
PeopleSoft FSCM 9.2: Asset Lifecycle Management Fundamentals

March 2024

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

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

If this is software, software documentation, data (as defined in the Federal Acquisition Regulation), or related documentation that is delivered to the U.S. Government or anyone licensing it on behalf of the U.S. Government, then the following notice is applicable:

U.S. GOVERNMENT END USERS: Oracle programs (including any operating system, integrated software, any programs embedded, installed, or activated on delivered hardware, and modifications of such programs) and Oracle computer documentation or other Oracle data delivered to or accessed by U.S. Government end users are "commercial computer software," "commercial computer software documentation," or "limited rights data" pursuant to the applicable Federal Acquisition Regulation and agency-specific supplemental regulations. As such, the use, reproduction, duplication, release, display, disclosure, modification, preparation of derivative works, and/or adaptation of i) Oracle programs (including any operating system, integrated software, any programs embedded, installed, or activated on delivered hardware, and modifications of such programs), ii) Oracle computer documentation and/or iii) other Oracle data, is subject to the rights and limitations specified in the license contained in the applicable contract. The terms governing the U.S. Government's use of Oracle cloud services are defined by the applicable contract for such services. No other rights are granted to the U.S. Government.

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

Oracle®, Java, MySQL, and NetSuite are registered trademarks of Oracle and/or its affiliates. Other names may be trademarks of their respective owners.

Intel and Intel Inside are trademarks or registered trademarks of Intel Corporation. All SPARC trademarks are used under license and are trademarks or registered trademarks of SPARC International, Inc. AMD, Epyc, and the AMD logo are trademarks or registered trademarks of Advanced Micro Devices. UNIX is a registered trademark of The Open Group.

This software or hardware and documentation may provide access to or information about content, products, and services from third parties. Oracle Corporation and its affiliates are not responsible for and expressly disclaim all warranties of any kind with respect to third-party content, products, and services unless otherwise set forth in an applicable agreement between you and Oracle. Oracle Corporation and its affiliates will not be responsible for any loss, costs, or damages incurred due to your access to or use of third-party content, products, or services, except as set forth in an applicable agreement between you and Oracle.

Documentation Accessibility

For information about Oracle's commitment to accessibility, visit the Oracle Accessibility Program website at <https://docs.oracle.com/pls/topic/lookup?ctx=acc&id=docacc>.

Access to Oracle Support

Oracle customers that have purchased support have access to electronic support through My Oracle Support. For information, visit <https://docs.oracle.com/pls/topic/lookup?ctx=acc&id=info> or visit <https://docs.oracle.com/pls/topic/lookup?ctx=acc&id=trs> if you are hearing impaired.

Contents

- Preface: Preface.....xi**
- Understanding the PeopleSoft Online Help and PeopleBooks..... xi
- Hosted PeopleSoft Online Help..... xi
- Locally Installed PeopleSoft Online Help..... xi
- Downloadable PeopleBook PDF Files.....xi
- Common Help Documentation.....xi
- Field and Control Definitions..... xii
- Typographical Conventions..... xii
- ISO Country and Currency Codes..... xiii
- Region and Industry Identifiers..... xiii
- Translations and Embedded Help..... xiv
- Using and Managing the PeopleSoft Online Help..... xiv
- PeopleSoft FSCM Related Links..... xiv
- Contact Us..... xiv
- Follow Us..... xv
- Chapter 1: Getting Started with PeopleSoft Asset Lifecycle Management Fundamentals..... 17**
- PeopleSoft Asset Lifecycle Management Application Fundamentals Overview..... 17
- Other Sources of Information..... 17
- Implementation Considerations..... 17
- Chapter 2: Navigating in PeopleSoft Asset Lifecycle Management..... 19**
- PeopleSoft Asset Lifecycle Management Custom Navigation..... 19
- Pages Used to Navigate in Asset Lifecycle Management..... 19
- Chapter 3: Understanding PeopleSoft Asset Lifecycle Management..... 29**
- Understanding the PeopleSoft Asset Management Lifecycle..... 29
- Understanding the Asset Repository..... 30
- Implementing PeopleSoft Asset Lifecycle Management..... 33
- Chapter 4: Establishing PeopleSoft Asset Management Business Units..... 35**
- Understanding Asset Management Business and Cash Generating Units..... 35
- Creating PeopleSoft Asset Management Business Units..... 38
- Pages Used to Create PeopleSoft Asset Management Business Units..... 38
- Prerequisites..... 39
- AM Business Unit Definition Page..... 39
- Open Period Update Page..... 48
- VAT Defaults Setup Page..... 48
- Business Unit info for Japan Page..... 54
- Business Unit/Book Definition Page..... 56
- Round Options Page..... 61
- Depreciation Close List Page..... 62
- Business Unit/Book Feature Page..... 62
- Interface Options Page..... 67
- Creating PeopleSoft Asset Management Cash Generating Units..... 75
- Page Used to Create Cash Generating Units..... 75
- Understanding Cash Generating Units..... 75
- Prerequisites to Creating Cash Generating Units..... 76
- Cash Generating Unit Definition Page..... 76
- Creating Asset Management Business Units Using Business Unit Management..... 77

| | |
|---|-----------|
| Pages Used to Create Asset Management Business Units Using Business Unit Management..... | 78 |
| Understanding Asset Management Business Unit Creation Using Business Unit Management..... | 78 |
| Asset Management Definition Page..... | 79 |
| Business Unit Definition Page..... | 79 |
| Book Definition Page..... | 80 |
| Book Feature Page..... | 81 |
| Interface Options Page..... | 82 |
| Chapter 5: Establishing Asset Processing..... | 85 |
| Understanding Asset Processing..... | 85 |
| Prerequisites..... | 85 |
| Defining Common Tables to Manage Assets..... | 86 |
| Pages Used to Define Common Tables..... | 86 |
| Defining Asset Attributes..... | 86 |
| Pages Used to Define Asset Attributes..... | 88 |
| Asset Classes Page..... | 90 |
| Payment Schedules page..... | 91 |
| FERC Code Page..... | 93 |
| Joint Venture Allocation Page..... | 94 |
| Maintenance Types Page..... | 94 |
| Units of Production Page..... | 95 |
| Maintaining Indexes and Units of Production Tables..... | 96 |
| Defining Asset Physical Definitions..... | 97 |
| Agencies Page..... | 98 |
| Area Definition Page..... | 99 |
| Asset Type Options Page..... | 99 |
| Define Asset Subtype Page..... | 101 |
| Define Asset Attribute Page..... | 103 |
| Define Property Subclass Page..... | 104 |
| Hazardous Codes Page..... | 104 |
| Meter Type Definition Page..... | 105 |
| Setting Up Asset Warranties..... | 107 |
| Standard Warranties Page..... | 108 |
| Warranty Templates Page..... | 109 |
| Equipment Parts List Page..... | 110 |
| Criticality Codes Page..... | 111 |
| End of Life Reason Definition Page..... | 111 |
| External Funding Source (Setup) Page..... | 112 |
| Setting Up Asset Profiles..... | 113 |
| Pages Used to Set Up Asset Profiles..... | 113 |
| Understanding Asset Profiles..... | 114 |
| Understanding Asset Categories..... | 115 |
| Updating Asset Reporting Profile After Asset Recategorization..... | 115 |
| Asset Profiles – Definition Page..... | 115 |
| Asset Profiles - Depreciation Page..... | 120 |
| Depreciation Method Information Page..... | 129 |
| (ARG, BRA, and MEX) Asset Profiles - Inflation Information page..... | 130 |
| (JPN) Salvage Rounding Options page..... | 131 |
| Asset Profiles - Tax Page..... | 133 |
| Child Asset Inheritance Page..... | 138 |
| Using the Data Migration Workbench for PeopleSoft Asset Profiles..... | 139 |

| | |
|---|------------|
| Establishing Asset Ownership..... | 139 |
| Pages Used to Establish Asset Ownership..... | 140 |
| Understanding Asset Ownership..... | 140 |
| Asset Owner Page..... | 140 |
| Asset Owner User Page..... | 141 |
| Setup Asset Owner User Page..... | 142 |
| Defining On-Demand Processing for PeopleSoft Asset Management..... | 143 |
| Page Used to Define On-Demand Processing..... | 143 |
| Understanding On-Demand Processing for PeopleSoft Asset Management..... | 143 |
| Setting Up Reporting Options..... | 143 |
| Pages Used to Set Up Reporting Options..... | 143 |
| Understanding Reporting Options..... | 144 |
| Reporting Drilldown Fields Page..... | 145 |
| (Optional) User Preferences - Asset Management Page..... | 145 |
| Report Suffix Page..... | 145 |
| ChartField Format Template Page..... | 146 |
| Report Fields Format Template Page..... | 147 |
| Chapter 6: Setting Up Accounting Entry and Financial Processing for PeopleSoft Asset Management..... | 149 |
| Understanding Accounting Entry and Financial Processing..... | 149 |
| Defining Accounting Entries..... | 149 |
| Pages Used to Define Accounting Entry for PeopleSoft Asset Management..... | 150 |
| Understanding Accounting Entry Options..... | 151 |
| Prerequisites..... | 152 |
| Transaction Codes Page..... | 152 |
| Accounting Entry Template IDs Page..... | 154 |
| Accounting Entry Templates Page..... | 156 |
| Accounting Templates en Masse Page..... | 158 |
| InterUnit Transfer Definition Page..... | 163 |
| Defining Financial Processing for PeopleSoft Asset Management..... | 167 |
| Pages Used to Define Financial Processing..... | 167 |
| Understanding Financial Processing in PeopleSoft Asset Management..... | 168 |
| Categories Page..... | 169 |
| Cost Types Page..... | 171 |
| Clearing Reconciliation Page..... | 173 |
| Defining Fair Value Processing..... | 174 |
| Pages Used to Define Fair Value Processing..... | 174 |
| Understanding Fair Value Processing in Asset Management..... | 175 |
| Fair Value Valuation Methods Page..... | 175 |
| Fair Value Groups Page..... | 176 |
| Fair Value Templates Page..... | 177 |
| Defining Investment Property..... | 179 |
| Pages Used to Define Investment Property in Asset Management..... | 179 |
| Understanding Investment Property in Asset Management..... | 180 |
| Prerequisites..... | 181 |
| Categories Page..... | 182 |
| Creating Accounting Entries for Investment Property..... | 182 |
| Enabling the Revaluation Process for Investment Property..... | 182 |
| Enabling Combination Editing..... | 183 |
| Pages Used to Enable Combination Editing in Asset Management..... | 183 |
| Understanding Combination Editing in Asset Management..... | 184 |

| | |
|---|------------|
| Business Unit/Book Definition Page..... | 185 |
| Combination Editing Options Page..... | 186 |
| Defining Document Sequencing..... | 187 |
| Pages Used to Define Document Sequencing for PeopleSoft Asset Management..... | 188 |
| Understanding Document Sequencing for PeopleSoft Asset Management..... | 188 |
| Prerequisites..... | 191 |
| Document Type Template Page..... | 192 |
| Chapter 7: Setting Up Depreciation Processing..... | 193 |
| Understanding Depreciation Processing..... | 193 |
| Setting Up Depreciation Calendars..... | 193 |
| Page Used to Set Up Depreciation Calendars..... | 194 |
| Setting Up Depreciation Conventions..... | 194 |
| Pages Used to Set Up Depreciation Conventions..... | 194 |
| Understanding Depreciation Conventions..... | 195 |
| Convention Builder Page..... | 195 |
| Convention Definition Page..... | 199 |
| Setting Up Depreciation Schedules..... | 199 |
| Page Used to Set Up Depreciation Schedules..... | 199 |
| Understanding Depreciation Schedules..... | 199 |
| Schedules Page..... | 200 |
| Defining Depreciation Terms and Rates..... | 202 |
| Pages Used to Define Depreciation Terms..... | 202 |
| Depreciation Terms Page..... | 202 |
| Defining Depreciation Bonus Information..... | 203 |
| Page Used to Define Depreciation Bonus..... | 204 |
| Depreciation Bonus Page..... | 204 |
| Defining Depreciation Limits..... | 206 |
| Page Used to Define Depreciation Limits..... | 206 |
| Depreciation Limits Page..... | 206 |
| (DEU) Setting Up Multi-shift Codes..... | 206 |
| Page Used to Set Up Multi-shift Codes..... | 207 |
| Understanding Multi-shift Codes..... | 207 |
| Enabling Options to Stop Negative Depreciation..... | 209 |
| Pages Used to Set Up the Stop Depreciation Option..... | 210 |
| Understanding the Option to Stop Negative Depreciation..... | 210 |
| Chapter 8: Setting Up Tax Processing and Tax Reporting..... | 213 |
| Understanding Tax Processing and Reporting..... | 213 |
| (AUS) Defining VAT Thresholds..... | 213 |
| Pages Used to Define VAT Thresholds..... | 213 |
| Understanding VAT Thresholds..... | 214 |
| Thresholds-VAT Page..... | 214 |
| (AUS) Defining Asset Unit Aggregate RD..... | 215 |
| Page Used to Define Asset Unit Aggregate RD..... | 215 |
| Asset Unit Aggregate RD - AUS Page..... | 215 |
| Defining Tax Credits..... | 216 |
| Pages Used to Define Tax Credits..... | 216 |
| Understanding Tax Credits..... | 216 |
| Credits Page..... | 216 |
| (FRA) Defining Business Tax by Location..... | 217 |
| Page Used to Define Business Tax by Location..... | 217 |
| (CAN, IND, and USA) Defining and Maintaining Tax Classes..... | 218 |

| | |
|--|------------|
| Page Used to Define Tax Class..... | 218 |
| Understanding How to Use Tax Classes..... | 218 |
| Classes Page..... | 219 |
| (IND) Setting Up Tax Asset Blocks..... | 222 |
| Page Used to Set Up Asset Blocks..... | 222 |
| Understanding Asset Blocks..... | 222 |
| Asset Block Page..... | 223 |
| (IND) Defining Tax Entities and Tax Options..... | 223 |
| Pages Used to Define Tax Entities and Tax Options..... | 224 |
| Entity Page..... | 224 |
| Tax Options Page..... | 226 |
| (JPN) Defining Owner Information and Return Information..... | 227 |
| Pages Used to Enter Tax Roll Report Information..... | 227 |
| Entering Japanese Tax Information..... | 228 |
| Setting Up Retirement Basis Reduction Codes..... | 228 |
| Page Used to Set Up Retirement Basis Codes..... | 228 |
| Retirement Basis Reduction Page..... | 228 |
| (USA) Defining Qualified Investment Codes..... | 229 |
| Page Used to Define Qualified Investment Codes..... | 229 |
| Understanding Qualified Investment Codes..... | 229 |
| Defining Property Tax Authorities..... | 229 |
| Page Used to Define Property Tax Authority Codes..... | 229 |
| Chapter 9: Integrating PeopleSoft Asset Management with Other Products..... | 231 |
| Understanding How PeopleSoft Asset Management Integrates with Other Applications..... | 231 |
| Integrating with PeopleSoft Billing..... | 235 |
| Understanding How to Integrate with PeopleSoft Billing..... | 235 |
| Enabling PeopleSoft Billing Integration with PeopleSoft Asset Management..... | 237 |
| Integrating with Budgeting..... | 239 |
| Pages Used to Integrate with Budgeting..... | 239 |
| Understanding How to Integrate with Budgeting..... | 239 |
| Run Budgets to AM Interface Page..... | 239 |
| Integrating with General Ledger..... | 240 |
| Understanding How to Integrate with General Ledger..... | 240 |
| Understanding General Ledger Subsystem Reconciliation Integration..... | 240 |
| Integrating Asset Management with IT Asset Management..... | 241 |
| Understanding How to Integrate with IT Asset Management..... | 241 |
| Integrating Asset Management with Maintenance Management..... | 242 |
| Understanding How to Integrate with Maintenance Management..... | 242 |
| Integrating Asset Management with Lease Administration..... | 244 |
| Pages Used to Integrate Asset Management with Lease Administration..... | 244 |
| Understanding How to Integrate with Lease Administration..... | 245 |
| Exchanging Asset Data with CAFM..... | 247 |
| Prerequisites..... | 249 |
| Basis Generation For Allocation Process Page..... | 249 |
| CAFM Property Integration Page..... | 250 |
| CAFM Department Integration Page..... | 251 |
| CAFM Employee Integration Page..... | 252 |
| Integrating with Oracle Internet of Things Asset Monitoring Cloud Service..... | 253 |
| Understanding the Integration with Oracle Internet of Things Asset Monitoring Cloud Service..... | 253 |
| Steps to Integrate with Oracle Internet of Things Asset Monitoring Cloud Service..... | 253 |

| | |
|--|------------|
| Pages Used to Integrate with Oracle Internet of Things Asset Monitoring Cloud Service..... | 254 |
| IOT Integration Page..... | 254 |
| Job Definition Options and Schedule JobSet Definition Pages..... | 256 |
| Processing PeopleSoft Asset Management, Purchasing, and Payables Transactions..... | 257 |
| Understanding PeopleSoft Asset Management, Purchasing, and Payables Transactions..... | 257 |
| Consolidating Requisition and Purchase Order Lines for Asset Components..... | 259 |
| Processing PeopleSoft Payables Transactions with Asset Management..... | 263 |
| Processing PeopleSoft Asset Management Lease Payments in PeopleSoft Payables..... | 266 |
| Processing PeopleSoft Purchasing Transactions with PeopleSoft Asset Management..... | 268 |
| Processing Purchasing and Payables Transactions with Asset Management..... | 270 |
| Pages Used to Process Purchasing and Payables Transactions with Asset Management..... | 271 |
| Understanding the Transaction Flow from Purchasing to Asset Management..... | 271 |
| Understanding the Transaction Flow from Payables to Asset Management..... | 272 |
| Pre-AM Financial Page..... | 274 |
| Pre-AM Physical Page..... | 277 |
| Procurement Group Inquiry Page..... | 280 |
| Payables/Purchasing Interface Page..... | 282 |
| Integrating with PeopleSoft Project Costing..... | 283 |
| Understanding PeopleSoft Project Costing Integration..... | 283 |
| Integrating with Strategic Sourcing..... | 285 |
| Understanding Integrating with Strategic Sourcing..... | 285 |
| Previewing Data in the Loader Tables..... | 286 |
| Pages Used to Preview Data in the Loader Tables..... | 286 |
| Understanding Previewing Data in the Loader Tables..... | 286 |
| Financial Transactions Page..... | 287 |
| Physical Transactions A Page and Physical Transactions B Page..... | 288 |
| Approving Load Lines..... | 291 |
| Pages Used to Approve Changes..... | 291 |
| Approve Page..... | 291 |
| Running the Transaction Loader..... | 292 |
| Page Used to Run the Transaction Loader..... | 292 |
| Understanding the Transaction Loader Run Process..... | 292 |
| Load into AM Page..... | 293 |
| Consolidating and Unitizing Assets..... | 296 |
| Pages Used to Consolidate and Unitize Assets..... | 296 |
| Understanding the Consolidation and Unitization of Assets..... | 296 |
| Consolidate Assets - FROM Assets Page..... | 298 |
| Consolidate Assets – TO Asset Page..... | 302 |
| Unitize Assets – FROM Asset Page..... | 303 |
| Proportional Unitization Defaults Page..... | 305 |
| Unitize Assets – TO Assets Page..... | 305 |
| Exporting Property Tax Data to Third-Party Tax Systems..... | 308 |
| Page Used to Export Property Tax Data to Third-Party Tax Systems..... | 308 |
| Load Property Tax Table Page..... | 308 |
| Importing Asset Data by Using the Excel to Component Interface Utility..... | 308 |
| Chapter 10: Configuring PeopleSoft Asset Lifecycle Management Background Processes..... | 311 |
| Configuring Temporary Tables for Background Processing..... | 311 |
| Chapter 11: Setting Up and Using Approval Framework in Asset Management..... | 313 |
| Understanding Approval Framework in Asset Management..... | 313 |
| Approval Framework Process Flow in Asset Management..... | 314 |
| Completing the Approval Transaction Registry and Configuration..... | 314 |

Pages Used to Complete the Approval Transaction Registry and Configuration..... 315

Register Transactions Page.....315

Configure Transactions Page.....317

Creating or Modifying Notification Template Definitions..... 319

Pages Used to Create or Modify Notification Templates..... 319

Generic Template Definition Page - AM Disposal Line Request Template..... 319

Generic Template Definition Page - AM Disposal Line Approved Template..... 320

Generic Template Definition Page – AM Disposal Line Denied Template..... 321

Defining User Lists for Approval Framework..... 322

Pages Used to Define User Lists or Asset Owners..... 323

User List Definition Page..... 323

Asset Owner User Page..... 324

Setting Up Approval Process Definitions..... 325

Pages Used to Define Approval Process Rules..... 325

Setup Process Definitions Page..... 325

Criteria Definition Page..... 326

Approval Path Definition Page..... 327

Approval Step Definition Page..... 327

Example of Approval Framework Setup for Asset Disposal..... 328

Review or Update Requester and Approvers User Lists..... 328

Assign Asset Owner Permissions..... 329

Review or Update Generic Templates..... 329

Review or Update Approval Process Setup..... 329

Example: Request and Approval of Asset Disposal..... 329

Preface

Understanding the PeopleSoft Online Help and PeopleBooks

The PeopleSoft Online Help is a website that enables you to view all help content for PeopleSoft applications and PeopleTools. The help provides standard navigation and full-text searching, as well as context-sensitive online help for PeopleSoft users.

Hosted PeopleSoft Online Help

You can access the hosted PeopleSoft Online Help on the [Oracle Help Center](#). The hosted PeopleSoft Online Help is updated on a regular schedule, ensuring that you have access to the most current documentation. This reduces the need to view separate documentation posts for application maintenance on My Oracle Support. The hosted PeopleSoft Online Help is available in English only.

To configure the context-sensitive help for your PeopleSoft applications to use the Oracle Help Center, see [Configuring Context-Sensitive Help Using the Hosted Online Help Website](#).

Locally Installed PeopleSoft Online Help

If you're setting up an on-premises PeopleSoft environment, and your organization has firewall restrictions that prevent you from using the hosted PeopleSoft Online Help, you can install the online help locally. Installable PeopleSoft Online Help is made available with selected PeopleSoft Update Images and with PeopleTools releases for on-premises installations, through the [Oracle Software Delivery Cloud](#).

Your installation documentation includes a chapter with instructions for how to install the online help for your business environment, and the documentation zip file may contain a README.txt file with additional installation instructions. See *PeopleSoft 9.2 Application Installation* for your database platform, "Installing PeopleSoft Online Help."

To configure the context-sensitive help for your PeopleSoft applications to use a locally installed online help website, see [Configuring Context-Sensitive Help Using a Locally Installed Online Help Website](#).

Downloadable PeopleBook PDF Files

You can access downloadable PDF versions of the help content in the traditional PeopleBook format on the [Oracle Help Center](#). The content in the PeopleBook PDFs is the same as the content in the PeopleSoft Online Help, but it has a different structure and it does not include the interactive navigation features that are available in the online help.

Common Help Documentation

Common help documentation contains information that applies to multiple applications. The two main types of common help are:

- Application Fundamentals

- Using PeopleSoft Applications

Most product families provide a set of application fundamentals help topics that discuss essential information about the setup and design of your system. This information applies to many or all applications in the PeopleSoft product family. Whether you are implementing a single application, some combination of applications within the product family, or the entire product family, you should be familiar with the contents of the appropriate application fundamentals help. They provide the starting points for fundamental implementation tasks.

In addition, the *PeopleTools: Applications User's Guide* introduces you to the various elements of the PeopleSoft Pure Internet Architecture. It also explains how to use the navigational hierarchy, components, and pages to perform basic functions as you navigate through the system. While your application or implementation may differ, the topics in this user's guide provide general information about using PeopleSoft applications.

Field and Control Definitions

PeopleSoft documentation includes definitions for most fields and controls that appear on application pages. These definitions describe how to use a field or control, where populated values come from, the effects of selecting certain values, and so on. If a field or control is not defined, then it either requires no additional explanation or is documented in a common elements section earlier in the documentation. For example, the Date field rarely requires additional explanation and may not be defined in the documentation for some pages.

Typographical Conventions

The following table describes the typographical conventions that are used in the online help.

| <i>Typographical Convention</i> | <i>Description</i> |
|--|---|
| Key+Key | Indicates a key combination action. For example, a plus sign (+) between keys means that you must hold down the first key while you press the second key. For Alt+W , hold down the Alt key while you press the W key. |
| ... (ellipses) | Indicate that the preceding item or series can be repeated any number of times in PeopleCode syntax. |
| { } (curly braces) | Indicate a choice between two options in PeopleCode syntax. Options are separated by a pipe (). |
| [] (square brackets) | Indicate optional items in PeopleCode syntax. |
| & (ampersand) | When placed before a parameter in PeopleCode syntax, an ampersand indicates that the parameter is an already instantiated object. Ampersands also precede all PeopleCode variables. |

| Typographical Convention | Description |
|---------------------------------|--|
| ⇒ | This continuation character has been inserted at the end of a line of code that has been wrapped at the page margin. The code should be viewed or entered as a single, continuous line of code without the continuation character. |

ISO Country and Currency Codes

PeopleSoft Online Help topics use International Organization for Standardization (ISO) country and currency codes to identify country-specific information and monetary amounts.

ISO country codes may appear as country identifiers, and ISO currency codes may appear as currency identifiers in your PeopleSoft documentation. Reference to an ISO country code in your documentation does not imply that your application includes every ISO country code. The following example is a country-specific heading: "(FRA) Hiring an Employee."

