft.pdf
- Once an IGT order or modification is approved and pushed to G-Invoicing, the following file naming convention is used:
igtordernumber.pdf

Generating 7600B with a Concurrent Program

You can generate the 7600B document by running the PO IGT Generate PDF concurrent program. If an order has more than ten order lines, then this concurrent program is run to generate the 7600B when you choose **View 7600B** in the IGT order or modification summary page.

To run the concurrent program, perform the following steps:

1. Navigate to the *CLM Purchasing Super User* or *Purchasing US Federal* responsibility.
2. Click **Requests** and then **Submit a New Request**.
3. Query the concurrent program *PO IGT Generate PDF*.
4. Enter or select the operating unit from the list.
5. Enter the internal document number assigned to the IGT order.

You can enter the document number for a draft order that is not yet pushed to G-Invoicing.

6. Enter the IGT document number.

You can enter this only for orders pushed to G-Invoicing.

7. Specify if the document is a draft, in-process, or a pre-approved modification. The default value is No. To print the document in a draft or work-in-progress state with unapproved changes, set the value to **Yes**.

To print the document with approved changes, set the value to **No**.

Support for Constructive Order Acceptance (COA) in Oracle EBS

The Oracle E-Business Suite G-Invoicing solution provides support to accommodate General Services Administration (GSA) rent by offering Constructive Order Acceptance (COA). The agencies can accomplish the following:

- Seller (in this case, GSA) to provide all required order data.
- Buyer (requesting side - Oracle EBS) can either approve, dispute, reject, or close COA.
- Support other business applications with a similar use case.

GT&C

The GSA negotiates the terms and conditions with their trading partners and provides the following data when creating GT&C in federal G-Invoicing:

- Business Application must be set to Constructive Order Acceptance.
- BizApp Rule COA Days set to 7 days.
- Order Originating Partner Indicator (on GT&C) is set to Servicing Agency and it cannot be changed.
- Assisted Acquisition Indicator (on GT&C) is set to No, and it cannot be changed.

Order Creation

When GSA creates an order from the COA-enabled GT&C, they must provide the following details:

- Provide all the servicing and requesting agency details.
- Set the FOB Point to Source and the Assisted Acquisition Indicator is set to No by default.
- Servicing Agency can enter the Bona Fide Need, Requesting Cost Center, Business Unit and Department ID, Object Class Code, TAS, and BETC (can be modified).

The order is shared with the requesting agency in the SP2 (Shared with Partner 2) status. The requesting agency pulls COA, and the approval notifiers must take action within the stipulated 7 days from the day of COA order creation. The requesting agency can enter the details, push it back with approval to federal G-Invoicing. If the approval and push is completed within the 7 days, then the status in federal G-Invoicing changes.

If the requesting agency does not take action within the 7 days, and COA acceptance date elapses, then the COA in the federal agency is approved automatically with the details entered by GSA. When the subsequent Intragovernmental Order pull is run, the status is updated in Oracle EBS, and any changes done by the requesting agency in Oracle EBS will be lost. In the case, when the requesting agency outright rejects the COA, the order is pushed to federal G-Invoicing. GSA corrects details in the order and resubmits. The COA acceptance days are reset to 7 days from this point in time.

Note: Constructive Order Acceptance (COA) is supported only in the JSON REST services format.

If an agency submits an approved Order with an outdated business transaction identifier (BTI), then the request results in an error.

The COA accepted orders have the following characteristics:

- Status is set to REC (open).
- Missing approval date is set to the current date.

- Missing approver name is set to System.
- Missing approver title is set to Constructive Order Acceptance.
- Missing approver Email address is set to Do not Reply.
- Missing approver phone is set to Do not Call.

Performance Handling

The performance handling stays the same and there are no changes.

For rent, GSA submits Delivered or Performed performance once the COA order is approved. In this case:

- The performance quantity equals the schedule quantity.
- The performance quantity represents the summarized amount.
- GSA posts detail charges on Rent on their website

The requesting agency creates a received or accepted performance. This includes:

- Confirms the settled amount and quantity.
- Different quantity to dispute the amount settled.

Adjustments can occur, possibly years later:

- Orders must be reopened by GSA with an order modification.
- Adjustments must be charged to an open accounting period.
- COA is supported with the JSON REST services.

Subsequent sections describe the process flows of Constructive Order Acceptance (COA) in various conditions.

Changes Implemented in IGT Order and Order Modification Pages for COA

Following changes are implemented in the user-interface to accommodate COA functionality:

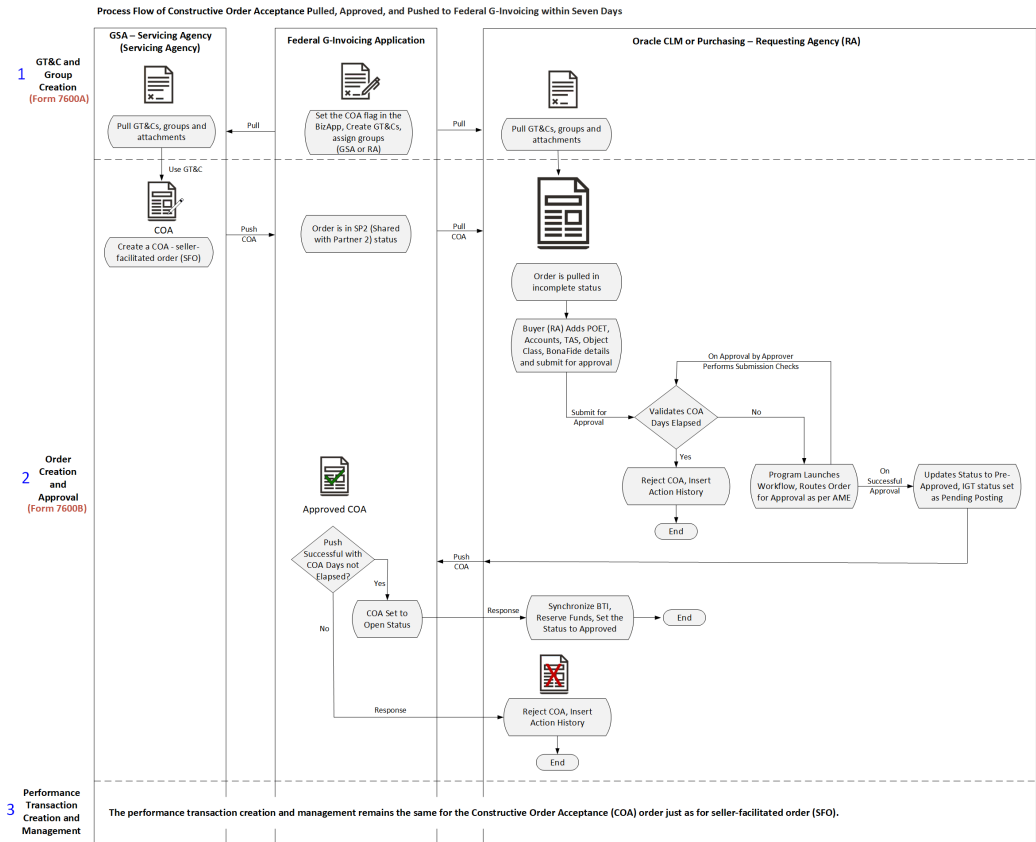
- New search filters are added to the Intragovernmental Orders page that lets you narrow your search with BIZapp as COA.
- In the IGT Order and Order Modification pages, the **Constructive Order Acceptance** flag is displayed to differentiate an SFO from the COA-enabled orders. It also displays **COA Days Remaining**.

- Constructive Order Acceptance Date is calculated and shown in the client's timezone in the order and order modification details as well as in notifications.
- The Constructive Order Acceptance flag is added as an AME attribute for agencies to control approval routing.
- COA days elapsed or not will be validated in the submission check throughout the approval process of COA and COA modification, Outright Rejection of COA and COA modification.
- For COA order, COA Funds reservation will be performed after the response is received on successful posting to federal G-Invoicing.
- There is no change in the COA funds reservation.
- When COA days are elapsed and if the agency initiates an approval, an error notification is sent with validation failure and the SFO status is rejected automatically, and an action history captures the reason for rejection.
- If the requesting agency does not respond within the COA days, in federal G-Invoicing the COA is approved or rejected automatically. For approved COAs and modifications, the preparer and approval details are stamped as per COA business rules.
- When Approved COA Orders and Order Modifications are pulled into Oracle EBS, the BTI, preparer and approval details are synchronized.
- If an agency has implemented any logic using the custom hook extension related to preparer and approval details, then they must review and update the logic accordingly.
- There are no changes to 7600A, 7600B generated for COA orders.

Scenario 1 – Constructive Order Acceptance Pulled, Approved, and Pushed to Federal G-Invoicing within 7 Days

The following topic covers the COA pulled and approved and pushed to federal G-Invoicing within the 7 days:

Process Flow of Constructive Order Acceptance Pulled, Approved, and Pushed to Federal G-Invoicing within Seven Days



The process flow of constructive order acceptance scenario one is as follows:

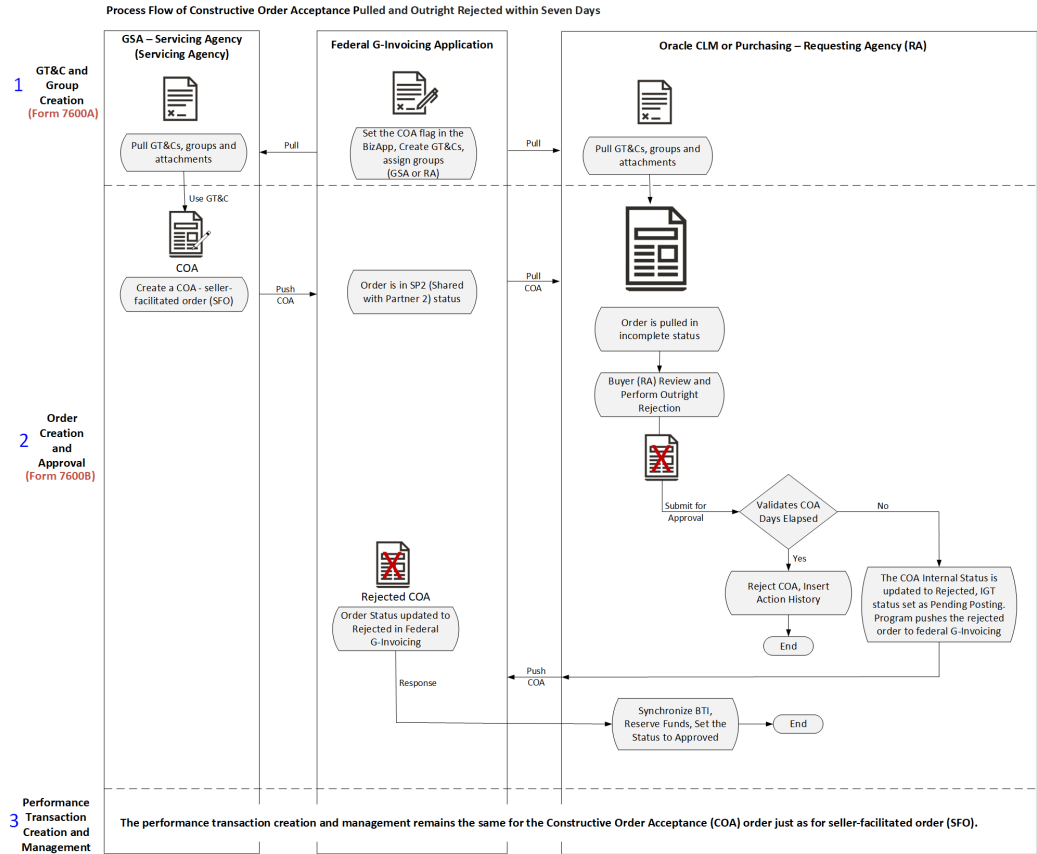
1. The US General Services Administration (GSA) creates the general terms and conditions with the business application COA flag enabled.
The originating partner indicator is set to Servicing Agency by default and the Assisted Acquisition Indicator (on GT&C) is set to No.
2. GSA creates the COA-enabled seller-facilitated order using the GT&C in federal G-Invoicing and the order is shared with the partner in the SP2 status.
3. The requesting agency pulls the COA into Oracle EBS.
4. The requesting agency reviews and enters required attributes such as TAS, Object class, Bonafide need, point-of-contact details.
5. Enter the POET and CCID valid for the specified TAS and BETC.
6. The COA is submitted for approval.

7. The approver in Oracle EBS gets the notification, approves the COA. The system sets the internal status to Pre-approved and the IGT status is set to Pending posting.
8. The Intragovernmental Order Push program pushes the approved COA to federal G-Invoicing. On successful posting of the COA, the order status is changed to Open.
9. The response is pulled into Oracle EBS that synchronizes the business transaction indicator (BTI), reserves funds, and the order status is changed to Approved.
10. GSA can now submit performance for the COA.
Performance creation and management remains unchanged.

Scenario 2 - Constructive Order Acceptance Pushed and Outright Rejected within 7 Days

The following topic covers the COA outright rejected and pushed within the 7 days:

Process Flow of Constructive Order Acceptance Pulled and Outright Rejected within Seven Days



The process flow of constructive order acceptance scenario one is as follows:

1. The US General Services Administration (GSA) creates the general terms and conditions with the business application COA flag enabled.
The originating partner indicator is set to Servicing Agency by default and the Assisted Acquisition Indicator (on GT&C) is set to No.
2. GSA creates the COA-enabled seller-facilitated order using the GT&C in federal G-Invoicing and the order is shared with the partner in the SP2 status.
3. The requesting agency pulls the COA into Oracle EBS.
4. The requesting agency reviews and rejects the COA immediately.
5. When the order is rejected, the application validates if the COA 7 Days have elapsed.

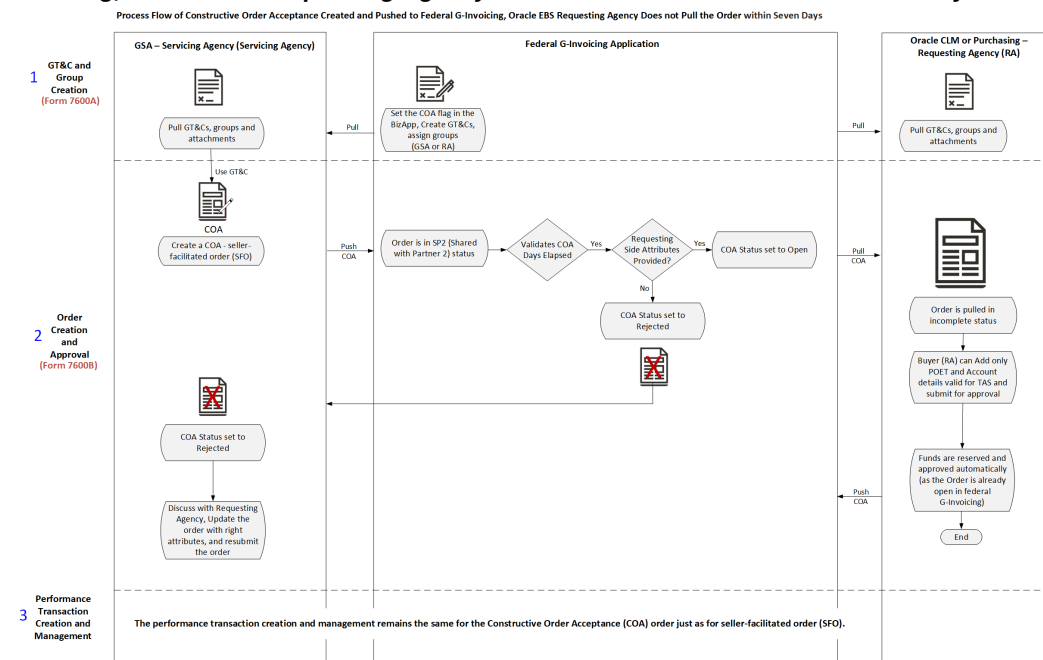
If the COA days have elapsed, then the internal status is set to Rejected and the action history is captured.

6. If the COA days have not elapsed, then the internal status is set to Rejected and the IGT status is set to Pending posting.
 7. After the order is rejected successfully in federal G-Invoicing the response is pulled into Oracle EBS.
 8. The response is pulled into Oracle EBS that synchronizes the business transaction indicator (BTI), reserves funds, and the order status is changed to Approved.
 9. GSA can now submit performance for the COA.
- Performance creation and management remains unchanged.

Scenario 3 - Constructive Order Acceptance Created and Pushed to Federal G-Invoicing, Requesting Agency does not Pull the Order into Oracle EBS within 7 Days

The following topic covers the COA created and pushed to federal G-Invoicing but not pulled into Oracle EBS by the requesting agency within the 7 days:

Process Flow of Constructive Order Acceptance Created and Pushed to Federal G-Invoicing, Oracle EBS Requesting Agency Does not Pull the Order within Seven Days



The process flow of constructive order acceptance scenario one is as follows:

1. The US General Services Administration (GSA) creates the general terms and conditions with the business application COA flag enabled.

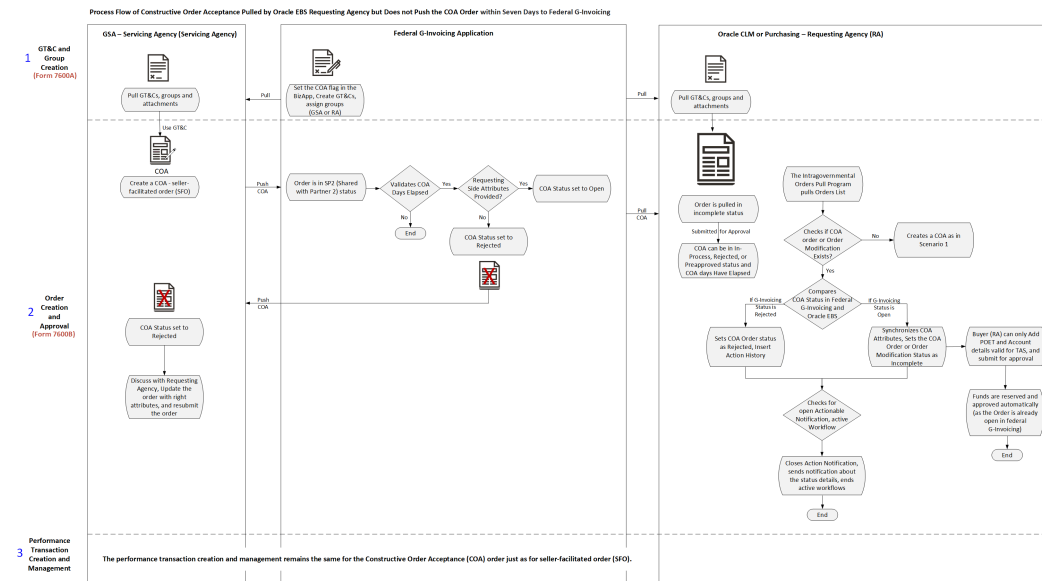
The originating partner indicator is set to Servicing Agency by default and the Assisted Acquisition Indicator (on GT&C) is set to No.

2. GSA creates the COA-enabled seller-facilitated order using the GT&C in federal G-Invoicing and the order is shared with the partner in the SP2 status.
3. The requesting agency does not pull the COA into Oracle EBS within 7 days.
4. In federal G-Invoicing, the system checks if the COA 7 Days have elapsed.
If the COA days have elapsed, then the system checks if the requesting agency attributes are available. If the attributes are available, then COA order is approved and the status changes to Open.
If the requesting agency attributes are not available, then the COA order is rejected.
5. When the order is pulled into Oracle EBS, if the order status is rejected, and the order does not exist in Oracle EBS, then the order is not created.
6. If the order is in open status, then the order or modification is created with incomplete status.\
7. The requesting agency can only update the POET and account details that are valid for the TAS.
8. The order is approved, and funds are reserved and the status changes to approved automatically.
9. The COA order will not be pushed to federal G-Invoicing since it is already in an open status in federal G-Invoicing.
10. GSA can now submit performance for the COA.
Performance creation and management remains unchanged.

Scenario 4 - Constructive Order Acceptance Pulled by the Requesting Agency and Did not Push it to Federal G-Invoicing within 7 Days

The following topic covers the COA pulled by the requesting agency but does not push it back to federal G-Invoicing within the 7 days:

Process Flow of Constructive Order Acceptance Created and Pushed to Federal G-Invoicing, Oracle EBS Requesting Agency Does not Pull the Order within Seven Days



The process flow of constructive order acceptance scenario one is as follows:

- The US General Services Administration (GSA) creates the general terms and conditions with the business application COA flag enabled.
The originating partner indicator is set to Servicing Agency by default and the Assisted Acquisition Indicator (on GT&C) is set to No.
- GSA creates the COA-enabled seller-facilitated order using the GT&C in federal G-Invoicing and the order is shared with the partner in the SP2 status.
- The requesting agency pulls the COA into Oracle EBS.
- The requesting agency reviews and updates the attributes but does not push the order within the 7 days.
- In federal G-Invoicing, the system checks if the COA 7 Days have elapsed.
If the COA days have elapsed, then the system checks if the requesting agency attributes are available. If the attributes are available, then COA order is approved and the status changes to Open.
If the requesting agency mandatory attributes are not available, then the COA order is rejected.
- When the order is pulled into Oracle EBS, it is compared with the COA order in federal G-Invoicing.
If the order status is rejected, and checks if the order exists and then updates the

status to rejected.

If the order is in open status, then the order or modification is created with an incomplete status. The attributes are synchronized.

7. If there are open actionable notifications, then they are closed.

A notification is sent to agency with the status change and other details. All active workflows are stopped.

8. If the status is incomplete, then the requesting agency can update the POET and account details. The funds are reserved and approved.

IGT Modifications

A modification is an updated IGT order. You can modify IGT orders in Oracle CLM or Oracle Purchasing. Your system administrator pushes the modifications to the federal G-Invoicing application.

See Introduction to G-Invoicing, page 1-xiii for more information.

Searching for IGT Modifications

To search for IGT modifications, navigate to Buyer Work Center, select the **Awards** tab, and then the **IGT Modifications** subtab.

Use the Saved Search feature to create a personalized search to meet your business needs. You can then edit, delete, or refer to your saved search. You can also use the following predefined saved searches:

- My Approved Modifications
- My Draft Modifications
- My In Process Modifications
- My Rejected Modifications

Click **Personalize** to create additional saved searches.

Viewing Search Results

From the search results table, you can:

- Update a modification. Select it and then select **Update**. You can update a modification only if it is in Draft status.
- View a base document. Select a modification and then select **View Base Document**.

- View a conformed document. Select a modification and then select **View Conformed Document**.
- Delete a modification. Select a modification and then select **Delete**.

Creating Modifications

You can create a modification for an IGT order that is in a status of Approved, Closed, or Finally Closed.

When you create a modification for an order, a separate document is maintained until the modification is merged with the latest copy of the order. When the modification is merged with the original copy, the attributes on the order are replaced with the changes made in the modification.

Note: You cannot create a modification for an order that already has a draft modification. Instead, select **View Modification** or the **Update Modification** action to work with the draft.

Modification Types

There are two types of modifications: Modification and Admin Modification. For information about the sequence of events and statuses for this change type, see "Modification Flow."

Use a regular modification if the changes require approval by the requesting agency approvers that are identified in the Oracle Approvals Management (AME) rules. Approvals are also required from funding and program officials identified in the **Preparer and Approvals Information** tab.

Use an admin modification if you want to update a few attributes in an IGT order and the changes do not require approval. When you submit the modification, the changes are automatically approved and merged with the original order.

Note: You cannot create a modification for an order that already has a draft modification. Select **View Modification** or the **Update Modification** action to change the draft. When you create a modification for an existing order, a separate document is maintained until it is merged with the latest copy. After the modification is merged with the original copy, the attributes on the IGT order are replaced with the latest changes.

Creating a Regular Modification

Which attributes can be updated depends on certain conditions. For example, you cannot modify certain attributes in an order if performance records exist for lines or schedules. If a performance record exists for an order line or an order schedule, then

you cannot cancel the line or schedule. If the remaining balance for a performance type drops below zero, then you cannot reduce the order schedule quantity.

To create a regular modification:

1. Navigate to **Document Builder** or the **IGT Orders** page and search for the order that you want to modify.
2. Select **Create Modification** for the order that you want to update.
3. Modify changeable attributes such as the group, the line quantity, and the schedule and distribution as needed.
4. Submit the modification for approval.

Modification Approval and Merge Flow

After you submit a modification for approval, the sequence of events and statuses is as follows:

1. The application routes the document for approval according to the Oracle Approval Management (AME) setup.
2. After approval, the program and funding official signatures are required.
3. After signing, the EBS status of the modification changes to Pre-Approved.
4. You (the buyer) perform the Share with Servicing Agency action.
5. Your administrator runs the *Intragovernmental Order Interface Program* to push the modification document to the federal G-Invoicing application.
6. The federal application responds with the IGT order number and the G-Invoicing status, which are automatically updated in the IGT modification in EBS.

Note: If there are errors while pushing the modification, then your administrator is notified with the details. Your agency must correct the errors and try again.

7. The servicing agency either accepts or rejects the modification and pushes the updated information to the federal G-Invoicing application.
8. The requesting agency pulls the updated modification information from the federal G-Invoicing application.
9. Conditionally:
 - If the servicing agency rejects the modification, then the modification status

changes to Rejected and the G-Invoicing status is updated to Rejected. The requesting agency can then update or delete the modification.

- The requesting agency can now delete the rejected order or the order modification. If an order modification (BIO) push fails with an exception, then the agency can delete the rejected order or the order modification.
- If the servicing agency accepts the modification, then the status of the order changes to Open and the last-updated date is added to the IGT order. The merge process is initiated and the modification is merged with the original IGT order. The modification status changes to Approved and the funds are reserved and obligated.

Creating an Admin Modification

To create an admin modification:

1. Navigate to the **IGT Orders** page and search for the order that you want to update. The order must have a status of Approved, Closed, or Finally Closed.
2. Select **Create Admin Modification** for the order.
3. Update attributes as needed.

You can only update attributes that do not require approval. All other fields are disabled.

For details about attributes and conditions, see Appendix A: Attributes and Usages for Templates in G-Invoicing, page A-1.

4. Submit the modification.

After you submit an admin modification, the change is pushed to G-Invoicing. The initial status in EBS is Pre-Approved, and the G-Invoicing status is Pending Posting. Your administrator runs the Intragovernmental Orders Interface Program to push the admin modification to the federal G-Invoicing application. The EBS status is updated to Approved and Merged. The G-Invoicing status changes to Open.

Updating Modifications

You can update a draft modification.

When you update a modification, you can perform the following actions:

- Check funds
- Delete
- Validate document

- Validate base document
- View conformed document
- View TAS or BETCs for a group

When the servicing agency creates an admin modification and pushes it to federal G-Invoicing, in the meanwhile, the requesting agency initiates a regular order modification and pushes it to federal G-Invoicing, then the regular modification fails with an error.

When the servicing agency creates a regular order modification and pushes it to federal G-Invoicing, in the meanwhile, the requesting agency initiates an admin modification and pushes it to federal G-Invoicing, then the admin modification push fails and is rejected. The agency can delete the rejected admin modification. The agency then runs the order pull process to synchronize the regular order modification. They, the agency can initiate the admin modification.

Canceling IGT Order Lines and Schedules through Order Modifications

You can initiate IGT order modification by canceling a line or schedule. The order modification undergoes AME approvals and is shared with the servicing agency after approval by the requesting agency funding official.

Lines Tab in IGT Order Modification

Demand Workbench | Assignments | **Awards** | IDVs | Deliverables | Negotiations | Suppliers | Contract Administration

Awards | Post Award Requests | Modifications | **IGT Orders** | IGT Modifications | IGT Performance

Awards: IGT Orders > Create IGT Order Modification >

Update IGT Order Modification PST-21-A-0044-RST39-C1A Cancel Actions Check Funds Go Save Approval Options Submit

* Indicates required field

► Search

Header | Preparer & Approvals Info | **Lines** | Schedules | Distributions

Operating Unit: US Federal Government Total: 100.00 USD

| Select Lines: | Line | Status | Type | It... | Description | Category | Qty | Unit | Amount | Advance Amount | Net Due Am |
|--------------------------|------|-----------------------|-------|-------|-------------|-----------|-----|------|--------|----------------|------------|
| <input type="checkbox"/> | 0001 | ✓ Active Cancelled | Goods | | line 1 | MISC.MISC | 10 | EA | 100.00 | | 0 |

Table Diagnostics

Schedules Tab in IGT Order Modification

Demand Workbench | Assignments | **Awards** | IDVs | Deliverables | Negotiations | Suppliers | Contract Administration

Awards | Post Award Requests | Modifications | **IGT Orders** | IGT Modifications | IGT Performance

Awards: IGT Orders > Create IGT Order Modification >

Update IGT Order Modification PST-21-A-0044-RST39-C1A

* Indicates required field

► Search

Header | Preparer & Approvals Info | Lines | **Schedules** | Distributions

Operating Unit: US Federal Government 100.00 USD

Select Shipments: ***

| Line | Line Description | Schedule | Status | Location | Org | Qty | Unit | Price | Amount | Advance Pay Indicator | Actions |
|------|------------------|----------|-----------------------|----------------------|-----|-----|------|-------|--------|--------------------------|---|
| 0001 | line 1 | 1 | ✓ Active Cancelled | Fed-Internal Proc... | F1 | 10 | EA | 10 | 100.00 | <input type="checkbox"/> | <input type="button" value="Edit"/> <input type="button" value="Delete"/> |

When the servicing agency accepts a modification, the scheduled *Pull Orders Interface Program* retrieves the acceptance and the modification is updated or synchronized and then merged with the latest approved copy. The IGT order line or schedule is canceled in the merged copy of the IGT order.

When the servicing agency rejects a modification, the modification is updated or synchronized and the modification status is updated to Rejected. It is not merged with the latest conformed copy. The rejected modification can be updated and sent to the servicing agency again.

If a performance record exists for an order line or order line schedule, you cannot cancel it. When an IGT order line is canceled, corresponding schedules are canceled automatically.

Funding Impact when an Order Line or Schedule is Canceled

When an order line or order line schedule is canceled and there is no requisition reference, the performance obligation entries are reversed in accordance with the subledger accounting set up.

If there is a requisition reference, then the commitment on the requisition is reinstated, and you can use the same requisition to create another IGT order.

If the requisition line amount is greater than the corresponding order line or order line schedule amount, then the commitment entries are reinstated (created) with the amount obligated in the order and the remaining amount is reinstated from the budget. In this case, when the requisition line is partially added to an IGT order and the requisition line has more value than the corresponding order line or order line schedule amount, then the remaining funds in the requisition line are liquidated (added to funds available).

If the requisition line amount is less than the corresponding line or order line schedule amount, then the commitment is reinstated in the amount of the requisition and the remaining obligation amount is sent back to the budget pool. This is done because when the requisition line amount is less than the order line amount, funds equal to the

requisition line amount are moved from commitment to obligation. Additional funds are then available to be used from the budget pool.

When an order line or order line schedule is canceled, the requisition is available in the pool and can be added to another IGT order.

Cancelling all Order Lines and Order Line Schedules of an IGT Order

The Oracle E-Business Suite G-Invoicing solution support and processes IGT orders with cancelled order lines and order line schedules. The requesting agency can cancel selected or all order lines and order line schedules for an IGT order. If a performance exists against the order, then you cannot cancel those order line schedules.

Prerequisites

To cancel an order line and or order line schedules, the following conditions must be fulfilled:

- In federal G-Invoicing, set the feature flag, *Order Cancellation - Allow an Order to have all Cancelled Lines or Schedules*, must be enabled for both requesting and servicing agency. (**Navigation:** In the Federal G-Invoicing Application, click **Administration** and then **Feature Flags (Requesting)**).

If you want to can all the order lines and order line schedules of an IGT order, then enable this feature flag.

- The lines being cancelled must not have outstanding performance. If a performance exists, then the order line schedule cannot be cancelled.

Cancelling Lines/Schedules in a Buyer-Initiated Order

To cancel an order line or order line schedule for a buyer-initiated order, perform the following steps:

1. From the **Home** page, click **Purchasing Super User** responsibility.
2. Click **Buyer Work Center** and then click **Orders**.
3. Click **IGT Modifications**.
4. Select the order to modify.
5. Select the order to modify, click Select **Update** and click **Go**.
6. On the **Update Standard Purchase Order Modification** page, click **Lines** or **Schedules** tab.
7. From the **Lines** region, select the order line to cancel and choose **Cancelled** from the drop-down list to cancel the selected order line.

Notice that all the order line schedules associated with the order line is also

cancelled.

OR

From the **Schedules** region, select the order line schedules to cancel and choose **Cancelled** from the drop-down list to cancel the order line schedule.

You can cancel all order line schedules of an IGT order line so long as there is no outstanding performance against it.

8. Click **Save** and then click **Submit** for approval.

If you initiate a change for an order line schedule or an order line, then you cannot cancel that line until both the agencies approve the change. After the change approval, you can cancel the order line if needed.

When you cancel an order line from the Lines region, the order line schedules associated to that IGT order are also cancelled.

Calculate Order Total Correctly when an Order Line or Order Line Schedule is Cancelled

When the requesting agency creates a BIO modification, and cancels an order line schedule, the total amount reflects the correct number by deducting the cancelled amount from it. The recalculated total amount appears in the order line summary and header. The order modification is then sent for approval. The approver can preview the changed amount in the approval notification with the cancelled amount displayed in the changed Amount column and the total amount as the updated total amount.

The Total Amount appears correctly in the order lines summary, order line schedules summary, and distributions summary pages.

The requesting agency approvers can view the total amount along with the changed amount in the 7600B generated report in the approval notifications.

When the requesting agency pulls an SFO modification containing cancelled order lines or order line schedule, the IGT order now displays the total amount correctly.

To cancel an order line schedule, perform the following steps:

1. From the **Home** page, click **Purchasing Super User** responsibility.
2. Click **Buyer Work Center** and then click **Orders**.
3. Select the order to modify.
4. Select the order to modify, click **Create Modification** and click **Go**.
5. On the **Update Standard Purchase Order Modification** page, click **Schedules** tab.
6. Select the schedule to cancel and in the **Active/Cancel** field select cancelled to cancel the line.

7. Click **Save**.

Notice the schedule summary updates the amount deducting the cancelled scheduled amount. The new total amount appears in the Distribution and Lines summary levels as well.

The Approval Notification page also displays the corrected amount and the changed amount which is the cancelled amount in negative value.

Support for Admin Modification in SFO

The requesting agency can perform admin modifications on seller-facilitated orders in the open status in Oracle CLM and Purchasing. The IGT Orders page on the demand workbench, includes an option, Create Admin Modification, that is enabled for the seller-facilitated orders (SFOs) that is in an open status. The agency can perform admin modification on SFOs, push the modification to federal G-Invoicing. The admin modified orders do not require approvals therefore the G-Invoicing status remains unchanged.

When the requesting agency performs an admin modification on an SFO, saves it but has not submitted it, then the modification status is created and saved without submit, the modification status appears as draft in the IGT modification summary page. Once the admin modification is submitted, the changes are merged to original order and the G-Invoicing status is updated to Pending Posting. After the requesting agency runs the Intragovernmental Orders Interface Program concurrent program and pushes the admin modification successfully, the changes are updated in the IGT order. Changes are allowed for few attributes of IGT order via admin modification and if there is a performance available, some attributes are not allowed to update.

To perform admin modifications to seller-facilitated orders, perform the following steps:

1. From the **Home** page, select the **Purchasing US Federal** responsibility.
2. Click **Buyer Work Center**, and then **Order**.
3. From the **Order** tab, click the **IGT Orders** subtab.
4. Query for all open orders.
5. Select an open status seller-facilitated order and click **Create Admin Modification** and **Go**.

The **Admin Modification** page appears.

6. Update the fields and click **Save**.
7. Click **Submit** to complete the changes.

Push Admin Modified Orders to G-Invoicing

To push the admin modified orders to federal G-Invoicing, run the Intragovernmental Order Interface Program. Perform the following steps:

1. If you are in a different responsibility, switch to **CLM Purchasing Super User**.
2. Click **Requests** and then **Submit a New Request**.
3. In the **Name** field, enter *Intragovernmental Orders Interface Program*.
4. Enter the required fields and click **OK**.
5. Click **Submit**.

Note: Schedule this program to run as often as required to keep the G-Invoicing data current.

The IGT Modification summary page shows the type of modification performed on an IGT order, a regular modification or an admin modification. Refer to Admin Modification topic for a list of fields that can be modified.

IGT Performance

A performance transaction is the exchange of data about the progress of an IGT-related activity that has been agreed upon between the requesting and servicing agencies. The servicing agency performs against an order, an order line, or an order line schedule by completing services or delivering goods, and then submits that performance through the federal G-Invoicing application. The requesting agency pulls the submitted performance from the G-Invoicing application and records the performance. Performance transactions provide key triggers for the recording of accounting entries related to accruals, advances, and liquidations.

Note: To view the **IGT Performance** tab, you must have the IGT Performance Manager role. Contact your administrator if you do not have this role.

In Buyer Work Center, on the **IGT Performance** subtab of the **Awards** tab, you can perform the following tasks:

- Search for and view servicing agency performances.
- Record the quantity received against a delivery performance.
- Review performance transactions that your agency has pushed to the federal G-Invoicing application, and correct or adjust the quantities.

Searching for and Viewing Performance Records

Note: Before you can search for performance records, they must be retrieved (pulled) from the federal G-Invoicing application into EBS. To pull performance records submitted by the servicing agency, your administrator runs the *Intragovernmental Performance Interface Program*.

To find performance records and details:

1. Go to Buyer Work Center. Click the **Awards** tab, and then the **IGT Performance** subtab.
2. Select a saved search or enter one or more criteria in the **Filters** region, and click **Go**.

The results table displays performance records that match your search criteria and are in one of the following G-Invoicing statuses:

- Pending
- Settled
- Informational

The associated performance records can be one of the following performance types:

- Advance
- Delivered/Performed
- Received/Accepted
- Deferred Payment

Taking Action on Performance Records

The actions you can take depend on the performance type and the order originating agency (servicing or requesting), as described in the following table.

| Requesting Agency Action | Performance Type | Originating Agency | Action Description |
|-------------------------------|--|-----------------------|--|
| Create Reference Performance | Delivered/Performed | Servicing | Go to the Create Reference Performance page. See Creating a Reference or Adjustment Performance, page 5-75 for more information. |
| Create Adjustment Performance | Received/ Accepted | Requesting | Go to the Create Adjustment Performance page. See Creating a Reference or Adjustment Performance, page 5-75 for more information. |
| View Performance | All | Requesting, Servicing | View details for the performance record. |
| View Receipts | Delivered/ Performed, Deferred Payment | Requesting | View the receipt details that are automatically created by referencing the approved performance transactions. |
| View Invoices | Advance, Delivered/Performed | Requesting | View the invoices that are automatically created by referencing the approved performance transactions. |

| Requesting Agency Action | Performance Type | Originating Agency | Action Description |
|--------------------------|--|--------------------|--|
| View Payments | Advance, Delivered/Performed | Requesting | View the payment vouchers that are automatically created by referencing the approved performance transactions. |
| View Requisitions | Advance, Delivered/Performed, Deferred Payment | Requesting | View the requisitions based on the order and schedule attached to the performance transaction. |
| View Orders | Advance, Delivered/Performed, Deferred Payment | Requesting | View details for the related order. |
| View GT& C | Advance, Delivered/Performed, Deferred Payment | Requesting | View GT&C details for the related order. |
| Pull Attachments | N/A | N/A | Import and view attachments from the Attachments region. |

Creating a Reference or Adjustment Performance

Create a reference performance record to record the received quantity and to accept the delivered or performed transaction.

1. Navigate to the **Create Reference Performance** page or the **Create Adjustment Performance** page.
2. In the **Header** region, enter the date, accounting period, and comments. The **Reference Information** region is read-only.
3. In the **Performance Details** region, update the quantity received and select the final performance indicator.
4. In the **Performance Attachments** region, view and add attachments if required.

5. Submit the transaction. The EBS status of this record changes to **Pending Posting**.

Your system administrator runs the *Intragovernmental Performance Interface Program* to push the received performance record to the federal G-Invoicing application. For a reference performance, this action indicates that the goods or services are received. For an adjustment performance, this action indicates that the corrections are accepted.

Allow Performance Submission During an Order Modification

The Oracle E-Business Suite G-Invoicing solution allows a servicing agency to submit performance when an order is being modified. The requesting agency only considers performance submission for an order being modified if the corresponding order line has a previously submitted outstanding performance.

For example, if there are two order line schedules created for an order line, and the servicing agency had submitted performance against the order line schedule 1, then the performance re-submitted against the same order line schedule 1 will only be considered. Oracle EBS does not consider any new performance submitted for any other order line schedule that does not have previously submitted performance against it.

When the servicing agency creates a delivery performance against the order line schedule 1, the Oracle EBS validates the request against the approved document rather than the in-process modification. When the requesting agency creates an order modification and submits for approval, and the servicing agency in the meanwhile submits a performance, then federal G-Invoicing verifies if a performance exists against that order line schedule before creating the modification. If a performance does not exist, then the servicing agency cannot create performance when an order is being modified. In such a case, an error is displayed.

In Oracle CLM, an IGT order modification is a separate document and performance transactions are linked to the conformed document.

For both advance and non-advance enabled orders, if an advance or deferred performance was submitted against the order line schedule, then the servicing agency can submit delivery performance against it. Oracle EBS pulls the delivery performance and interface it with Oracle Payables or Receiving to generate PO receipts or AP invoices based on FOB.

The servicing agency manages all the validations when submitting a delivery performance during the order modification. The requesting agency can pull these performances from federal G-Invoicing once they are pushed successfully.

To submit performance during an order modification, you must meet the following conditions

- In federal G-Invoicing, enable the feature flag, **Performance during Order Modification**, for both requesting and servicing agencies.
- Submit performance only against order line schedules that were present in the

approved order before modification (n-1).

- Performance can be submitted only for order line schedules that existed in the order before a modification was initiated.
- You cannot submit performance for a newly added order line schedules until the modification is approved by both the trading partners.

Performance Accounting for Intragovernmental Transactions

Federal Accounting Standards Advisory Board (FASAB) guidance recognizes revenue as goods delivered and services performed or in proportion to the total amount of services performed. Trading partners share performance data to ensure agreement before any accounting entries are recorded.

The Oracle EBS G-Invoicing solution posting logic for transaction types similar to the federal G-Invoicing application, as goods delivered or services completed for capital asset purchases, assisted acquisitions, advance payments, and work-in-progress transactions.

The performance manager can review all performance transactions on the **IGT Performance** page and then create received or accepted performances and adjustments to received performances. When delivery performance transactions are pulled, the expenses must be recorded by the requesting agency on the date when goods and services are delivered and completed. Similarly, when there is a settlement for any performance, it must be accounted.

The pulled performance data is integrated with receiving and payables for accounting. The concurrent programs *Intragovernmental Performance Integration to Receiving Program* and *Intragovernmental Performance Integration to Payables Program* create receipts, prepayment invoices, invoices, and credit memos to account performance transactions. When the entire schedule quantity is received and invoiced, then the status of the schedule is updated to Closed.

If the transaction date period and the specified accounting period in the delivery performance are the same, then Oracle EBS considers the transaction date from the delivery performance as the GL date when the system creates an AP invoice or a PO receipt. If the transaction date period and the accounting period in the delivery performance are not the same, then the last date of the accounting period will be considered as the GL date when the system creates an AP invoice or a PO receipt.

If the transaction date period and the accounting period in the delivery performance falls in the closed period in Oracle EBS, then a validation message appears. You can correct the error and then reprocess the receipt and invoice.

However, when an accounting period is closed, the agency can use the custom hook `PO_IGT_PERF_CUSTOM.DEFAULT_INV_HR_LINE` to populate the system date or the current date.

Intragovernmental Performance Integration with Payables

To run the concurrent program *Intragovernmental Performance Integration to Payables*, perform the following steps:

1. From the **Home** page, select the *CLM Purchasing Super User* responsibility.
2. Click **Reports** and then **Schedule Requests** or click **Requests** and then **Submit a New Request**.

The **Schedule Requests: Define** page appears.

3. Search for and select the concurrent program *Intragovernmental Performance Integration to Payables*.
4. Click the **Parameters** tab.
5. Select an operating unit.
6. Optionally, select an order number.
7. In the **Invoice Type** field, select **Standard Invoice**, **Prepayment Invoice**, or **Credit**.
8. In the **Process Error Documents** field, select **Yes** to reprocess all error records.
9. Click **Continue**.

The **Schedule Requests: Review** page appears.

10. Review the parameters you have entered.
11. Click **Submit**.

The concurrent program creates the invoice without validation, accounting, and payment. The status in the history table is Success Invoicing.

To validate and create accounting entries for the invoice, run the concurrent programs *Invoice Validation* and *Transfer to GL*.

You can also pay or clear a payment entry automatically by using the payment request process programs, defining attributes such as payment method, payment process profile template, and bank accounts to complete the settlement. The clearance process completes required accounting.

You can include these concurrent programs in a request set to run one after the other:

- Intragovernmental Performance Integration to Payables
- Invoice Validation

- Transfer to GL
- Payment Processing Request (to automatically pay)

Note: The reference columns on the invoice display the performance reference details.

Intragovernmental Performance Integration with Receiving

To run the concurrent program *Intragovernmental Performance Integration to Receiving*, perform the following steps:

1. From the **Home** page, select either the *CLM Purchasing Super User* responsibility or the *Purchasing, US Federal* responsibility.
2. Click **Reports** and then **Schedule Requests** or click **Requests** and then **Submit a New Request**.

The **Schedule Requests: Define** page appears.

3. Search for and select the concurrent program *Intragovernmental Performance Integration to Receiving*.
4. Click the **Parameters** tab.
5. Select an operating unit.
6. Optionally, select the order number.
7. In the **Process Error Documents** field, select **Yes** to reprocess all error records.
8. Click **Continue**.

The **Schedule Requests: Review** page appears.

9. Review the parameters you have entered.
10. Click **Submit**.

The concurrent program creates receipts. The performance reference for each receipt is recorded in a descriptive flexfield (DFF).

For more details about the descriptive flexfield, see *Configuring Descriptive Flexfields for Performance Accounting Transactions*, page 2-31.

Design Considerations for Performance Accounting

- The two or three-way matching is derived based on the Freight on Board (FOB)

point of the order. If FOB is Source, the buyer does not have to send acceptance and the matching type is two-way. If FOB is Destination, the buyer must create a received performance when servicing agency sends a delivery performance. In this case, the matching type is three-way and accounting entries are created for both delivered and received performances.

- The concurrent processes *Invoice Validation*, *Transfer to GL*, and *Payment Process Requests* are used to automate the invoice creation process.
- Agencies must specify the pay group (for example, IGT Pay Group), payment method (for example, Clearance) in the Supplier and Supplier Site details. These are used as default values during invoice creation to help clear IGT performance transactions.

Prepayment Invoice Creation During Advance Performance Submission

Regardless of whether a given FOB point is set up as a source or as a destination, the servicing agency initiates the advance performance transaction that generates advance payments or collection of funds.

Create Prepayment Invoice

When an advance performance transaction is pulled into Oracle E-Business Suite and staged, the details are inserted into the IGT Performance History table (PO_IGT_PERF_TRANS_HISTORY) with the performance type Advance and the transaction status Pending Invoicing. After the prepayment invoice is created, the status is updated to Success Invoicing in the history table.

The advance performance process is independent of the FOB selection. In the case of advance schedules in the IGT order, the settlement occurs for the advance performance.

The tables provided in the following topics illustrate performance transactions, corresponding document numbers in receiving and payables, and the type and status of the transaction. These details help you track the performance data to the GL accounting entry.

The EBS G-Invoicing solution includes the concurrent program *Intragovernmental Performance Integration to Payables*. You can run this process to insert advance performance transactions into Oracle Payable interface tables with the invoice type Prepayment and create prepayment invoice. You can schedule this program to create prepayment invoices automatically.

Receipt Creation During Delivered Performance Integration with Receiving

The servicing agency initiates a delivered performance transaction when goods or services are delivered to a requesting agency.

Create Receipt

When a delivered performance is pulled into EBS and staged with the FOB point set to

Destination, the details are inserted into the IGT Performance History table (PO_IGT_PERF_TRANS_HISTORY) with the transaction type Receipt and the status Pending Receiving. When the concurrent program *Intragovernmental Performance Integration to Receiving Program* has run, the receipt is created in receiving, and the status is updated to Success Receiving in the history table.

If the FOB point is Destination, then the receipt is created. If there are non-advance schedules in the IGT order (where the Advance Payment indicator is set to No) and the FOB is set to Destination, then the settlement occurs for the received or accepted performance. Run the concurrent program *Intragovernmental Performance Integration to Receiving Program* to insert delivered performance transactions in the receiving open interface tables. When the FOB is set to Destination, you can schedule this program to create receipts automatically.

Note: The receipt must be accounted by running the concurrent program *Transfer to GL – Receiving*.

Standard Invoice Creation During Delivered or Received Performance Integration with Payables

If the FOB point is set to Source or Origin, then all the schedules in the order are considered two-way, and if the FOB point is set to Destination or Other, then the schedules are considered a three-way match with the receipt. For a three-way match, you must set the **Invoice Match** option to Receipt.

Create Standard Invoice

When a delivered performance is pulled into EBS and staged with the FOB point set to Source or Origin, the details are inserted in the IGT Performance History table (po_igt_perf_trans_history) as the type Standard Invoice and with the status Pending Invoicing. When the concurrent program *Intragovernmental Performance Integration to Payable Program* has run, a standard invoice is created in Oracle Payables, and the status is updated to Success Invoicing in the history table.

When a received or accepted performance is pulled into EBS for an IGT order with the FOB point set to destination, and received performance is mandatory for FOB destination, details are inserted in the IGT performance history table with the transaction type Standard Invoice and the status Pending Invoicing. When the concurrent program *Intragovernmental Performance Integration to Payable Program* has run, a standard invoice is created in Oracle Payables and the status is updated to Success Invoicing in the history table.

- The standard invoice is created, and it must be validated, accounted, and paid using programs such as *Validate Invoice*, *Transfer to GL*, and *Payment Process Request*.
- If the delivered performance is created for an order line schedule with the advance payment indicator set to Yes, then the prepayment is applied automatically during

invoice creation.

Receipt Correction for an Adjustment to Delivered Performance Integration with Receiving

The servicing agency initiates an adjustment to a delivered performance transaction by reducing the quantity when goods or services are delivered.

Correct Receipt

When an adjustment to a delivered performance is pulled into EBS and staged with the FOB point set to destination, details are inserted in the IGT Performance History table (PO_IGT_PERF_TRANS_HISTORY) with the transaction type Receipt Correction and the status Pending Receipt Correction. When the concurrent program *Intragovernmental Performance Integration to Receiving Program* has run, the corresponding receipt is created for delivered performance and is corrected to reduce the delivered quantity in receiving, and the status is updated to Success Receipt Correction in the history table.

Credit Memo Creation During an Adjustment to Delivered or Received Performance Integration with Payables

The servicing agency initiates an adjustment to a delivered performance transaction by reducing the quantity when goods or services are delivered. The requesting agency initiates an adjustment to the received performance transaction by reducing the quantity when goods or services are received and accepted.

Create Credit Memo

When an adjustment to a delivered performance is pulled into EBS and staged with the FOB point set to Source or Origin, then the details are inserted in the IGT Performance History table (PO_IGT_PERF_TRANS_HISTORY) with the transaction type Credit Memo and the status Pending Credit Memo. When the concurrent program *Intragovernmental Performance Integration to Payable Program* has run, the credit memo is created in Oracle Payables and the status is updated to Success Credit Memo in the history table.

When an adjustment to a received or accepted performance is available in EBS with the FOB point set to Destination, details are inserted into the IGT Performance History table (PO_IGT_PERF_TRANS_HISTORY) with transaction type Credit Memo and the status Pending Credit memo. When the concurrent program *Intragovernmental Performance Integration to Payable Program* has run, the credit memo is created in Oracle Payables and the status is updated to Success Credit Memo in the history table.

Note: The credit memo must be validated, accounted, and finally the refund created in payments of Oracle Payables.

The following tables display the events created when a requesting agency pulls performances and integrates performance transactions with receiving and payables.

When FOB is Source or Origin (Two-Way)

The following table shows the transaction details and events created when FOB is set to Source or Origin (two-way matching).

FOB Set to Source or Origin (Two-Way Matching)

| Performance Type | Advance Indicator | Events Created | Events Needing Attention | Manual Intervention |
|-----------------------|-------------------|---|---|---------------------|
| Advance | Yes | Prepayment invoice | <ul style="list-style-type: none"> • Invoice validation • Create Accounting • Payment Process Request to record settlement | |
| Adjustment to Advance | Yes | Standard invoice, credit memo | Create Refund for the adjustment amount with credit memo | Yes |
| Delivery | Yes | <ul style="list-style-type: none"> • Standard invoice (expense accounted) • Prepayment invoice applied based on order line schedule | <ul style="list-style-type: none"> • Invoice Validation • Create Accounting | |

| Performance Type | Advance Indicator | Events Created | Events Needing Attention | Manual Intervention |
|------------------|-------------------|------------------|---|---------------------|
| Delivery | No | Standard invoice | <ul style="list-style-type: none"> • Invoice Validation • Create Accounting • Payment process request to record settlement | |

| Performance Type | Advance Indicator | Events Created | Events Needing Attention | Manual Intervention |
|------------------------|-------------------|----------------------------------|---|---------------------|
| Adjustment to delivery | Yes | Credit memo (expenses accounted) | <ul style="list-style-type: none"> • If there are delivered performances, then the requesting agency creates a standard invoice for the credit memo to settle. • If an amount is returned or refunded by creating an adjustment to advance by the servicing agency (to the extent of delivered performance), then you must select the credit note and create a refund transaction. • Use <i>Invoice Validation and Transfer to GL</i> programs to automatically validate and account transactions. | Yes |

| Performance Type | Advance Indicator | Events Created | Events Needing Attention | Manual Intervention |
|------------------------|-------------------|----------------------------------|--|---------------------|
| Adjustment to delivery | No | Credit memo (expenses accounted) | <ul style="list-style-type: none"> Create refund manually Run <i>Invoice Validation</i> Run <i>Transfer to GL</i> | Yes |
| Accepted or received | Yes | NA | None | |
| Accepted or received | No | NA | None | |
| Adjustment to received | Yes | NA | None | |
| Adjustment to received | No | NA | None | |

When FOB is Destination or Other (Three-Way and Invoice Match Option is Receipt)

The following table shows the transaction details and events created when the FOB is set to Destination and Other (three-way matching):

FOB Set to Destination or Other (Three-Way Matching)

| Performance Type | Advance Indicator | Events Created | Events Needing Attention | Manual Intervention |
|-------------------------|--------------------------|---|---|----------------------------|
| Advance | Yes | Prepayment invoice | <ul style="list-style-type: none">• Invoice validation• Create Accounting• Payment process request records settlement | |
| Adjustment to Advance | Yes | Receipt (expenses accounted), standard invoice, receipt is corrected, credit memo | Create refund for the adjustment amount with credit memo | Yes |

| Performance Type | Advance Indicator | Events Created | Events Needing Attention | Manual Intervention |
|------------------------|-------------------|------------------------------|--|---------------------|
| Delivery | Yes | Receipt (expenses accounted) | <ul style="list-style-type: none"> • Receipt is created • Invoice creation initiated to clear payment • The servicing agency sets up pay group, payment method and payment process profile • Invoice Validation • Create Accounting | |
| Delivery | No | Receipt (expenses accounted) | <ul style="list-style-type: none"> • Create Accounting - Receiving | |
| Adjustment to delivery | Yes | Receipt is corrected | <ul style="list-style-type: none"> • Create Accounting - Receiving | |
| Adjustment to delivery | No | Receipt is corrected | <ul style="list-style-type: none"> • Create Accounting - Receiving | |

| Performance Type | Advance Indicator | Events Created | Events Needing Attention | Manual Intervention |
|----------------------|-------------------|---|--|---------------------|
| Accepted or received | Yes | <ul style="list-style-type: none"> Standard invoice (creates debit and credit for the same account) Standard invoice matched with receipt Prepayment invoice applied (prepayment is reduced) | <ul style="list-style-type: none"> Invoice creation initiated to clear advance Set up pay group, payment method, and payment process profile Run <i>Invoice Validation</i> Run <i>Transfer to GL</i> | |

| Performance Type | Advance Indicator | Events Created | Events Needing Attention | Manual Intervention |
|----------------------|-------------------|---|---|---------------------|
| Accepted or received | No | <ul style="list-style-type: none"> Standard invoice (creates debit and credit for the same account) Standard invoice matched with receipt Prepayment invoice applied (prepayment is reduced) | <ul style="list-style-type: none"> Invoice creation initiated The servicing agency sets up pay group, payment method, and payment process profile Run <i>Invoice Validation</i> Run <i>Transfer to GL</i> Run <i>Payment Process Request</i> | |

| Performance Type | Advance Indicator | Events Created | Events Needing Attention | Manual Intervention |
|------------------------|-------------------|---|---|---------------------|
| Adjustment to received | Yes | Credit memo created (same debit and credit) | <p>You must:</p> <ul style="list-style-type: none"> • Unapply prepayment • Reduce the invoice • Use a credit memo to adjust <p>Or</p> <ul style="list-style-type: none"> • Wait for a new invoice • Cancel the credit memo with an invoice | Yes |

| Performance Type | Advance Indicator | Events Created | Events Needing Attention | Manual Intervention |
|------------------------|-------------------|--|--|---------------------|
| Adjustment to received | No | Credit memo created (initiates refund) | <p>The requesting agency must:</p> <ul style="list-style-type: none"> Create a refund manually with a credit note Run <i>Invoice Validation</i> Run <i>Transfer to GL</i> <p>Standard invoice (to void expense) records expense based on servicing agency adjustment to delivered performance:</p> <ul style="list-style-type: none"> Create receipt correction Create credit note (debit and credit are the same) Balance off both standard invoice and credit memo created | Yes |

Integrate Deferred Performance for Journal Entry Creation

For deferred payment performance transactions, the requesting agency creates journal

entries that indicate the progress of the work done by the servicing agency. The deferred payments are accounted as accruals and are reversed when the requesting agency receives a new deferred payment performance for the same order line schedule. For a deferred payment performance with the status Informational, a journal entry is created in the purchasing subledger with the date as the performance date. When the status of the deferred payment performance is changed to Deleted, a reversal journal entry is created with the date of the latest deferred payment performance for the same order line schedule.

When a servicing agency submits a deferred payment to the federal G-Invoicing application, the following points are considered:

- G-Invoicing does not allow a servicing agency to create a deferred payment performance against an order line schedule for which the Advance Payment Indicator is set to Yes.
- G-Invoicing does not allow deferred and delivered performances for a quantity that exceeds the unexpensed balance. The remaining balance is calculated as equal to the ordered quantity, with the sum of deferred and delivered quantity [Remaining Balance = Ordered – (Deferred + Delivered)].
- G-Invoicing expects the servicing agency to reverse deferred payments of unexpensed balance when creating a delivery performance.
- When two accounting periods are open, G-Invoicing allows deferred payments reported against only the open past period.
- When two accounting periods are open, G-Invoicing does not count delivered or performed quantities reported against the second period (open current period) when evaluating a deferred payment reported against the first period (open past period).