The PeopleSoft Currency Code table (CURRENCY_CD_TBL) contains sample currency code data. The Currency Code table is based on ISO Standard 4217, "Codes for the representation of currencies," and also relies on ISO country codes in the Country table (COUNTRY_TBL). The navigation to the pages where you maintain currency code and country information depends on which PeopleSoft applications you are using. To access the pages for maintaining the Currency Code and Country tables, consult the online help for your applications for more information.

Region and Industry Identifiers

Information that applies only to a specific region or industry is preceded by a standard identifier in parentheses. This identifier typically appears at the beginning of a section heading, but it may also appear at the beginning of a note or other text.

Example of a region-specific heading: "(Latin America) Setting Up Depreciation"

Region Identifiers

Regions are identified by the region name. The following region identifiers may appear in the PeopleSoft Online Help:

- Asia Pacific
- Europe
- Latin America
- North America

Industry Identifiers

Industries are identified by the industry name or by an abbreviation for that industry. The following industry identifiers may appear in the PeopleSoft Online Help:

- USF (U.S. Federal)

- E&G (Education and Government)

Translations and Embedded Help

PeopleSoft 9.2 software applications include translated embedded help. With the 9.2 release, PeopleSoft aligns with the other Oracle applications by focusing our translation efforts on embedded help. We are not planning to translate our traditional online help and PeopleBooks documentation. Instead we offer very direct translated help at crucial spots within our application through our embedded help widgets. Additionally, we have a one-to-one mapping of application and help translations, meaning that the software and embedded help translation footprint is identical—something we were never able to accomplish in the past.

Using and Managing the PeopleSoft Online Help

Select About This Help in the left navigation panel on any page in the PeopleSoft Online Help to see information on the following topics:

- Using the PeopleSoft Online Help.
- Managing hosted Online Help.
- Managing locally installed PeopleSoft Online Help.

PeopleSoft FSCM Related Links

[Oracle Help Center](#)

[Hosted Online Help](#)

[PeopleSoft Information Portal](#)

[My Oracle Support](#)

Financial and Supply Chain Management information for Search Framework search engine can be found in PeopleSoft Application Fundamentals documentation. For application specific information, see the “Understanding Keyword Search within Components” (Application Fundamentals) topic.

[PeopleSoft Training from Oracle University](#)

[PeopleSoft Video Feature Overviews on YouTube](#)

[PeopleSoft Business Process Maps \(Microsoft Visio format\)](#)

[PeopleSoft Spotlight Series](#)

Contact Us

Send your suggestions to psoft-infodev_us@oracle.com.

Please include the applications update image or PeopleTools release that you're using.

Follow Us

| <i>Icon</i> | <i>Link</i> |
|---|--|
|  | <u>Watch PeopleSoft on YouTube</u> |
|  | <u>Follow @PeopleSoft_Info on X.</u> |
|  | <u>Read PeopleSoft Blogs</u> |
|  | <u>Connect with PeopleSoft on LinkedIn</u> |

Chapter 1

Getting Started with PeopleSoft Asset Lifecycle Management Fundamentals

PeopleSoft Asset Lifecycle Management Application Fundamentals Overview

This product documentation discusses the following functionality and business processes:

- Using the PeopleSoft Asset Lifecycle Management (ALM) solution and the asset repository.
- Establishing asset management business units and cost generating units.
- Establishing asset processing.
- Setting up accounting entry and financial processing.
- Setting up depreciation processing.
- Setting up tax processing and tax reporting.
- Integrating PeopleSoft Asset Management with other products.
- Understanding the loader table data dictionary.
- Configuring PeopleSoft ALM background processes.

Other Sources of Information

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

Implementation Considerations

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

Asset Management also provides component interfaces to help you load data from the existing system into Asset Management tables. Use the Excel to Component Interface utility with the component interfaces to populate the tables.

See [Importing Asset Data by Using the Excel to Component Interface Utility](#).

Chapter 2

Navigating in PeopleSoft Asset Lifecycle Management

PeopleSoft Asset Lifecycle Management Custom Navigation

PeopleSoft Asset Lifecycle Management provides custom navigation center pages that contain groupings of folders that support a specific business process, task, or user role.

Note: In addition to the PeopleSoft Asset Lifecycle Management custom navigation center pages, PeopleSoft provides menu navigation, standard navigation pages, and PeopleSoft Navigator.

See *PeopleTools: PeopleSoft Applications User's Guide*

Pages Used to Navigate in Asset Lifecycle Management

This table lists the custom navigation Asset Definitions Center pages that are used to navigate throughout the implementation tasks in PeopleSoft Asset Lifecycle Management.

| Page Name | Navigation | Usage |
|-------------------------------|---|---|
| Asset Definitions Center | Main Menu, Asset Definitions Center | Access primary Asset Definitions Center menu options and activities. |
| Business Unit/Book Definition | Click Business Unit/Book Definition on the Asset Definitions Center page. | Access the Business Unit/Book Definition folder that contains options to define business units and books, cash generating units, InterUnit transfer processing, reporting drill-down fields and report suffix for asset report templates. |
| Asset Management Definition | Click Business Unit/Book Definition on the Asset Definitions Center page; then click Asset Management Definition . | Access the Asset Management Definition component to define business units. |
| Asset Books | Click Business Unit/Book Definition on the Asset Definitions Center page; then click Asset Books . | Access the Asset Books page to define asset books. |
| InterUnit Transfer Definition | Click Business Unit/Book Definition on the Asset Definitions Center page; then click InterUnit Transfer Definition . | Access the InterUnit Transfer Definition page to define InterUnit transfer processing. |

| Page Name | Navigation | Usage |
|---------------------------------|--|---|
| Cash Generating Unit Definition | Click Business Unit/Book Definition on the Asset Definitions Center page; then click CGU Definition . | Access the Cash Generating Unit Definition page to define cash generating units. |
| Reporting Drilldown Fields | Click Business Unit/Book Definition on the Asset Definitions Center page; then click Reporting Drilldown Fields . | Access the Reporting Drilldown Fields page to enable a detail view by Group ID by ChartField for reporting drill down. |
| Report Suffix | Click Business Unit/Book Definition on the Asset Definitions Center page; then click Report Suffix . | Access the Report Suffix page to define report suffixes. |
| Depreciation Conventions | Click Depreciation Conventions on the Asset Definitions Center page. | Access the Depreciation Conventions folder to build and copy depreciation conventions. |
| Convention Builder | Click Depreciation Conventions on the Asset Definitions Center page; then click Convention Builder . | Access the Convention Builder page to define parameters for depreciation conventions based on monthly accounting calendars. |
| Convention Definition | Click Depreciation Conventions on the Asset Definitions Center page; then click Convention Definition . | Access the Convention Definition page to define attributes for depreciation conventions and enter all the dates associated with it. |
| Convention Multiple Copy | Click Depreciation Conventions on the Asset Definitions Center page; then click Convention Multiple Copy . | Access the Convention Multiple Copy page to copy all conventions associated with a SetID or calendar to another SetID or calendar. |
| Convention Single Copy | Click Depreciation Conventions on the Asset Definitions Center page; then click Convention Single Copy . | Access the Convention Single Copy page to copy one convention from a SetID or calendar to another convention, SetID or calendar. |
| Asset Controls | Click Asset Controls on the Asset Definitions Center page. | Access the Asset Controls folder to establish limitations and special characteristics for certain assets. |
| Define Asset Subtype | Click Asset Controls on the Asset Definitions Center page; then click Asset Subtype . | Access the Define Asset Subtype page to define asset subtypes. |
| Define Asset Attribute | Click Asset Controls on the Asset Definition Center page; then click Define Asset Attribute . | Access the Define Asset Attribute page to define customizable asset attributes. |

| Page Name | Navigation | Usage |
|----------------------------|--|---|
| Define Property Subclass | Click Asset Controls on the Asset Definition Center page; then click Asset Property Subclass . | Access the Define Property Subclass page to create asset property subclasses. |
| Capitalization Limits | Click Asset Controls on the Asset Definitions Center page; then click Capitalization Limits . | Access the Capitalization Limits page to set up cost limit codes by currency as necessary. |
| Asset Classes | Click Asset Controls on the Asset Definitions Center page; then click Asset Classes . | Access the Asset Classes page to define asset classes. |
| Categories | Click Asset Controls on the Asset Definitions Center page; then click Categories . | Access the Categories page to establish asset categories, which classify assets by type for accounting entry purposes. |
| Cost Types | Click Asset Controls on the Asset Definitions Center page; then click Cost Types . | Access the Cost Types page to define cost types. |
| Hazardous Codes | Click Asset Controls on the Asset Definitions Center page; then click Hazardous Codes . | Access the Hazardous Codes page to define hazardous-asset codes. |
| Retirement Basis Reduction | Click Asset Controls on the Asset Definitions Center page; then click Retirement Basis Reduction . | Access the Retirement Basis Reduction page to set up retirement basis reduction codes. |
| Depreciation Options | Click Depreciation Options on the Asset Definitions Center page. | Access the Depreciation Options folder to control and calculate depreciation. |
| Limits | Click Depreciation Options on the Asset Definitions Center page; then click Limits . | Access the Limits page to specify the maximum amount or percentage of depreciation that you can expense on your assets for each year of life. |
| Multi-Shift Codes | Click Depreciation Options on the Asset Definitions Center page; then click Multi-Shift Codes . | Access the Multi-Shift Codes page to enter rates by which depreciation should be increased based on the number of production shifts an asset is used. |
| Rate - User Defined | Click Depreciation Options on the Asset Definitions Center page; then click Rate - User Defined . | Access the Rate-User Defined page to establish rates by useful life. |
| Units of Production | Click Depreciation Options on the Asset Definitions Center page; then click Units of Production . | Access the Units of Production page to set up units of production depreciation method definitions. |

| Page Name | Navigation | Usage |
|----------------------------|--|--|
| Terms Definition | Click Depreciation Options on the Asset Definitions Center page; then click Terms Definition . | Access the Terms Definition page to enter terms to be applied to depreciation in a global environment. Terms stored here can be selected when you are specifying depreciation methods and have enabled global options. These terms are used to alter depreciation calculations so that they comply with specific country requirements. |
| Schedules | Click Depreciation Options on the Asset Definition Center page; then click Schedules . | Access the Schedules page to define asset depreciation schedules. |
| Period Allocation | Click Depreciation Options on the Asset Definitions Center page; then click Period Allocation . | Access the Period Allocation page to create depreciation expense allocation tables. |
| Residual Rate Definition | Click Depreciation Options on the Asset Definition Center page; then click Residual Rate Definition . | Access the Residual Rate Definition page to define residual tax rates. |
| Location/Ownership | Click Location/Ownership on the Asset Definitions Center page. | Access the Location/Ownership folder to define asset location and ownership tables. |
| Area Definition | Click Location/Ownership on the Asset Definitions Center page; then click Area Definition . | Access the Area Definition page to define asset areas. |
| Location Definition | Click Location/Ownership on the Asset Definitions Center page; then click Location Definition . | Access the Location Definition page to define locations. |
| Asset Owner | Click Location/Ownership on the Asset Definitions Center page; then click Define Asset Owners . | Access the Asset Owner page to define role-based asset owners and assign assets to the owner. |
| Assign Owners to Operators | Click Location/Ownership on the Asset Definitions Center page; then click Assign Owners to Operators . | Access the Assign Owners to Operators page to assign operators to owners. |
| Tax Information | Click Tax Information on the Asset Definitions Center page. | Access the Tax Information folder to define tax controls and identification. |
| Business Tax by Location | Click Tax Information on the Asset Definitions Center page; then click Business Tax by Location . | Access the Business Tax by Location page to enter and store tax rates by location. |

| Page Name | Navigation | Usage |
|--------------------------------|---|--|
| Asset Block | Click Tax Information on the Asset Definitions Center page; then click Asset Block . | Access the Asset Block page to define assets blocks. This is equivalent to the <i>tax block</i> for India. |
| Classes | Click Tax Information on the Asset Definitions Center page; then click Classes . | Access the Classes page to set up or review tax classes. |
| Thresholds-VAT | Click Tax Information on the Asset Definitions Center page; then click Thresholds-VAT . | Access the Thresholds-VAT page to define and store thresholds for a number of adjustment periods. |
| Credits | Click Tax Information on the Asset Definitions Center page; then click Credits . | Access the Credits page to set up tax credit tables or modify existing tables. |
| Credit Status | Click Tax Information on the Asset Definitions Center page; then click Credit Status . | Access the Credit Status page to set status for tax credits by country. |
| Owner Information Defn. - JPN | Click Tax Information on the Asset Definitions Center page; then click Owner Information Defn. - JPN . | Access the Owner Information Defn. - JPN page to set up owner information for taxation. |
| Qualified Investments | Click Tax Information on the Asset Definitions Center page; then click Qualified Investments . | Access the Qualified Investments page to add or modify qualified investment codes. |
| Entity | Click Tax Information on the Asset Definitions Center page; then click Tax Entity Definition . | Access the Entity page to define the tax reporting entity. |
| Return Information Defn. - JPN | Click Tax Information on the Asset Definition Center page; then click Return Information Defn. - JPN . | Access the Return Information Defn. - JPN page to define tax return information for Japan. |
| Financing Information | Click Financing Information on the Asset Definitions Center page. | Access the Financing Information folder to load finance codes and lease payment schedules. |
| Capital Acquisition Plan Types | Click Financing Information on the Asset Definitions Center page; then click Capital Acquisition Plan Types . | Access the Capital Acquisition Plan (C.A.P.) Types page to set up C.A.P. types. |
| FERC Code | Click Financing Information on the Asset Definitions Center page; then click FERC Code . | Access the FERC Code page to define FERC codes. |

| Page Name | Navigation | Usage |
|-------------------------------|--|--|
| Transaction Codes | Click Financing Information on the Asset Definitions Center page; then click Transaction Codes . | Access the Transaction Codes page to review or modify the transaction codes. |
| Financing Codes | Click Financing Information on the Asset Definitions Center page; then click Financing Codes . | Access the Financing Codes page to define financing codes to help you analyze your debit and credit relationships for capital-intensive and government projects. |
| Payment Schedules | Click Financing Information on the Asset Definitions Center page; then click Payment Schedules . | Access the Payment Schedules page to add or modify lease payment schedules. |
| Profiles | Click Profiles on the Asset Definitions Center page. | Access the Profiles folder to establish Asset Management system controls. |
| Asset Profiles | Click Profiles on the Asset Definitions Center page; then click Asset Profiles . | Access the Asset Profiles component to define asset profiles and their depreciation, tax and child asset inheritance options by book. |
| Profile Changes in Mass | Click Profiles on the Asset Definitions Center page; then click Profile Changes in Mass . | Access the Profile Changes in Mass page to copy an asset profile from one SetID to another, or to update a profile by changing some of its attributes. |
| Accounting Entry Templates | Click Accounting Entry Templates on the Asset Definitions Center page. | Access the Accounting Entry Templates folder to define the Accounting Entry Templates. |
| Accounting Entry Template IDs | Click Accounting Entry Templates on the Asset Definitions Center page; then click Accounting Entry Template IDs | Access the Accounting Entry Template IDs page to create a template ID with options for depreciation features and distribution methods. |
| Accounting Entry Templates | Click Accounting Entry Templates on the Asset Definitions Center page; then click Accounting Entry Templates . | Access the Accounting Entry Templates page to add or modify accounting entry templates. |
| Accounting Templates in Mass | Click Accounting Entry Templates on the Asset Definitions Center page; then click Accounting Templates in Mass . | Access the Accounting Templates in Mass page to create one or multiple accounting entry templates for journal templates, cost types, trans codes, and retirement disposal codes in a single process. |

| Page Name | Navigation | Usage |
|--------------------------------|---|---|
| ChartField Mapping Template | Click Accounting Entry Templates on the Asset Definition Center page; then click ChartField Mapping Template . | Access the ChartField Mapping Template page to define ChartField mapping templates. |
| Book Code Distribution Group | Click Accounting Entry Templates on the Asset Definition Center page; then click Book Code Distribution Group . | Access the Book Code Distribution Group page to define book code distribution groups for accounting entries. |
| Acct Template Book Code Update | Click Accounting Entry Templates on the Asset Definition Center page; then click Acct Template Book Code Update . | Access the Acct Template Book Code Update page to update accounting template for book codes. |
| Depreciation Allocation | Click Depreciation Allocation on the Asset Definitions Center page. | Access the Depreciation Allocation folder to define allocation parameters. |
| Allocation Basis Definition | Click Depreciation Allocation on the Asset Definitions Center page; then click Allocation Basis Definition . | Access the Allocation Basis Definition page to define the allocation basis. |
| Joint Venture Allocation | Click Depreciation Allocation on the Asset Definitions Center page; then click Joint Venture Allocation . | Access the Joint Venture Allocation page to define the percentage of asset ownership allocated to each joint venture participant. |
| Transaction Groups | Click Depreciation Allocation on the Asset Definitions Center page; then click Transaction Groups . | Access the Transaction Groups page to set up transaction groups for purposes of allocating depreciation. |
| Maintenance Information | Click Maintenance Information on the Asset Definitions Center page. | Access the Maintenance Information folder to define asset maintenance controls and parameters. |
| Criticality Codes | Click Maintenance Information on the Asset Definitions Center page; then click Criticality Codes . | Access the Criticality Codes page to establish criticality codes and assign a description to them. |
| Agencies | Click Maintenance Information on the Asset Definitions Center page; then click Agencies . | Access the Agencies page to create agency codes. Keep track of an asset's registration and licenses by using the information set up in Agency tables. |
| Indexes | Click Maintenance Information on the Asset Definitions Center page; then click Indexes . | Access the Indexes page to set up an index, and subindex. |

| Page Name | Navigation | Usage |
|-------------------------------|---|---|
| Insurance Types | Click Maintenance Information on the Asset Definitions Center page; then click Insurance Types . | Access the Insurance Types page to enter different types of insurance, such as liability for automobiles or property. |
| Maintenance Types | Click Maintenance Information on the Asset Definitions Center page; then click Maintenance Types . | Access the Maintenance Types page to define asset maintenance controls and parameters. |
| Equipment Parts List | Click Maintenance Information on the Asset Definition Center page; then click Equipment Parts List . | Access the Equipment Parts List page to define equipment parts lists to associate to assets. |
| Standard Warranties | Click Maintenance Information on the Asset Definition Center page; then click Standard Warranties . | Access the Standard Warranties page to define standard warranties to be associated to assets. |
| Warranty Templates | Click Maintenance Information on the Asset Definition Center page; then click Warranty Templates . | Access the Warranty Templates page to define warranty templates to be associated with multiple assets at one time. |
| Meter Type Definition | Click Maintenance Information on the Asset Definition Center page; then click Meter Types . | Access the Meter Type Definition page to define meter types for asset meters. |
| Depreciation Methods | Click Depreciation Methods on the Asset Definitions Center page. | Access the Depreciation Methods folder to enter and maintain User Defined depreciation methods. |
| User Defined Variables | Click Depreciation Methods on the Asset Definitions Center page; then click User Defined Variables . | Access the User Defined Variables page to define depreciation variables. |
| User Defined Methods | Click Depreciation Methods on the Asset Definitions Center page; then click User Defined Methods . | Access the User Defined Methods page to define user-defined depreciation methods. |
| Rate-User Defined | Click Depreciation Methods on the Asset Definitions Center page; then click Rate-User Defined . | Access the Rate-User Defined page to define depreciation rates. |
| User Defined Methods-Copy | Click Depreciation Methods on the Asset Definitions Center page; then click User Defined Methods-Copy . | Access the User Defined Methods-Copy page to copy user defined depreciation methods. |
| Generate User Defined Methods | Click Depreciation Methods on the Asset Definitions Center page; then click Generate User Defined Methods . | Access the Generate User Defined Methods to create a user defined depreciation method. |

See [PeopleSoft Asset Lifecycle Management Application Fundamentals Overview](#).

See [Understanding Asset Management Business and Cash Generating Units](#).

See [Understanding Asset Processing](#).

See [Understanding Depreciation Processing](#).

See [Understanding Accounting Entry and Financial Processing](#).

See [Understanding Tax Processing and Reporting](#).

Understanding PeopleSoft Asset Lifecycle Management

Understanding the PeopleSoft Asset Management Lifecycle

An asset-intensive enterprise requires controlling and managing assets throughout the asset lifecycle: procurement, deployment, maintenance, update, retirement, and analysis. PeopleSoft delivers the Asset Lifecycle Management (ALM) solution to provide complete access to an entire asset portfolio, regardless of asset class, and creating visibility into total cost of ownership by enabling cost tracking associated with acquisition as well as lifetime maintenance and performance of assets.

Enterprise assets cover a broad spectrum of categories including heavy equipment, technology assets, facilities and real estate, and transportation fleets and vehicles. These functionally specific asset categories require software tailored to the unique requirements of each asset category. To address asset differences, specific applications are available within ALM to meet the explicit business processes for each asset category:

- PeopleSoft Asset Management (AM)
- PeopleSoft IT Asset Management (ITAM)
- PeopleSoft Maintenance Management (MM)
- PeopleSoft Lease Administration

The foundation product of the PeopleSoft Asset Lifecycle Management solution is PeopleSoft Asset Management. PeopleSoft Asset Management provides a common Asset Repository Manager (ARM), which stores all asset data. The repository provides a single source of truth for physical, financial or operational asset data.

The *Plan to Retire* business process spans from the initial planning and budgeting stage to the end-of-life disposal of assets. Whether the asset lifecycle spans three or thirty years of operational life, the operational components remain the same. PeopleSoft Asset Lifecycle Management, in partnership with the entire suite of PeopleSoft Financials and Supply Chain Management product solutions, provides the information necessary to maximize the utilization of assets.

PeopleSoft defines five phases within the Plan to Retire business process:

- The *Plan* phase includes the prioritization of asset needs and utilization in alignment with corporate objectives. PeopleSoft ALM enables you to collect asset requirements and performance information, forecast asset requirements, assess these requirements to assets currently available and establish an asset plan and budget in line with your strategic direction.
- The *Acquire* phase enables different acquisition processes depending upon asset needs defined in the planning process. Buildings, equipment and other resources may be purchased, leased, constructed, or repurposed.

- The *Deploy* phase focuses on minimizing ramp-up time for getting assets into operation. This may include construction for real estate; setup, configuration and testing for IT assets; or retooling, insurance and certification for major equipment. Additionally, PeopleSoft ALM enables assets to be assigned to users prior to deployment.
- The *Maintain* phase includes capturing and tracking maintenance activity, costs, time and expenses, as well as forecasting maintenance requirements. PeopleSoft ALM allows you to set maintenance budgets, negotiate service level agreements, and plan preventive maintenance schedules.
- The *Retire* phase allows expeditious disposal or sale of assets no longer meeting performance targets set in the planning phase for specific asset types.

Using PeopleSoft Asset Management with the PeopleSoft Budgeting, PeopleSoft Project Costing, PeopleSoft IT Asset Management, PeopleSoft Maintenance Management, or PeopleSoft Lease Administration products, you can manage and maintain asset acquisitions, deployment, maintenance and disposal as separate projects or as part of ongoing operations.

The pillar of the PeopleSoft ALM product suite is the Asset Repository Manager (ARM). Once the PeopleSoft Asset Management product is established, the asset repository is available to all PeopleSoft products that integrate with PeopleSoft Asset Management.

Note: Without PeopleSoft Asset Management, you cannot have access to the asset repository.

Understanding the Asset Repository

The Asset Repository is the database of assets stored within the PeopleSoft Asset Management system. The Asset Repository Manager accommodates all asset classes: IT, property, and plant equipment, with complete operational and financial data. The Asset Repository provides a single, centralized database that stores and tracks organizational assets physically and financially. Maintaining asset identifying information within a common repository allows sharing asset data across the PeopleSoft FMS, SCM, and HCM suite and with third party applications. Enabling integrated access to asset data accommodates the level of detail preferred by the calling application; for example, some applications require the ability to identify assets at a very high level while others prefer data to be highly granular, thus requiring many asset records to identify all components. The asset repository is required to realize PeopleSoft's ALM solution across all product suites.

The PeopleSoft Asset Lifecycle Management solution provides an integrated framework to manage the physical and financial aspects of organizational assets for the lifetime of the asset.