These validations are explained in the use cases covered later in this topic.

When a servicing agency successfully submits a deferred payment to G-Invoicing, the requesting agency pulls the deferred payment and stages it in the **IGT Performance** page. The transaction is then interfaced with GL journal entries. Also, when a servicing agency submits a deferred payment for the same order line schedule, the previous deferred payment is deleted, and the recent deferred payment includes the previous deferred payment quantity too.

The new concurrent program *Intragovernmental Deferred Performance Integration Program* is run to create accruals and reversal journals in a subledger. The concurrent program *Transfer to GL* transfers these entries to the general ledger.

Running the Deferred Performance Interface Program

The concurrent program *Intragovernmental Deferred Performance Integration Program* creates journal entries in a Purchasing subledger. When a requesting agency pulls a

deferred payment for an order line schedule, records are inserted into the history table with the status Pending Accounting. When the concurrent program runs, the journal entry is created in the subledger and the status in the history table changes to Success Accounting. The transaction number is updated in the history table.

For transactions in the Informational status, accrual journal entries are created in the status Pending Accounting. For transactions in the Deleted status, reversal journal entries are created in the status Pending Reversal. When journals are created successfully, the statuses in the history table are updated to Success Accounting and Success Reversal respectively.

When subsequent deferred payments for the same order line schedule are pulled by the requesting agency, the concurrent program creates journal entries for the recent deferred payment and reversals for earlier deferred payments to reverse accruals. To reverse pending deferred payments that are in the Informational status in the previous period, the requesting agency selects the **Reverse Previous Period Pending Deferred Payments** parameter in the concurrent program. The journal entries are reversed in the current period. This parameter accounts reversal journals for the pending informational deferred payments in the previous period (after the period is closed or open previous period).

- If, when a deferred payment performance is pulled for the first time, it already has the status Deleted, then two records are inserted in the history table. One record is in the status Pending Accounting, and the other in the status Pending Reversal. The accrual journal is created first and then the reversal journal.
- Performance dates are used to create journals. The performance date of the new deferred payment is used when a reversal journal entry is created for the previous deferred payment.

To run the *Intragovernmental Deferred Performance Integration Program*, perform the following steps:

1. From the **Home** page, select the *CLM Purchasing Super User* responsibility.
2. Select **Reports** and then **Schedule Requests** or click **Requests** and then **Submit a New Request**.

The **Schedule Requests: Define** page appears.

3. Search for and select the concurrent program *Intragovernmental Deferred Performance Integration Program*.
4. Click the **Parameters** tab.
5. Enter your operating unit (mandatory).
6. Enter an order number if you want to pull the deferred performance for a specific order.

7. Set the **Reverse Previous Period Pending Deferred Payments** option. If you select **Yes**, then the deferred payments that are pending at the end of the previous period in an Informational status are reversed.
8. Indicate whether to process error documents. Transactions that error due to period validity or other set up problems are reprocessed to create journals and reversals.
9. Click **Continue**.

The **Schedule Requests: Review** page appears.

10. Review the parameters you have entered.
11. Click **Submit**.

For example, consider the hypothetical order ABC01 with the quantity 100. A deferred payment with quantity 40 is submitted by the servicing agency on January 5, 2022. After the *Intragovernmental Performance Interface Program* is run, the deferred payment is displayed with the Informational status on the **IGT Performance** page, and a journal is created in the subledger.

The servicing agency submits another deferred payment for the same order line schedule for a quantity of 45 on January 10, 2022. After the intragovernmental deferred performance interface program is run and pulls the data, two lines are created. The first line shows the reversal for the previously submitted deferred performance quantity of 40 with January 10 as the performance date. The transaction status shows Deleted, and in the history table the status is Pending Reversal. The deferred payment status in the **IGT Performance** page is Informational. The reversal journal entry is created for quantity 40.

The second line shows the deferred payment for a quantity of 45, created in the status Informational. The history table shows the status Pending Accounting, and a journal is created in the subledger.

Note: Use the *Transfer to GL Program* concurrent program to post the subledger entries to the general ledger.

Journal or Reversal Journal in Purchasing Subledger Setup

When you apply the patches, the following setup steps are performed by the patches.

- The existing journal source Purchasing is used to create journals.
- The new journal category IGT Deferred is created.
- The existing Federal Purchasing Application Accounting Definition is used in the accounting definition.

- The new event class IGT Deferred Performance is created.
- The following event types are used:
 - IGT Deferred Performance Create - Creates journal for deferred payment performance in the status Informational.
 - IGT Deferred Performance Reversal - Creates reversal journal for deferred payment performance in the status Deleted.
- Journal Line Types: Includes journal line definitions to track journals and reversal journals related to deferred payment performance:
 - IGT_ACCRUED_LIABILITY - IGT Accrued Liability (Accounts Payable)
 - IGT_DEL_OBJ_UNPAID - IGT Delivered order obligation unpaid
 - IGT_OPERATING_EXPENSES - IGT Operating Expenses
 - IGT_UNDEL_OBJ_UNPAID - IGT Undelivered order obligation unpaid
 - IGT_REVERSE_ACCRUED_LIABILITY - IGT Reverse Accrued Liability (Accounts Payable)
 - IGT_REVERSE_DEL_OBJ_UNPAID - IGT Reverse Delivered order obligation unpaid
 - IGT_REVERSE_OPERATING_EXPENSE - IGT Reverse Operating Expenses
 - IGT_REVERSE_UNDEL_OBJ_UNPAID - IGT Reverse Undelivered order obligation unpaid
- Journal Header Description: Includes the journal description to capture the performance and IGT order numbers such as IGT_DEFERRED_PERF_HEADER - IGT Deferred Performance Header
- Journal Line Descriptions: Includes the journal description to capture the performance and IGT Order numbers such as IGT_DEFERRED_PERF - Intragovernmental Deferred Performance and IGT_DEFERRED_PERF_REVERSE - Intragovernmental Deferred Performance Reversal
- Account Derivation Rule: Includes the account derivation rule specified as FV Budget Account. You can modify this.

API Support for G-Invoicing Flows

Oracle CLM and Oracle Purchasing provide APIs and custom hooks to create GT&Cs,

add logic and default values to orders, and to add payment methods, pay group, and DFF details when creating invoices for performance transactions.

API for GT&Cs

This custom API is invoked when GT&Cs are pulled into EBS. Use this API to set the vendor, vendor site, default buyer, and document number (if you use manual purchase order numbering).

- **Technical Name:** PO_CUSTOM_IGT_PKG

| Procedure Name | Parameter |
|----------------------|---|
| set_gtc_related_info | p_igt_request_id IN NUMBER |
| | p_org_id IN NUMBER |
| | x_results_rec IN OUT PO_IGT_PUB_PKG. custom_rec_type |
| | x_return_status OUT VARCHAR2 |

API for Creating an IGT Order in EBS

The PO_IGTORD_TYPES package provides procedures to customize values at each entity level such as header, lines, shipment, and distributions. A sample implementation is included for each procedure. Use the PO_IGTORD_CUSTOM API to add custom code and logic to default values for attributes.

The PO_IGTORD_CUSTOM API is invoked when an order is automatically created from the IGT requisition, open buyer-initiated orders (that are pulled from the federal G-Invoicing application), open or shared with requesting agency seller-facilitated orders (pulled from the federal G-Invoicing application).

- **Technical Name:** PO_IGTORD_CUSTOM
- **Prerequisites:** Check for the flow as shown in the table:

| | |
|-------------|---|
| Flow | PO_IGTORD_PARAMS. g_document_creation_method (value) |
| Auto-create | |

| | |
|---|----------|
| Buyer-initiated order pulled from the federal G-Invoicing application | BIO_GINV |
| Seller-facilitated order | SFO_GINV |

Note: The GT&C must exist in EBS and must be approved.

The following table lists input parameters for the procedure:

| Procedure Name | Parameter |
|----------------------------|---|
| DEFAULT_ORDER_HEADER_INFO | x_headers IN OUT PO_IGTORD_TYPES.headers_rec_type, x_return_status OUT VARCHAR2 |
| DEFAULT_ORDER_LINE_INFO | x_lines IN OUT PO_IGTORD_TYPES.lines_rec_type, x_return_status OUT VARCHAR2 |
| DEFAULT_ORDER_LINELOC_INFO | x_line_locs IN OUT PO_IGTORD_TYPES.line_locs_rec_type, x_return_status OUT VARCHAR2 |
| DEFAULT_ORDER_DIST_INFO | x_dists IN OUT PO_IGTORD_TYPES.distributions_rec_type, x_return_status OUT VARCHAR2 |
| SET_ORDER_UDA_INFO | p_int_hdr_id IN NUMBER, x_return_status OUT VARCHAR2 |

Custom APIs for Performance

The Oracle EBS G-Invoicing solution includes the following APIs for handling performance transactions:

- **Technical Name:** PO_IGT_PERF_CUSTOM.DEFAULT_INV_HDR_LINE

Use this API to default payment method, pay group information and other DFF attributes on the invoice header and line interface tables when creating invoice for performance transactions.

| Procedure Name | Parameter |
|----------------------|--|
| DEFAULT_INV_HDR_LINE | P_INV_HDR_DATA IN OUT PO_IGT_PERF_INV_INTG_PKG. InvoiceHdrRecTabType, P_INV_LINES_DATA IN OUT PO_IGT_PERF_INV_INTG_PKG. InvoiceLinesRecTabType, x_return_status OUT VARCHAR2 |

- Technical Name:** PO_IGT_PERF_CUSTOM.DEFAULT_RCV_HDR_LINE
 Use this API to default additional information into the receiving interface tables at the header and line level when creating receipts for performance transactions.
- Technical Name:** PO_IGT_PERF_CUSTOM.DEFAULT_RCV_HDR_LINE_CR
 Use this API to default additional information into the receiving interface tables at the line level when correcting receipts for performance transactions.

| Procedure Name | Parameter |
|-------------------------|--|
| DEFAULT_RCV_HDR_LINE | P_RHI_DATA IN OUT PO_IGT_PERF_RCV_INTG_PKG.RhiTabType, P_RTI_DATA IN OUT PO_IGT_PERF_RCV_INTG_PKG.RtiTabType, x_return_status OUT VARCHAR2 |
| DEFAULT_RCV_HDR_LINE_CR | P_RHI_DATA IN OUT PO_IGT_PERF_RCV_INTG_PKG.RhiTabType, P_RTI_DATA IN OUT PO_IGT_PERF_RCV_INTG_PKG.RtiTabType, x_return_status OUT VARCHAR2 |

Auto-Create Order API from Requisition

Use this API to automatically create incomplete or approved orders from IGT requisitions.

- **Technical Name:** PO_IGTORD_PVT.create_igt_order
- **Prerequisites:**
 - The requisition must be approved. If it is an MIPR, then it must be approved and accepted.
 - Required FIDS information must be populated using the PO_IGTORD_CUSTOM package before calling this API.
- **Outcome:** An IGT order is created automatically when the requisition is approved.

| Procedure Name | Parameter | Required or Optional |
|------------------|---|-------------------------------------|
| create_igt_order | p_calling_module IN VARCHAR2 | Required |
| | p_batch_id IN NUMBER DEFAULT NULL | Optional |
| | p_interface_header_id IN NUMBER DEFAULT NULL | Optional |
| | p_requisition_header_id IN NUMBER DEFAULT NULL | Required |
| | p_igt_request_id IN NUMBER DEFAULT NULL | Optional |
| | p_parent_igt_request_id IN NUMBER DEFAULT NULL | Optional |
| | p_org_id IN NUMBER | Required |
| | p_initiate_approval IN VARCHAR2 | Required (Y, N) |
| | x_document_id IN OUT NUMBER | Required in case of Add to Order |
| | x_draft_id OUT NUMBER | Not applicable |

| Procedure Name | Parameter | Required or Optional |
|----------------|---|----------------------|
| | x_document_number OUT VARCHAR2 | Not applicable |
| | x_number_lines OUT NUMBER | Not applicable |
| | x_error_code_tbl IN OUT PO_TBL_VARCHAR2000 | Not applicable |
| | x_return_status OUT VARCHAR2 | Not applicable |
| | x_msg_count OUT NUMBER | Not applicable |
| | x_msg_data OUT VARCHAR2 | Not applicable |
| | x_online_report_id OUT NUMBER | Not applicable |

TAS and BETC Validation API in IGT Requisitions

Use this API to validate TAS, BETC, charge account, agency identifier, ALC and group values.

- **Technical Name:** ICX_POR_IGT_VALIDATIONS.validate_igt_tas_betc
- **Prerequisites:** The charge account, requesting agency identifier, ALC and group must be available in the requisition.

Closing and Reopening IGT Orders

Agencies can close and reopen intragovernmental (IGT) orders. Only the requesting agency can initiate an order close.

Closing an IGT Order

When an order is selected for close, the system performs the following validations:

- If there are outstanding performance transactions, you cannot close the order. For example, if the FOB point is set to Destination or Other and the order is not advance enabled, then the total quantity delivered and performed against an order line schedule must equal the total quantity received and accepted. If the received or accepted performance is not equal to delivered performance, then an error occurs.
- The order quantity must be completely billed and equal to the billed invoice

quantity. When the invoiced quantity is not equal to the ordered quantity, an error message is displayed. The order quantity and billed quantity validations are not applicable for canceled lines or schedules.

- There must be no pending performance or adjustments either in the history table or in the federal G-Invoicing application.
- If the advance payment indicator is set to Yes for an order line schedule, then the advance performance quantity must be equal to the delivered performance quantity, then the standard invoice (created with reference to delivered performance) must be created and a prepayment invoice must be applied on the standard invoice. If the advance is not applied on the delivered invoice, then an error message is displayed.

When an order is closed, the order status in Purchasing or CLM is changed to closed and the G-Invoicing status is updated to Pending Closure Posting. You must run the concurrent program *Intragovernmental Orders Interface Program* and push the order to the federal G-Invoicing application. The order status in the federal G-Invoicing application changes to Closed and the close order reason is updated. The servicing agency can pull and see the order status.

If you are using the federal G-Invoicing application to create and approve intragovernmental transactions and then pulling the GT&Cs, orders and performances into EBS for accounting, then you can close both buyer-initiated orders (BIOs) and seller-facilitated orders (SFOs) in the federal G-Invoicing application. When you pull these orders, they appear as closed in EBS as well.

For IGT orders that have FOB value set to source, creating a received or accepted performance is optional. If an order close is initiated, and the order has partially accepted or received quantity, then the order close is restricted and a validation error appears.

When the *Intragovernmental Orders Interface Program* runs:

- If the posting is successful, then the closed status and closed date for the order are updated in EBS.
- If the posting is unsuccessful, then the closed status and closed date for the order are updated to NULL in EBS. The G-Invoicing status is set to Open and an error notification is sent.

The close action is enabled for orders created in Oracle CLM and Oracle Purchasing and also for SFOs created in the federal G-Invoicing application.

Note: You cannot manually close a BIO that was created in the federal G-Invoicing application, because BIOs are pulled into EBS to record financial transactions. Close the order in the federal G-Invoicing application and pull the closed order into EBS.

Custom hook: A custom hook is available for agencies to include additional validations before closing an IGT order.

Ensure that the following conditions are met before you close an order.

Prerequisites

- The billed quantity and the order quantity must be equal.
- There must be no outstanding performance transactions for the order you are attempting to close.

Note: When there is a difference between the order amount and the performance amount (when the performance is marked as Final), you must create a modification and reduce the order amount to the extent of the performed value (for release of excess funds) and then initiate the close action in EBS.

To close an IGT order:

1. From the **Home** page, select the *CLM Purchasing Super User* responsibility.
2. Click **Buyer Work Center**.
3. Click the **Awards** tab, and then the **IGT Orders** subtab.

The **IGT Orders Summary** page appears.

4. Select an order with the Open status in G-Invoicing and the Approved status in EBS.
5. Select **Close** from the **Action** menu.
6. Click **Go**.
7. Enter the reason for closing the order.
8. Click **Apply**.

Reopening an IGT Order

You can reopen a closed order through a regular modification, but not an admin modification. The **Create Modification** option is enabled in the **Actions** menu for closed orders.

You can create a modification by adding new lines or schedules. When you approve a modification, it is shared with the servicing agency for approval. When the servicing agency approves the modification, the modification is pulled back by the requesting agency and the order status changes to Approved.

When you create a modification, either from Demand Workbench or directly using the Create Modification action, the order line schedule and line status must be updated only if a change is made to the line.

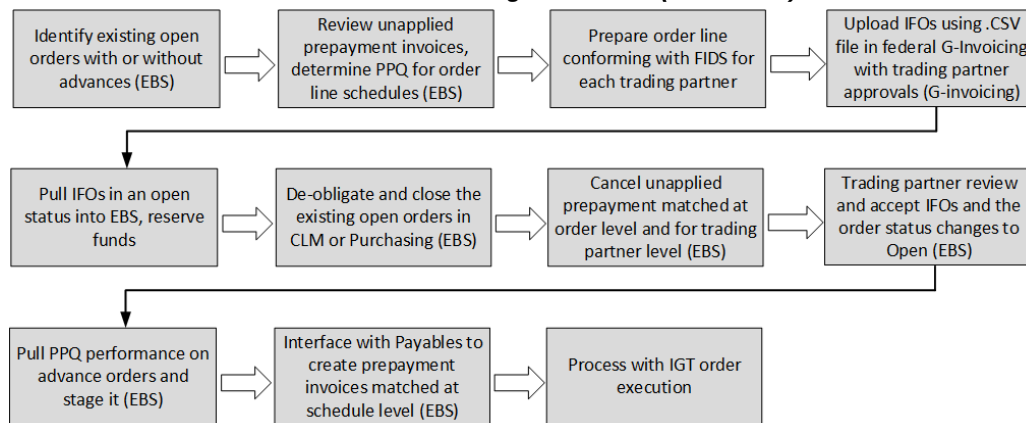
Support for In-Flight Order (IFO) from Requesting Agency

In-Flight Orders (IFO) or In-Process orders are existing intragovernmental orders that were created in the legacy systems before the agencies moved to G-Invoicing solution. These orders are not yet fulfilled or not completely delivered or performed by the agencies. The recommendation from treasury is to enter In-Flight Orders as replacement orders in G-Invoicing system.

Process Flow for Oracle E-Business Suite and Federal G-Invoicing Maintained (New Order)

The following diagram illustrates the process flow for nuyer-initiated orders maintained in both Oracle E-Business Suite and Federal G-Invoicing maintained orders:

Process Flow for E-Business and G-Invoicing Maintained (New Order)



Identify and compile the list of orders from the legacy system to move to the federal G-Invoicing application. After discussions with the requesting agency, the PMO office prepares and enters GT&C, order details including order lines, order line schedules, and associated PPQs for each in-flight order in the .CSV file (Treasury's approved .CSV file standard). Refer to Treasury G-Invoicing User Guide for more details on the .CVS file standards.

You can upload in-flight orders to federal G-Invoicing using one of these methods:

- **Compiling .CSV bulk upload file**
 - The trading partners divide open orders between advance-enabled and non-advance order categories.

- Determine the PPQ (prepaid quantity) associated with each in-flight order by the unapplied prepayment amount.
- Examine the quantity delivered, the quantity billed, and the quantity paid to determine the outstanding quantity at the order schedule level.
- For current IFOs, determine and specify the FOB point using 2- or 3-way matching.
- **Uploading Orders Using the .CSV File Format**
 - The order originating partner indicator determines if an order is a buyer-initiated order (requesting agency) or a seller facilitated order (servicing agency). The bulk in-flight orders are uploaded into the G-Invoicing system by the requesting or service agency as replacement orders for undelivered quantities. (**Navigation:** In federal G-Invoicing, click **Requesting Agency** or **Servicing Agency** tab and then choose **Order Upload**).

The agency does the following after successfully compiling the list of intragovernmental orders with undelivered quantity and necessary details into the .CSV file:

For BIO:

- If the order originating partner is set to requesting agency, then the requesting agency may initiate and uploads the .CSV bulk in-flight orders to federal G-Invoicing (**Navigation:** In federal G-Invoicing, select **Requesting Agency** and click **Upload**). Browse, select a file, and click upload.
- Once in-flight orders are uploaded successfully to federal G-Invoicing and approved, the requesting agency shares the file with the servicing agency for approval.
- The servicing agency receives an email notification with the .CSV file link.
- The servicing agency enters required parameters and uploads the completed file to federal G-Invoicing. (**Navigation:** In federal G-Invoicing, select **Servicing Agency** and click **Order Upload**).
- After the file is successfully uploads, the IFO order status changes to Open.

The requesting agency can pull the order into Oracle EBS. The order interface and approval processes remain unchanged.

For SFO:

- If the order originating partner is set to servicing agency, then the servicing agency initiates and uploads the .CSV file for in-flight orders to federal G-Invoicing (**Navigation:** In federal G-Invoicing, select **Servicing Agency** and click **Order Upload**). Browse and select the file and click upload.

- Once in-flight orders are uploaded to federal G-Invoicing, the servicing agency shares them with the requesting agency for approval.
- The requesting agency enters values for required fields and uploads the completed file (**Navigation:** In federal G-Invoicing, select **Requesting Agency** and click **Order Upload**).
- Once the file uploads successfully, the IFO order status changes to Open.
The servicing agency can pull the order into Oracle EBS. The order interface and approval processes remain unchanged.

Creating In-Fight Orders

- Both agencies can create in-flight orders using the regular order creation link in federal G-Invoicing (**Navigation:** In federal G-Invoicing, click **Requesting Agency** or **Servicing Agency** tab and then choose **Order**). They must set the **In-Flight Order Indicator** to **Yes**.
- The partner agencies approve these orders.
- Once IFOs are approved, the order status changes to Open.

Note: Agencies must use the concurrent program *Intragovernmental Orders Interface Program* to pull IFOs and use the Get Orders List request type.

Pulling In-Flight Orders into Oracle CLM or Purchasing

The following topic describes procedures to pull the in-flight orders into Oracle CLM or Purchasing.

Prerequisites

- Create, upload, and approve in-flight orders using the Treasury's .CSV file format in federal G-Invoicing.
- Agencies create and approve GT&Cs related to IFOs in federal G-Invoicing.
- Create GT&Cs in collaboration with your trading partners. Review your existing IAAs and enter mandatory information in GT&C such as group, ALC, order originating partner, agreement type, and advance payment enabled or not, advance acquisition indicator for the in-flight order.
- Identify or derive charge accounts when pulling orders from the federal G-Invoicing application. Provide the Additional Accounting Classification details in the following format: *ACCTALIAS:igtaccount|PROJECT:XYZPRJ|TASK:*

- Oracle Purchasing and CLM derive charge account information , and obligation entries are created when each order is successfully pulled into EBS. You can customize attributes to derive charge accounts by using the existing custom hook PO_IGTORD_CUSTOM provided by Oracle EBS for orders. Refer to the PO_IGTORD_TYPES package for details on collection variables.
- Pull GT&Cs, groups for GT&Cs from federal G-Invoicing into Oracle EBS.
- Once the previously settled performance (PPQ) is pulled into Oracle EBS, any adjustments to these PPQs should be done only in Oracle EBS.
- Verify or set up preparer and approval information when creating the in-flight order in federal G-Invoicing. Your administrator must ensure that these users are available in Oracle EBS and an identical email address is used in both the applications. The email address provided for the preparer and approvers in the federal G-Invoicing application are used to identify corresponding preparer and approver details in Oracle EBS.
- Create users in EBS and link the same email addresses for creating in-flight orders in the federal G-Invoicing application.
- Use custom hooks to add data to default accounts.
- Ensure you use the Get Order List as the parameter for the request type when running the concurrent program for pulling IFOs into Purchasing or CLM.
The requesting agency pulls IFOs into Oracle CLM or Purchasing. The pulled orders are displayed in the Intragovernmental Orders page.

Pulling In-Flight Orders into Oracle EBS

To pull IFOs into Oracle CLM or Purchasing, perform the following steps:

1. From the **Home** page, select the **Oracle CLM** or **Purchasing Super User** responsibility.
2. Click **Requests** and then **Schedule**.
3. The **Schedule Request: Define** page appears.
4. Query the concurrent program *Intragovernmental Orders Interface Program*.
5. Click the **Parameters** tab.
6. From the **Agency Type** list, select an agency, requesting or servicing agency.

7. Select **Pull** for the request mode.
8. Select **Get Order List** for the request type. Ensure you use the Get Order List as the value.
9. Select an operating unit.
10. Select an agency location code
11. Click **Ok** and click **Submit**.

The concurrent program pulls all the open in-flight orders from federal G-Invoicing and creates, reserves funds, creates obligation and approves the orders in Oracle EBS.

If an agency selects the option as normal order upload, and in the G-Invoicing Options the Requesting Agency Order Creation/Approval option in Oracle EBS is set to E-Business Suite, then the Intragovernmental Orders Interface Program will not pull the open orders from federal G-Invoicing because the order needs to be initiated from EBS. In-Flight Orders that are in open status are pulled into Purchasing or CLM irrespective of the above parameter in G-Invoicing options.

Note: Once the replacement orders (open IFOs) are successfully pulled from federal G-Invoicing into Oracle CLM or Purchasing and funds are reserved, you must de-obligate and close orders that are already present in Oracle EBS.

Impact of In-Flight Orders in Oracle CLM or Purchasing

The following pages have been impacted by the in-flight order functionality implementation in Oracle CLM and Purchasing:

- The IGT Purchase Order page includes an option, **In-Flight Order Indicator**, that identifies if an order is an in-flight order.
- Agencies can filter and search data with In-Flight Orders criteria.
- Agencies can modify IFOs just like how they would do other IGT order modifications. Agencies can also close IFOs like other IGT orders..
- The lookup of on the IGT Performance page lets you filter data using the Previously Settled value to view PPQ advance performance records on the IGT performance summary page.

Pre-paid Advance Management

When an in-flight order includes the previously settled quantity (PPQ) in the .CSV file and is uploaded, then the advance performance is created automatically by federal G-

Invoicing in with the Previously Settled status.

Note: The previously settled advance performance can also be created from the Performance page in the federal G-Invoicing application.

When the requesting agency pull a previously settled advance performance, they are interfaced with payable to create prepayment invoices. Oracle recommends adjusting any outstanding prepayment balance to zero and then create prepayment again using the performance interface to payables at the schedule-level. The process of applying these prepayments on the standard invoices remains unchanged at the schedule-level.

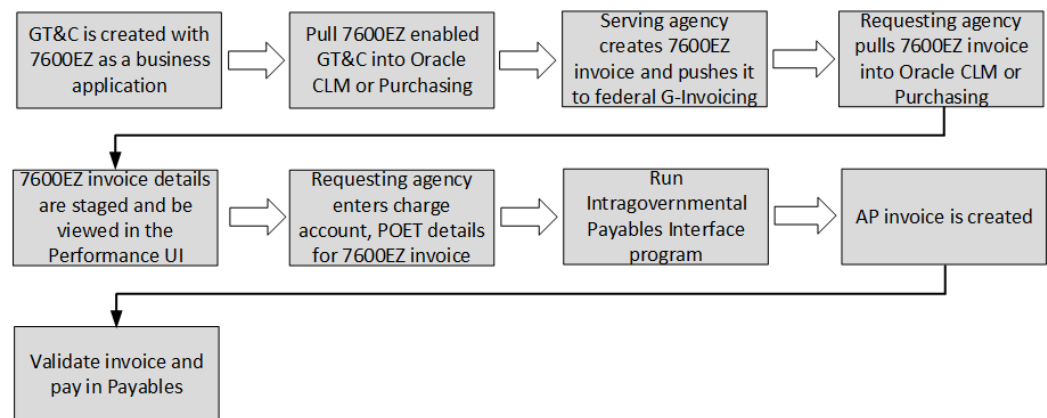
Support for EZ Invoicing

Oracle E-Business Suite G-Invoicing solution supports 7600EZ Invoicing for low dollar purchases and high-volume orders to expedite transaction settlements without requiring an order for settlement. The EZ Invoice is available when both trading partners have the EZ Feature Flag set to Yes. Manage Feature Flags must be enabled for the requesting and servicing sides by the Master Administrators before EZ can be processed in federal G-Invoicing.

Orders between two trading partners are not involved in this procedure, however order and performance data are combined in the invoice data.

Using the Bureau of the Fiscal Service's APIs, Oracle Purchasing or CLM allows push and pull of an EZ invoice transactions between trading partners, creating corresponding subledger transactions.

7600EZ Invoice Process Flow



The following is a summary flow of EZ invoicing support in EBS:

- In federal G-Invoicing, set the business application (BizApp) feature flags to enable 7600EZ invoicing.

- Pull the BizApps and BizApp features into Oracle CLM or Purchasing using the concurrent program, *Intragovernmental BizApps and Features Interface Program*.
- Create a GT&C with the Business Application value of 7600EZ (under \$ 10,000) in federal G-Invoicing and both the trading partners approve the GT&C.
- The requesting agency pulls the created GT&C into Oracle CLM and Purchasing.
- The servicing agency creates the EZ invoices and pushes it to federal G-Invoicing.
- The requesting agency pulls these EZ invoices.
- The system stages the EZ invoice details into the performance history table and appear in the IGT performance page with performance type as EZ Invoice.
- The requesting agency enters the charge account, POET details for the EZ invoices.
- The requesting agency runs the intragovernmental payables interface program to interface the 7600EZ invoices to Oracle Payables.
- The Payables invoice is created and the EZ Invoice is settled.
- The invoice is validated, accounted for and paid.

Prerequisites

The agency must satisfy the following conditions before using the EZ Invoicing:

- In federal G-invoicing, enable business application features for EZ for both requesting and servicing agencies
- Pull the business application rules and features from G-Invoicing using the concurrent program, *Intragovernmental BizApps and Features Interface Program*
- Create an EZ-enabled GT&C and pull the GT&C into Oracle CLM or Purchasing.
- In the G-Invoicing options page, set JSON as the GT&C Response Type.

EZ invoices are pushed or pulled to and from G-Invoicing using the JSON data exchange format. For example, for a pre-defined conditions or features of Business Application 7600 EZ (Under \$ 10,000) are:, the following conditions must be set

- Agreement type must be set to multiple
- Seller-Facilitated transactions
- Non-Advance
- FOB point set as source

- Rejection days are set to 30 days

When an EZ invoice's performance date appears in the past, rejection days use the transaction date. When the EZ invoice's performance date appears in the future or is later than the transaction date, then the rejection day uses the performance date. Other business applications of such types are GSA Fleet Leasing, GSA Global Supply, GPO Print Orders.

These transactions are also similar to an EZ invoice, but these invoices have certain conditions. For example, GSA fleet may have more than \$ 10,000 value. The other business applications include Constructive Order Acceptance, Order Revert, Performance while Order Modification.

Roles

When the agency has the UMX|IGT_PERFORMANCE_VIEWER role (IGT Performance Viewer Role), the agency can view EZ invoices. If the agency has the UMX|IGT_EZ_MANAGER role (IGT EZ Manager Role), then they can update EZ invoices, accept or reject an EZ invoice.

Intragovernmental 7600EZ Invoice Interface Program

The concurrent program, *Intragovernmental 7600EZ Invoice Interface Program*, lets agencies pull EZ invoice and EZ reverse transactions into Oracle Contract Lifecycle Management for Public Sector (CLM) or Purchasing. When these invoices are pulled, the system validates if the corresponding GT&C exists in CLM or Purchasing.

To pull or push EZ invoice, perform the following steps:

1. If you are in a different responsibility, switch to **CLM Purchasing Super User**.
2. Click **Requests** and then click **Submit a New Request**.
3. In the **Name** field, enter **Intragovernmental 7600EZ Invoice Interface Program**.
The **Parameters** window appears.
4. **Agency Type:** Select **Requesting Agency**.
5. **Request Mode:** Select **Push** to send data to or **Pull** to retrieve data from the federal G-Invoicing application.
6. **Request Type:** If the request mode is pull, then select from the following values:
 - Get 7600EZ Attachment
 - Get 7600EZ by List
 - Get 7600EZ by ID

7. **Operating Unit:** Specify the operating unit.
8. **Agency Location Code (Optional):** To retrieve data for a specific agency, select the agency location code (ALC).
9. **EZ Number:** Enter the EZ invoice number.
10. **GT&C Number:** Enter the GT&C number.
11. **Document Status (Optional):** If you specify a status, then the program only processes documents in that status. The options available are Deleted, Informational, Pending, and Settled.
12. **Process Error Documents:** Select **Yes** or **No**. If you select **Yes** and specify an order number, then only that EZ invoice is processed. If you do not specify an invoice number, then all invoices with errors are processed. The default value is No.
13. Click **OK**.
14. Click **Submit**.

Note: Schedule this program to run as often as required to keep the G-Invoicing data current.

Pulling an EZ Invoice

The requesting agency pulls the EZ invoice from federal G-Invoicing that is in Settled or Pending status. The agency can use the *Intragovernmental 7600EZ Invoice Interface Program* to pull the EZ invoice. If the EZ invoice (JSON format) pulled is not available in CLM or Purchasing, then the EZ invoice is inserted in the staging tables with the attachment metadata. The EZ Invoice can be pulled when the status is either settled or pending. The records are inserted into the performance staging tables and also inserts a record in the po_igt_perf_trans_history table with the pending invoicing status. This status does not create payable invoice unless an EZ Invoice transaction is settled and internal status changes to Complete.

If an EZ invoice was already pulled with the pending status and when the agency pulls the same invoice with the settled status, the EZ invoice status is updated to settled. All the settlement information including the attachment metadata is staged as well. If the EZ invoice exists and is in a settled status, then the attachment details are synchronized with attachment ID in the attachment table. Initially, when the EZ Invoice is pulled into Oracle CLM or Purchasing, the internal status of the invoice appears as incomplete. The agency can provide charge account, supplier, supplier site and Project, Task, Expenditure Organization, Expenditure Date details. When the charge account, supplier and POET details are saved, the EZ Invoice status changes to complete. The completed transactions are ready to be interfaced with payables.

Updating a 7600EZ Invoice with Attachments

When the requesting agency pulls an EZ invoice, records are staged with the incomplete internal status and the performance type as EZ invoice. The agency must provide supplier details and charge account, but specifying the POET information is optional. If POET details are specified, then the charge account and corresponding TAS must be valid value based on the setup. When the charge and POET details are saved, the EZ invoice is updated to completed status and the records are available in the `po_igt_perf_trans_history` table with the Pending Invoice status. The agency can interface the EZ Invoice details to payables using the *Intragovernmental Performance Integration to Payables Program* concurrent program to create an invoice in Oracle Payables.

To create an EZ invoice in Oracle Payables, perform the following steps:

1. If you are in a different responsibility, switch to the **Purchasing Super User**.
2. Click **Requests** and then click **Submit a New Request**.
3. In the **Name** field, enter **Intragovernmental Performance Integration to Payables Program**.
4. Select an operating unit.
5. Select an invoice type as Standard Invoice (EZ Invoice), or Credit Memo (7600 EZ Reverse or 7600 Delete (when the rejected transaction is settled)).

When the invoice record is available in history table with the pending invoicing status, the Intragovernmental Payable interface program uses these records and creates a payable invoice.

The new custom hook, `PO_IGT_EZ_PERF_CUSTOM.SET_DEFAULT_EZ_INFO.SET_DEFAULT_EZ_INFO`, lets you identify all the EZ invoice transactions and default supplier details, POET, CCID (to derive charge account) and purchase order details (optional). Agencies can use the custom hook to populate data for an EZ invoice transaction.

A new concurrent program, *Intragovernmental 7600EZ Validation Program*, updates the required information.

Custom Hook Support

`PO_IGT_EZ_PERF_CUSTOM.SET_DEFAULT_EZ_INFO.SET_DEFAULT_EZ_INFO`: Agencies can use the custom hook to enter the purchase order details or supplier, supplier site, POET and charge account information for an EZ Invoice. The concurrent program, *Intragovernmental 7600EZ Validation Program*, uses the custom hook. When validations are successful, the EZ Invoice status is updated to complete.

A non-IGT purchase order (with amount-based lines) can be created by agencies to obligate funds. The agencies can use the custom hook to provide PO details before

interfacing to payables. Purchase order details are validated with the EZ invoice details (TAS, BETC, TPTAS, TPBETC).

```
PO_IGT_EZ_PERF_CUSTOM.SET_DEFAULT_EZ_INFO.SET_DEFAULT_EZ_INFO
```

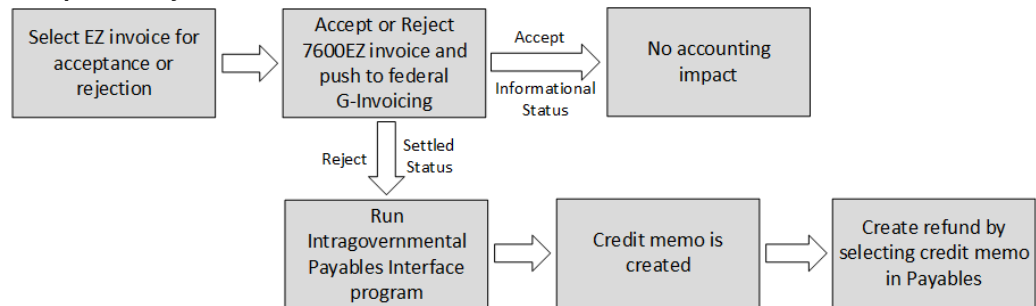
- (p_internal_perf_id IN PO_IGT_PERF_HEADER.internal_perf_id%TYPE
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- ,p_internal_perf_dtl_id IN PO_IGT_PERF_DETAIL.internal_perf_dtl_id%TYPE
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- ,x_po_line_id OUT NOCOPY NUMBER
- ,x_line_location_id OUT NOCOPY NUMBER
- ,x_po_distribution_id OUT NOCOPY NUMBER
- ,x_code_combination_id OUT NOCOPY PO_IGT_PERF_DETAIL.
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- ,x_task_id OUT NOCOPY PO_IGT_PERF_DETAIL.task_id%TYPE
- ,x_expenditure_organization_id OUT NOCOPY PO_IGT_PERF_DETAIL.
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- ,x_expenditure_item_date OUT NOCOPY PO_IGT_PERF_DETAIL.
expenditure_item_date%TYPE
- ,x_expenditure_type OUT NOCOPY PO_IGT_PERF_DETAIL.expenditure_type%
TYPE ,x_return_status OUT NOCOPY VARCHAR2);

Accepting or Rejecting an EZ Invoice

After an EZ Invoice is pulled into Oracle CLM or Purchasing, the requesting agency updates supplier information, the charge account and then interfaces the EZ Invoice to Payables and the payable invoice is created and paid.

The following diagram describes accepting or rejecting an EZ Invoice flow:

Accept and Reject EZ Invoice Process Flow



When the EZ invoicing is completed, the requesting agency can either accept or reject the invoice. When the EZ invoice is accepted, the invoice status changes to informational and there are no accounting impact for such accepted transaction.

The requesting agency can reject an EZ invoice within the 30 days of the invoice creation. The invoice rejection results in the funds returned to the requesting agency. If the reject is performed outside of the 30 day rejection period, then the status is updated to informational and there will not be any impact on accounting.

In the case of EZ invoice rejection, the requesting agency should coordinate with the servicing agency to reverse the EZ invoice. When the servicing agency reverses the EZ Invoice, a new transaction is created as EZ reverse. The requesting agency can then pull the reversed EZ invoice and account for the refund. To accept or reject an EZ invoice, perform the following steps:

1. From the **Home** page, select **Purchasing US Federal** responsibility.
2. Click **Buyer Work Center**, and then **Order**.
3. From the **Orders** tab, click the **IGT Performance** subtab.
4. Query for EZ invoices. Optionally, you can review rejection remaining days for all the EZ invoice transaction and either accept or reject from the IGT performance summary page.
5. Select a completed status EZ invoice.
6. From the **Select Performance** menu, select **Accept** or **Reject 7600EZ Invoice** and click **Go**.

The **Accept or Reject 7600EZ Invoice** page appears.

7. Select the **Performance Type**, **7600EZ Rejected** or **7600EZ Accepted**.
8. Enter the **Comment** for rejection or acceptance.
9. Enter the point of contact details.

10. Click Submit.

The performance summary page includes a column, **Rejection Days Remaining**, that displays the days remaining to accept or reject an EZ invoice transaction. Agencies can filter this column to accept or reject an EZ invoice. The reject and accept EZ invoice creates EZ Accept, EZ Reject respectively in Oracle EBS with the invoicing status as pending or completed (based on the parent EZ invoice transaction) and the internal status as pending posting.

Pushing the Accepted or Rejected EZ Invoice

If an agency rejects or accepts an EZ invoice in Oracle CLM or Purchasing, then the requesting agency must push the acceptance or rejection to federal G-Invoicing.

Number of Days to Rejection on the Performance Summary Page

- The rejection days are the length of time within when a requesting agency can reject an EZ invoice and initiate funds reversal for the rejected invoice.
- The rejection day period is determined by the value specified in the Business Application on a GT&C. An agency can set the number of days to rejection after discussing with trading partners to reject an EZ invoice transaction in federal G-Invoicing as part of business application features.
- The rejection days are calculated based on the specified transaction date or the performance date. When the performance date of an EZ invoice is back-dated, then the rejection day uses the transaction date. If the performance date is set in the future or is later than the transaction date, then the rejection day uses the performance date.

Within the Rejection Days Window:

- The requesting agency can reject an EZ invoice when the invoice is in a pending or settled status.
- If the EZ Invoice is already accepted or rejected, then they cannot be rejected again.
- If an EZ invoice is rejected within the rejection days, then the pending status is changed to settled.
- The requesting agency cannot delete a rejected transaction that is already in the settled status.

Outside the Rejection Days Window:

- The requesting agency can reject an EZ invoice when it is in a pending or settled status.

- If an EZ invoice has an accepted or rejected transaction, then they cannot be rejected.
- If an EZ invoice is rejected after the rejection days, then the status is changed to informational.

The following processing occurs in Oracle EBS:

- **Acceptance of EZ Invoice:**
 - If the invoice is accepted in Oracle EBS, then the internal status shows pending posting. The G-Invoicing status changes to informational when it is successfully pushed to federal G-Invoicing.
 - There is no accounting impact for an accepted EZ invoice transaction, and the EZ invoice accepted transactions is not inserted into the po_igt_perf_trans_history table.
- **Rejection of EZ Invoice:**
 - If an EZ Invoice is rejected outside of the rejection days, the G-Invoicing status is updated to informational when it is successfully pushed to federal G-Invoicing. The record is inserted in the performance history table with No Accounting Impact.
 - If the EZ invoice is rejected within the rejection days, and the G-Invoicing status is unsettled when it is successfully pushed to federal G-Invoicing, then there a record is inserted in the performance history table with the Pending Invoicing status. The record is then interfaced to payables to create credit memo to a record refund transaction.
 - If a rejected invoice exists in Oracle CLM or Purchasing with the informational status but it is deleted in federal G-Invoicing, then the status is updated to deleted. The internal status is updated to deleted after it is pushed to federal G-Invoicing successfully.

After the EZ invoice is accepted or rejected, the requesting agency must run the *Intragovernmental 7600EZ Invoice Interface Program* to push the completed EZ transaction to federal G-Invoicing.

Creating Acceptance or Rejection of EZ Invoice in Federal G-Invoicing (Pull)

When the Requesting Agency Order Creation/Approval option in the G-Invoicing Options page is set to G-Invoicing

If agencies use federal G-Invoicing to accept or reject an EZ invoice, then the requesting agency must pull the EZ acceptance or rejection. The following processing takes place after pulling:

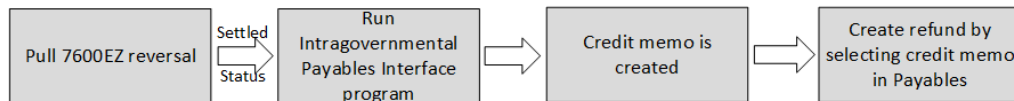
- **Acceptance:**
 - The EZ Accept appears with an informational status in Oracle CLM or Purchasing. There is no accounting for such transactions.
- **Rejection:**
 - If a rejected invoice exists in Oracle CLM or Purchasing with the pending settlement status, then the status is updated to settled and it is interfaced with payables to initiate a refund process.
 - If a EZ reject exists in Oracle CLM or Purchasing with an informational status but it is deleted in federal G-Invoicing, then the status is updated to deleted after it is pulled again.

Reverse an EZ Invoice

A reverse transaction can be initiated only by the servicing agency. If a reverse transaction is created for an EZ invoice, after the requesting agency pulls the reversed transaction from federal G-Invoicing, the system inserts records in the performance history and staging tables. If a reverse record already exists in Oracle CLM or Purchasing with the pending status and the record being pulled is already settled in federal G-Invoicing, then the status is updated to settled. If the parent EZ invoice transaction exists in the completed status, then the reverse transaction status for the EZ reverse is also updated to complete, and it is ready to be interfaced with payables for refund processing.

When the reversed transaction is pulled by the requesting agency, the record is interfaced with Payables to create a credit memo for a refund processing.

Processing an EZ Invoice in Reversed Status



The requesting agency must run the *Intragovernmental Performance Integration to Payables* concurrent program to pull the reversal. After the program completes successfully, then a credit memo is created in Oracle Payables. For reverse transactions being interfaced to payables, the supplier details and charge account information are inherited from the parent invoice.

Accounting Transactions During EZ Invoice Processing

The following table illustrates transactions created in Oracle payables based on the G-Invoicing and EZ invoice status when the EZ invoice transactions are pulled into Oracle

EBS and the Intragovernmental Performance Integration to Payables concurrent program is run.

Accounting Transaction Created for EZ Invoice Processing

| EZ Invoice Transaction | G-Invoicing Status | Oracle EBS Status | Transaction in Oracle Payables |
|-------------------------------|---------------------------|--------------------------|---------------------------------------|
| EZ Invoice | Settled | Completed | AP Invoice |
| EZ Reject | Settled | Completed | AP Credit Memo |
| EZ Accept | Informational (>30days) | Completed | No Accounting Impact |
| EZ Reject | Informational (>30days) | Completed | No Accounting Impact |
| EZ Reject | Settled (<30 days) | Completed | AP Credit Memo |

Using G-Invoicing: Servicing Agency

This chapter provides procedures for using the Oracle E-Business Suite G-Invoicing as a seller (servicing agency).

This chapter covers the following topics:

- Running Interface Programs
- Submitting Performance for Multiple Orders
- Generating 7600B Reporting
- Push Order Enhancement
- Managing and Maintaining GT&Cs and Orders
- Using Agreements and Agreement Additional Attributes
- Creating or Associating Projects and Updating Performance Obligations
- Seller-Facilitated Orders Created in Oracle Projects
- Seller-Facilitated Orders Maintained in Federal G-Invoicing
- Servicing Agency Support for Buyer-Initiated Orders
- Versioning and Deleting IGT Orders
- Cancelling Order Lines and Order Line Schedules
- Manage Periodic Recurring Orders
- Allow Performance Submission During an Order Modification
- Closing IGT Orders
- G-Invoicing Order Approval – Funds Check and Allocation
- APIs and Client Extensions for G-Invoicing
- Using Additional Attributes (User Defined Attributes) Pages
- Using Performance in G-Invoicing
- Using Deferred Performance

- Using Delivery Performance
- Using Advance Performance
- Using Refund Pay Group
- Intragovernmental Payment and Collection (IPAC) Settlement
- Viewing Receipts
- Refund Performance and Order Modification
- Organization Group Model
- In-Flight Orders
- 7600EZ Invoice
- Working Capital Fund

Running Interface Programs

Loading Projects Command Center Data

Before using G-Invoicing with EBS, retrieve and load the Projects G-Invoicing Enterprise Command Center (ECC) data.

1. From the **Home** page, select the *Projects Super User* responsibility.
2. Select **Requests** and then **Schedule**.
The **Schedule Request: Define** page appears.
3. Query the concurrent program *Projects G-Invoicing ECC Data Load*.
4. Click the **Parameters** tab.
5. Enter a value in the **System Name** field.
6. From the **Load Type** list, select either **Full Load** or **Incremental Load**.
 - Use a full load to load all existing data into Oracle Projects Enterprise Command Center.
 - Use an incremental load to load only data that has been modified since the previous run. Schedule incremental loads to run as often as required to keep your data current.
7. Enter a value in the **Language** code field.
8. Select a value for the **Log Level** you want the program to report.

9. Select the SQL Trace On parameter to true or false.
10. Click the **Schedule Options** tab to enter scheduling details such as recurrence and intervals.
11. Click **Continue**.
The **Schedule Request: Review** page appears.
12. Review the parameters you have entered. To change a parameter value, click **Back**. Correct the value and click **Continue** again.
13. Click **Submit** to run the concurrent program.

Note: The Oracle E-Business Suite G-Invoicing Solution has been enhanced that reflects changes made to IGT transactions real-time on the G-Invoicing dashboard. Refer to the Push Order Enhancement for details on this feature.

Importing General Terms and Conditions Data from the G-Invoicing Application

To keep the GT&C data on the **G-Invoicing** dashboard current, schedule the *Intragovernmental Agreements (GT&C) Interface* concurrent program to run periodically.

To run the concurrent program, perform the following steps:

1. From the **Home** page, select the *Projects Super User* responsibility.
2. Select **Requests** and then **Schedule**.
The **Schedule Request: Define** page appears.
3. Query the concurrent program *Intragovernmental Agreements (GT&C) Interface Program*.
4. Click the **Parameters** tab.
5. From the **Agency Type** list, select **Servicing Agency**.
6. For the **Request Mode** select **Pull**.
7. In the **Request Type** field, select **Get GTC List**.
8. Select your operating unit.
9. Select an agency location code.
10. [Optional] Enter a document number and a document status.

11. [Optional] Indicate whether to process documents with errors.
12. Click the **Schedule Options** tab to enter the concurrent program scheduling details such as recurrence and intervals.
13. Click **Continue**.
The **Schedule Request: Review** page appears.
14. Review the parameters you have entered. To change a parameter value, click **Back**. Correct the value and click **Continue** again.
15. Click **Submit**.

This program pulls the GT&C list and extracts the GT&Cs based on the date and agency location code. Oracle Projects submits the concurrent request for each GT&C. After a response is received from the federal G-Invoicing application for all the GT&Cs, a business event is invoked with the parent request ID. Subscription to this business event can create GT&C documents in the system.

Interfacing Orders to and from the G-Invoicing Application

Once an order is created and approved, you can pull it into the G-Invoicing dashboard in the Projects Enterprise Command Center. You must run the load program, *Projects G-Invoicing ECC Data Load*, to display the order data in the dashboard. You can schedule this load program to run periodically.

To pull eligible orders into the G-Invoicing dashboard or to push approved orders back to the federal G-Invoicing application, perform the following steps:

1. From the **Home** page, select the *Projects Super User* responsibility.
2. Click **Requests** and then **Schedule**.
The **Schedule Request: Define** page appears.
3. Query the concurrent program *Intragovernmental Orders Interface Program*.
4. Click the **Parameters** tab.
5. From the **Agency Type** list, select **Servicing Agency**.
6. Set the request mode.
 - Use Pull mode to retrieve a list of eligible orders.

For each eligible order, the program extracts the order from the federal G-Invoicing application. The program synchronizes order data into the G-Invoicing dashboard and automatically creates an agreement.

- Use Push mode when your agency has approved an agreement and the order status is Pending.
7. Select the request type. If you set the request mode to Pull, then set the request type to **Get Order List**.
The following options are supported:
 - Get Order Attachment
 - Get Order List
 - Get Order by ID
 - Post Attachments
 - Post Orders
 8. Select an operating unit.
 9. Select an agency location code.
 10. Optionally, enter a document number, document status, or attachment number.
 11. Indicate whether to process documents with errors.
 12. Click the **Schedule Options** tab to enter the concurrent program scheduling details such as recurrence and intervals.
 13. Click **Continue**.
The **Schedule Request: Review** page appears.
 14. Review the parameters you have entered. To change any parameter's value, click **Back**. Correct the value and click **Continue** again.
 15. Click **Submit**.

Interfacing Performances to and from the G-Invoicing Application

To push performances to or pull performances from the federal G-Invoicing application, perform the following steps:

1. Select the *Projects Super User* responsibility.
2. Select **Requests** and then **Schedule**.

The **Schedule Request: Define** page appears.

3. Query the concurrent program *Intragovernmental Performance Interface Program*.
4. Click the **Parameters** tab.
5. From the **Agency Type** list, select **Servicing Agency**.
6. Set the request mode.
 - Use **Pull** to retrieve a list of approved performances.
 - Use **Push** to post performances.
7. Set the request type.
 - To retrieve performance data from the federal G-Invoicing application, use **Get Performance List**.
 - To submit performance, use **Post Performances**.
8. Select an operating unit.
9. Select an agency location code.
10. (Optional) Enter an order number to pull performances only for that order. Leave the field empty if you want to pull performances across all orders.
11. (Optional) Enter a performance number. Leave the field empty if you want to pull all performances that meet the other criteria you've entered.
12. Select a performance status: **Informational**, **Pending** or **Settled**.
13. Click the **Schedule Options** tab to enter the concurrent program scheduling details such as recurrence and intervals.
14. Click **Continue**.

The **Schedule Request: Review** page appears.
15. Review the parameters you have entered. To change a parameter value, click **Back**. Correct the value and click **Continue** again.
16. Click **Submit**.

Submitting Performance for Multiple Orders

To submit multiple performances at once for advance and non-advance orders, use the *PRC: Process Mass Submission Performances for G-Invoicing* concurrent program.

If orders are advance-enabled, then the concurrent program submits the advance performance and then the delivery performance. If orders are not advance-enabled, then the concurrent program submits the deferred performance and then the delivery performance.

When the performance lines result in failure, the concurrent program resubmits these lines the next time it runs.

To submit performance for a range of orders, perform the following steps:

1. From the **Home** page select the *Projects Super User* responsibility.
2. Click **Requests** and then **Schedule**.
The **Submit Request** window appears.
3. Query the *PRC: Process Mass Submission Performances for G-Invoicing* concurrent program.
4. Click the **Parameters** tab.
5. Select an operating unit.
6. Select an agency location code. This is a mandatory field.
7. Enter a value in the **From Order** field.
8. Enter a value in the **To Order** field.
9. Select the performance type: Advance, Deferred, or Delivery.
If you leave the field empty, then the concurrent program submits all the performances in an appropriate order.
10. Enter the preparer name. The name must be at least 7 characters long. If you have set up the preparer details in the **G-Invoicing Setup** page, then the system uses those values.
11. Enter a valid email address for the preparer. If you have set up the preparer details in the **G-Invoicing Setup** page, then the application uses that value.
12. Enter the preparer's contact number. This must be a valid number. If you have set up the preparer details in the **G-Invoicing Setup** page, then the application uses that value.
13. Enter a performance date. The performance date must be in the current open accounting period.
14. Enter a comment.

15. Select a performance indicator: **Final** or **Partial**.
16. Select a value in the **Exclude Advance Performance Refunds** option to exclude the last refund against an advance. The valid values are Yes or No.

If you select Yes, then the concurrent program excludes the recent refund from the last approval of the agreement. For example, an agreement has two refund transactions; version 1 is the first refund and the version 2 is the second refund. When you run the mass performance interface program with the Exclude Advance Performance Refunds option value set to yes, then the system excludes the second refund and will consider only the first one.

If you sets the value to No, then the concurrent program includes all refunds. If you do not select any value for this option, then the system takes No as the default value and there are no validations performed.
17. Enter either Yes or No in the **Process Error Documents** field. Set the value to Yes to process all documents that had errors in the previous pull. You can then correct and reprocess these orders.
18. Click **Continue**.

The **Schedule Request: Review** page appears.
19. Review the parameters you have entered. To change any parameter's value, click **Back**. Correct the value and click **Continue** again.
20. Click **Submit**.

Generating 7600B Reporting

To generate and print a 7600B report, run the *MGT:Generate 7600B Federal Report* concurrent program.

1. On the **Home** page, select the *Projects Super User, US Federal* responsibility.
2. Click **Requests**, and then **Schedule**.
3. Query the concurrent program *MGT:Generate 7600B Federal Report*.
4. Select the concurrent program and click **Select**.
5. Click the **Parameters** tab.
6. Enter or select an operating unit.
7. Enter or select an order number.

8. Enter or select **Yes** or **No** to attach the report to an agreement.
9. Click **Continue**.
The **Schedule Request: Review** page appears.
10. Review the parameters you have entered. To change any parameter's value, click **Back**. Correct the value and click **Continue** again.
11. Click **Submit**.

Push Order Enhancement

When you perform the following actions, the G-Invoicing dashboard reflects the changes immediately. You do not have to run the Projects G-Invoicing ECC Data load concurrent program to reflect the changes.

Following features are included in these enhancements:

| Region | Field Level | Action |
|----------------|--------------|---|
| GT&C | Header Level | Create an EZ Agreement |
| | | Create an EZ Invoice |
| Orders | Header Level | Order Modification Uptake |
| | | Create an Agreement for a Seller-Facilitated Order (SFO) |
| | Row Level | Admin Modification |
| | | Create or Associate a Project to a Seller-Facilitated Order (SFO) |
| Agreement Page | - | View SFO, Copy SFO, or SFO |
| | | Project Disassociation |
| Exception | Row Level | Resynchronize Orders |

| Region | Field Level | Action |
|------------------------|--------------|---|
| EZ Invoice Details Tab | Header Level | Submit, Delete, and Reverse an EZ Invoice |
| | | Reprocess Receipts |
| | Row Level | Update Additional Attributes |

Managing and Maintaining GT&Cs and Orders

Manage and Maintain General Terms and Conditions

GT&Cs are the terms and conditions of a transaction, agreed upon between the seller and the buyer. The *Intragovernmental Agreements (GT&C) Interface* concurrent program pulls GT&Cs with approved and closed statuses, and their corresponding projects and details, from the federal G-Invoicing application. The details can then be displayed on the G-Invoicing dashboard in the Projects Command Center.

To view requesting agency location code, servicing agency location code, requesting group name and servicing group name, select **Agency Information** from the **GT&C** tab or **Partner Information** from the **Orders** tab.

Manage and Maintain Orders

An order is an agreement between trading parties to deliver goods and services within a certain time frame and according to certain specifications. Either agency can create an order. When the order is approved internally by the requesting agency, that agency shares it with the servicing agency. The partner agency can then update order details and accept or reject the order.

Order Mapping to Project Entities

Orders are mapped to different entities in Oracle Projects. The order header is mapped to an agreement, order lines are mapped to performance obligations, and order line schedules are mapped to performance obligation lines. You can view these details on the **G-Invoicing** dashboard in the Projects Command Center.

Refer to Mapping of G-Invoicing Business Objects in Oracle E-Business Suite, page 1-7 for more details.

Generating Draft Agreement and Initiate Workflow

The servicing agency updates an agreement and submits it for the requesting agency's approval. Orders with the Shared with Servicing Agency (SSA) status are pulled into the **G-Invoicing** dashboard. Agreements are automatically created in the Work In Progress status.

Agreements inherit the agreement type from the implementation options. The operating unit on an agreement is the seller's agency location code (ALC) based on the ALC mapping on the **Bank Accounts** page of the Oracle Federal Administration module. Each ALC is mapped to one operating unit. The pull program defaults the agreement type and operating unit on the draft agreement. You can change the operating unit on an agreement until it is approved.

If the automatic agreement creation fails, an error displays in the G-Invoicing dashboard. Agreement creation can fail for several reasons:

- The specified customer is inactive.
- The agreement type was not set up during implementation.
- The agreement type is not enabled for the workflow.

After resolving the errors, run the *Intragovernmental Order Interface Pull Program* again to create the agreements.

Order Approval Flow

When an IGT order is pulled by a servicing agency, the system creates an agreement with the Work In Progress (WIP) status in Oracle Projects.

You can associate a project with an order at any time, and one WIP agreement exists for that project in both the order creation processing and the update flow.

Order approval happens at the agreement level. When the order is submitted for approval, all order lines and order line schedules are associated with a project. You must enter all the mandatory servicing agency attributes.

Upon Approval

When an agreement is approved, performance obligations (POBGs) are published with funding, revenue budgets are created and baselined, and accounting entries are created in Oracle General Ledger (GL). This is performed for both first and incremental approvals.

Upon Rejection

When an agreement is rejected and the order has been associated with a project but has not been updated or incremented, the order is disassociated from the project. For an incremental order or an order with updates, the change is rolled back and the previous status is restored.

Pulling General Terms and Conditions Attachments into EBS

The G-Invoicing dashboard displays attachments in the **GT&C** header region.

To pull the attachments, perform the following steps:

1. From the **Home** page, select the *Projects Super User* responsibility.
2. Click **Enterprise Command Center** and then **Projects Command Center**.
3. Click the **G-Invoicing** dashboard tab.
4. From the **GT&C Header** region, click the **Attachments** icon.

The **General Terms and Conditions Attachments** page opens.

5. Click the **Pull Attachments** option.

The system pulls all attachments from the federal G-Invoicing application and displays them in the **Attachment** region.

General Terms and Conditions Attachments

The **General Terms and Conditions Attachments** page shows the following attachment details.

- The general terms and conditions header region shows the GT&C number, agreement type, GT&C start and end dates, advance payment indicator, total estimated amount, and remaining amount.
- The **General Terms and Conditions Attachment** region in the header shows the details of an attachment, such as whether the attachment is from the servicing or requesting agency, the name and date of the attachment, the attachment URL, and the download status.
- The **Attachment** region shows more details of the attachment displayed above.

Order Attachments

Attachments are used to reinforce contractual requirements. Both buyers and sellers provide attachments. You can download and view the attachments from the **Agreements** page.

You can manually pull pending attachments using the **Pull Attachments** option in the **Action** list on the **Update Agreement** page. Until this is done, attachments show as Download Pending with a URL in the attachment table.

To download (pull) pending attachments for an order into the G-Invoicing dashboard:

1. Navigate to the **Projects Command Center**.

2. Click the **G-Invoicing** dashboard.
3. On the **G-Invoicing** dashboard, search by **Order Number**.
4. Scroll to the **Order Result Set**.
5. Click the **Update Agreement** link.
6. Click **Actions** and then **Pull Attachment**.

To download pending attachments from Oracle Project Billing:

1. From the *Projects Super User* responsibility, click **Billing**.
2. Query an agreement.
3. Click **Update Agreement**, and then click **Pull Attachment**.

Order Modification and Uptake

Modifications are tracked against orders, order lines, and order line schedules.

When a modified order is pulled into Oracle Projects, the agreement status changes to Work in Progress.

To access the changes you must uptake the modification. Select **Order Modification Uptake** from the **Action** list on the G-Invoicing dashboard. You can uptake only one modified order at a time. Because performance obligations and performance obligation lines are mapped to order line and order line schedules, the addition or deletion of rows is performed during order modification. Therefore, you cannot add or delete performance obligations or performance obligation lines.

When an order line schedule is deleted, the quantity becomes zero and a negative funding line is generated to negate the corresponding value.

Note: You can only update an order that has associated GT&Cs in an approved status.

Resynchronizing Orders

If an order does not meet the requirements for creating an agreement that is pulled and stored in the shared structures, the order fails agreement creation. Orders that fail are displayed on the G-Invoicing dashboard with the option to create agreements manually after resolving errors.

Similarly, when an order approved by the servicing agency is pushed to the G-Invoicing application, the push may fail with errors. If that happens, correct the errors and then select **Resync Order** from the **Action** list to push the corrected orders back to

the G-Invoicing application.

Using Agreements and Agreement Additional Attributes

Updating Agreements

To update agreements, perform the following steps:

1. From the **Home** page, Select the *Projects Super User* responsibility.
2. Click **Enterprise Command Center**, and then click **Projects Command Center**.
3. Click the **G-Invoicing** dashboard tab.
4. Scroll down to the **Headers** region and click the **Orders** tab.
5. Click the **Update Agreement** (link) icon.

The **Update Agreement** page appears.

6. The **Actions** menu on the **Update Agreement** page includes the following options for G-Invoicing:
 - Additional Agreement Attributes
 - Pull Attachments
 - View Agreement Versions
 - View Funding

7. The following changes have been made to the **Update Agreement** header region:

- You can change the operating unit.
- The **Acceptance Point** field displays the acceptance point value.
- The **Servicing Organization Group** and **Requesting Organization Group** fields capture this information.

The lists of values are based on the servicing agency ALC. The **Requesting Organization Group** field is read-only.

- The **Order Originating Partner Indicator** displays if the order is originating from the servicing or the requesting agency.
- The **Intragovernmental Order** check box is selected if the order is intragovernmental.

- When the **Confirm Funds Availability** option is selected, the system verifies that enough funds are available for settlement. Only if the funds are available can the agreement be submitted for approval.
 - The **G-Invoicing Maintained Order** if the order is initiated and maintained in the federal G-Invoicing application.
 - The **In-Flight Order Indicator** indicates if the order is an in-flight order or not.
8. The following new fields have been added to the **Update Agreement** page:
- **Agreement Number:** Indicates the agreement number assigned.
 - **Customer Order Number:** Indicates the customer order number.
 - **Currency:** Indicates the currency for the order.
 - **Order Creation Date:** Displays the date the order was created.
 - **Order Status:** Displays the current status of the order.
- Note:** Oracle Projects pulls closed orders from the G-Invoicing application. On the update agreement page, the order status includes Closed.
- **Billing Frequency:** Valid values are Monthly, Other, Quarterly, and Weekly. If you select Other, then the **Billing Frequency Other** field is enabled and is mandatory.
 - **Billing Frequency Other:** Enter the frequency of billing.
 - **Order Acceptance Date:** Displays the acceptance date of the order.
 - **Total Net Order Amount:** Displays the sum of the ordered amount.
 - **Servicing Agency ALC:** Displays the servicing agency's ALC contained in the GT&C.
 - **Approval Required:** Indicates if the order needs approval.
 - **Revenue Hard Limit:** Indicates the revenue hard limit. This field is read only. Refer to "Flexible Revenue Hard Limit "for details on enabling the revenue hard limit edit.
 - **Product Source:** Indicates if the order is intragovernmental.

- **Per Invoice Limit:** Indicates the value of per invoice. This field is used for EZ Invoicing that comes from the GT&C. This field is read only.
- Click **Additional Agreement Attributes** in the **Actions** menu and click **Go**.
- **Approval Status** Displays the status of the order approval, such as Work in Progress or Approved.
- **Internal Status** Displays the status of the order tracked internally at various stages of the order approval.
- In the Order Attachments region, the order attachment documents are displayed that are pulled into Oracle Projects. You can detach the attached documents.

The fields in this region are as follows:

- **Buy/Sell Indicator:** Indicates if the attachment has been included by either the servicing or the requesting agency.
- **Name:** Indicates the name of the file.
- **Alias:** Indicates the alternative name.
- **Updated By:** Indicates the person who updated the attachment.
- **Date/Time:** Indicates the date and time the attachment was added or updated.
- **Request ID:** Indicates the concurrent request ID.
- **Attachment URL:** Indicates the attachment file URL uploaded from.
- **Attachment ID:** Indicates the ID assigned to the attachment.
- **Status:** Indicates the status of the attachment.
- In the **Attachments** region, you can view and add attachments. You can add attachments and also detach them.

Flexible Revenue Hard Limit

If an agreement is in the work-in-progress status and a project has been associated with the agreement, then the system enables or disables the Revenue Hard Limit option on the Update Agreement page based on a setup. The revenue hard limit is activated based on the value setup for the manage deferred performance option in the G-Invoicing Setup page.

Prerequisites

The following conditions must be fulfilled for the revenue hard limit to be enabled on the Update Agreement page:

- In the G-Invoicing Setup page, the Manage Deferred Performance option must be set to No.
- The project must be associated with the order.
- For the order modification, there must not be any performances against the order.

The Revenue Hard limit option is available only from the update agreement page and Public APIs. This option is available only for new orders that are in a work in progress status. If you set the Manage Deferred Performance value to No, then the revenue hard limit is enabled for edits. If the Manage Deferred Performance option value is set to Yes, then the revenue hard limit option is disabled from edits.

Entering Additional Agreement Attributes

In the **Update Agreement** page, select the **Additional Agreement Attributes** option from the **Actions** list.

Enter the following details for the servicing agencies:

1. Navigate to the **Agreement Additional Attribute** page.
2. In the **Partner Information** region, select or enter the following servicing agency information.
 - **Servicing Business Unit:** Enter the business value from the GT&Cs.
 - **Servicing Cost Center:** Enter the cost center from the GT&Cs.
 - **Servicing Department ID:** Enter the department ID from the GT&Cs.
 - **Servicing Unique Entity Identifier:** Enter the unique ID for the servicing entity.
 - **Servicing Comment**
 - **Requesting Funding Office Code**
 - **Business Transaction Identifier**
3. In the **Authority** region, select or enter values for the following fields for a servicing agency:
 - **Servicing Program Authority Citation:** Select or enter the servicing program

authority citation.

- **Servicing Program Authority Title:** Enter the title of the authority for the servicing agency.
4. In the **Delivery** region, select or enter values for the following fields for a servicing agency:
- **FOB Point:** Enter a value for the Freight on Board (FOB) point. Valid values are Source or Destination.
 - **Point of Acceptance:** Select or enter the freight acceptance point.
 - **Inspection Point:** Enter details of the inspection.
 - **Place of Inspection:** Enter the inspection location.
5. Conditionally, in the **Advance and Billing** region, select or enter values for the following fields for a servicing agency:
- Note:** Only enter values in the following fields if Advance is enabled in the Performance Obligation (POBG) lines. Leave the fields blank if Advance is not enabled.
- **Advance Revenue Recognition Methodology:** Select or enter the advance revenue recognition methodology to use.
 - **Servicing Agency's Advance Payment Authority Citation:** Enter the details of the advance payment authority for the servicing agency.
 - **Servicing Agency's Advance Payment Authority Title:** Enter the title of the advance payment authority.
6. In the **Point of Contact** region, select or enter values for the following fields for a servicing agency:
- **Servicing Agency POC Email:** Enter the Email ID of the point-of-contact for the servicing agency. The value must contain a minimum of 7 characters.
 - **Servicing Agency POC Fax:** Enter the fax number for the point-of-contact person. The value must contain a minimum of 1 character.
 - **Servicing Agency POC Name:** Enter the name of the point-of-contact person. The value must contain a minimum of 1 character.
 - **Servicing Agency POC Phone:** Enter the phone number of the point-of-contact

person. The value must contain a minimum of 1 character.

7. Optionally, in the **Approval** region, select or enter values for the following fields for a servicing agency:
 - **Rejection Reason:** Enter the reason for rejecting the agreement.
 - **Void or Close Comments:** Add void or closing comments.
8. In the **Funding Approval** region, select or enter values for the following fields for a servicing agency:
 - **Servicing Agency Funding Official Email** Enter the Email ID of the Funding official. The value must contain a minimum of 7 characters.
 - **Servicing Agency Funding Official Fax:** Enter the fax number of the funding official. The value must contain a minimum of 1 character.
 - **Servicing Agency Funding Official Name:** Enter the name of the funding official. The value must contain a minimum of 1 character.
 - **Servicing Agency Funding Official Phone:** Enter the phone number of the funding official. The value must contain a minimum of 1 character.
 - **Servicing Agency Funding Official Date Signed:** Enter the date when the funding official approved the agreement.
 - **Servicing Agency Funding Official Title:** Enter the title of the funding official for the servicing agency. The value must contain a minimum of 1 character.
9. In the **Program Approval** region, select or enter values for the following fields for a servicing agency:
 - **Servicing Agency Program Official Email:** Enter the Email ID of the program approver. The value must contain a minimum of 7 characters.
 - **Servicing Agency Program Official Fax:** Enter the fax number of the program approver. The value must contain a minimum of 1 character.
 - **Servicing Agency Program Official Name:** Enter the name of the program approver. The value must contain a minimum of 1 character.
 - **Servicing Agency Program Official Phone:** Enter the phone number of the program approver. The value must contain a minimum of 1 character.
 - **Servicing Agency Program Official Title:** Enter the title of the program approver. The value must contain a minimum of 1 character.

- **Servicing Agency Program Official Date Signed:** Enter the date when the Program official approved the agreement.
10. In the **Preparer** region, select or enter values for the following fields for a servicing agency:
- **Servicing Agency Prepared Email:** Enter the Email of the person who prepared the order. The value must contain a minimum of 7 characters.
 - **Servicing Agency Prepared Name:** Enter the name of the person who prepared the order. The value must contain a minimum of 1 character.
 - **Servicing Agency Prepared Phone:** Enter the phone number of the person who prepared the order. The value must contain a minimum of 1 character.

Creating or Associating Projects and Updating Performance Obligations

Create or Associate a Project with an Order

After you pull orders into the Projects G-Invoicing dashboard, you can perform the following tasks:

- Create a new project to associate with an order.
- Associate an existing project with an order.
- Update performance obligations.

When orders are imported into EBS, Oracle Projects maps the order details to new entities in the project. The performance obligation and corresponding order line schedules are mapped to the performance obligation lines. After you create a new project, the **Performance Obligations (Update)** window appears. The performance obligation is published when the agreement is approved.

Requirements for Associating a Project with an Order

You can only associate one order to one project and the order cannot have a status of Closed.

- The associated project must have:
 - A source project or template that is a contract.
 - A project type of Contract.
 - The performance obligation and IGT boxes checked.

- A source project with one or more performance obligation lines and the IGT box checked.
 - No performance obligation Lines (it must be a regular agreement project that has not been upgraded).
 - Is not a Grants project
 - Does not have a non-IGT agreement
 - Does not have Cost Breakdown Structure (CBS) enabled
 - Is not RMCS-enabled
 - Is not closed, partially closed, purged, or pending purge
 - Does not have a Work-in-Progress agreement
 - The project start date is before the order date and the project end date is before the order effective date.
- Use a project template without an associated agreement template as a source for a new project.
 - Copying the details of an approved revenue budget that is part of a source project or template is restricted because the revenue budget is generated when performance obligations are published.
 - All performance obligation validations for the project are enabled.

Select a Project to Associate

Create a project against an order or associate an existing project to the order.

1. From the **Home** page, select the *Projects Super User* responsibility.
2. Click **Enterprise Command Center** and then **Projects Command Center**.
3. Click the **G-Invoicing** dashboard tab.
4. In the **Orders** tab, select **Order Details** from the list.
5. Locate an order to edit.

The presence of a link icon in either the **Create Project** or the **Associate Project** column in the same row indicates that the order is available for the named activity.

To associate an existing project with the order, see *Associate a Project*, page 6-22.

To create a new project associated with the order, see *Create a Project*, page 6-23.

Associate a Project

To associate an existing project with an order, perform the following steps:

1. From the **Home** page, select the *Projects Super User* responsibility.
2. Click **Enterprise Command Center** and then **Projects Command Center**.
3. Click the **G-Invoicing** dashboard tab.
4. In the **Headers** region, click the **Orders** tab.
5. Click **Associate Project**.

The **Associate Project** window appears.

6. Either enter information in the **Project** field and then click **Go**, or click **Advanced Search** to search by **Project Name** or **Number**.
7. In the results table, select a project to associate.
8. Click **Associate**.

The Associate Flow runs and the **Performance Obligation** page appears.

Disassociate a Project

If an order has been associated with a project but not submitted for approval, then you can disassociate it. Once the order is submitted for approval, the disassociate option is disabled.

To disassociate an order from a project, perform the following steps:

1. From the **Home** page, select the *Projects Super User* responsibility.
2. Select **Enterprise Command Center** and then **Projects Command Center**.
3. Click the **G-Invoicing** dashboard tab.
4. In the **Headers** region, click the **Orders** tab.
5. Select an order with an associated project.
6. Click the **Update Agreement** icon.

The **Update Agreement** page appears.

7. Click **Disassociate**.

8. Click **Yes**.

The project is unlinked, the performance obligation lines are deleted, and the intragovernmental order option is deselected.

Create a Project

To create a project to associate with an order, perform the following steps:

1. From the **Home** page, select the *Projects Super User, US Federal* responsibility.
2. Click **Enterprise Command Center** and then **Projects Command Center**.
3. Click the **G-Invoicing** dashboard tab.
4. In the **Headers** region, select the **Orders** tab.
5. Click **Create Project** for an order.

The **Select Source** page appears.

6. In the **Copy From** list, select either **Template** or **Project**.
7. Click **Advanced Search**.
8. Search for a project or template by operating unit, name or number.
9. Select a project or template to copy and use for your new project.
10. Click **Continue**.

The **Create Project: Details** page appears.

11. Enter the project number.
12. Enter the project name.
13. Enter or select the project start and end dates.
14. Click **Finish**.

The **Processing: Creating Project** message may appear. After the project has been created, the **Performance Obligations** page appears.

Reject an Order without Associating it to a Project

Once a project is associated with an order, you cannot reject that order. However, you can reject an order pulled from the federal G-Invoicing application before associating it with a project.

To reject an order, perform the following steps:

1. From the **Home** page, select the *Projects Super User* responsibility.
2. Click **Enterprise Command Center** and then **Projects Command Center**.
3. Click the **G-Invoicing** dashboard tab.
4. In the **Headers** region, click the **Orders** tab.
5. Click **Update Agreement** for a particular order.
6. From the **Actions** menu, click **Reject**.

The rejected order is pushed back to the federal G-Invoicing application.

Updating Performance Obligations

When you click **Update**, the **Performance Obligation** region displays performance obligations with order line attributes. Oracle Projects displays performance obligations with agreement lines and performance obligation order lines.

Agreement Lines

- Number represents the order line number.
- Agreement Number indicates the assigned agreement number.
- The customer associated with the agreement is the requesting agency.
- Item Code displays the code associated with the item.
- Item Description displays the description of the selected item.
- Quantity displays the number of quantity.
- Unit of Measure displays the UOM of the Servicing Agency.
- Currency indicates the currency used by the agency.
- The transaction amount is the line level amount - the sum of all transaction amount of order line schedules on the performance obligation level.
- Net Due Amount appears.
- Status displays the status of the agreement.
- Capitalized Asset Indicator displays the asset indicator value, True or False. A value must be chosen.

Performance Obligation Order Line Schedules

Treasury Account Symbol (TAS) and Business Event Type Code (BETC) attributes are available at the performance obligation line level; these values are sourced from the US Federal Administration module. The requesting agency's TAS, BETC, and additional information attributes are sent along with invoice details to Oracle Receivables.

To update a performance obligation order line, perform the following steps:

1. Select or enter the **Top Task Number** for each performance obligation order line schedule.
2. Select or enter TAS for Servicing Agency for each order line. This value transfers to AR for further processing.
3. BETC (Servicing Agency) is automatically selected once you select the TAS for Servicing Agency value. This value transfers to AR for further processing.

TAS and BETC values are populated based on the Servicing Agency's Agency Location Code (ALC). With the Organization Group Hierarchy, the associated group with orders drive TAS and BETC values available for selection. You can modify the group for the agreement until the performance obligation is published.

4. Click **Additional Attributes**.
5. Click **Receipts** to view receipt details.
6. Click **Save**.

Oracle Projects publishes performance obligations and the system generates funding.

Defining Performance Obligation Additional Attributes

The system defaults and displays values specified for requesting agency. You cannot modify them.

To define performance obligation additional attributes, perform the following steps:

1. In the **Schedule Funding** region, select or enter the following information:
 - Servicing Agency Object Class Code
 - Servicing Agency Additional Accounting Classification
 - Description of products Including BonaFide Need for this Order
2. In the **SLOA** region, select or enter values in the following fields for a servicing agency:
 1. **Servicing Agency Federal Award Identification Number (FAIN)**

2. **Servicing Agency Unique Record Identifier (URI)**
 3. **Servicing Agency Activity Address Code** - (Optional) If you specify a value, then it must be a minimum of 6 characters.
 4. **Servicing Agency Budget Line Item**
 5. **Servicing Agency Budget Fiscal Year**
 6. **Servicing Agency Security Cooperation**
 7. **Servicing Agency Budget Fiscal Year**
 8. **Servicing Agency Sub-Allocation**
 9. **Servicing Agency Accounting Identifier**
 10. **Servicing Agency Funding Center Identifier**
 11. **Servicing Agency Cost Center Identifier** - (Optional) If you enter a value, the value must match the Cost Center value provided in the parent GT&C.
 12. **Servicing Agency Cost Element Code**
 13. **Servicing Agency Work Order Number**
 14. **Servicing Agency Functional Area**
 15. **Servicing Agency Cooperation Case Designator**
 16. **Servicing Parent Award Identifier (PAID)**
 17. **Servicing Procurement Instrument Identifier (PIID)**
 18. **Servicing Security Cooperation Case Line Item Identifier**
 19. **Servicing Agency Disbursing Identifier Code**
 20. **Servicing Agency Accounting Classification Reference Identifier** - (Optional)
If you specify a value, then it must be a minimum of 2 characters.
 21. **Servicing Agency Project identifier**
 22. **Servicing Agency Reimbursable Flag**
3. In the **Schedule Shipping Information** region, select or enter values in the following Servicing Agency Additional Information fields:

1. **Ship to Address Identifier**
2. **Ship to Address 1**
3. **Ship to Address 3**
4. **Ship to Postal Code**
5. **Ship to Country Code**
6. **Special Shipping Information for Product**
7. **Shipping Information for Product POC Title**
8. **Shipping Information for Product POC Phone**

In the **Schedule Shipping Information** region, select or enter the following fields for the Requesting Agency Additional Information:

1. **Ship to Agency Title**
2. **Ship to Address 2**
3. **Ship to City**
4. **Ship to State**
5. **Ship to Location Description**
6. **Shipping Info for Product POC Name**
7. **Shipping Information for Product POC Email**

Retaining a Project Association on a Rejected Order

You can choose to retain a project association for a rejected order.. When an agreement is submitted for approval, the approver can reject the order. When the approver rejects an agreement, the agreement status shows rejected but the project association is retained for the rejected order as shown in the **Update Agreement** page. The rejected order status is pushed to the federal G-Invoicing application. The requesting agency can modify the draft and approve the agreement. Similarly, you can also perform the reject order for order modifications by retaining the project association.

Prerequisite: Submit the agreement for approval.

To reject an order, perform the following steps:

1. Log in as the workflow approver or click the link in your email notification to log in.

2. Open the agreement approval notification.
3. Click **Reject** to reject the agreement.
4. In federal G-Invoicing, the requesting agency can select **Return to Draft** and modify the order.

In this scenario, the version number for the order does not change.

5. After modifying the order, the requesting agency submits the order for requesting agency approval.
6. The requesting agency approves the order and shares it with the servicing agency.
7. From the *Projects Super User* responsibility, select Requests and then Schedule to run the *Intragovernmental Order Interface Program* to pull the modified orders into EBS.

The order is pulled into EBS as an updated order and retains the original project association.

Seller-Facilitated Orders Created in Oracle Projects

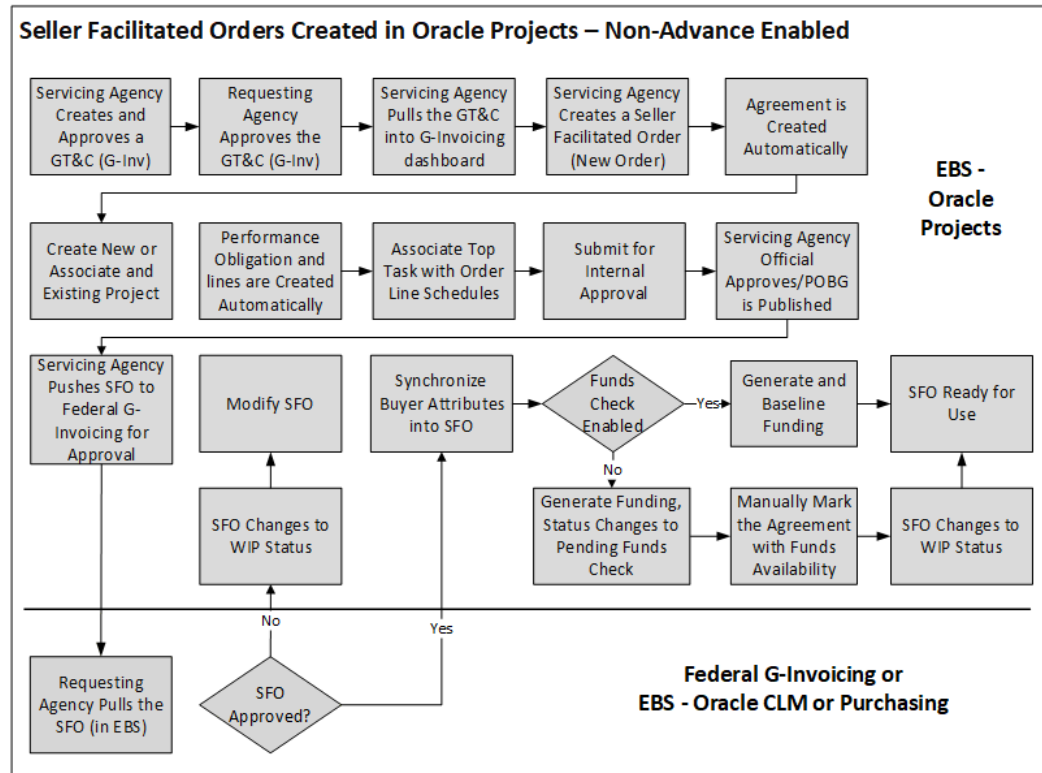
Use Oracle Projects to create intragovernmental orders in EBS. These are known as seller-facilitated orders, or SFOs. After an SFO is approved internally, it is then pushed to the federal G-Invoicing application for the requesting agency's approval. Once the requesting agency approves the order, the servicing agency pulls the open order into the G-Invoicing dashboard, which:

- Automatically creates an agreement (if automatic agreement creation is enabled).
- Baselines the budget.
- Allocates funding.

You can now submit performances against the order.

Seller-Facilitated Orders That Are Not Advance Enabled

The following diagram describes the flow of a seller-facilitated order (SFO) that is not advance enabled.



The following steps describe the flow of a seller-facilitated order (SFO) that is not advance enabled:

1. The servicing agency creates a GT&C in the federal G-Invoicing application. A GT&C with the servicing agency listed as the Originating Partner Indicator on the order can be used to create a seller-facilitated order.
2. The servicing agency pulls the GT&C into the G-Invoicing dashboard..
3. The servicing agency enters the servicing and requesting agency details for the order, such as the headers, order line, and order line schedule details.
4. When the SFO is completed, the system automatically creates an agreement in Work-in-Process (WIP) status.
5. You can create a project or associate an existing project with the order.
6. The performance obligation and performance obligation lines are created automatically.
7. The servicing agency enters the top task for the order line schedule and specifies additional attribute details, if necessary.
8. The servicing agency submits the order for internal approval.

9. The servicing agency officials approve the seller-facilitated order.
10. The servicing agency pushes the internally approved seller-facilitated order to the federal agency.
11. The requesting agency pulls the SFO order and approves or rejects it.

If the order is approved, then it is pushed back to the federal G-Invoicing application. The servicing agency pulls the approved SFO order.

If the order is rejected, it is sent back to the federal G-Invoicing application. The servicing agency pulls it back and then uses the Modify Order functionality to correct and resubmit the SFO for approval.
12. If the funds check flag is enabled, then funds are allocated and the funding is baselined. If the funds check flag is disabled, then the order status changes to Pending Funds check. The servicing agency runs the funds check process. The system then allocates and baselines funding.
13. The order status is updated to REC, and the order is ready for use.

Modifying a Seller-Facilitated Order

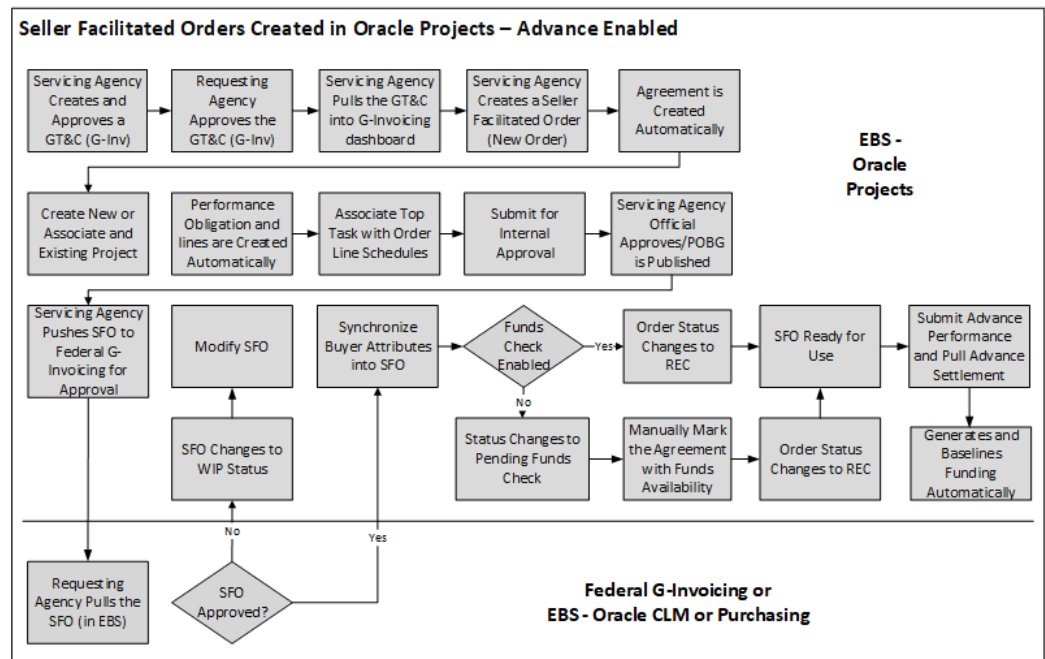
The following steps describe the modification flow for a seller-facilitated order:

1. The requesting agency pushes a rejected order back to the federal G-Invoicing application.
2. The servicing agency pulls the order.
3. The servicing agency updates the order.
4. A new version of the agreement and new performance obligation and performance obligation lines are created automatically.
5. The servicing agency associates the top task to the order line schedule, updates any additional attributes, and submits the agreement for internal approval.
6. Once the order is approved, it is pushed to the federal G-Invoicing application for the requesting agency's approval.

The rest of the flow is the same as the seller-facilitated order creation flow.

Advance-Enabled Seller-Facilitated Orders

The following diagram describes the flow of an advance-enabled seller-facilitated order (SFO).



The seller-facilitated order for non-advanced orders flow covers the following:

1. The servicing agency creates a GT&C in the federal G-Invoicing application. A GT&C with the servicing agency as the order Originating Partner Indicator can be used for creating a seller-facilitated order.
2. The servicing agency pulls the GT&C into the G-Invoicing dashboard.
3. The servicing agency creates a SFO for the GT&C by entering the servicing and requesting agency headers, order line, and order line schedule information.
4. Once the SFO is created, the system automatically generates an agreement with a status of WIP (work in process).
5. Create a project to associate or associate an existing project with the SFO.
6. Once a project is associated with the SFO, the performance obligation and performance obligation lines are created automatically.
7. Enter the top task for the order line schedule and specify additional attribute details, if necessary.
8. Submit the SFO for an internal approval.
9. The servicing agency officials internally approve the SFO.

10. The servicing agency pushes the internally approved SFO to the federal agency.
11. The requesting agency pulls the SFO and approves or rejects it.

If the SFO is approved, then it is pushed back to the federal G-Invoicing application. The servicing agency pulls the approved SFO order.

If the SFO is rejected, it is sent back to the federal G-Invoicing application and the servicing agency pulls it back and then uses the Modify Order functionality to correct and resubmit the SFO for approval.
12. If the funds check flag is enabled, then funds are allocated and the funding is baselined. If the funds check flag is disabled, then the order status changes to Pending Funds check. The servicing agency runs the funds check process.
13. The order status is updated to REC, and the order is ready for use.
14. The servicing agency submits advance performance and pulls advance settlement.
15. The system generates and baselines funding and creates a revenue budget.

Modifying a Seller-Facilitated Order

The following steps describe the modification flow for a seller-facilitated order:

1. When the order is rejected, the requesting agency pushes the rejected order back to the federal G-Invoicing application.
2. The servicing agency pulls the order.
3. Identify the seller-facilitated order to edit.
4. Update SFO attributes and submit.
5. A new version of the agreement is created based on the changes. Performance obligation and performance obligation lines are created automatically.
6. The servicing agency can associate the top task to the order line schedule, update any additional attributes, and submit the agreement for internal approval.
7. Once the order is approved, it is then pushed to the federal G-Invoicing application for the requesting agency's approval.

All the other processes remain the same as the seller-facilitated order creation process.

Creating a Seller-Facilitated Order

To create a new seller-facilitated order (SFO), perform the following steps:

1. From the **Home** page, select the **Projects Super User** responsibility.
2. Click **Enterprise Command Center** and then **Projects Command Center**.
3. Click the **G-Invoicing** dashboard tab.
4. From the **Header** region, click the **GT&C** tab.
5. Identify the GT&C to create an SFO.
6. Click **Create Order**.

The **Seller-Facilitated Order** page appears. The General Terms and Conditions field values are defaulted.

7. Click the **Header** tab.
 - Enter values in the mandatory fields for both the servicing agency and the requesting agency.
 - You can edit the Seller Order Number.

When the order is first created, the seller order number appears with the .0 revision. When the order is modified, the system increments the revision number to .1 and so on.

- Set up the FOB point as well as the advance payment indicator, along with other required field values.
 - Enter the approving officials details for both the servicing and requesting agencies.
8. Click **Save**.
 9. Click the **Lines** tab. Enter the SFO line details.
 - Enter values in the required fields such as the line number, item code, item description, UOM, and the type of service requirement.
 10. Click **Save**.
 11. Click the **Schedules** tab. Enter the SFO line schedule details.
 - Enter values in the required fields, such as line, line schedule, quantity, unit price, and the requesting agency's TAS and BETC.
 - In the **Shipping Information** region, enter the shipping address.
 12. Click **Save and Complete**.

The agreement is created automatically and assigned a status of work in progress.

Editing a Seller-Facilitated Order

To change the values or to edit a rejected seller-facilitated order, perform the following steps:

1. From the **G-Invoicing** dashboard, scroll to the **Header** region.
2. Identify the seller-facilitated order to edit.
3. Click **Update Agreement**.

The **Update Agreement** page appears.

4. From the **Actions** menu, select the **Edit Seller-Facilitated Order** option.

The **Seller-Facilitated Order** page appears.

5. Click **Modify**.

When the agency clicks the Modify option, a confirmation message appears using which the agency can confirm whether to proceed with the modification or cancel the action. If the agency selects **Yes**, then the order modification process is initiated.

Notice the seller order number and the revision number of the order.

6. Enter the changes and click **Save and Complete**.

The agreement is recreated with the changes.

Function Security for the Seller-Facilitated Order

Oracle Projects provides the PA_GINVEDIT_SFO function security to edit the seller-facilitated order. Assign this function security to a responsibility to provide the SFO editing privilege to users.

Oracle EBS provides the following function securities that controls access to seller-facilitated orders. The following function securities can be added:

- G-Invoicing: View Seller Facilitated Order

This function allows agencies to only view SFOs.

- G-Invoicing: Manage Seller Facilitated Order

This function allows you to have all access to SFOs. You can update and modify the SFO.

Based on the function security setup, the agency or the user will have the defined level of access to SFO.

Copying Seller-Facilitated Orders

The E-Business Suite G-Invoicing solution now allows you to copy an existing seller-facilitated order and create a new SFO. When the agency selects an existing order to copy, then system copies all the details of the order including the header, lines and schedule details to the new order. An agency must enter the following details manually:

- POC details
- Funding Official details
- Program Official details

The order to be copied can be in any status. To copy an existing order and create a new order, perform the following steps:

1. From the **Home** page, click **Projects SU Federal** and then **Enterprise Command Center**.
2. Click the **G-Invoicing dashboard**.
3. Scroll to the **Headers** region and click the **Order** tab.
4. Select the seller-facilitated order to copy, click the three ellipses and select **Copy**.

OR

If you are already in the seller-facilitated order page and want to copy, you can click the **Copy** option on the top of the page.

The Seller-Facilitated Order page appears with the new draft order created that has a new order number and all the order details including line and schedules are copied.

5. Enter the point-of-contact, funding official, and program official details and click **Save** or **Save and Complete**. A new SFO is created. The system creates an agreement. You must associate a project and go through the order approval process.
6. The SFO Order will be in the Draft (Copy) status until the order is saved first time after the copied order is created.

When the SFO is in the draft status, the SFO Order Number and Advance Payment Indicator fields are editable.

Deleting Seller-Facilitated Orders

The E-Business Suite G-Invoicing solution now allows you to delete an existing seller-facilitated order. When the agency selects an SFO to delete, a confirmation message appears. You can click **Yes** to proceed with deletion or click **No** to cancel the delete

action.

If an SFO is in the draft status, you can delete the order. To delete an existing order, perform the following steps:

1. From the **Home** page, click **Projects SU Federal** and then **Projects Command Center**.
2. Click the **G-Invoicing dashboard**.
3. Scroll to the **Headers** region and click the **Order** tab.
4. Select the seller-facilitated order to delete, click the three ellipses and select **Delete**.

OR

If you are already in the seller-facilitated order page and want to delete, then click the **Delete** option on the top of the page.

5. A confirmation message appears. Click **Yes** to proceed with the delete or **No** to cancel the delete action.

If an SFO has agreement created and the order is frozen, then the agency must open the seller-facilitated order in the edit mode and then select delete. The delete option will delete the associated agreement. When the order is deleted, you cannot restore it.

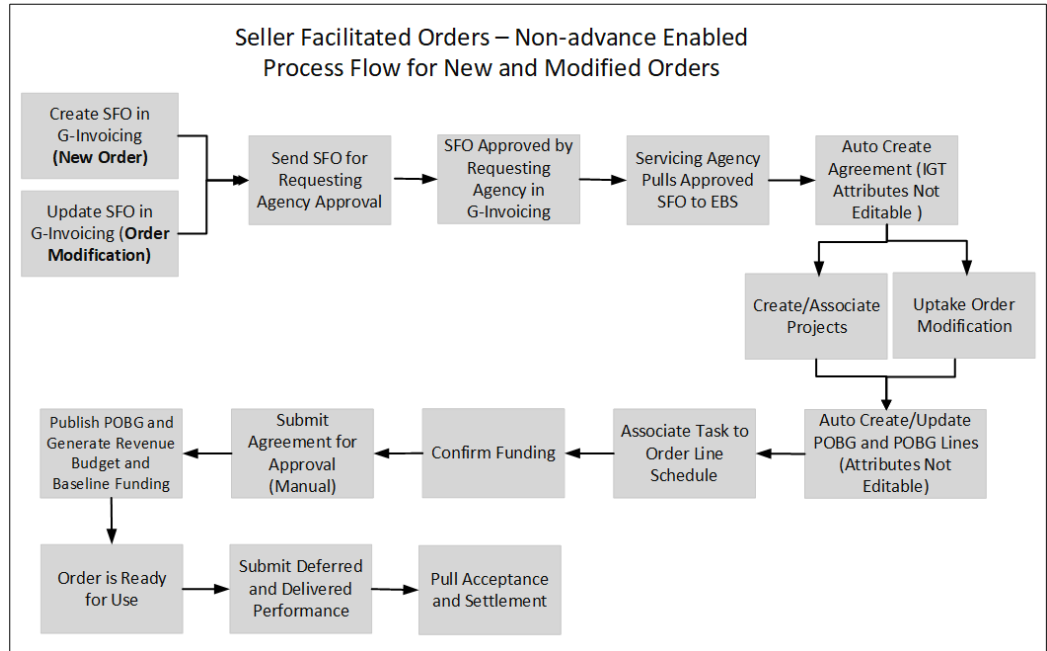
If you have associated a project to the SFO, then the Delete option is not available. If an SFO has a project associated but is not submitted for approval, then you can disassociate the project in the Update Agreement page. Then, click Edit SFO option to open the order in an edit mode, and then delete the order.

Seller-Facilitated Orders Maintained in Federal G-Invoicing

Most orders are initiated by requesting agencies. However, orders may also be initiated by servicing agencies. Orders initiated by servicing agencies are known as seller-facilitated orders (SFOs). For an SFO, the servicing agency creates an order in the federal G-Invoicing application and submits it for the requesting agency's approval. After the order is approved, the servicing agency pulls it, the revenue budget is created, and funding is baselined automatically.

Non-Advance-Enabled Orders - New and Modified

The following flowchart illustrates the lifecycle of a seller-facilitated order that is not advance enabled.



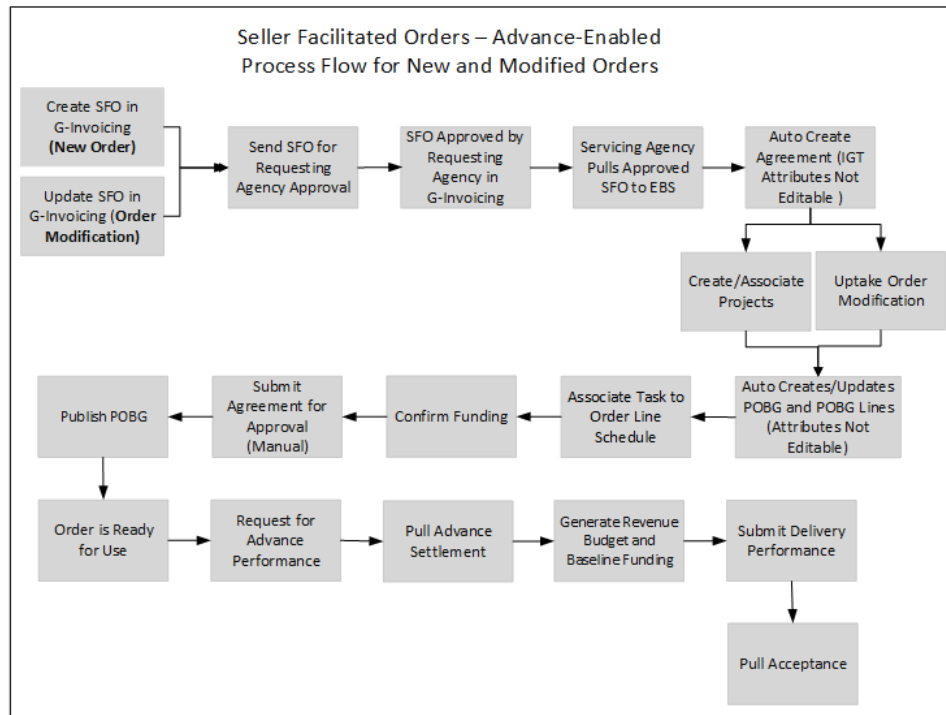
The following steps explain each box in the previous flowchart in detail:

1. The servicing agency initiates the seller-facilitated order (SFO – new order) in the federal G-Invoicing application and sends it to the requesting agency for approval. When modifying an order, the servicing agency modifies the seller-facilitated order (SFO) in the federal G-Invoicing application and sends it for the requesting agency's approval.
2. The requesting agency pulls the SFO, approves it, and sends it back to the federal G-Invoicing application.
3. The servicing agency pulls the approved SFO to EBS from G-Invoicing. After pulling the SFO into Oracle Projects, the concurrent program creates agreements automatically.
4. The servicing agency creates or associates a project to the SFO. Performance obligations and performance obligation lines are created automatically. In the case of an order modification, you must uptake the modified orders.
5. Run the *Intragovernmental Orders Interface* program to pull the orders into EBS. The concurrent program updates agreements automatically and updates performance obligations and performance obligations lines.
6. Associate tasks to order line schedules and confirm funding availability. If funds are available, submit the agreement for approval. This publishes performance obligations, generates revenue budgets, and baselines funding.

7. The order is ready for use.
8. You can submit deferred and delivery performances.

Advance-Enabled Orders - New and Modified

The following diagram describes the flow of a new or modified advance-enabled seller-facilitated order.



The following steps explain the flow of a new or modified advance-enabled SFO in detail:

1. The servicing agency initiates or modifies an advance-enabled SFO from the federal G-Invoicing application and sends it to the requesting agency for approval.
2. The requesting agency pulls the order, approves it, and sends it back to the federal G-Invoicing application.
3. The servicing agency pulls the approved SFO into the G-Invoicing dashboard. After you pull the SFO into Oracle Projects, the concurrent program creates an agreement automatically.
4. The servicing agency either associates an existing project or creates and associates a new project to the SFO. In the case of order modification, you must uptake the modified orders.

5. The performance obligations and performance obligation lines are created automatically, upon project association.
6. Associate a task to the order line schedules and confirm funding availability.
7. If funds are available, submit the agreement for approval. publishes performance obligations, generates revenue budgets, and baselines funding.
8. The order is ready for use.
9. You can request partial or full advance against advance-enabled orders. The advance performance submission generates and baselines the revenue budget and settles funding.
10. Submit the delivery performance and pull the acceptance for the SFO.

Creating Seller-Facilitated Orders

Perform the following steps to create an SFO in the federal G-Invoicing application:

1. Log in to the federal G-Invoicing application.
2. Create a GT&C.
3. In the **Header/Details** region, select **Servicing Agency** for the **Order Originating Partner Indicator** field.
4. Click **Create Order**.
5. Enter values in the required parameter fields and partner information for the requesting and servicing agencies.
6. In the **Program Authority** and **Statutory Authority** regions, enter values in the required fields.
7. Click the **Advance** tab. Set the **Assisted Acquisition Indicator** to **Yes**.
8. Click the **Delivery** tab. Define the delivery details, such as **FOB Point**, **Acceptance Point**, and **Inspection Point**.
9. Click the **Billing** tab. Define billing details such as **Billing Frequency**, **Priority Order Indicator**, **Capital Planning**, and **Investment Control**.
10. Click the **Point of Contact** tab. Enter POC field values for the requesting and servicing agencies.
11. Click **Lines**. Enter values in the required fields for creating order lines.

12. Enter schedule details for the order line. Select **Yes** in the **Advance Pay Indicator** field to create advance-enabled orders.
13. Click the **Advance** tab. Enter details for the advance-enabled order.
14. Enter funding details for the servicing agency.
15. In the **Standard Line of Accounting** region, enter values in the required fields.
16. Click **Save as Draft**.
17. Click **Share with Servicing Agency**.
18. Enter funding and program official approval details, then click **Servicing Agency Approve**.

The order is shared with the requesting agency for approval as shown below:

Shared with Requesting Agency

| Servicing Agency ▼ Administration ▼ Oracle DEV Test Acc | | | |
|---|--|-------------------|------------|
| Order: O2112-020-020-345427.0 | | | |
| Order Status | Shared with Requesting | Order Create Date | 2021-12-24 |
| GTC# | A2112-020-020-006309.0 | PoP Start Date | 2021-09-01 |
| Assisted Acquisitions Indicator | Yes | PoP End Date | 2022-04-30 |

Requesting Agency Approves SFO

The requesting agency performs the following steps in the federal G-Invoicing application to approve SFOs:

1. Click the **Requesting Agency** tab and then **Orders**.
2. Query for the seller-facilitated order.
3. Click the **Partner Information** tab. Enter values in the fields, including **Order Tracking Number**, **Unique Entity ID**, **Funding Office Code**, and **Funding Agency Code**.
4. Click the **Authority** tab. Enter the requesting agency program authority details.
5. Click the **Lines/Schedules** tab. Enter values in the **Funding Information** fields, including **TAS**, **BETC**, **Advance Accounting Classification**, and **Bona Fide Need**.

6. In the **Standard Line of Accounting** region, enter values for the required fields.
7. Click **Submit for Requesting Approval**.
8. Click the **Approvals** tab. Enter the Funding and Program Official Approval details for the requesting agency.
9. Click **Requesting Agency Approve**.

Pulling Seller-Facilitated Orders into EBS

The servicing agency performs the following steps to pull approved SFOs into EBS:

1. Switch to the *Projects Super User, US Federal* responsibility.
2. Select **Request** and then **Schedule**.
3. Query the *Intragovernmental Orders Interface Program* concurrent program.
4. Click **Parameters**.
5. Enter values in all required fields, including the order number.
6. Click **Continue**.
7. Click **Submit**.
8. To import data, repeat the previous steps to run the *ECC G-Invoicing Data Load* program.

These two programs pull data into EBS.

Working with Seller-Facilitated Orders (created in Oracle Projects)

The servicing agency performs the following steps in the G-Invoicing dashboard for SFOs:

1. Select **Projects Command Center** and then the **G-Invoicing** dashboard.
2. Query the seller-facilitated order.
3. Use search refinement for GT&C and Orders to sort the SFOs by **Order Originating Partner Indicator** as shown:

Search Refinement with Order Originating Partner Indicator

The screenshot displays a search refinement panel. At the top, the 'Selected Refinements' section shows 'No filters selected.' Below this, the 'Available Refinements' section lists several categories: 'Agency', 'Agreement', 'GT&C' (which is expanded to show 'GT&C Number' and 'Title'), and 'Termination Days'. The 'Order Originating Par...' category is also expanded, showing '2 of 2' results: 'Requesting Agency' and 'Servicing Agency'. A search bar with a magnifying glass icon is positioned above the results list.

4. In the **GT&C and Orders** region, view the **Order Originating Partner Indicator** field. This field displays the servicing agency for seller-facilitated orders.
5. Click the **Orders** tab, then click **Create Project**.
 - Query for a project template.
 - Select a template and then click **Continue**.
 - Enter values in the required fields.
 - Click **Finish**.

The project is created and the Performance Obligations page opens. You can

only edit the top task number.

6. Click **Save and Continue**.

The Servicing Agency TAS appears. All other fields are read-only, including the Additional Attributes fields.

7. Rerun the *ECC G-Invoicing Data Load* concurrent program.

8. In the **Orders** tab, click **Update Agreement**.

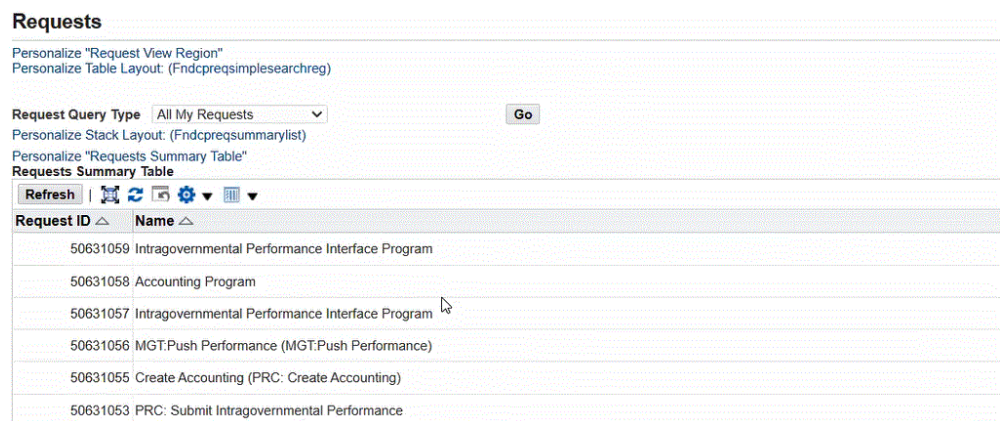
9. Enter the description.

All the IGT related fields are read-only. Use the **Confirm Funding Availability** option to verify that funds are available before settling the performance obligations. All fields on the Additional Attributes page are also read-only, such as the fields in the **Partner Information** region, which include **Unique Entity Identifier**, **Comments**, and **Funding Agency Codes** for both servicing and requesting agencies. Similarly, since the agreement is approved, the funding information displays.

10. Click **Submit**.

11. Log in and approve the agreement.

Once the agreement is approved, Oracle Projects runs the following concurrent programs automatically, as set up in the G-Invoicing Setup options:



| Request ID | Name |
|------------|---|
| 50631059 | Intragovernmental Performance Interface Program |
| 50631058 | Accounting Program |
| 50631057 | Intragovernmental Performance Interface Program |
| 50631056 | MGT.Push Performance (MGT.Push Performance) |
| 50631055 | Create Accounting (PRC: Create Accounting) |
| 50631053 | PRC: Submit Intragovernmental Performance |

12. Log into the federal G-Invoicing application and query the order.

Notice that the advance performance has been submitted for the order line schedule.

13. Navigate to the *Projects Super User, US Federal* responsibility.

14. Select **Requests** and then **Schedule**.
15. Query the **Intragovernmental Performance Interface Program**.
16. Click the **Parameters** tab.
17. Enter values in the required fields to pull the modified performances into EBS.
Notice that the **Internal Status** changes to Approved.
18. Click **View Performance**.
19. Click the **Performance Obligations** tab.
Notice that the advance performance is submitted and the receipt is also processed.
20. Click the **Financial** tab.
Notice that the budget is also approved.
21. Click the **Funding** tab.
Notice that the funding has been created.

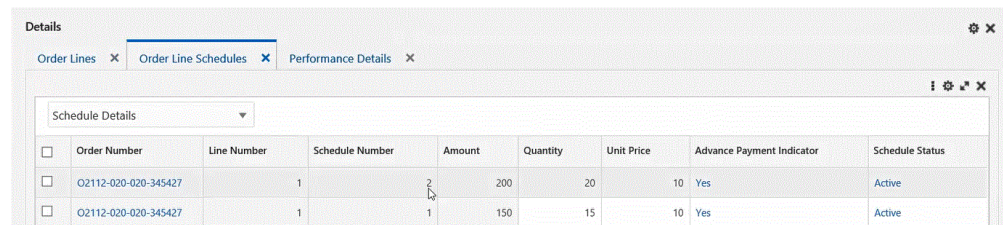
Modifying Seller-Facilitated Orders

To modify seller-facilitated orders that are maintained in the federal G-Invoicing application, perform the following steps:

1. Switch to the federal G-Invoicing application.
2. Query the order number.
3. Click **Modify**. The order has a revision number (for example, .*x* – where *x* represents the revision number).
4. Click **Copy** next to the schedule number to create another line.
5. Change the quantity in the first order line schedule.
6. Change the quantity in the second order line schedule.
7. Click **Update Draft**.
8. Click **Share with Servicing Agency**.
9. Click the **Approvals** tab and enter values in the Program Official Approval fields for the servicing agency.
10. Click **Service Agency Approval**.

11. Approve the order from the requesting agency.
 - Click the **Requesting Agency** tab.
 - Query the order number.
 - Click the order number.
 - Click **Schedule** and enter values in the required fields in the **Funding Information** and **Standard Line of Accounting** regions.
 - Click **Submit for Requesting Approval**.
 - Click the **Approvals** tab, and enter the names of the funding and program officials.
 - Click **Requesting Agency Approve**.
12. Navigate to the *Projects Super User, US Federal* responsibility.
13. Submit the *Intragovernmental Orders Interface Program* using the **Submit Request** window.
14. Enter values in the required fields.
15. Click **OK** and then click **Submit**.
16. Submit the *ECC G-Invoicing Data Load* concurrent program to pull the order details into the G-Invoicing dashboard.
17. In the **Header** region, select the **Orders** tab.
18. In the **Details** region, select the **Order Line Schedules** tab.
You can see order lines created with the modified values.

Modified Order Lines Created



| | Order Number | Line Number | Schedule Number | Amount | Quantity | Unit Price | Advance Payment Indicator | Schedule Status |
|--------------------------|----------------------|-------------|-----------------|--------|----------|------------|---------------------------|-----------------|
| <input type="checkbox"/> | 02112-020-020-345427 | 1 | 2 | 200 | 20 | 10 | Yes | Active |
| <input type="checkbox"/> | 02112-020-020-345427 | 1 | 1 | 150 | 15 | 10 | Yes | Active |

19. In the **Header** region, scroll right to see if the **Internal Process Status** is **Modified**, which indicates it is a modified order.

Internal Process Status

Header

GT&C

Orders

Order Details

| Order Number | Currency | Order Amount | Order Originating Partner Indicator | Order Status | Creation Date | Acceptance Date | Internal Process Status | Const |
|----------------------|----------|--------------|-------------------------------------|--------------|---------------|-----------------|-------------------------|-------|
| O2112-020-020-345427 | USD | 350 | Servicing Agency | Open | 23-Dec-2021 | 23-Dec-2021 | Modified | |

0 record(s) selected.

Page 1 of 1 (1 of 1 items)

20. Select the order number.
21. From the **Actions** menu, select **Order Modification Uptake**.
22. In the **Headers** region, click the **Orders** tab.
23. Click **View Performance Obligation**.
24. From the **Actions** list, select **Update** and click **Go**.
25. Enter a top task number for the modified line.
26. Click **Save and Continue**.
27. Click **Apply**.
28. Click **G-Invoicing Dashboard**.
29. Click the **Orders** tab.
30. Click **Update Agreement**.
31. Click **Submit** to submit the agreement for approval.
32. Approve the agreement.
33. Navigate to the federal G-Invoicing application.
34. Query the order number.
35. Click **Show Performance**.

Show Performance in G-Invoicing

▼ Order: 02112-020-020-345427

Select an Order Number

Order Status

Open

Order Create Date

2021-12-23

PoP Start Date

2021-08-31

PoP End Date

2022-04-30

Net Amount

Advance Amount

\$350.00

Total Amount

\$350.00

Remaining Amount

\$0.00

GTSC #

A2112-020-020-006309

FOB Point

Source/Origin

Servicing ALC

20010010

Servicing Group

HQ - HQ

Originating Partner

Servicing Agency

CR days

-

Requesting ALC

20010004

Requesting Group

Head Quarters (HQ) - Head Quarters (HQ)

| Document Type | Transaction Date | Period | Performance Number | Document Quantity | Document Amount | Performance Date | Partial / Final | Transfer Date | DRN | Remaining Quantity | Remaining Amount | Action |
|---------------|------------------|---------------|----------------------|-------------------|-----------------|------------------|-----------------|---------------|----------|--------------------|------------------|--------|
| ▼ Line 1 | | | | 35.00 | \$ 350.00 | | | | | 0.00 | \$ 0.00 | |
| ▼ Schedule 1 | | | | 15.00 | \$ 150.00 | | | | | 0.00 | \$ 0.00 | |
| Advance | 2021-12-24 | 03/2022 (Dec) | P2112-020-020-184724 | 10.00 | \$ 100.00 | 2021-12-23 | Final | 2021-12-23 | 00012181 | 5.00 | \$ 50.00 | |
| Advance | 2021-12-24 | 03/2022 (Dec) | P2112-020-020-184771 | 5.00 | \$ 50.00 | 2021-12-23 | Final | | | 0.00 | \$ 0.00 | |
| ▼ Schedule 2 | | | | 20.00 | \$ 200.00 | | | | | 0.00 | \$ 0.00 | |
| Advance | 2021-12-24 | 03/2022 (Dec) | P2112-020-020-184771 | 20.00 | \$ 200.00 | 2021-12-23 | Final | | | 0.00 | \$ 0.00 | |

Submit Deferred and Delivery Performance for Seller-Facilitated Orders

Perform the following steps to submit deferred and delivery performances for seller-facilitated orders:

1. In the **Projects Command Center**, select orders in the G-Invoicing dashboard.
2. Submit deferred and delivery performance by entering values in the required fields.
3. Performances are pushed to the federal G-Invoicing application.