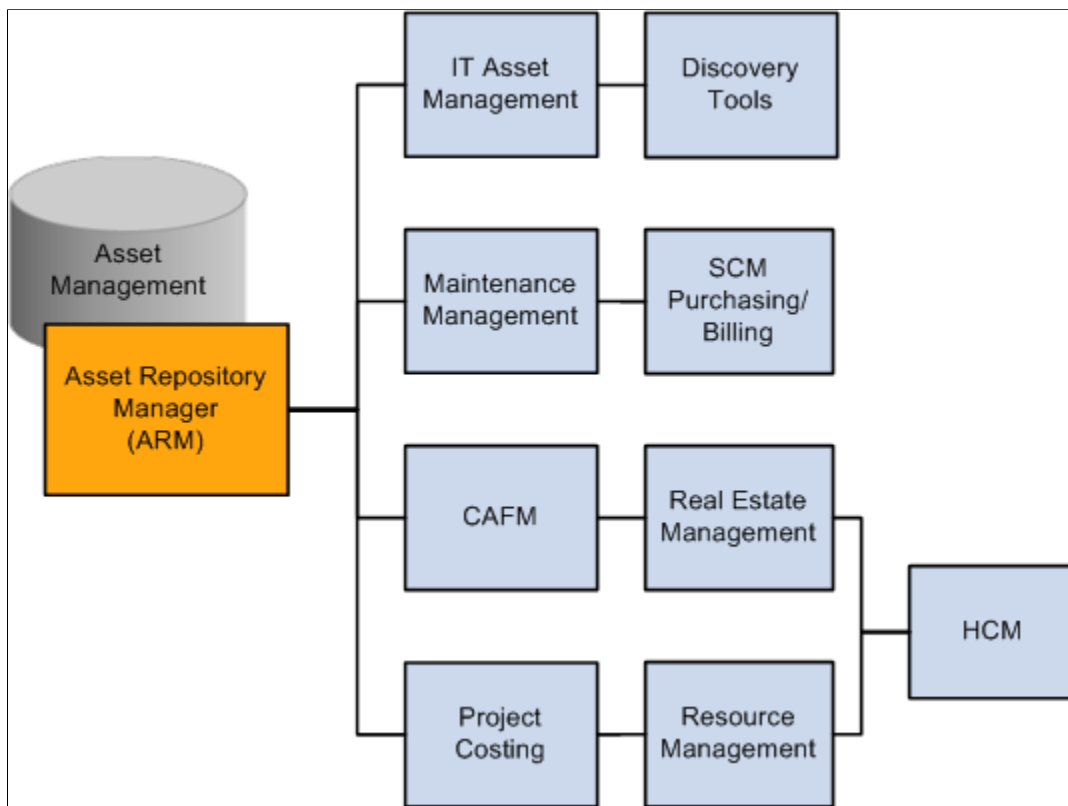
This centralized repository offers a single source of the truth for organizational asset data eliminating redundancy and inaccuracies in asset reporting. Assets can be associated to represent a hierarchical schema, like components of plant equipment, or a structural breakdown of properties, like a building broken into segments such as floors and office spaces. The hierarchical display of assets can be viewed graphically by associating the highest-level asset to its subordinate child and component assets. The repository houses a complete history of acquisition details, maintenance history, and cost history for each asset over its operational life.

PeopleSoft currently stores asset information in different databases serving different business process requirements:

- The PeopleSoft Financials and Supply Chain Management (FSCM) database stores financial asset data.
- The PeopleSoft Human Capital Management (HCM) database stores employee assigned assets.

Each database essentially stands alone, has its own unique identification structure and level of data granularity. The shared asset repository enables PeopleSoft to manage the operational requirements of all assets, provides a holistic view of any asset, from any perspective (financial, operational, technical, or custodial) to reduce redundant data, and facilitates sharing common asset information across PeopleSoft's databases and with third party utilities, such as Computer Aided Facility Management (CAFM) and IT asset discovery tools. This diagram demonstrates how the asset repository serves the PeopleSoft enterprise:

Asset Repository in PeopleSoft:



- The FSCM database identifies capital assets that are typically carried at a summarized level to reduce the amount of data required for financial record keeping. For example, a computer workstation is carried as a single asset in the financial asset repository representing all of its components and associated costs.
- SCM carries inventory and spare parts used in the lifetime maintenance of capital assets. The relationship of critical spares to mission critical assets is required for operational and insurance reasons. Organizational assets can be held in inventory until put into service.
- IT asset software utilities like auto-discovery, software delivery, license tracking, usage monitoring, configuration management, contract management and self-healing utilities and maintenance management require a technical view of an asset to maintain appropriate spare parts lists and to facilitate maintenance scheduling of materials and labor. The asset view required by a maintain, repair

and operate (MRO) system is more granular than its financial designation, which is summarized to its highest meaningful financial category.

PeopleSoft Asset Management enables you to create equipment parts lists (EPL) that list the individual components of an asset. These asset components roll up to a single Asset ID. This enables you to compare key structures of assets, and assign hierarchies to the real asset, without tracking the individual components. The asset data stored in the Asset Repository includes:

- FSCM's fixed asset data.
- HCM's employee's asset data.
- Asset warehouse; available for reassignment to new custodian, (including non capital assets assigned to custodians for tracking purposes).
- Non-owned assets (such as field service installed products).
- Spare parts lists, for single assets or asset types.
- Warranties and contracts data elements, for single asset or asset type.
- License information including software license information.
- Inspection schedules and records.
- Preventive maintenance schedules (either manufacturer or user defined), for single asset or asset type.
- Recorded inventory numbers, serial numbers and lot number on those asset components issued from inventory or manufacturer for tracking purposes.
- Technical asset characteristics to identify technology assets, software, and plant equipment.
- Asset configuration information, version control information, usage information, and production history (units produced, hours of operation, and so on.)
- Asset spatial dimensions to accommodate space and computer aided facility management (CAFM) software requirements.
- Reservation information allowing an asset to be reserved for specified time period and retaining all existing financial fixed asset accounting information.
- Custom attributes and supplemental data that you define to apply specific or unique characteristics to an asset.
- Different meaningful levels of criticality assigned to an asset.
- A responsible crew assigned to an asset.
- A long description of an asset.
- The physical location of an asset defined by region, location, and area.
- Multiple attachments for a single asset.

The asset repository accommodates many distinct asset groupings including Parent-Child, group assets, composite assets and multiple organizational perspectives: for example, by custodian, department, asset component, and financial class.

Consult all of the product documentation cited for comprehensive information about specific functionality, features and business processes used in conjunction with the asset repository.

Implementing PeopleSoft Asset Lifecycle Management

PeopleSoft provides a set of documentation components that complement each other to present all the information you need to implement PeopleSoft Asset Management.

To implement PeopleSoft Asset Management, you will find the information required to set up the tables and options used by PeopleSoft Asset Management and the other PeopleSoft ALM products in this documentation as well as the following resources:

- *PeopleSoft Application Fundamentals*
- *PeopleSoft Global Options and Reports*
- *PeopleSoft Asset Management*
- *PeopleSoft IT Asset Management*
- *PeopleSoft Maintenance Management*
- *PeopleSoft Lease Administration*

Because the information you may need to fully implement PeopleSoft Asset Management involves more than one PeopleSoft product, you need to refer to the *Getting Started* topic in each product document for specific implementation and integration information.

Use the *PeopleSoft Applications Fundamentals* product documentation to find detailed information about the following functionality and processes:

- Defining financials and supply chain management common definitions
- Setting installation options for PeopleSoft applications
- Defining user preferences
- Securing your system
- Defining and using ChartFields
- Editing ChartField combinations
- Configuring ChartFields
- Summarizing ChartFields using trees
- Using entry events
- Using alternate accounts
- Defining accounting calendars
- Setting up ledgers

- Using journal generator
- Using interunit and intraunit accounting and ChartField inheritance
- Processing allocations
- Setting up on-demand processing

Use the *PeopleSoft Asset Lifecycle Management Fundamentals* product documentation to find detailed information about setting up the following functionality and processes:

- Establishing asset management business units and cash generating units
- Establishing asset processing, including defining asset attributes, profiles, ownership and reporting options
- Setting up accounting entry and financial processing
- Setting up depreciation processing
- Setting up tax processing and tax reporting
- Integrating with other products
- Configuring background processing for assets

Chapter 4

Establishing PeopleSoft Asset Management Business Units

Understanding Asset Management Business and Cash Generating Units

You determine how to define business units in PeopleSoft Asset Management to best facilitate asset management processing within your organization. You can set up an asset management business unit for each legal entity in your organization. You could, for example, have asset management activities processed by a central asset management department which will interface with and manage assets for each business unit. Alternatively, you could set up one business unit for each plant or branch office of your company, enabling these entities to manage their own assets independently while sending journals to a common general ledger business unit. You should establish your business units in the manner that best suits your organizational, structural, and reporting needs.

Note: You must complete the tasks related to Business Unit and Cash Generating Unit setup in order to implement PeopleSoft Asset Management.

TableSet Sharing and PeopleSoft Trees

When you plan your business unit structure, you need to be familiar with TableSets, which are used in all PeopleSoft Financials products. The accounting structure and processing rules for each PeopleSoft application are defined in a series of control tables. A *TableSet* is a group of rows across control tables upon which you define the accounting structure for each of your business units, such as asset management book definitions, asset profiles, depreciation tables, tax classes, and so forth. For a business unit to process transactions, it must have an associated TableSet Control.

A setID identifies each TableSet. You can have as many setIDs as you want. However, using numerous setIDs creates complex TableSet sharing. You must create at least one setID, even if you do not use TableSet sharing.

PeopleSoft provides a tool called Tree Manager to group business units together into a hierarchical structure. Tree Manager and your business unit structure provide a mechanism for defining reporting parameters.

PeopleSoft Financials uses setID-driven trees. So that Asset Management trees will work properly, the setID assigned to the record group for Tree Node and Tree Level Tables (FS_21) for each business unit *must* equal the business unit value. If the setID for FS_21 does not equal the business unit value, you cannot easily access your assets from the correct asset tree.

When you use the Real Estate application, you will define a default tree for the business unit. The tree names available will depend on the trees you have defined. Plan your tree definitions with business unit definitions in mind.

Note: Each time you create a business unit, whether you copy the TableSet Control from another business unit or create a generic TableSet sharing setup, the system automatically establishes the setID for the Projects record group (FS_08) to equal the business unit that you are creating. You should not change this definition.

See "Planning Records, Control Tables, and TableSets" topic in the *PeopleTools: PeopleSoft Application Designer Developer's Guide*

See "Sharing Trees Across SetIDs" topic in the *PeopleTools: PeopleSoft Tree Manager*

Asset Management Business Unit Default Hierarchies and Options

A business unit is the highest level in the hierarchy and you must set default values for business units. All other entities fall beneath them in the hierarchy. Some of the attributes set at the business unit level may be set at lower levels in the hierarchy, such as the customer or item level, but are not required.

Default hierarchies exist throughout the system. Any time that a default hierarchy exists, you can:

- Leave information blank at lower levels, because defaults are inherited from the next higher level.
- Override information set at higher levels by entering different information at the lower levels.

Some business processes in Asset Management are based on your business unit definitions. These processes may require that you define field entries to be used by default or other options for transactions that are processed at the business unit level. These options include:

- Asset Management processing options.

Besides asset management processing defaults, you should consider your requirements for value-added tax (VAT) processing, processing group assets and ChartField summarization, depreciation period end and closing processes, and asset book and accounting entry defaults.

- (JPN) Asset Management numerical rounding options.

Define the rounding type for depreciation amounts.

- Payables interface processing options.

Select voucher close transaction types and lease payment options.

- Purchasing interface processing options.

Select the map ChartField option to assign the ChartFields that come to assets from a different ChartField value by using the criteria established on the ChartField Mapping Template page.

- Billing interface options.

Designate the defaulting business unit to run the Billing interface and define values for Billing business units, bill types, bill sources, and bill by identifiers.

- Lease Administration (space allocation) interface options.

Designate the defaulting tree name, statistics code and statistical accounts to be used when interfacing with Lease Administration.

- Maintenance Management interface options.

Designate the default options enabling retirements and transfer in or out of assets from work orders.
Designate the default options for including or excluding subcomponents for transactions coming from MM.

If you are using PeopleSoft General Ledger, you must also define at least one general ledger business unit to which you will generate journal entries from the asset management business unit. If PeopleSoft General Ledger is already implemented, this step may have already been performed.

You can override most business unit defaults at a lower level when you enter asset information. Asset Management is delivered with a series of standard definition tables. Examine these tables to determine if the business unit that you are setting up can share the same financial structure. If so, you can minimize the need to set up additional tables.

VAT Processing

Value-added tax (VAT) defaults are controlled by VAT drivers at various levels of the hierarchy and the VAT defaults themselves are stored in a common set of defaulting tables. Depending on the driver, certain fields are available for setting and, lower in the hierarchy, overriding. There are two main components that control the VAT defaulting: the VAT Defaults Setup component and the Services VAT Treatment Setup component. Asset Management only handles goods for VAT setup. You can access these components from the common VAT menu (**Set Up Financials/Supply Chain > Common Definition > VAT and Intrastat > Value Added Tax**) or from the applicable application pages. If you access these components from the VAT menu, the driver you select determines the fields that display. If you access either of these components from the application pages, the component you are accessing from determines the fields displayed. The VAT Defaults Setup and Services VAT Treatment Drivers Setup components and functionality are described in depth in the common VAT topic in the *PeopleSoft Global Options and Reports* product documentation.

The values selected here become the default values for the business unit and can be overridden in the Asset Retirements component. If you leave these fields blank, you must enter this information in the Asset Retirements component each time VAT applies to the transaction.

Use the VAT Default page to specify VAT processing options. For countries that use VAT, PeopleSoft Asset Management stores default information at the business unit, customer, customer location, and asset class levels to calculate VAT on asset retirements. VAT transaction types and VAT codes are set up in **Set Up Financials/Supply Chain > Common Definitions > VAT and Intrastat > Value Added Tax**. You can select values for these and other control fields on this page.

See “Understanding VAT” (PeopleSoft Global Options and Reports).

Cash Generating Units

Cash generating units (CGUs) become important when you must perform impairment assessment and processing for an individual asset and the recoverable amount of that asset is in doubt. If an organization cannot determine recoverable value for an individual asset, it is required in some countries to identify the lowest aggregation of assets that generate largely independent cash flows. These aggregations of assets are known as *cash generating units*. A CGU is the smallest identifiable group of assets that generate cash inflows from continuing use and are largely independent of the cash inflows from other assets or groups of assets and should be defined consistently from period to period.

PeopleSoft supports the implementation of International Accounting Standards (IAS) 36 by providing for the definition of a Cash Generating Unit and enabling the association of CGUs with business units. This

facilitates impairment processing within a defined business unit. You must define the business unit before it can be associated to a CGU definition.

See “Adjusting for Asset Impairment” (PeopleSoft Asset Management).

Creating PeopleSoft Asset Management Business Units

To set up business units, use the Business Unit Definition component (BU_DEFN).

This topic describes how to set up Business Units.

Pages Used to Create PeopleSoft Asset Management Business Units

| <i>Page Name</i> | <i>Definition Name</i> | <i>Usage</i> |
|--|------------------------|--|
| AM Business Unit Definition Page | BUS_UNIT_TBL_AM | Create an asset management business unit and specify its default processing options. |
| Open Period Update Page | OPEN_PERIOD_SINGLE | Define in which periods transactions can be posted for Asset Management. |
| Warehouse Mapping Page | AM_WAREHOUSE_MAP | Establish the default ChartField mapping rules necessary to accommodate asset component changeout transfers for this business unit. See AM Business Unit Definition Page |
| VAT Defaults Setup Page | VAT_DEFAULTS_DTL | Specify VAT Defaults Setup. |
| Copy VAT Defaults From Page | VAT_DFLT_SRCH_COPY | Copy VAT default specifications from another key combination for the same VAT driver. See VAT Defaults Setup Page |
| Business Unit/Book Definition Page | BU_BOOK_DEFN_01 | Define required books, book options, and accounting entry options for each book that the business unit will use. You must first complete the AM Business Unit Definition page and define your asset books on the Asset Book page. |
| Round Options Page | ROUND_OPTIONS_SEC | (JPN) Select options for rounding depreciation amounts for the book. |

| Page Name | Definition Name | Usage |
|--|------------------------|---|
| <u>Depreciation Close List Page</u> | MR_AM_DEPR_CLOS | Review the years and periods for which depreciation has been closed. |
| <u>Business Unit info for Japan Page</u> | BUS_UNIT_JPN_SEC | Select the options to process tax and depreciation for Japan. To activate the JPN Info link, you must first specify JPN as the Localization Country within User Preferences - Overall page Set Up Financials/Supply Chain > Common Definitions > User Preferences > Define User Preferences > Overall Preferences . |
| <u>Business Unit/Book Feature Page</u> | BU_BOOK_FEATURE | Enable book and book options and (optionally) impairment and revaluation options for a business unit. |
| BU Book ChartFields Summarize Page | BU_BOOK_GRP_SUM | (Optional) Select the ChartFields that will be used for group member asset summarization. <u>Business Unit/Book Definition Page</u> |
| <u>Interface Options Page</u> | BUS_UNIT_INTFC_OPT | Establish product and application interface default processing options for Payables, Purchasing, Billing, Lease Administration, and Maintenance Management You must enable all PeopleSoft products you want to integrate with on the Installation Options page (INSTALLATION) before integration options will be available within the Business Unit component (BU_DEFN). |

Prerequisites

Before you set up business units, you must decide on your TableSet structure and set up SetIDs.

See "Planning Records, Control Tables, and TableSets" section in the *PeopleTools: PeopleSoft Application Designer Developer's Guide*.

AM Business Unit Definition Page

Use the AM Business Unit Definition page (BUS_UNIT_TBL_AM) to create an asset management business unit and specify its default processing options.

Navigation:

Set Up Financials/Supply Chain Management > Business Unit Related > Asset Management > Asset Management Definition > AM Business Unit Definition.

This example illustrates the fields and controls on the AM Business Unit Definition page. You can find definitions for the fields and controls later on this page.

The screenshot shows the 'AM Business Unit Definition' page with the following fields and values:

- Unit: US001
- Description: US001 NEW YORK OPERATIONS
- Short Description: US001
- Location: US001 (USA - New York)
- Last Asset ID Used: 225
- Default Book: CORP (Corporate)
- Fed Book: FEDERAL (Federal)
- AMT Book: AMT (Alternative Minimum Tax Book)
- ACE Book: ACE (Adjusted Current Earnings Book)
- CAP Book: CORP (Corporate)
- Lease Book: CORP (Corporate)
- Suspense Account: 318000
- Alt Acct: (empty)

This example illustrates the fields and controls on the AM Business Unit Definition page. You can find definitions for the fields and controls later on this page.

The screenshot shows the 'AM Business Unit Definition' page with the following options sections:

- BU Setup Options:**
 - Keep all books in synch
 - Joint Venture Unit
 - Auto-Retire Fully Depr Assets
 - Reversal Reason Required
 - Default tag # from asset ID
 - Use JV Participant Bk Profile
 - Use Add Conv. for all TXNs
 - Allow duplicate tag numbers
 - Use Parent-Child Defaulting
 - Use Cap Threshold
- Asset Retirement Obligation Options:**
 - Use ARO
- InterUnit Transfer Options:**
 - Asset Acquisition Info
 - Asset Lease Info
 - Asset Comments
 - Asset Inspection Info
 - Asset Attributes Info
 - Asset Non Capitalized Cost
 - Asset Warranty Info
 - Asset Component History
 - Asset License/Register Info
 - Asset Maintenance Info
 - Asset Insurance Info
 - Asset Attribute Groups Info
- Open Transaction Options:**
 - Auto Increment Open Trans ID
 - Open Transaction ID: 159
- Approval Options:**
 - Enable Adjustment Approval
 - Enable Reversal Approval
 - Enable Transfer Approval
 - Enable MTM Approval
 - Enable InterUnit Approval
 - Enable Upload Approval

Note: When you create a business unit, PeopleSoft Asset Management automatically defines TableSet defaulting for the business unit so that it copies the TableSet that you entered on this page. You can verify TableSet sharing by using the PeopleTools Utilities TableSet Control Group pages.

See "Planning Records, Control Tables, and TableSets" section in the *PeopleTools: PeopleSoft Application Designer Developer's Guide*

| Field or Control | Description |
|---|--|
| Unit, Description, and Short Description | Enter descriptive information to uniquely identify the business unit during set up. These fields are already populated when you select an existing business unit for update. |

Business Unit Definition

Define the book to be used as the default book for general ledger entries for the business unit and all secondary books, including Corporate and Tax books (both state and federal).

| Field or Control | Description |
|---|---|
| Location | Select a location for this business unit. Locations available are defined on the location page table. |
| Last Asset ID Used | The last asset ID used displays here or the value is zero by default. To increment automatically from some other starting point, enter your starting point into the Last Asset ID Used field and click the Reset button. If there are no assets for this business unit, this will reset the last asset ID to zero. The <i>Next</i> value displays on the Asset Basic Add, Operational Asset Definition or Express Add pages when you use automatic numbering of asset ID. When the record is saved, the assigned asset ID displays and the value is incremented on this page. |
| Default Book | Select the book that is used by default when you enter assets. (This book is required for subsequent processing.) Note: PeopleSoft strongly recommends making the primary book in the ledger group in PeopleSoft General Ledger the same as the default book in PeopleSoft Asset Management in order to maximize synchronicity of transactions. |
| Fed Book (federal book) | Select the book to calculate the federal tax. |
| AMT Book (alternative minimum tax book) | Select the book to calculate the alternate minimum tax. |
| ACE Book (adjusted current earnings book) | Select the book to calculate the adjusted current earnings. |
| CAP Book (capital acquisition planning book) | Select the book used for capital acquisition planning (CAP). |
| Lease Book | Select the book where leased assets are primarily recorded. |

| Field or Control | Description |
|--|---|
| Suspense Account and Alt Acct (alternate account) | <p>Enter the translate account and alternate account here. If you have any transactions in a foreign currency within this business unit and want to enable the feature to translate currencies. If you do not have transactions outside of your local currency, you do not need to define these values.</p> <p>See “Defining Journal Processing Options for a Business Unit” (PeopleSoft General Ledger).</p> |

BU Setup Options

| Field or Control | Description |
|---|---|
| Keep all books in synch | <p>Select this check box to keep all adjustments synchronized. Deselecting this check box enables you to create adjusting entries to affect particular books while excluding others.</p> <p>If you select this option in conjunction with a business unit that is also enabled for impairment and revaluation processing, you will have an option to create zero impairment and revaluation costs for other books. This occurs when working in the Impairment Worksheet page, the Revaluation Worksheet page, or the batch run control page and you select the Copy To Other Books check box.</p> <hr/> <p>Warning! If you use this method to make adjusting entries, you must reselect the option before starting normal asset processing. Deselecting or selecting this option does not enable retroactive adjustments. The function is applied from the point selected going forward until and unless you change it again.</p> <hr/> |
| Default tag # from asset ID (default tag number from asset ID) | <p>Select this check box to use the same number for the tag as the assigned asset ID.</p> |
| Allow duplicate tag numbers | <p>Select this check box when you are processing physical inventory. This enables you to take physical inventory and process assets that may have the same tag number.</p> |
| Joint Venture Unit | <p>Select if this is a joint venture business unit.</p> <hr/> <p>Note: You cannot perform interunit transfers on joint venture business units.</p> <hr/> |

| Field or Control | Description |
|--|--|
| Use JV Participant Bk Profile (use joint venture participant book profile) | Select this option for participant level. Joint venture participant business units are governed by the book for the <i>participant</i> level business unit or by the book for the overall joint venture business unit. You can use this feature to maintain joint venture participant business units with separate profiles that enable different depreciation methods, conventions, calculation types, and so on, as required. |
| Use Parent-Child Defaulting | Select to enable automatic parent-child inheritance processing for this business unit. For example, when you create a child asset and you want it to inherit the tag or department number from the parent asset (as specified on the Profile Child Asset Inheritance page), select this check box. For more responsive performance of Express Add, Basic Add, and Transaction Loader processes, deselect this check box. General parent-child asset processing is still enabled. |
| Auto-Retire Fully Depr Assets (automatically retire fully depreciated assets) | Select to enable automatic retirement of fully depreciated assets for this business unit. You must also enable the option at the book level. |
| Reversal Reason Required | Select this option to require that users select a transaction reversal reason when reversing transactions. See “Transaction Reversal Page” (PeopleSoft Asset Management) |
| Use Add Conv. for all TXNs (use add convention for all transactions) | Select this option to inherit the same convention used when you added an asset for any new transaction. |
| Use Cap Threshold (use capitalization threshold) | Select to enable Capitalization Threshold processing at the business unit level. You must also enable the Capitalization Threshold feature at the system level from Installation Options. See “Capitalization Thresholds Page” (PeopleSoft Asset Management). |

For more information, see “Accounting for Asset Retirement Obligations” (PeopleSoft Asset Management)

Asset Retirement Obligation Options

Use this section to define asset retirement obligation (ARO) processing parameters.

See “Understanding Accounting for Asset Retirement Obligations (ARO)” (PeopleSoft Asset Management) for more information.

| Field or Control | Description |
|---|---|
| <p>Use ARO (asset retirement obligation)</p> | <p>Select this option to enable asset retirement obligation (ARO) processing for the asset business unit. Then, upon creating an asset, you designate it as an ARO-eligible asset within the Basic Add component.</p> <p>ARO functionality provides asset retirement obligation measurement and reporting in compliance with Financial Accounting Standards for leased assets, group assets, and asset impairment. You can enable ARO processing at the asset profile level, the business unit level, and the asset level.</p> <p>When you select this option, the following fields appear:</p> <ul style="list-style-type: none"> • US GAAP Standards • IFRS Standards • Include ARC in Impairment Test • ARO Prefix • Last ARO ID <p>You can select either US GAAP Standards or IFRS Standards, but not both—all ARO assets within the business unit must adhere to the same processing method.</p> |
| <p>US GAAP Standards (U.S. Generally Accepted Accounting Principles)</p> | <p>Select this option to process ARO using Generally Accepted Accounting Principles.</p> <p>If you select this option, no adjustments are made to the risk-adjusted rate over the life of the ARO asset; the obligation is adjusted only for changes in the amount or timing of cash flows (the obligation continues to be measured using the rate when the decommissioning obligation was incurred).</p> |
| <p>IFRS Standards (International Financial Reporting Standards)</p> | <p>Select this option to process ARO using International Financial Reporting Standards.</p> <p>If you select this option, the risk-adjusted rate is used at the outset, but the rate is adjusted at each reporting date thereafter (the decommissioning obligation is re-measured each reporting period giving consideration to changes in the amount or timing of cash flows and changes in the discount rate).</p> |

| Field or Control | Description |
|--|--|
| Include ARC in Impairment Test (include asset retirement cost in impairment test) | Select this check box to include the asset retirement cost in the impairment process calculation. This option appears if you have selected the <i>Use ARO</i> field. |
| ARO Prefix (asset retirement obligation prefix) | Enter a prefix to be used for accounting entries that are related to asset retirement obligations. The prefix is for the asset ID that will be created to store the ARO Information (ARO-eligible asset). |
| Last ARO Id (last asset retirement obligation Id) | Specify the numerical value after which the count should be added for each subsequent ARO ID. This works in combination with the prefix. Suppose the prefix is “ARO”, when you start using the feature, the Last ARO Id will be zero. Since Asset ID has 8 characters, the first ARO created will be ARO00001. |

InterUnit Transfer Defaults Options

Select the default asset information to be shared between the business units when you make interunit transfers. The information is derived from the Asset Information component. The selections made here are the default options for the Asset Cost IU (interunit) Transfer (ASSET_COST_02) page.

| Field or Control | Description |
|------------------------------------|--|
| Asset Acquisition Info | Select to include information derived from the Asset Acquisition Detail (ASSET_ACQ_DETAIL) page and links (ASSET_ACQ_DET_AP, ASSET_ACQ_DET_VAT). |
| Asset Attributes Info | Select to include information derived from the Asset Location/Comments/Attributes (ASSET_IMAGE) page. |
| Asset License/Register Info | Select to include information derived from the Asset Custodian/License/Manufacturer page (ASSET_CUSTODIAN) and links (ASSET_LIC_ADDR_SEC). |
| Asset Lease Info | Select to include information derived from the Leased Assets component pages (ASSET_LEASE_01, ASSET_LEASE_02, ASSET_LEASE_05, ASSET_LEASE_03). |
| Asset Non-Capitalized Cost | Select to include information derived from the Asset Acquisition Detail (ASSET_ACQ_DETAIL) page and links (ASSET_ACQ_DET_AP, ASSET_ACQ_DET_VAT). |

| Field or Control | Description |
|------------------------------------|---|
| Asset Maintenance Info | Select to include information derived from the Track Service and Repairs component pages (ASSET_MAINT_01, ASSET_MAINT_01_S) and meter readings. |
| Asset Comments | Select to include information derived from the Asset Location/Comments/Attributes (ASSET_IMAGE) page. |
| Asset Warranty Info | Select to include information derived from the Asset Custodian/License/Manufacturer page (ASSET_CUSTODIAN) and links (ASSET_WARRANTY). |
| Asset Insurance Info | Select to include information derived from the Asset Custodian/License/Manufacturer page (ASSET_CUSTODIAN) and links (ASSET_INSURANCE). |
| Asset Inspection Info | Select to include information derived from the Asset Custodian/License/Manufacturer page (ASSET_CUSTODIAN) and links (ASSET_INSPECTION). |
| Asset Component History | Select to include asset component history (AM_AST_COMP_HIST) information. |
| Asset Attribute Groups Info | Select to include asset attribute groups (AM_ASSET_SD) information. |

Open Transaction Processing Options

Open transactions are asset events such as depreciation and accounting entries that require processing. PeopleSoft Asset Management assigns each open transaction a unique open transaction ID whenever a processing option is requested. For example, changing asset cost, adding or retiring assets, or changing asset depreciation attributes all create open transactions. Depreciation must be calculated, or recalculated, and allocated for each transaction before it is considered closed. An open transaction has a *Pending* status until it is processed.

| Field or Control | Description |
|---|---|
| Auto Increment Open Trans ID (automatically increment open transaction ID) | If you want to process a large number of transactions as a group, you should deselect the Auto Increment Open Trans ID check box. For example, you enter 300 new computers into PeopleSoft Asset Management, and rather than process depreciation and distribution in 300 separate requests, you want to process all in a single request. To do so, establish an open transaction ID that identifies a single processing request for all 300 computers that you entered. In this case, you should deselect the Auto Increment Open Trans ID check box. |
| Open Trans ID (open transaction ID) | The Open Trans ID field helps you keep track of open transaction processing status. You can enter a beginning open trans ID, or you can have PeopleSoft Asset Management assign it. You can specify that PeopleSoft Asset Management automatically increment the ID value each time a transaction is added to the open transaction table by selecting Auto Increment Open Trans ID . The next processing request that you enter is automatically assigned a number that is one greater than the last assigned value. Subsequent open transaction ID numbers will be incremented by one. |

Approval Options

Use the options in this group box to enable the asset approval workflow using PeopleSoft Fluid User Interface:

- *Enable Adjustment Approval*: Select this option to enable cost adjustment, line addition, and revaluation approvals for the selected business unit.
- *Enable Transfer Approval* : Select this option to enable cost recategorization and ChartField transfer approvals for the selected business unit.
- *Enable InterUnit Approval*: Select this option to enable cost fixed price markup and interunit transfer approvals for the selected business unit.
- *Enable Reversal Approval*: Select this option to enable asset addition, adjustment, transfer, and interunit transaction reversal approvals for the selected business unit.
- *Enable MTM Approval (Enable Mass Transaction Manager Approval)*: Select this option to enable mass transaction manager approvals for the selected business unit.

The selection criteria on the Run Mass Transactions run control uses business unit to determine whether approval is triggered.

See “Running Mass Transactions” (PeopleSoft Asset Management)

- *Enable Upload Approval*: Select this option to enable approvals for the import data by spreadsheet process (for the selected business unit).

See “Importing Asset Transaction Data by Spreadsheet” (PeopleSoft Asset Management)

See: “Pages Used to Approve Asset Transactions in the PeopleSoft Fluid User Interface” (PeopleSoft Asset Management)

Related Links

“Understanding General Ledger Business Units and Options” (PeopleSoft General Ledger)

“Setting Up Financials Audit Framework (Audit Logging)” (Application Fundamentals)

“Setting Up Cross-Application Installation Options” (Application Fundamentals)

[Understanding Asset Processing](#)

“Understanding Asset Information Flow” (PeopleSoft Asset Management)

Open Period Update Page

Use the Open Period Update page (OPEN_PERIOD_SINGLE) to define in which periods transactions can be posted for Asset Management.

Navigation:

Click **Update Open Periods** on the AM Business Unit Definition page. Open Period Update page

This example illustrates the fields and controls on the Open Period Update page. You can find definitions for the fields and controls later on this page.

| From Year | From Period | Begin Lag | First Open | To Year | To Period | End Lag | Last Open |
|-----------|-------------|-----------|------------|---------|-----------|---------|------------|
| 1998 | 1 | 0 | 04/01/1998 | 2019 | 12 | 0 | 03/31/2020 |

The Update Open Periods page enables you to define which periods are open (periods in which transactions can be posted) for PeopleSoft Asset Management. These can be defined in relation to, but not strictly governed by, the corresponding open period in General Ledger (GL).

Related Links

“Defining and Updating Open Periods and Adjustment Periods” (Application Fundamentals)

VAT Defaults Setup Page

Use the VAT Defaults Setup page (VAT_DEFAULTS_DTL) to specify VAT Defaults Setup.

Navigation:

Click **VAT Default** on the AM Business Unit Definition page. VAT Defaults Setup page

This section provides an overview of VAT processing options and describes how to set up VAT processing defaults by business unit for PeopleSoft Asset Management.

Understanding VAT Drivers, VAT Driver Keys, and the Defaulting Hierarchy for VAT Defaults

The following table lists the PeopleSoft Asset Management-related VAT drivers and associated VAT driver keys in VAT default hierarchy sequence from most specific to least specific for the VAT Defaults component. The table also indicates which drivers control defaults for the Services VAT Treatment:

| VAT Driver | VAT Driver Keys | Country | State | Applicable to Regular VAT Defaults | Applicable to Services VAT Treatment Defaults |
|-------------------------------------|--|----------------|--------------|---|--|
| ASSET_CLASS_TBL Asset Class | Asset SetID Asset Class | Optional | Optional | Yes | No |
| CUST_ADDR_SEQ Customer Location | Customer SetID Customer ID Address Sequence Number | Optional | Optional | Yes | Yes |
| CUSTOMER Customer | Customer SetID Customer ID | Optional | Optional | Yes | Yes |
| BUS_UNIT_TBL_AM AM Business Unit | Business Unit | Optional | Optional | Yes | No |
| VAT Entity Registration | VAT Entity Country | Not applicable | Optional | Yes | No |
| VAT Country | Country | Not applicable | Optional | Yes | No |

Establishing the VAT Environment

For your system to track and process VAT, you must first set up basic information by defining VAT transaction types, VAT codes, and their associated VAT accounting templates, VAT countries, VAT entities, and VAT defaulting. Each piece builds upon the next; therefore, for your basic setup, it is important to implement each piece in the following order:

1. VAT transaction types.
2. VAT rates, VAT codes, and VAT accounting information.

3. VAT countries.
4. VAT entities.
5. VAT defaults.

In addition to the information you must set up, PeopleSoft delivers multiple account types for your VAT accounting and reporting with every application. You cannot add your own.

See “Understanding VAT” (PeopleSoft Global Options and Reports).

VAT Defaults Setup Page

This example illustrates the fields and controls on the VAT Defaults Setup Page. You can find definitions for the fields and controls later on this page.

VAT Defaults Setup

VAT Driver AM Business Unit

Business Unit JPN01

JAPAN OPERATIONS

[Return to Asset Management Definition](#)

Copy Values to New Rows

Specify a value below for all the required fields, for any fields requiring an overall default at the top of the VAT Default Hierarchy, or for any fields requiring an exception to the value specified for a VAT Driver Option higher up in the VAT Default Hierarchy.

VAT Defaults First 1 of 1 Last

VAT Reporting Country Japan

Defaulting State

Copy Defaults From

Default Details First 1 of 1 Last

*Effective Date

*Status

VAT Control Defaults

VAT Applicable

Goods Declaration Point

*Calculation Type

Domestic Reverse Charge

VAT Code Defaults

Taxable Goods Sales

VAT Transaction Type Defaults

Domestic Reverse Charge Sales

Domestic Goods Sales

EU Goods Distance Sales

EU Goods Sales

EU Sales, Simplification

Exempt

Exonerated

Goods Exports

Out of Scope

Suspended

Specify the VAT driver and any VAT driver keys as applicable. You can insert rows for any or all of the VAT driver keys as well as the VAT country or state. You can also delete any existing rows.

| Field or Control | Description |
|--------------------------------|--|
| Copy Values to New Rows | If you are inserting a row for a VAT driver key, select this check box to copy all the VAT defaults from the previous row to the new row. Otherwise, all VAT default fields for the new row will be blank. |

VAT Defaults

| Field or Control | Description |
|------------------------------|---|
| VAT Reporting Country | Select the VAT reporting country or countries for which you are defining VAT defaults. For service VAT treatment defaults, defaults are obtained for the supplier's location country. PeopleSoft Asset Management <i>does not</i> use VAT for services, only goods. |
| Defaulting State | As applicable, enter the state for which you want to define defaulting values. (Optional depending on VAT Country) |

Copying VAT Defaults

Access the VAT Defaults Copy page (Click **Copy Defaults From** on the VAT Defaults Setup page.

| Field or Control | Description |
|----------------------------------|--|
| Copy From Search Criteria | Enter the criteria on which you want to search. When copying defaults for the PeopleSoft Asset Management business unit driver, you can search by business unit, VAT reporting country, and defaulting state. |
| Search | Select to retrieve the results based on the criteria entered. The results display in the Copy From Results group box. |
| Copy From Results | <p>In the Copy From Results group box, select the link for any of the results returned to view the details of the VAT setup from which to copy on the Copy VAT Defaults Setup page. Once you have viewed the details, you can select Copy to copy the VAT setup. The system returns you to the VAT Defaults Setup page with the copied fields.</p> <p>Or you can select the appropriate option for any of the results returned and select Copy to copy from the selected row. The system returns you to the VAT Defaults Setup page with the copied fields.</p> |

Default Details

Enter the effective date and status.

The remaining fields on the page vary based on the combination of VAT driver and VAT driver keys. Depending on the combination of PeopleSoft products you are implementing and the VAT transactions conducted between your local country and other countries, you may require some variation in set up. The *PeopleSoft Global Options and Reports* product documentation explains these variations in working with VAT in greater detail.

You may define the following defaults for the PeopleSoft Asset Management business unit:

See “Establishing VAT Defaults” (PeopleSoft Global Options and Reports).

VAT Control Defaults

| Field or Control | Description |
|--------------------------------|--|
| VAT Applicable | Select the appropriate VAT status. Values are: <i>Exempt</i> (not subject to VAT) <i>Outside of Scope of VAT</i> <i>Taxable</i> |
| Goods Declaration Point | Select when you want VAT transaction information for goods to be recognized for reporting purposes. Values are: <i>At Accounting Date:</i> VAT is recognized at the accounting date. <i>At Delivery Time:</i> VAT is recognized at time of delivery. <i>At Invoice Time:</i> VAT is recognized at time of invoice. <i>At Payment Time:</i> VAT is recognized at time of payment. |
| Calculation Type | Select the type of calculation you want the system to use. Values are: <i>Exclusive:</i> VAT is calculated on top of the entered transaction amount, because it excludes any VAT. <i>Inclusive:</i> VAT is calculated from within the entered transaction amount, because it already includes the VAT. |

| Field or Control | Description |
|-------------------------------------|---|
| (UK) Domestic Reverse Charge | <p>Select <i>Yes</i> to enable the domestic reverse charge default at the business unit level. This default indicates that the goods on transaction lines associated with the VAT Driver are domestic reverse charge goods.</p> <p>See “Establishing VAT Defaults” (PeopleSoft Global Options and Reports).</p> |

VAT Code Defaults

You use VAT codes to specify the rate at which VAT is calculated.

The VAT rate is frequently the key to reporting VAT because VAT amounts must often be reported separately by VAT rate on a VAT return. Therefore, the VAT code is part of the reporting definition.

| Field or Control | Description |
|----------------------------|--|
| Taxable Goods Sales | Select the VAT code to be used for taxable sales within this VAT reporting country |

See “Setting Up VAT Authorities, and Tax Codes” (PeopleSoft Global Options and Reports).

VAT Transaction Type Defaults

You use VAT transaction types to classify and categorize transactions at a more detailed level for both VAT reporting and accounting. These are specified for each transaction line when you enter a transaction.

You define the VAT transaction types you need for your VAT setup. PeopleSoft also delivers a set of VAT transaction types with your system as sample data.

| Field or Control | Description |
|--|---|
| Domestic Reverse Charge Sales | <p>Select the transaction type default to be used for domestic reverse charge sales.</p> <p>See “Establishing VAT Defaults” (PeopleSoft Global Options and Reports).</p> |
| Domestic Goods Sales | Sale of goods within the same country. |
| EU Goods Distance Sales (European Union goods distance sales) | Sale of goods between European Union (EU) countries in which the supplier is registered in an EU country and the purchaser is not registered in an EU country. The VAT rate charged is the rate applicable in the supplier's country. |

| Field or Control | Description |
|--|---|
| EU Goods Sales (European Union goods sales) | Sale of goods within the European Union. |
| EU Sales, Simplification | This treatment is used for the transaction between an intermediary and the purchaser in cases when there is a sale of goods between European Union (EU) countries involving three parties: the purchaser, an intermediary (bill-from) supplier, and the actual goods supplier. Each party is located in a different EU country and registered in his own country, and not in either of the other two countries. The only difference between this VAT treatment and that applied to normal EU sales is that the supplier is required to print a different message on the invoice referencing the statute that applies to triangulation, rather than the one that references the statute for normal EU sales. |
| Exempt | Not subject to VAT. |
| Exonerated | Subject to exoneration from VAT. |
| Goods Exports | Export sales of goods. |
| Out of Scope | Outside of the scope of VAT. |
| Suspended | Subject to suspension of VAT. |

See “Defining VAT Transaction Types” (PeopleSoft Global Options and Reports).

Business Unit info for Japan Page

Use the Business Unit Info for Japan page (BUS_UNIT_JPN_SEC) to Select the options to process tax and depreciation for Japan.

Navigation:

Click the **JPN Info** link from the AM Business Unit Definition component.

The JPN Info (Japan information) link appears on the AM Business Unit Definition page when you set up the overall options for user preferences (OPR_DEF_TABLE_FS1) in the Common Definitions component: Set the Localization Country value to JPN (Japan).

This example illustrates the fields and controls on the Business Unit info for Japan page. You can find definitions for the fields and controls later on this page.

| Field or Control | Description |
|---------------------------------------|--|
| Corporate Book for Japan | Select the corporate book for Japan. |
| Tax Book for Japan | Select the tax book for Japan. Note: PeopleSoft recommends that you select the primary book in the ledger group in PeopleSoft General Ledger to be the same as the default book in PeopleSoft Asset Management. As tax books do not usually send accounting entries to PeopleSoft General Ledger this maximizes synchronicity of transactions. |
| Memorandum Amount and Currency | Enter the memorandum amount at the end of the useful life of the asset as required by the Japanese tax regulation. This value is used in conjunction with the following depreciation methods: <ul style="list-style-type: none"> • Japan - Tangible Declining Balance with Straight Line Switch • Japan - Tangible Straight Line • Japan - Extended Straight Line The memorandum amount reflects the currency of the tax book for Japan as the default. For books that use one of the aforementioned depreciation methods in a currency other than JPY, the memorandum amount is translated to the respective book's currency. The memorandum value is established for each asset management business unit. |
| Advanced Depreciation | Select if advanced depreciation is used. |
| Japan Composite | Select if composite assets are used. |

| Field or Control | Description |
|--------------------------|---|
| Use JPN Local Tax | Select if local tax reporting is enabled. |

Related Links

“(JPN) Using PeopleSoft Asset Management Options to Meet Japanese Requirements” (PeopleSoft Asset Management)

Business Unit/Book Definition Page

Use the Business Unit/Book Definition page (BU_BOOK_DEFN_01) to define required books, book options, and accounting entry options for each book that the business unit will use.

Navigation:

Set Up Financials/Supply Chain Management > Business Unit Related > Asset Management > Asset Management Definition > Business Unit/Book Definition

This example illustrates the fields and controls on the Business Unit/Book Definition page. You can find definitions for the fields and controls later on this page.

The screenshot displays the 'Business Unit/Book Definition' page for Unit JPN01 JAPAN OPERATIONS. The 'Book' section includes fields for Book Name (CORP_USD), Book Type (Corporate Book), and a checked 'Book is Required' option. The 'Book Options' section contains Currency (USD), Rate Type (CRRNT), Calendar (J1), Capitalize Limit (Amount), and Lease Cap Min. The 'Accounting Entry Options' section features a checked 'Create Accounting Entries' option, GL Business Unit (JPN01), Ledger Group (RECORDING), Budget Ledger Group, Account Entry Template ID (DEFAULT), and Statutory Book. A 'Chartfield Edit Option' section has 'No Edits' selected. The page also includes navigation links like 'Find | View All' and 'First 1 of 3 Last'.

| Field or Control | Description |
|-------------------------|---|
| Book Name | <p>The Book Name field is used during asset and profile entry to designate book processing.</p> <p>At least one financial book for each business unit to record asset data in the general ledger is required. You may have other federal, state, and foreign tax or financial books as well. Transactions can be tracked in multiple currencies by designating the currency code within each transaction entry.</p> <hr/> <p>Note: If there is a need to add books to an existing business unit once assets have been added, you should use the Add/Copy Asset Book feature to avoid possible impact to existing assets in the business unit.</p> |
| Book Type | <p>Specify the type of asset book processing. This feature acts as a filter for tax and financial options when you define tax and depreciation information for asset transactions. For example, if you define the CORP book as a <i>Corporate</i> book, you will not be able to select any tax attributes for processing when you add an asset to this book. Select <i>Corporate w/Tax Info</i> if you maintain separate tax records for this business unit in the book. You can use this option to specify tax processing rules and track tax information for your assets. The <i>Tax</i> option enables you to maintain tax information for government reporting. The <i>US AMT</i> option enables you to maintain alternative minimum tax information for government reporting. This option enables you to separately track alternative minimum tax information.</p> |
| Book is Required | <p>Select Book is Required to ensure that this book will added for every asset in this business unit.</p> |

Note: If you maintain multiple currencies you must define the exchange rate. Even if you use only one currency in PeopleSoft Asset Management, you must still set up a one-to-one exchange rate and rate type to exchange that currency with itself. For example, to use U.S. dollars you must set up an exchange rate for U.S. dollars to U.S. dollars with an exchange rate of 1. To make changes, go to **Set Up Financials/Supply Chain > Common Definitions > Market Rates page**.

See “Understanding Foreign Currency Processing” (PeopleSoft Global Options and Reports).

Book Options

| Field or Control | Description |
|-------------------------|---|
| Currency | Displays the default currency for this business unit. |

| Field or Control | Description |
|---|--|
| Rate Type | <p>Select the currency exchange rate.</p> <hr/> <p>Note: Even if you are using only one currency in PeopleSoft Asset Management, you still need to set up a one-to-one exchange rate and rate type to exchange that currency with itself. For example, to use US Dollars you must set up an exchange rate for USD to USD with an exchange rate of 1.</p> <hr/> <p>See “Understanding Foreign Currency Processing” (PeopleSoft Global Options and Reports).</p> |
| Calendar | <p>Select the accounting period calendar for this book and business units. General Ledger supports multiple calendars, so you can keep separate calendars for actual accounting activity, for budget and forecast activity, and for special reporting or transitional needs. For example, you can easily manage a conversion to different accounting periods or to a new fiscal year by maintaining two calendars. However, only one calendar can be active for a ledger group at a given time. A book must use the same calendar as the ledger.</p> <p>See “Understanding Accounting Calendars Based on Open and Close Periods” (Application Fundamentals).</p> |
| Capitalize Limit, Amount, and Limit Code | <p>Define these limits either by selecting Amount and entering a minimum, or by selecting <i>Table Lim</i> and selecting a Cost Limit Code. If you select Amount, you cannot add an asset with a cost that is less than the specified limit. If you select Table Lim, you may encounter an error or a warning, based on the actions that you set up in the Capitalization Limit table, when you try to add assets below the amounts in the table.</p> <p>See “Capitalization Limits Page” (PeopleSoft Asset Management).</p> |
| Lease Cap Min (lease capitalization minimum) | <p>Define the lease cap as a minimum cost of the asset lease. (When you enter a leased asset with total cost below the lease cap, you will receive an error.)</p> |

Accounting Entry Options

Your business unit accounting entry options enable you to associate an asset management business unit with a general ledger business unit and default ledger.

| Field or Control | Description |
|---|--|
| Create Accounting Entries | Select this check box to make the accounting entry options available for selection. |
| Retirements by Disposal Code | <p>Select the check box to enable retirement of assets based upon disposal code. The Transaction Code field on the Retirement page will be populated with the appropriate disposal code.</p> <p>See “Understanding Asset Retirement Using the Disposal Worksheet” (PeopleSoft Asset Management).</p> |
| Translate Gain/Loss | If the ledger specified is a translate ledger, this check box appears. When you process accounting entries (AM_ AMAEDIST), the gain or loss amount that is the result of a currency exchange transaction is converted from the primary book to the translate book. |
| GL Business Unit | The General Ledger business unit associated with this book displays here. |
| Ledger Group, Budget Ledger Group, Ledger, and Budget Ledger | <p>A ledger is a set of posted balances that represents a set of books for a business unit. Ledger templates and detail ledgers can be added to the appropriate ledger group. A ledger group can have one primary ledger and zero to nine secondary ledgers. Each ledger within the ledger group shares a common physical structure based on the ledger template, as well as unique characteristics (such as its own base currency).</p> <p>The Ledger Group and Budget Ledger Group fields for PeopleSoft Asset Management enable you to associate a ledger or ledger group to this business unit. <i>In sync</i> accounting entries are a group of accounting entries for one transaction that the system distributes to different ledgers. In conjunction with the Keep all books in sync option, you define how a transaction is posted. If the Keep all books in sync option is selected, then one transaction will post to all ledgers in the group. If the Keep all books in sync option is deselected, the system posts transactions only to those ledgers with transaction entries. One book will post to one ledger, but you can set up other books to point to the other ledgers in the group.</p> <p>If you will be generating budget accounting entries, specify the Budget Ledger Group and Budget Ledger to which you want to post them. If you leave ledger and budget ledger fields blank, the accounting entries will be made to the primary ledger.</p> <p>See “Understanding Ledgers” (Application Fundamentals).</p> |

| Field or Control | Description |
|--|---|
| <p>Book Code Distrib. Grp (book code distribution group)</p> | <p>If the <i>Book Code</i> option is activated from the Installation Options page, this field appears. The book code is an <i>Account</i> attribute and a balancing <i>ChartField</i>. You can use book codes to simultaneously generate sets of entries to record related transactions according to multiple GAAPs for the same business unit in the same ledger.</p> <p>The book code distribution group defines a set of book codes to be used when distributing accounting entries for multiple GAAPs within one book. Using the book code distribution group restricts the duplication of accounting entries being passed to General Ledger. The book code distribution group value is defined on the Book Code Distribution Group page.</p> <p>Select from the available book code distribution groups defined for your organization.</p> <p>See “Setting Up Application-Specific Installation Options” (Application Fundamentals).</p> <p>See <u>Creating PeopleSoft Asset Management Business Units</u>.</p> <p>See <u>Understanding Accounting Entry and Financial Processing</u>.</p> <p>See “Book Code Page” (Application Fundamentals).</p> |
| <p>Account Entry Template ID</p> | <p>Enter the account entry template ID. The accounting entry template ID provides the option to associate different books with different charts of accounts. To use derogatory depreciation for France, select the account entry template ID that corresponds. You must also select the Derogatory Depreciation check box.</p> <p>See <u>Defining Accounting Entries</u>.</p> |
| <p>(FRA) Derogatory Depreciation</p> | <p>Select this check box to process derogatory depreciation with the derogatory account entry template ID. If this box is selected, you must use the appropriate account entry template ID associated with derogatory depreciation. You must also select the statutory book to which this book will be compared. This can be designated on the AM Business Unit Definition page as the federal book.</p> <p>See “(FRA) Using PeopleSoft Asset Management Options to Meet French Requirements” (PeopleSoft Asset Management).</p> |

| <i>Field or Control</i> | <i>Description</i> |
|-----------------------------|---|
| (FRA) Statutory Book | Select the statutory book to which derogatory depreciation transactions stored in the book you are defining will be compared. When Derogatory Depreciation has been selected, you must also define statutory book. |

ChartField Edit Options

Select the ChartField combination editing option default at the business unit level for Asset Management. Choose one of the following options:

- **No Edit:** No ChartField combination editing is performed.
- **Warning:** A warning is issued for ChartField combination editing errors. You can save online transactions with ChartField combination errors, correct the errors, or process the transaction with warning. The batch process loads transactions that fail with warning edits. A message is included in the Process Scheduler Message Log.
- **Reject:** Transactions that do not pass ChartField combination editing are rejected from processing until the error is corrected.