For details about submitting deferred and delivery performance, refer to Using Deferred Performance, page 6-82 and Using Delivery Performance, page 6-86.

Closing Orders

Once all the performances are fulfilled, you can close the order. To close an order, perform the following steps:

1. From the federal G-Invoicing application, select the order to close.
2. Click **Close**.
3. Enter the reason to close the order.
4. From the *Projects Super User, US Federal responsibility*, run the *Intragovernmental Orders Interface Program* concurrent program.
5. Run the *ECC G-Invoicing Data Load* concurrent program.
6. In the **G-Invoicing Dashboard**, in the **Headers** region, click the **Orders** tab.
7. Scroll to the right and confirm the order status is Closed.

Closed Order Status

| Header | | | | | | |
|-----------------------|----------|--------------|-------------------------------------|--------------|---------------|-----------------|
| GT&C Orders | | | | | | |
| Order Details ▼ | | | | | | |
| Order Number | Currency | Order Amount | Order Originating Partner indicator | Order Status | Creation Date | Acceptance Date |
| 020-345139 | USD | 2,000 | Servicing Agency | Closed | 23-Dec-2021 | 23-Dec-2021 |
| < | | | | | | |
| 0 record(s) selected. | | | | | | |
| | | | | | | Page 1 of 1 |

Servicing Agency Support for Buyer-Initiated Orders

Oracle E-Business Suite for G-Invoicing supports orders that are initiated by requesting agencies. These buyer-initiated orders (BIO) are created and approved either in the federal G-Invoicing application or in the EBS system. Servicing agencies then pull these orders into EBS for performance processing.

Prerequisite

The orders must fulfill the following setup requirements:

- In the **G-Invoicing Setup** page, identify if the Buyer-Initiated Orders are maintained in the federal G-Invoicing application or in EBS. Depending on the value selected for the Buyer-Initiated Orders Maintained in indicator, the performance processing and accounting happen in the corresponding systems. (Navigation: Select the *Projects Super User, US Federal* responsibility, then **Projects: Setup**, and then **G-Invoicing Setup**.)

Servicing Agencies Handling of BIOs

Buyer-initiated orders created in the federal G-Invoicing application are approved by sellers in the same system. You cannot modify these orders in EBS.

The servicing agency pulls buyer-initiated orders into EBS and associates a project and a top task for accounting purposes. These orders are pulled in approved status. Performances are initiated from EBS and pushed to the federal G-Invoicing application. Perform any BIO modifications in the federal G-Invoicing application. Both agencies approve the modifications, then the servicing agency pulls the BIO modifications to process performances.

Seller-Facilitated Orders (SFO) also fall into the federal G-Invoicing maintained orders category. Refer to "Seller-Facilitated Orders Maintained in Federal G-Invoicing", page 6-36 for more details.

After the buyer-initiated orders are pulled into EBS, the servicing agency can follow the order approval flows to create performances against these orders as described below:

- Agreements are created automatically (fields cannot be edited).
- Create and associate a project to the order.
- Performance obligations and performance obligation lines are automatically created, and these cannot be edited.
- Associate top task with the order line schedule.
- Submit the agreement for approval.
- Publish performance obligation, and the system automatically generates revenue budgets and baselines funding.
- The order is ready for execution.
- For a new or modified order that is not advance enabled:
 - Submit a deferred or delivery performance.
 - Pull acceptance and settlements.

In the case of advance-enabled orders (new orders or modified orders):

- Request partial or full advance against the order.
- Pull advance settlement.
- Generate revenue budget and baseline funding.
- Submit delivery performance.
- Pull acceptance.

Versioning and Deleting IGT Orders

The Oracle E-Business Suite G-Invoicing solution now supports deletion of IGT order modification. The order must be in the modification phase and in the Mod draft status.

Prerequisites

To revert an IGT order modification, the following conditions must be met:

- In Federal G-Invoicing, enable the **Order Revert** flag for both servicing and requesting agencies. This allows an IGT order being modified to be reverted to a previously approved status.

Deleting a Seller-Facilitated Order Modification

When the servicing agency creates a seller-facilitated order and submits for approval, then when the order is approved by the servicing side approver, then the versioning of data begins.

When you initiate the seller-facilitated order modification, you have the option to delete the draft MOD SFO at any point. At which point, the SFO modification is cancelled, and the order is reverted to the previous approved status. For example, if the order number was xxxxx.0 and the order modification initiated has xxxxx.1, when you delete the draft modification, the order reverts to previously approved order which in this case is xxxxx.0 and the status changes to Open.

With this enhancement, Oracle E-Business Suite G-Invoicing solution supports versioning of IGT orders, both BIOs and SFOs. In the case of BIO, when the servicing agency pulls the BIO order and approves the order, the staging data is created with the revert status as Approved. After the confirm funds availability is run, and the BIO order is pushed to the federal G-Invoicing, the revert status in the Agreement Versions page changes to Open.

When the BIO modification is initiated from the requesting agency and the servicing agency pulls the BIO modification. The servicing agency can reject the order outright to revert the order to the previously approved open status. When the servicing agency rejects the order, the order is pushed to federal G-invoicing. The requesting agency can either delete the rejected order and the order is reverted to the previously approved order in the open status. The servicing agency then pulls the order into Oracle EBS. If the requesting agency decides to initiate the order modification instead of reverting, then the servicing agency pulls the order modification back into Oracle EBS. This order modification is versioned with a plus one revision. The BIO order modification goes through the rejection or approval by the servicing agency.

In the case of SFO, an order is approved by both the agencies and the order status is set to open. The agreement versioning starts when the servicing agency approves the SFO. The revert status appears as Approved. After the requesting agency approves the SFO and the servicing agency pulls it back into Oracle Projects, then the revert status is updated to Open. The servicing agency initiates the SFO modification and can decide to delete the draft modification at any time and the system restores the order to the previously approved status of SFO.

In the other situation, the servicing agency initiates the SFO modification and sent it for approval. The servicing agency approver approves the modification, and the order is pushed to federal G-Invoicing. The requesting agency can either reject or approve the SFO modification. When the requesting agency rejects the order, the servicing agency pulls the SFO rejected order into Oracle EBS. Then, the servicing agency can delete the rejected SFO modification, and the Oracle EBS restores the SFO to the previously approved status. Or the servicing agency can create a new SFO modification, which creates a new order modification with new revision number.

Versioning of a Seller-Facilitated Order

To initiate the versioning of the seller-facilitated order, perform the following steps:

1. From the **Home** page, select the **Projects Super User** responsibility.
2. Click **Enterprise Command Center** and then **Projects Command Center**.
3. Click the **G-Invoicing dashboard** tab.
4. Locate the GT&C created. Click **Create Order**.

The **Seller-Facilitated Order** page appears.

5. Enter the required fields and submit for approval.
6. Login as the servicing agency approver and approve the order.

The order is pushed to federal G-Invoicing for requesting agency approval.

7. In federal G-Invoicing approve the SFO.
8. In Oracle Projects, pull the SFO by running the *Intragovernmental Orders Interface* program.
9. In the **Update Agreement** page, click **View Agreement Version** to see the revert status is stamped as Open, and the changes implemented at the time of requesting approval is propagated in it.

In the **Update Agreement** page, the order status displays as open.

10. In the **Update Agreement** page from the **Actions** menu, select **Confirm Funds Availability**, and click **Go**.
11. Navigate to the **Performance Obligations** page, click **View History** and verify the POBG additional attributes and ensure the changes entered by the requesting agency is visible and versioned.

Deleting and Reverting a Seller-Facilitated Order

To delete a draft modification seller-facilitated order, perform the following steps:

1. From the **Home** page, select the **Projects Super User** responsibility.
2. Click **Enterprise Command Center** and then **Projects Command Center**.
3. Click the **G-Invoicing dashboard** tab.
4. Locate the seller-facilitated order to edit.

5. Click the three dots and select the **View SFO** option.
The **Seller-Facilitated Order** page appears.
6. Click **Modify**.
7. A confirmation message appears prompting if the agency wants to proceed with the modification.
8. When the agency clicks **Yes**, the order modification process is initiated.
Notice the seller order number is increased with revision number .1.
Notice the **Delete** option appear on the SFO page.
9. To abort the SFO modification, click **Delete**.
A confirmation page appears, click **Yes** to proceed with deleting the order modification. Notice the SFO reverts to the approved version of the order with the .0. The order status changes to Open.
10. Click **Modify** again and enter the changes.
11. If you want to proceed with the modifications, click **Save and Complete**.
12. If you want to abort the changes, then click **Delete**.
A confirmation page appears, click **Yes** to proceed with deleting the changes you have made. Notice the changes you have entered are cancelled. Notice SFO reverts to previous approved version and the order status is changed to Open.
In the case when you **Save and Complete**, the agreement is updated with the changes.

To delete the SFO before it is approved by the servicing agency, perform the following steps:

1. In the **Update Agreement** page, from the Actions menu click **Edit Seller-Facilitated Order** and click **Go**. In the G-Invoicing dashboard, select the SFO and click the three dots and select **View SFO**.
The **Seller-Facilitated Order** page appears.
2. Click **Delete** and specify the delete reason and click **Ok**.
Notice SFO reverts to the previously approved version and the order status is changed to Open.

To delete the SFO after the modification has been approved by the servicing agency, perform the following steps:

1. In the third scenario, the servicing agency initiates the SFO modification.

2. Enter the changes and click **Save and Complete**.
3. Navigate to the **G-Invoicing** dashboard and select the SFO and click **View Performance Obligations**.

The **Performance Obligation** page appears.

4. Click **Update** and enter the required details in the page. Click **Save**.
5. Navigate to the **G-Invoicing** dashboard and select the SFO and click **Update Agreement**.
6. Click **Submit** to submit the agreement for approval.

7. Log in as the servicing agency approver and approve the order.

The SFO modification is pushed to federal G-Invoicing for requesting agency's approval.

The requesting agency approver has the option to reject the SFO modification. In this case, the SFO reverts to the previously approved version and the order status is changed to Open.

8. In federal G-Invoicing, the requesting agency searches for the SFO modification.
9. The requesting agency clicks **Reject Order** and enters the reject order reason and clicks **Ok**.
10. In Oracle Projects, the servicing agency runs the Intragovernmental Orders Interface program and pulls the rejected SFO modification.
11. Navigate to the **G-Invoicing** dashboard and select the SFO and click **View SFO**.
You can see the order status appears as Rejected.
12. Click **Delete** to delete the modification version, enter the reason for deletion, and click **Ok**.

Oracle EBS runs the revert program that sends the revert order to federal G-Invoicing.

In the View SFO page, notice the SFO is reverted to the previously approved version and the order status changes to Open.

Also, in the Update Agreement page select View Agreement Version and click Go. Verify the order is reverted and the original approved order is an open status.

Deleting a Buyer-Initiated Order Modification

When the requesting agency initiates the buyer-initiated order modification, the servicing agency has the option to delete the BIO modification after it is pulled into

Oracle EBS.

In this section, consider that the requesting agency has created a BIO, approved and the order is shared with the servicing agency. The order status is open.

Versioning of a Buyer-Initiated Order

To initiate the versioning of the buyer-initiated order, perform the following steps:

1. From the **Home** page, select the **Projects Super User** responsibility.
2. Click **Enterprise Command Center** and then **Projects Command Center**.
3. Click the **G-Invoicing dashboard** tab.
4. Select the BIO, click the three dots, and click **Update Agreement**.
The **Update Agreement** page appears.
5. Select the **View Agreement Version** option and click **Go**.
The **Agreement Versions** page appears. It shows the agreement versions created and this page also includes View Agreement Additional Attributes, Revert Status and Order Mod Number fields.
6. Click **Submit** on the **Update Agreement** page to submit the agreement for approval.
7. Login as the approver and approve the agreement.
8. Click the **Return to Update Agreement** Page to perform confirm funds availability.
Notice the Approval Status changes to approved.
9. Select the **Confirm Funds Availability** option and click **Go**.
The concurrent program pushes the order to federal G-Invoicing.
10. Select the **View Agreement Version** option and click **Go**.
The **Agreement Versions** page appears. It shows the agreement versions created and the Revert Status appears as open and the Order Mod Number is zero.
When you click the **View Agreement Additional Attributes**, the data shows the versioned data generated.
11. Click the **G-Invoicing Dashboard** icon on top of the page.
12. Scroll down to the **Headers** region of the **Orders** tab.
13. Select the BIO and click the three dots and select **View Performance Obligation**.

The **Performance Obligation** page appears. The UDA data in the performance obligations are also versioned. Also, select **View Agreement Version** and click **Go** on the **Update Agreement** page, and verify the changes reflected from the requesting modifications. The agreement additional attributes page shows the working version of the data.

Deleting and Reverting a Buyer-Initiated Order

To delete a draft modification buyer-initiated order, perform the following steps:

1. Initiate a BIO modification in federal G-Invoicing.
2. Change the required fields and add an order line schedule, if needed.
3. Submit the order for approval and approve the modification as the requesting agency.
4. In Oracle Projects, pull the order modification by running the *Intragovernmental Orders Interface* program.
5. Run the *Projects G-Invoicing ECC Data Load* program to reflect the modification in the G-Invoicing dashboard.
6. Navigate to the **G-Invoicing dashboard**.
7. In the **G-Invoicing** dashboard, scroll to **Headers** region and Orders tab, select the Order. Select three dots and click **Order Modification Uptake**.
8. After the order modification uptake completes successfully, in the G-Invoicing dashboard click the order and select three dots and click **Update Agreement**.
The **Update Agreement** page appears.
9. Select the **Agreement Additional Attribute** from the **Actions** menu and click **Go**.
The **Agreement Versions** page shows two lines of agreement, one in the Work in Progress status and the other line is the approved.
10. In the **G-Invoicing** dashboard click the order and select three dots and click **View Performance Obligation**. The **Performance Obligation** page appears.
Select the **View History** option and click **Go**. The approved version of the data is displayed. Click the **Update** from the **Actions** menu and click **Go**.
The working version of the order line schedules appear.
11. From the **G-Invoicing** dashboard, select the BIO order and click the **Update Agreement**.
12. In the **Update Agreement** page, click the **Reject Order** to reject the agreement and

submit for approval.

13. Log in as the servicing agency approver and approve the order.
14. Enter the rejection reason and click **Ok**.
15. After the rejection is pushed to federal G-Invoicing the order is reverted in Oracle Projects.
16. In federal G-Invoicing, the requesting agency can revert to the previous version of the order or return to the draft modification to edit the BIO.
17. In the **G-Invoicing** dashboard, select the BIO and click the three dots and select **Update Agreement**. Notice the order is in an Open status, and the order is reverted to the previously approved version.
18. Verify the agreement additional attributes are reverted with the previous version of the order.
19. Also verify the same reverted version is restored in the performance obligation page with the order line schedules reverted to previous approved version of the data.

Upgrade Impact on existing SFO and BIO Orders

If you have existing BIO orders in federal G-invoicing that were also pulled into Oracle EBS, then there will be only one active current version. If the requesting agency submits a modification on the BIO, then when the servicing agency pulls the order modification, the system creates a staging version for the BIO.

For orders that are in draft status with the modification in progress, then when the approval is submitted, version staging is created for it.

Cancelling Order Lines and Order Line Schedules

The Oracle E-Business Suite G-Invoicing solution support and processes IGT orders with cancelled order lines and order line schedules. The servicing agency can cancel selected or all order lines and order line schedules for an IGT order. If a performance exists against the order, then you cannot cancel those order line schedules.

Prerequisite

To cancel an order line and or order line schedules, the following conditions must be fulfilled:

- The buyer-initiated order should have been cancelled in federal G-Invoicing and pulled into Oracle EBS.

- The lines being cancelled must not have outstanding performance. If a performance exists, then the order line schedule cannot be cancelled.

Cancelling a Buyer-Initiated Order

To cancel an order line or order line schedule for a buyer-initiated order, perform the following steps:

1. From the **Home** page, select the **Projects Super User** responsibility.
2. Click **Enterprise Command Center** and then **Projects Command Center**.
3. Click the **G-Invoicing dashboard** tab.
4. In Oracle Projects, pull the BIO by running the *Intragovernmental Orders Interface* program (Select **Requests**, click **Schedule Requests**, then click **New Request**).
5. Run the Projects G-Invoicing ECC Data Load concurrent program (Select **Requests**, click **Schedule Requests**, then click **New Request**). to refresh the data in the G-Invoicing dashboard.
6. In the **G-Invoicing** dashboard, scroll to **Headers** region and **Orders** tab, select the Order. Select three dots and click **Order Modification Uptake**.

After the order modification uptake completes successfully, in the Details region, you can notice the Line Status displays Cancelled for order lines and Schedule Status as Cancelled for each order line schedules.

7. Select the order and from the three dots, click **View Performance Obligations**.

The **Performance Obligations** page appears.

8. From the **Actions** menu select **Update** and click **Go**.

You can notice that order line, order line schedules, and additional attributes are all read only. You cannot edit them.

9. In the **G-Invoicing** dashboard click the order and select three dots and click **Update Agreement**.

The **Update Agreement** page appears.

You can update the servicing agency values in the Additional Agreement Attributes page.

10. Click **Submit** to submit the agreement for approval.
11. Login as the approver and approve the agreement.
12. Click the **Return to Update Agreement** page to perform confirm funds availability.

You can verify the amounts are nullified and the order is also pushed to federal G-Invoicing.

Cancelling a Seller-Facilitated Order

To cancel an order line or order line schedules of a seller-facilitated order, perform the following steps:

In the case of modifying an approved SFO, perform the following steps to cancel the lines:

1. From the **Home** page, Navigate to the **G-Invoicing dashboard** tab.
2. Locate the seller-facilitated order to edit.
3. Click the three dots and select the **View SFO** option.
The **Seller-Facilitated Order** page appears.
4. Click **Modify**.
5. A confirmation message appears prompting if the agency wants to proceed with the modification.
6. When the agency clicks **Yes**, the order modification process is initiated.
7. To delete an order line, click the delete icon at the end of the line.
A confirmation message appears prompting if the agency wants to proceed with the deletion.
8. Repeat the delete order lines for more lines to cancel.
Notice the Status changes to Cancelled. When you cancel an order line, all the order line schedules associated with the order line are also cancelled. Similarly, in the Update Performance Obligation page all the data appears read only.
9. Click **Save and Complete**.
10. Navigate to the **G-Invoicing** dashboard and select the SFO and click **Update Agreement**.
11. Click **Submit** to submit the agreement for approval.
12. Log in as the servicing agency approver and approve the order.
The SFO modification with the cancelled lines is pushed to federal G-Invoicing.
13. In federal G-Invoicing, search for the SFO modification.

14. Click **Submit** for Requesting Agency approval.
15. Enter required values and approve the SFO.
16. In Oracle Projects, the servicing agency pulls the SFO rejection by running the Intragovernmental Orders Interface *program* (Select **Requests**, click **Schedule Requests**, then click New Request).
17. Navigate to the **Update Agreement** page and click **Confirm Funds Availability** and click **Go**.
18. Navigate to the **G-Invoicing** dashboard and select the SFO and click **View SFO**.

You can see the order status displays Cancelled. The funding is baselined, and the revenue budget is cancelled out. The order is open, and you can modify it again.

Manage Periodic Recurring Orders

Typically, federal agencies have projects spanning multiple years. For such projects, an agency requires year-wise funding for identical tasks that must not overlap between orders. Oracle E-Business Suite G-Invoicing solution provides the Manage Periodic Recurring Orders feature that lets you add multiple IGT orders to a project that have orders with unique date range not overlapping with other orders within the same task or project. When a project, enabled with the non-overlapping date effective funds, is associated to IGT orders, the system validates these order dates do not overlap. If an order being added has overlapping date range, then an error appears.

Setting Up for Manage Periodic Recurring Orders (Non-Overlapping Date Effective Funds)

Perform the following setups for the Periodic Recurring Orders (Non-Overlapping Date Effective Funds).

Setting up Project Type for NODEF

To setup the project type for NODEF, perform the following steps:

1. From the **Home** page, select the **Projects US Federal** responsibility.
2. Select **Setup**, then **Projects** and then choose **Project Types**.
The **Project Types** window appears.
3. Select **Contract** for the **Class** field.
The **Billing Information** tab appears.
4. Select **Top Task** for the **Funding Level** field.

5. Click and enable the **Date Effective Funds Consumption**.
6. Select the project you want to copy from and click **Continue**.
7. Click **Save**.

Billing Setup Changes

Perform the following setups in the **Billing Setup** window:

1. From the **Home** page, select the **Projects US Federal** responsibility.
2. In the **Find Projects** window, query for a project.
3. In the **Options** region, scroll down, and then click and expand **Billing Information**.
4. Select **Billing Setup** and click **Details**.

The **Revenue and Billing Information** window appears.

5. Select **Event** for the **Revenue Accrual Method** field.
6. Select **Event** for the **Invoice Method**.
7. Ensure the **Customer at Top Task** is selected for NODEF. This option is required for IGT orders as well.
8. Ensure the **Date-Effective Funds Consumption** is enabled for NODEF.

Setting up Projects for Manage Periodic Recurring Orders (NODEF)

The agency must setup projects for Manage Periodic Recurring Orders (NODEF) enabled in Oracle Projects. To setup projects for Manage Periodic Recurring Orders (NODEF), perform the following steps:

1. From the **Home** page, select the **Projects Super User, US Federal** responsibility.
2. Select **Projects: Delivery**, and then choose **Create Project**.

The **Create Project: Select Source** page appears.

3. Select a template or project for the **Copy From** field.
4. Query for the template or existing project.

The template or project list appears.

5. Select the template or project you want to copy from and click **Continue**.

The **Create Project: Details** page appears.

6. Enter the required fields like project name, number, project start, end date.
7. In the **Project** tab, click the **Setup** subtab.
The **Project Setup** page appears.
8. For NODEF projects, choose **Non-Overlapping Date Effective Fund** for the **Funding Method**.
9. Click **Save**.
The project is setup and saved.

Setup Service Type for a Top Task

You must setup the service type for a project before associating it to an order. To setup the service type to the task, perform the following steps:

1. From the **Home** page, select the **Projects Super User, US Federal** responsibility.
2. Select **Projects: Delivery**, and then choose **Search Project**.
3. Search for the project created. Click the **Project** link and open the projects page.
4. Click the **Financial** tab and click the **Tasks** subtab.
5. Expand the Outline arrow in the saved searches.
6. Click the **Details** for a task to associate to the service type. Click the details icon for Task1.
7. From the **Task Details** page click the **Setup** tab.
8. Enter or select the service code. Select from the Federal Supply Classification (existing) or Product Service Code (existing) lookups. This service type should be defined for all the top tasks for a project.

Item codes (Product Service Code (PSC) and Federal Supply Classification (FSC) codes) are associated to each order lines. All service types should be mapped to top task-level uniquely at the project.
9. Click **Save** and **Apply**.

Setup Non-Overlapping Date Effective Funds in the Update Agreement Page

To setup the Non-Overlapping Date Effective Funds in the **Update Agreement** page, perform the following steps:

1. From the **G-Invoicing** dashboard, in the **Header** region, click **Order**. Select the

order click the **Update Agreement** icon.

The **Update Agreement** page appears.

2. Click the **Non-Overlapping Date Effective Fund** option.

You can also use the custom hook, *PA_Client_Extn_IGT_Cust.get_nodef_flag*, to enable the flag. The system uses this extension when creating an agreement.

3. Click **Save** and **Apply**.

Prerequisites

Perform the following setup requirements:

- In the **Update Agreement** page, enable the **Non-Overlapping Date Effective Funds** option.
- In the **Revenue and Billing Information** window, enable the Top Task Level Funding at the project-level.
- Top tasks should have the appropriate Service Type entered or Client extension to identify the service type codes against each Top Task.
- In the **Project Setup** page, enable the **Non-Overlapping Date Effective Funds** option.
- Enable the date effective fund method at the Project Type (optional) and **Project Billing Setup** pages.

Process Flow

The following process flow explains the Manage Periodic Recurring Orders (Non-Overlapping Date Effective Funds) functionality with its key components including the customer and service setup, order placement, invoice and revenue generation, and then handling the order modification.

Order Placement

The servicing agency pulls or creates the IGT order and enables the Non-Overlapping Date Effective Funds option in the Update Agreement page. The agency must enable the Non-Overlapping Date Effective Funds at the project level and validate the project has the top task funding and the date-effective funds consumption is enabled. For NODEF projects, agencies can associate multiple order lines to the same top task from multiple orders, but the dates must not overlap with other order dates.

Initial Order Pull and Approval

In the Manage Periodic Recurring Orders (non-overlapping date effective funds)

solution, orders are pulled and approved ensuring an accurate tracking.

Following are important steps in the order pull and approval of periodic recurring orders:

- **Create and Pull an Order:** After a buyer-initiated order is created in Federal G-Invoicing or in Oracle EBS, the servicing agency pulls the order for processing. An order pull creates an agreement.

The seller-facilitated order is created in Oracle EBS. After an SFO is created and saved, the system creates an agreement.

- **Create a Project:** Create the project from a template or an existing project.
- **Assign Service Type to Top Tasks:** The servicing agency must assign a service type to the top task to use.
- **Enable NODEF Option:** In the Update Agreement page, enable the Non-Overlapping Date Effective Funds option. An agency can also use the client extension, `PA_Client_Extn_IGT_Cust.get_nodef_flag`, to enable the NODEF option.

Note: Ensure that when you are using the non-overlapping date effective funds, you cannot use the working capital funds method. They are mutually exclusive funding methods.

- **Project Association:** The servicing agency can only associate a project to an IGT order. Before a project is associated to the order, the servicing agency must have completed all the prerequisites and setups required. Only a NODEF-enabled projects are displayed when associating a project to an order.
- **Associate Tasks and Publish Performance Obligation Automatically:** The system automatically associates a task, and the performance obligations are published, and the order line schedules are mapped to the top task based on the service type and PSC Code. You can enter the TAS and BETC details at the order line schedule level for servicing agency and also select the Capitalized Asset Indicator option at the order line level. You can also update the additional attributes, if needed.
- **Approval Process:** The order approval process remains unchanged. After an order is approved, the funding is baselined, and the resource is allocated.
- **Revenue Budget:** The revenue budget can be baselined automatically or manually based on your organization needs. This ensures accurate tracking of revenue and expenses related to NODEF.

Subsequent Order Process

The flow for subsequent order retrieval and approval are different from the initial order creation as explained below:

- The servicing agency pulls or creates the IGT order and enables the non-overlapping date effective fund option in the Update Agreement page.
- The servicing agency tries to associate a project with the new order. The system checks for date overlap of the IGT order being added with the existing orders. If an order already exists and overlaps with the selected order date range, then an error appears. The servicing and requesting agency can either modify the date range of the order or create a new order with the date range that does not overlap with other orders, and then re-associate the project with the new order.
- When an order is modified, if the order date overlaps with another order, then the order modification is not allowed. This rule applies to both BIOs and SFOs.
- For a BIO, you can use the outright rejection option to reject and send back the BIO back to the requesting side. For an SFO, you can choose to modify SFO from the update agreement page to edit the order.

Revenue Generation

With the NODEF enabled funding option, the performance obligation and revenue distribution lines are mapped based on the top task, an agreement, and the bill group. This ensures accurate allocation of revenue.

Mapping the performance obligations and revenue distribution lines at the top task level, the NODEF solution ensures an accurate tracking of revenue, expense, and cost allocation for these orders.

Invoice Generation

With the NODEF enabled funding option, the performance obligation and invoice distribution lines are mapped based on the top task, agreement, and bill group. This ensures accurate allocation of invoice. Mapping the performance obligations and invoice order lines to the top-task level, the NODEF solution enables accurate tracking of invoices. This feature ensures all invoices are allocated accurately, and the remaining balance is tracked throughout the process.

If there are insufficient funds during invoice generation, then the invoice process fails based on the hard limit specified.

Rules and Validations

- A task can be associated to more than one order line schedule.
- The effective date is enabled at the order-level, and it applies to all performance order line schedules uniformly.
- If a project is disassociated, then should allow any changes on Non-Overlapping

Date Effective Funds consumption option at the update agreement page.

- Amounts are not prorated between agreements (orders) when the hard limits are met.

Allow Performance Submission During an Order Modification

Using this feature, an agency can submit a performance against an order that is being modified. When the performance is submitted, it is accounted against the previous version of the approved order.

This feature ensures that the performance and settlement processes are not delayed due to the pending order modification process. The performance can be submitted for an order line schedule that has prior performance submitted against it. For a new order line, the performance can only be submitted after the order modification is approved.

Note: Mass performance and the API should consider performance submission when an order is being modified.

Prerequisites

You must perform the following required setups:

- In the Federal G-Invoicing application, enable the Performance while Order Modification option for requesting and servicing agencies. This feature is available under the BizApps features for both agencies.
- Run the Intragovernmental BizApps and Features Interface Program to pull the setups.
- Only the GT&Cs with JSON response type is supported. If you want to use the existing GT&C for this feature, then change the response type to JSON. Pull the GT&Cs with the JSON format, and the associated account IDs are retrieved as well.

A performance submission is allowed during an order modification when the following conditions are fulfilled:

- The previous order modification number is n-1 and is in REC status.
- If a performance exists for the order line, then the performance can be submitted during modification.
- The Performance While Order Modification option must be set to Yes for both agencies in federal G-Invoicing.

When the performance is pushed for the order being modified, the system performs the following validations:

- If a performance exists for the order line and then the performance is applied to the previous approved version of the order.
- If a performance does not exist for the order line, then the performance is not submitted, and it results in an error.
- A performance submission for a new order line schedule is allowed only after the order modification is approved.

Note: When an agency enables the feature flag *Allow Performance during Order Modification* in federal G-Invoicing, Oracle EBS applies this feature to all existing GT&Cs for the account pulled using the JSON file interface and not the previously pulled GT&Cs on the XML based interface. To enable this feature for the previously created GT&Cs, repull the GT&Cs using the **Get GTC by ID** when running the *Intragovernmental Agreements (GT&C) Interface Program* using the JSON file interface.

Closing IGT Orders

Orders can be closed when all transactions are fulfilled between both the trading partners (requesting and servicing agencies). Requesting agencies can only close an order. While closing an order, any open quantity balance on order line schedules are adjusted and approved by both the trading partners.

The order closing process sends modifications to the federal G-Invoicing application and updates the order status to closed (CLZ).

The *Intragovernmental Orders Pull* concurrent program pulls the closed orders into EBS.

The order closing process ensures the following conditions are met:

- Total sum of advance quantity equals the sum of delivered or performance quantity.
- Total delivered performance quality equals the received accepted quantity.

Buyers initiates an order closure only when:

- Balance quantity for the order schedule is zero (there no unpaid quantity).
- Sellers confirm that the delivered or performance transaction is final.

Reopening Orders

In some cases, you would need to reopen closed orders due to changes in the order or market conditions. Requesting agencies can reopen orders.

Note: When closed orders are reopened, the orders interface program retrieves these orders and are considered by the order modification flow.

G-Invoicing Order Approval – Funds Check and Allocation

Oracle E-Business Suite G-Invoicing provides a facility to enable funds availability confirmation to allocate and fulfill an order. If funds are available, then the system confirms funds allocation, baselines funding and pushes the order to the federal G-Invoicing application.

When the agreement approval is initiated, the system validates funds availability and allocation status by calling the client extension *PA_Client_Extn_IGT_Cust.Return_Ord_Fund_available()*. If funds are available, then the system approves the agreement, baselines funding, and the order is pushed to the federal G-Invoicing application. If funds are not available or allocated, then the system approves the agreement and Pending Funds Check is displayed in the **Internal Status** field.

In such cases, agencies must manually manage the funding allocation and indicate the fund's availability.

To confirm funds availability, the agencies can use the **Confirm Funds Availability** option in the **Update Agreement** page or use the public API *PA_IGT_EXT_API_PUB.CONFIRM_FUNDS_AVAILABLE()*.

To confirm funds availability manually for orders with Pending Funds Check status, perform the following steps:

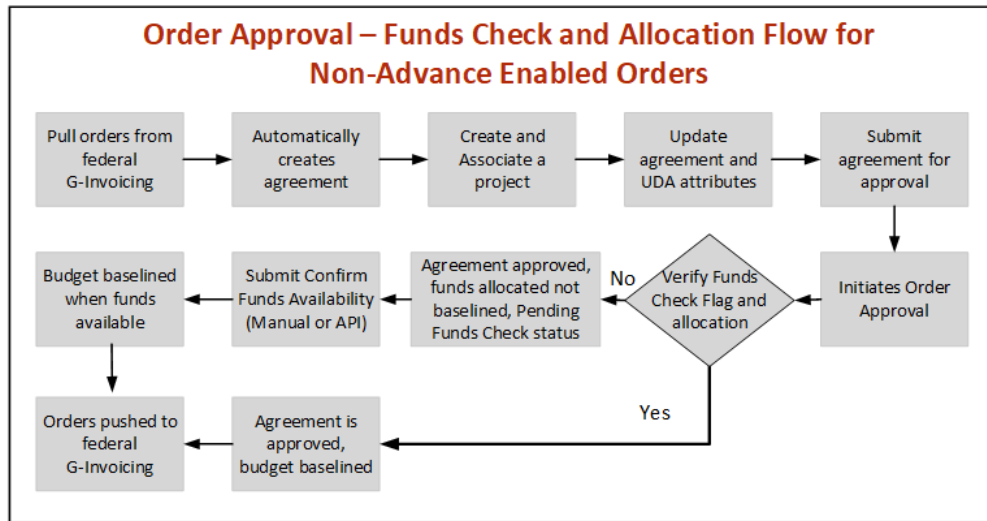
1. From the **Home** page, select the *Projects Super User, US Federal* responsibility.
2. Click **Enterprise Command Center** and then **Projects Command Center**.
3. Click the **G-Invoicing** tab.
4. On the G-Invoicing dashboard, refine your search to retrieve orders with the internal status as pending funds check.
5. Click the **Update Agreement** link icon.

The **Confirm Funds Availability** option in the **Actions** menu is activated for such orders.

6. From the **Actions** list, select **Confirm Funds Availability**.
7. Click **Go**.

Funds Check and Allocations for Orders That Are Not Advance Enabled

The following diagram shows the funds check and allocation flow for an order that is not advance-enabled.



The following steps also describe the funds check and allocation flow for an order that is not advance-enabled:

1. Identify the orders in the federal G-Invoicing application and pull them into Oracle Projects.

Oracle Projects automatically creates agreements in the Work In Progress status.

2. Create or associate a project with the order.

The performance obligation and performance obligation lines are created automatically.

3. Associate a task with an order line schedule and update additional attributes (if needed).

4. Submit the agreement for approval.

The agreement approval process uses the client extension, *PA_Client_Extn_IGT_Cust.Return_Ord_Fund_available()*, to confirm funds availability.

Important: Ensure that *PA_Client_Extn_IGT_Cust.Return_Ord_Fund_available()* is properly coded before initiating the agreement approval.

If funds are available, the agreement is approved and the funding is baselined. The

order is pushed back to the federal G-Invoicing application with the REC status. The flow ends.

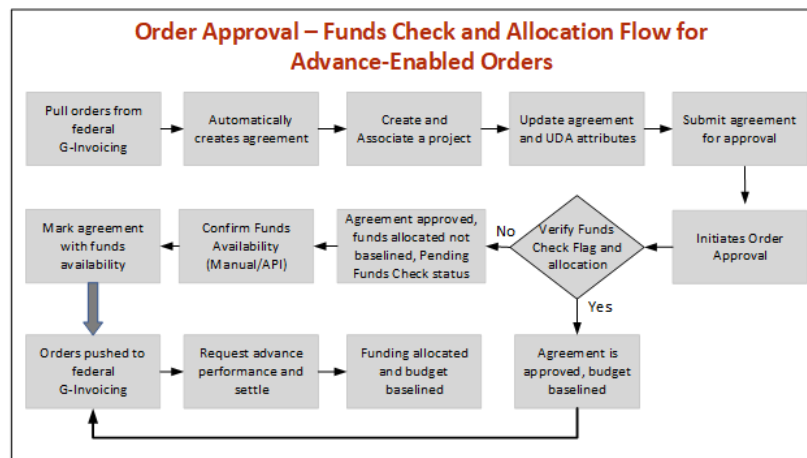
If the client extension determines that funds are not available, then the budget is not baselined, but the agreement is approved. Once funds become available, then manually manage the funding allocation and check funds availability using the following step.

5. Confirm funds availability using one of the following methods:
 - In the **Update Agreement** page, click the **Actions** menu and then click **Confirm Funds Availability**.
 - Use the public API `PA_IGT_EXT_API_PUB.CONFIRM_FUNDS_AVAILABLE()`.

Once funds are available, the funding is baselined. The order is pushed back to the federal G-Invoicing application with the REC status.

Funds Check and Allocations for Advance-Enabled Orders

The following diagram shows the funds check and funds allocation flow for an advance-enabled order.



The following steps also describe the funds check and funds allocation flow for an advance-enabled order:

1. Identify the orders in the federal G-Invoicing application and pull them into Oracle Projects.

Oracle Projects automatically creates agreements in the Work In Progress status.

2. Create or associate a project with the order.

The performance obligation and performance obligation lines are created automatically.

3. Associate a task with an order line schedule and update additional attributes (if needed).
4. Submit the agreement for approval.

The agreement approval process uses the client extension, *PA_Client_Extn_IGT_Cust.Return_Ord_Fund_available()*, to confirm funds availability.

Important: Ensure that *PA_Client_Extn_IGT_Cust.Return_Ord_Fund_available()* is properly coded before initiating the agreement approval.

1. If funds are available, the agreement is approved, and the funding is baselined. The order is pushed back to the federal G-Invoicing application with the REC status.
2. If the client extension determines that funds are not available, then the budget is not baselined, but the agreement is approved, and funding is allocated. The order's **Internal Status** is Pending Funds Check, which you can view in the G-Invoicing dashboard, **Update Agreement** page, **Orders** tab, **Headers** region.

Once funds become available, then manually check for funds availability using one of the following methods:

- In the **Update Agreement** page, click the **Actions** menu and then click **Confirm Funds Availability**.
- Use the public API *PA_IGT_EXT_API_PUB.CONFIRM_FUNDS_AVAILABLE()*.

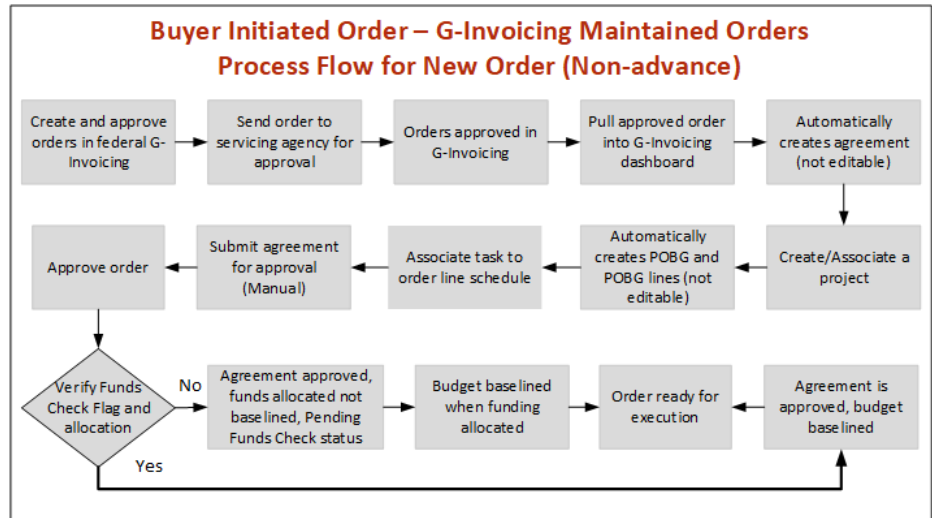
Once funds are available, the funding is baselined. The order is pushed to the federal G-Invoicing application with the REC status.

5. Submit an advance performance request against the order and automatically receive the settlement in IPAC.

After the advance is settled, the funding is allocated, and the budget is baselined.

Funds Check and Allocations for Buyer-Initiated Orders (Non-Advance Enabled Orders) Flow

The following diagram illustrates the funds check and funds allocation flow for buyer-initiated new orders (BIOs):



The following steps also describe the funds check and funds allocation flow for buyer-initiated, non-advance enabled new orders (BIOs):

Required Action: Before beginning this process, perform the following prerequisite steps:

1. Navigate to the *Projects Super User, US Federal* responsibility. Select **Projects: Setup**, and then **G-Invoicing Setup**.
2. In the **G-Invoicing Setup** page, **Buyer-Initiated Order Maintained In** field, select **G-Invoicing**.

1. Pull an approved BIO order into Oracle Projects with the REC status.
Agreements are created automatically in the Work-in-Progress status.
2. Create or associate a project with the order.
The performance obligation and performance obligation lines are created automatically.
3. Associate a task with an order line schedule and update additional attributes (if necessary).
4. Before initiating the agreement approval, ensure that the client extension *PA_Client_Extn_IGT_Cust.Return_Ord_Fund_available()*, is properly coded.

If funds are available, the agreement is approved, and the funding is baselined. The order is pushed back to the federal G-Invoicing application with the REC status. If the client extension determines that funds are not available, then the budget is not baselined, but the agreement is approved. In this case, you must manually perform funds check availability.

In the **Update Agreement** page and in the **Orders** tab in the **Headers** region on the G-Invoicing dashboard, the **Internal Status** includes the status Pending Funds Check.

5. To confirm funds availability, you can use the **Confirm Funds Availability** option from the **Actions** menu in the **Update Agreement** page or use the public API `PA_IGT_EXT_API_PUB.CONFIRM_FUNDS_AVAILABLE()`.
6. When funds are available the funding is baselined and the order is pushed to the federal G-Invoicing application with the REC status.

Reprocess Funds

When the funding generation fails during the advance settlement process, the servicing agency can resubmit the funding process to reprocess it.

To reprocess funding, perform the following steps:

1. From the **Home** page, navigate to the Reprocess Funds page.
2. Select the order line schedule.
3. From the **Actions** menu, click **Reprocess Funding** and click **Go**.

Rules and Validations

- The revenue budget is baselined only when the agreement funding is baselined.
- The failed push orders have the status Failed Push.
- When an order is in the Pending Funds Check status, you cannot submit a new or an existing performance.

APIs and Client Extensions for G-Invoicing

Use the following APIs to create and update agreements, create and associate projects, and perform additional attribute changes to performance obligation lines and uptake order modifications. You can use these APIs as alternative methods to perform various G-Invoicing functions.

API: Create an IGT Agreement

Use this API to create an intragovernmental (IGT) agreement and link it with an IGT order.

Technical name: PA_IGT_EXT_API_PUB.CREATE_IGT_AGREEMENT

API: Update an IGT Agreement

Use this API to update an intragovernmental (IGT) agreement.

Technical name: PA_IGT_EXT_API_PUB.UPDATE_IGT_AGREEMENT

API: Associate a Project to an IGT Order

Use this API to associate a project with an IGT order. The specified IGT order must not have an associated project already.

- **Technical Name:** PA_IGT_EXT_API_PUB.IGT_ORDER_ASSOCIATE_PRJ
- **Prerequisite:** An IGT agreement should exist in the work-in-progress (WIP) status.
- **Outcome:** If the project exists, then it is associated with an IGT order. Performance obligation (POBG) lines are created automatically.

API: Update the order Header and Order Line Schedule and Additional Attributes (UDAs)

Use this API to update additional attributes maintained in the UDA (user-defined attributes) framework. This API updates the agreement and header additional attributes details along with performance obligation and order line schedules.

- **Technical Names:**
 - PA_IGT_EXT_API_PUB.Update_Header_Additional_Attr
 - PA_IGT_EXT_API_PUB.Update_POBG_Additional_Attr
- **Prerequisites:**
 - The project you specify must be an IGT project.
 - The IGT agreement must be in the work-in-progress (WIP) status.

API: Submit an Order Performance

Use this API to submit all performances (deferred, delivery and advance) at the order, order line, and order lines schedule levels.

- **Technical Names:**
 - PA_IGT_EXT_API_PUB.submit_performance_order
 - PA_IGT_EXT_API_PUB.submit_performance_line

- PA_IGT_EXT_API_PUB.submit_performance_line_sch
- **Prerequisite:** Pending performance must exist.

Note: Use the *PA_IGT_EXT_API_PUB.submit_performance_line_sch* API to submit partial advance performance to G-Invoicing at the order lines schedule level.

API: Order Modification Uptake API for an IGT Agreement

Use this API to uptake order modifications.

- **Technical Name:** ORDER_MOD_UPTAKE
- **Prerequisites:** The IGT order must be in the Shared with Servicing Agency (SSA) status. The IGT project must not have a work-in-progress agreement.
- **Outcome:** Order modifications update performance obligations.

API: Update Performance Obligation Lines API for IGT Projects (TAS/Task/Line)

Use this API to update performance obligation lines and line schedules.

- **Technical Names:**
 - IGT_UPD_POBG_HEADER
 - IGT_UPD_POBG_LINES
- **Prerequisite:** The project you specify must be an IGT project. The IGT agreement must be in the Work in Progress status.

API: Update Additional Attributes API for IGT Projects (order header/order line schedule)

Use this API to update additional attributes maintained in the UDA framework. This API updates the agreement and header attributes along with performance obligation and order line schedules.

- **Technical Names:**
 - UPDATE_HEADER_ADDITIONAL_ATTR
 - UPDATE_POBG_ADDITIONAL_ATTR
- **Prerequisites:** The project you specify must be an IGT project. The IGT agreement

must be in the Work-in-Progress status.

API: Submit the IGT Agreement

Use this API to submit IGT agreements for approval.

- **Technical Names:**
 - SUBMIT_IGT_AGREEMENT
 - UPDATE_IGT_AGREEMENT
- **Prerequisite:** The IGT Agreement must be in the Work in Progress status.
- **Assumptions:** To approve or reject automatically, customize the workflow to skip the approver node.
- **Outcome:** After the IGT agreement is approved either manually or automatically, the following steps are performed:
 - The performance obligation is published.
 - Funding is baselined.
 - Revenue budget is baselined.
 - The order is pushed to the federal G-Invoicing application in the REC status.
 - Failure puts the IGT agreement back in the Work in Progress status.

API: Confirm Funds Availability

Use this API to confirm funds availability.

- **Technical Name:** PA_IGT_EXT_API_PUB.CONFIRM_FUNDS_AVAILABLE()
- **Outcome:** When funds are available, the budget is baselined and the funds are allocated.

API: Public Views for IGT Staging Tables and UDAs

Use this API to view the following tables:

- IGT_GTC
- IGT_ORDER

- IGT_ORDER_LINE
- IGT_ORDER_LINE_SCHE
- UDAs

This API supports the following views:

- IGT_GTC - PA_IGT_GTC_DETAILS_V
- IGT_ORDER - PA_IGT_ORDER_DETAILS_V
- IGT_ORDER_LINE - PA_IGT_ORDER_LINE_DETAILS_V
- IGT_ORDER_LINE_SCHE - PA_IGT_ORDER_LINE_SCH_DET_V
- PA_IGT_ORDER_UDA_V
- PA_IGT_ORDER_LINE_SCHD_UDA_V

API: Associate an Agreement with an IGT Order

Use this API to associate an agreement with the IGT order. The OKE created orders require agreements to be approval-enabled and the funding is generated after the order is approved. To support approval-enabled agreement types, the Create IGT Agreement, Update IGT Agreement, and Add Funding APIs have been enhanced.

You can use this API to mark an agreement as advance-enabled.

- **Technical Name:** LINK_IGT_ORDER
- **Prerequisites:**
 - An agreement must be approved.
 - Revenue or invoice must not exist for the agreement.
 - Only task-level funding is allowed.

API: Reject an IGT Order

Use this API to reject an IGT order and the order modification. The Pull the order for reject flow to API created OKE orders. OKE creates contract agreement and updates data in the staging tables. Use the Reject IGT Order API to reject the agreement and push it back to the federal G-Invoicing application with the Rejected status.

- **Technical Name:** REJECT_IGT_ORDER

API: An Order Rejection Before an Agreement or a Project Association

Use this API to reject an order agreement and push the order back to the federal G-Invoicing application with the Rejected status. You can submit the rejection with or without an agreement.

- **Technical Name:** PA_IGT_EXT_API_PUB.REJECT_IGT_ORDER
- **Prerequisites:**
 - The IGT order must in the Shared with Servicing Agency (SSA) status
 - You must set the application context
- **Outcome:** The IGT order is rejected with the REJ status.
- **Validation:** The IGT order being rejected can be with or without a project or an agreement.

Client Extension for Seller Order Number in SFO

PA_Client_Extn_IGT_Cust.Return_SF_Order_num

Use this client extension to create seller-facilitated order numbers. The system first looks for the seller order number. If it is not specified, then the system looks for any client extension specified. If one exists, then the system uses it.

You can edit the seller order number on the **Create Seller-Facilitated Orders** page until the order is saved. The seller order number cannot exceed 20 characters.

Client Extension for Modification to Mass Submission of Performance

PA_Client_Extn_Igt_Cust.return_mass_perf_attributes

Use this client extension to override preparer attributes, performance dates, and comments during mass performance submission. Default preparer information is retrieved based on the performance role selected in the **G-Invoicing Setup** page.

Client Extension Modification to the Refund Process

PA_Client_Extn_IGT_Cust.Custom_refund_activity

Use this client extension to customize the refund process using a client extension. Using this client extension, you can skip the standard refund process and perform the refund activities manually.

API: Create a Seller-Facilitated Order

Use this API to create a seller-facilitated order (SFO).

- **Technical Name:** PA_IGT_EXT_API_PUB.create_igt_order
- **Prerequisites:** The selected GT&C must be valid.
- **Outcome:** Creates the seller-facilitated order.

API: Update a Seller-Facilitated Order

Use this API to update a seller-facilitated order (SFO).

- **Technical Name:** PA_IGT_EXT_API_PUB.update_igt_order
- **Prerequisites:** The order ID must be valid.
- **Outcome:** Updates the seller-facilitated order.

API: Copy a Seller-Facilitated Order to Create a New SFO

Use this API to copy the seller-facilitated order, and create a new SFO.

- **Technical Name:** PA_IGT_EXT_API_PUB.copy_igt_order
- **Prerequisites:** The order ID must be valid.
- **Outcome:** Creates a new seller-facilitated order with the attributes from the original order.

API: Revert a Draft Modifications of a Seller-Facilitated Order

Use this API to revert a draft modifications of the seller-facilitated order.

- **Technical Name:** PA_IGT_EXT_API_PUB.revert_igt_order
- **Prerequisites:** The order modification should be in the draft status.
- **Outcome:** Reverts the seller-facilitated order to its previous version.

API: Delete a Draft Seller-Facilitated Order

Use this API to delete the seller-facilitated order in the draft status.

- **Technical Name:** PA_IGT_EXT_API_PUB.delete_igt_order

- **Prerequisites:**

The seller-facilitated order must not have been associated to a project.

- **Outcome:** Deletes the seller-facilitated order in the draft status.

Using Additional Attributes (User Defined Attributes) Pages

To uptake UDA self-service pages for access to user-defined attributes at the header level and the schedule level, perform the following steps:

Prerequisites

Verify that the agreement is linked with the IGT Order.

1. To access the header UDA page, pass the following mandatory parameters:

- *orderNum* indicates the order number for which the UDA attributes are updated.
- *fromPageURL* indicates the URL being retrieved.
- *OA.jsp?page=* indicates the page name with the complete path.

Specify the path as shown below in the sample code:

```
OA.jsp?  
page=/oracle/apps/pa/pobg/webui/ExtAttrPageRegionWrpPG&retainAM=Y)
```

Specify the complete path as shown below:

```
OA.jsp?  
page=/oracle/apps/pa/pobg/webui/ExtAttrPageRegionWrpPG&orderNum=1234  
&fromPageURL=OA.jsp?  
page=/oracle/apps/pa/pobg/webui/ExtAttrPageRegionWrpPG
```

2. To access the schedule-level UDA page, pass the following mandatory parameters:

- *orderNum* indicates the order number.
- *lineNum* indicates the line number of the order.
- *schdNum* indicates the schedule number for which you want to update the schedule-level UDA attributes.
- *fromPageURL* indicates the URL being retrieved.
- *OA.jsp?page=* indicates the page name with the complete path.

Specify the path as shown below in the sample code:

```
OA.jsp?  
page=/oracle/apps/pa/pobg/webui/ExtAttrPageRegionWrpPG&retainAM=Y)
```

Specify the complete path as shown below:

```
OA.jsp?
page=/oracle/apps/pa/pobg/webui/ExtAttrPageRegionWrpPG&orderNum=1234
&lineNum =1& schdNum =1&fromPageURL=OA.jsp?
page=/oracle/apps/pa/pobg/webui/ExtAttrPageRegionWrpPG
```

Using Performance in G-Invoicing

When a servicing agency fulfills an order, the order progress is tracked against the order line schedule and communicated to the requesting agency as performance. When the reported performance is accepted by the requesting agency, that performance is tracked by the servicing agency as approved.

Use the following features to manage performances and drive settlement by deriving and reporting accurate progress and delivery.

- **Advance Payments**
 - Receive advances against orders in part or in full.
 - Offset advance payment against invoices.
- **Deferred Payments**
 - Generate revenue against the order line schedule and map it to deferred performance.
 - Report progress against an order line schedule without initiating settlement.
- **Delivery Payments**
 - Report delivery against an order line schedule to initiate settlement.
 - Provide visibility into FOB (source, destination, others) and constructive days.
 - Create acceptance and credit memos.
 - Receive acceptance of performance for FOB (destination, others) against delivery performance.

Prerequisites

Verify that you have set up preparer details before using performance. Refer to "Entering G-Invoicing Setup Options", page 3-9 for details.

Performance Management

Oracle Projects supports performance management by enabling the following actions:

- Use the inline accounting with Contract Asset (CA) and Contract Liability (CL),

Unbilled Receivable (UBR) and Unearned Revenue (UER).

- Generate revenue against the order line schedule and map it to deferred performance.
- Generate invoices against the order line schedule and map invoice details to delivery performance.
- Accept an advance amount and generate advance performance at the order line schedule.
- Push generated performance to requesting agency through G-Invoicing.
- Pull accepted performance sent by the requesting agency.
- Create adjustments in the underlying transactions if acceptance is not full.
- Generate and submit negative performance for refund transactions.

Working with Performance Obligations

The **Performance Obligation** page displays all performance obligations details.

To see performance obligation lines, select a single performance obligation in the **Performance Obligations** region.

To submit performance obligation lines, select lines in the **Performance Obligation Lines** region and then choose to submit advance, deferred, or delivery performance. For more information, see:

- Using Advance Performance , page 6-96
- Submit Deferred Performance, page 6-84
- Submit Delivery Performance, page 6-88

To generate funding against performance obligation lines based on applied receipts, select **Generate Funding** from the **Actions** list. This option is available only for advance-enabled orders.

To edit or update performance obligations, select **Update** from the **Actions** list. For more information about updating performance obligations, see "Defining Performance Obligation Additional Attributes.", page 6-25

To view the version history of a performance obligation, select **View History** from the **Actions** list.

To view the performance history, select **View Performance History** from the **Actions** list.

Note: To submit multiple performances for advance and non-advance orders as a mass submission, use the *PRC: Mass submission performances for G-Invoicing* concurrent program. Refer to "Submitting Performance for Multiple Orders", page 6-6 for details.

Using Deferred Performance

For each performance obligation line, revenue generated is mapped to a deferred performance. You can progress generated at the performance obligation line (order line schedule) as deferred performance to G-Invoicing. The requesting agency pulls the updated order information from G-Invoicing, but this has no impact on the financial transaction with respect to G-Invoicing. You can edit attributes and select attachments.

Impact on Accounting

Contract asset (CA) and contract liability (CL) and unbilled receivable (UBR) and unearned revenue (UER) balances are maintained at the project level. For revenue generation, the UBR and UER accounting is run instead of CA and CL accounting. The performance obligation ID and number are passed to revenue and invoice programs as auto-accounting parameters for all accounting events.

High Level Flow for Deferred Performance

Before you can submit deferred performance for a project, you must complete the following high-level steps:

1. Search for projects.
2. Incur actual transactions, such as expenditure or events.
3. Generate revenue and revenue accounting events.
4. Generate progress at the performance obligation lines using the revenue distribution line. See "Generating Deferred Performance.", page 6-82
5. Update additional attributes on the **Submit Deferred Performance** page.
6. Submit deferred performance.
7. Performances are pushed to the federal G-Invoicing application.

Generating Deferred Performance

Before you submit deferred performance, the order must be approved by the requesting agency.

1. Run the *Intragovernmental Orders Interface Program* to pull approved orders into Oracle Projects.
2. Run the Projects G-Invoicing ECC Data Load program.
3. With the *Projects Super User* responsibility, navigate to the G-Invoicing dashboard.
4. Search for the order.
5. Scroll down to the **Header** component and click **Orders** in the **GT&C Order** region.
6. Click the **Create Project** icon. The **Create Project: Select Source** page appears.
7. Search for the template that you want to use to create a project.
8. Click **Continue**. The **Create Project: Details** page appears.
9. Enter information in the required fields. These depend on how the Quick Entry fields are configured, but may include **Project Number**, **Project Name**, **Project Start Date** and **Project End Date**.
10. Click **Finish**. The **Processing: Creating Project** page appears. Wait for the request to be processed.
11. Navigate to the **Performance Obligation** page.
12. Select the performance obligation.
13. Scroll down to the performance obligation lines.
14. Select or enter the top task number.
15. Select or enter the TAS value.
16. Click **Save** and then **Continue**.
17. Repeat Steps 14 through 17 for all the other performance obligation and performance obligation lines.
18. Click the **G-Invoicing Dashboard** icon on the top of the page to navigate back to the dashboard.
19. Click the **Update Agreement** icon in the **Order** region. The **Update Agreement** page appears.
20. Enter the billing frequency value. If you select **Others**, then you must provide an explanation.

21. Select **Additional Agreement Attributes** from the Actions menu and click **Go**.
22. Enter servicing agency details in the **Funding Approval**, **Program Approval**, and **Preparer Information** regions.
23. Click **Apply** to submit the agreement for approval.
24. Log in as the approver and approve the agreement.
25. Navigate to the federal G-Invoicing application.
26. Query the order and check the order Status.
27. Run the ECC Incremental Data Load.
28. Navigate to the **Projects G-Invoicing** dashboard by clicking the *Projects Super User, US Federal* responsibility, and then click **Projects Command Center**, and then **G-Invoicing**.
29. Navigate to **Expenditure** and create actual expenditure task of specified quantity for a few tasks.
30. (Conditional) For work-based revenue, submit and release the expenditure batches.
31. Run the applicable cost distribution programs, such as the PRC: Distribute Labor Cost distribution.
32. (Conditional) If you are using event-based revenue, then you must create an event for a task. If you are not using event-based revenue, then this step is optional.
33. To submit deferred performance, you must first generate revenue and approve it.
 - Run the **PRC: Generate Draft Revenue for a Single Project**.
 - Review the revenue by using the Review Revenue option.
 - Click **Release** on the Review Summary window to release the revenue.
 - Click **Save**.
34. Run the PRC: Generate Revenue Accounting Event, which generates the deferred performance lines. Each performance line maps to one order line schedule.

Submitting Deferred Performance

1. Navigate to the Projects **G-Invoicing** dashboard by clicking the *Projects Super User, US Federal* responsibility, and then click the **Projects Command Center**, and then **G-Invoicing**.

2. Query the order.
3. Select **View Performance Obligation** by scrolling down and selecting the **Orders** tab.
4. Select the performance obligation lines.
5. Select **Submit Deferred Performance** from the list and click **Go**.
6. The **Submit Deferred Performance** page appears.
7. In the **Header** region, the preparer details are defaulted from the previously specified values. If default values do not appear, then enter the preparer's name, phone number, and email address.
8. In the **Date** field, enter a performance date between the order start and end dates.
9. Select the accounting period that is open. The list of values lists all the periods that are open in that accounting period.
10. The **Transaction** table displays the following columns:

| Column | Description |
|----------------------------|---|
| Order Number | Indicates the unique number assigned to the selected order. |
| Order Line Number | Indicates the line number of the order used. |
| Order Line Schedule Number | Indicates the line number of the order used. |
| Unit of Measure | Displays the selected UOM. |
| Performance Quantity | Displays the quantity the performance can be submitted for. |
| Performance Indicator | Indicates whether the performance is Partial Performance or Final Performance. You can choose one of the two options. |
| Attachment | Lets you add attachments. |

11. Click **Submit**. The **View Performance Obligation** page reappears.
12. Enter the order number and click **Go** to track the performance status.
After the G-Invoicing application receives and accepts the deferred performance,

the status changes and the performance header number is displayed after acknowledgement from the federal G-Invoicing application.

13. Click **Submit.**

When performance is submitted, it triggers the *PRC: Submit Intragovernmental Performance* program in the background. This runs the *MGT: Push Performance XML Generation* program and then the interface program to G-Invoicing, the *Intragovernmental Performance* program. Performances are collected, and for each performance a child process is run.

You can query the order number in the **View Performance Obligation** page. The status updated to Success and the performance header number and performance detail number are generated after the performance is submitted successfully.

14. You can track the performance list submitted in the federal G-Invoicing application by clicking the **Requesting Agency tab, then **Options**, and then **Performance List**.**

15. Navigate to *Projects Super User, Federal* responsibility, and then click **Billing, then **Review Revenue**, and then **Open** to view the unbilled receivables and unearned revenue.**

16. Click **Lines to view the revenue line details at the line level.**

Using Delivery Performance

You can send progress generated at the performance obligation line (order line schedule) as delivery performance to the federal G-Invoicing application.

Invoices generated against each performance obligation line are mapped to delivery performance. This performance indicates the progress of an order and initiates financial transactions to and from the federal G-Invoicing application.

The servicing agency initiates the submission of performance and pushes it to the federal G-Invoicing application, where it is then pulled by the requesting agency. How acceptance of performance is tracked depends on the FOB point.

High-Level Flow for Delivery Performance

Delivery performance has the following overall flow:

1. Incur actual transactions, such as expenditures or events.
2. Generate revenue.
3. Generate progress at the performance obligation lines using the revenue distribution line.
4. Include summaries of progress at the header and agreement levels.

5. Generate draft invoices.
6. Interface invoices to Oracle Receivables.
7. Apply advance receipts. This step is optional and applicable only for projects that service advance-enabled orders. For projects that service orders that are not advance enabled, you can submit the deferred and delivery performances.
8. Run the *PRC: Tieback Invoices from Receivables* concurrent program.
9. Create acceptance in Oracle Receivables.
10. View performance.
11. Update additional attributes on the **Submit Delivery Performance** page.
12. Submit delivery performance.
13. Receive acceptance from the federal G-Invoicing application.
14. Adjust invoices, if needed.

Generating Delivery Performance

To generate delivery performance, complete the following steps:

1. To generate a draft invoice, submit the *PRC: Generate Draft Invoice for a Single Project* concurrent program.
2. Select **Invoice Review**.
3. Query the project number.
4. Approve and save.
5. Release the invoice and save.
6. Run the *PRC: Interface Invoice to Receivables* concurrent program.
7. Run the *Autoinvoice Import Program*.
8. Run the *PRC: Tieback Invoices from Receivables* concurrent program, which creates the delivery performance.
9. Navigate back to the **Performance Obligation** window.
10. Select the performance lines.

11. Select **Submit Delivery Performance** and click **Go**.

The **Submit Delivery Performance** page appears.

Submitting Delivery Performance

The **Submit Delivery Performance** page appears. Oracle Projects generates delivery performance transaction lines.

1. In the **Header** region, the preparer details are defaulted from the previously specified values. If the default value is not set up, then enter the preparer's name, phone number, and email address.
2. In the **Date** field, enter a performance date between the order start and end dates.
3. Select the accounting period that is open. The list of values lists all the periods that are open in that accounting period.
4. The **Transaction** region includes the following fields:

| Column | Description |
|----------------------------|---|
| Draft Invoice Number | Displays the invoice number assigned |
| Draft Invoice Line | Indicates the invoice line number |
| Transaction Source | Displays the source of the transaction, such as an expenditure or an event |
| Order Number | Indicates the unique number assigned to the selected order |
| Order Line Schedule Number | Indicates the line number of the order line schedule that is being used |
| Unit of Measure | Displays the selected UOM |
| Performance Quantity | Indicates the quantity the delivery performance is to be submitted for |
| Performance Indicator | Indicates whether the performance is Partial Performance or Final Performance. You can choose one of the two options. |
| Attachment | Lets you add attachments |

5. Submit the **Performance**.

You are taken back to the **View Performance History** page.

6. Query the order number and click **Go**.

Transaction displays the deferred performance and delivery performances submitted. If there are multiple delivery lines for a single schedule line, then it is reported in a separate XML file.

When the performance is submitted, it triggers the *PRC: Submit Intragovernmental Performance* concurrent program in the background. This program runs the *MGT: Push Performance XML Generation* and the interface program to G-Invoicing, the *Intragovernmental Performance* program. Performances are collected and Oracle Projects runs a child process for each performance.

You can query the order number in the **View Performance Obligation** page. The status is updated to Success, and the performance header number and performance detail number are generated dynamically after the performance is submitted successfully.

Once delivery performance is submitted, the delivery performance lines are deleted.

If submission of performance lines fails, the **Status** field on the **View Performance History** page displays Failure for the failed performances. The reason is displayed in the **Reason** field. You can resubmit the failed performance in the subsequent performance interface program runs.

Reverse Deferred Performance During Delivery Performance

Oracle Projects calculates the latest deferred performance when generating the delivery performance. When a delivery performance is submitted, Oracle Projects submits the latest deferred performance and then the delivery performance consecutively. The deferred performance is also recalculated.

Oracle Projects verifies that the performance date is in the current accounting period and recalculates deferred performance.

Order Modification and Incremental Performance Load

To modify an order after you have submitted performance, complete the following steps:

1. Modify the order and submit it for approval.
 - Navigate to the federal G-Invoicing page.
 - Query the order for which you submitted performance.
 - Click **Modify**.

- Modify the quantity.

Note: You cannot modify the unit cost of an item after performance is submitted.

- Click **Update Draft**.
- Click **Submit for Requesting Approval**.

2. Obtain approval from the requesting agency. Enter required parameters and click **Requesting Agency Approve**.
3. Run the *Intragovernmental Orders Interface Program* concurrent program to pull the orders into Oracle Projects.
4. Run the *Projects G-Invoicing ECC Data Load* concurrent program.
5. On the **Home** page, select the *Projects Super User* responsibility.
6. Click **Projects Command Center**, then click **G-Invoicing**.
7. Scroll to the **GT&C** and **Orders** region.
8. Click the **Orders** tab and select the **Order** option.
9. Click the **Actions (...)** menu and select the **Order Modification Uptake**.
Order modification uptake is completed.
10. Select the **View Performance Obligation** icon in the **Orders** tab.
The **Performance Obligation** page appears.
11. Click the **Update** on the top right to uptake the modification.
12. Associate the top task and TAS with the new order line schedule.
13. Click the G-Invoicing Dashboard icon to return to the **Home** page.
14. Select **Update Agreement** from the **Orders** tab to create and approve the agreement.
15. Select **Additional Agreement Attributes** from the **Actions** menu and click **Go**.
16. Modify any servicing agency attributes that you want to change.
17. Click **Apply** and then **Submit**.

18. Log in and approve the agreement.
19. Run the Projects ECC G-Invoicing incremental data load.
20. Query the order in the federal G-Invoicing application and check the status to ensure that it is Open.
21. Incur events or expenditures.
22. To submit deferred performance, you must first generate revenue and approve it.
 - Run the *PRC: Generate Draft Revenue for a Single Project* concurrent program.
 - Review the revenue by clicking **Review Revenue**.
 - Click **Release** in the Review Summary window to release the revenue.
 - Click **Save**.
23. Run the *PRC Generate Revenue Accounting Event* concurrent program, which generates the deferred performance lines.
24. Return to the G-Invoicing dashboard. (From the **Home** page, select the *Projects Super User* responsibility. Click **Projects Command Center**, and then **G-Invoicing**.)
25. Query the order.
26. Select **View Performance Obligation** by scrolling down and selecting the **Orders** tab.
27. Select the performance obligation lines.
28. Select **Submit Deferred Performance** from the list and click **Go**.

The **Submit Deferred Performance** page reflects the modified quantity.
29. Enter the header details.
30. Select **Partial Performance**.
31. Click **Submit**.
32. Query the order and click **Go**.

The status changes to Submitted.
33. Generate the invoice by submitting the *PRC: Generate Draft Invoice for a Single Project* concurrent program.

34. Select **Invoice Review**.
35. Query the project number.
36. Approve and save.
37. Release the invoice and save.
38. Run the *PRC: Interface Invoice to Receivables* concurrent program.
39. Run the *Autoinvoice Import Program*.
40. Run the *PRC: Tieback Invoices from Receivables* concurrent program, which creates the delivery performance.
41. Navigate back to the **Performance Obligation** page.
42. Select the performance lines.
43. Select the **Submit Deferred Performance** and click **Go**
The **Submit Delivery Performance** page displays the delivered performance.
44. Transaction displays the delivery performance and delivery performances submitted. If there are multiple delivery lines for a single schedule line, then a separate XML file is generated.
45. Query the order number and click **Go**.
46. Select the performance lines.
47. Select **Submit Deferred Performance** and click **Go**.
48. The **Submit Delivery Performance** page appears.
The performance quantity is displayed as the Unit Price/Quantity.
49. Enter the required parameters in the header.
50. Select **Partial Performance** as the performance indicator.
The **View Performance History** page appears.
51. Click **Submit**.
52. Query the order number and click **Go**.
The delivery performance line shows as submitted.
53. To view unbilled and unearned revenue, return to the **Home** page and in the

Projects Super User responsibility click **Billing**, then **Review Revenue**, and then **Open**.

54. Click **Lines** to view revenue details at the line level.

55. Query the order number and click **Go**.

The status changes to Success after the delivery performance is successfully transferred to the federal G-Invoicing application.

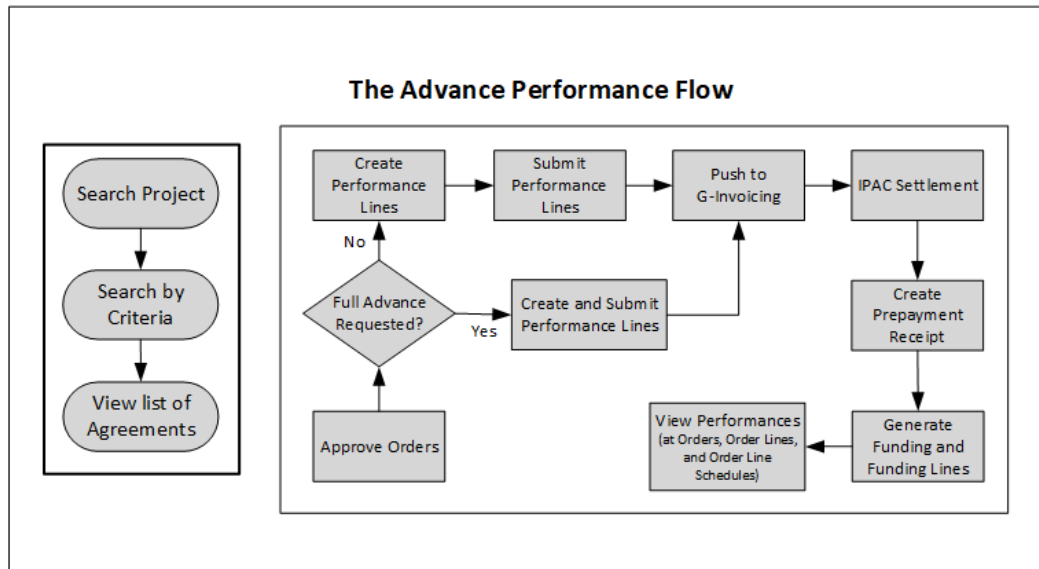
Using Advance Performance

You can submit advance performances only for advance enabled orders. For advance enabled orders, all order line schedules are also advance enabled. The delivery progress is reported through to funding, and funding is calculated based on applied receipts. The cost budgets cannot exceed the funding value. To submit advance performances, you capture advance payments from accounts receivable receipts against each performance obligation line, generate the advance performances, and acknowledge the performance by sending them back to the requesting agency through the federal G-Invoicing application.

Anytime an advance receipt is available for a project or order, it is successfully accepted in accounts receivable. You can submit partial or full advance performances. When you request a full advance, Oracle Projects submits the performance automatically and you can view the transaction details on the **Performance History** page. You can also submit adjustments against the advance performance.

High Level Flow for Advance Performance

The following diagram shows the overall advance performance flow.



The advance performance submission process involves both automatic and manual steps.

To begin, perform the following steps:

1. Make sure that the order is approved.
2. On the **Performance Obligation** page, select the order line schedule for which you want to submit advance performance.
3. Select the type of advance performance that you want to submit:

Full Advance: for a full advance, click **Submit**. Oracle Projects automatically creates and submits performance lines, displays the submission details on the **Performance History** page, and pushes the performance to the federal G-Invoicing application.

Partial Advance: for a partial advance, perform the following steps:

- Select the performance obligation order lines schedules.
- Enter the quantity for the advance performance.
- Click **Submit**. Oracle Projects pushes the performance to G-Invoicing.

4. **Request Partial Advance (Select Performance Obligation Lines):**

- When you select Request Partial Advance, select the performance obligation order line schedules. You must perform this manually.
- **Submit Advance Performance:** Enter the quantity for advance performance

and click **Submit**. This is a manual step.

- Oracle Projects initiates the *Intragovernmental Performance Interface* concurrent program and pushes performances to the federal G-Invoicing application.

For both full and partial advance performances, the remaining steps in the process are automatic.

1. IPAC Settlement captures settlements done by intragovernmental payments and collections (IPAC) for all performance types.
2. The pull performance program creates accounts receivable receipts, applies them against the order line schedule as prepayment, and generates funding for the project.

To request a partial or full advance, select the order line schedule and choose Submit Partial Advance or Full Advance. If a partial quantity is already submitted for advance, then Oracle Projects calculates the balance advance and submits the advance performance.

On the **Performance Obligation** page, you identify order line schedules against which advances must be submitted and then request a partial advance. On the **Submit Advance Performance** page, enter the advance quantity against the order line schedule and submit the advance. The performance quantity must not exceed the balance quantity. The balance quantity is calculated as:

(Balance Quantity = Total Order Line Schedule Quantity - Total Submitted Advance Performance Quantity)

Creating Revenue Budget Manually

To manually create and manage revenue budget, set the personal profile option *PA: Manage Revenue Budget Manually* to Yes.

1. From the **Home** page, select the *System Administrator* responsibility.
2. Select **Profile**, then **Personal**.
3. Click **View** and then **Find**.
4. Query for the profile option *PA: Manage Revenue Budget Manually*.
5. Set the value to **Yes**.

Pushing Budget to G-Invoicing after Revenue Budget is Baselined

The profile option *Confirm Funds Availability upon Revenue Budget Baseline* enables you to manually baseline the revenue budget. If you set the profile option value to Yes, then you baseline the revenue budget and the system automatically marks the agreement with available funds. After the budget is baselined, it is then automatically pushed to

the federal G-Invoicing application. If the profile option value is set to No, then the agency must manually confirm the funds availability.

Submitting Advance Performance (Partial)

When you select **Request Partial Advance** and click **Go**, the **Submit Advance Performance** page appears.

In the **Submit Advance Performance** page, enter the following details:

1. In the **Header** region, the preparer details are defaulted from the previously specified values. If the default value is not set up, then enter the preparer's name, phone number, and email address.
2. In the **Date** field, enter a performance date between the order start and end dates.
3. Select the accounting period that is open. The list of values lists all the periods that are open in that accounting period.
4. The **Transaction** region includes the following fields:

| Column | Description |
|----------------------------|---|
| Draft Invoice Number | Displays the invoice number assigned |
| Draft Invoice Line | Indicates the invoice line number |
| Transaction Source | Displays the source of the transaction, such as an expenditure or an event |
| Order Number | Indicates the unique number assigned to the selected order |
| Order Line Schedule Number | Indicates the line number of the order line schedule that is being used |
| Unit of Measure | Displays the selected UOM |
| Performance Quantity | Indicates the quantity the delivery performance is to be submitted for |
| Performance Indicator | Indicates whether the performance is Partial Performance or Final Performance. You can choose one of the two options. |

| | |
|------------|--------------------------|
| Attachment | Lets you add attachments |
|------------|--------------------------|

5. Click **Submit**.

The **View Performance History** page appears.

6. Refresh until the status changes to Success and the performance header number is assigned.
7. Log in to the federal G-Invoicing application.
8. Query the order and click **Options**, and then **Performance List**.
9. Select the **Servicing Agency Performance List** details.

The performance number is displayed as the **Performance Header Number** on the **View Performance History** page in the **G-Invoicing** dashboard.

You can verify that the attachments have been interfaced to the servicing agency by clicking **Options**, and then **Attachment**.

Submitting Adjustment Performance

You can submit adjustments to advance performance for the selected performance obligation lines.

To submit an adjustment against an advance performance, you must enter a negative quantity, description, and original performance reference number for the selected order lines along with the preparer details for that accounting period.

The **View Performance History** page displays the transaction details and status.

Once the IPAC settlement is complete, the *Pull Performance* program creates prepayment receipts, applies them to the order line schedules, and automatically generates funding for the project. For a refund or adjustment transaction, the pull performance removes the receipt amount and reduces the funding amount from the originally applied receipts. The amount of the negative advance performance must be lesser than or equal to the delivered advance quantity.

If submission of adjustment performance fails, then you can delete the transactions or resubmit them in the next performance run from the **View Performance History** page.

To submit an adjustment performance, do the following:

1. In the **Performance Obligation** page, select the **Refund Advance** option and click **Go**.
2. The **Submit Adjustment Performance** page appears.

3. (Conditional) In the **Header** region, the preparer details are defaulted from the previously specified values. If the default value is not set up, then enter the preparer's name, phone number, and email address.
4. In the **Date** field, enter a performance date between the order start and end dates.
5. Select the accounting period that is open. The list of values lists all the periods that are open.
6. The **Transaction** region includes the following fields:

| Column | Description |
|------------------------------------|--|
| Draft Invoice Number | Displays the invoice number assigned. |
| Draft Invoice Line | Indicates the invoice line number. |
| Transaction Source | Displays the source of the transaction, such as an expenditure or an event. |
| Order Number | Indicates the unique number assigned to the selected order. |
| Order Line Schedule Number | Indicates the line number of the order line schedule that is being used. |
| Unit of Measure | Displays the selected UOM. |
| Quantity | Indicates the quantity the delivery performance is to be submitted for. This must be a negative quantity. |
| Total Advance Performance Quantity | Indicates the total advance performance quantity that was already submitted. |
| Transaction Price | Indicates the unit price derived from the order line schedule. |
| Adjust Quantity | Enter the quantity the adjustment is being submitted for. This is a mandatory field. |
| Adjust Amount | Displays the total price of the adjustment quantity. The adjustment amount is derived from the adjustment quantity you enter and the unit price. |

| | |
|-----------------------|---|
| Reference Performance | Indicates the adjustment reference number. This is a mandatory field. |
| Reference Quantity | Indicates the reference quantity. |
| Description | Indicates the description. |
| Performance Indicator | Indicate whether the performance is partial or final. |
| Attachment | Add attachments if needed. |

7. Select an attachment and click Apply. The attachment is added.
8. Submit the adjustment.

The **View Performance History** page appears. You can view the adjustment advance performance transaction details.

Adjustments to Advance Enabled Orders

Federal agencies issue advances to clients and in some cases, the agencies need to adjust such advances. When an adjustment to an advance is created, a credit memo is issued against the adjustment that are either matched credits or unmatched credits against the invoice.

After the negative delivery performance or credit memo is submitted and processed, the servicing agency receives a confirmation with the delivery performance number from federal G Invoicing. The automation process is initiated to adjust a negative invoice or credit memo appropriately with the receipt.

Receipt information for the credit memo or negative invoice is received as the reference performance.

- To submit a standalone negative performance, the servicing agency must associate this with the original transaction Number or reference performance manually.
- For a credit memo, the system automatically associates the credit transaction with the original transaction for which the credit is generated for the original delivery performance in EBS.

For an advance-enabled orders, Oracle EBS G-Invoicing solution provides an ability to process credit memos (matched credits) and negative invoices (unmatched credits) apply it correctly to the receipt and update the prepayment balances appropriately. This solution addresses the prepayment balances issue at the time of settlement.

Credit Memos Applied to Prepayments

The credit memo matched for an advance order is interfaced with Receivables. The Autoinvoice Import program is run to match the credit memo with an invoice. The outstanding balance of the invoice is reduced to the updated credit. When an adjustment to the advance performance is submitted, the credit memo is applied to the invoice completely and the receipt is displayed with the remaining outstanding balance of the invoice.

If the prepayment invoice line is not available, then a new line is created with the value of the credit memo.

Negative Invoices applied to prepayments

For an advanced-enabled order, when the adjustment is created with an unmatched invoice, the system applies the negative invoice to a receipt correctly and updates the prepayment balance with the negative amount.

Assumptions

- If an invoice is settled, then the amount is completely settled. Partial settlement is not supported .
- Credit memo is created against a settled transaction or accepted credit transaction from the requesting side. When a credit is applied to an invoice, it is assumed that the advance amount increases, and the agency must create credit memos to complete the credit processing in federal G Invoicing.
- For an advance-enabled order, agencies cannot create a refund. The agency can only create an advance adjustment.
- The Over-Application option must be set to Yes for the Invoice Source in Oracle Receivables. (**Navigation:** Click **Receivables**, then **Setup**, then **Transactions**, and then **Transaction Types**).

Reprocess Receipt

In the **View Performance History** page, a **Reprocess Receipt** option is included. If a transaction has errors during processing, then the agency can click **Reprocess Receipts** to resubmit the process.

Using Deferred Performance

For each performance obligation line, revenue generated is mapped to a deferred performance. You can progress generated at the performance obligation line (order line schedule) as deferred performance to G-Invoicing. The requesting agency pulls the updated order information from G-Invoicing, but this has no impact on the financial transaction with respect to G-Invoicing. You can edit attributes and select attachments.

Impact on Accounting

Contract asset (CA) and contract liability (CL) and unbilled receivable (UBR) and unearned revenue (UER) balances are maintained at the project level. For revenue generation, the UBR and UER accounting is run instead of CA and CL accounting. The performance obligation ID and number are passed to revenue and invoice programs as auto-accounting parameters for all accounting events.

High Level Flow for Deferred Performance

Before you can submit deferred performance for a project, you must complete the following high-level steps:

1. Search for projects.
2. Incur actual transactions, such as expenditure or events.
3. Generate revenue and revenue accounting events.
4. Generate progress at the performance obligation lines using the revenue distribution line. See "Generating Deferred Performance.", page 6-82
5. Update additional attributes on the **Submit Deferred Performance** page.
6. Submit deferred performance.
7. Performances are pushed to the federal G-Invoicing application.

Generating Deferred Performance

Before you submit deferred performance, the order must be approved by the requesting agency.

1. Run the *Intragovernmental Orders Interface Program* to pull approved orders into Oracle Projects.
2. Run the Projects G-Invoicing ECC Data Load program.
3. With the *Projects Super User* responsibility, navigate to the G-Invoicing dashboard.
4. Search for the order.
5. Scroll down to the **Header** component and click **Orders** in the **GT&C Order** region.
6. Click the **Create Project** icon. The **Create Project: Select Source** page appears.
7. Search for the template that you want to use to create a project.

8. Click **Continue**. The **Create Project: Details** page appears.
9. Enter information in the required fields. These depend on how the Quick Entry fields are configured, but may include **Project Number**, **Project Name**, **Project Start Date** and **Project End Date**.
10. Click **Finish**. The **Processing: Creating Project** page appears. Wait for the request to be processed.
11. Navigate to the **Performance Obligation** page.
12. Select the performance obligation.
13. Scroll down to the performance obligation lines.
14. Select or enter the top task number.
15. Select or enter the TAS value.
16. Click **Save** and then **Continue**.
17. Repeat Steps 14 through 17 for all the other performance obligation and performance obligation lines.
18. Click the **G-Invoicing Dashboard** icon on the top of the page to navigate back to the dashboard.
19. Click the **Update Agreement** icon in the **Order** region. The **Update Agreement** page appears.
20. Enter the billing frequency value. If you select **Others**, then you must provide an explanation.
21. Select **Additional Agreement Attributes** from the Actions menu and click **Go**.
22. Enter servicing agency details in the **Funding Approval**, **Program Approval**, and **Preparer Information** regions.
23. Click **Apply** to submit the agreement for approval.
24. Log in as the approver and approve the agreement.
25. Navigate to the federal G-Invoicing application.
26. Query the order and check the order Status.
27. Run the ECC Incremental Data Load.

28. Navigate to the **Projects G-Invoicing** dashboard by clicking the *Projects Super User, US Federal* responsibility, and then click **Projects Command Center**, and then **G-Invoicing**.
29. Navigate to **Expenditure** and create actual expenditure task of specified quantity for a few tasks.
30. (Conditional) For work-based revenue, submit and release the expenditure batches.
31. Run the applicable cost distribution programs, such as the PRC: Distribute Labor Cost distribution.
32. (Conditional) If you are using event-based revenue, then you must create an event for a task. If you are not using event-based revenue, then this step is optional.
33. To submit deferred performance, you must first generate revenue and approve it.
 - Run the **PRC: Generate Draft Revenue for a Single Project**.
 - Review the revenue by using the Review Revenue option.
 - Click **Release** on the Review Summary window to release the revenue.
 - Click **Save**.
34. Run the PRC: Generate Revenue Accounting Event, which generates the deferred performance lines. Each performance line maps to one order line schedule.

Submitting Deferred Performance

1. Navigate to the Projects **G-Invoicing** dashboard by clicking the *Projects Super User, US Federal* responsibility, and then click the **Projects Command Center**, and then **G-Invoicing**.
2. Query the order.
3. Select **View Performance Obligation** by scrolling down and selecting the **Orders** tab.
4. Select the performance obligation lines.
5. Select **Submit Deferred Performance** from the list and click **Go**.
6. The **Submit Deferred Performance** page appears.
7. In the **Header** region, the preparer details are defaulted from the previously specified values. If default values do not appear, then enter the preparer's name,

phone number, and email address.

8. In the **Date** field, enter a performance date between the order start and end dates.
9. Select the accounting period that is open. The list of values lists all the periods that are open in that accounting period.
10. The **Transaction** table displays the following columns:

| Column | Description |
|----------------------------|---|
| Order Number | Indicates the unique number assigned to the selected order. |
| Order Line Number | Indicates the line number of the order used. |
| Order Line Schedule Number | Indicates the line number of the order used. |
| Unit of Measure | Displays the selected UOM. |
| Performance Quantity | Displays the quantity the performance can be submitted for. |
| Performance Indicator | Indicates whether the performance is Partial Performance or Final Performance. You can choose one of the two options. |
| Attachment | Lets you add attachments. |

11. Click **Submit**. The **View Performance Obligation** page reappears.
12. Enter the order number and click **Go** to track the performance status.

After the G-Invoicing application receives and accepts the deferred performance, the status changes and the performance header number is displayed after acknowledgement from the federal G-Invoicing application.

13. Click **Submit**.

When performance is submitted, it triggers the *PRC: Submit Intragovernmental Performance* program in the background. This runs the *MGT: Push Performance XML Generation* program and then the interface program to G-Invoicing, the *Intragovernmental Performance* program. Performances are collected, and for each performance a child process is run.

You can query the order number in the **View Performance Obligation** page. The status updated to Success and the performance header number and performance detail number are generated after the performance is submitted successfully.

14. You can track the performance list submitted in the federal G-Invoicing application by clicking the **Requesting Agency** tab, then **Options**, and then **Performance List**.
15. Navigate to *Projects Super User, Federal* responsibility, and then click **Billing**, then **Review Revenue**, and then **Open** to view the unbilled receivables and unearned revenue.
16. Click **Lines** to view the revenue line details at the line level.

Using Delivery Performance

You can send progress generated at the performance obligation line (order line schedule) as delivery performance to the federal G-Invoicing application.

Invoices generated against each performance obligation line are mapped to delivery performance. This performance indicates the progress of an order and initiates financial transactions to and from the federal G-Invoicing application.

The servicing agency initiates the submission of performance and pushes it to the federal G-Invoicing application, where it is then pulled by the requesting agency. How acceptance of performance is tracked depends on the FOB point.

High-Level Flow for Delivery Performance

Delivery performance has the following overall flow:

1. Incur actual transactions, such as expenditures or events.
2. Generate revenue.
3. Generate progress at the performance obligation lines using the revenue distribution line.
4. Include summaries of progress at the header and agreement levels.
5. Generate draft invoices.
6. Interface invoices to Oracle Receivables.
7. Apply advance receipts. This step is optional and applicable only for projects that service advance-enabled orders. For projects that service orders that are not advance enabled, you can submit the deferred and delivery performances.
8. Run the *PRC: Tieback Invoices from Receivables* concurrent program.
9. Create acceptance in Oracle Receivables.
10. View performance.

11. Update additional attributes on the **Submit Delivery Performance** page.
12. Submit delivery performance.
13. Receive acceptance from the federal G-Invoicing application.
14. Adjust invoices, if needed.

Generating Delivery Performance

To generate delivery performance, complete the following steps:

1. To generate a draft invoice, submit the *PRC: Generate Draft Invoice for a Single Project* concurrent program.
2. Select **Invoice Review**.
3. Query the project number.
4. Approve and save.
5. Release the invoice and save.
6. Run the *PRC: Interface Invoice to Receivables* concurrent program.
7. Run the *Autoinvoice Import Program*.
8. Run the *PRC: Tieback Invoices from Receivables* concurrent program, which creates the delivery performance.
9. Navigate back to the **Performance Obligation** window.
10. Select the performance lines.
11. Select **Submit Delivery Performance** and click **Go**.

The **Submit Delivery Performance** page appears.

Submitting Delivery Performance

The **Submit Delivery Performance** page appears. Oracle Projects generates delivery performance transaction lines.

1. In the **Header** region, the preparer details are defaulted from the previously specified values. If the default value is not set up, then enter the preparer's name, phone number, and email address.
2. In the **Date** field, enter a performance date between the order start and end dates.

3. Select the accounting period that is open. The list of values lists all the periods that are open in that accounting period.
4. The **Transaction** region includes the following fields:

| Column | Description |
|----------------------------|---|
| Draft Invoice Number | Displays the invoice number assigned |
| Draft Invoice Line | Indicates the invoice line number |
| Transaction Source | Displays the source of the transaction, such as an expenditure or an event |
| Order Number | Indicates the unique number assigned to the selected order |
| Order Line Schedule Number | Indicates the line number of the order line schedule that is being used |
| Unit of Measure | Displays the selected UOM |
| Performance Quantity | Indicates the quantity the delivery performance is to be submitted for |
| Performance Indicator | Indicates whether the performance is Partial Performance or Final Performance. You can choose one of the two options. |
| Attachment | Lets you add attachments |

5. Submit the **Performance**.

You are taken back to the **View Performance History** page.

6. Query the order number and click **Go**.

Transaction displays the deferred performance and delivery performances submitted. If there are multiple delivery lines for a single schedule line, then it is reported in a separate XML file.

When the performance is submitted, it triggers the *PRC: Submit Intragovernmental Performance* concurrent program in the background. This program runs the *MGT: Push Performance XML Generation* and the interface program to G-Invoicing, the *Intragovernmental Performance* program. Performances are collected and Oracle

Projects runs a child process for each performance.

You can query the order number in the **View Performance Obligation** page. The status is updated to Success, and the performance header number and performance detail number are generated dynamically after the performance is submitted successfully.

Once delivery performance is submitted, the delivery performance lines are deleted.

If submission of performance lines fails, the **Status** field on the **View Performance History** page displays Failure for the failed performances. The reason is displayed in the **Reason** field. You can resubmit the failed performance in the subsequent performance interface program runs.

Reverse Deferred Performance During Delivery Performance

Oracle Projects calculates the latest deferred performance when generating the delivery performance. When a delivery performance is submitted, Oracle Projects submits the latest deferred performance and then the delivery performance consecutively. The deferred performance is also recalculated.

Oracle Projects verifies that the performance date is in the current accounting period and recalculates deferred performance.

Order Modification and Incremental Performance Load

To modify an order after you have submitted performance, complete the following steps:

1. Modify the order and submit it for approval.
 - Navigate to the federal G-Invoicing page.
 - Query the order for which you submitted performance.
 - Click **Modify**.
 - Modify the quantity.

Note: You cannot modify the unit cost of an item after performance is submitted.
 - Click **Update Draft**.
 - Click **Submit for Requesting Approval**.
2. Obtain approval from the requesting agency. Enter required parameters and click **Requesting Agency Approve**.

3. Run the *Intragovernmental Orders Interface Program* concurrent program to pull the orders into Oracle Projects.
4. Run the *Projects G-Invoicing ECC Data Load* concurrent program.
5. On the **Home** page, select the *Projects Super User* responsibility.
6. Click **Projects Command Center**, then click **G-Invoicing**.
7. Scroll to the **GT&C** and **Orders** region.
8. Click the **Orders** tab and select the **Order** option.
9. Click the **Actions** (...) menu and select the **Order Modification Uptake**.
Order modification uptake is completed.
10. Select the **View Performance Obligation** icon in the **Orders** tab.
The **Performance Obligation** page appears.
11. Click the **Update** on the top right to uptake the modification.
12. Associate the top task and TAS with the new order line schedule.
13. Click the G-Invoicing Dashboard icon to return to the **Home** page.
14. Select **Update Agreement** from the **Orders** tab to create and approve the agreement.
15. Select **Additional Agreement Attributes** from the **Actions** menu and click **Go**.
16. Modify any servicing agency attributes that you want to change.
17. Click **Apply** and then **Submit**.
18. Log in and approve the agreement.
19. Run the Projects ECC G-Invoicing incremental data load.
20. Query the order in the federal G-Invoicing application and check the status to ensure that it is Open.
21. Incur events or expenditures.
22. To submit deferred performance, you must first generate revenue and approve it.
 - Run the *PRC: Generate Draft Revenue for a Single Project* concurrent program.

- Review the revenue by clicking **Review Revenue**.
 - Click **Release** in the Review Summary window to release the revenue.
 - Click **Save**.
23. Run the *PRC Generate Revenue Accounting Event* concurrent program, which generates the deferred performance lines.
 24. Return to the G-Invoicing dashboard. (From the **Home** page, select the *Projects Super User* responsibility. Click **Projects Command Center**, and then **G-Invoicing**.)
 25. Query the order.
 26. Select **View Performance Obligation** by scrolling down and selecting the **Orders** tab.
 27. Select the performance obligation lines.
 28. Select **Submit Deferred Performance** from the list and click **Go**.
The **Submit Deferred Performance** page reflects the modified quantity.
 29. Enter the header details.
 30. Select **Partial Performance**.
 31. Click **Submit**.
 32. Query the order and click **Go**.
The status changes to Submitted.
 33. Generate the invoice by submitting the *PRC: Generate Draft Invoice for a Single Project* concurrent program.
 34. Select **Invoice Review**.
 35. Query the project number.
 36. Approve and save.
 37. Release the invoice and save.
 38. Run the *PRC: Interface Invoice to Receivables* concurrent program.
 39. Run the *Autoinvoice Import Program*.
 40. Run the *PRC: Tieback Invoices from Receivables* concurrent program, which creates the

delivery performance.

41. Navigate back to the **Performance Obligation** page.

42. Select the performance lines.

43. Select the **Submit Deferred Performance** and click **Go**

The **Submit Delivery Performance** page displays the delivered performance.

44. Transaction displays the delivery performance and delivery performances submitted. If there are multiple delivery lines for a single schedule line, then a separate XML file is generated.

45. Query the order number and click **Go**.

46. Select the performance lines.

47. Select **Submit Deferred Performance** and click **Go**.

48. The **Submit Delivery Performance** page appears.

The performance quantity is displayed as the Unit Price/Quantity.

49. Enter the required parameters in the header.

50. Select **Partial Performance** as the performance indicator.

The **View Performance History** page appears.

51. Click **Submit**.

52. Query the order number and click **Go**.

The delivery performance line shows as submitted.

53. To view unbilled and unearned revenue, return to the **Home** page and in the *Projects Super User* responsibility click **Billing**, then **Review Revenue**, and then **Open**.

54. Click **Lines** to view revenue details at the line level.

55. Query the order number and click **Go**.

The status changes to Success after the delivery performance is successfully transferred to the federal G-Invoicing application.

Using Advance Performance

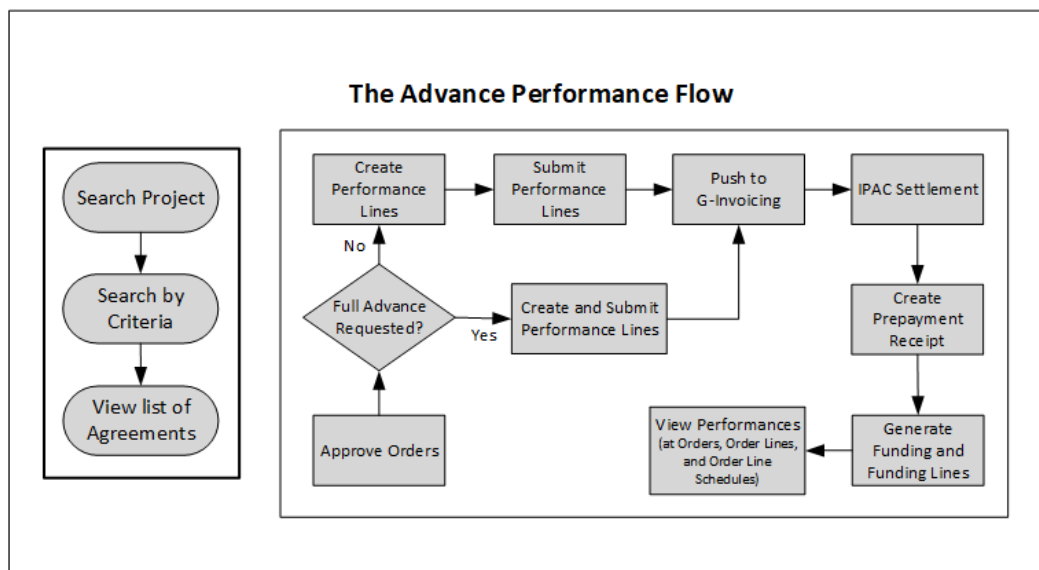
You can submit advance performances only for advance enabled orders. For advance

enabled orders, all order line schedules are also advance enabled. The delivery progress is reported through to funding, and funding is calculated based on applied receipts. The cost budgets cannot exceed the funding value. To submit advance performances, you capture advance payments from accounts receivable receipts against each performance obligation line, generate the advance performances, and acknowledge the performance by sending them back to the requesting agency through the federal G-Invoicing application.

Anytime an advance receipt is available for a project or order, it is successfully accepted in accounts receivable. You can submit partial or full advance performances. When you request a full advance, Oracle Projects submits the performance automatically and you can view the transaction details on the **Performance History** page. You can also submit adjustments against the advance performance.

High Level Flow for Advance Performance

The following diagram shows the overall advance performance flow.



The advance performance submission process involves both automatic and manual steps.

To begin, perform the following steps:

1. Make sure that the order is approved.
2. On the **Performance Obligation** page, select the order line schedule for which you want to submit advance performance.
3. Select the type of advance performance that you want to submit:

Full Advance: for a full advance, click **Submit**. Oracle Projects automatically creates and submits performance lines, displays the submission details on the **Performance History** page, and pushes the performance to the federal G-Invoicing application.

Partial Advance: for a partial advance, perform the following steps:

- Select the performance obligation order lines schedules.
- Enter the quantity for the advance performance.
- Click **Submit**. Oracle Projects pushes the performance to G-Invoicing.

4. Request Partial Advance (Select Performance Obligation Lines):

- When you select Request Partial Advance, select the performance obligation order line schedules. You must perform this manually.
- **Submit Advance Performance:** Enter the quantity for advance performance and click **Submit**. This is a manual step.
- Oracle Projects initiates the *Intragovernmental Performance Interface* concurrent program and pushes performances to the federal G-Invoicing application.

For both full and partial advance performances, the remaining steps in the process are automatic.

1. IPAC Settlement captures settlements done by intragovernmental payments and collections (IPAC) for all performance types.
2. The pull performance program creates accounts receivable receipts, applies them against the order line schedule as prepayment, and generates funding for the project.

To request a partial or full advance, select the order line schedule and choose Submit Partial Advance or Full Advance. If a partial quantity is already submitted for advance, then Oracle Projects calculates the balance advance and submits the advance performance.

On the **Performance Obligation** page, you identify order line schedules against which advances must be submitted and then request a partial advance. On the **Submit Advance Performance** page, enter the advance quantity against the order line schedule and submit the advance. The performance quantity must not exceed the balance quantity. The balance quantity is calculated as:

(Balance Quantity = Total Order Line Schedule Quantity - Total Submitted Advance Performance Quantity)

Creating Revenue Budget Manually

To manually create and manage revenue budget, set the personal profile option *PA*:

Manage Revenue Budget Manually to Yes.

1. From the **Home** page, select the *System Administrator* responsibility.
2. Select **Profile**, then **Personal**.
3. Click **View** and then **Find**.
4. Query for the profile option *PA: Manage Revenue Budget Manually*.
5. Set the value to **Yes**.

Pushing Budget to G-Invoicing after Revenue Budget is Baselined

The profile option *Confirm Funds Availability upon Revenue Budget Baseline* enables you to manually baseline the revenue budget. If you set the profile option value to Yes, then you baseline the revenue budget and the system automatically marks the agreement with available funds. After the budget is baselined, it is then automatically pushed to the federal G-Invoicing application. If the profile option value is set to No, then the agency must manually confirm the funds availability.

Submitting Advance Performance (Partial)

When you select **Request Partial Advance** and click **Go**, the **Submit Advance Performance** page appears.

In the **Submit Advance Performance** page, enter the following details:

1. In the **Header** region, the preparer details are defaulted from the previously specified values. If the default value is not set up, then enter the preparer's name, phone number, and email address.
2. In the **Date** field, enter a performance date between the order start and end dates.
3. Select the accounting period that is open. The list of values lists all the periods that are open in that accounting period.
4. The **Transaction** region includes the following fields:

| Column | Description |
|----------------------|--------------------------------------|
| Draft Invoice Number | Displays the invoice number assigned |
| Draft Invoice Line | Indicates the invoice line number |

| | |
|----------------------------|---|
| Transaction Source | Displays the source of the transaction, such as an expenditure or an event |
| Order Number | Indicates the unique number assigned to the selected order |
| Order Line Schedule Number | Indicates the line number of the order line schedule that is being used |
| Unit of Measure | Displays the selected UOM |
| Performance Quantity | Indicates the quantity the delivery performance is to be submitted for |
| Performance Indicator | Indicates whether the performance is Partial Performance or Final Performance. You can choose one of the two options. |
| Attachment | Lets you add attachments |

5. Click **Submit**.

The **View Performance History** page appears.

6. Refresh until the status changes to Success and the performance header number is assigned.

7. Log in to the federal G-Invoicing application.

8. Query the order and click **Options**, and then **Performance List**.

9. Select the **Servicing Agency Performance List** details.

The performance number is displayed as the **Performance Header Number** on the **View Performance History** page in the **G-Invoicing** dashboard.

You can verify that the attachments have been interfaced to the servicing agency by clicking **Options**, and then **Attachment**.

Submitting Adjustment Performance

You can submit adjustments to advance performance for the selected performance obligation lines.

To submit an adjustment against an advance performance, you must enter a negative quantity, description, and original performance reference number for the selected order

lines along with the preparer details for that accounting period.

The **View Performance History** page displays the transaction details and status.

Once the IPAC settlement is complete, the *Pull Performance* program creates prepayment receipts, applies them to the order line schedules, and automatically generates funding for the project. For a refund or adjustment transaction, the pull performance removes the receipt amount and reduces the funding amount from the originally applied receipts. The amount of the negative advance performance must be lesser than or equal to the delivered advance quantity.

If submission of adjustment performance fails, then you can delete the transactions or resubmit them in the next performance run from the **View Performance History** page.

To submit an adjustment performance, do the following:

1. In the **Performance Obligation** page, select the **Refund Advance** option and click **Go**.
2. The **Submit Adjustment Performance** page appears.
3. (Conditional) In the **Header** region, the preparer details are defaulted from the previously specified values. If the default value is not set up, then enter the preparer's name, phone number, and email address.
4. In the **Date** field, enter a performance date between the order start and end dates.
5. Select the accounting period that is open. The list of values lists all the periods that are open.
6. The **Transaction** region includes the following fields:

| Column | Description |
|----------------------------|---|
| Draft Invoice Number | Displays the invoice number assigned. |
| Draft Invoice Line | Indicates the invoice line number. |
| Transaction Source | Displays the source of the transaction, such as an expenditure or an event. |
| Order Number | Indicates the unique number assigned to the selected order. |
| Order Line Schedule Number | Indicates the line number of the order line schedule that is being used. |

| | |
|------------------------------------|--|
| Unit of Measure | Displays the selected UOM. |
| Quantity | Indicates the quantity the delivery performance is to be submitted for. This must be a negative quantity. |
| Total Advance Performance Quantity | Indicates the total advance performance quantity that was already submitted. |
| Transaction Price | Indicates the unit price derived from the order line schedule. |
| Adjust Quantity | Enter the quantity the adjustment is being submitted for. This is a mandatory field. |
| Adjust Amount | Displays the total price of the adjustment quantity. The adjustment amount is derived from the adjustment quantity you enter and the unit price. |
| Reference Performance | Indicates the adjustment reference number. This is a mandatory field. |
| Reference Quantity | Indicates the reference quantity. |
| Description | Indicates the description. |
| Performance Indicator | Indicate whether the performance is partial or final. |
| Attachment | Add attachments if needed. |

7. Select an attachment and click Apply. The attachment is added.

8. Submit the adjustment.

The **View Performance History** page appears. You can view the adjustment advance performance transaction details.

Adjustments to Advance Enabled Orders

Federal agencies issue advances to clients and in some cases, the agencies need to adjust such advances. When an adjustment to an advance is created, a credit memo is issued against the adjustment that are either matched credits or unmatched credits against the invoice.

After the negative delivery performance or credit memo is submitted and processed,

the servicing agency receives a confirmation with the delivery performance number from federal G Invoicing. The automation process is initiated to adjust a negative invoice or credit memo appropriately with the receipt.

Receipt information for the credit memo or negative invoice is received as the reference performance.

- To submit a standalone negative performance, the servicing agency must associate this with the original transaction Number or reference performance manually.
- For a credit memo, the system automatically associates the credit transaction with the original transaction for which the credit is generated for the original delivery performance in EBS.

For an advance-enabled orders, Oracle EBS G-Invoicing solution provides an ability to process credit memos (matched credits) and negative invoices (unmatched credits) apply it correctly to the receipt and update the prepayment balances appropriately. This solution addresses the prepayment balances issue at the time of settlement.

Credit Memos Applied to Prepayments

The credit memo matched for an advance order is interfaced with Receivables. The Autoinvoice Import program is run to match the credit memo with an invoice. The outstanding balance of the invoice is reduced to the updated credit. When an adjustment to the advance performance is submitted, the credit memo is applied to the invoice completely and the receipt is displayed with the remaining outstanding balance of the invoice.

If the prepayment invoice line is not available, then a new line is created with the value of the credit memo.

Negative Invoices applied to prepayments

For an advanced-enabled order, when the adjustment is created with an unmatched invoice, the system applies the negative invoice to a receipt correctly and updates the prepayment balance with the negative amount.

Assumptions

- If an invoice is settled, then the amount is completely settled. Partial settlement is not supported .
- Credit memo is created against a settled transaction or accepted credit transaction from the requesting side. When a credit is applied to an invoice, it is assumed that the advance amount increases, and the agency must create credit memos to complete the credit processing in federal G Invoicing.
- For an advance-enabled order, agencies cannot create a refund. The agency can only create an advance adjustment.

- The Over-Application option must be set to Yes for the Invoice Source in Oracle Receivables. (**Navigation:** Click **Receivables**, then **Setup**, then **Transactions**, and then **Transaction Types**).

Reprocess Receipt

In the **View Performance History** page, a **Reprocess Receipt** option is included. If a transaction has errors during processing, then the agency can click **Reprocess Receipts** to resubmit the process.

Using Refund Pay Group

You can use pay groups to check refunds created against delivery and advance payments.

The **G-Invoicing Setup** page includes a **Refund Pay Group** option. While creating the adjustment for a delivery or an advance payment, the system checks the refund pay group that has been set up at either the project level or the operating unit level. If the project level pay group is set up, then it takes precedence over the operating unit level pay group. Once the refund adjustment transaction is complete, you can view the pay group values at the payables invoice level.

Setting Up Refund Pay Group

To setup refund pay group, perform the following steps:

1. From the **Home** page, select the **Projects Super User, US Federal** responsibility.
2. Click **Projects: Setup** and then **G-Invoicing Setup**.

The **G-Invoicing Setup** page includes the **Refund Pay Group** option. This option is available at the operating unit and at the project level.

3. Set the Refund Pay Group.

You can set this option at both operating unit and project levels. After the first refund transaction is created, you can no longer change the selected value at the project level, but you can change it at the operating unit level. The system sends the pay group values to both receipts (Receivables) and invoices (Payables).

4. You can view the pay group details on receipts (**Navigation:** switch to the *Oracle Receivables* responsibility, select **Receipts**, and search by the receipt number). You can get the receipt number from the **View Performance History** page after the receipt is created.
5. Click **Apply** to view the amount applied and the receipts created.
6. Click the **Refund Attributes** button to view the refund pay group details.

The refund also creates a payable invoice. Get the invoice number by clicking **Refund Status** button on the **Receipts: Applications** page.

7. You can view the pay group details on invoices (Navigation: switch to the *Oracle Payables* responsibility, select **Invoices**, and query the invoice). The pay group details appear in the **Invoices** window.

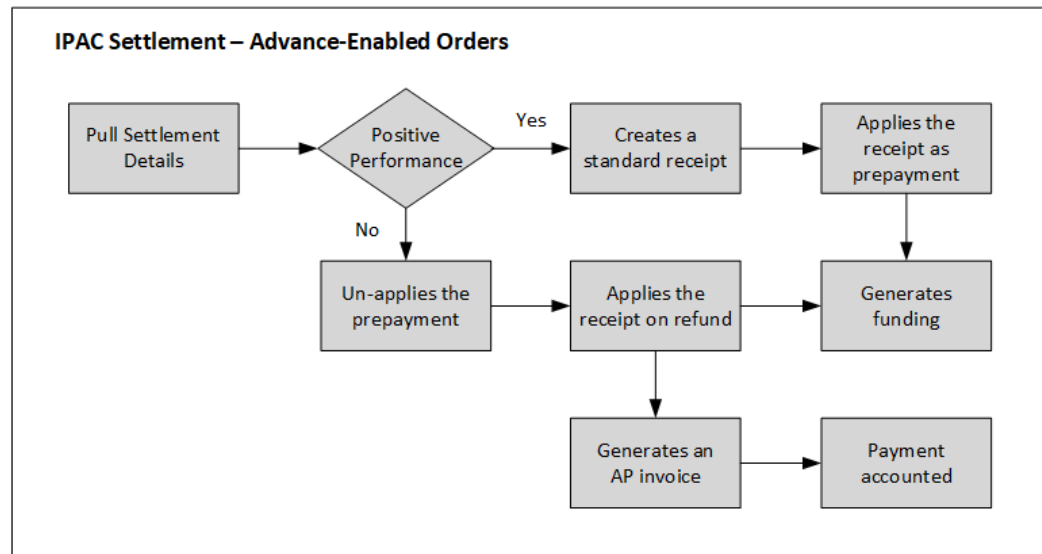
Intragovernmental Payment and Collection (IPAC) Settlement

Federal agencies use Intragovernmental Payments and Collections (IPAC) to transfer funds between agencies. The *Intragovernmental Performance Interface* pull program considers settlements performed by IPAC for all performance types.

IPAC Settlement For Advance-Enabled Orders

The following diagram shows the IPAC settlement flow for advance enabled orders:

IPAC Settlement in Advance Enabled Orders



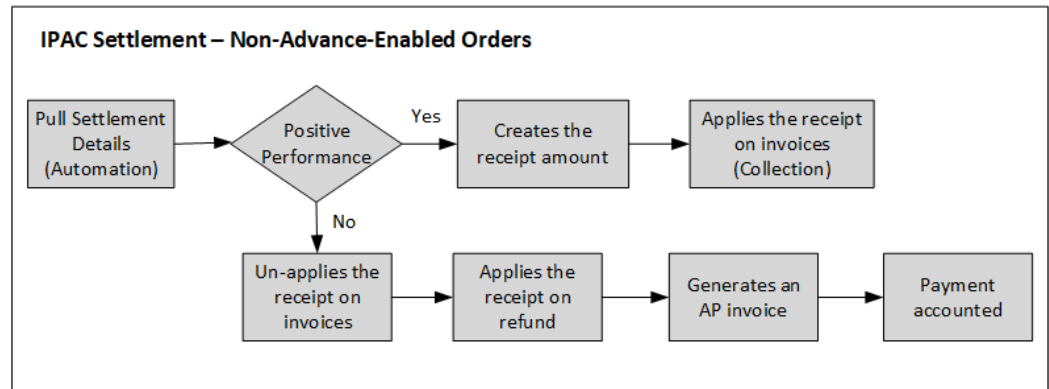
For advance enabled orders, the *Intragovernmental Performance Interface* concurrent program pulls the settlement information from the federal G-Invoicing application. This program automatically generates receipts for positive performance based on settlement amounts from IPAC. The program also applies receipts as prepayment. For advance settlement, the program automatically generates and baselines funding after applying the receipt on prepayments at the performance obligation levels.

If the performance is a negative transaction, then the pull program removes receipts in prepayments for the settled amount, and then creates a refund for the adjusted settled amount. An accounts payable invoice is generated automatically, and the payment is

accounted.

IPAC Settlement for Orders that Are Not Advance Enabled

The following diagram shows the IPAC settlement flow for orders that are not advance enabled:



For orders that are not advance enabled, the *Intragovernmental Performance Interface* concurrent program pulls the settlement information from the federal G-Invoicing application. The *Intragovernmental Performance Interface* pull program automatically generates receipts for positive performance based on the settlement amounts from IPAC. This program also creates receipts for these amounts and applies receipts to the invoice.

If the performance is a negative transaction, then the *Intragovernmental Performance Interface* pull program removes receipts for the settled amount. It then creates a refund for the adjusted settled amount. An accounts payable invoice is generated, and the payment is accounted.

Overriding Receipt Method When Pulling the Settlement

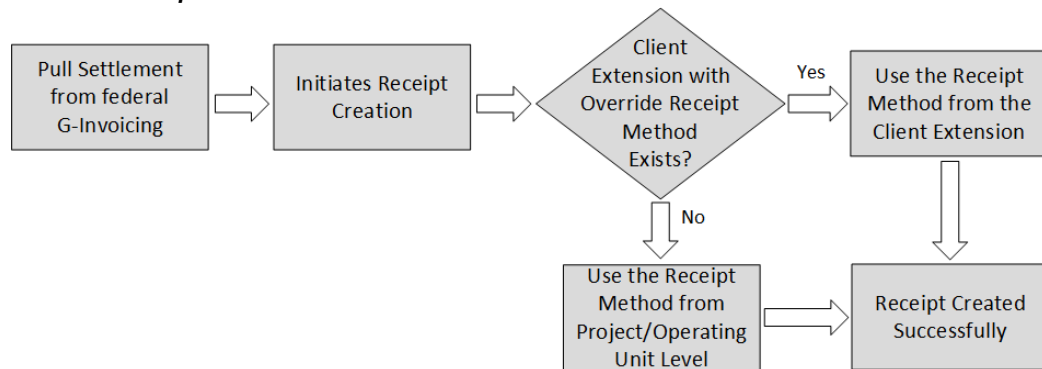
The Oracle E-Business Suite G-Invoicing solution provides a facility to override the originally selected receipt method on the project. The servicing agency can use the new client extension, *PA_Client_Extn_IGT_Cust.custom_receipt_method*, to use a different receipt method when pulling the settlement from g-Invoicing. This feature allows an agency to use multiple receipt methods on a project for each order line schedule on a performance obligation.

The specified override receipt method is applicable to both the advance and delivery performance settlements.

Process flow of Overriding Receipt Method

The following diagram describes the process flow of overriding a receipt method.

Override Receipt Method Process Flow



1. The servicing agency pulls the settlement from federal G-Invoicing.
2. When the settlement is pulled, the system initiates the receipt creation.
3. The system checks for the client extension to use.

If the Client Extension exists, then the system uses the new receipt method from the client extension. If the Client Extension does not exist, then the system proceeds with the receipt method defined at the Project and operating unit level.

4. Receipt is created.

IPAC Settlement Business Scenarios

These business scenarios illustrate how Oracle Projects handles the IPAC settlements in G-Invoicing.