Round Options Page

Use the Round Options page (ROUND_OPTIONS_SEC) to (JPN) Select options for rounding depreciation amounts for the book.

Navigation:

Click **Round Type** on the Business Unit/Book Definition page.

| <i>Field or Control</i> | <i>Description</i> |
|----------------------------------|---|
| Round Rule and Round Type | <p>Select the rounding rule and type that apply to this book.</p> <p>The rounding rules delivered with PeopleSoft Asset Management are:</p> <p><i>Down</i></p> <p><i>Nat Rnd</i></p> <p><i>Up</i></p> <p>The rounding types delivered with PeopleSoft Asset Management are:</p> <p><i>Currency:</i></p> <p><i>Generic</i></p> |

| Field or Control | Description |
|----------------------------------|--|
| Round Precision | The number of places to the right or left of the decimal point to which the amount or number will be rounded. If you select <i>Currency</i> as the round type, the system automatically determines round precision from the currency code. |
| Rounding Factor | The number to which the amount will be rounded. For example, if you select <i>Nat Rnd</i> as the rounding rule and enter a rounding factor of 25, amounts will be rounded to the nearest multiple of 25; for example, an amount of 130 will be rounded to 125, and an amount of 140 will be rounded to 150. If you select <i>Currency</i> as the round type, the system will automatically determine the rounding factor from the currency code. |
| Truncation Precision Flag | <p>The Truncation Precision Flag check box works with the round precision value. When you select it, amounts that contain many decimal places are truncated to one decimal place to the right of the rounding precision position before rounding is performed. If you deselect it, the entire amount is rounded. This example illustrates truncation precision:</p> <ul style="list-style-type: none"> • Amount to be rounded: 10.03439 • Round Precision: 3 <p>With the Truncation Precision Flag check box selected, the system truncates the fifth decimal place and rounds 10.0343. With the check box deselected, the system rounds the entire amount. Actual rounding results would depend on the selected rounding rule and round type.</p> |

Depreciation Close List Page

Use the Depreciation Close List page (MR_AM_DEPR_CLOS) to Review the years and periods for which depreciation has been closed.

Navigation:

Click **Depreciation Close List** on the Business Unit/Book Definition page.

View the years and periods for which depreciation has been closed. You cannot open or close periods from this page.

Related Links

“Clearing Reconciliation Page” (PeopleSoft Asset Management)

Business Unit/Book Feature Page

Use the Business Unit/Book Feature page (BU_BOOK_FEATURE) to enable book and book options and (optionally) impairment and revaluation options for a business unit.

Navigation:

Set Up Financials/Supply Chain > Business Unit Related > Asset Management > Asset Management Definition > Business Unit/Book Feature

This example illustrates the fields and controls on the Business Unit/Book Feature page. You can find definitions for the fields and controls later on this page.

This page provides the book, impairment and revaluation options available for the books that have been defined within this business unit definition. The **Impairment/Revaluation Options** group box displays only when **Impairment Processing** and **Revaluation Processing** are selected on the Installation Options page for Asset Management.

See “Installation Options - Asset Management Page” (Application Fundamentals).

Book Options

| Field or Control | Description |
|-------------------------------|--|
| (DEU) Low Value Asset | Select to enable low-value asset processing. In Germany, assets marked as low value should be depreciated in one year. PeopleSoft Asset Management checks the capitalization limits against the amounts that are stored by code in the capitalization limit table. See “(DEU) Using PeopleSoft Asset Management Options to Meet German Requirements” (PeopleSoft Asset Management). |
| Group Asset Processing | Select to enable group asset processing. If checked, the Summary link displays on the Chartfield Summarization page. The system applies asset transactions at the group member level. See “Understanding Group Asset Processing” (PeopleSoft Asset Management). |

| Field or Control | Description |
|---|--|
| <p>Store Depr by Period (store depreciation by period)</p> | <p>Select to store depreciation by period for the current fiscal year.</p> <hr/> <p>Note: If you store depreciation entries by period, you increase the table size and decrease depreciation processing performance. For optimal depreciation processing performance and greater table efficiency, PeopleSoft recommends storing depreciation entries by fiscal year rather than by period.</p> <hr/> <p>See “Understanding Interim and Year End Closing” (PeopleSoft General Ledger).</p> |
| <p>Child Inherits Parents Life</p> | <p>Select to pass on the asset life of the parent asset to the child asset.</p> |
| <p>Auto-Retire Fully Depr Assets (automatically retire fully depreciated assets)</p> | <p>Select to enable the automatically retire fully depreciated assets feature. This field appears only if you select the Auto-Retire Full Depr Assets option on the Asset Management Business Unit Definition page.</p> |
| <p>Online Reporting</p> | <p>Select to enable online reporting features.</p> <hr/> <p>Note: You must run Load Depreciation Reporting process for at least one asset after this option is selected to be able to view online reporting for this business unit/book.</p> <hr/> <p>See “Understanding Asset Management Reporting Options” (PeopleSoft Asset Management).</p> |
| <p>(ARG, BRA, and MEX) Inflation Processing</p> | <p>Select <i>Inflation Processing</i> if you want to enable the inflation processing feature. This optional feature is used for Argentina, Brazil, and Mexico to adjust assets for inflation associated with a particular inflation index appropriate for a country or currency. It provides for periodic inflation adjustment transactions (transaction type <i>INF</i>) that adjusts asset balances (cost, period depreciation, year-to-date depreciation, and accumulated depreciation) for inflation. The default is blank. (This field is available when you enable the corresponding installation options.)</p> <p>See Asset Profiles - Depreciation Page.</p> |

| Field or Control | Description |
|---|--|
| Calculation Type | <p>This option appears when you select the <i>Inflation Processing</i> check box. Select the calculation method for inflation processing. The available options are:</p> <ul style="list-style-type: none"> • <i>Argentina</i> • <i>Brazil</i> • <i>Mexico</i> <p>See “Setting Up Cross-Application Installation Options” (Application Fundamentals).</p> |
| Stop Depr when NBV < Salvage (stop depreciation when net book value is less than salvage value) | <p>Select to stop the depreciation calculation when the net book value of an asset is less than its salvage value. This is in compliance with International Accounting Standards. This field appears only if you select the Stop Depr when NBV < Salvage option on the Installation Options - Asset Management page.</p> |

Impairment/Revaluation Options

| Field or Control | Description |
|--------------------------------------|--|
| Impairment Process | Select this check box to enable impairment processing within this business unit book. |
| Cost Type For Impairment Loss | Select the default <i>Cost Type</i> for the impairment loss from the list of valid cost types. |
| Revaluation Method | <p>Select the default method to be used for revaluation processing on the Revaluation Worksheet. The available options are:</p> <ul style="list-style-type: none"> • <i>Cost Based</i> • <i>Dpr Wt-off</i> (depreciation write-off) • <i>Inv Prop</i> (investment property) <hr/> <p>Note: You can override this value on the Revaluation Worksheet.</p> <hr/> |
| Impairment Reversal | Select this check box to enable impairment reversal processing within this business unit book. |

| Field or Control | Description |
|--|--|
| Cost Type for Reval Reversal (cost type for revaluation reversal) | Select the default <i>Cost Type</i> for the impairment revaluation reversal from the list of valid cost types. |
| Revaluation Process | Select this check box to enable revaluation processing within this business unit book. |
| Cost Type for Revaluation | <p>Select the default <i>Cost Type</i> for the revaluation process from the list of valid cost types. Cost Type for Revaluation must be defined if the Revaluation Process check box is selected.</p> <hr/> <p>Note: The Cost Type for all books in the same ledger group are automatically set as the same value as long as the keep ledgers in synch (KLS) option is enabled for the ledger group.</p> <hr/> |
| Revaluation Write-Off | Select to use this as the default revaluation method for the Revaluation Worksheet. If this check box is not selected at the business unit level, it is not available for selection at the Revaluation Worksheet level. |
| Rev. Trans. Code: (revaluation transaction code) | Select the default <i>Transaction Code</i> for the revaluation process from the list of valid transaction codes. This is the transaction code to be used for the write-off of accumulated depreciation and is required when the Revaluation Write-Off check box is selected. |
| Cost Type for Reval Write-Off | <p>Select the default <i>Cost Type</i> for the revaluation write-off process from the list of valid cost types.</p> <hr/> <p>Note: The Cost Type for all books in the same ledger group will be automatically set as the same value.</p> <hr/> |
| Revaluation Reversal | Select to choose another Cost Type to deal with transactions where they decrease the amount of a prior impairment. In accordance with International Accounting Standards, you must first reverse any prior impairment loss before calculating the revaluation surplus. |

| Field or Control | Description |
|---|---|
| Investment Property | <p>Select to enable the Investment Property feature at the business unit level. This feature provides an easy way to identify Investment Property in compliance with International Accounting Standards. This check box appears only when the Revaluation process is activated on the Installation Options - Asset Management page.</p> <p>See Understanding Accounting Entry and Financial Processing.</p> |
| Cost Type for Imp Reversal (cost type for impairment reversal) | <p>Select the default <i>Cost Type</i> to track impairment reversals from the list of valid cost types.</p> <hr/> <p>Note: The Cost Type for all books in the same ledger group are automatically set as the same value. PeopleSoft strongly recommends that you do not change the cost types once they are established, because this may cause defective calculations.</p> <hr/> |
| Inv. Prop Trans Code (investment property transaction code) | <p>Select the default <i>Transaction Code</i> from the list of valid transaction codes. This transaction code is to be used for processing investment property assets and is required when the Investment Property check box is selected.</p> |

Note: Only cost types selected for impairment and revaluation are visible from this page. Modifying the cost types after performing revaluations and impairments may cause inaccurate calculations in future revaluations or impairments. PeopleSoft strongly recommend that you do not change the cost types once transactions have been completed.

Interface Options Page

Use the Interface Options page (BUS_UNIT_INTFC_OPT) to enable mobile physical inventory and establish product and application interface default processing options for Payables, Purchasing, Billing, Lease Administration, and Maintenance Management.

Navigation:

Set Up Financials/Supply Chain > Business Unit Related > Asset Management > Asset Management Definition > Interface Options

This example illustrates the fields and controls on the Interface Options Page (1 of 2). You can find definitions for the fields and controls later on this page.

This example illustrates the fields and controls on the Interface Options Page (2 of 2). You can find definitions for the fields and controls later on this page.

This page provides the options available for interfacing with Payables, Purchasing, Billing, Lease Administration (space management allocation), and Maintenance Management applications.

AP/PO Interface Options

| <i>Field or Control</i> | <i>Description</i> |
|-------------------------|--|
| Map ChartField | Select this check box to enable ChartField mapping for Payables and Purchasing asset processing. |

Voucher Close Transaction Type

When a new asset is created from a PeopleSoft Payables voucher and sent to PeopleSoft Asset Management, a new asset is created. If the payables voucher is then closed you have to post the voucher again. The default Voucher Close Transaction is **Retirement**.

Note: If a voucher is unposted the load type will result in a negative ADD (Load type *AAD*).

| Field or Control | Description |
|--------------------------|---|
| Negative Addition | Results in a negative addition (AAD) to the asset that was originally created by the voucher. |
| No Transaction | <p>No transaction is generated for this event, and the process to remove it from PeopleSoft Asset Management must be entered manually. You can remove the created transaction from open transactions if depreciation has not been run.</p> <p>If depreciation <i>has</i> been run, and the asset has been set up in the system and posted to GL, you must enter a retirement or negative addition transaction to remove it from the books.</p> <p>Acquisition detail will still be inserted for the closed voucher for audit purposes, but no cost rows or financial transaction will be generated.</p> |
| Retirement | <p>Creates a retirement transaction (RET) to retire the asset that was originally created by the voucher.</p> <p>If any depreciation has been taken during the interim period, it will be reversed and removed from the corporate books. Gain and loss will be calculated.</p> <p>This is the default if no other option is specified.</p> |

Note: If either **Negative Addition** or **Retirement** are selected and both the first posting and the unposting of the voucher are processed in the same run of the AP/PO Interface (AMPS1000), no assets are created. The two transactions cancel each other out. The load status for both transactions is set to *Consolidated*.

See “Understanding the Asset-Loading Process” (PeopleSoft Payables).

See “Understanding Asset Retirement” (PeopleSoft Asset Management).

Lease Payments

Use this group box to enable the options related to the integration between PeopleSoft Asset Management and PeopleSoft Payables for lease payments. This integration enables automatic generation of vouchers for lease payments that are calculated in Asset Management, including both capital and operating leases. In addition, the lease payment schedule segregates the principal and interest of each payment and is used by the AMDPCLOS process to generate the payment accounting entries. The payments can be allocated on a monthly basis, depending upon your setup of payment schedules.

Select the appropriate options for processing automatic vouchers for lease payments in the **Lease Payments** group box.

The lease payment integration sends to PeopleSoft Payables the information that is stored in the book defined as *Lease Book* on the AM Business Unit Definition page.

Note: If you have migrated your Asset Management lease data into Lease Administration (per PeopleSoft’s compliance with ASC 842 and IFRS 16 lease accounting standards), you should not utilize the fields in this group box.

For more information, see:

“Understanding the Data Migration and Transition Process” (PeopleSoft Lease Administration)

“Understanding Leased Assets” (PeopleSoft Asset Management)

| Field or Control | Description |
|-----------------------------------|--|
| Lease Interface Processing | Select to enable the lease payment interface options at the lease entry level. This integration provides the automatic generation of vouchers in PeopleSoft Payables for lease payments that are calculated in Asset Management, including both capital and operating leases. Selecting this check box also activates the other fields in the Lease Payments group box. Note: Lease Interface Processing is deselected by default as the selection of this option makes mandatory certain fields at the lease entry level that are otherwise optional. |
| Auto Approve | Select to enable automatic approval. When selected, the lease payments do not require manual approval before processing to PeopleSoft Payables. |
| Payables BU: | Enter the Payables business unit to be used by default when creating lease schedules for integration to PeopleSoft Payables. |

Warning Action

| Field or Control | Description |
|---------------------------------------|---|
| Error Out Capitalization Limit | Select to receive warning if amount exceeds capitalization limit. |

Credit Memo Notification

Set up Notification of asset-applicable credit memos from PeopleSoft Payables.

| Field or Control | Description |
|-------------------------|--|
| Notify To | <p>Select one of the following options to define notification recipients:</p> <ul style="list-style-type: none"> • <i>None</i> - Select if you do not want a credit memo notification to be sent. • <i>E-Mail</i> - Select to notify via a specific email address. Once selected, the Email field appears and you can enter the email address to which to send the notification. • <i>Role</i> - Select to notify the user or users that are associated with a selected role. Once selected, the Roleuser field appears and you can select a specific role. The users associated with the selected role receive notification of credit memos. • <i>User</i> - Select to notify a user ID of credit memos. Once selected, the Operator Id field appears and you can select a user ID. |
| Email | This field only appears if you select the <i>E-Mail</i> Notify To option. Supply an email address of the intended recipient of the credit memo notification. |
| Roleuser | This field only appears if you select the <i>Role</i> Notify To option. Select a specific role. Users associated with this role receive credit memo notifications. |
| Operator Id | This field only appears if you select the <i>User</i> Notify To option. Select a specific user ID. Those logged in with the selected user ID receive credit memo notifications. |

See also “Load Assets Request Page” (PeopleSoft Payables)

Billing Interface Options

Complete the appropriate definitions for processing billing transactions in the **Billing Interface** group box. The information entered here appears on the **Create Bill** tab of the Retirement page. The physical nature from PeopleSoft Asset Management is *Goods* but can be changed in Billing.

| Field or Control | Description |
|-------------------------------------|--|
| Billing Interface Processing | <p>Select to establish processing between PeopleSoft Asset Management and PeopleSoft Billing. This activates integration between the two applications and enables the Create Bill option on the Asset Management Retirement page.</p> <hr/> <p>Note: PeopleSoft Billing is the only billing interface that is supported by this feature.</p> |
| BI Unit | <p>Select the Billing default business unit. The available Billing business units are established during the Billing application implementation. You can override the BI Unit as needed.</p> <p>Only BI Unit can be overridden on the retirement page for other PeopleSoft Billing business units whose general ledger business unit matches the PeopleSoft Asset Management business unit.</p> |
| Bill Source | <p>Select the billing source, such as <i>Assets</i>. Available options are established during the Billing application implementation. You cannot override Bill Source.</p> |
| Bill Type | <p>Select the Billing Bill Type, such as <i>AM</i>. Available options are established during the Billing application implementation. You cannot override Bill Type.</p> |
| Bill By Identifier | <p>Select the Billing Bill By Identifier such as <i>Assets</i>. Available options are established during the Billing application implementation. The Bill By Identifier will vary if the business unit is VAT enabled. You cannot override Bill by Identifier.</p> <hr/> <p>Note: If the Bill By Identifier should consider VAT transactions, PeopleSoft strongly recommends using the following fields: BUSINESS_UNIT_AM, BILL_SOURCE_ID, VAT_TREATMENT_GRP, COUNTRY_VAT_BILLFR, COUNTRY_VAT_BILLTO, COUNTRY_SHIP_FROM, COUNTRY_SHIP_TO, PHYSICAL_NATURE, SHIP_TO_CUST_ID, RATE_MULT, RATE_DIV, CUR_RT_SOURCE, SHIP_TO_ADDR_NUM. Otherwise: BUSINESS_UNIT_AM, BILL_SOURCE_ID, PHYSICAL_NATURE, RATE_MULT, RATE_DIV, CUR_RT_SOURCE.</p> |

See [Integrating with PeopleSoft Billing](#).

See “Understanding PeopleSoft Billing and Asset Management Integration” (PeopleSoft Billing).

Space Management Allocation

Complete the appropriate definitions for processing Lease Administration space allocation transactions in the **Space Management Allocation** group box. The information entered here creates the default tree name, statistics code, and statistical account for this business unit in the Lease Administration space allocation application.

| <i>Field or Control</i> | <i>Description</i> |
|----------------------------|---|
| Statistics Code | Select the statistics code value associated with this space allocation. |
| Statistical Account | Select the statistical account value associated with this space allocation. |

Work Order Management Options

When you integrate PeopleSoft Asset Management with PeopleSoft Maintenance Management, you can define work order transfer default options.

| <i>Field or Control</i> | <i>Description</i> |
|-------------------------------------|--|
| Retire Assets Components | Select this check box to enable retirement processing for components from work orders. |
| TRF Out Components for Reuse | Select this check box to enable component transfers out for reuse from work orders. |
| Transfer In Components | Select this check box to enable component transfers in from work orders. |
| Override Other Defaults | Select this check box to allow default overrides from work order. This option is used for making the set up defined at BU level prevail over set up at other levels. |

| Field or Control | Description |
|--------------------------------|--|
| GIS Integration Enabled | <p>Select to enable the integration of a Geographic Information System (GIS) with PeopleSoft Maintenance Management.</p> <p>This check box is available for selection when GIS Integration has been enabled at the system level first (Installation Options - Overall page.)</p> <p>See “Installation Options - Overall Page” (Application Fundamentals).</p> <p>You must also complete the required setup on the GIS Setup page (Set Up Financials/Supply Chain, Common Definitions, GIS, GIS Setup.)</p> <p>See “ESRI GIS Setup Considerations” (PeopleSoft Maintenance Management).</p> |

Accounting Definition

Enter a value for the Accounting Definition Name field for the selected business unit.

This field provides a default value for the Accounting Definition Name field on the:

- Pending Journal Generator page (AM WorkCenter)
- Create Accounting Entries page
- Close Depreciation page

Note: This field is optional for the Create Accounting Entries and Close Depreciation pages, but *required* for the Pending Journal Generator page in the AM WorkCenter. The Pending by Business Unit grid requires this default value and Journal Generator cannot be run from the page without it.

Asset Tracking Options

| Field or Control | Description |
|--------------------------------|---|
| Enable Mobile Inventory | Select the Enable Mobile Inventory option to enable mobile physical inventory for a business unit. |

| <i>Field or Control</i> | <i>Description</i> |
|-------------------------|---|
| Mask Scanned Tag | <p>Select to mask the scan value when tag numbers are scanned in the asset tracking tiles. The Mask Scanned Tag check box is available for selection only when Enable Mobile Inventory check box is selected. You can also provide a prefix or suffix if Mask Scanned Tag check box is selected.</p> <hr/> <p>Note: If you are using the prefix and/or suffix values, then you need to have the barcode labels attached to the assets replaced with labels that include the prefix and/or suffix values.</p> <hr/> |

Interface Approval Default

Select the check box to set the Auto Approval Status in the Interface Financial and Physical tables. The Auto Approval status is set at the Business Unit level based on which product the transaction is coming from. The Load Transaction into AM process use this value to validate the transactions and send them to the Asset transaction tables.

Creating PeopleSoft Asset Management Cash Generating Units

Use the Cash Generating Unit Definition (AM_CGU_DEFN) component to define cash generating units.

This topic provides an overview of cash generating units (CGUs) and describes how to create CGUs.

Page Used to Create Cash Generating Units

| <i>Page Name</i> | <i>Definition Name</i> | <i>Usage</i> |
|---|------------------------|--|
| <u>Cash Generating Unit Definition Page</u> | AM_CGU_DEFN | Define cash generating units to assign to individual assets. |

Understanding Cash Generating Units

A cash generating unit (CGU) is the smallest identifiable group of assets that generate cash inflows from continuing use and are largely independent of the cash inflows from other assets or groups of assets. A CGU is used to assist in determining the recoverable amount of an individual asset when performing impairment assessment and processing.

After you determine how many cash generating units you require, you must define them for PeopleSoft Asset Management. You define them per business unit. Each business unit definition must already be established to associate the CGU to it.

Prerequisites to Creating Cash Generating Units

Before you can create a cash generating unit (CGU), you must select the impairment processing option when selecting installation options. This enables the **Impairment Processing** check boxes on the business unit pages.

See “Setting Up Application-Specific Installation Options” (Application Fundamentals).

Cash Generating Unit Definition Page

Use the Cash Generating Unit Definition page (AM_CGU_DEFN) to define cash generating units to assign to individual assets.

Navigation:

Set Up Financials/Supply Chain Management > Business Unit Related > Asset Management > CGU Definition > Cash Generating Unit Definition

This example illustrates the fields and controls on the Cash Generating Unit Definition page. You can find definitions for the fields and controls later on this page.

Cash Generating Unit Definition

Business Unit IMP01
 Cash Generating Unit USCGU_01
 *Description Department - Detail Values
 Impair All Assets In This CGU

Impairment Criteria Find | View All First 1 of 1 Last
 *Field Name Department

Select Detail Values
 Select Detail Values Range of Values

Specify Values/Range of Values Personalize | Find | First 1-4 of 4 Last

| *Value | | |
|---------|--|-----|
| 1 10000 | | + - |
| 2 10200 | | + - |
| 3 10500 | | + - |
| 4 11000 | | + - |

To add a new CGU, select a business unit and enter an alphanumeric CGU code. The Cash Generating Unit Definition page appears.

| Field or Control | Description |
|-------------------------|--|
| Description | Enter a description for this cash generating unit. |

| Field or Control | Description |
|--------------------------------------|---|
| Impair All Assets In This CGU | When you select this check box, the system enables impairment processing for all assets that fall within this CGU regardless of the option to perform impairment processing at the asset level. |

Impairment Criteria

| Field or Control | Description |
|-------------------------|---|
| Field Name | Select a field name from the list of available ChartField values. |

| Field or Control | Description |
|-----------------------------|--|
| Select Detail Values | If you select this option, you may then choose among all valid definitions for the ChartField selected. For example, if you select to define the CGU by operating unit, the valid values will be all defined operating units for this business unit. |

| Field or Control | Description |
|-------------------------|---|
| Range of Values | If you select this option, you may then choose a range of valid definitions for the ChartField selected. For example, if you select to define the CGU by department, the valid range of values will be all defined departments for this business unit: you will define the <i>from</i> and <i>to</i> range of departments to be included. |

When you have completed your selections, save the CGU.

Related Links

“Adjusting for Asset Impairment” (PeopleSoft Asset Management)

Creating Asset Management Business Units Using Business Unit Management

The Business Unit Management feature allows you to setup General Ledger business units using the PeopleTools Activity Guide. You can also create sub-ledger business units by copying existing sub-ledger business units and then modifying them per your requirements. This topic discusses how to create, copy, or modify Asset Management business units using the Business Unit Management feature.

Pages Used to Create Asset Management Business Units Using Business Unit Management

| Page Name | Definition Name | Usage |
|---|------------------------|---|
| <u>Asset Management Definition Page</u> | AM_BU_COPY_FL | Modify, add, and copy Asset Management business units. |
| <u>Business Unit Definition Page</u> | BUS_UNIT_TBL_AM_FL | Create an asset management business unit and specify its default processing options. |
| <u>Book Definition Page</u> | BU_BOOK_DEFN_01_FL | Define required books, book options, and accounting entry options for each book that the business unit uses. |
| <u>Book Feature Page</u> | BU_BOOK_FEATURE_FL | Enable book, book options, and impairment and revaluation options for a business unit. |
| <u>Interface Options Page</u> | BUS_UNIT_INT_OP_FL | Establish product and application interface default processing options for Payables, Purchasing, Billing, Lease Administration, and Maintenance Management. |

Understanding Asset Management Business Unit Creation Using Business Unit Management

The Business Unit Management feature enables you to create new Asset Management sub-ledger business units or copy existing Asset Management business units and modify them per your requirements.

Follow these steps to create Asset Management business units using the Business Unit Management feature:

1. Enable the Business Unit Management feature for Asset Management by selecting *Asset Management* on the “Source System Page” (PeopleSoft General Ledger).
2. Create a new ledger using the “Create New Ledger Page” (PeopleSoft General Ledger).
3. Enter basic business unit information using the “Basic Information” (PeopleSoft General Ledger) page.
4. (Optional) Define additional business unit information—such as incremental calculation method—using advanced features.
5. Define ledgers for a business unit using the “Ledgers For A Unit Page” (PeopleSoft General Ledger).
6. Define Asset Management sub ledgers and specify its default processing options using the Asset Management Definition Page and Business Unit Definition Page.

7. Define required books, book options, and accounting entry options using the [Book Definition Page](#).
8. Enable book, book options, and impairment and revaluation options for a business unit using the [Book Feature Page](#).
9. Establish product and application interface default processing options for Payables, Purchasing, Billing, Lease Administration, and Maintenance Management using the [Interface Options Page](#).

For more information about the Business Management feature, see “Managing Business Units” (PeopleSoft General Ledger).

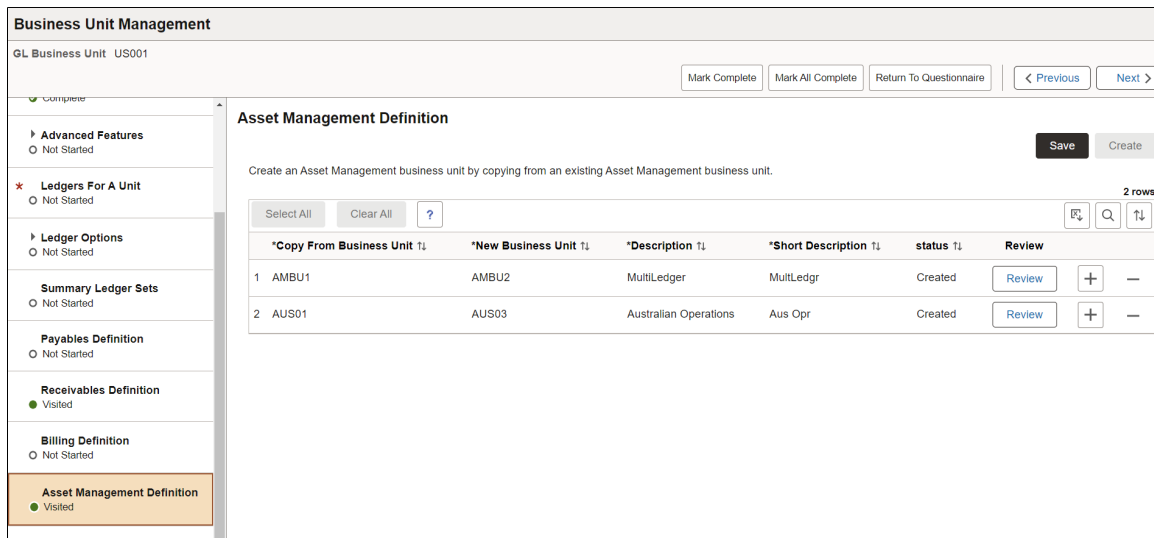
Asset Management Definition Page

Use the Asset Management Definition page (AM_BU_COPY_FL) to modify, add, and copy Asset Management business units.

Navigation:

PeopleSoft Home > Finance & Accounting > Business Unit Management tile > Create New Ledger > Basic Information > Asset Management Definition

This example illustrates the Asset Management Definition page.



See the “View Business Unit Management Page” (PeopleSoft General Ledger) for field definitions.

Note: This page allows you to create a new Asset Management sub-ledger business unit by copying from an existing sub-ledger business unit. The new sub-ledger business unit is not created until you select the **Create** button. When the **Create** button is selected, the Review button is available to proceed to the sub-ledger Questionnaire page. The system then proceeds to the sub-ledger configuration pages.

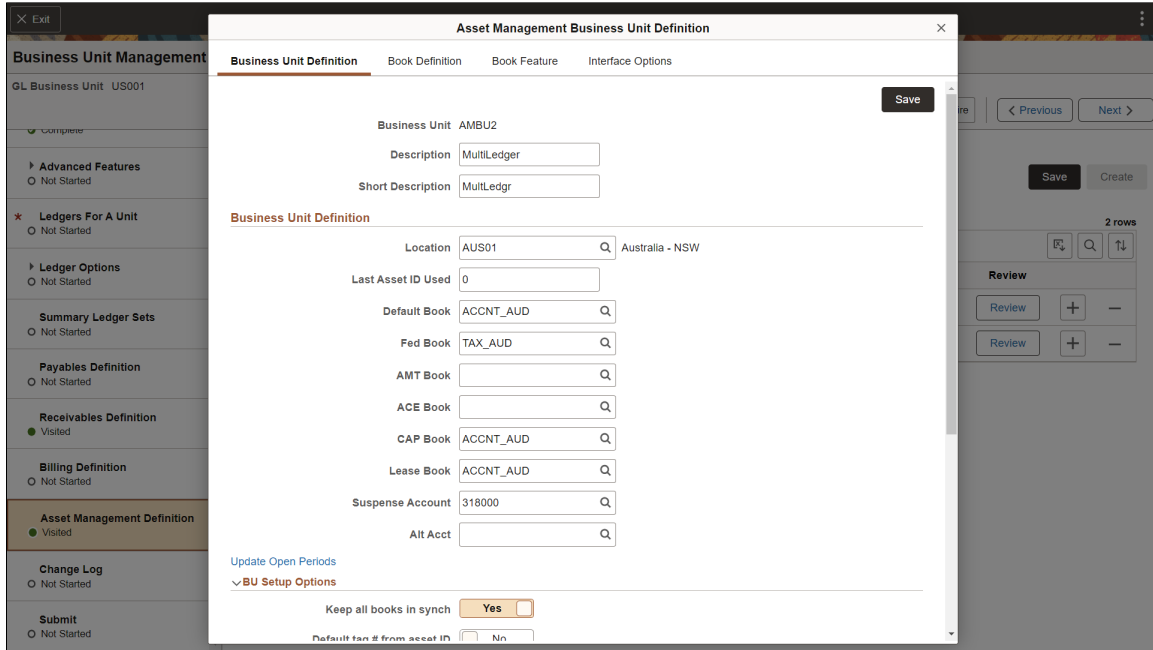
Business Unit Definition Page

Use the Business Unit Definition page (BUS_UNIT_TBL_AM_FL) to create an asset management business unit and specify its default processing options.

Navigation:

PeopleSoft Home > Finance & Accounting > Business Unit Management tile > Create New Ledger > Basic Information > Asset Management Definition > Business Unit Definition

This example illustrates the Business Unit Definition page.



See the [AM Business Unit Definition Page](#) for field definitions.

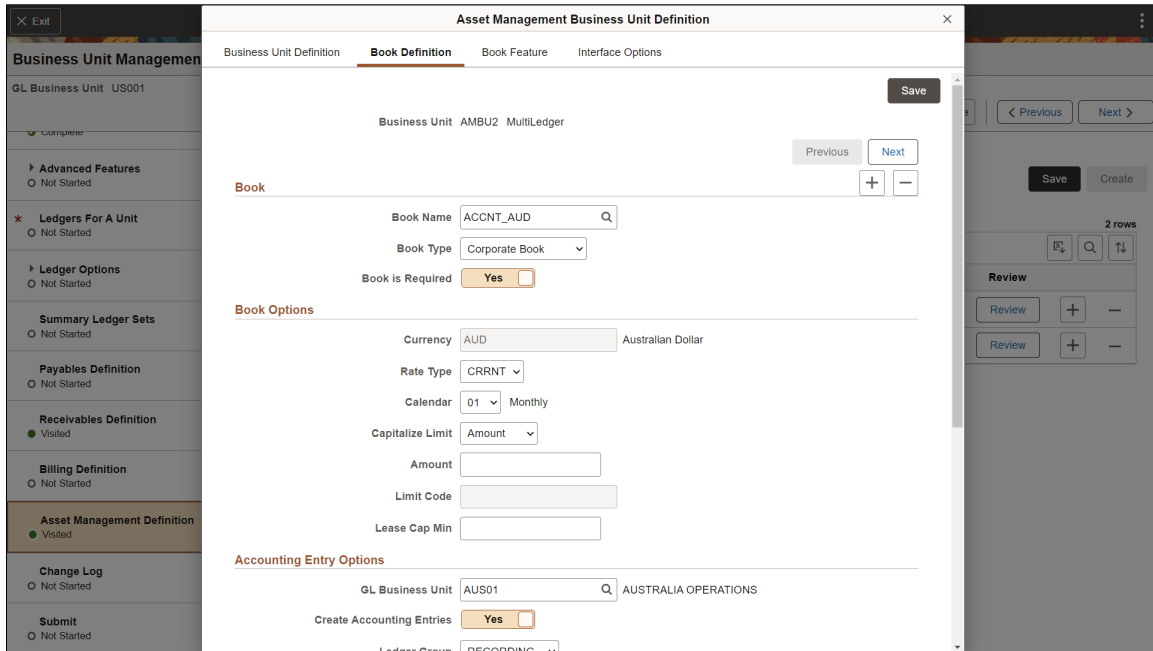
Book Definition Page

Use the Book Definition page (BU_BOOK_DEFN_01_FL) to define required books, book options, and accounting entry options for each book that the business unit uses.

Navigation:

PeopleSoft Home > Finance & Accounting > Business Unit Management tile > Create New Ledger > Basic Information > Asset Management Definition > Book Definition

This example illustrates the Book Definition page.



See the [Business Unit/Book Definition Page](#) for field definitions.

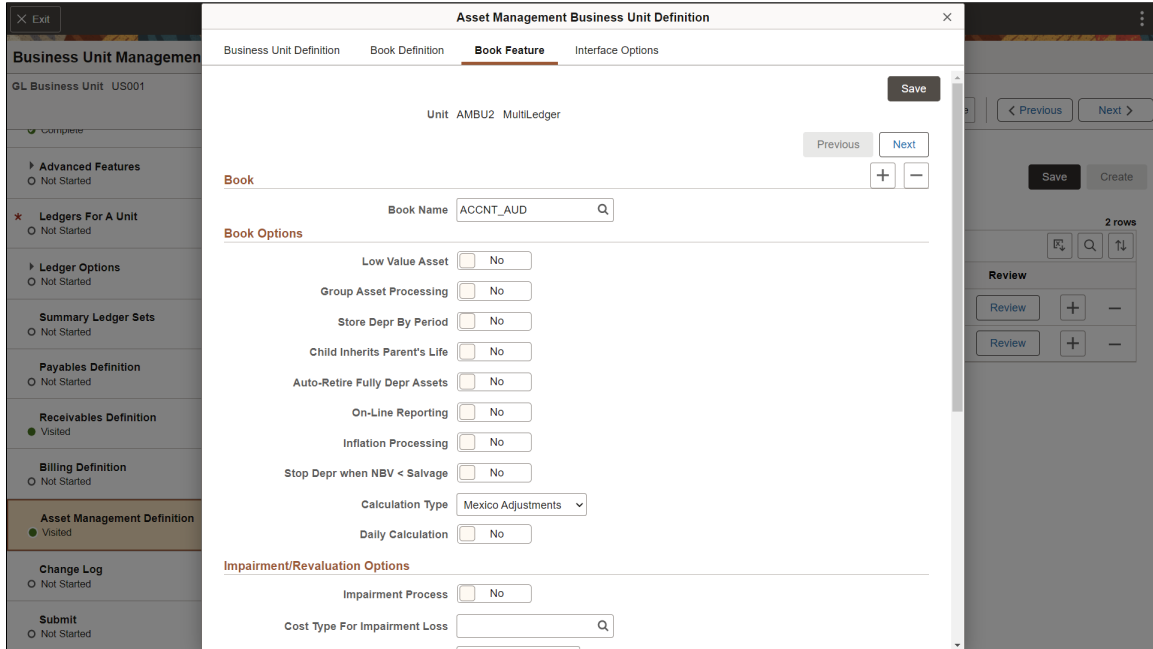
Book Feature Page

Use the Book Feature page (BU_BOOK_FEATURE_FL) to enable book and book options, and (optionally) impairment and revaluation options for a business unit.

Navigation:

PeopleSoft Home > Finance & Accounting > Business Unit Management tile > Create New Ledger > Basic Information > Asset Management Definition > Book Definition

This example illustrates the Book Feature page.



See the [Business Unit/Book Feature Page](#) for field definitions.

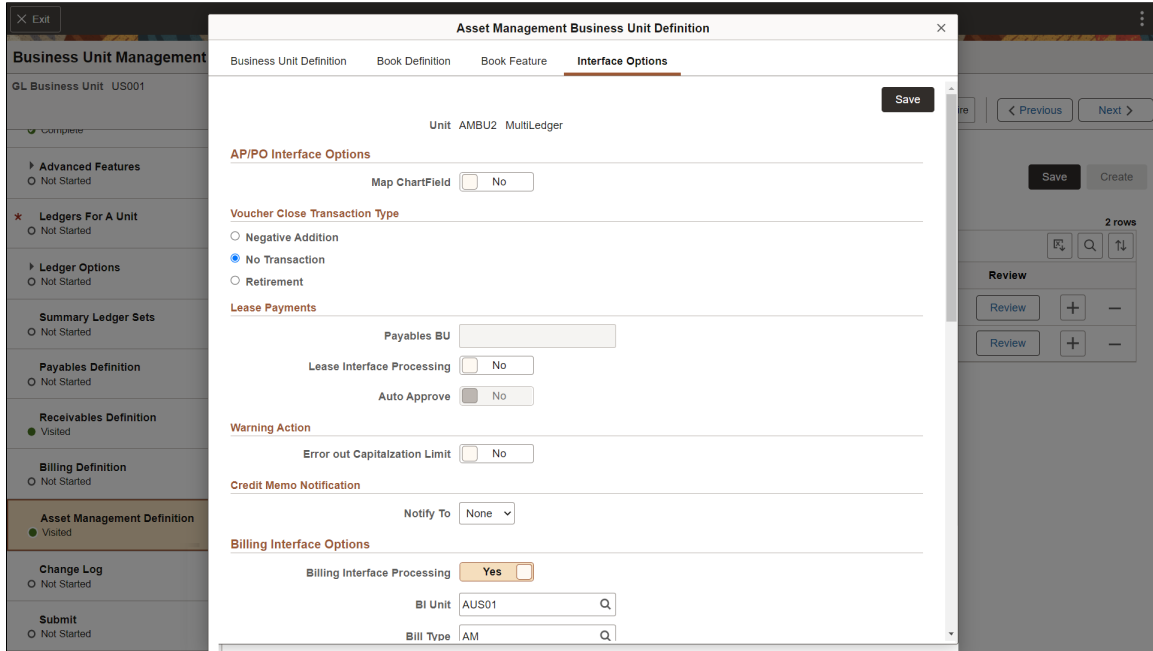
Interface Options Page

Use the Interface Options page (BUS_UNIT_INT_OP_FL) to establish product and application interface default processing options for Payables, Purchasing, Billing, Lease Administration, and Maintenance Management.

Navigation:

PeopleSoft Home > Finance & Accounting > Business Unit Management tile > Create New Ledger > Basic Information > Asset Management Definition > Interface Options

This example illustrates the Interface Options page.



See the [Interface Options Page](#) for field definitions.

Chapter 5

Establishing Asset Processing

Understanding Asset Processing

When the basic accounting structure and business units that reflect the organizational and reporting structure for your enterprise have been established, you will set up the various tables and options used to manage the assets within your organization.

Asset processing covers a wide array of activities, tasks, and transactions for your enterprise. This includes:

- Identifying, classifying, and categorizing your assets.
- Recording, tracking, and maintaining physical attributes, licenses and warranties, of assets.
- Managing physical location, inventory, and custodianship of assets.
- Establishing depreciation rules and reporting for assets.
- Establishing financial, tax, and accounting treatment and reporting for assets.

PeopleSoft Asset Management is delivered with a full complement of commonly used and statutory asset management conventions. Many of these conventions likely suit the needs of your organization. If so, you can use tableset sharing to share these tables and minimize table setup tasks. Examine these tables before creating additional tables.

This topic discusses how to set up your system to enter, manage, and report on your assets.

Prerequisites

Before defining options for asset processing, you must first establish:

- Installation options and user preferences for PeopleSoft Asset Management.
- Financial common definition options such as ChartFields, accounts, departments, funds, ledgers, operating units, and so on.
- SetIDs, TableSets, and trees.
- Business units and optional cash generating units.

Related Links

[“Installation Options - Asset Management Page” \(Application Fundamentals\)](#)

[“Understanding User Preferences” \(Application Fundamentals\)](#)

[“Understanding PeopleSoft ChartField Configuration” \(Application Fundamentals\)](#)

“Setting Up Financials Audit Framework (Audit Logging)” (Application Fundamentals)
Understanding Asset Management Business and Cash Generating Units

Defining Common Tables to Manage Assets

This topic provides an overview of common tables and lists the pages used to define common tables.

Oracle delivers the following common tables:

- Calendars
- Currencies
- Units of Measure

Note: You can change any delivered table. To make changes to a table, however, you should make a copy of it and modify the copy. Some of these tables contain statutory information that is mandated by U.S. tax law. As well, the delivered tables are periodically upgraded when you receive new versions of PeopleSoft Asset Management. If you modify the original tables, future upgrade installations could cause problems when attempting to overwrite files that no longer exist, or overwrite files that you have modified. Use caution before changing any delivered table.

Pages Used to Define Common Tables

| <i>Page Name</i> | <i>Definition Name</i> | <i>Usage</i> |
|--|------------------------|---|
| “Calendar Periods Page” (Application Fundamentals) | DETAIL_CALENDAR1 | Define the begin and end date and number of accounting periods in the fiscal year calendar. You must define calendars so that accounting entries are generated properly. |
| “Currency Code Page” (PeopleSoft Global Options and Reports) | CURRENCY_CD_TABLE | Define currency common code definitions. |
| Units of Measure | UNITS_OF_MEASURE | Establish general units of measure for the system. |

Defining Asset Attributes

To define asset attributes, use the following components:

- To set up asset classes, use the Asset Class (ASSET_CLASS) component.
- To set up lease payment schedules, use the Payment Schedule (PYMNT_SCHED_TBL) component.

- To set up joint venture allocations, use the Joint Venture Allocation (JV_BUS_ALLOC) component.
- To set up agencies, use the Agencies (AGENCY_DEFN) component.
- To set up area definitions, use the Area Definition (AM_AREA_TBL) component.
- To set up asset types, use the Asset Type Options (AM_TYPE_OPT) component.
- To set up asset subtypes, use the Asset Subtype (AM_SUBTYPE) component.
- To set up maintenance types, use the Maintenance Types (MAINT_TYPE_DEFN) component.
- To set up location definitions, use the Location (AM_LOCATION) component.
- To set up hazardous-material codes, use the Hazardous Codes (ASSET_FSC_DEFN) component.
- To set up insurance types, use the Insurance Types (INSURANCE_TYPE) component.
- To set up units of production, use the Units of Production (UOP_DEFN) component.
- To set up user-defined asset attributes, use the Asset Attribute (AM_UD_ATTR) component.
- To set up asset property subclasses, use the Asset Property Subclass (AM_PROP_SUBTYPE) component.
- To set up asset meter types, use the Meter Types (AM_METER_TYPE) component.
- To set up asset warranties, use the Warranty Type (AM_STD_WRTY) component.
- To set up warranty templates, use the Warranty Template (AM_WRTY_TMPL) component.
- To set up equipment parts list, use the Equipment Parts List (AM_PART_LIST_TMPL) component.
- To set up criticality codes, use the Criticality Codes (AM_CRIT_LEVEL) component.

To access these components, select **Set Up Financials/Supply Chain > Product Related > Asset Management**.

Several procedures and options are available for establishing the core tables for PeopleSoft Asset Management. As previously noted, many of these tables are optional or conditional. Some are required before you can enter assets into the system; these tables are noted as such.

This topic discusses how to define Asset Attributes.

Note: You can also set up attribute groups.

See “PeopleSoft Maintenance Management Integration with PeopleSoft Asset Management” (PeopleSoft Maintenance Management).

Pages Used to Define Asset Attributes

| Page Name | Definition Name | Usage |
|--|------------------------|--|
| Asset Classes Page | ASSET_CLASS_DEFN | Maintain asset classes. Asset classes are set up at the tableset level. |
| VAT Defaults Setup (value-added tax defaults setup) Page | VAT_DEFAULTS_DTL | Specify VAT defaults setup. See Asset Classes Page |
| Payment Schedules page | LEASE_SCH_ID | Add or modify payment schedules. When adding leased assets to your system, you must have at least one payment schedule defined. |
| FERC Code Page | FERC_CD_DEFN | Establish FERC (Federal Energy Regulatory Commission) codes for asset categories that are used in regulatory reporting. |
| Joint Venture Allocation Page | JV_BUS_ALLOC | Define the percentage of asset ownership to allocate to each joint venture participant. Use this page to set up the Joint Venture Allocation table. |
| Maintenance Types Page | MAINT_TYPE_DEFN | Define maintenance types. |
| Units of Production Page | UOP_DEFN | Set up units of production definitions. |
| Load UOP and Index Tables | RUN_AMIF2000 | Load units of production and index tables. |
| Agencies Page | AGENCY_DEFN | Create agency codes. Keep track of the registration and licenses of an asset by using the information that is set up in Agency tables. |
| Area Definition Page | AM_AREA_TBL | Define an asset area within a location. |
| Asset Type Options Page | AM_TYPE_OPT | Define physical asset types to be applied to individual assets. Oracle delivers ten asset types: <i>Hardware, Software, Equipment, Property, Fleet, Machinery, Furniture, Facility, Intangible, Other.</i> |
| Define Asset Subtype Page | AM_SUBTYPE | Define asset subtypes as they relate to asset types. For example, if the asset type is <i>Hardware</i> , an asset subtype may be defined for a <i>Laptop</i> . |

| Page Name | Definition Name | Usage |
|--|------------------------|--|
| <u>Define Asset Attribute Page</u> | AM_UD_ATTR | Define any asset physical attribute to be associated with an asset. |
| <u>Define Property Subclass Page</u> | AM_PROP_SUBCLASS | Define property asset subclasses as they relate to asset property classes: <i>Site, Building, Floor, Area, Space</i> . |
| <u>Hazardous Codes Page</u> | ASSET_FSC_DEFN | Define hazardous-asset codes. The PeopleSoft system is delivered with the Federal Supply Class (FSC) codes, which are U.S. federal codes that identify predominant and significant hazardous materials. You may add other classifications. |
| Location Definition | AM_LOCATION_TBL | Set up locations. |
| Detail | MAINT_CONTRACT_01 | Define the detail terms for maintenance contracts by entering the effective, expiration, and contract dates, and the contract cost and supplier information. |
| Coverage | MAINT_CONTRACT_02 | Define the maintenance contract coverage, including contact information. |
| Insurance Types | INSURANCE_TYPE | Enter different types of insurance, such as liability for automobiles or property. |
| Transaction Information | UOP_DEFN_WRK | Generate open transactions. Each time new detail is added to this table, you can generate open transactions for each asset associated with it. |
| Work Order Options for Components Page | AM_WOM_OPT_SUBTYPE | Define Work Management work order options. See <u>Define Asset Subtype Page</u> |
| <u>Meter Type Definition Page</u> | AM_METER_TYPE1 | Define meter types. |
| Meter Type Comments | AM_METER_TYPE2 | Add comments that are relevant to meter type definition. |
| <u>Standard Warranties Page</u> | AM_STD_WRTY | Define standard warranties. |
| <u>Warranty Templates Page</u> | AM_WRTY_TMPL | Set up templates for warranty types to apply to asset types. |

| Page Name | Definition Name | Usage |
|---|------------------------|---|
| <u>Equipment Parts List Page</u> | AM_PART_LIST_TMPL | Define equipment parts lists to be associated with asset classes, groups, categories, types and subtypes, or other asset definitions. |
| <u>Criticality Codes Page</u> | AM_CRIT_LEVEL | Establish levels of criticality. |
| <u>End of Life Reason Definition Page</u> | AM_END_LIFE_RSN | Define end of life reasons for an asset. |
| <u>External Funding Source (Setup) Page</u> | EFS_ID_DEFN | Define an external funding source for assets. |

Asset Classes Page

Use the Asset Class page (ASSET_CLASS_DEFN) to maintain asset classes.