Consider an order with the order, line, and schedule numbers as shown in the following table. The order line schedule is created for a quantity of 100, with a unit price of \$50. The Amount of \$5000 is the product of the schedule quantity and the unit price.

| Order Number | Line Number | Schedule Number | Schedule Quantity | Unit Price | Amount |
|--------------|-------------|-----------------|-------------------|------------|--------|
| 0123 | 1 | 1 | 100 | \$50 | \$5000 |

The subsequent tables illustrate how IPAC settlement is handled for each of the performances and FOB points:

Note: In the subsequent tables, the use of alphabets D, R and A refer to Delivery, Return, and Advance.

Delivery Performance with FOB Source for Orders that are Not Advance Enabled

This table shows the IPAC settlement for delivery performance with the FOB point set to Source for orders that are not advance enabled.

| Steps | Performance Number | Reference Performance Number | Performance Quantity | Invoice Value | Invoice Due | Receipt Applied | Refund Applied |
|--|--------------------|------------------------------|----------------------|---------------|-------------|-----------------|----------------|
| Seller pushes delivery performance to the federal G-Invoicing application | D100 | | 10 (D) | 10 | 10 | 0 | 0 |
| Performance initiates settlement in IPAC | D100 | | 10 (D) | 10 | 0 | 10 | 0 |
| Buyer pulls the delivered performance from federal G-Invoicing | D100 | | 10 (D) | 10 | 0 | 10 | 0 |
| Buyer pushes acknowledgement of receipt/acceptance to the federal G-Invoicing application | R100 | D100 | 10 (R) | 10 | 0 | 10 | 0 |
| Seller pulls the acknowledgement receipt/acceptance from federal G-Invoicing | R100 | D100 | 10 (R) | 10 | 0 | 10 | 0 |
| Buyer pushes refund receipt/acceptance adjustment with negative performance to the federal G-Invoicing application | R101 | R100 | -4 (R) | 10 | 0 | 10 | 0 |

| Steps | Performance Number | Reference Performance Number | Performance Quantity | Invoice Value | Invoice Due | Receipt Applied | Refund Applied |
|---|--------------------|------------------------------|----------------------|---------------|-------------|-----------------|----------------|
| Seller pulls acknowledgement negative receipt/acceptance from federal G-Invoicing | R101 | R100 | -4 (R) | 10 | 0 | 10 | 0 |
| Seller pushes negative delivered/performed adjustment to the federal G-Invoicing application as a credit memo | D101 | D100 | -4 (D) | 6 | -4 | 10 | 0 |
| Performance initiates settlement in IPAC | D101 | D100 | -4 (D) | 6 | 0 | 6 | 4 |

Delivery Performance with FOB Destination for Orders that are Not Advance Enabled

This table displays the IPAC settlement for delivery performance with the FOB point set to Destination for orders that are not advanced enabled:

| Steps | Performance Number | Reference Performance Number | Performance Quantity | Invoice Value | Invoice Due | Receipt Applied | Refund Applied |
|---|--------------------|------------------------------|----------------------|---------------|-------------|-----------------|----------------|
| Seller pushes delivery performance to the federal G-Invoicing application | D100 | | 10 (D) | 10 | 10 | 0 | 0 |
| Buyer pulls the delivered performance from federal G-Invoicing | R100 | | 10 (D) | 10 | 10 | 0 | 0 |

| Steps | Performance Number | Reference Performance Number | Performance Quantity | Invoice Value | Invoice Due | Receipt Applied | Refund Applied |
|--|--------------------|------------------------------|----------------------|---------------|-------------|-----------------|----------------|
| Buyer pushes acknowledgement of receipt/acceptance to the federal G-Invoicing application | R100 | D100 | 10 (R) | 10 | 10 | 0 | 0 |
| Performance initiates settlement in IPAC | R100 | D100 | 10 (R) | 10 | 0 | 10 | 0 |
| Seller pulls the acknowledgement receipt from federal G-Invoicing | R100 | D100 | 10 (R) | 10 | 0 | 10 | 0 |
| Buyer pushes refund adjustment receipt/acceptance with negative performance to the federal G-Invoicing application | R101 | R100 | -4 (R) | 10 | 0 | 10 | 0 |
| Performance initiates settlement in IPAC | R101 | R100 | -4 (D) | 10 | 4 | 6 | 4 |
| Seller pulls acknowledgement negative receipt/acceptance from federal G-Invoicing | R101 | R100 | -4 (R) | 10 | 4 | 6 | 4 |
| Seller pushes negative delivered/performed adjustment to the federal G-Invoicing application as a credit memo | D101 | D100 | -4 (R) | 6 | 0 | 6 | 4 |

Advance Performance

The following table displays the IPAC settlement for advance performance:

Note: In the subsequent tables, the use of alphabets D, R and A refer to Delivery, Return, and Advance.

| Steps | Performance Number | Reference Performance Number | Performance Quantity | Prepayment Balance | Receipt Applied | Refund Applied |
|--|--------------------|------------------------------|----------------------|--------------------|-----------------|----------------|
| Seller pushes advance performance to the federal G-Invoicing application | A100 | | 10 (A) | 0 | 0 | 0 |
| Performance initiates settlement in IPAC | A100 | | 10 (A) | 10 | 10 | 0 |
| Buyer pulls advance performance from federal G-Invoicing | A100 | | 10 (A) | 10 | 10 | 0 |
| Seller pushes refund adjustment advance with negative performance to the federal G-Invoicing application | A101 | A100 | -4 (A) | 10 | 10 | 0 |
| Performance initiates settlement in IPAC | A101 | A100 | -4(D) | 6 | 6 | 4 |
| Buyer pulls acknowledgement negative advance performance from federal G-Invoicing | A101 | A100 | -4(R) | 6 | 6 | 4 |

Delivery Performance for Advance Enabled Orders

This table displays the IPAC settlement for delivery performance for advance-enabled orders.

| Steps | Performance Number | Performance Reference Number | Performance Quantity | Invoice Value | Invoice Due | Prepayment Balance | Receipt Applied | Refund Applied |
|--|--------------------|------------------------------|----------------------|---------------|-------------|--------------------|-----------------|----------------|
| Seller pushes advance performance to the federal G-Invoicing application and IPAC settlement | A100 | | 10 (A) | | | 10 | 10 | 0 |
| Seller pushes delivery performance to the federal G-Invoicing application | D100 | | 5 (D) | 5 | 0 | 5 | 10 | 0 |
| Buyer pulls the delivered performance from federal G-Invoicing | D100 | | 5 (D) | 5 | 0 | 5 | 10 | 0 |
| Buyer pushes acknowledgment of receipt/acceptance to the federal G-Invoicing application | R100 | | 5 (R) | 5 | 0 | 5 | 10 | 0 |
| Seller pulls the acknowledgment receipt/acceptance from federal G-Invoicing | R100 | | 5 (R) | 5 | 0 | 5 | 10 | 0 |

| Steps | Performance Number | Performance Reference Number | Performance Quantity | Invoice Value | Invoice Due | Prepayment Balance | Receipt Applied | Refund Applied |
|--|--------------------|------------------------------|----------------------|---------------|-------------|--------------------|-----------------|----------------|
| Buyer pushes refund adjustment receipt/acceptance with negative performance to the federal G-Invoicing application | R101 | R100 | -2 (R) | 5 | 0 | 5 | 10 | 0 |
| Seller pulls acknowledgment negative receipt/acceptance from federal G-Invoicing | R101 | R100 | -2 (R) | 5 | 0 | 5 | 10 | 0 |
| Seller pushes negative delivered/performed adjustment to the federal G-Invoicing application as a credit memo | D101 | D100 | -2 (D) | 3 | 0 | 7 | 10 | 0 |

Viewing Receipts

When you submit an Advance Performance and run the intragovernmental performance interface program, the system generates receipts automatically for the selected order line schedule.

After the program is complete, you can view the generated receipts from the view performance history page.

Prerequisites

To view receipts, perform the following step:

- Select an order and submit the advance performance in part or full.

Oracle Projects submits one concurrent program for each advance performance line submitted. After the performance pull interface program is completed, it generates receipts automatically and updates view performance history page with details.

To view the receipts generated by the advance performance submission, perform the following steps:

1. Click the **G-Invoicing Dashboard** icon.
2. In the Header region, select **Orders** tab, and then select the advance-enabled orders.
3. Select the **View Performance Obligation** icon.

The **Performance Obligation** page displays.

4. Select **View Performance History** page from the **Actions** drop down list and click **Go**.

The **View Performance History** page appears:

View Performance History Last Published Version

Personalize Query: (QueryRN)

Simple Search

Personalize "Simple Search"

Personalize Default Double Column: (region1)

Note that the search is case insensitive

Order Number Order Line Number

Order Schedule Line Number Submit Date

Go **Clear**

Personalize Table: (ResultsRN)

| Order Number | Order Line Number | Order Schedule Number | Performance Quantity | Performance Type | Invoice Number | Receipt Number | Preparer Name | Preparer Phone | Preparer Email | Accounting Period | Comments | Performance Header Number | Performance Detail Number | Reference Performance Number | Reference Performance Detail Number | Status | Failure Reason | D |
|----------------------|-------------------|-----------------------|----------------------|---------------------|----------------|------------------------|---------------------------|----------------|----------------|-------------------|-----------|---------------------------|---------------------------|------------------------------|-------------------------------------|-----------------|----------------|---|
| 02112-020-020-217515 | 1 | 2 | 5 | Advance Performance | | P2112-020-020-114437-2 | Rockland, Mr. Theodore C. | 7897897812 | test@test.com | NOV/20-21 | test CHQA | P2112-020-020-114437 | 2 | | | Receipt success | | 1 |
| 02112-020-020-217515 | 1 | 1 | 10 | Advance Performance | | P2112-020-020-114437-1 | Rockland, Mr. Theodore C. | 7897897812 | test@test.com | NOV/20-21 | test CHQA | P2112-020-020-114437 | 1 | | | Receipt success | | 1 |
| 02112-020-020-217515 | 1 | 1 | 13 | Advance Performance | | P2112-020-020-114438-1 | Rockland, Mr. Theodore C. | 7897897812 | test@test.com | NOV/20-21 | | P2112-020-020-114438 | 1 | | | Receipt success | | 1 |

The **Receipt Number** field is populated for each order line schedule.

5. Click the **Performance Obligations** tab on top of the page.

The **Performance Obligation** page appears.

Lines

Personalize "Lines"
Personalize "Performance Obligations"

| Number | Agreement Number | Customer | Item Code | Item Description | Quantity | Unit Of Measure | Currency | Transaction Amount | Advance amount | Net Due Amount | Status | Capitalized Asset Indicator |
|--------|------------------|-----------------|-----------|------------------|----------|-----------------|----------|--------------------|----------------|----------------|--------|-----------------------------|
| 1 | AGM_00003323 | Buying Agency 3 | 123 | Goods | 250 | EA | USD | 2,500.00 | | | Active | False |

[Inspect MDS Contents](#)

Line Schedules

Personalize "Line Schedules"
Personalize "Lines"

Select and Submit Delivery Performance

| Number | Description | Top Task Number | Quantity | Transaction Price | Transaction Amount | Progress Quantity | Progress Percentage | Additional Information | Requesting Agency T&S | Requesting Agency BETC | * Servicing Agency T&S | Servicing Agency BETC | Schedule Status | Reimbursable Flag | Receipt Performance Obligation Number |
|--------|-------------|-----------------|----------|-------------------|--------------------|-------------------|---------------------|------------------------|-----------------------|------------------------|------------------------|-----------------------|-----------------|-------------------|---|
| 1 | 1 | Task1 | 150 | 10.00 | 1,500.00 | | | | 020X5510 | DISGF | 020-20-1875 | | Active | Reimbursable | A2108-020-020-004683-C2112-020-020-217515-1-1 |
| 2 | 2 | Task2 | 100 | 10.00 | 1,000.00 | | | | 020X5510 | DISGF | 020-20-1875 | | Active | Reimbursable | A2108-020-020-004683-C2112-020-020-217515-1-2 |

This page includes **Receipt** field that displays the generated receipt details.

6. Click the **Receipt** icon.

The **View Receipts** page appears that shows receipts applied against each order line schedule.

View Receipts

Personalize "View Receipt"

[Last Published Version](#)

View Receipt

| | | | |
|----------------------------|----------------------|-----------------|-----------------|
| Order Number | C2112-020-020-217515 | Customer Name | Buying Agency 3 |
| Order Line Number | 1 | Customer Number | 20010004 |
| Order Line Schedule Number | 1 | Advance Amount | 230 |

Personalize "Receipts"

Receipts

Personalize "Applied Receipts"

| Receipt Number | Amount Applied | Receipt Method | Receipt Date | GL Date | Maturity Date | Receipt Type | Receipt Status |
|------------------------|----------------|----------------|--------------|-------------|---------------|--------------|----------------|
| P2112-020-020-114436-1 | 130 | Fed Std Method | 03-Dec-2021 | 03-Dec-2021 | 03-Dec-2021 | CASH | OTHER ACC |
| P2112-020-020-114437-1 | 100 | Fed Std Method | 03-Dec-2021 | 03-Dec-2021 | 03-Dec-2021 | CASH | OTHER ACC |

Refund Performance and Order Modification

On an approved order, a buyer can change the rate, quantity, add order lines, or cancel existing order lines, and modify delivery dates. The modified order is shared with the servicing agency, and Oracle Projects can pull these orders into EBS.

Before an order approval is initiated, a set of validations is run based on various performances recorded.

Attachments are used by the servicing agency to communicate key milestones that need to be captured between trading partners. You can push attachments with performances to the G-Invoicing application.

Order Modification Flow

1. Query an existing order.
2. Pull order modification with the shared with service (SSA) status.
3. Update eligible order attributes.
4. Initiate order approval.

5. If a performance exists, then the system validates quantity and cancellation status.
 1. If the validation check fails, then the order approval fails as well.
 1. The status displays rejected in the G-Invoicing application.
 2. You can adjust revenue and invoice.
 2. If the validation check passes, then the order is submitted for approval.
 1. The funding is baselined and performance obligation is published.
 2. The status in the federal G-Invoicing application changes to Open.

When accepting and approving order modification, Oracle Projects validates changes. If the cost and quantity changes, then they are validated against the original rate and quantity. If the modified value is greater, then the order is rejected.

Validate Funds Committed while doing Advance Refund and Order Modification

During an advance refund or order modification, there is a need to validate funds committed when submitting a refund against an advance performance or during an order modification. The Oracle E-Business Suite G-Invoicing solution now validates pending commitments, accounted expenditures, and unreleased draft invoices that are yet to be fulfilled when a refund transaction is submitted against the advance performance.

During an order modification, when the order change is initiated, the system validates any pending commitments, accounted expenditures, and unreleased draft invoices that are yet to be fulfilled. You can use the client extension, *Refund_Advance_Validate*, to perform this check during the refund transactions for the advance-enabled orders for both buyer-initiated orders (BIO) and seller-facilitated orders (SFO).

When a refund is initiated against an advance-enabled order and the agency has defined the client hook for validating funds, the validate funds process performs the followings checks:

- The servicing agency initiates a refund against the advance.
- The system validates whether the balance advance value is less than the advance performance, revenue, or invoice. If the balance is less, then an error appears.
- If the balance advance is more, then the system runs the client hook to validate additional commitments and or costed expenditures for transaction values. If the refund value is within the advance balance, then the refund process is submitted successfully.
- If the refund value exceeds the advance balance, then the refund submission

process fails.

Admin Modifications

You can modify an order in an Administrative (Admin) mode when the order is in an open status. To modify orders in the Admin mode, perform the following:

1. Navigate to the **Federal G-Invoicing** application.

2. Query the order.

3. Click **Admin**.

You can modify fields as needed.

4. In the **Partner Information** tab, change values for order Tracking Number, unique entity ID and add comments.

5. In the **Billing** tab, change values for priority order indicator and capital planning and investment control.

6. In the **Point of Contact** tab, change values for requesting agency name, email address, phone and fax.

7. In the **Schedule Line** level, update attribute values including the schedule lines.

8. Click **Save**.

9. Run the *Intragovernmental Order Interface Program* to pull the modifications.

10. Run the *Projects G-Invoicing ECC Data Load* concurrent program as an incremental load.

11. Navigate to the **G-Invoicing** dashboard by clicking **Projects Super User**, then click **Projects Command Center**, and then the **G-Invoicing** dashboard.

12. In the Orders tab, select **View Performance Obligation**.

The **Performance Obligation** page appears.

13. You can click **Additional Attributes** and verify changes are reflected in EBS for each of the schedule lines.

14. Click the **G-Invoicing Dashboard** icon on the top of the page to navigate back to the G-Invoicing dashboard.

15. Select **Update Agreement** from the **Orders** tab.

The **Update Agreement** window appears. You can view changes you had made.

The **Other Attachment** region appears if the attachment was uploaded by servicing or requesting agency. The Attachment and the status changes to uploaded.

In the case of an advance-enabled order, if you create a receipt for an amount that is greater than the order amount specified, then an error displays when you submit the agreement. You must either reject the order or reduce the performance amount. You can cancel the receipt and apply another receipt with a lesser amount and resubmit the agreement for approval.

Only a requesting agency can close an IGT order.

Performing Admin Modifications in Oracle Projects

The Oracle EBS G-Invoicing solution provides you an ability to perform an Admin Modification on an IGT order with the Open status and push it to federal G-Invoicing without needing an approval. If an agency initiates an admin modification and before it is pushed to federal G-Invoicing, if the agency performs a normal modification, then it takes precedence over the admin modification. Similarly, in the case of a buyer-initiated order, if an admin modification is performed and pushed to federal G-Invoicing, and in the meantime, the requesting agency simultaneously performs a normal modification on the same order, then the normal modification takes precedence over the admin modification.

To perform an Admin Modification, perform the following steps:

1. From the **G-Invoicing** dashboard, select an IGT order with the open order status.
2. Click the three ellipses (Actions) at the end and then **Admin Modification**. The system initiates an admin modification. You can then modify the fields as described in the subsequent tables.
3. With the order still selected, click **Update Agreement** by clicking the three ellipses.
4. In the **Update Agreement** page and **Actions** menu, select **Additional Agreement Attributes** and click **Go**.
5. Enter values for the eligible attributes.
6. Click **Apply**.

To perform an Admin Modification for the performance obligation additional attributes, perform the following steps:

1. From the **G-Invoicing** dashboard, select the IGT order you started the admin modifications.
2. Click the three ellipses (Actions) at the end and select **View Performance Obligation**.

3. From the **Performance Obligations** page and **Actions** menu, click **Update** and **Go**.
4. In the **Line Schedules** region, click the **Additional Attribute** icon.
5. Enter values for the eligible attributes.
6. Click **Apply**.
7. After completing the admin modifications, from the G-Invoicing dashboard, select the IGT order you had just updated.
8. Click the three ellipses (Actions) at the end and select **Push Admin Modification**.

OR

1. Click the **Update Agreement** icon.
2. In the **Update Agreement** page and **Actions** menu, select **Push Admin Mod** and click **Go**. The changes from the admin modifications are pushed to federal G-Invoicing.

Once you initiate the admin modification you can edit the following attributes as shown in the table:

Editable Fields in Additional Attributes Page

| Region | Function Area | Field Name | Editable in Admin Modification | Editable When Performance Exists |
|---------------------------------|---------------------|----------------------------|--------------------------------|----------------------------------|
| Agreement Additional Attributes | Partner Information | Servicing Comments | Editable | Editable |
| | | Servicing Agency POC Email | Editable | Editable |
| | Point Of Contact | Servicing Agency POC Fax | Editable | Editable |
| | | Servicing Agency POC Name | Editable | Editable |

| Region | Function Area | Field Name | Editable in Admin Modification | Editable When Performance Exists |
|--|--|---|--------------------------------|----------------------------------|
| | | Servicing Agency POC Phone | Editable | Editable |
| Performance Obligation Additional Attributes | Schedule Funding Information | Servicing Agency Object Class Code | Editable | Not Editable |
| | | Servicing Agency Additional Accounting Classification | Editable | Not Editable |
| | | Servicing Agency Federal Award Identification Number (FAIN) | Editable | Not Editable |
| | Standard Line of Accounting (SLOA) Information | Servicing Agency Unique Record Identifier (URI) | Editable | Not Editable |
| | | Servicing Agency Activity Address Code | Editable | Not Editable |
| | | Servicing Agency Budget Line Item | Editable | Not Editable |
| | | Servicing Agency Budget Fiscal Year | Editable | Not Editable |
| | | Servicing Agency Security Cooperation | Editable | Not Editable |

| Region | Function Area | Field Name | Editable in Admin Modification | Editable When Performance Exists |
|--------|---------------|--|--------------------------------|----------------------------------|
| | | Servicing Agency Security Cooperation Implementing Agency Code | Editable | Not Editable |
| | | Servicing Agency Sub-Allocation | Editable | Not Editable |
| | | Servicing Agency Accounting Identifier | Editable | Not Editable |
| | | Servicing Agency Funding Center Identifier | Editable | Not Editable |
| | | Servicing Agency Cost Center Identifier | Editable | Not Editable |
| | | Servicing Agency Cost Element Code | Editable | Not Editable |
| | | Servicing Agency Work Order Number | Editable | Not Editable |
| | | Servicing Agency Functional Area | Editable | Not Editable |
| | | Servicing Agency Security Cooperation Case Designator | Editable | Not Editable |

| Region | Function Area | Field Name | Editable in Admin Modification | Editable When Performance Exists |
|--------|----------------------|---|--------------------------------|----------------------------------|
| | | Servicing Agency Parent Award Identifier (PAID) | Editable | Not Editable |
| | | Servicing Procurement Instrument Identifier (PIID) | Editable | Not Editable |
| | | Servicing Security Cooperation Case Line Item Identifier | Editable | Not Editable |
| | | Servicing Agency Disbursing Identifier Code | Editable | Not Editable |
| | | Servicing Agency Accounting Classification Reference Identifier | Editable | Not Editable |
| | Shipping Information | Servicing Agency Additional Information | Editable | Not Editable |

For seller-facilitated orders (maintained in both federal G-Invoicing and EBS Oracle Projects), following additional attributes are also editable along with above attributes as shown in the table:

For SFO - Editable Fields

| Region | Function Area | Field Name | Editable in Admin Modification | Editable When Performance Exists |
|--|--|---|---------------------------------------|---|
| Agreement Additional Attributes | Billing | Priority Order Indicator | Editable | Editable |
| | | Capital Planning and Investment Control | Editable | Editable |
| Performance Obligation Additional Attributes | Standard Line of Accounting (SLOA) Information | Requesting Delivery POC Name | Editable | Not Editable |
| | | Requesting Delivery POC Title | Editable | Not Editable |
| | | Requesting Delivery POC Email | Editable | Not Editable |
| | | Requesting Delivery POC Phone | Editable | Not Editable |

Pulling an Admin Modification for Seller-Facilitated Orders

When the requesting agency initiates the admin modifications, these changes must be pulled by the servicing agency without approvals. The Intergovernmental Order Pull Program pulls the admin modification changes for an order. When the admin modification changes are pulled, the SFO is in open status (in federal G-Invoicing) and in admin modification status in Oracle EBS.

The following table shows the additional attributes that are allowed for admin modification when performance exists:

Pulled Seller-Facilitated Order Additional Attributes

| Region | Function Area | Field Name | Editable in Admin Modification | Editable When Performance Exists |
|------------------------------|--|--|---------------------------------------|---|
| Requesting Agency Attributes | Partner Information | Order Tracking Number | Editable | Editable |
| | | Unique Entity ID | Editable | Editable |
| | | Comments | Editable | Editable |
| | Point Of Contact | Email | Editable | Editable |
| | | Fax | Editable | Editable |
| | | Name | Editable | Editable |
| | | Phone | Editable | Editable |
| | Funding Information | Object Class Code | Editable | Not Editable |
| | | Additional Accounting Classification | Editable | Not Editable |
| | Standard Line of Accounting (SLOA) Information | Accounting Classification Reference Number | Editable | Not Editable |
| | | Reimbursable Flag | Editable | Not Editable |
| | | Federal Award Identification Number (FAIN) | Editable | Not Editable |
| | | Unique Record Identifier (URI) | Editable | Not Editable |

| Region | Function Area | Field Name | Editable in Admin Modification | Editable When Performance Exists |
|--------|---------------|--|--------------------------------|----------------------------------|
| | | Activity Address Code | Editable | Not Editable |
| | | Budget Line Item | Editable | Not Editable |
| | | Budget Fiscal Year | Editable | Not Editable |
| | | Security Cooperation | Editable | Not Editable |
| | | Security Cooperation Implementation Agency | Editable | Not Editable |
| | | Security Cooperation Case Designator | Editable | Not Editable |
| | | Security Cooperation Case Line Item Identifier | Editable | Not Editable |
| | | Sub-Allocation | Editable | Not Editable |
| | | Accounting Identifier | Editable | Not Editable |
| | | Funding Center Identifier | Editable | Not Editable |
| | | Cost Center Identifier | Editable | Not Editable |
| | | Project Identifier | Editable | Not Editable |
| | | Activity Identifier | Editable | Not Editable |

| Region | Function Area | Field Name | Editable in Admin Modification | Editable When Performance Exists |
|--------|----------------------|--|--------------------------------|----------------------------------|
| | | Disburser Identifier | Editable | Not Editable |
| | | Cost Element Code | Editable | Not Editable |
| | | Work Order Number | Editable | Not Editable |
| | | Functional Area | Editable | Not Editable |
| | | Parent Award Identifier (PAID) | Editable | Not Editable |
| | | Procurement Instrument Identifier (PIID) | Editable | Not Editable |
| | Shipping Information | Delivery POC Name | Editable | Not Editable |
| | | Delivery POC Title | Editable | Not Editable |
| | | Delivery POC Email | Editable | Not Editable |
| | | Delivery POC | Editable | Not Editable |
| | | Additional Information | Editable | Not Editable |

Refund Push

If any refund is issued from a seller to a buyer, then the servicing agency creates a credit memo or concession invoice against the original invoice. This results in a negative performance, and the negative performance is pushed to the federal G-Invoicing application.

A credit memo is created in one of the following ways:

- Cancel Invoice
- Write Off
- Apply Concession

Cancel Invoice

Cancelling an invoice results in credit memo creation for the entire amount of the canceled invoice. All items on the canceled invoice are returned to an unbilled status. These items are eligible for re-billing during the next billing cycle. Oracle Project updates the funding balance on the agreement for the original invoice.

If a receipt is applied against an order or has a credit memo, then you cannot cancel that invoice.

Write Off an Invoice

Writing off an invoice creates a credit memo against the original invoice for the requested write-off value. When the write-off is initiated on an invoice, Oracle Projects reverses the invoice value from the receivables account and places it into a write-off expense account while interfacing it to Accounts Receivables.

To refund a performance:

1. Create a credit memo against the invoice.
2. Run the *Generate Draft Invoice*, the *Interface Invoices to AR*, the *Autoinvoice Import*, and the *Tieback Invoices from Receivables* concurrent programs.
3. Navigate to the **G-Invoicing** dashboard using by clicking the *Projects Super User, US Federal* responsibility, and then click **Projects Command Center**, and then **G-Invoicing**.
4. Select **View Performance Obligation** from the **Orders** tab.
5. Select the performance lines and click **Submit Delivery Performance** and **Go**.
The delivery line displays with the credit memo quantity created with the negative amount.
6. Enter the parameters in the Header region.
7. Select **Final Performance**.
8. Click **Submit**.

The delivery line is created that displays the reference performance number and the corresponding reference performance detail number for the negative performance quantity. After the *Intragovernmental Performance Program* runs successfully, the

status is updated to success.

9. Navigate back to the **Federal G-Invoicing** page and query the order.
10. Select **Options**, then **Performance List** to view the delivered performances.

The delivered performance for the negative quantity appears with the adjusted quantity against the original quantity.

You cannot submit a refund performance for an already submitted or accepted quantity. If the quantity is not settled, then you can submit a refund performance.

Applying Invoice Concessions

An invoice concession lets you manually credit an invoice without adjusting transactions. Applying a concession to an invoice creates a credit memo against the original invoice for the value of the concession. When you apply a concession, Oracle Projects adjusts the amount either from unbilled receivables account or unearned revenue account while interfacing the concession invoice to AR.

After an order is cancelled, you cannot delete the credit memo. You can apply concession even when a credit memo is associated with the original invoice. The credit memo inherits the same invoice currency and currency attributes of the invoice. The negative refund performance has the reference to original performance header and details when transferred to the G-Invoicing application.

Organization Group Model

The organization group model provides the security needed with a flexibility to provide access to documents across agencies.

This functionality allows agencies to transition from a flat access model to a hierarchical organization mode.

- Allows agencies to build their organizations within G-Invoicing
- Define Parent-Child organization hierarchy groups
- Inherit Document view access by:
 - Child groups
 - Passed up to Parent groups
 - Subordinate Groups

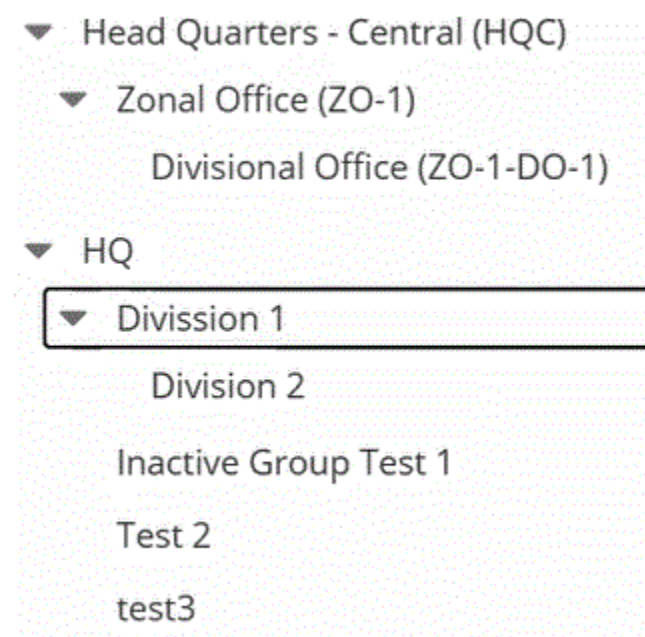
If you belong to a group that has access to GT&Cs, then you can view them. The groups above and groups below within the same hierarchy can view these GT&Cs.

If you belong to a group that has access to orders, then you can edit, approve, reject, close and modify those orders. The groups above within the same hierarchy can perform these actions. But the groups below in the hierarchy cannot view these orders. A sample group structure is shown as follows:

The Organization Group Hierarchy address the following:

- Extract Group Hierarchy for the given System ID
- Map Agency Location Code (ALC) to Operating Unit to pull all the G-Invoicing documents
- Associate the group on Order based on the GT&C security preferences (Parent - Child and Subordinate Groups)
- Control user and group level access on documents (Orders and GT&C)

Organization Group Hierarchy



Performance against an order is reported by the performance managers of the group to which the order is assigned. Document Inheritance Indicator (DII) - GT&C Manager (or Creator) can limit the GT&C to only the assigned group. Ensure that you adhere to the following logic when sharing GT&Cs with subordinate groups:

- The primary group owns and maintains GT&Cs.
- The primary group shares the agreement with subordinate groups.

- Subordinate groups must belong to the same primary group agency.
- The GT&C manager does not need access to subordinate groups.
- Sharing a GT&C requires approval by both partners.
- The GT&C manager designates subordinates when creating a GT&C.
- The GT&C manager can deactivate or remove subordinates through modification.
- Subordinates contain one or more agency location codes (ALCs) associated with a GT&C .

You can map an agency location code to an operating unit to pull all the G-Invoicing documents. You can associate the group on an order based on the GT&C security preferences (Parent/Child, DII and Subordinate Groups) setup. You can set up and control the user and group-level access on documents (Orders and GT&C).

The organization group model has three-level security:

1. Operating Unit
2. Servicing Group.
3. TAS and BETC

Prerequisite

To use the organization group hierarchy, you must license and install Project Costing, Project Billing, and Oracle Financials.

Setting Up Group Security

The Get Group in Agency Account returns organizational groups in that agency for the requested System ID. The security attributes setup at the user level determines the group access. The TAS and BETC filters are applied based on the group association.

G-Invoicing Options - Security Certificate

G-Invoicing Options

Security Certificate Details

Personalize Table Layout (region3)

Truststore Path /s/ot/ems0716/R122_EBSf Truststore Password ***** Keystore Path /u01/R122_EBSf/s2/EBSap Keystore Password *****

Schema Details

Personalize Table Layout (SchemaTableLayout)

Order Schema Path /u01/R122_EBSf/s2/EBSap Performance Schema Path /u01/R122_EBSf/s2/EBSap

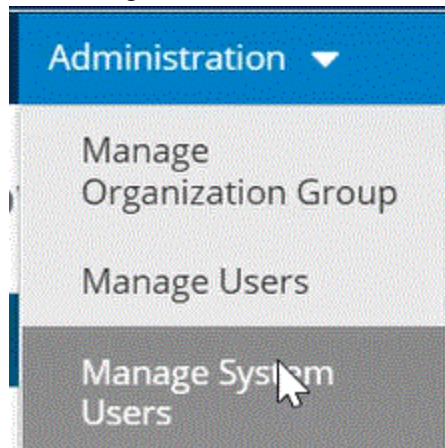
Associate System IDs

Personalize "Associate System IDs"
Personalize Table: (SystemidsTable)

| Agency Type | Operating Unit | System ID | Requesting Agency Order Creation/Approval | GT&C Response Type | Order and Performance Response Type | Delete |
|-------------------|-----------------------|----------------|---|--------------------|-------------------------------------|--------|
| Servicing Agency | US Federal Government | SYSORACLEDEV02 | E-Business Suite | XML | XML | |
| Requesting Agency | US Federal Government | SYSORACLEDEV01 | E-Business Suite | XML | XML | |

- Navigate to the **G-Invoicing Options** page by clicking the *Projects Super User*, *US Federal* responsibility, and then **Setup**, and then **G-Invoicing Options**.
- Select or enter the Agency Type, Operating Unit, and System ID. The Operating Unit is mapped to the System ID.
- View the Operating Unit and System ID Mapping in G-Invoicing using the federal G-Invoicing application, and then click **Administration**, and then **Manage System Users**, as shown:

G-Invoicing Administration Menu



Organization Group Hierarchy Steps

1. Create GT&Cs in the federal G-Invoicing application.
2. Pull GT&Cs into the servicing agency ERP system.

3. Create orders in the G-Invoicing application.
4. Pull orders from the G-Invoicing application to Oracle Projects and push orders from Oracle Projects to the G-Invoicing application.
5. Run the Projects G-Invoicing ECC Data load in incremental mode.
6. Navigate to the G-Invoicing dashboard using by clicking the *Projects Super User, Federal* responsibility, and then click **Projects Command Center**, and then **G-Invoicing**.
7. Click **Update Agreement** in the **Orders** tab.
8. The **Servicing Organization Group** field contains a list of values accessible to the group.

Only groups mapped to the ALC appear.

Organization groups are displayed based on the selected operating unit. You can change the operating unit. Based on the organization group selection, the corresponding associated TAS and BETCs appear in the list of values.

9. Deactivate a child group.
10. Run the *Intragovernmental Groups for Agency Interface Program* to pull the complete group structure.
 - Specify Servicing Agency as the Agency Type.
 - Enter the operating unit associated with the group hierarchy.
 - Click **OK**.

When the agency groups are pulled, the *Intragovernmental TAS-BETCs for Group Interface Program* runs automatically and pulls the TAS and BETC setups.
11. Run the *Intragovernmental Groups for GT&C Interface Program*, which pulls only the group associated with the pulled GT&C.
 - Specify Servicing Agency as the Agency Type.
 - Enter the Operating Unit associated with the group hierarchy.
 - Enter the GT&C number to pull groups for only a specific GT&C. If you leave it blank, then all the GT&Cs are pulled.
 - Click **OK**.

Deleting a Group or TAS

As part of the Organization Group Hierarchy changes, you can configure TAS filters at each hierarchy level for the Servicing Agency. The list of values for TAS in the **Performance Obligations** page reflects these changes.

You can only delete a group that is the lowest in the group hierarchy. You can delete the parent without deleting the child group.

If you delete a TAS that is associated to a group, and sync the group to Oracle Projects, then the TAS will no longer be available in the list of values.

In-Flight Orders

In-Flight Orders (IFO) are open existing intragovernmental orders that were created in the legacy system before the Federal agency adopted the G-Invoicing solution. Such orders were not delivered and the buy and sell activity were not recorded before the agencies moved to the G-Invoicing solution. The requesting or servicing agency creates an in-flight order in the federal G-Invoicing application for the pending quantities. The order originating partner indicator denotes if an order is created by a requesting or a servicing agency. The agencies can use the .CSV format provided by the US Treasury for compiling and uploading in-flight order details. The servicing or requesting agency enters in-flight orders in the .CSV format and uploads these orders to the federal G-Invoicing application for approval. The partner agency updates required details, uploads the .CSV file, and approves the order. After approval, the order status changes to Open.

The servicing agency pulls these orders into Oracle E-Business Suite (Oracle EBS) by running the intragovernmental orders interface program. After in-flight orders are pulled into Oracle EBS with an open status, the servicing agency can submit performances.

Oracle E-Business suite G-Invoicing solution considers the prior performance quantity (PPQ) for in-flight orders. These orders must be advance-enabled. The PPQs are entered in federal G-Invoicing. If the in-flight order has any PPQ lines, then Oracle EBS pulls the these lines when importing the orders. When pulling PPQ lines with settled advance performance, then Oracle EBS provides a customer hook to identify the corresponding AR receipt details. If the receipts are matched to a PPQ line, then the system attaches the receipt. If an AR receipt is not identified, then the system creates a receipt for the PPQ value for the order.

The PPQ can only be adjusted in Oracle EBS once they are imported.

Process Flow for Oracle E-Business Suite and Federal G-Invoicing Maintained (New Order)

Identify and compile the list of orders from the legacy system to move to the federal G-Invoicing application. After discussions with the requesting agency, the PMO office

prepares and enters GT&C, order details including order lines, order line schedules, and associated PPQs for each in-flight order in the .CSV file (Treasury's approved .csv file standard). Refer to Treasury G-Invoicing User Guide for more details on the .CVS file standards.

The agency can create in-flight orders in federal G-Invoicing using these methods:

Uploading Orders Using the .CSV File Format

The Order Originating Partner Indicator determines if an order is a buyer-initiated order (requesting agency) or a seller-facilitated order (servicing agency). The requesting or servicing agency uploads the .csv file with bulk in-flight orders already created to federal G-Invoicing (**Navigation:** In federal G-Invoicing, click **Requesting Agency** or **Servicing Agency** tab and then choose **Order Upload**).

After the .CSV file is successfully compiled or an IFO is created, performs the following steps:

For BIO:

- If the order originating partner is set to requesting agency, then the requesting agency initiates and uploads the .csv bulk in-flight orders in federal G-Invoicing (**Navigation:** In federal G-Invoicing, select **Requesting Agency** and click **Order Upload**). Browse, select a file, and click upload.
- Once in-flight orders are uploaded successfully to federal G-Invoicing and approved, the requesting agency shares the file with the servicing agency for approval.
- The servicing agency receives an email notification with the .CSV file link.
- The servicing agency enters required parameters and uploads the completed file to federal G-Invoicing (**Navigation:** In federal G-Invoicing, select **Servicing Agency** and click **Order Upload**).
- After the file is successfully uploaded, the IFO order status changes to Open.

The servicing agency can pull the order into Oracle EBS. The order interface and approval processes remain unchanged.

For SFO:

- If the order originating partner is set to servicing agency, then the servicing agency initiates and uploads the .CSV file for in-flight orders to federal G-Invoicing (**Navigation:** In federal G-Invoicing, select **Servicing Agency** and click Upload). Browse and select the file and click upload.
- Once in-flight orders are uploaded to federal G-Invoicing, the servicing agency shares them with the requesting agency for approval.

- The requesting agency receives a notification with the .CSV file link.
- The requesting agency enters values for required fields and uploads the completed file (**Navigation:** In federal G-Invoicing, select **Servicing Agency** and click **Order Upload**).
- Once the file uploads successfully, the IFO order status changes to Open.

The servicing agency can pull the order into Oracle EBS. The order interface and approval processes remain unchanged.

Creating In-Flight Orders

- Both agencies can create in-flight orders using the regular order creation link in federal G-Invoicing (**Navigation:** In federal G-Invoicing, click **Requesting Agency** or **Servicing Agency** tab and then choose **Order**). The agency must set the **In-Flight Order Indicator** to **Yes**.
- The partner agencies approve in-flight orders.
Once IFOs are approved, the order status changes to Open.

Servicing Agency Pulls IFOs

The servicing agency pulls IFOs into Oracle EBS. You must run the *Projects G-Invoicing ECC Data Load* load program to display the imported orders in the dashboard. Once IFOs are pulled successfully, they appear in the G-Invoicing dashboard.

Note: You can schedule the load program to run periodically to view current data in the G-Invoicing dashboard.

To pull IFOs into Oracle EBS, perform the following steps:

1. From the **Home** page, select the **Projects Super User** responsibility.
2. Click **Requests** and then **Schedule**.
3. The **Schedule Request: Define** page appears.
4. Query the concurrent program *Intragovernmental Orders Interface Program*.
5. Click the **Parameters** tab.
6. From the **Agency Type** list, select **Servicing Agency**.
7. Select **Pull** for the request mode.
8. Select **Get Order List** for the request type.

9. Select an operating unit.
10. Select an agency location code.
11. Click **Ok** and click **Submit**.
12. Run the *Projects G-Invoicing ECC Data Load* concurrent program to display order details in the G-Invoicing dashboard.
The IFOs are pulled successfully and appear in the G-Invoicing dashboard.
13. In the **Header** region, click the **Orders** tab.
14. Select the in-flight order created by either the servicing or requesting agency to update.
In the case of a seller-facilitated in-flight order, you can see the View SFO link enabled.
15. Scroll to the right to view the In-Flight Order Indicator. This field identifies an order as the in-flight order.
16. Agreements are created automatically.
17. Create or associate a project to an IFO. The system publishes performance obligations.
18. In the **Performance Obligations** page, enter the top task and click **Apply**. You can only enter value for the top task. All other additional attributes are view-only.
19. Click the G-Invoicing dashboard icon to return to the dashboard.
20. In the **Header** region, click **Orders** tab.
21. Select the in-flight order and click the **Update Agreement** link. The **Update Agreement** page appears.
The **In-Flight Order Indicator** displays **Yes** for the ifo order.
22. Click **Additional Attributes** from the **Actions** menu and click **Go**. The **Agreement Additional Attributes** page appears. You cannot modify any attributes or values. You can only submit the agreement for approval.
23. Click **Submit**.
24. Log in as the approver and approve the agreement. After an IFO is approved, the performance obligation is published, and funding is allocated but is not baselined. The Internal status for the order displays Pending Funds Check. In the case of an SFO IFO, if an order is advanced-enabled, then funding is not generated.

25. From the **Actions** menu in the **Update Agreement** page, click **Confirm Funds Availability** and click **Go**.

The funding is allocated and baselined.

Modifying Buyer-Initiated In-Flight Orders

The buyer-initiated in-flight order modification is initiated in federal G-Invoicing. After an order is modified and approved, it is shared with the servicing agency. The servicing agency pulls the modified order into Oracle EBS.

To pull the buyer-initiated in-flight orders (BIO IFO) modification, perform the following steps:

1. Run the *Intragovernmental Orders Interface Program* pull the modified orders.
2. Run the *Projects G-Invoicing ECC Data Load* concurrent program to refresh data in the G-Invoicing dashboard.
3. Run the **Order Modification Uptake** process.
4. From the **Header** region of the **Orders** tab, click the **View Performance Obligation** link.
5. Click **Update** from the **Actions** menu and click **Go**.
6. Enter a top task number and a servicing TAS similar to Oracle EBS maintained BIO order.
7. Click **Save** and **Continue**.
8. Click **Apply**.
9. From the G-Invoicing dashboard, scroll to the **Header** region of the **Orders** tab, click the **Update Agreement** link. You can notice that all the additional attributes are editable at this point.
10. Click **Submit** to submit the order for approval. The process generates the 7600B Federal report.
11. Log in as the program official and approve the order.
12. Open the **Update Agreement** page. From the **Actions** menu, click the **Confirm Funds Availability** and **Go**. The funding is baselined, and the order is pushed to federal G-Invoicing.
13. The agreement is updated automatically, and the performance obligation lines are updated.

Modifying Seller-Facilitated In-Flight Orders

The seller-facilitated in-flight order modification is initiated in Oracle EBS. To modify a seller-facilitated in-flight order, perform the following steps:

1. In the G-Invoicing dashboard, from the **Header** region of the **Orders** tab, select the in-flight order initiated by the servicing agency to modify and click **View SFO**. The **Seller-Facilitated Order** page appears.
2. Click **Modify**.
The order number is suffixed with .1 indicating the order revision.
3. You can add an order line or an order line schedule.
4. Click **Save** and **Continue**.
5. Click **Apply**. The system runs the order uptake process.
6. From the G-Invoicing dashboard, scroll to the **Header** region of the **Orders** tab, and then the **View Performance Obligation** link.
7. Click **Update** from the **Actions** menu and click **Go**.
8. Enter the top task number and the servicing TAS.
9. Click **Save** and **Continue**.
10. Click **Apply**.
11. Click the **G-Invoicing Dashboard** link.
12. From the G-Invoicing dashboard, and the **Header** region of the **Orders** tab, click the **Update Agreement** link. The agreement additional attributes are editable.
13. Click **Submit** for the order approval. The process generates the 7600B Federal report.
14. Log in as the program official and approve the order.
15. Navigate to the G-Invoicing dashboard and click **Update Agreement**.
16. In the **Update Agreement** page, click **Confirm Funds Availability** and then **Go**. The funding is baselined, and the order is pushed to federal G-Invoicing.
17. In federal G-Invoicing, the requesting agency opens the order, enters requesting agency details and clicks **Submit for Requesting Approval**.

The order is approved and the status changes to open. The servicing agency can

pull the approved IFO into Oracle EBS by running the *Intragovernmental Orders Interface Program*. Run the *Projects G-Invoicing ECC Data Load* concurrent program to refresh data in the G-Invoicing dashboard. The seller-facilitated in-flight order is pulled into the G-Invoicing dashboard.

Importing or Creating PPQs in Federal G-Invoicing

You can use one of the two ways to create or import prior performance quantity (PPQs) into federal G-Invoicing:

- For an advance-enabled order, enter the prior performance quantity details in the .CSV file. When the an agency uploads the .CSV file, all the associated PPQs are uploaded.
- The other method to upload the prior performance quantity is to enter the performance details in federal G-Invoicing. (**Navigation:** In federal G-Invoicing, select **Requesting** or **Servicing Agency**, then **Upload Order**)
 - Select the order to create performance against an IFO. The **Order** page appears. Ensure the **In-Flight Order Indicator** is set to **Yes**.
 - Click **Show Performance**. Scroll to the right and click **Create**. The **Performance** page appears.
 - Select **Advance** as the performance type. You can enter PPQ only for advance-enabled orders.
 - Select **Yes** for **Do Not Settle** option. In this case, the transaction does not result in transfer of funds.
 - Enter date and choose an open accounting period.
 - Enter the quantity for the prior performance to import.
 - Click **Create**.

An advance performance is created for the specified quantity.

Importing PPQs into Oracle EBS

To pull PPQs from federal G-invoicing into Oracle EBS, perform the following steps:

1. In EBS, choose **Projects Federal Super User** responsibility.
2. Click **Requests** and then **Schedule**.
3. The **Schedule Request: Define** page appears.

4. Query the concurrent program *Intragovernmental Performance Interface Program*.
5. Click the **Parameters** tab.
6. From the **Agency Type** list, select **Servicing Agency**.
7. Select **Pull** for the request mode.
8. Select **Get Performance List** for the request type.
9. Select an operating unit.
10. Select an agency location code.
11. Click **Ok** and click **Submit**. The system runs the concurrent program for each performance.
12. Run the *Projects G-Invoicing ECC Data Load* concurrent program to display order details in the G-Invoicing dashboard. IFOs are displayed in the G-Invoicing dashboard.
13. Query for the order that is imported from G-Invoicing with a PPQ.
14. In the **Details** region, click the **Performance Details** tab.
15. Click the **View** link. The **View Performance History** page appears. A new performance status, **Previously Settled**, has been added for PPQ.

Note: The advance request process has been enhanced to ignore the previously settled orders from being considered during the advanced performance submission in both partial and full advance requests.
16. In G-Invoicing dashboard, click the **View Performance Obligation** link. The **Performance Obligations** page appears.
17. Click the performance obligation line and click **Request Full Advance** and click **Go**. The system considers all lines except the lines with the PPQs or already settled performance status lines.
 - When IFOs with PPQs are pulled for the first time, the request full advance process is not run after the concurrent program is run. The system pulls PPQs and matches the receipt with the performance quantity, and if they match, then it is associated with the corresponding PPQ. If a receipt does not exist, then the system

creates a new receipt.

The servicing agency can derive the receipt using the client extension, `pa_client_extn_igt_cust.ifo_get_rcpt_adv_perf`. If a receipt is not derived, then the system creates a receipt and assigns the performance number.

- If a client extension exists to process a receipt, then the client extension is given a priority.

A project can have IFO or non-IFO orders. In such cases, after orders are approved initially, IFOs are treated similar to other intragovernmental orders. If a project is associated with both IFO and non-IFO orders, then the auto-request full advance is enabled at the projects level. Once an IFO order is approved, you cannot run the Request Full Advance.

7600EZ Invoice

The federal G-Invoicing application includes an easier invoicing process for lower value invoicing and settlement, where the servicing agency can directly submit an invoice created from a GT&C without requiring an order for settlement. This form of invoicing is known as 7600EZ Invoicing.

For EZ Invoicing, based on an agreement between the requesting and servicing agencies, either of the agencies creates a GT&C with the 7600 EZ invoice indicator enabled. The servicing agency in Oracle EBS creates a project, an agreement and submits an invoice for the GT&C. The requesting agency accepts and settles the EZ invoice when the invoice amount is within the invoice limit set in the GT&C. Every invoice generated should be within the invoice limit specified.

The EZ invoicing makes the settlement process simpler and automates integration between the servicing and requesting agencies. The EZ Invoicing in Oracle EBS, as the servicing agency, supports the following functionalities:

- Both agencies must agree on the required services and delivery.
- Based on the agreement, agencies create a GT&C.
- Servicing agency pulls the GT&C into Oracle EBS.
- Servicing agency creates and associates a project with the GT&C.
- Servicing agency creates and submits invoices to requesting agency for settlement.
- Invoice is submitted to federal G-Invoicing for settlement.
- Requesting agency either accepts or rejects the invoice and settles it appropriately.

- An agreement creation and funding are a manual process performed from the G-Invoicing dashboard in Oracle Projects. The invoice is generated with the limit of \$10,000 or lower set in during the GT&C creation.
- Adjustments with respect to cancellations, settlement is fully automated to handle the appropriate reversals in Oracle Projects.

Required Setups for 7600EZ Invoice

To use 7600EZ invoice in Oracle EBS, set the following options and conditions:

- **G-Invoicing Setup:** In the G-Invoicing Setup page, enable the invoice cancellation numbering.

In the **EZ Invoicing Setup** region, enter a value in the **Invoice Cancellation Numbering** field to initiate specific numbering for an invoice cancellation and credit memo creation process. The specified number will be the starting point for all the transactions in the EZ invoice cancellation process. This numbering is applicable for all projects in the chosen operating unit. The subsequent transactions are incremented by 1. The cancellation series is effective only when the implementation options do not have automatic numbering and the credit memo reason is not a required value as per the implementation setup.

- **G-Invoicing Options:** In the G-Invoicing Options page, for the **GT&C Response Type** field, choose **JSON** as the value.
- **Billing Setup in the Implementation Options:** Disable the **Require Credit Memo Reason** option to utilize the automatic release of credit memos. If this option is enabled, then the credit memo is retained in the approved status. You must manually release the credit memo and enter the reason for the credit memo as well.
- **Projects Setup:** A new attribute, 7600EZ Invoice, is included in the Project setup page that identifies a project to be enabled for EZ invoicing. Only projects with the 7600EZ Invoice enabled would be available for funding association to an EZ-enabled agreement.

If a projects is IGT-enabled and has been associated to an order line, then such projects cannot be enabled for 7600EZ invoice. If the 7600EZ Invoice option is enabled on a project, then such projects cannot be associated to an IGT order line or an order line schedule.

- **Billing Setup Changes in the Revenue and Billing Information window:** Enable the **Customer at Top Task** and **Invoice Method at top Task** option for an EZ invoice to enable funding. If you choose these two options at the template level, they get defaulted to projects that use this template. If you do not enable them at the template level, then you must enable these options for each project you create for EZ invoicing. For an EZ invoice, the **Adjustment Included on Standard Invoice**

must include All.

For the EZ enabled projects, the **Error Negative Standard Invoices** option is enabled by default. You cannot modify the value.

Refer to the "**Setting up for 7600EZ Invoicing**" topic for more details.

Setting up 7600 EZ Invoice Flag at the Project Template

The Oracle E-Business Suite G-Invoicing solution lets you enable or disable the 7600EZ invoice flag at the project template level. When a new project is created from this template, the 7600EZ flag setting is inherited from the template by default.

A checkbox for the 7600EZ flag is added in the projects template page.

Enabling 7600EZ Invoice Option

You can setup 7600EZ invoice option at the project template level. When you create a project using this project template, the project inherits the 7600EZ invoice flag setup and becomes a 7600EZ project. If an agency has appropriate access privilege, then they can enable or disable this option.

When you enable the 7600EZ Invoice option on the Projects Template page, the system enables the Customer at Top task and Invoice Method at Top Task at the Billing Setup page if they are not already enabled.

At the Billing Setup page, you must also enable the Error Negative Standard Invoice.

To enable the 7600EZ invoice flag on the projects template page, perform the following steps:

1. From the **Home** page, click **Projects Super User, Federal** responsibility.
2. Click **Setup**, then **Projects**, and then click **Project Template**.
The **Projects Template** page appears.
3. Enter the required fields such as Project Name, Project Number, Organization and so on.
4. Click **Continue**.
The Project Template with the various setups you must perform appears.
5. Scroll down and click the **Projects, Basic Information** and then click the pencil icon to edit.
6. A new option, **7600EZ Invoice** appears. Click the option to enable 7600EZ Invoice at the template level.
7. Click the other setup details and fill in the required details.

8. Click **Apply**.

When the template is created and the 7600EZ Invoice option is enabled, then the system automatically enables the Customer at Top task and Invoice Method at Top Task at the Billing Setup page.

Creating a Project from a Template

When you create a project template with the 7600EZ Invoice flag enabled, then you can create new projects using the project template.

If the project template has 7600EZ Invoice flag enabled, then the project created from it also automatically inherits the 7600EZ Invoice flag enabled, and all relevant 7600EZ-related fields are also set to Yes.

Creating a Project from a Project

You can create new projects from the existing projects by using the copy from project functionality. If you create a project from a source project that has the 7600EZ Invoice flag enabled, then the newly created project has the 7600EZ Invoice flag enabled and all related 7600EZ values are set accordingly.

Creating a Template from a Project

If you create a template from a project that has the 7600EZ Invoice flag enabled, then the newly created template has the 7600EZ Invoice flag enabled and all related 7600EZ values are set accordingly.

Mass Submission of EZ Invoice

The Oracle E-Business Suite G-Invoicing solution provides an agency to submit EZ invoices in bulk using the concurrent program, *PRC: Process Mass Submission of EZ Performances for G-Invoicing*.

To mass submit EZ Invoices, perform the following steps:

1. From the **Home** page, select the **Projects Super User, US Federal** responsibility.
2. Click **Requests** and then **Schedule a Request**.
3. In the **Schedule Request** window, query the *PRC: Process Mass Submission EZ Performances* for G-Invoicing concurrent program.
4. Click the **Parameter** tab. The **Schedule Request: Define** page appears.
5. Select an operating unit.
6. Enter a value in the **From Project Number** field.

7. Enter a value in the **To Project Number** field.
8. Enter a value in the **From GTC Number** field.
9. Enter a value in the **To GTC Number** field.
10. Enter a value in the **From EZ Number** field.
11. Enter a value in the **To EZ Number** field.

Note: If you leave the project name, GTC number, and EZ number fields empty, then the concurrent program submits the process for all the projects, GT&Cs and the EZ numbers.

12. Select an agency location code. This is a mandatory field.
13. Select a request mode to submit, **Push** or **Pull**.
14. Select the value for the report type as either delete, reverse, or submit.

Note: If you leave the report type field empty, then the concurrent program submits EZ invoices for all the three choices.

15. Click **Continue**. The **Schedule Request: Review** page appears.
16. Review the parameters you have entered. To change any parameter's value, click **Back**. Correct the value and click **Continue** again.
17. Click **Submit**.

Pushing or Pulling Intragovernmental 7600EZ Invoice Interface Program

To pull or push 7600EZ orders, run the Intragovernmental 7600EZ Invoice Interface Program.

1. From **Home**, switch to **Projects Super User** responsibility.
2. Click **Requests** and then click **Schedule**.
Query for the *Intragovernmental 7600EZ Invoice Interface Program*.
3. Click the **Parameters** tab, enter the following details:
 - **Agency Type:** Select Requesting Agency.
 - **Request Mode:** Select Push to send data to or Pull to retrieve data from the

federal G-Invoicing application.

- **Request Type:** If the request mode is pull, then select from the following values:
Get Order Attachment
Get Order List
Get Order by ID
 - **Operating Unit:** Specify the operating unit.
 - **Agency Location Code (Optional):** To retrieve data for a specific agency, select its agency location code (ALC).
 - **EZ Number (Optional):** To run the program for a specific EZ invoice, enter the invoice number.
 - **GTC Number (Optional):** To run the program for a specific GT&C, enter the GT&C number.
 - **Document Status (Optional):** If you specify a status, then the program only processes documents that are in that status.
4. Submit the concurrent request.
- Note:** Schedule this program to run as often as required to keep the G-Invoicing data current.

Creating Agreement for EZ Invoice from a GT&C

When the servicing agency pulls GT&Cs from federal G-Invoicing, they are displayed in the G-Invoicing dashboard. The servicing agency can view the EZ-enabled GT&C by clicking the EZ Invoice tab on the G-Invoicing dashboard. You can also search and narrow your searches to find the EZ enabled GT&Cs. In the case of EZ invoice, the agency must create an agreement.

Prerequisites

In federal G-Invoicing, you should create a GT&C enabled for 7600EZ invoicing. Run the following concurrent programs to import the EZ invoices into Oracle EBS.

- Run the *Intragovernmental Agreement for Agency Program* (**Navigation:** Click **Projects Super User, US Federal**, then **Reports**, then **Schedule Reports**, and then **New Requests**. Enter the program name and mandatory parameters.)
- Run the *Intragovernmental Groups for Agency Interface Program* (**Navigation:** Click

Projects Super User, US Federal, then **Reports**, then **Schedule Reports**, and then **New Requests**. Enter the program name and mandatory parameters.)

- Run the *Intragovernmental Groups for GT&C Interface Program* (**Navigation:** Click **Projects Super User, US Federal**, then **Reports**, then **Schedule Reports**, and then **New Requests**. Enter the program name and mandatory parameters.)