Asset classes are set up at the tableset level.

Navigation:

Set Up Financials/Supply Chain > Product Related > Asset Management > Financials > Define Asset Classes

This example illustrates the fields and controls on the Asset Classes page. You can find definitions for the fields and controls later on this page.

Asset Classes

SetID SHARE
Asset Class BUILDING

Asset Class Detail
Find | View All First 1 of 1 Last

*Effective Date

Description

Years of VAT Recoverability

*Status

VAT Default

Comment

To add a new asset class, select the SetID and enter the name of the asset class. Complete the fields on the Asset Classes page as appropriate.

Use asset class to classify assets for reporting purposes. It can be used in combination with the category code to refine asset classification. For example, an executive desk is categorized as furniture and fixtures for the balance sheet. Within the broad category of furniture and fixtures, you can use an asset class code to specifically identify the asset as a desk.

For defining asset classes, Oracle provides the option to define value-added tax (VAT) processing defaults as well.

Defining Asset Class as VAT Driver

Asset class is also used as a VAT driver. Create classifications of assets based on the VAT treatment. For example, treatment of assets such as automobiles may be different from that of assets such as buildings or leases. In this way, the asset class can be used to determine the VAT treatment.

VAT defaults are also set up at the business unit level.

See [VAT Defaults Setup Page](#).

| <i>Field or Control</i> | <i>Description</i> |
|------------------------------------|--|
| Years of VAT Recoverability | Enter the number of years of VAT recoverability adjustment for the asset class. The number of years can be different from the useful life of the asset and is dictated by VAT legislation. For example, the number of years for recoverability for buildings is 20 and for all other asset classes is 5 years. |

Payment Schedules page

Use the Payment Schedules page (LEASE_SCH_ID) to add or modify payment schedules.

When adding leased assets to your system, you must have at least one payment schedule defined.

Navigation:

Set Up Financials/Supply Chain > Product Related > Asset Management > Financials > AM Payment Schedules > Payment Schedules

This example illustrates the fields and controls on the Payment Schedule page. You can find definitions for the fields and controls later on this page.

Payment Schedules

SetID **SHARE** Payment Schedule ID **AA** General Payment Schedule

Payment Schedule

Number of Payments Per Year 12

Prorate Lease Expense

Description This payment schedule will be setup for monthly lease calculations.

Generate Schedule Parameters

Begin Date 01/01/2009 31 Lease Term (Periods)

End Date 12/31/2009 31 Payment Frequency Monthly ▼

End Of Month Due Date Populate

Payment Dates Personalize | Find | 31 | 31 | First ◀ 1-12 of 12 ▶ Last

Payment Date

| | | |
|------------------------------|---|---|
| 01/01/2009 <small>31</small> | + | - |
| 02/01/2009 <small>31</small> | + | - |
| 03/01/2009 <small>31</small> | + | - |
| 04/01/2009 <small>31</small> | + | - |
| 05/01/2009 <small>31</small> | + | - |
| 06/01/2009 <small>31</small> | + | - |
| 07/01/2009 <small>31</small> | + | - |
| 08/01/2009 <small>31</small> | + | - |
| 09/01/2009 <small>31</small> | + | - |
| 10/01/2009 <small>31</small> | + | - |
| 11/01/2009 <small>31</small> | + | - |
| 12/01/2009 <small>31</small> | + | - |

When working with leased assets, you must define payment schedules to be assigned to the leased assets.

You must have at least one payment schedule defined when working with leased assets. PeopleSoft Asset Management delivers four payment schedules in the SHARE tableset.

| Field or Control | Description |
|------------------------------|---|
| Prorate Lease Expense | Select to prorate the accounting entries that are generated for lease payments by the depreciation close process on a monthly basis in accordance with Generally Accepted Accounting Principles (GAAP). The payment schedule segregates the interest and principal for proper classification of accounting entries. |

| Field or Control | Description |
|------------------------------|---|
| End Of Month Due Date | Select to always schedule the payment on the last day of the month, no matter what date is entered in the Begin Date field. |
| Populate | Click to enable PeopleSoft Asset Management to automatically enter the payment dates for the time period that you defined. Be sure to enter the number of payments per year to ensure that PeopleSoft Asset Management can determine the number of lease payments for the lease schedule. |

See “Understanding Leased Assets” (PeopleSoft Asset Management).

FERC Code Page

Use the FERC Code page (FERC_CD_DEFN) to establish FERC (Federal Energy Regulatory Commission) codes for asset categories that are used in regulatory reporting.

Navigation:

Set Up Financials/Supply Chain > Product Related > Asset Management > Financials > Setup AM FERC Codes

This example illustrates the fields and controls on the FERC Code page. You can find definitions for the fields and controls later on this page.

Add or update FERC codes in accordance with the U.S. Federal Energy Regulatory Commission. FERC codes are used to associate assets with the FERC Uniform System of Accounts for utilities. They are used for regulatory reporting and do not affect any calculations.

Joint Venture Allocation Page

Use the Joint Venture Allocation page (JV_BUS_ALLOC) to define the percentage of asset ownership to allocate to each joint venture participant.

Use this page to set up the Joint Venture Allocation table.

Navigation:

Set Up Financials/Supply Chain > Product Related > Asset Management > Financials > AM Joint Venture Allocation > Joint Venture Allocation

Enter each participating business unit and its allocated percentage of equity in the shared assets. The sum of these percentages must equal 100 percent.

The joint venture allocation table affects only newly added assets. Changes made to the allocation table will not affect existing assets. To change ownership percentages of existing assets, you must run a mass change using the template that is supplied for this purpose. These joint venture mass change templates enable you to:

1. Add a joint venture business unit.
2. Remove a joint venture business unit.
3. Change joint venture ownership allocations.

When you have changed the assets, change the allocation table to reflect the new equity percentages.

Note: The joint venture allocation as defined in the allocation table need not match the actual ownership percentages. For example, if two companies enter a joint venture on a 60/40 basis, one of them can sell the joint venture asset on a 70/30 basis—effectively giving one party a discount while the other pays a premium. In this case, you would first enter the asset at the joint venture business unit level, then change the cost apportionment by using mass change.

Related Links

“Understanding Joint Venture Processing” (PeopleSoft Asset Management)

Maintenance Types Page

Use the Maintenance Types page (MAINT_TYPE_DEFN) to define maintenance types.

Navigation:

Set Up Financials/Supply Chain > Product Related > Asset Management > Service and Repair > AM Maintenance Type > Maintenance Types

This example illustrates the fields and controls on the Maintenance Types page. You can find definitions for the fields and controls later on this page.

The screenshot shows the 'Maintenance Types' page. At the top, the title 'Maintenance Types' is displayed. Below the title, there are two main sections: 'Maintenance Detail' and 'Maintenance Service Procedure'. In the 'Maintenance Detail' section, the 'SetID' is 'SHARE' and the 'Maintenance Type' is 'HD REPAIR'. The 'Effective Date' is '01/01/1900' with a calendar icon. The 'Status' is 'Active' with a dropdown arrow and '+' and '-' buttons. The 'Description' is 'Hard Disk Repair'. The 'Maintenance Service Procedure' section is currently empty and has a large text area with a small icon in the top right corner.

Maintenance types identify the type of maintenance and maintenance procedures to follow for a particular asset. For example, you might establish a *Tune Up* maintenance code that specifies routine maintenance for an automobile.

See “Understanding Asset Maintenance, Repair, Warranties, and Insurance” (PeopleSoft Asset Management).

Units of Production Page

Use the Units of Production page (UOP_DEFN) to set up units of production definitions.

Navigation:

Set Up Financials/Supply Chain > Product Related > Asset Management > Depreciation > Units of Production

When you depreciate assets by using the units of production method, you must set up units of production definitions. This table defines the maximum units that an asset can produce and how many units have been posted for each period.

Adding and Adjusting Units of Production Detail Page

Access the Transaction Information page.

| Field or Control | Description |
|-------------------------|---|
| Transaction Date | Reflects the date on which you made the changes. |
| Accounting Date | Reflects the date on which the entered changes will affect your general ledger. |

Both dates are used in recalculating depreciation. The difference between the transaction date and the accounting date determines whether production detail for this transaction will be posted as accumulated production.

The difference between the transaction date and the accounting date determines whether any prior period production needs to be posted. For example, consider a machine that was acquired and placed in service on March 15, 2008 but did not get entered in PeopleSoft Asset Management until August 1, 2008. All general ledger periods prior to August are closed. In this case, PeopleSoft Asset Management automatically posts any accumulated production to the general ledger in August.

Unlike accumulated depreciation, accumulated production is posted exactly the same as any other production detail. Nothing distinguishes it as accumulated production.

Accumulated production for a new units of production ID should be posted on a date that is before any assets associated with the units of production ID are added.

Related Links

“Understanding Asset Information Flow” (PeopleSoft Asset Management)

“Understanding Depreciation Processing” (PeopleSoft Asset Management)

Maintaining Indexes and Units of Production Tables

You will periodically update the information in your Index and Units of Production tables when you receive new information. You can load or update the Index and Units of Production tables automatically using the AMIF2000. This process takes data in a fixed length format ASCII file and loads it into the appropriate table.

Files to be loaded into the Index table should be in this format:

| Field | Length |
|--------------|---------------|
| SETID | 5 |
| INDEX_NAME | 20 |
| EFFDT | 8 (MM/DD/YY) |
| DESCR | 30 |

| Field | Length |
|-------------------|---------------|
| INDEX_DETAIL_NAME | 35 |
| INDEX_AMOUNT | 15 |

Files to be loaded into the Units of Production table should be in this format:

| Field | Length |
|-------------------|---------------|
| SETID | 5 |
| UOP_ID | 10 |
| DESCR | 30 |
| UOP_IN_SERVICE_DT | 8 (MM/DD/YY) |
| UOP_MAX_UNITS | 12 |
| UNIT_OF_MEASURE | 3 |
| UOP_POSTING_DT | 8 (MM/DD/YY) |
| UOP_UNITS | 12 |

Defining Asset Physical Definitions

To define asset physical definitions, use the following components:

- Agencies (AGENCY_DEFN)
- Area Definition (AM_AREA_TBL)
- Asset Type Options (AM_TYPE_OPT).
- Asset Subtype (AM_SUBTYPE).
- Asset Attribute (AM_UD_ATTR).
- Asset Property Subclass (AM_PROP_SUBTYPE).
- Hazardous Codes (ASSET_FSC_DEFN)
- Asset Meter Types (AM_METER_TYPE)

- Location Definition (AM_LOCATION)

To access these components, select **Set Up Financials/Supply Chain > Product Related > Asset Management > Physical Definitions.**

Agencies Page

Use the Agencies page (AGENCY_DEFN) to create agency codes.

Navigation:

Set Up Financials/Supply Chain > Product Related > Asset Management > Physical Definitions > Asset Agency IDs > Agencies

This example illustrates the fields and controls on the Agencies Page. You can find definitions for the fields and controls later on this page.

The screenshot shows the 'Agencies' page interface. At the top, there are two columns: 'SetID SHARE' and 'Agency ID DMV'. Below this is a header for 'Agency Information' with navigation options: 'Find | View All', 'First', '1 of 1', and 'Last'. There are also '+' and '-' icons. The form contains the following fields:

- *Effective Date: 01/01/1900
- *Status: Active (dropdown menu)
- Agency Name: Department of Motor Vehicles

Below the Agency Information section is the 'Contact Information' section, which includes:

- Name: Eric Harvie
- Addr: 100 Main Street
- Phone: 800/999-9999
- Fax: (empty field)

At the bottom is a 'Comments' section with a large text area and a small icon in the bottom right corner.

Keep track of the registration and licenses of an asset by using the information that is set up in Agency tables. Only agency IDs that are set up here can be entered on the Asset License/Registration page.

Area Definition Page

Use the Area Definition page (AM_AREA_TBL) to define an asset area within a location.

Navigation:

Set Up Financials/Supply Chain > Product Related > Asset Management > Physical Definitions > Asset Area Definition > Area Definition

This example illustrates the fields and controls on the Area Definition Page. You can find definitions for the fields and controls later on this page.

Area Definition

SetID: SHARE
 Location: US001 USA - New York
 Area ID: PARKING A

Area Information Find | View All First 1 of 1 Last

*Effective Date: 01/01/1900
 *Status: Active
 *Description: Parking A - HQ
 Area Detail: Parking lot A is located on North Street, underground level.

The Area Definition enables you to create a more granular level that further identifies the asset within a location. In PeopleSoft Asset Management, an asset can be physically located by region, location, and area.

Note: The system clears the area ID for an asset when you move that asset to a new location. You can then reassign new area IDs to the asset, as appropriate.

Asset Type Options Page

Use the Asset Type Options page (AM_TYPE_OPT) to define physical asset types to be applied to individual assets.

Oracle delivers ten asset types: Hardware, Software, Equipment, Property, Fleet, Machinery, Furniture, Facility, Intangible, Other.

You can assign the appropriate options that apply to each asset type for PeopleSoft Maintenance Management work orders and InterUnit Transfer Default values.

Navigation:

Set Up Financials/Supply Chain > Product Related > Asset Management > Physical Definitions > Asset Type Options > Asset Type Options

This example illustrates the fields and controls on the Asset Type Options Page. You can find definitions for the fields and controls later on this page.

Asset Type Options

Asset Type IT Hardware

Work Order Management Options

- Retire Assets Components
- TRF Out Components for Reuse
- Transfer In Components

InterUnit Transfer Options

| | | |
|---|---|--|
| <input type="checkbox"/> Asset Acquisition Info | <input type="checkbox"/> Asset Attributes Info | <input type="checkbox"/> Asset License/Register Info |
| <input type="checkbox"/> Asset Lease Info | <input type="checkbox"/> Asset Non Capitalized Cost | <input type="checkbox"/> Asset Maintenance Info |
| <input type="checkbox"/> Asset Comments | <input type="checkbox"/> Asset Warranty Info | <input type="checkbox"/> Asset Insurance Info |
| <input type="checkbox"/> Asset Inspection Info | <input type="checkbox"/> Asset Component History | <input type="checkbox"/> Asset Attribute Groups Info |

| Field or Control | Description |
|-------------------------------------|--|
| Retire Assets Components | Select to enable retirement processing for components from work orders. |
| TRF Out Components for Reuse | Select to enable component transfers out for reuse from work orders. |
| Transfer In Components | Select to enable component transfers in from work orders. |
| Asset Attribute Groups Info | Select to enable attribute group transfers in from work orders. |
| Asset Acquisition Info | Select to include information derived from the Asset Acquisition Detail (ASSET_ACQ_DETAIL) page and links (ASSET_ACQ_DET_AP, ASSET_ACQ_DET_VAT). |
| Asset Attributes Info | Select to include information derived from the Asset Location/Comments/Attributes (ASSET_IMAGE) page. |
| Asset License/Register Info | Select to include information derived from the Asset Custodian/License/Manufacturer (ASSET_CUSTODIAN) page and links (ASSET_LIC_ADDR_SEC). |
| Asset Lease Info | Select to include information derived from the Leased Assets component pages (ASSET_LEASE_01, ASSET_LEASE_02, ASSSET_LEASE_05, ASSSET_LEASE_03). |

| Field or Control | Description |
|-----------------------------------|---|
| Asset Non-Capitalized Cost | Select to include information derived from the Asset Acquisition Detail (ASSET_ACQ_DETAIL) page and links (ASSET_ACQ_DET_AP, ASSET_ACQ_DET_VAT). |
| Asset Maintenance Info | Select to include information derived from the Track Service and Repairs component and Meter Reading component pages (ASSET_MAINT_01, ASSET_MAINT_01_S, AM_METER_READ). |
| Asset Comments | Select to include information derived from the Asset Location/Comments/Attributes (ASSET_IMAGE) page. |
| Asset Warranty Info | Select to include information derived from the Asset Custodian/License/Manufacturer page (ASSET_CUSTODIAN) and links (ASSET_WARRANTY). |
| Asset Insurance Info | Select to include information derived from the Asset Custodian/License/Manufacturer page (ASSET_CUSTODIAN) and links (ASSET_INSURANCE). |
| Asset Inspection Info | Select to include information derived from the Asset Custodian/License/Manufacturer page (ASSET_CUSTODIAN) and links (ASSET_INSPECTION). |

Define Asset Subtype Page

Use the Define Asset Subtype page (AM_SUBTYPE) to define asset subtypes as they relate to asset types.

For example, if the asset type is Hardware, an asset subtype may be defined for a Laptop.

Navigation:

Set Up Financials/Supply Chain > Product Related > Asset Management > Physical Definitions > Asset Subtype > Define Asset Subtype

This example illustrates the fields and controls on the Define Asset Subtype Page. You can find definitions for the fields and controls later on this page.

Define Asset Subtype

SetID SHARE

Asset Type IT Hardware Asset Subtype DESKTOP

*Description Desktop Short Description Desktop

IT Subtype DESKTOP 🔍

Work Order Options for Components

Information
Find | View All First 1 of 1 Last

Effective Date 01/01/1900 📅 Status Active ⌵

Use As Tool Linear Asset

Cost Rate 1.00 Currency Code USD 🔍

Billing Rate

Unit of Measure EA 🔍

| Field or Control | Description |
|-------------------------|--|
| IT Subtype | <p>Map the Asset Subtype to an IT Subtype to create the association between the two fields for tracking IT assets within the asset repository for PeopleSoft IT Asset Management.</p> <hr/> <p>Note: The IT Subtype field appears only when PeopleSoft IT Asset Management is installed.</p> <hr/> <p>See “Assets, Asset Types, and Asset Subtypes” (PeopleSoft IT Asset Management).</p> <p>See “IT Subtypes” (PeopleSoft IT Asset Management).</p> |
| Use As Tool | <p>Check whether this subtype is used as a tool in support of another asset.</p> <p>When the asset specifies an asset subtype, the system applies the Use As Tool field value from the asset definition level.</p> <p>When defining an asset, you can associate it with a profile, such as <i>Building</i> or <i>Automobile</i>. If no profile is specified for the asset, the asset subtype value Use As Tool will apply when this subtype is selected for the asset. The following describes the system validation process: When working with assets in <i>Add</i> mode only, if no asset subtype is specified for the asset, the system checks the profile. From the profile definition, the system will populate the new asset with the asset type and asset subtype values. When the profile specifies an asset subtype, the system sets the Use As Tool field value to the same value of the asset subtype as defined in the associated profile. When the profile does not specify an asset subtype, no values are provided by default because the Use As Tool field value is blank on the profile and the newly added asset will follow suit.</p> |

| Field or Control | Description |
|------------------------------------|---|
| Linear Asset | Identify this asset subtype as one that has coordinates for its start and end points, for example, a train track, a pipeline, or a roadway. You can override this option from the basic component when adding or updating assets. |
| Cost Rate and Currency Code | Enter the cost rate and currency to be used if a cost is applied for this asset subtype. |
| Billing Rate | Enter the billing rate to be used if the use of the asset subtype is to be billed. |
| Unit of Measure | Enter the units measured for cost and billing. |

Define Asset Attribute Page

Use the Define Asset Attribute page (AM_UD_ATTR) to define any asset physical attribute to be associated with an asset.

Navigation:

Set Up Financials/Supply Chain > Product Related > Asset Management > Physical Definitions > Define Asset Attribute > Define Asset Attribute

This example illustrates the fields and controls on the Define Asset Attribute Page. You can find definitions for the fields and controls later on this page.

The screenshot shows the 'Define Asset Attribute' page with the following details:

- Attribute:** CRITICAL
- Information:** Find | View All | First 1 of 1 Last
- *Effective Date:** 01/01/2011
- *Status:** Active
- Attribute Name:** CRITICAL
- *Description:** Critical Component Production

Enter user-defined asset attributes to assign to assets. For example, you can create asset attributes to specify a quality, aspect, version, or other characteristic that can be applied to an asset. Asset attributes are optional.

Note: Asset attributes should not be confused with attribute groups. Asset attributes are used widely within PeopleSoft Asset Management to characterize assets regardless of the type of asset. Attribute groups are logical records that store the specific attributes that are of a particular interest for a certain type of asset. The attributes that are part of the attribute group are defined on the Fields Summary page within PeopleSoft Maintenance Management, Supplemental Data (**Set Up Financials/Supply Chain > Product Related > Maintenance Management > Supplemental Data > Define Supplemental Data MM**)

Define Property Subclass Page

Use the Define Property Subclass page (AM_PROP_SUBCLASS) to define property asset subclasses as they relate to asset property classes: Site, Building, Floor, Area, Space.

Navigation:

Set Up Financials/Supply Chain > Product Related > Asset Management > Physical Definitions > Asset Property Subclass > Define Property Subclass

This example illustrates the fields and controls on the Define Property Subclass Page. You can find definitions for the fields and controls later on this page.

The screenshot shows the 'Define Property Subclass' page. At the top, it displays 'SetID SHARE' and 'Property Subclass Code WA' next to 'Property Class Site'. Below this is a table with a header row containing 'Information', 'Find | View All', 'First', '1 of 1', and 'Last'. The table has three rows of data:

- *Effective Date: 01/01/1900
- *Status: Inactive
- *Instance Name: Waiting Area
- *Description: Waiting Area

 There are also '+' and '-' buttons next to the *Status field.

Define property subclass codes to apply to property asset classes: *Site, Building, Floor, Area, Space*. For example, you can define the corporate sites and further enter property subclasses for the buildings located on the site.

Hazardous Codes Page

Use the Hazardous Codes page (ASSET_FSC_DEFN) to define hazardous-asset codes.

The PeopleSoft system is delivered with the Federal Supply Class (FSC) codes, which are U.S. federal codes that identify predominant and significant hazardous materials. You may add other classifications.

Navigation:

Set Up Financials/Supply Chain > Product Related > Asset Management > Physical Definitions > Hazardous Codes > Hazardous Codes

When you manage assets that can be classified as hazardous material, you must maintain the Hazardous Material codes table. U.S. Federal Supply Class codes are delivered with PeopleSoft Asset Management, and you can add codes to supplement the list. Hazardous assets can be reported using asset search

functions, and storage locations can be managed with specific building, room, floor, and longitudinal and latitudinal information added to the location page that is associated with the asset.

Note: Hazardous material and waste is solid, liquid, or gaseous waste, or a combination of these wastes, that because of its quantity or concentration, or its physical, chemical, or infectious characteristics, may cause a significant increase in mortality or an increase in serious irreversible or incapacitating illness, or pose a substantial present or potential hazard to human health or the environment when improperly treated, stored, transported, disposed of, or otherwise managed (according to the United States Environmental Protection Agency).

Meter Type Definition Page

Use the Meter Type Definition page (AM_METER_TYPE1) to define meter types.

Navigation:

Set Up Financials/Supply Chain > Product Related > Asset Management > Service and Repair > Asset Meter Types > Meter Type Definition

This example illustrates the fields and controls on the Meter Type Definition page. You can find definitions for the fields and controls later on this page.

The screenshot displays the 'Meter Type Definition' page for SetID 'SHARE' and Meter Type 'ODOMETER'. The status is set to 'Active'. The description is 'ODOMETER' with a unit of measure (UOM) of 'MIL' (Miles). The lower limit is 0.0000 and the upper limit is 999999.0000. The number of readings is set to 5. The 'Required for Work Order' checkbox is unchecked, and the 'Maintain Daily Average' checkbox is checked. Under 'Meter Options', 'Increasing' is selected, 'Decreasing' is unselected, and 'Allow Rollover' is checked. The 'Tolerance Range' section shows a lower tolerance of 0.0000 and an empty upper tolerance field.

When you manage assets that use meters to track asset usage or that provide some other type of measurement associated with the asset, you need to define meter types.

Define meter types within SetIDs.

| Field or Control | Description |
|-------------------------|---|
| Status | <p>Set the meter status. Values are:</p> <p><i>Active:</i> The meter is actively measuring.</p> <p><i>Inactive:</i> The meter is not actively measuring but is available.</p> |

Description

| Field or Control | Description |
|---|--|
| Description | (Required) Enter a meter description. |
| UOM (units of measure) | <p>(Required) Enter the units by which the meter will measure, such as miles, kilometers, gallons, liters, square feet, and so on.</p> <hr/> <p>Note: Many units of measure are provided with PeopleSoft software. You must define units of measure if the measurement is not common and not delivered with PeopleSoft software.</p> <hr/> <p>See “Units of Measure Page” (Application Fundamentals).</p> |
| Lower Limit and Upper Limit | (Required) Enter the lowest and highest value that the meter can read. The lower limit is never greater or equal to the upper limit. The upper limit is never less than or equal to the lower limit. |
| Required for Work Order | Select to require this meter type in a work order before the status of the work order can be set to complete. This option is available only when PeopleSoft Maintenance Management is installed. |
| Maintain Daily Average | Select to maintain a daily average. The average is informational only for preventive maintenance schedules in PeopleSoft Maintenance Management. The option is not selected by default. |
| No. of Readings (number of readings) | Enter the number of readings to calculate the daily average. This is required when Maintain Daily Average is selected. |

Meter Options

| <i>Field or Control</i> | <i>Description</i> |
|--|--|
| Increasing or Decreasing | Select Increasing if the meter should increment along the useful life of the asset by the units of measure selected. Select Decreasing if the meter should decrement along the useful life of the asset by the unit of measure selected. The Increasing option is selected by default. |
| Allow Rollover | Select if the meter should reset to zero after reaching its defined maximum. It is selected by default. |
| Tolerance Range | Select to establish a tolerance range for a maintenance event. When this option is selected, the tolerance range fields become active. |
| Lower Tolerance and Upper Tolerance | Enter the tolerance range. For example, a piece of construction hydraulic equipment may use a pressure meter. If the meter falls below the lower tolerance or above the upper tolerance, you might initiate maintenance or replacement as needed. See “Understanding Preventive Maintenance Work Orders” (PeopleSoft Maintenance Management). |

Setting Up Asset Warranties

This section provides an overview of warranties and discusses how to:

- Set up standard warranties.
- Set up warranty templates.