To create an agreement, perform the following steps:

1. From the **Home** page, select the **Projects Super User, Federal** responsibility.
2. Click **Enterprise Command Center** and then **Projects Command Center**. Projects dashboards appear.
3. Click the **G-Invoicing Dashboard**. The **G-Invoicing** dashboard page appears.
4. Click the **EZ Invoice** tab to view EZ-enabled GT&C and data.
5. Query the EZ-enabled GT&C.
6. In the **Header** region and the **GT&C** tab, click the three ellipses (...) **Actions** menu.
7. Select **Create EZ Agreement**. The **Create Agreement** page appears.
8. Click and select the requesting group that are associated with the GT&C.
9. Click and select the requesting ALC. The LOV displays the ALCs that are associated with the selected group.
10. Click and select the servicing group that are associated with the GT&C.
11. Click and select the servicing ALC. The LOV displays the ALCs that are associated with the selected group. The create agreement page includes an option, **7600EZ Invoice**, to indicate the agreement is enabled for the EZ invoicing. Based on the selected requesting agency ALC, the appropriate customer name and number are defaulted.
12. Select an agreement type. If the agreement type is enabled for approval, then the **Approval Required** field shows **Yes**. If it does not require approval, then the approval required field displays **No**. Only the agreements that are EZ Invoice enabled are displayed in the LOV.
13. In the **Agreement** region, enter the **Agreement Number**. You can prefix EZ to identify the agreement as an EZ-enabled agreement.
14. A new field, **Per Invoice Limit**, is included that defaults the value from the GT&C. This field is read only.

15. Enter the **Proposed Amount** for the agreement. This value is validated with the per invoice limit value specified on the GT&C as the sum of proposed amounts [unapproved Agreements], approved amounts [Approved Agreements] created previously for the corresponding GTC. The balance amount available is allowed for the agreement being created.

If the funds are already utilized (approved agreements) or being utilized (unapproved agreements), then the agreement being submitted will not be approved due to lack of funds.

16. Click **Apply** and **Save**.

Updating an EZ Agreement

The update agreement page is launched from the G-Invoicing dashboard. To update an agreement, perform the following steps:

1. From the **Home** page, select the **Projects Super User, Federal** responsibility.
2. Click **Enterprise Command Center** and then **Projects Command Center**. Projects dashboards appear.
3. Click the **G-Invoicing Dashboard**. The G-Invoicing dashboard page appears.
4. Click the **EZ Invoice** tab to view the EZ enabled GT&C and data.
5. Query the EZ enabled GT&C.
6. In the **Header** region, click **Agreements** tab.
7. Click **Update Agreement** link. The **Update Agreement** page appears.

Most of the options related to EZ invoice are read only. In the **Agreement** region, the agreement number is generated with a EZ prefix to indicate it as an EZ-enabled agreement and the value cannot be modified. The **Update Agreement** page includes Actions menu that lets you add funding, edit EZ additional agreement attributes, view agreement versions and view funding.

EZ Agreement Additional Attributes

Many agreement attributes captured at the agreement level are defaulted into the EZ Invoice. The agency can update these attributes before submission. To update an EZ agreement additional attributes, perform the following steps:

1. From the **Home** page, select the **Projects Super User, Federal** responsibility.
2. Click **Enterprise Command Center** and then **Projects Command Center**. Projects dashboards appear.

3. Click the **G-Invoicing Dashboard**. The **G-Invoicing** dashboard page appears.
4. Click the **EZ Invoice** tab to view the EZ-enabled GT&C and data.
5. Query an EZ enabled GT&C.
6. In the **Header** region, click **Update Agreement** icon. The **Update Agreement** page appears.
7. From the **Actions** menu, click **EZ Agreement Additional Attributes** and then **Go**. The **EZ Agreement Additional Attributes** page appears. The additional attributes are divided into multiple sections.

Add Funding

To add funding, perform the following steps:

1. In the **Update Agreement** page, click **Add Funding** and **Go**. The **Allocate Funds** region appears.
2. In the **Allocate Funds** region, select the EZ-enabled project number from the LOV.
3. The **Task Number** only displays the unused tasks for the chosen project. If you have already allocated a task to an agreement of a project, then it does not display for selection in the LOV.
4. Enter the allocation date.
5. Enter the amount to be funded.
6. Choose the funding classification. You must define the descriptive flexfield by clicking the brackets.
7. Click **Apply**.

Create and Submit an EZ Invoice

Create an EZ Invoice

An EZ Invoice is created and appears in the draft invoice status after the streamline process runs the tie-back process to Oracle Receivables. This EZ Invoice inherits all the necessary attributes from the agreement.

Prerequisites

You must have completed the following prerequisites before running the streamline process to create an EZ invoice:

- Create an event or an expenditure. (**Navigation:** From the Projects Home page, click **Billing**, then **Events**, and then **Projects** or click **Expenditures**.)
- Baseline the funding using the update agreement page (in the **Update Agreement** click **Actions** menu, then **View Funding**. In the **View Funding** page, scroll down and click **Funding Inquiry**. Click **Baseline**.)
- Run the concurrent program *Generate Draft Invoice for a Single Project* (**Navigation:** Click **View Requests**, then **Submit a New Request**. Enter the concurrent program name and enter required parameters. Click **Submit** and **No**.)
- Approve and release the invoice generated (From the Projects Home page, click **Events**, then **Invoice Review**. Query for the project and click **Find**. In the **Invoice Summary** window, click **Approve 1** and then **Release**.)

To create an EZ invoice, perform the follow steps:

1. Run the streamline concurrent program, *PRC: Submit Interface Streamline Processes*, to create an invoice and tie-back to Oracle Receivables (**Navigation:** Click **View Requests**, and then **Submit a New Request**. Enter the concurrent program name and enter required parameters. Click **Submit** and **No**.)
2. After the program runs successfully, run the *ECC Data Load for Projects* concurrent program to refresh the data in the G-Invoicing dashboard.
3. In the G-Invoicing dashboard and from the **Details** region, click the **EZ Invoice** tab. You can see the EZ Invoice created initially in a draft status. You can scroll to the right and edit the additional attributes of the invoice.
4. Click the **Additional Attributes** icon to view the EZ Invoice additional attributes that are defaulted from the agreement.

Submit an EZ Invoice

The servicing agency can select an EZ invoice in a draft status and initiate the submission of the invoice to federal G-Invoicing. To submit an EZ invoice, perform the follow steps:

1. From the G-Invoicing dashboard and **Details** region, click the **EZ Invoice** tab. Select the EZ invoices in a draft status and click the **Actions** menu (three ellipses) and then **Submit**. You can select multiple draft invoices to submit together.
2. After the program runs successfully, run the *ECC Data Load for Projects* concurrent program to refresh the data.

This program inserts the records into the document request table, the Payables concurrent program picks up data from the tables and processes them. This program initiates the *Intragovernmental 7600EZ Interface* program that pushes the EZ

data to federal G-Invoicing.

3. The EZ number and EZ invoice number are populated and the status changes to Pending.
4. Login to the Federal G-Invoicing application and query for the EZ invoice from either of the agencies. If the performance date is a system date, then it settles immediately. If the performance date is set in the future, then the settlement happens on the specified date.
5. In Oracle Projects, run the pull concurrent program of *Intragovernmental 7600EZ Interface Program* to pull the records. This program runs the PRC Streamline processes like the PRC: Interface Invoices to Payables, and the Autoinvoice Import, and the Prepayment Matching concurrent programs. Run the *ECC Data Load for Projects* concurrent program to refresh the data.
6. After all the business events are successfully run, the EZ invoice status changes to Settled. The corresponding receipt number and the receipt status shows applied.

Note: You must run the *ECC Data Load for Projects* to view the most current data and changes in the G-Invoicing dashboard.

Defaulting Requesting TAS and BETC in the 7600 EZ Invoice

The requesting agency TAS and BETC values are defaulted from the Funding Summary page to the EZ Invoice additional attributes page. Earlier, agencies could update the TAS and BETC values at all levels like EZ Agreement additional attributes page, Funding Summary window, as well as on the EZ invoice additional attributes page. With this enhancement, the servicing agency can only edit the requesting agency's TAS and BETC values on the EZ Additional Agreement Attribute page. The Funding Summary page defaults the TAS and BETC from the EZ additional agreement page. You cannot edit these values in the Funding Summary or in the EZ invoice additional attributes pages.

The requesting TAS and BETC values on the existing EZ Invoices are not impacted when the requesting TAS and BETC values are changed on the EZ Agreement additional attributes page. When the EZ invoice is generated after the TAS and BETC values are changed in the EZ Agreement page, the future EZ invoices consider the modified requesting TAS and BETC values that are defaulted on the Funding Summary page as well.

Prerequisite

Set the following options in the G-Invoicing setup page:

- To default the point of contact details, set the Validate POCs as Employee in the G-Invoicing Setup page. When you select the point of contact in the additional

agreement page, the fields associated with the employee are defaulted.

To modify the TAS and BETC values in 7600 EZ invoicing, perform the following steps:

1. From the **Home** page, select the **Projects Super User** responsibility.
2. Click **Enterprise Command Center** and then **Projects Command Center**.
3. Click the **G-Invoicing dashboard** tab.
4. Scroll to the **Headers** region and click the **GT&C** tab.
5. Select the **GT&C**.
6. Click the three dots and select **Create EZ Agreement**.
7. Enter the required fields.
8. Click **Save**.
9. Create an EZ project.
10. Enter the required fields.
11. Click **Save**.
12. Create tasks, add funding for the tasks, and save.
13. Notice on the **Summary Project Funding** window, for the tasks which are funded, the TAS and BETC values are defaulted from the EZ Agreement. These values are not editable.
14. Create an event for tasks.
15. Navigate to the **Submit a Request** window and run the *PRC: Generate Draft Invoices for a Single Project* for the project.
16. Approve and release it.
17. In the **Update Agreement** page, from the **Actions** menu, select the **Additional EZ Agreement Attributes** and click **Go**.
The **EZ Additional Agreement Attributes** page appears.
18. Change the **Requesting TAS** and **BETC** values.
19. Click **Save**.
20. Check the **Funding Summary** page to view the modified TAS and BETCs defaulted.

You cannot modify the values in this page.

21. Run the *PRC Streamline* programs to interface the draft project invoice to AR.
The tieback process runs and creates an EZ invoice.
22. Run the *Projects ECC G-Invoicing Data Load* program to refresh the data in the G-Invoicing dashboard.
23. In the **G-Invoicing dashboard**, locate the EZ Invoice, click the **Update Additional Attribute** icon.

The **EZ Invoice Additional Attributes** page appears. Notice the TAS and BETC values from the draft invoice (which have the original TAS and BETC) got defaulted instead of the updated TAS and BETC values from the Step 18. This is because the draft project invoice was created before updating the requesting TAS and BETC's on the EZ Agreement.

When any new project draft invoices are generated by running the Generate draft Invoice for a single project, then run the streamline process and the EZ then carries the updated TAS and BETC in step 18.

Note: In the case where you want the updated TAS and BETC values to be used for the EZ invoice, then run the generate draft invoice for a single project, approve and release the Draft Invoice and then run the streamline processes to generate the EZ invoice. In another scenario, where you have run the generate draft invoice for a single project, but have not released the project draft invoice, then you can rerun the generate draft invoice for a single project, approve and release the draft invoice and then run the streamline process. This will create an EZ invoice with the updated TAS and BETC values.

Delete an EZ Invoice in the Draft Status

An EZ Invoice can be deleted by the agency when the invoice status is in a draft mode. To delete a draft EZ invoice, perform the follow steps:

1. From the **G-Invoicing dashboard** and **Details** region, click the **EZ Invoice** tab. Select the draft EZ invoices and click the **Actions** menu (three ellipses) and click **Delete**. This action creates a cancel invoice.
2. Run the streamline concurrent program, *PRC: Submit Interface Streamline Processes* (**Navigation:** Click **View Requests**, then **Submit a New Request**. Enter the concurrent program name and enter required parameters. Click **Submit** and **No**.) The streamline process interfaces the cancel invoice to AR and during the tie back it changes the status of the original EZ invoice to deleted.

3. The internal status changes to Deleted.

Delete an EZ Invoice in the Pending Status

An EZ Invoice can be deleted by the agency when the invoice status is in a pending mode.

Prerequisite

You must have fulfilled the following prerequisites:

- You must have created a draft invoice.
- You must change the performance date to a future date.

To delete a pending status EZ Invoice, perform the following steps:

1. From the **G-Invoicing** dashboard and **Details** region, click the **EZ Invoice** tab. Select the pending status EZ invoice and click the **Actions** menu (three ellipses) and then **Delete**. The action sends the request to federal G-Invoicing. On getting the response as deleted, the cancel invoice program is triggered.
2. Run the streamline concurrent program, *PRC: Submit Interface Streamline Processes* (**Navigation:** Click **View Requests** , then **Submit a New Request**. Enter the concurrent program name and enter required parameters. Click **Submit** and **No**.) This interfaces the cancel invoice to AR and after the tie back the original EZ invoice is marked as deleted.
3. The Internal status changes to **Deleted**.

Reverse an EZ Invoice with a Settled Status

An EZ Invoice can be reversed in a settled invoice status. To reverse an EZ Invoice that is in a settled status, perform the follow steps:

1. From the **G-Invoicing** dashboard and **Details** region, click the **EZ Invoice** tab. Select the settled EZ invoices and click the **Actions** menu (three ellipses) and click **Reverse**.
2. Run the ECC data load to see the reversal transaction created. The Internal status of the original EZ invoice is changed to Reversal in Progress. A new reverse invoice line is created which references the original EZ Invoice Number, the EZ performance type as Reversal, with the draft internal and EZ invoice statuses.
3. Click the **Additional Attributes** icon to enter the mandatory values for the servicing agency for reversal and click **Apply**.

Note: If you submit the reversal invoice without specifying the mandatory additional attributes, then the system results in error and returns the internal status as Error. You will have to resubmit the reversal after specifying the required details.

4. Select the reversal line and then click **Submit**. The system submits the reversal process and pushes the reversal request to federal G-Invoicing.
5. Run the pull concurrent program, *Intragovernmental 7600EZ Interface Program*, to pull the reversal acceptance.
6. Run the *ECC Data Load for Projects* concurrent program to refresh the data in the G-Invoicing dashboard. This action pulls the settlement, creates the cancel invoice, and stamps the reversed invoice line with the unique EZ Invoice Number. For the reversal invoice line, the internal status changes to Settlement in Progress.
7. Run the streamline concurrent program, *PRC: Submit Interface Streamline Processes* to tie back the invoice to AR (**Navigation:** Click **View Requests** , then **Submit a New Request**. Enter the concurrent program name and enter required parameters. Click **Submit** and **No**.)
8. Run the *ECC Data Load for Projects* concurrent program to refresh the data refresh the data in the G-Invoicing dashboard. This streamline process interfaces and ties back the cancel invoice to AR and the status of the reversal transaction is updated to Settled and the original EZ invoice status changes to Reversed.

Reverse a Settled EZ Invoice with Credit Memo

Prerequisites

You must have fulfilled the following prerequisites:

- In the **Billing** tab of the **Implementation Options** window, enable the **Require Credit Memo Reason** option.

To reverse an EZ invoice that is in a settled status, perform the following steps:

1. From the **G-Invoicing** dashboard and **Details** region, click the **EZ Invoice** tab. Select the settled EZ invoices and click the **Actions** menu (three ellipses) and click **Reverse**.
2. Run the ECC data load to see the reversal transaction created. The Internal status of the original EZ invoice is changed to Reversal in Progress. A new reverse invoice line is created which references the original EZ Invoice Number, the EZ performance type as Reversal, with the draft internal and EZ invoice statuses.

3. Click the **Additional Attributes** icon to enter the mandatory values for the servicing agency for reversal and click **Apply**.

Note: If you submit the reversal invoice without specifying the mandatory additional attributes, then the system results in error and returns the internal status as Error. You will have to resubmit the reversal after specifying the required details.

4. Select the reversal line and then click **Submit**. The system submits the reversal process and pushes the reversal request to federal G-Invoicing.
5. Run the pull concurrent program, *Intragovernmental 7600EZ Interface Program*, to pull the reversal acceptance.
6. Run the *ECC Data Load for Projects* concurrent program to refresh the data in the G-Invoicing dashboard. This action pulls the settlement, creates an approved invoice, and stamps the reversed invoice line with the unique EZ Invoice Number. For the reversal invoice line, the internal status changes to Settlement in Progress.
7. Release the approved invoice by entering the credit memo release reason (From the Projects Home page, click **Events**, then **Invoice Review**. Query for the project and click **Find**. In the **Invoice Summary** window, click **Approve 1** and then **Release**.)
8. Enter the credit memo reason and click **Ok**.
9. Run the streamline concurrent program, *PRC: Submit Interface Streamline Processes*, to tie back the invoice to AR (**Navigation:** Click **View Requests**, then **Submit a New Request**. Enter the concurrent program name and enter required parameters. Click **Submit** and **No**.)
10. Run the *ECC Data Load for Projects* concurrent program to refresh the data refresh the data in the G-Invoicing dashboard.

This streamline process interfaces and ties back the cancel invoice to AR and the status of the reversal transaction is updated to Settled and the original EZ invoice status changes to Reversed.

Rejected Transaction when Reversal is Initiated

There can be a situation when the servicing agency initiates a reversal of a settled EZ invoice, and at the same time, a requesting agency rejects the same EZ invoice. In such a case, when the reversal acceptance is pulling by the servicing agency, the original transaction is stamped as Rejected and the reversal transaction's internal status changes to Rejection Processed.

Reject an EZ Invoice in a Pending Status

The servicing agency can reject an EZ invoice that is in a pending status.

Prerequisite

Ensure that you have fulfilled the following prerequisites:

- You must have created a draft invoice.
- You must change the performance date to a future date.
- You must have run a push concurrent program to interface the pending EZ invoice to federal G-Invoicing.

To reject an EZ Invoice that is in a pending status, perform the following steps:

1. From federal G-Invoicing, query for EZ invoices.
2. Select one of the pending EZ invoice and click **Reject Invoice**.
3. Enter the performance date.
4. Enter the reason for rejection.
5. Enter the requesting agency point of contact details.
6. Click **Reject**.
7. Run the pull concurrent program, *Intragovernmental 7600EZ Interface Program*, for the GT&C to pull the rejected invoice.

Refer to Pushing or Pulling Intragovernmental 7600EZ Invoice Interface Program, page 6-160 for more details.
8. Run the *ECC Data Load for Projects* concurrent program to refresh the data in the G-Invoicing dashboard.
9. In the Details region of the G-Invoicing dashboard and EZ Invoice tab, the rejected EZ Invoice shows Informational EZ Invoice status and the Internal Status changes to Rejected. This invoice is not settled in federal G-Invoicing.

A corresponding rejected performance transaction type with the Receivable Invoice Number is created with a unique EZ invoice number referencing the original EZ invoice number.
10. Pull the original invoice as well which triggers the cancel invoice program. Then, run the streamline program which changes the status to Informational.

Reject an EZ Invoice in a Settled Status

The servicing agency can reject an EZ invoice that is in a settled status.

Prerequisite

Ensure that you have fulfilled the following prerequisites:

- You must have created a draft invoice.
- You must change the performance date to system date (current date).
- You must have run a push concurrent program to interface the EZ invoice to federal G-Invoicing.

To reject an EZ Invoice that is in a settled status, perform the following steps:

1. From federal G-Invoicing, query for EZ invoices.
2. Select one of the pending EZ invoice and click **Reject Invoice**.
3. Enter the performance date.
4. Enter the reason for rejection.
5. Enter the requesting agency point of contact details.
6. Click **Reject**.
7. Run the pull concurrent program, *Intragovernmental 7600EZ Interface Program*, for the GT&C to pull the rejected invoice. This program triggers the cancel invoice program.

Refer to Pushing or Pulling Intragovernmental 7600EZ Invoice Interface Program, page 6-160 for more details.
8. Run the streamline concurrent program, *PRC: Submit Interface Streamline Processes*, (**Navigation:** Click **View Requests** , then **Submit a New Request**. Enter the concurrent program name and enter required parameters. Click **Submit** and **No**.) This program runs processes like the PRC: Interface Invoices to Payables, and the Autoinvoice Import, the Tie back Invoices from Receivables and Prepayment Matching concurrent programs. During the tie back the status of the original EZ invoice is changed to Rejected.
9. Run the *ECC Data Load for Projects* concurrent program to refresh the data in the G-Invoicing dashboard.
10. In the Details region of the G-Invoicing dashboard and EZ Invoice tab, the rejected EZ Invoice shows EZ Invoice status as Informational and the Internal Status

changes to Rejected. This invoice is not settled in G-Invoicing. A corresponding rejected performance transaction type with the Receivables Invoice Number is created with a unique EZ invoice number.

APIs and Client Extensions for 7600 EZ Invoicing

Use the following APIs to create and update agreements, create and update additional attribute changes for EZ agreement and invoices. You can use these APIs to perform various EZ Invoicing functions.

API: Creation of an EZ Agreement

Use this API to create an EZ agreement.

- **Technical Name:** *PA_EZ_EXT_API_PUB.CREATE_EZ_AGREEMENT*
- **Prerequisite:** An EZ-enabled GT&C must exist in an open status.
- **Outcome:** An EZ agreement is created.

API: Updating of an EZ Agreement

Use this API to update an EZ agreement.

- **Technical Name:** *PA_EZ_EXT_API_PUB.UPDATE_EZ_AGREEMENT*
- **Prerequisite:** An EZ-enabled GT&C must exist in an open status.
- **Outcome:** An EZ agreement must exist in the system.

API: Updating UDAs for an EZ Agreement/Invoice

Use this API to update user defined attributes for an EZ agreement or an invoice.

- **Technical Name:** *PA_EZ_EXT_API_PUB.UPDATE_EZ_ADDITIONAL_ATTR*
- **Prerequisite:** An EZ Agreement should exist in an open status or an EZ invoice should have been generated in a draft status.
- **Outcome:** Updates user defined attributes for an EZ agreement or an invoice.

Custom Hook: Override UDAs when creating an EZ Agreement/Invoice

Use this custom hook to override user defined attributes when creating an EZ agreement or an invoice.

- **Technical Name:** *PA_CLIENT_EXTN_IGT_CUST.OVERRIDE_EZ_ATTRIBUTES*

- **Prerequisite:** An EZ enabled GT&C and an EZ agreement should exist in an open status.
- **Outcome:** Updates user defined attributes for an EZ agreement or an invoice.

Working Capital Fund

The Working Capital Fund (WCF) is a revolving fund established by government to finance a cycle of operations in which the full cost of services is charged to the recipient of the service. The fund aims to provide centralized performance of common administrative services, including but not limited to computer services, telecommunication, and financial services. Any agency or component within a department, as well as any other agency with shared services needs, can request services using working capital fund (WCF).

The WCF ensures that the costs of services provided are fully recovered from the customers, and the revenues generated by the fund are sufficient to cover its expenses. By charging the full cost of services to the recipient, the Fund operates on a self-sustaining basis without requiring an annual appropriation from Congress.

The WCF provides cost-effective solution to federal agencies to achieve cost savings and greater operational efficiencies. WCF helps promote effective and efficient use of government resources. Following is some of the important features of WCF:

- **Multiple Customers:** The servicing agency receives multiple orders from multiple customers from federal G-Invoicing
- **Participation Ratio Set at the Service level:** The participation ratio is calculated for each service based on the pool of customers and their service value seeking similar services. These orders are combined and executed through a single project for delivering common services.
- **Delivery Performance by Participation Ratio:** Invoices are created for each customer by splitting cost by their participation ratio (derived through pool of order values). By invoicing each customer separately, the WCF can accurately track the costs associated with each customer's usage of the service. The participation ratio is used to ensure that each customer is charged only for the services they have used, based on their proportional share of the total pool of funds for the service.

Overall Process of WCF

The summary of overall process flow of working capital fund (WCF) orders is as follows:

Order Initiation and Placement

- The requesting agency identifies an order as a WCF order by selecting the

appropriate PSC code and marking the Statutory Authority Fund Type Code as Working Capital Fund in the federal G-Invoicing application. This code identifies the order as a WCF order and ensures that it is processed correctly.

- The servicing agency defines the participation ratio for each customer at service or task level. The participation ratio is a measure of each customer's share in a particular service. It is calculated based on the contribution amount established during the negotiation process and the actual usage of the service by each customer.
- This ensures costs associated with each service are accurately allocated to each customer based on their usage of the service.
- Order line schedules are marked with common Service Item code (ID)s across multiple customers. This ensure costs associated with each service are accurately tracked and allocated to each customer.

Order Execution and Delivery Performance

- The servicing agency establishes funds for each service based on the order amount, which determines each customer's share of the total pool of funds for the service in case of amount-based participation. The customer share can also be manually defined.
- The Common Service Item Code helps identify the service ensuring a correct service is delivered to the appropriate customers from the servicing side.
- Services of the same type are grouped and executed as a single task and delivered to different customers.
- All expenditures are charged to the appropriate project and task combination ensuring costs of services are accurately tracked and allocated.
- The Delivery Performance for each customer is based on their share of the service received determined by the participation ratio. This ensures each customer is charged only for the services they have used, based on their proportional share of the total pool of funds for the service.

Modifying WCF Order and Participation Ratio

- WCF orders can be modified and the participation ratio in turn can be changed as well. This enables agencies to track different versions of the same order.
- Scenarios that can initiate changes in participation ratios:
 - An order modification from one or all customers will initiate changes in the participation ratio.
 - A new customer addition to the same project pool can impact the participation

ratio for the service.

- Interim order closure from customer(s). If an order is closed before the end of the service, it can impact the participation ratio for the service.
- Changes to the participation ratio are effective going forward only for the balance of the service. This ensures any changes made to the participation ratio are only applied to future costs associated with the service.

Rounding Management

- While calculating the % Split across order line schedule: To ensure accurate and consistent rounding of costs for WCF, the rounding management uses the amount-based split and same customer, same service, with multiple order line schedule.
- When calculating the participation ratio for each order line schedule, the percentage is rounded to three decimal points. In cases where there are multiple order line schedule from the same customer for the same service, the total participation ratio for all order line schedule will be calculated and then rounded to three decimal points.
- If the sum of the rounded participation ratio for the last order line schedule is not equal to 100%, then the rounding difference is added to the last order line schedule. The percentage for the last order line schedule will be calculated as 100% minus the total of the remaining order line schedule calculated percentages.
- While calculating the invoice amount from % split:
 - To ensure accurate and consistent calculation of invoice amounts for WCF, invoice amounts are rounded to two decimal points when calculating from the participation ratio percentage split.

If there are multiple order line schedules from the same customer for the same service, then the invoice amount for each order line schedule is calculated based on the participation ratio percentage split and rounded to two decimal points.
 - In the case of multiple invoices, the last invoice amount is calculated as the total invoice amount minus the sum of the calculated prior invoices.

Participation Ratio

The participation ratio for the Working Capital Fund (WCF) is calculated at the individual service level, based on the pool of customers and their service value seeking the same service.

Entering User-Defined Customer Participation Ratio

To specify customer participation ratio to be assigned to each customer for the service, perform the following steps:

1. From the **G-Invoicing dashboard**, **Header** region **Orders** tab, select the WCF order and click the **Action** menu (three ellipses).
2. Click **View Performance Obligation**.
3. Click **Setup**.
4. Scroll down and click **Customer Participation Ratio** from the bottom of the page.
The **Customer Participation Ratio** page appears.
5. Select the **Task Number**.
6. Enter the **Service Type** to associate the task.
7. Enter the customer.
8. Enter the participation ratio to assign to the service for the customer.
9. Enter the effective date to start.
10. Repeat steps 7 through 9, to add more customers.
The total of the participation ratio must be 100.
11. Click **Save** and **Apply**.

Setting Up for Working Capital Fund (WCF)

You must perform the following setups for WCF to work for you.

Billing Setup Changes

Perform the following setups in the Billing setup window:

1. From the **Home** page, select the **Projects US Federal** responsibility.
2. Click **Setup**, then **Projects**, and then **Project Templates**.
3. In the **Find Projects** window, click **Find** and query for a WCF project.
4. Click the WCF Project and click **Open**.
The **Projects Templates** page appears.

5. In the **Options** region, scroll down, then click and expand **Billing Information**.
6. Select **Billing Setup** and click **Details**.
The **Revenue and Billing Information** window appears.
7. In the **Revenue Accrual Method** field, select **Event**.
8. In the **Invoice Method** field, select **Event**.
9. Ensure the **Customer at Top Task** is disabled for WCF.
10. Ensure the **Invoice method at Top Task** is disabled.
11. Ensure the **Date-Effective Funds Consumption** is enabled for WCF.
12. For the cost-based calculations, ensure the **Baseline Funding Without Budget** is disabled for WCF.

Setting up Projects for WCF

The agency must setup projects for WCF enabled in Oracle Projects. To setup projects for WCF, perform the following steps:

1. From the **Home** page, select the **Projects Super User, US Federal** responsibility.
2. Select **Projects**, and then choose **Create Project**.
The **Create Projects: Select Source** page appears.
3. In the **Copy From** field, select **Template**.
4. Query for the project.
The project list appears.
5. Select the project you want to copy from and click **Continue**.
6. Click the **Project Name** link.
The **Create Project: Details** page appears.
7. Enter the required fields like project name, number, project start, end date and so on.
8. In the **Project** tab, click the **Setup** subtab.
The **Project Setup** page appears.
9. For WCF projects, in the Funding Method, choose one of the following options:

- **Top Task Level Funding Contribution.**

On selecting the funding method the contribution method is enabled. If the project is selected as the Top Task Level Funding Contribution, then this project is not eligible for using with other options. Only one option can be chosen for a particular project.

- **Cost based Top Task Level Funding Contribution**

If you are using the cost-based WCF, then select this funding method,

Note: Refer to **Cost-to-Cost (Percent Spent)** topic in the *Oracle Project Billing User Guide* for more details on the cost-based billing.

10. Click and choose from the **Funding Amount Based** or **User Defined**.

- **Amount Based Participation Ratio:** Choose this option to let the system derive the participation ratio for a service based on the total order line schedule amount and a particular order line schedule contribution for a service type. This value is then used for revenue and invoice generation.

If a new order is added or an existing order is modified, the participation ratios are recalculated, and the changes take effect in the future revenue generation. This approach ensures that the participation ratios accurately reflect each customer's share of the service based on the order line schedule amounts and contributions.

- **User Defined:** The agency must specify the participation ratio for each customer. The customer participation ratio must total 100. If a customer has multiple order line schedules, then the system distributes the participation ratio among the order line schedules based on the prorated amount at each individual line schedule level.

If a new customer is added or an existing ratio is modified, then the participation ratios must total 100. And the changes take effect in the future revenue generation.

11. Click **Save**.

The project is setup and saved.

If you have selected User Defined, then the Customer Participation Ratio appears in the other project setup region.

Setup Service Type for a Task

You must setup the Service type before setting up the participation ratio. To setup the service type to the task, perform the following steps:

1. From the **G-Invoicing** dashboard, click the **Associate Project** icon.
2. Search for the project created. Click the **Project** link and open the projects page.
3. In the **Projects Setup** page, click the **Financial** tab, and then the **Tasks** subtab.
4. Expand the **Outline** arrow in the **Saved** searches.
5. Click the **Details** for a task to associate to the service type. Click the details icon for Task1.
6. From the **Task Details** page click the **Setup** tab.
7. Enter or select the service code. Select from the Federal Supply Classification (existing) or Product Service Code (existing) lookups. This service type should be defined for all the top tasks for a project.

All tasks should be associate to a service type to associate a project successfully. If a task does not have a service type, then you cannot associate the project to an order.
8. Click **Save** and **Apply**.

If a customer has multiple order line schedules, then the system distributes the participation ratio among the order line schedules based on the prorated amount at each individual line schedule level.

If a new customer is added or an existing ratio is modified, then the participation ratios must total 100. And the changes take effect in the future revenue generation.

Event Type Setup

Perform the following setups in the event type window:

1. From the **Home** page, select the **Projects US Federal** responsibility.
2. Click **Setup**, then **Billing**, and then **Event Types**.
3. In the **Event Types** window, enter or ensure that you have at least one automatic event type class specified for a WCF project.
4. Click **Setup**, then **Billing**, and then **Extensions**.
5. In the **Billing Extensions** window, enter or ensure that you have a Default Event Value Type specified as the event type class.

Setting Up Profile Options Only for Cost-based WCF

If you are using the cost-based WCF, you must setup the following profile options.

Perform the following steps to setup the profile option:

1. From the **Home** page, select the **System Administrator, US Federal** responsibility.
2. Click **Profile**, then click **System**.
The **Find System Profile Option** window appears.
3. In the **Profile** field, enter *G-Invoicing Confirm Funds Availability upon Revenue Budget Baseline* and click **Find**.
4. Set the profile to **Yes** at the site level.
5. Click **File** and **Save**.
6. Click **View** and **Find**.
7. In the **Profile** field, enter *PA:Manage Revenue Budget Manually* and click **Find**.
8. Set the profile to **Yes** at the site level.
9. Click **File** and **Save**.

Working Capital Order Pull and Approval

In the WCF solution, the flow for the first order pull and approval process will involve several steps to ensure accurate tracking and management of the order.

Prerequisites

Ensure that you have satisfied the following prerequisites:

- Create a WCF enabled order in the federal G-Invoicing application. Create an IGT order and choose the Statutory Authority Fund Type Code as Working Capital Fund.
- Selected an appropriate Product Service Code (PSC).
- Created a project with the Top Task Level Funding Contribution chosen at the project level.
- Setup Revenue Accrual Method and the Invoice Method as Event and Event at the project level.
- The Customer at the Top Task is disabled, and the Date-Effective Funds Consumption is enabled for WCF.
- The project should not be a Schedule of Values enabled project.
- Projects with Performance Obligation feature enabled but no funding lines exist and no performance obligation Lines exist.

- The WCF Project must not be associated to any other non-WCF agreement.
- The project should not be a Grants project.
- The project should not be an RMCS enabled project.
- Projects that are closed, partially purged, purged, or pending purge are not allowed.

To pull an approved WCF order, create revenue and an invoice for that order, perform the following steps:

1. From the **Home** page, select the **Projects Super User** responsibility.
2. Select **Requests** and then **Schedule**.
The **Schedule Request: Define** page appears.
3. Query the concurrent program, *Intragovernmental Order Interface Program*, to pull the WCF order.
4. Click the **Parameters** tab.
5. Enter the required fields and click **OK**.
6. Click **Submit**.
7. Run the *ECC Projects Data Load* concurrent program to display the current data in the G-Invoicing dashboard.
8. In the G-Invoicing dashboard, search for the WCF order.
9. Scroll down to **Header** region and click **Order** tab.
You can only associate a project with the WCF order.
10. You must first create a WCF enabled project, set up and associate the service type for the task with the correct item cost and setup the participation ratio for each customer. Once the project has been setup you can associate the project to the order.
Refer to "**Setting Up for Working Capital Fund (WCF)**" for more details.
11. Click the **Associate Project** icon.
The **Associate Project** page appears.
12. Search for the WCF enabled project you have created.
13. Select the project from the list and click **Associate**. The system associates the project to the order and the performance obligations are created automatically. In the

performance obligations page, the top task number is defaulted based on the service code selected in the task setup or based on the client extension (PA_Client_Extn_IGT_Cust.get_wcf_top_task()) and you cannot change the value.

14. In the **Performance Obligations** page, enter the Servicing TAS and BETC.
15. Click **Save** and **Continue**.
16. Repeat the steps 14 and 15 for the remaining order lines and order line schedules.
17. Click **Apply**. The project association is completed.
18. Click the **G-Invoicing Dashboard** icon to navigate to the dashboard.
19. Click the **Update Agreement** icon.
20. From the **Actions** menu, select **Additional Attributes**, and click **Go**.
21. Enter the servicing side details for the required attributes.
22. Click **Apply**.
23. In the **Update Agreement** page, click **Submit**. The order is submitted for approval.
24. Log in as the approving manager and approve the WCF order. The order is approved.
25. Only for the cost-based WCF, create the revenue budget manually.
26. Only for the cost-based WCF, cost budget is mandatory.
27. Only for the cost-based WCF, baseline the revenue budget and cost budget manually.
28. **Note:** If you are using the cost-based WCF, you must skip this step. Once you baseline the budget, the system completes the funds confirmation automatically.

In the **G-Invoicing** dashboard, scroll to the WCF order, and click **Update Agreement**.

29. **Note:** If you are using the cost-based WCF, you must skip this step. Once you baseline the budget, the system completes the funds confirmation automatically.
You can skip to **Step 30**.

In the **Actions** menu, select **Confirm Funds Availability** and click **Go**. The funds availability confirmation is completed.

30. Create transactions for the projects using the Projects Expenditure or imported expenditures.
31. Approve and release transactions.
32. Distribute the cost by running the concurrent programs, *PRC: Distribute Labor Cost* or *PRC: Distribute Usage and Miscellaneous Costs*.
33. For Imported expenditures, run the concurrent program, *PRC: Interface supplier costs* or *PRC: Transaction Import* based on the selected expenditure class.

Generate Revenue and Invoices

The revenue and invoice generation are an important part of the billing process. The performance obligation and revenue and invoice line distribution are based on top tasks, agreements, and bill groups. This ensures that revenue is accurately allocated and tracked throughout the WCF process. To generate revenue and invoices for the WCF order, perform the following steps:

1. From the **Projects Super User** responsibility, select **View** and then click **Requests**.
2. Click **Submit a New Request**.
3. Search for the concurrent program, *PRC: Generate Draft Revenue for a Single Project*.
4. Select the project number and accrual date and click **OK**.
5. Click **Submit** and **No**.
6. To view the events created, click **Billing**, then **Events**, and then **Project**.
7. Enter the project number, name, and click **Find**. The **Events Summary** page displays the details of the events created. Scroll right and see the Description field to see the details on how the revenue amount is calculated based on the participation ratio you had specified, and the system distributed based amount for each order line schedule.
8. Click **Review Revenues** to review the revenue details.
9. Click and release each revenue line.
 - The Revenue Summary page includes a new option, Batch ID. When you select a revenue line to release, all revenue lines

belonging to the same batch ID can be released together after confirmation. Similarly, you can un-release a revenue line when the invoice has not been generated, and all the revenue lines belonging to the same batch ID are un-released after confirmation. If a draft invoice is generated, then the revenue cannot be un-released.

- When generating the revenue process, if a batch ID has been rejected with a hard limit, then the same batch revenues cannot be released. If a draft invoice has been generated, then you cannot delete the related revenues.

10. From **Projects** application, select **View** and then click **Requests**.
11. Click **Submit a New Request**.
12. Search for the concurrent program, *PRC: Generate Draft Invoices for a Single Project*.
13. Select the project number and accrual date and click **OK**.
14. Click **Submit** and **No**.
15. To view the events created, click **Billing**, then **Events**, and then **Project**.
16. Enter the project number, name, and click **Find**. The **Events Summary** page displays the details of the events created. Scroll right and see the **Description** field to see the details on how the invoice amount is calculated based on the participation ratio you had entered, and the system distributes amount for each order line schedule.
17. Click **Review Invoices** to review the invoice details.
18. Run the *PRC: Interface Invoices to Receivables* concurrent program. This program transfers invoices to AR.
19. Run the *Autoinvoice Interface Program*. Enter the transaction source and date and click **Ok**.
20. Run the *PRC: Tieback Invoices from Receivables* concurrent program.

Note: If the fund consumption is less than or equal to zero or exceeds the fund consumption, then the system enforces a hard limit error. Only standalone negative transactions are created for revenue or invoice generation. There are no positive transactions created. For WCF

flow, the hard limit functionality works normally.

Submit Delivery Performance

To submit the delivery performance, perform the following steps:

1. From the **Home** page, click the **Projects Super User US Federal** responsibility.
2. Click **Projects Command Center**, and then **G-Invoicing dashboard**.
3. Select the WCF order. Click **View Performance Obligations**.
4. Select the order line schedules and click **Submit Delivery Performance**. The delivery performance is created and pushed to federal G-Invoicing.

Note: The remaining order processing of a WCF order is similar to other IGT order.

Business Scenarios

This chapter covers the following topics:

- Use Case 1. Buyer-Initiated Order Created in Oracle CLM or Purchasing
- Use Case 2. Buyer-Initiated or Seller-Facilitated Orders Created in Federal G-Invoicing

Use Case 1. Buyer-Initiated Order Created in Oracle CLM or Purchasing

This topic describes the beginning-to-end use case for creating a buyer-initiated order (BIO) in Oracle CLM or Purchasing.

The following prerequisite setups and processing steps are performed in this use case:

1. Perform prerequisite setup steps in E-Business Suite applications (Oracle Contract Lifecycle Management for Public Sector or Oracle Purchasing and Oracle Projects).

For setup steps for Oracle CLM and Purchasing, see "Chapter 2, G-Invoicing Setup and Administration: Requesting Agency.", page 2-xiii

For setup steps for Oracle Projects, see "Chapter 3, G-Invoicing Setup and Administration: Servicing Agency.", page 3-xiii

2. The requesting agency creates GT&Cs in the federal G-Invoicing application. Both agencies review and approve the GT&Cs.
3. The requesting agency pulls the GT&Cs into EBS.
4. The requesting agency creates an intragovernmental request in Oracle Purchasing or CLM.
5. The requesting agency creates an IGT order.
6. The requesting agency pushes the IGT order to federal G-Invoicing.

7. The servicing agency pulls the IGT orders into EBS, gets the order ready to be fulfilled and submits performances.
8. The requesting agency receives and creates acceptance for performances.
9. The requesting agency creates performance accounting.
10. The requesting agency closes the IGT order.

Create General Terms & Conditions (GT&Cs)

The requesting agency (buyer) drafts the general terms and conditions (GT&Cs) and shares them with the servicing agency and other approvers within the requesting agency.

1. Log in to the Federal *G-Invoicing* application.
2. Click **Requesting Agency** and then **GT&C**.
3. In the **Partner Information, GT&C** region, enter a GT&C title and agreement start and end dates.
4. In the **Requesting Agency** region, enter a group name and description, enable document inheritance, and select and add agency location codes and subordinate groups. Optionally, add the cost center, a business unit, and a department ID.
5. In the **Servicing Agency** region, enter or select an agency account and a group name and description, and select and add agency location codes. You must at least enter one ALC for the servicing agency.
6. Click **Header/Detail** in the side-tab.
7. In the **Header Detail** region, enter the requesting and servicing agency agreement tracking numbers, termination days, an agreement type, the advance payment indicator, the assisted acquisition indicator, enforce the total remaining amount indicator, the total direct cost amount, the total overhead fees and charges amount.
8. Click the **Agreement Information** side-tab. Enter the required values for the requesting and servicing agencies.
9. Click the **Approvals** side-tab. In the **Approval** region, enter initial and final approval personnel details for the requesting and servicing agency.
10. Click **Save Internal Draft**.
Make a note of the GT&C number.
11. Click **Share Draft** and click **Yes**.

After the GT&Cs document is saved, click **Submit For Approval** and click **Yes**. The GT&Cs will be shared with the servicing agency for approval.

Approve GT&Cs

1. Log in to the Federal G-Invoicing application as the servicing agency partner.
2. Click the **Servicing Agency** tab and then click **GT&C**.
3. Search for the GT&Cs document that you want to approve.

In the **Partner Information** region, review the servicing agency group information, document inheritance indicator, and the subordinate group.

4. Click the **Header/Detail** side-tab and enter servicing agency agreement tracking number and review the information entered by the requesting agency.
5. Click **Save Shared Draft**.
6. Click the **Agreement Information** side-tab and enter the required details.
7. Click **Submit For Approval**.

The GT&Cs status changes to pending approval.

If there are corrections to be entered by the requesting agency, then click **Return to Draft**. The requesting agency corrects the details and shares the GT&Cs again.

8. Log in as the servicing agency Initial and Final Approver.
9. Click the **Servicing Agency** tab and then click **GT&C**.
10. Select the GT&Cs document that is pending your approval.
11. Verify the details and click **Approve**.
12. Log in again as the requesting agency Initial and Final approver.
13. Click the **Requesting Agency** tab and then click **GT&C**.
14. Select the GT&C document that is pending your approval. The status is changed to Open after each partner approves the GT&Cs.

The requesting or servicing agency can add attachments at any stage of GT&Cs drafting and approval.

Pull GT&Cs and Groups into EBS

To pull GT&Cs from the federal G-Invoicing into EBS, perform the following steps:

1. Use the *CLM Purchasing Super User* or *Purchasing, US Federal* responsibility.
2. Click **Requests** and then click **Submit a New Request**.
3. Select the *Intragovernmental Agreement (GT&C) Interface Program*.
4. Enter the required fields.
5. Click **Submit**.
The selected GT&Cs are imported into EBS.
6. Submit another request.
7. Select the *Intragovernmental Groups for GT&C Interface Program*.
8. Enter the required fields.
9. Click **Submit**.
The groups for the specified GT&Cs are pulled into EBS.

Create an IGT Requisition

The requesting agency creates an IGT requisition using the GT&Cs that were created and pulled into EBS.

To create an IGT requisition, perform the following steps:

1. Select the *Federal iProcurement* responsibility.
2. Click the **iProcurement Home Page**.
3. In the **Shop** tab, click the **Intragovernmental Request** subtab.
4. Enter the required fields.
5. Click **Add to Cart**.
Repeat these steps to add more requisition lines.
6. To review the shopping cart summary, click **View Cart and Checkout**.
7. Click **Checkout** and enter the following:
 - Requisition description
 - If needed, the requesting and servicing groups and agency location code (ALC). This information is defaulted from the GT&C.

- Delivery and billing information
8. Click **Edit Lines** to review the charge account and other information.
 9. Click **Next** and submit the requisition.

If the AME workflow is enabled, then the requisition is sent to respective officials for approval.

Create an IGT Order from the IGT Requisition

The requesting agency creates an intragovernmental order in Oracle CLM or Purchasing and shares the order with the servicing agency through the federal G-Invoicing application for approval.

To create an IGT order using the IGT requisition, perform the following steps:

1. From the **Home** page, select *Purchasing, US Federal*.
2. Click **Buyer Work Center**, then **Requisitions**.
3. Select the **IGT Requisitions** subtab.
4. In the **Document Builder**, set the type to **New IGT Order**.
5. Enter an operating unit.
6. Query for and select the required requisition lines.
7. Click **Add** and review the lines added.
8. Click **Create** to create an IGT order.
9. In the **Header** region, enter the following:
 - Supplier and supplier site details
 - Assisted acquisitions indicator
 - Performance period start and end date range. These dates must be between the GT&C agreement start and end dates.
 - The default ship-to location.
 - In the **Requesting Agency Information** region, enter the following:
 - Specify a group and an agency location code.

- If the cost center, business unit and department ID are available in the GT&C, then these fields are mandatory.
- If the assisted acquisition indicator is set to **Yes** in GT&C, then the funding office code and funding agency code must be specified.
- In the **Requesting Agency Authority** region, enter the following:
 - Select a statutory authority fund type code.
 - (Optional) Enter the billing information.
- In the **Delivery Information** region, select the FOB Point. If the FOB point is Destination or Other, then you must enter constructive receipt days.
- (Optional) Add attachments. To share an attachment with the servicing agency, set the attachment category to Requesting Agency. For an internal attachment, select another category.

Save your work.

10. Click the **Preparer & Approvals Information** tab. Enter the following details for both agencies:
 - Preparer information such as employee, title, email address, and telephone.
 - POC Information such as employee, title, email address, and telephone.
 - Program official information such as employee, title, email address, and telephone.
 - Enter funding official information such as employee, title, email address, and telephone.

Note: When the IGT order is submitted and approved and the AME workflow is enabled, then a notification is sent to the preparer and the funding officials to approve and sign the order.

Save your work.

11. Click the **Lines** tab. For each line, do the following:
 - In the **Actions** column, click the **Update** icon.
 - Review the details defaulted from the requisition such as line type, description, category, and unit.

- Verify the additional item information
 - Select Severable or Non-Severable.
 - Select the FSC or PSC code.

Note: The FSC/PSC code entered will be sent to G-Invoicing as an item code.

- (Optional) Enter UID required Identifier, Product or Service Identifier.
- Review and provide shipping and delivery information.
- Click **Apply**.

12. Click the **Schedules** tab, and do the following for each schedule

- Enter the quantity and price.
- If the order is advance enabled, select the **Advance Pay** indicator.
Advance-enabled orders are settled before the delivery performance is submitted by the servicing agency.
- From the **Actions** menu, click the **Update** icon.
- Review and enter the required fields.
- (Optional) Enter the shipping information.
- Review and update the billing information
 - Accrue at receipt should be as per the **Receipt Accruals** option selected in the purchasing options page for the operating unit.
 - Update the match approval level according to the FOB point. When the FOB point is set to Source/Origin, matching must be two way. When the FOB point is set to destination, then matching must be three way.
 - Update the invoice match option. This value depends on the FOB point. When the FOB point is set to Source/Origin, then it must be Purchase Order (PO).
When the FOB is set to Source/Origin, two-way matching is required. When the FOB is set to Destination, three-way matching is required.
- Click **Apply**.

13. Click the **Distributions** tab, and do the following for each distribution line:
 - In the **Actions** menu, review and click **Update**.
 - Review the encumbered date and PO charge account.
 - Review the requesting agency funding information and enter the bona fide need.
 - Click **Apply**.
The order status changes to Incomplete.
14. Submit the IGT Order.
15. The order status changes to In-Process.
16. Log in as the approver and approve the order as per AME approvers.
17. Log in as the program official and approve or sign the IGT order.
18. Log in as the funding official and approve or sign the order.
The IGT order status changes to Pre-approved and the G-Invoicing status changes to Pending Posting. The order is ready to be shared with the trading partner.

Note: If you set the electronic signature option at the document style to yes, then the Oracle electronic signature functionality is applicable.

Requesting Agency Pushes IGT Order to Federal G-Invoicing

Share an IGT orders with the servicing agency by pushing it to the federal G-Invoicing application.

1. From the **Home** page, select *CLM Purchasing Super User* or *Purchasing Super User*.
2. Click **Requests** and then **Submit a New Request**.
3. Select the *Intragovernmental Orders Interface Program*.
4. Enter the required fields.
5. Click **Submit**.

Servicing Agency Approves the IGT Order

1. Log in to the Federal G-Invoicing application as the servicing agency.
2. Click **Servicing Agency**, then **IGT Order**.
3. Query for the order and double click to open.
4. Enter all mandatory fields, including billing frequency details, point of contact information and line schedule details.
5. Click the **Submit Servicing Approval** and click **Yes**.
6. Click the **Approvals** tab.
7. Click **Service Agency Approve** and click **Yes**.

The IGT order status changes to Open and the order is ready for transaction.

Servicing Agency Activities

The servicing agency performs the following activities to fulfill an IGT order:

Pull GT&C and Orders into Oracle Projects (EBS)

1. Log in to the E-Business Suite application.
2. Select the *Projects Super User* responsibility.
3. Select **Requests** and then **Run**.
4. Select the *Intragovernmental Agreements (GT&C) Interface Program*. Enter the mandatory fields, such as request mode, type, and the GT&C number, and submit.
5. Similarly, run the following G-Invoicing interface programs to pull groups, orders, and to load data into the G-Invoicing dashboard.:
 - *Intragovernmental Groups for GT&C Interface Program*
 - *Intragovernmental Groups for Agency Interface Program*
 - *Intragovernmental Orders Interface Program*
 - *Projects G-Invoicing ECC Data Load*
6. Verify GT&Cs and orders in EBS:

- From the **Home** page, click **Projects Super User**, then **Enterprise Command Center**, then **Projects Command Center**, and then **G-Invoicing** dashboard.
- Verify the data pulled from federal G-Invoicing.

Create a Project

You create or associate a project with the order. Performance obligations and performance obligations lines are created automatically. In the case of order modification, you must uptake the modified orders.

1. From the **Home** page, select the *Projects Super User* responsibility.
2. Select **Enterprise Command Center**, then **Projects Command Center**.
3. Select the **G-Invoicing** dashboard.
4. In the **GT&C/Orders** region, query for the order you want to work with.
5. Click the **Create Project** icon.
6. Enter the project name, project number, and project start and finish dates.
7. Click **Finish**. The **Performance Obligation** page appears.
8. Enter the required information such as capitalized asset indicator, top task number, servicing agency TAS, and reimbursability.
9. Click **Additional Attributes** and verify the details.

Pull Attachments into Oracle Projects

1. In the G-Invoicing dashboard, in the **GT&C and Orders** region, click the **Orders** tab.
2. Click the **Update Agreement** icon.
3. In the **Agreement** page, scroll down to the **Order Attachments** region. If an attachment exists with the status is Download Pending, then click **Actions** and select **Pull Attachments**.
4. Click **Go**.

When the attachment is ready, the status changes to Downloaded and the attachment can be opened.

Update the Agreement and Submit it for Approval

1. In the **G-Invoicing** dashboard, in the **GT&C and Orders** region, click the **Orders** tab.
2. Click the **Update Agreement** icon.
3. Verify the header details.
4. Enter a billing frequency.
5. Save.
6. From the **Actions** drop-down list, choose **Additional Agreement Attribute** and click **Go**.
7. Verify the details and enter the required information for the servicing agency.
8. Click **Apply** for approval.
9. Run the **Projects G-Invoicing ECC Data Load** concurrent program (click **Requests** and then **Run**).
10. Navigate to the **G-Invoicing** dashboard.

Notice the **Internal Process Status** field displays Pending Approval Submission. On the **Update Agreement** page, verify that the **Confirm Funds Availability** option is selected.

11. Click **Submit** to send the agreement for approval.
12. Run the **Projects G-Invoicing ECC Data Load** concurrent program (click **Requests** and then **Run**).

The **Internal Process Status** changes to **Pending Approval**.

13. Approve the agreement.
 - Log in to the *Projects Super User* responsibility as the approver.
 - Click the subject and verify the customer name, customer number, and amount to be approved.
 - Click **Approve**.
 - The system submits the *MGT: Push Order (MGT: Push Order)* concurrent program and the *Intragovernmental Orders Interface Program* concurrent program. Verify that the concurrent programs run successfully.

- Log in to the federal *G-Invoicing* application and verify that the order status has changed to Open.

View Performance Obligations and Revenue Budget

Run the ECC data load to refresh data in the G-Invoicing dashboard.

1. Log in to the *Projects Super User* responsibility.
2. Run the *Projects G-Invoicing ECC Data Load* concurrent program (click **Requests** and then **Run**).
3. On the **G-Invoicing** dashboard, query the order that you want to work with.
Verify the details.
4. Click the **View Performance Obligations** link.
Verify that the last published date is same as the agreement approval date.
5. Click the **Financial** tab and verify that the approved revenue budget matches the order amount.
6. Click the **Funding** tab and verify that the funding was created and baselined.
7. Log in to federal **G-Invoicing** application and verify the agreement approval.

Incur Actuals, Generate Revenue

1. From the **Home** page, select the *Projects Super User* responsibility.
2. Select **Billing**, then **Events**, and then **Projects**.
3. Enter the project number in the **Find Project Events** window and click **New**.
4. Enter the required fields to incur an event. Save.
5. Run the *PRC: Generate Draft Revenue for a Range of Projects* concurrent program (click **Requests**, then **Run**, then **Single Request**).
6. After the program runs, verify the output. The event is processed, and a draft revenue is generated.
7. Navigate to the **Review Revenue** window (select **Billing**, then **Revenue Review**).
8. Enter the project number and click **Find**.
9. In the **Revenue Summary** window, select the first row and click **Lines**. In the

Revenue Lines window, the performance obligation line number is stamped.

The format is *GTCNumber+OrderNumber+POBGHeader1+POBGLine1*. The performance obligation header and line numbers are updated depending on the transaction.

10. Run the *PRC: Generate Revenue Accounting Events* concurrent program (click **Requests**, then **Run**, and then **Submit a Single Request**). Enter the project number and then submit the request.
11. Run the *PRC: Create Accounting* concurrent program. After the program runs, verify that the accounting was generated successfully.
12. Run the *Projects G-Invoicing ECC Data Load* concurrent program (click **Requests** and then **Run**).
13. In the **G-Invoicing** dashboard, verify the details that have been created.

Submit and Verify Deferred Performance

1. From the **G-Invoicing** dashboard, select the order and an order line schedule.
2. Select **Submit Deferred Performance** and click **Go**.
3. Enter the required fields and select **Partial Performance**. Click **Submit**.
4. Click **Requests**, then **Run**, and then **Single Request**.
5. Run the *Projects G-Invoicing ECC Data Load* concurrent program.
6. Log in to the federal **G-Invoicing** application.
7. Select the **Requesting Agency** tab and then **IGT Orders**.
8. Validate deferred performance document.
9. Search for the order and click the order number link.
10. On the order page, click show performance.
11. Validate the lines on the performance page.

Generate a Draft Invoice and Run Tieback Invoices from Receivables

1. Switch to the *Projects Super User* responsibility.
2. Select **Requests**, then choose **Run**, and then **Submit a Single Request**.

3. Run the *PRC: Generate Draft Invoices for a Range of Projects* concurrent program.
After the program runs successfully, events are processed, and a draft invoice is generated.
4. Select **Billing**, then choose **Invoice Review**.
5. Enter the project number and click **Find**. Verify the details.
6. Repeat the same process for all the lines.
7. Select **Requests**, then **Run**, and then **Submit a Single Request**.
Run the following concurrent programs. After one concurrent program runs to completion, run the next program.
 - *PRC: Interface Invoices to Receivables*
 - *Autoinvoice Import Program*
 - *PRC: Tieback Invoices from Receivables*
 - *Projects G-Invoicing ECC Data Load*
8. From the **Home** page, select the *Projects Super User* responsibility.
9. Click **Enterprise Command Center**, then **Projects Command Center** and then **G-Invoicing** dashboard.
10. Refine the search by filtering with the order number. Verify the updated details.

Submit and Verify Delivery Performance

1. From the **G-Invoicing** dashboard, select the order and an order line schedule.
2. Select **Submit Delivery Performance** and click **Go**.
3. Enter the required fields and select **Partial Performance** or **FullPerformance**. Click **Submit**.
4. The following concurrent programs are initiated:
 - *PRC: Submit Intragovernmental Performance*
 - *MGT: Push Performance (MGT: Push Performance)*
 - *Intragovernmental Performance Interface Program*

Note: The performance interface program is submitted for each delivery line.

5. Click the **View Performance History** page and verify that the status has changed to success.
6. Make a note of the performance numbers.
7. From the **Home** page, click **Requests**, and **Run**, and then **Submit a Single Request**.
8. Run the *Projects G-Invoicing ECC Data Load* concurrent program.

Requesting Agency Activities

The requesting agency performs the following activities to fulfill an IGT order:

Pull Performance

The requesting agency pulls performance transactions from federal G-Invoicing application into Oracle Purchasing.

To pull performance fulfilled, perform the following steps:

1. From the **Home** page, select *CLM Purchasing Super User*, or *Purchasing Super User*.
2. Click **Requests** and then **Submit a New Request**.
3. Select the *Intragovernmental Performance Interface Program*.
4. Enter the required fields.
5. Click **Submit**.

Note: When Oracle Purchasing pulls the IGT performance transactions, they can be viewed in the IGT Performance page.

When the FOB is Destination or Other, the concurrent program *Intragovernmental Performance Integration to Receiving Program* in Oracle Purchasing inserts the delivery performance data into the receiving open interface tables to create a receipt. If the FOB is set to Source or Origin, no event is initiated.

Requesting Agency: Receive and Accept Goods

The requesting agency receives and accepts goods, creates a reference performance, and pushes it to the federal G-Invoicing system to settle the quantity.

1. In EBS, select the *Purchasing, US Federal* responsibility.
2. Click **Buyer Work Center**, then **Orders**, then **IGT Performance**.
3. Select the delivered performance.
4. Click **Action** and select **Create Reference Performance**.
5. Enter a description, performance date, and received or accepted quantity.
6. Click **Submit** to push the received or accepted performance information to federal G-Invoicing.

Settlement is then initiated.

Note: When FOB is Destination or Other, the settlement is recorded on the received or accepted performance. When FOB is Source or Origin, then the settlement is recorded on the delivery performance.

The requesting agency can see the received or accepted performance in the IGT performance page.

Push Performance

The requesting agency pushes performance transactions from Oracle Purchasing to the federal G-Invoicing application.

To push accepted performance to federal G-Invoicing, perform the following steps:

1. From the **Home** page, select *CLM Purchasing Super User* or *Purchasing, US Federal*.
2. Click **Requests** and then **Submit a New Request**.
3. Select the *Intragovernmental Performance Interface Program*.
4. Enter the required fields.
5. Click **Submit**.

The concurrent program inserts the received or accepted performance data into Oracle Payables open interface tables to create an accounts payable invoice and matches the invoice with the purchase order and receipt as a three-way match.

Close the Order

The order can be closed when the order quantity, the received quantity and billed quantity are equal in Oracle Purchasing.

1. From the **Home** page, select the *Purchasing, US Federal* responsibility.

2. Click **Buyer Work Center**, then **Orders**, and then **IGT Orders**.
3. Query for the order that you want to close..
4. Click **Close**.

Push the Closed Order to G-Invoicing

The concurrent program *Intragovernmental Orders Interface Program* in Oracle CLM and Oracle Purchasing pushes order closure to the federal G-Invoicing application.

To push the closed IGT order to G-Invoicing, perform the following steps:

1. From the **Home** page, select the *CLM Purchasing Super User* or *Purchasing, US Federal* responsibility.
2. Click **Requests** and then **Submit a New Request**.
3. Select the *Intragovernmental Orders Interface Program*.
4. Enter the required fields.
5. Click **Submit**.

Use Case 2. Buyer-Initiated or Seller-Facilitated Orders Created in Federal G-Invoicing

This topic describes the beginning-to-end use case for creating a buyer-initiated order (BIO) or seller-facilitated order (SFO) in the federal G-Invoicing application.

The prerequisite setups and processing flows covered in this use case are as follows:

1. Create GT&Cs in the federal G-Invoicing application. For an SFO, the servicing agency does this. For a BIO, the requesting agency does it.
2. Both agencies review and approve the GT&Cs.
3. Use the GT&Cs to create an order in the federal G-Invoicing application. The requesting agency creates a BIO, or the servicing agency creates an SFO.
4. Approve the IGT order.
5. The servicing agency pulls GT&Cs and approved IGT orders into EBS.
6. The servicing agency verifies and validates the GT&Cs and IGT orders in the G-Invoicing dashboard in EBS.
7. Create and associate a project with the IGT order.

8. Verify the agreement (created automatically) and submit it for the approval.
9. Approve the agreement.
10. Perform an admin modification.
11. Pull the modified orders into EBS.
12. Verify the admin changes.
13. Perform and incur order modification.
14. Incur actuals and generate revenue
15. Submit deferred performance from ECC and verify it in the G-Invoicing dashboard.
16. Verify the deferred performance document in G-Invoicing.
17. Incur actuals, generate a draft invoice, and run Tieback Invoices from receivables.
18. Submit delivery performance from the POBG page and verify it in the G-Invoicing dashboard.
19. Verify the delivery performance in G-Invoicing and create acceptance.
20. Pull the acceptance into EBS and verify it in the G-Invoicing dashboard.
21. Initiate order closure in federal G-Invoicing.
22. Pull closed orders into EBS.

The order is created in the federal G-Invoicing system and imported into EBS.

The following use case describes the complete flow of BIO and SFO created in federal G-Invoicing, imported into EBS, submitting performances, and create acceptance and accounting and finally closing the IGT order.

Create GT&C in the Federal G-Invoicing Application

1. Log in to the federal G-Invoicing application.
2. Select **Requesting Agency** or **Servicing Agency** and then **GT&C**.
3. Copy a GT&Cs document or create a new one. Make a note of the GT&C number.
4. Click **Create GT&C**.
5. In the **Partner Information, GT&C** region, enter a GT&C title and an agreement

start and end date.

6. In the **Requesting Agency** region, enter a group name and description, enable document inheritance, and add a agency location codes and subordinate groups. Optionally, add the cost center, a business unit, and a department ID.
7. In the **Servicing Agency** region, enter or select an agency account, a group name and description, and an agency location code. You must at least enter one ALC for the servicing agency.
8. Click the **Header/Detail** in the side tab.
9. In the **Header Detail** region, enter the requesting and servicing agency agreement tracking number, termination days, agreement type, advance payment indicator, assisted acquisition indicator, enforce total remaining amount indicator, total direct cost amount, total overhead fees, and charges amount.
10. Click the **Agreement Information** side tab. Enter required values for requesting and servicing agencies.
11. Click the **Approvals** side tab. In the **Approval** region, enter initial and final approval personnel details for requesting and servicing agencies.
12. Click **Save Internal Draft**.
13. Make a note of the GT&C number.
14. Click **Share Draft** and click **Yes**.
15. After the GT&C document is saved, click **Submit for Approval** and click **Yes**. The GT&Cs are shared with the partner agency for approval.

Partner Agency Approves the GT&C

1. Log in as the partner agency (servicing or requesting agency) and click the servicing or requesting agency tab and then the GT&Cs.
2. Review the GT&Cs and enter required details.
3. Click **Approval**. Enter details and approve the GT&Cs as the initial and final approval. After approval the GT&Cs status changes to **Open for Orders**.
4. The requesting or servicing agency can add attachments at any state of the GT&Cs process.

Create a Buyer-Initiated Order or a Seller-Facilitated Order in Federal G-Invoicing

1. Query the GT&Cs that you want to use. Click the number to open the **GT&C** page.
2. Click **Create Order**.
3. A requesting agency creates a buyer-initiated order in the federal G-Invoicing application.

A servicing agency initiates a seller-facilitated order in the federal G-Invoicing application and sends it to the requesting agency for approval.
4. The **Order Originating Partner** field indicates whether the order is an SFO (if the value is servicing agency) or a BIO (if the value is requesting agency).
5. Agencies must enter partner, delivery, authority, billing, preparer, and approval information, and line and schedule details.
6. For a BIO, the agency enters distribution details and shares the BIO or SFO with the partner agency for approval.
7. Click **Save as Draft** and note down the order number.
8. Click options to add attachments.
9. Submit for partner agency approval.

Approve the IGT Order

1. Log in as the partner agency in the federal **G-Invoicing** application.
2. Pull the order.
3. Enter the POC, funding, and approval details.
4. Approve the order and send it back to the federal G-Invoicing application.

Pull GT&Cs and Orders into Oracle Projects (EBS)

1. In EBS, select the *Projects Super User* responsibility.
2. Click **Requests** and then **Run**.
3. Select the *Intragovernmental Agreements (GT&C) Interface* concurrent program. Enter the mandatory fields, such as request mode, type, and the GT&C and submit.

4. Similarly, run the following G-Invoicing interface programs to pull orders, groups for GT&C and agencies, and to load the data into the G-Invoicing dashboard.
 - *Intragovernmental Orders Interface Program*
 - *Intragovernmental Groups for GT&C Interface Program*
 - *Intragovernmental Groups for Agency Interface Program*
 - *Projects G-Invoicing ECC Data Load*
5. Verify GT&Cs and orders in EBS:
 - From the **Home** page, click **Projects Super User**, then **Enterprise Command Center**, then **Projects Command Center**, and then **G-Invoicing** dashboard.
 - Verify the data pulled from federal G-Invoicing.

Create a Project

You create or associate a project with the order. Performance obligations and performance obligations lines are created automatically. In the case of order modification, you must uptake the modified orders.

1. In EBS, select the *Projects Super User* responsibility.
2. Select **Enterprise Command Center**, then **Projects Command Center**.
3. Select the **G-Invoicing** dashboard.
4. In the **GT&C/Orders** region, query for the order you had created.
5. Click the **Create Project** icon.
6. Enter the project name, project number, project start and finish dates. Click **Finish**.
7. The performance obligation page appears. Enter the required fields such as capitalized asset indicator, top task number, servicing agency TAS, and reimbursable flag.
8. Click **Additional Attributes** and verify the details.

Pull Attachments into Oracle Projects

1. In the G-Invoicing dashboard, in the **GT&C and Orders** region, click the **Orders** tab.

2. Click the **Update Agreement** icon.
3. In the **Agreement** page, scroll down to the **Order Attachments** region and validate the status of an attachment. If the status is **Download Pending**, then click **Actions** and select **Pull Attachments** and then click **Go**.

Once the pull attachments concurrent program completes successfully, the status changes to Downloaded.
4. Open the attachment and verify.

Update the Agreement and Submit it for Approval

1. In the **G-Invoicing** dashboard, **GT&C and Orders** region, click the **Orders** tab.
2. Click the **Update Agreement** icon.
3. Verify the header details.
4. Enter value for the billing frequency and save.
5. From the **Actions** list, choose **Additional Agreement Attribute** and click **Go**.
6. Verify the details. Enter the required fields for servicing agency.
7. Click **Apply** for approval.
8. Run the **Projects G-Invoicing ECC Data Load** concurrent program. (Click **Requests** and then **Run**.)
9. Navigate to the **G-Invoicing** dashboard.

Notice the **Internal Process Status** displays the **Pending Approval Submission**. On the **Update Agreement** page, verify that the **Confirm Fund Availability** option is selected.
10. Click **Submit** to send the agreement for approval.
11. Run the **Projects G-Invoicing ECC Data Load** concurrent program. (Click **Requests** and then **Run**).

The internal process status changes to Pending Approval.
12. Approve the agreement:
 - Log in to the *Projects Super User* responsibility as the approver.
 - Click the subject and validate the customer name, customer number, and amount to be approved.

- Click **Approve**.
- The system submits the *MGT: Push Order (MGT: Push Order)* and *Intragovernmental Orders Interface Program* concurrent programs. Verify that the concurrent programs run successfully:
- Log in to the federalG-Invoicing application and verify that the order status has changed to Open.

View Performance Obligation and Revenue Budget

Run the ECC data load to refresh data in the G-Invoicing dashboard.

1. Log in to the *Projects Super User* responsibility.
2. Run the *Projects G-Invoicing ECC Data Load* concurrent program. (Click **Requests** and then **Run**.)
3. Navigate to the **G-Invoicing** dashboard and query the order number you had created (click the **Enterprise Command Center**, then **Projects Command Center** and then **G-Invoicing** dashboard).

Verify the details.

4. Click the **View Performance Obligations** link.
Verify the last published date is same as the agreement approval date.
5. Click the **Financial** tab and validate the approved revenue budget is created with the amount same as the order amount.
6. Click the **Funding** tab and validate the funding is created and baselined automatically.
7. Log in to federal **G-Invoicing** application and validate the agreement approval.

Incur Actuals, Generate Revenue

1. From the **Home** page, select the *Projects Super User* responsibility.
2. Select **Billing**, then **Events**, and then **Projects**.
3. Enter the project number in the **Find Project Events** window and click **New**.
4. Enter the required fields to incur an event and save.
5. Run the *PRC: Generate Draft Revenue for a Range of Projects* concurrent program

(select **Requests**, click **Run**, then **Single Request**).

6. After the program completes successfully, verify the output. The event is processed, and a draft revenue is generated.
7. Navigate to the **Review Revenue** window (select **Billing**, then **Revenue Review**).
8. Enter the project number and click **Find**.
9. In the **Revenue Summary** window, select the first row and click **Lines**. In the **Revenue Lines** window, the performance obligation line number is stamped.
The format is *GTCNumber+OrderNumber+POBGHeader1+POBGLine1*. The performance obligation header and line numbers are updated depending on the transaction.
10. Run the *PRC: Generate Revenue Accounting Events* concurrent program (select **Requests**, then **Run**, and then **Submit a Single Request**). Enter the project number and submit.
11. Run the *PRC: Create Accounting* concurrent program. After the program completes, verify the accounting is generated successfully.
12. Run the *Projects G-Invoicing ECC Data Load* concurrent program. (Click **Requests** and then **Run**.)
13. In the **G-Invoicing** dashboard, verify the details that have been created.

Submit and validate Deferred Performance

1. From the **G-Invoicing** dashboard, select the order and an order line schedule.
2. Select **Submit Deferred Performance** and click **Go**.
3. Enter the required fields and choose **Partial Performance** for performance indicator.
4. Click **Submit**.
5. Select **Requests**, and choose **Run**, and then **Single Request**.
6. Run the *Projects G-Invoicing ECC Data Load* concurrent program.
7. Log in to the federal **G-Invoicing** application.
8. Select the **Requesting Agency** tab and then **IGT Orders**.
9. Validate deferred performance document.

10. Search for the order and click the order number link.
11. On the order page, click show performance.
12. Validate the lines on the performance page.

Generate a Draft Invoice and Run Tieback Invoices from Receivables

1. Switch to the *Projects Super User* responsibility.
2. Select **Requests**, then choose **Run**, and then **Submit a Single Request**.
3. Run the *PRC: Generate Draft Invoices for a Range of Projects* concurrent program.
After the program completes successfully, events are processed, and a draft invoice is generated.
4. Select **Billing**, then choose **Invoice Review**.
5. Enter the project number and click **Find**. Verify the details.
6. Repeat the same process for all the lines.
7. Select **Requests**, then **Run**, and then **Submit a Single Request**.
Run the following concurrent programs. After one concurrent program completes, run the next program.
 - *PRC: Interface Invoices to Receivables*
 - *Autoinvoice Import Program*
 - *PRC: Tieback Invoices from Receivables*
 - *Projects G-Invoicing ECC Data Load*
8. From the **Home** page, select the *Projects Super User* responsibility.
9. Click **Enterprise Command Center**, then **Projects Command Center** and **G-Invoicing** dashboard.
10. Refine the search by filtering with the order number. Verify the updated details.

Submit and Verify Delivery Performance

1. From the **G-Invoicing** dashboard, select the order and an order line schedule.
2. Select **Submit Delivery Performance** and click **Go**.

3. Enter the required fields and choose **Partial** or **Full** Performance for performance indicator.
4. Click **Submit**.
5. The following concurrent programs are initiated:
 - *PRC: Submit Intragovernmental Performance*
 - *MGT: Push Performance (MGT: Push Performance)*
 - *Intragovernmental Performance Interface Program*

Note: The performance interface program is submitted for each delivery line.
6. Click the **View Performance History** page. The status changes to success.
7. Make a note of the performance numbers.
8. From the **Home** page, click **Requests**, then **Run**, and then **Submit a Single Request**.
9. Run the *Projects G-Invoicing ECC Data Load* concurrent program.

Validate Delivery Performance Document and Create an Acceptance

1. Log in to the federal **G-Invoicing** application.
2. Click the **Requesting Agency** tab and then **Orders**.
3. In the **Show Performance** page, click **Receive** for type.
Enter the required fields.
4. Click **Create**.
An acceptance line is created.
5. Validate the attachment.
6. Click the performance number.
The **Performance Transaction Details** page appears.
7. At the bottom of the page, click **Attachment**.
Click the filename and verify the attachment.

Pull and Validate Acceptance in EBS

1. Select **Requests**, and choose **Run**, and then **Single Request**.
2. Run the *Intragovernmental Performance Interface Program* concurrent program.
3. Enter the required fields and select pull as request mode.
4. Click **Ok** and **Submit**.
5. Select **Requests** and choose **Run**, and then **Single Request**.
6. Run the *Projects G-Invoicing ECC Data Load* concurrent program.

Close Order

Intragovernmental orders can be closed when the order quantity, received quantity, and billed quantity are equal in Oracle Purchasing.

1. From the **Home** page, select *Purchasing, US Federal*, then **Buyer Work Center**, then **Orders**, and then **IGT Orders**.
2. Query for the approved order.
3. Click **Close**.

Push Closed IGT Order to G-Invoicing

The concurrent program *Intragovernmental Orders Interface Program* in Oracle Purchasing pushes order closure to the federal G-Invoicing application.

To push the closed IGT order to G-Invoicing, perform the following steps:

1. From the **Home** page, select *CLM Purchasing Super User* or *Purchasing, US Federal*.
2. Click **Requests** and then **Submit a New Request**.
3. Select the *Intragovernmental Orders Interface Program*.
4. Enter the required fields.
5. Click **Submit**.

Frequently Asked Questions About G-Invoicing

This chapter addresses commonly asked questions about the Oracle EBS G-Invoicing solution.

This chapter covers the following topics:

- FAQs

FAQs

1. What is the inherent integration between Oracle E-Business Suite G-Invoicing and the federal G-Invoicing application functionality? Are there any necessary development efforts needed to enable G-Invoicing for MROi, both inbound and outbound?

Answer: The Oracle E-Business Suite G-Invoicing solution works with the federal G-Invoicing application to facilitate the exchange and processing of intragovernmental (IGT) buy (requesting) and sell (servicing) data and transactions.

The solution is integrated with Oracle Contract Lifecycle Management for Public Sector, Oracle Purchasing, and Oracle Projects. As a federal program agency (FPA), you can use the G-Invoicing solution to:

- Initiate the exchange and approval of IGT buy and sell transactions using a common data repository of brokered transactions.
- Integrate data from these activities into accounting systems.
- Exchange data related to General Terms and Conditions (GT&C), orders, modifications, and performance records.
- Improve auditability by associating related transactions with a common identifier.

Refer to "Introduction to G-Invoicing", page 1-xiii for more details on EBS G-Invoicing.

2. Does the EBS G-Invoicing solution support advance collection to pass to TDO? For example, a check from a public customer for work done to pass to Treasury?

Answer: The Oracle EBS G-Invoicing solution lets you capture advance payments from accounts receivable receipts against each performance obligation line, generate advance performance, and acknowledge it by sending it back to the buyer through the G-Invoicing application. Customers can push and pull advance performance transactions to drive settlement and do accounting in EBS.

3. Does the EBS G-Invoicing solution support automatic numbering for IGT orders? Can agencies define the starting number?

Answer: In Oracle Purchasing, if you have set document number generation to Automatic in the purchase options for an operating unit, then the order number is generated through a database sequence. In Oracle CLM, you can use the document numbering feature in user-defined attributes (UDAs) to configure the order number.

4. How does GT&C security work? Is there a supporting document available?

Answer: In the federal G-Invoicing application, the administrator controls access to intragovernmental transaction (IGT) documents by group assignment. Each user in the federal G-Invoicing application belongs to a group and can only access IGT documents assigned to that group. Documents with controlled-access include GT&C, orders, and performance records, and attachments.

To push and pull IGT data to and from the federal G-Invoicing application, the group structures in your agency's system must mirror the group structures in the federal application. The EBS G-Invoicing solution accomplishes this by associating a system ID with an agency and operating unit. After the data pull is complete, the following group information is available in Oracle EBS:

- Groups for GT&C
- Groups in agency accounts
- TAS and BETCs details for groups

Refer to "Organizational Groups in G-Invoicing and Oracle E-Business Suite", page 2-11 for more details.

5. When the *Intragovernmental Orders Interface Program* is run to pull the Get Order List, and the agency includes an incorrect Agency Location Code (ALC). What happens to such orders?

Answer: In the *Intragovernmental Orders Interface Program*, only the ALCs associated with the selected operating unit are shown in the ALC field LOV. If there are any

orders created for the selected ALC in G-Invoicing, then they are pulled and created in the selected operating unit.

6. Are the GT&Cs one HTML form or can the requesting agency enter detailed criteria to support an order?

Answer: A servicing or requesting agency creates GT&C in the federal G-Invoicing application. Both agencies use the federal application to approve the GT&C. The requesting agency pulls the approved GT&C from the federal G-Invoicing application to EBS. Refer to "General Terms and Conditions (GT&C)", page 5-1 for more information on a GT&C. To Pull the GT&C data from the federal G-Invoicing application into EBS, see Pulling GT&Cs, page 2-19.

7. Are requesting agencies responsible for creating their own groups in federal G-Invoicing?

Answer: Yes, requesting agency must create groups. Refer to "Organizational Groups in G-Invoicing and Oracle E-Business Suite", page 2-11 for more details.

8. Does the EBS G-Invoicing solution allow customization of seeded programs or extract logic? Are there client extensions available to make and deploy agency (MROi) specific requirements to the federal G-Invoicing system?

Answer: The EBS G-Invoicing solution provides custom hooks for both the requesting and servicing side features. Agencies can add their defaulting logic and validations using these custom hooks.

9. What is the file transfer mechanism between agency (MROi) and the G-Invoicing system, is it a direct push and pull process?

Answer: The EBS G-Invoicing solution provides several pull and push programs to retrieve data from the Federal G-Invoicing application into EBS and push then push the data back to the Federal G-Invoicing application after processing these data. EBS G-Invoicing provides the following interface programs:

- Intragovernmental Groups for Agency Interface Program (for pulling Groups and TAS-BETCs Details)
- Intragovernmental Agreements (GT&C) Interface Program
- Intragovernmental Groups for GT&C Interface Program
- Intragovernmental Orders Interface Program
- Intragovernmental Performance Interface Program
- Intragovernmental Performance Integration to Payables
- Intragovernmental Performance Integration to Receivables

- PRC: Process Mass Submission Performances for G-Invoicing (submit multiple (mass submission) performances for orders)

10. Does every order need a requisition?

Answer: No, not every IGT order requires a requisition. The EBS G-Invoicing solution supports all intragovernmental (IGT) orders created without requisitions as well as orders created from requisitions. For details on IGT Requisitions, see "IGT Requisitions.", page 5-5

11. How do buyers place requisitions with the correct GT&C during the IGT order creation process? Does the requisition process have fields for program offices to input the GT&C?

Answer: Oracle iProcurement lets you create IGT requisitions and commit funds. The role *ICX: Intragovernmental Request Access Role* lets you enable the Intragovernmental Request subtab in the Shop tab. If the responsibility or user has this role access, then the Intragovernmental Request subtab appears.

Requisitions can be created using either Oracle Purchasing (using the Oracle Forms user interface) or Oracle iProcurement (using the web interface). Agencies can also create Military Interdepartmental Purchase Requisitions (MIPR) using intergovernmental requisitions in Oracle Contract Lifecycle Management for Public Sector, iProcurement. In the EBS G-Invoicing solution, the GT&C number is mandatory and it must be in the Open for Orders status to create an IGT Order. For details on IGT Requisitions, see "IGT Requisitions.", page 5-5

12. Do PDOI get updated for G-Invoicing?

Answer: The EBS G-Invoicing solution provides APIs to create IGT orders pulled from federal G-Invoicing.

13. What are Oracle's plans to automate requesting side settlement processing (payables invoices and payments)?

Answer: The EBS G-Invoicing solution provides the concurrent program, *Intragovernmental Performance Integration to Payables*, that creates invoices and settles payments.

14. Is there required setup for connecting to the TLS and the SSL web-logic server? Are agencies required to download an XML schema from Treasury and populate it in the schema path (from G-Invoicing Options window) or does Oracle provide any . XSD files? Can these files be customized?

Answer: Certificate details are covered in the "Entering Security Certificate Details" and "Place Certificate Files" topics. Set the TrustStore Path field as follows:

`/u01/R122_EBS/fs2/EBSapps/appl/po/12.0.0/ginvoicing/testserver.jks`

Set the following value in the KeyStore Path field:

15. When an order modification is in progress and the order is not in an open status, can performance transactions be submitted? Do the transactions automatically resubmit when the order status is open?

Answer: The concurrent program *Intragovernmental Performance Interface program*, lets you process error documents. For more details on processing error documents, refer to the instructions for running this program.

16. How does workflow function with Buyer Work Center? What roles are needed to complete a IIA in BWC end-to-end (requisition, award, invoice approval, payment)? Can payments exist in suspense accounts when there are issues with invoices? How will the line, shipment, and distribution in Oracle Purchasing processed to line and schedule in federal G-Invoicing?

Answer: For the approval workflow process, the EBS G-Invoicing solution uses Approvals Management Engine (AME Administration). See "Setting Up AME Administration.", page 3-12 Oracle has not made any changes to the existing subledger accounting (SLA). You can configure SLA for your business requirement to perform additional accounting. The G-Invoicing order line maps to the EBS IGT order line and the G-Invoicing order schedule maps to EBS IGT order line schedule and distribution. Refer to "Mapping of G-Invoicing Business Objects in Oracle E-Business Suite.", page 1-7

17. What logic does Oracle use to determine what IGT orders are sent to federal G-Invoicing, as direct citations are not processed in G-Invoicing? How are these sent to customs? Can an order be accepted as both reimbursable and direct citation?

Answer: If an order is reimbursable or direct citation is known as MIPR (DD 448-2) acceptance is recorded by the requesting agency. If it is reimbursable, the MIPR is converted to an IGT Order. If the MIPR acceptance is a direct citation, then the requisition does not become an IGT Order and it is not interfaced to the federal G-Invoicing application.

18. The federal G-Invoicing application does not require a requesting agency to provide a receipt when the order is FOB Source or FOB Destination and the constructive receipt time. Will Oracle E-Business Suite G-Invoicing require receipt and acceptance in such situations? Do buyers have to create receipts and attach supporting documents and send them to the federal G-Invoicing application though it is not required by the application. When are the accruals posted – is it during the IGT orders transaction or on receiving the receipt?

Answer: The receipt is optional only when the FOB is source but it is mandatory when the FOB is destination, as the settlement is recorded on the receipt. When the CRD (constructive receipt days) are passed, the receipt is created automatically by federal G-Invoicing. When you record receipts (FOB source or destination), EBS pushes a received or accepted performance to the federal G-Invoicing application.

Accruals are posted based on deferred payment via journal entries. The servicing agency creates deferred performance payments as accruals. Refer to "Performance Accounting for Intragovernmental Transactions", page 5-77 and "Using Deferred Performance", page 6-82 for more details on FOB source and destination and on deferred performance.

19. Will Oracle add additional required roles and responsibilities for the preparer, POC, funding official, and program manager?

Answer: Oracle will not be adding additional roles or responsibilities. The preparer will use CLM and Purchasing responsibilities. The funding and program officials are notified to sign and or approve the IGT Order.

20. Should the GT&C status be open to create an IGT Order?

Answers: Yes, the GT&C must be in an open status. Groups associated with the GT&C (based on DII and subordinate groups defined in the federal G-Invoicing application) are pulled into EBS from G-Invoicing and stored. When creating an IGT order referring the GT&C, applicable groups appear in LOV.

21. Will Oracle require an order to be submitted as two orders or a single order which can be sent to the federal G-Invoicing application as two separate orders.

Answer: The FOB option is at the header level in Oracle, so the order to be submitted must be two orders. The FOB source and destination within the federal G-Invoicing application is at the header level data element which prevents a single order being processed as both.

22. In Oracle Project Billing, a single agreement can be used to fund multiple projects. However, associating IGT orders, lines, and schedules with projects only allows the orders, lines, and schedules to be funded to a single project. Is there a way to split the funding to multiple projects?

Answer: The EBS G-Invoicing solution only supports the association of one order with one project.

23. Each IGT order, order line, and order line schedule must be mapped to a unique project top task. Each performance obligation line must be assigned to a unique top task. Is there a specific reason for this? This would require a separate top task for each order line schedule from the requesting agency order, which increases the workload on the servicing agency side. Is there any option available to map multiple performance obligation lines to a single top task?

Answer: Currently, the EBS G-Invoicing solution supports a one-to-one mapping between the top task and the performance obligation line to ensure the task-level funding and for tracking of performance at the order line schedule level. For an IGT reimbursable order, costs must not exceed the order line schedule value to ensure the cost for the task does not exceed the order line schedule value. Since the revenue and cost must be maintained within the order line schedule level, the task

link becomes mandatory. When linking multiple order line schedules to a single task, there is no clear demarcation of when the performance should be reported to which order line schedule.

24. Will Oracle support a single ALC for multiple existing EBS vendor and vendor site records?

Answer: The EBS G-Invoicing solution derives the vendor and vendor site for a GT&C and the order, and it is assumed that each agency location code (ALC) relates to a unique EBS vendor site record. There are situations where a single ALC may map to multiple entities that could exist as different vendors and vendor sites. Oracle provides *po_custom_igt_pkg.set_gtc_related_info* and *po_custom_igt_pkg.derive_order_vendor_info* custom integration hooks for deriving a vendor_id and vendor_site_id for a GT&C and an order.

Group IDs are unique in the EBS G-Invoicing solution. An agency can use the group_ID to uniquely identify a vendor and vendor site to default the values. Otherwise, the agency can select the vendor and vendor site from an LOV when creating an order.

25. The PO receipts created by the *Intragovernmental Performance Integration to Receiving Program* creates 3-way match shipments where the invoice match option is set to receipt. Can G-Invoicing users set the invoice match option to match purchase orders, like other Purchasing users can?

Answer: Currently, the EBS G-Invoicing solution only supports three-way matching to receipts and not to purchase order. In the case of FOB destination, a receipt is mandatory and expenses are accounted when the receipt is created. When the seller submits a delivered performance, CLM Purchasing creates a receipt using the concurrent program *Intragovernmental Performance Integration with Receiving Program*. For more details about performance accounting, refer to "Performance Accounting for Intragovernmental Transactions", page 5-77

26. Can a requesting agency pull an IGT order into EBS (after it has been approved by the servicing agency) and then approve the IGT Order in EBS? Can this second approval of the IGT order be automated?

Answer: You can approve the order directly from EBS without logging in to the federal G-Invoicing application.

27. Is there any additional benefit to upgrade to the Oracle Applications Release 12.2.11? The customer is planning to upgrade to Oracle Applications 12.2.10 and has a single operating unit setup.

Answer: The EBS G-Invoicing solution requires customers to be using the Oracle Application Release 12.2.7 or later.

28. In the EBS G-Invoicing solution how is accounting generated for the budget baseline? The submit button in the form is disabled. Do agencies have to configure

anything to generate the budget baseline accounting. When is accounting generated in EBS G-Invoicing? What events are triggered at the time of an order approval?

Answer: The Budget Baseline program is not modified and is automated at the time of an order approval. To manage revenue budget manually and create the budget, set the profile option, **PA: Manage Revenue Budget Manually**. The workflow is invoked automatically.

29. Can a combination of agreement, project, and task be funded with multiple trading partner TAS (TP TAS) values in the EBS G-Invoicing solution? Can a single top task execute multiple order schedules?

Answer: The EBS G-Invoicing solution supports one top task mapped to one order line schedule and one performance obligation line.

30. Is implementation of Oracle Projects necessary for a requesting agency?

Answer: If you are not going to use EBS as the servicing agency, then the Oracle Projects implementation is not required.

Attributes and Usages for Templates in G-Invoicing

This appendix covers the following topics:

- Attributes and Usages
- Attribute Groups, Actions, and Functions for Templates in G-Invoicing

Attributes and Usages

This table lists attributes and usages for templates in G-Invoicing.

| Template Name | Attribute Name | Attribute Group | Usage |
|------------------------------|--|--------------------|-------|
| General Terms and Conditions | General Terms and Conditions (GT&C) Number | Header Information | - |
| General Terms and Conditions | General Terms and Conditions (GT&C) Title | Header Information | - |
| General Terms and Conditions | Agreement Start Date | Header Information | - |
| General Terms and Conditions | Agreement End Date | Header Information | - |
| General Terms and Conditions | Agreement Type | Header Information | - |

| Template Name | Attribute Name | Attribute Group | Usage |
|------------------------------|--|-------------------------------|---------------------|
| General Terms and Conditions | Total Estimated Amount | Header Information | - |
| General Terms and Conditions | Termination Days | Header Information | - |
| General Terms and Conditions | Total Remaining Amount | Ordering Constraints | - |
| General Terms and Conditions | Enforce Total Remaining Amount Indicator | Ordering Constraints | - |
| General Terms and Conditions | Advance Payment Indicator | Ordering Constraints | - |
| General Terms and Conditions | Assisted Acquisitions Indicator | Ordering Constraints | - |
| General Terms and Conditions | Total Direct Cost Amount | Estimated Costs | General Information |
| General Terms and Conditions | Total Overhead Fees & Charges Amount | Estimated Costs | General Information |
| General Terms and Conditions | Explanation of Overhead Fees & Charges | Estimated Costs | General Information |
| General Terms and Conditions | Requesting Agency Identifier | Requesting Agency Information | General Information |
| General Terms and Conditions | Requesting Agency Location Code (ALC) | Requesting Agency Information | General Information |
| General Terms and Conditions | Requesting Scope | Requesting Agency Information | General Information |
| General Terms and Conditions | Requesting Roles | Requesting Agency Information | General Information |

| Template Name | Attribute Name | Attribute Group | Usage |
|------------------------------|--------------------------------------|-----------------------------------|---------------------|
| General Terms and Conditions | Requesting Assisted Acquisitions | Requesting Agency Information | General Information |
| General Terms and Conditions | Requesting Clauses | Requesting Agency Information | General Information |
| General Terms and Conditions | Restrictions | Requesting Agency Information | General Information |
| General Terms and Conditions | Servicing Agency Identifier | Servicing Agency Information | General Information |
| General Terms and Conditions | Servicing Agency Location Code (ALC) | Servicing Agency Information | General Information |
| General Terms and Conditions | Servicing Agreement Tracking Number | Servicing Agency Information | General Information |
| General Terms and Conditions | Servicing Roles | Servicing Agency Information | General Information |
| General Terms and Conditions | Servicing Assisted Acquisitions | Servicing Agency Information | General Information |
| General Terms and Conditions | Servicing Clauses | Servicing Agency Information | General Information |
| General Terms and Conditions | Requesting Business Unit | Requesting Organization Structure | General Information |
| General Terms and Conditions | Requesting Cost Center | Requesting Organization Structure | General Information |
| General Terms and Conditions | Requesting Department Identifier | Requesting Organization Structure | General Information |
| General Terms and Conditions | Servicing Business Unit | Servicing Organization Structure | General Information |

| Template Name | Attribute Name | Attribute Group | Usage |
|------------------------------|----------------------------------|----------------------------------|---------------------|
| General Terms and Conditions | Servicing Cost Center | Servicing Organization Structure | General Information |
| General Terms and Conditions | Servicing Department Identifier | Servicing Organization Structure | General Information |
| General Terms and Conditions | Requesting Attachment File Name | GT&C Attachments | General Information |
| General Terms and Conditions | Requesting Attachment File Alias | GT&C Attachments | General Information |
| General Terms and Conditions | Requesting Attachment Updated By | GT&C Attachments | General Information |
| General Terms and Conditions | Requesting Attachment Date/Time | GT&C Attachments | General Information |
| General Terms and Conditions | Servicing Attachment File Name | GT&C Attachments | General Information |
| General Terms and Conditions | Servicing Attachment File Alias | GT&C Attachments | General Information |
| General Terms and Conditions | Servicing Attachment Updated By | GT&C Attachments | General Information |
| General Terms and Conditions | Servicing Attachment Date/Time | GT&C Attachments | General Information |
| General Terms and Conditions | Servicing Attachment Date/Time | GT&C Attachments | General Information |
| General Terms and Conditions | Servicing Attachment Date/Time | GT&C Attachments | General Information |

| Template Name | Attribute Name | Attribute Group | Usage |
|------------------------------|--|----------------------|------------------------------------|
| General Terms and Conditions | Servicing Attachment Date/Time | GT&C Attachments | General Information |
| General Terms and Conditions | Servicing Attachment Date/Time | GT&C Attachments | General Information |
| General Terms and Conditions | Servicing Attachment Date/Time | GT&C Attachments | General Information |
| General Terms and Conditions | Requesting Initial Approval Signed Name | Approval Information | Preparer and Approvals Information |
| General Terms and Conditions | Requesting Initial Approval Signed Title | Approval Information | Preparer and Approvals Information |
| General Terms and Conditions | Requesting Initial Approval Signed Phone | Approval Information | Preparer and Approvals Information |
| General Terms and Conditions | Requesting Initial Approval Signed Fax | Approval Information | Preparer and Approvals Information |
| General Terms and Conditions | Requesting Initial Approval Signed Email | Approval Information | Preparer and Approvals Information |
| General Terms and Conditions | Requesting Initial Approval Signed Date | Approval Information | Preparer and Approvals Information |
| General Terms and Conditions | Requesting Final Approval Signed Name | Approval Information | Preparer and Approvals Information |
| General Terms and Conditions | Requesting Final Approval Signed Title | Approval Information | Preparer and Approvals Information |

| Template Name | Attribute Name | Attribute Group | Usage |
|------------------------------|---|------------------------|------------------------------------|
| General Terms and Conditions | Requesting Final Approval Signed Phone | Approval Information | Preparer and Approvals Information |
| General Terms and Conditions | Requesting Final Approval Signed Fax | Approval Information | Preparer and Approvals Information |
| General Terms and Conditions | Requesting Final Approval Signed Email | Approval Information | Preparer and Approvals Information |
| General Terms and Conditions | Requesting Final Approval Signed Date | Approval Information | Preparer and Approvals Information |
| General Terms and Conditions | Servicing Initial Approval Signed Name | Approval Information | Preparer and Approvals Information |
| General Terms and Conditions | Servicing Initial Approval Signed Title | Approval Information | Preparer and Approvals Information |
| General Terms and Conditions | Servicing Initial Approval Signed Phone | Approval Information | Preparer and Approvals Information |
| General Terms and Conditions | Servicing Initial Approval Signed Fax | Approval Information | Preparer and Approvals Information |
| General Terms and Conditions | Servicing Initial Approval Signed Email | Approval Information | Preparer and Approvals Information |
| General Terms and Conditions | Servicing Initial Approval Signed Date | Approval Information | Preparer and Approvals Information |
| General Terms and Conditions | Servicing Final Approval Signed Name | Approval Information | Preparer and Approvals Information |

| Template Name | Attribute Name | Attribute Group | Usage |
|------------------------------|---------------------------------------|-------------------------------|------------------------------------|
| General Terms and Conditions | Servicing Final Approval Signed Title | Approval Information | Preparer and Approvals Information |
| General Terms and Conditions | Servicing Final Approval Signed Phone | Approval Information | Preparer and Approvals Information |
| General Terms and Conditions | Servicing Final Approval Signed Fax | Approval Information | Preparer and Approvals Information |
| General Terms and Conditions | Servicing Final Approval Signed Email | Approval Information | Preparer and Approvals Information |
| General Terms and Conditions | Servicing Final Approval Signed Date | Approval Information | Preparer and Approvals Information |
| General Terms and Conditions | Prepared Name | Preparer Information | Preparer and Approvals Information |
| General Terms and Conditions | Prepared Phone | Preparer Information | Preparer and Approvals Information |
| General Terms and Conditions | Prepared Email | Preparer Information | Preparer and Approvals Information |
| General Terms and Conditions | Closing Comments | Closing Comments | General Information |
| General Terms and Conditions | Requesting Group Name | Requesting Agency Information | General Information |
| General Terms and Conditions | Servicing Group Name | Servicing Agency Information | General Information |

| Template Name | Attribute Name | Attribute Group | Usage |
|------------------------------|---|-------------------------------|---------------------|
| General Terms and Conditions | Requesting Document Inheritance Indicator | Requesting Agency Information | General Information |
| General Terms and Conditions | Servicing Document Inheritance Indicator | Servicing Agency Information | General Information |
| General Terms and Conditions | Order Originating Partner Indicator | Ordering Constraints | General Information |
| General Terms and Conditions | Requesting Agreement Tracking Number | Requesting Agency Information | General Information |
| General Terms and Conditions | Requesting Group ID | Requesting Agency Information | General Information |
| General Terms and Conditions | Requesting Group Name | Requesting Agency Information | General Information |
| General Terms and Conditions | Requesting Group Description | Requesting Agency Information | General Information |
| General Terms and Conditions | Requesting Group Last Modified Date | Requesting Agency Information | General Information |
| General Terms and Conditions | Requesting Group Status | Requesting Agency Information | General Information |
| General Terms and Conditions | Servicing Group ID | Servicing Group Information | General Information |
| General Terms and Conditions | Servicing Group Name | Servicing Group Information | General Information |
| General Terms and Conditions | Servicing Group Description | Servicing Group Information | General Information |
| General Terms and Conditions | Servicing Group Last Modified Date | Servicing Group Information | General Information |

| Template Name | Attribute Name | Attribute Group | Usage |
|------------------------------|--|-------------------------------|---------------------|
| General Terms and Conditions | Servicing Group Status | Servicing Group Information | General Information |
| IGT Order Header Template | Group | Requesting Agency Information | General Information |
| IGT Order Header Template | Business Unit | Requesting Agency Information | General Information |
| IGT Order Header Template | Agency Location Code | Requesting Agency Information | General Information |
| IGT Order Header Template | Cost Center | Requesting Agency Information | General Information |
| IGT Order Header Template | Funding Office Code | Requesting Agency Information | General Information |
| IGT Order Header Template | Department ID | Requesting Agency Information | General Information |
| IGT Order Header Template | Funding Agency Code | Requesting Agency Information | General Information |
| IGT Order Header Template | Unique Entity ID | Requesting Agency Information | General Information |
| IGT Order Header Template | Order Tracking Number | Requesting Agency Information | General Information |
| IGT Order Header Template | Statutory Authority Fund Type Code | Requesting Agency Authority | General Information |
| IGT Order Header Template | Statutory Authority Fund Type Title | Requesting Agency Authority | General Information |
| IGT Order Header Template | Statutory Authority Fund Type Citation | Requesting Agency Authority | General Information |
| IGT Order Header Template | Program Authority Title | Requesting Agency Authority | General Information |

| Template Name | Attribute Name | Attribute Group | Usage |
|---------------------------|--|------------------------------|---------------------|
| IGT Order Header Template | Program Authority Citation | Requesting Agency Authority | General Information |
| IGT Order Header Template | Group | Servicing Agency Information | General Information |
| IGT Order Header Template | Business Unit | Servicing Agency Information | General Information |
| IGT Order Header Template | Agency Location Code | Servicing Agency Information | General Information |
| IGT Order Header Template | Cost Center | Servicing Agency Information | General Information |
| IGT Order Header Template | Order Tracking Number | Servicing Agency Information | General Information |
| IGT Order Header Template | Department ID | Servicing Agency Information | General Information |
| IGT Order Header Template | Comments | Servicing Agency Information | General Information |
| IGT Order Header Template | Unique Entity ID | Servicing Agency Information | General Information |
| IGT Order Header Template | Statutory Authority Fund Type Code | Servicing Agency Authority | General Information |
| IGT Order Header Template | Statutory Authority Fund Type Title | Servicing Agency Authority | General Information |
| IGT Order Header Template | Statutory Authority Fund Type Citation | Servicing Agency Authority | General Information |
| IGT Order Header Template | Program Authority Title | Servicing Agency Authority | General Information |
| IGT Order Header Template | Program Authority Citation | Servicing Agency Authority | General Information |

| Template Name | Attribute Name | Attribute Group | Usage |
|---------------------------|---|----------------------|---------------------|
| IGT Order Header Template | Advance Revenue Recognition Methodology | Advance Information | General Information |
| IGT Order Header Template | Servicing Agency's Advance Payment Authority Title | Advance Information | General Information |
| IGT Order Header Template | Advance Revenue Recognition Description | Advance Information | General Information |
| IGT Order Header Template | Servicing Agency's Advance Payment Authority Citation | Advance Information | General Information |
| IGT Order Header Template | CPIC Screening Indicator | Billing Information | General Information |
| IGT Order Header Template | Billing Frequency | Billing Information | General Information |
| IGT Order Header Template | Priority Order Indicator | Billing Information | General Information |
| IGT Order Header Template | Billing Frequency Other Explanation | Billing Information | General Information |
| IGT Order Header Template | FOB Point | Delivery Information | General Information |
| IGT Order Header Template | Constructive Receipt Days | Delivery Information | General Information |
| IGT Order Header Template | Acceptance Point | Delivery Information | General Information |
| IGT Order Header Template | Place Of Acceptance | Delivery Information | General Information |
| IGT Order Header Template | Inspection Point | Delivery Information | General Information |

| Template Name | Attribute Name | Attribute Group | Usage |
|---------------------------|-----------------------|-----------------------|------------------------------------|
| IGT Order Header Template | Place Of Inspection | Delivery Information | General Information |
| IGT Order Header Template | Buy or Sell Indicator | IGT Order Attachments | General Information |
| IGT Order Header Template | Name | IGT Order Attachments | General Information |
| IGT Order Header Template | Alias | IGT Order Attachments | General Information |
| IGT Order Header Template | Updated By | IGT Order Attachments | General Information |
| IGT Order Header Template | Date and Time | IGT Order Attachments | General Information |
| IGT Order Header Template | Request ID | IGT Order Attachments | General Information |
| IGT Order Header Template | Attachment URL | IGT Order Attachments | General Information |
| IGT Order Header Template | Attachment ID | IGT Order Attachments | General Information |
| IGT Order Header Template | Status | IGT Order Attachments | General Information |
| IGT Order Header Template | Role | Requesting Agency | Preparer and Approvals Information |
| IGT Order Header Template | Employee | Requesting Agency | Preparer and Approvals Information |
| IGT Order Header Template | Title | Requesting Agency | Preparer and Approvals Information |

| Template Name | Attribute Name | Attribute Group | Usage |
|---------------------------|----------------|-------------------|------------------------------------|
| IGT Order Header Template | Name | Requesting Agency | Preparer and Approvals Information |
| IGT Order Header Template | Telephone | Requesting Agency | Preparer and Approvals Information |
| IGT Order Header Template | Email | Requesting Agency | Preparer and Approvals Information |
| IGT Order Header Template | Fax | Requesting Agency | Preparer and Approvals Information |
| IGT Order Header Template | Date Signed | Requesting Agency | Preparer and Approvals Information |
| IGT Order Header Template | Role | Servicing Agency | Preparer and Approvals Information |
| IGT Order Header Template | Employee | Servicing Agency | Preparer and Approvals Information |
| IGT Order Header Template | Title | Servicing Agency | Preparer and Approvals Information |
| IGT Order Header Template | Name | Servicing Agency | Preparer and Approvals Information |
| IGT Order Header Template | Telephone | Servicing Agency | Preparer and Approvals Information |
| IGT Order Header Template | Email | Servicing Agency | Preparer and Approvals Information |

| Template Name | Attribute Name | Attribute Group | Usage |
|-----------------------------|-------------------------------|-----------------------------|------------------------------------|
| IGT Order Header Template | Fax | Servicing Agency | Preparer and Approvals Information |
| IGT Order Header Template | Date Signed | Servicing Agency | Preparer and Approvals Information |
| IGT Order Line Template | Capitalized Asset Indicator | Additional Item Information | Additional Information |
| IGT Order Line Template | FSC or PSC Code | Additional Item Information | Additional Information |
| IGT Order Line Template | UID Required Identifier | Additional Item Information | Additional Information |
| IGT Order Line Template | Product or Service Identifier | Additional Item Information | Additional Information |
| IGT Order Line Template | Severable Non Severable Code | Additional Item Information | Additional Information |
| IGT Order Schedule Template | Address Identifier | Shipping Information | General Information |
| IGT Order Schedule Template | Agency Title | Shipping Information | General Information |
| IGT Order Schedule Template | Address 1 | Shipping Information | General Information |
| IGT Order Schedule Template | Location Description | Shipping Information | General Information |
| IGT Order Schedule Template | Address 2 | Shipping Information | General Information |
| IGT Order Schedule Template | Special Shipping Information | Shipping Information | General Information |

| Template Name | Attribute Name | Attribute Group | Usage |
|---------------------------------|--------------------|---------------------------------------|---------------------|
| IGT Order Schedule Template | Address 3 | Shipping Information | General Information |
| IGT Order Schedule Template | Delivery POC Title | Shipping Information | General Information |
| IGT Order Schedule Template | City | Shipping Information | General Information |
| IGT Order Schedule Template | Delivery POC Name | Shipping Information | General Information |
| IGT Order Schedule Template | Postal Code | Shipping Information | General Information |
| IGT Order Schedule Template | Delivery POC Phone | Shipping Information | General Information |
| IGT Order Schedule Template | State | Shipping Information | General Information |
| IGT Order Schedule Template | Delivery POC Email | Shipping Information | General Information |
| IGT Order Schedule Template | Country | Shipping Information | General Information |
| IGT Order Distribution Template | TAS - SP | Requesting Agency Funding Information | General Information |
| IGT Order Distribution Template | TAS - ATA | Requesting Agency Funding Information | General Information |
| IGT Order Distribution Template | TAS - AID | Requesting Agency Funding Information | General Information |
| IGT Order Distribution Template | TAS - BPOA | Requesting Agency Funding Information | General Information |
| IGT Order Distribution Template | TAS - EPOA | Requesting Agency Funding Information | General Information |

| Template Name | Attribute Name | Attribute Group | Usage |
|---------------------------------|--------------------------------------|---------------------------------------|---------------------|
| IGT Order Distribution Template | TAS - A | Requesting Agency Funding Information | General Information |
| IGT Order Distribution Template | TAS - Main | Requesting Agency Funding Information | General Information |
| IGT Order Distribution Template | TAS - SUB | Requesting Agency Funding Information | General Information |
| IGT Order Distribution Template | Additional Accounting Classification | Requesting Agency Funding Information | General Information |
| IGT Order Distribution Template | Additional Information | Requesting Agency Funding Information | General Information |
| IGT Order Distribution Template | Agency Disbursing Identifier | Requesting Agency Funding Information | General Information |
| IGT Order Distribution Template | Object Class Code | Requesting Agency Funding Information | General Information |
| IGT Order Distribution Template | Bona Fide Need | Requesting Agency Funding Information | General Information |
| IGT Order Distribution Template | Agency Accounting Identifier | Requesting Agency Funding Information | General Information |
| IGT Order Distribution Template | Activity Address Code | Requesting Agency Funding Information | General Information |
| IGT Order Distribution Template | Activity Identifier | Requesting Agency Funding Information | General Information |
| IGT Order Distribution Template | Fiscal Year | Requesting Agency Funding Information | General Information |
| IGT Order Distribution Template | Budget Line Item | Requesting Agency Funding Information | General Information |
| IGT Order Distribution Template | Cost Center Identifier | Requesting Agency Funding Information | General Information |

| Template Name | Attribute Name | Attribute Group | Usage |
|------------------------------------|--|--|---------------------|
| IGT Order Distribution Template | Project Identifier | Requesting Agency Funding Information | General Information |
| IGT Order Distribution Template | Cost Element | Requesting Agency Funding Information | General Information |
| IGT Order Distribution Template | Federal Award Identification Number | Requesting Agency Funding Information | General Information |
| IGT Order Distribution Template | Functional Area | Requesting Agency Funding Information | General Information |
| IGT Order Distribution Template | Funding Center Identifier | Requesting Agency Funding Information | General Information |
| IGT Order Distribution Template | Reimbursable Flag Indicator | Requesting Agency Funding Information | General Information |
| IGT Order Distribution Template | Security Cooperation Case Designator | Requesting Agency Funding Information | General Information |
| IGT Order Distribution Template | Security Cooperation | Requesting Agency Funding Information | General Information |
| IGT Order Distribution Template | Security Cooperation Line Item Identifier | Requesting Agency Funding Information | General Information |
| IGT Order Distribution Template | Security Cooperation Implementing Agency | Requesting Agency Funding Information | General Information |
| IGT Order Distribution Template | Sub Allocation | Requesting Agency Funding Information | General Information |
| IGT Order Distribution Template | Unique Record Identifier | Requesting Agency Funding Information | General Information |
| IGT Order Distribution Template | Work Order Number | Requesting Agency Funding Information | General Information |

| Template Name | Attribute Name | Attribute Group | Usage |
|---------------------------------|--------------------------------------|---------------------------------------|---------------------|
| IGT Order Distribution Template | Parent Award Identifier | Requesting Agency Funding Information | General Information |
| IGT Order Distribution Template | Procurement Instrument Identifier | Requesting Agency Funding Information | General Information |
| IGT Order Distribution Template | TAS - SP | Servicing Agency Funding Information | General Information |
| IGT Order Distribution Template | TAS - ATA | Servicing Agency Funding Information | General Information |
| IGT Order Distribution Template | TAS - AID | Servicing Agency Funding Information | General Information |
| IGT Order Distribution Template | TAS - BPOA | Servicing Agency Funding Information | General Information |
| IGT Order Distribution Template | TAS - EPOA | Servicing Agency Funding Information | General Information |
| IGT Order Distribution Template | TAS - A | Servicing Agency Funding Information | General Information |
| IGT Order Distribution Template | TAS - Main | Servicing Agency Funding Information | General Information |
| IGT Order Distribution Template | TAS - SUB | Servicing Agency Funding Information | General Information |
| IGT Order Distribution Template | Additional Accounting Classification | Servicing Agency Funding Information | General Information |
| IGT Order Distribution Template | Additional Information | Servicing Agency Funding Information | General Information |
| IGT Order Distribution Template | Agency Disbursing Identifier | Servicing Agency Funding Information | General Information |
| IGT Order Distribution Template | Object Class Code | Servicing Agency Funding Information | General Information |

| Template Name | Attribute Name | Attribute Group | Usage |
|------------------------------------|--|---|---------------------|
| IGT Order Distribution Template | Accounting Classification Reference Identifier | Servicing Agency Funding Information | General Information |
| IGT Order Distribution Template | Agency Accounting Identifier | Servicing Agency Funding Information | General Information |
| IGT Order Distribution Template | Activity Address Code | Servicing Agency Funding Information | General Information |
| IGT Order Distribution Template | Activity Identifier | Servicing Agency Funding Information | General Information |
| IGT Order Distribution Template | Fiscal Year | Servicing Agency Funding Information | General Information |
| IGT Order Distribution Template | Budget Line Item | Servicing Agency Funding Information | General Information |
| IGT Order Distribution Template | Cost Center Identifier | Servicing Agency Funding Information | General Information |
| IGT Order Distribution Template | Project Identifier | Servicing Agency Funding Information | General Information |
| IGT Order Distribution Template | Cost Element | Servicing Agency Funding Information | General Information |
| IGT Order Distribution Template | Federal Award Identification Number | Servicing Agency Funding Information | General Information |
| IGT Order Distribution Template | Functional Area | Servicing Agency Funding Information | General Information |
| IGT Order Distribution Template | Funding Center Identifier | Servicing Agency Funding Information | General Information |
| IGT Order Distribution Template | Reimbursable Flag Indicator | Servicing Agency Funding Information | General Information |

| Template Name | Attribute Name | Attribute Group | Usage |
|---------------------------------|---|--------------------------------------|---------------------|
| IGT Order Distribution Template | Security Cooperation Case Designator | Servicing Agency Funding Information | General Information |
| IGT Order Distribution Template | Security Cooperation | Servicing Agency Funding Information | General Information |
| IGT Order Distribution Template | Security Cooperation Line Item Identifier | Servicing Agency Funding Information | General Information |
| IGT Order Distribution Template | Security Cooperation Implementing Agency | Servicing Agency Funding Information | General Information |
| IGT Order Distribution Template | Sub Allocation | Servicing Agency Funding Information | General Information |
| IGT Order Distribution Template | Unique Record Identifier | Servicing Agency Funding Information | General Information |
| IGT Order Distribution Template | Work Order Number | Servicing Agency Funding Information | General Information |
| IGT Order Distribution Template | Parent Award Identifier | Servicing Agency Funding Information | General Information |
| IGT Order Distribution Template | Procurement Instrument Identifier | Servicing Agency Funding Information | General Information |
| Requisition Header Template | Agency Identifier | Requesting Agency Information | IGT Agency |
| Requisition Header Template | Group | Requesting Agency Information | IGT Agency |
| Requisition Header Template | Agency Location Code | Requesting Agency Information | IGT Agency |
| Requisition Header Template | Agency Identifier | Servicing Agency Information | IGT Agency |
| Requisition Header Template | Group | Servicing Agency Information | IGT Agency |

| Template Name | Attribute Name | Attribute Group | Usage |
|-----------------------------|----------------------|------------------------------|------------|
| Requisition Header Template | Agency Location Code | Servicing Agency Information | IGT Agency |

Attribute Groups, Actions, and Functions for Templates in G-Invoicing

This table lists attribute groups with their corresponding actions and functions for templates in G-Invoicing.

| Attribute Group | Default Action | Function |
|-------------------------------|---|--|
| Requesting Agency Information | Requesting Agency Info Defaulting Action | Requesting Agency Info XD |
| Requesting Agency Information | Requesting Agency Info LOV Action | Requesting Agency Info XLE |
| Requesting Agency Information | Requesting Agency Info Submission Check | IGT Requesting Agency Info XSC |
| Requesting Agency Authority | Requesting Agency Authority Defaulting Action | Requesting Agency Authority Info XD |
| Requesting Agency Authority | Requesting Agency Authority Submission Check | IGT Requesting Authority XSC |
| Servicing Agency Information | Servicing Agency Info Defaulting Action | Servicing Agency Info XD |
| Servicing Agency Information | Servicing Agency Info LOV Action | Servicing Agency Info XLE |
| Servicing Agency Information | Servicing Agency Info Validation Action | Servicing Agency Info XV |
| Servicing Agency Information | Servicing Agency Info Submission Check | IGT Servicing Agency Info Submission Check |
| Delivery Information | Delivery Info Defaulting Action | IGT Delivery Info XD |

| Attribute Group | Default Action | Function |
|------------------------|---|--|
| Delivery Information | Delivery Info Submission Check | IGT Delivery Info XSC |
| Requesting Agency | Default Preparer Approvals Info | Preparer Approvals Info XD |
| Requesting Agency | Preparer Approvals Info LOV Event | Preparer Approvals Info XLE |
| Requesting Agency | Requesting Agency Preparer Approval Info Submission Check | IGT Requesting Agency Prepare Approvals Info XSC |
| Servicing Agency | Servicing Agency Default Preparer Approvals Info | Servicing Agency Preparer Approvals Info XD |
| Additional Information | IGT Additional Item Info Defaulting | IGT Additional Item Info Defaulting |
| Additional Information | IGT Additional Item Info Submission Check | IGT Additional Item Info Submission Check |
| Shipping Information | Shipping info Submission check | IGT Shipment Info XSC |
| General Information | Requesting Agency Funding Info Defaulting Action | Requesting Agency Funding Info XD |
| General Information | Requesting Agency Funding Info Submission Check | Requesting Agency Funding Info XSC |
| IGT Agency | Requesting Agency Info Defaulting Action | PR Requesting Agency Info XD |
| IGT Agency | Requesting Agency Info LOV Action | PR Requesting Agency Info XLE |
| IGT Agency | Servicing Agency Info Defaulting Action | PR Servicing Agency Info XD |
| IGT Agency | Servicing Agency Info LOV Action | PR Servicing Agency Info XLE |

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