Understanding Warranties

For the system to automatically assign one or more warranties to each newly acquired asset, standard equipment warranties and equipment warranty defaults must be defined. Each asset that is added to the repository is available to have the appropriate warranties automatically attached to it. You can update a warranty for an asset at any time after the addition of the asset to the asset repository, including changing the terms of the warranty, renewing or voiding the warranty associated with the asset, or making other notable changes in coverages or terms.

A warranty is established as a standard warranty that is applied to a single asset. Or a generic warranty that can be applied to multiple assets can be defined as a warranty template. This is useful when the same terms of a general warranty apply to many assets, such as multiple computer workstations or truck tires for a fleet of trucks. It is also useful when you are applying multiple standard warranties to assets. For example, an asset may be delivered with a manufacturer's warranty and an additional extended warranty that is purchased separately and provides different coverages.

Related Links

“Understanding Asset Maintenance, Repair, Warranties, and Insurance” (PeopleSoft Asset Management)

Standard Warranties Page

Use the Standard Warranties page (AM_STD_WRTY) to define standard warranties.

Navigation:

Set Up Financials/Supply Chain > Product Related > Asset Management > Service and Repair > Asset Standard Warranties

This example illustrates the fields and controls on the Standard Warranties Page. You can find definitions for the fields and controls later on this page.

Enter the standard warranty information for an asset type, category, class, or other asset definition. Use the standard warranty to associate it with specific asset IDs.

| Field or Control | Description |
|--------------------------------|---|
| Manufacturer's Warranty | Select if the warranty is the original manufacturer's warranty. |
| Coverage | Enter a description of the warranty. |

| <i>Field or Control</i> | <i>Description</i> |
|--------------------------------|--|
| Days for Refund | Enter the number of days during which the asset is eligible for refund. |
| Days to Return | Enter the number of days during which the asset is eligible to be returned. |
| Days for Replacement | Enter the number of days during which the asset is eligible for replacement. |
| RMA Required | Select if an RMA (Return Material Authorization) is to be accompanied with the asset before it can be returned under warranty. |
| Loaner Provided | Select if the asset will be replaced with a similar loaned asset while under repair. |
| On-Site Repair | Select if the asset is eligible for repair at your place of business. |
| Warranty Transferable | Select if this warranty transfers when ownership of the asset transfers. |
| Warranty Life | Select the meters that can be associated with the asset to measure warranty life. For example, a vehicle usually has a warranted life based on miles which are measured by the vehicle odometer. |
| Entitlement | Enter a summary of what the warranty specifically entitles the owner to receive. |

Warranty Templates Page

Use the Warranty Templates page (AM_WRTY_TMPL) to set up templates for warranty types to apply to asset types.

Navigation:

Set Up Financials/Supply Chain > Product Related > Asset Management > Service and Repair > Asset Warranty Templates

This example illustrates the fields and controls on the Warranty Templates Page. You can find definitions for the fields and controls later on this page.

The screenshot shows the 'Warranty Templates' page. At the top, it displays 'SetID SHARE' and 'Warranty Template Name TOSHIBA'. Below this is the 'Warranty Template Detail' section. The 'Description' field contains 'Warranty for Portege 2010'. There are two tables below: 'Standard Warranties' and 'Criteria'. The 'Standard Warranties' table has one entry: 'TOSHIBA - PORTEGE' with description 'Toshiba - Protege'. The 'Criteria' table has several columns: 'Asset Type' (IT Hardware), 'Asset Subtype' (LAPTOP), 'Supplier ID' (empty), 'Model' (Portege 2010), and 'Item ID' (empty).

Define warranty templates that can be applied to multiple assets at one time, such as assets defined by asset type, category, class or other asset definition.

Select all standard warranties that apply to the individual asset category, class, type, and so on.

Equipment Parts List Page

Use the Equipment Parts List page (AM_PART_LIST_TMPL) to define equipment parts lists to be associated with asset classes, groups, categories, types and subtypes, or other asset definitions.

Navigation:

Set Up Financials/Supply Chain > Product Related > Asset Management > Service and Repair > Equipment Parts List

This example illustrates the fields and controls on the Equipment Parts List page. You can find definitions for the fields and controls later on this page.

The screenshot shows the 'Equipment Parts List' page. At the top, it displays 'SetID SHARE' and 'Parts List Template B&GWATERPUMP'. Below this are several fields: '*Status' (Active), '*Asset Type' (Facility), 'Manufacturer ID' (BELLANDGOSSET), 'Asset Subtype' (HVAC/HEATING), and 'Product Version' (empty). Below these fields is the 'Parts Details' section, which contains a table with columns: 'Seq', 'Item ID', 'Item Description', '*Quantity', '*Unit of Measure', and 'Asset'. The table lists six parts: 1. Volute Gasket (1.0000 EA), 2. Single Row Radial Ball Bearing (2.0000 EA), 3. Seal Kit (1.0000 EA), 4. Sleeve Kit (1.0000 EA), 5. Bearing Bracket (1.0000 EA), and 6. Pump Impeller (1.0000 EA).

| Seq | Item ID | Item Description | *Quantity | *Unit of Measure | Asset |
|-----|---------|--------------------------------|-----------|------------------|--------------------------|
| 1 | 30020 | Volute Gasket | 1.0000 | EA | <input type="checkbox"/> |
| 2 | 30010 | Single Row Radial Ball Bearing | 2.0000 | EA | <input type="checkbox"/> |
| 3 | 30050 | Seal Kit | 1.0000 | EA | <input type="checkbox"/> |
| 4 | 30051 | Sleeve Kit | 1.0000 | EA | <input type="checkbox"/> |
| 5 | 60020 | Bearing Bracket | 1.0000 | EA | <input type="checkbox"/> |
| 6 | 60021 | Pump Impeller | 1.0000 | EA | <input type="checkbox"/> |

Asset equipment parts lists (EPL) are maintained by SetID. You can establish a parts list to correspond to asset classes, groups, categories, types, and subtypes, or to any asset definition. The EPL can then be associated with a specific asset ID.

Related Links

“Adding and Maintaining Asset Information” (PeopleSoft Asset Management)





Criticality Codes Page

Use the Criticality Codes page (AM_CRIT_LEVEL) to establish levels of criticality.

Navigation:

Set Up Financials/Supply Chain > Product Related > Asset Management > Service and Repair > Asset Criticality Codes > Criticality Codes

This example illustrates the fields and controls on the Criticality Codes page. You can find definitions for the fields and controls later on this page.

| Criticality Codes | | | | |
|--------------------|---------------------------------|-------------------------------------|--|---|
| Criticality Detail | | | | |
| | | | Personalize Find   | First  1-3 of 3  Last |
| | *Asset Criticality | *Description | *Factor | |
| 1 | <input type="text" value="01"/> | <input type="text" value="High"/> | <input type="text" value="1"/> | <input type="button" value="+"/> <input type="button" value="-"/> |
| 2 | <input type="text" value="02"/> | <input type="text" value="Medium"/> | <input type="text" value="2"/> | <input type="button" value="+"/> <input type="button" value="-"/> |
| 3 | <input type="text" value="03"/> | <input type="text" value="Low"/> | <input type="text" value="3"/> | <input type="button" value="+"/> <input type="button" value="-"/> |

| Field or Control | Description |
|--------------------------|---|
| Asset Criticality | Enter a code that identifies the importance of this asset. |
| Description | Enter a description of the asset criticality code. For example, A1 is important, A2 is moderate, and A3 is low. |
| Factor | Enter a weighting factor that the system uses for sorting and prioritizing the criticality codes. |

End of Life Reason Definition Page

Use the End of Life Reason Definition page (AM_END_LIFE_RSN) to define end of life reasons for an asset.

Navigation:

Set Up Financials/Supply Chain > Product Related > Asset Management > Physical Definitions > AM End of Life Reason > End of Life Reason Definition

This example illustrates the fields and controls on the End of Life Reason Definition page.

End of Life Reason Definition

SetID SHARE
Reason Code SELL

Reason Details [Search] | [Navigation] | 1 of 1 | View All

*Effective Date: 04/29/2020 [Calendar] [+] [-]

*Status: Active [Dropdown]

*Description: To be Sold

Comment Text: Sell asset [Text Area]

End of life reasons play a role in tracking the physical life of an asset, and are used on the “Manufacture/License/Custodian Page” (PeopleSoft Asset Management) and “Define Asset Operational Information - Asset Information Page” (PeopleSoft Asset Management).

External Funding Source (Setup) Page

Use the External Funding Source (Setup) page (EFS_ID_DEFN) to define an external funding source for assets.

Navigation:

Set Up Financials/Supply Chain > Product Related > Asset Management > Financials > External Funding Source > External Funding Source

This example illustrates the fields and controls on the External Funding Source (Setup) page.

You can associate the external funding source with an asset using the “General Information Page” (PeopleSoft Asset Management) or “Cost/Asset Information Page” (PeopleSoft Asset Management). In this way you can identify and closely monitor assets that must meet specific sponsor requirements and internal policies.

Setting Up Asset Profiles

Use the Asset Profile Definition (PROFILE) component to define asset profiles.

This topic provides an overview of asset profiles and discusses how to set up Asset Profiles.

Pages Used to Set Up Asset Profiles

| <i>Page Name</i> | <i>Definition Name</i> | <i>Usage</i> |
|---|------------------------|--|
| <u>Asset Profiles – Definition Page</u> | PROFILE_DEFN | Define asset profiles. |
| <u>Asset Profiles - Depreciation Page</u> | PROFILE_BK_01 | Identify the criteria to use in depreciation calculations. |

| Page Name | Definition Name | Usage |
|--|------------------------|---|
| <u>Depreciation Method Information Page</u> | PROFILE_DEPR_DETL | Set special depreciation terms for an asset profile and select an accounting method for these special terms. These are commonly used to meet depreciation requirements for specific countries. |
| <u>(ARG, BRA, and MEX) Asset Profiles - Inflation Information page</u> | PROFILE_SEC | Establish an inflation adjustment factor by selecting the market index and rate to apply. |
| <u>(JPN) Salvage Rounding Options page</u> | SALVAGE_OPTION_SEC | Enter options for rounding depreciation amounts for this book. This is for use in Japan. |
| <u>Asset Profiles - Tax Page</u> | PROFILE_BK_03 | Specify property type and tax depreciation criteria and identify which tax credits will be used by the profile. |
| <u>Child Asset Inheritance Page</u> | PROFILE_PAR_BK_ECD | Specify child asset attributes that will be used by the profile and inherited from the parent asset for Express Add, Basic Add, and batch-created assets. The inheritance based on the selected items happens upon defaulting the profile in Express Add and capitalizing the asset in Basic Add, and when you are using Default Profile processing in the Transaction Loader if the Business Unit option is selected. |
| Profile Changes In Mass | RUN_AMPRFCHG | Copy an asset profile from one SetID to another, or update a profile by changing some of its attributes. |

Understanding Asset Profiles

An *asset profile* is a template that contains standard depreciation criteria for an asset type and its corresponding asset books. The information established in an asset profile can be used as default values when you're adding assets to the system. Profiles associated with indexes enable replacement cost calculations. Profiles are recommended when you have a large number of assets of the same type. Defining default values minimizes data entry, ensures consistency, and enhances accuracy levels.

Set up asset profiles to match most, if not all, of the major asset categories that you track on your books. These can range from the standard categories such as Land, Furniture & Fixtures, Machinery & Equipment, and Expensed Items, to more detailed categories that you may want to track, such as Computers, Software, Phones, and Fax Machines.

Note: You must set up at least one asset profile before you can add any assets to the system. Remember that profiles are templates that help reduce data entry when you are actually adding an asset. When you go through the process of entering assets into the system, you can override any of the fields in an asset profile. Because profiles are required when you are using Express Add, Oracle recommends that you set up a blank dummy profile for nonstandard assets.

Understanding Asset Categories

Assets can be classified into one of the following categories:

- **Capital Assets** - The system generates an asset ID and stores physical and financial information. Financial information is stored in the Cost table (COST). The system also stores acquisition details. Therefore, these assets are trackable from both a physical and financial standpoint. This term is interchangeable with Financial Assets. Assets using the capitalization threshold by asset and by book method may be placed into this category.
- **Non capital Assets** - The system generates an asset ID and stores only physical information. The cost information is stored in the Noncapitalized Cost table, (COST_NON_CAP). The system also stores acquisition details. Therefore, these assets are trackable from a physical standpoint only. This term is synonymous with Trackable Assets or Nonfinancial Assets.
- **Expense Assets** - The system does not generate an asset ID.

Because of their low cost, these assets are considered an expense when acquired and there is no interest to track them within the Asset Repository.

Updating Asset Reporting Profile After Asset Recategorization

After you create an asset using an asset profile, the profile is still used for reporting purposes.

To maintain synchronization between the asset category and asset reporting profile when you recategorize an asset, use the **Update Asset Profile** link on the “Cost Information Page” (PeopleSoft Asset Management). This enables you to update the asset reporting profile at the same time you recategorize the asset.

Related topics:

“Reviewing PeopleSoft-Delivered Mass Transactions” (PeopleSoft Asset Management)

“Importing Asset Transaction Data by Spreadsheet” (PeopleSoft Asset Management)

Asset Profiles – Definition Page

Use the Asset Profiles - Definition page (PROFILE_DEFN) to define asset profiles.

Navigation:

Set Up Financials/Supply Chain > Product Related > Asset Management > Profiles > Asset Profiles

This example illustrates the fields and controls on the Asset Profiles - Definition page. You can find definitions for the fields and controls later on this page.

The screenshot shows the 'Definition' tab of the 'Asset Profiles - Definition' page. It is divided into two main sections: 'Profile' and 'Book'.

Profile Section:

- SetID: SHARE, Profile ID: COMPUTERS
- Description: Computer
- Asset Description: Computer
- Asset Class: [Searchable]
- *Asset Type: IT Hardware
- Acquisition Code: Purchased
- Index Name: [Searchable]
- Threshold ID: [Searchable]
- Status: Active
- Asset Subtype: [Searchable]
- Taggable Asset:
- Use As Tool:
- Asset Retirement Obligations:
- R and D Start Date: 01/01/1995
- Subindex Name: [Searchable]
- Checkboxes: Capitalized Asset, Use NBV for R and D, R and D Plant Asset

Book Section:

A table with columns: Book Name, Description, Depreciation, Tax, Parent/Child.

| Book Name | Description | Depreciation | Tax | Parent/Child |
|-----------|-------------|--------------|-----|--------------|
| CORP | Corporate | Depreciation | Tax | Parent/Child |
| FEDERAL | Federal | Depreciation | Tax | Parent/Child |

You create asset profiles from the Profile (PROFILE) component. You can create profiles with varying levels of detail. The level that you use depends on how much information you want to be provided by default into the system when you add an asset. Some asset profiles are used to define financial attributes, while others are not. To successfully create a financial profile, you must enter at least the following information:

- Profile ID.
- Asset category.
- Asset book name.
- Depreciation attributes.
- Asset type.

Each profile has a unique profile ID. You can use this ID to group profiles by type. For example, you might want to have several automobile profiles, such as *Autos*, *Autos-Luxury*, and *Autos-Leased*.

| Field or Control | Description |
|--------------------------|---|
| Asset Description | Enter a description for this asset profile. |

| Field or Control | Description |
|-------------------------|---|
| Status | <p>Select a status for the asset profile.</p> <p>Select <i>Active</i> to make an asset profile available for selection when adding new assets.</p> <p>Select <i>Inactive</i> when you want to discontinue using an asset profile. When you choose this option the profile will not be available for selection when adding new assets. However, the profile is retained in the asset profile component for your reference.</p> <hr/> <p>Note: You cannot select the <i>Inactive</i> option for an asset profile if there are open interface records associated with the profile; you must first associate the records with a different profile.</p> <hr/> |
| Asset Class | <p>Select the asset class with which an asset profile will be associated by default. The available options are defined when you establish asset class codes.</p> |
| Asset Type | <p>Select the asset type.</p> <p>Oracle delivers these asset types: <i>Hardware, Software, Equipment, Property, Fleet, Machinery, Furniture, Facility, Intangible, Other.</i></p> |
| Asset Subtype | <p>Select the asset subtype. Valid values for the selected asset type appear from the drop-down list box.</p> |
| Acquisition Code | <p>Select the acquisition code from the drop-down list box. Available options are:</p> <ul style="list-style-type: none"> • <i>Construct</i> • <i>Donated</i> • <i>Leased</i> • <i>Like Exch</i> (like exchange) • <i>Purchased</i> • <i>Trade In</i> • <i>Transfer</i> |

| Field or Control | Description |
|-------------------------------------|--|
| Taggable Asset | <p>Select to indicate that an asset is taggable. Most physical assets can be tagged with a tag number to help keep track of them. Some assets, however, such as buildings or leasehold improvements, cannot be tagged. If an asset is taggable, it probably already has a tag number associated with it, which is recorded when the asset is added. Sometimes, however, an asset may be taggable, but not yet tagged. The Taggable Asset check box can be used to flag this type of asset.</p> <hr/> <p>Note: To use the Physical Inventory functionality in PeopleSoft Asset Management, your assets must be tagged.</p> |
| Capitalized Asset | <p>Select to indicate whether this profile will be used for assets with cost and depreciation associated with them. Most assets in the PeopleSoft Asset Management system will be capitalized assets. If you are setting up a profile for non capitalized assets, (assets with no cost or depreciation criteria), deselect Capitalized Asset. Typically these assets are expensed, not actually owned, or fully depreciated, but you still want to track them.</p> |
| Use As Tool | <p>Select if the asset is used as a tool in connection with the maintenance or repair of another asset.</p> |
| Asset Retirement Obligations | <p>Select this option for an asset profile to apply asset retirement obligation (ARO) defaults to the associated asset, thus flagging the asset as eligible for ARO processing. You can select the Asset Retirement Obligation check box for any asset profile to apply ARO defaults when adding an asset. If you decide that the asset is not ARO-eligible, you can deselect the defaults for the asset manually when adding it. Conversely, if you do not use an asset profile, or the selected profile does not carry the ARO defaults, you can manually select the ARO options for the asset when adding it in the Basic Add component. to be used specifically as default profiles for assets requiring ARO treatment when you add new assets.</p> <p>The ARO functionality provides asset retirement obligation measurement and reporting in compliance with Financial Accounting Standards for leased assets, group assets, and asset impairment.</p> <p>See “Understanding Adding and Maintaining Assets” (PeopleSoft Asset Management)</p> <p>For more information, see “Accounting for Asset Retirement Obligations” (PeopleSoft Asset Management)</p> |
| Index Name | <p>Select the index by which replacement or valuation cost will be calculated. When you run the Calculate Replacement Cost (AMRCCALC) process, it multiplies the asset cost by the amount in the index selected here.</p> |

| Field or Control | Description |
|-------------------------|---|
| SubIndex Name | Select the subindex category for the index to use to calculate replacement or valuation cost. |
| Threshold ID | <p>If you want to define capitalization thresholds based on asset, select the Threshold ID to use as the default value for assets within a given profile.</p> <p>This field appears only when the Capitalized Asset option is selected on this page and the Capitalization Threshold feature is enabled from the Installation Options - Asset Management page.</p> <p>When the Capitalization Threshold feature is enabled, PeopleSoft Asset Management:</p> <ul style="list-style-type: none"> • Automatically catalogues the capitalization status for batch and online asset additions. • Provides processes to deal with adjustments to the original cost. • Balances out any potential clearing account with other feeder systems. • Reassesses the capitalization status of the asset when subsequent transactions occur. • Provides reports and audit trails to facilitate control of these transactions. <p>When adding an asset, the system uses the capitalization definition for the applicable Threshold ID to determine the appropriate capitalization action to take. Upon saving, the system compares the asset cost with the cost established for each bracket, as well as the basis option to decide the appropriate action to take. Alternatively, you can select to have the capitalization analysis performed by unit cost rather than total cost.</p> <p>See .“Pages Used to Set Up and Manage Capitalization Thresholds” (PeopleSoft Asset Management)</p> |

(AUS) Using Research and Development Information

Research and Development Information is used to meet Australian asset processing requirements; for others, these fields are informational.

| Field or Control | Description |
|---|---|
| R and D Plant Asset (research and development plant asset) | Select if this asset is being used for research and development and is entitled to R&D tax concessions. |

| Field or Control | Description |
|--|--|
| R and D Start Date (research and development start date) | Enter the date on which the asset was first used exclusively for R&D. If you leave this field blank, the in-service date from the tax book of the business unit will be used as the start date. The start date determines in what year the R&D concessions can first be claimed. |
| Use NBV for R and D (use net book value for research and development) | Select if you want to base the R&D concessions calculation on the net book value of the asset (at the R&D start date) instead of the book cost. This is useful when an asset previously being depreciated as a non-R&D asset subsequently becomes eligible for R&D concessions. |

See “(AUS) Using PeopleSoft Asset Management Options to Meet Australian Requirements” (PeopleSoft Asset Management).

Asset Profiles - Depreciation Page

Use the Asset Profiles - Depreciation page (PROFILE_BK_01) to identify the criteria to use in depreciation calculations.

Navigation:

Set Up Financials/Supply Chain > Product Related > Asset Management > Profiles > Asset Profiles > Depreciation

This example illustrates the fields and controls on the Asset Profiles - Depreciation page. You can find definitions for the fields and controls later on this page.

The screenshot displays the 'Depreciation Attributes' section of the 'Asset Profiles - Depreciation' page. At the top, there are tabs for 'Definition', 'Depreciation', 'Tax', and 'Child Asset Inheritance'. Below the tabs, the 'Book' section shows 'Book Name' as 'CORP' (Corporate) and 'Country' as 'USA'. The 'Depreciation Attributes' section includes fields for 'Effective Date' (01/01/1900), 'Category' (Furniture & Fixtures), 'Currency Code' (USD), 'Convention' (Actual Day), and 'Retire Conv' (Actual Day). There are also checkboxes for 'Depreciate When In Service' and 'Special Depreciation'. The 'Method' is set to 'Straight Line' and 'Calculation Type' is 'Remaining Value'. Other fields include 'Percent', 'Limit Pct', 'Useful Life' (84), 'Schedule', 'UOP ID', 'End Date', 'Depr Status' (Depreciable), 'Adjust Conv' (Actual Month), 'Retire Option' (Calculate Gain/Loss), 'Low Limit', 'DB Pct', 'Method ID', 'Avg Option' (No Averaging), 'Future Depr Yrs', 'Depr Limit', 'Salvage % of Cost', 'Multi-Shift Code', 'Group BU', 'Cost Basis Limit', 'Salvage', 'Threshold ID' (BK_CT_001), 'Group ID', and 'Impairment Process'. There are also links for 'Inflation Information' and 'Salvage Rounding'.

Note: Each asset can report to multiple books and have multiple depreciation attributes per book.

| Field or Control | Description |
|-----------------------------------|--|
| Book Name | Enter a book name that defines the rules for the assets entered with this profile. Books are defined during system setup and associated with business units. Only valid books can be assigned. |
| Effective Date | Enter the date that indicates when the convention and depreciation method take effect. If you want a history of changes made to a profile, be sure to add new rows to the table and use effective dating to update profiles, rather than making changes to the initial row. |
| Depreciate When in Service | Select to allocate annual depreciation as of the date that you placed the asset in service. If you do not select this option, PeopleSoft Asset Management allocates annual distribution as of the date determined by the depreciation convention. This option is valid only in the year that the asset was acquired. |

| Field or Control | Description |
|--|--|
| Category | Defines the category of an asset, such as Furniture & Fixtures or Machinery & Equipment. The available category codes are those you entered on the Category Code table. In general, these will correspond to the General Ledger asset accounts. Asset Category is used in accounting entry generation. |
| Depr Status | Enter the depreciation status. |
| Currency Code | Select a currency code. |
| Adjust Conv (adjustment convention) | Select an adjustment convention. |
| Convention | Select a depreciation convention. |
| Retire Conv | Select a retirement convention. |
| Retire Option | Select the retirement calculation option to be processed for assets within a given profile. These retirement options are available at the profile, book and asset levels. See “Retire Assets Page” (PeopleSoft Asset Management). |
| Method | Select a depreciation method. Some depreciation methods require you to enter additional information. <hr/> Note: If you specify the depreciation method as Flat Rate or a Declining Balance method or Manual depreciation for tax books, you should enter the recovery life. <hr/> |

Note: If you select **Non Depreciable** on this page, you must still enter values for **Useful Life** and **Convention**. However, you need not update the remainder of the Asset Profiles pages. Because the profile is defined for non depreciable assets, the information in these pages will not be used in any processing.

Ensure that you establish an effective date for the profile that is valid for the currency code specified for the profile.

| Method | Fields That Appear |
|--|--|
| <i>Declining Balance w/SL by Limit %</i> | DB Pct (declining balance percent) and Limit Pct |
| <i>Declining Balance</i> | Percent, Low Limit, Monthly |
| <i>Declining Balance w/SL</i> | DB Pct |

| Method | Fields That Appear |
|--|--|
| <i>Depreciation Schedule</i> | Schedule |
| <i>Flat Rate %</i> | Percent, Low Limit, Avg Option (averaging option) |
| <i>France Derogatory Balance</i> | DB Pct Percent, Low Limit, Depr Pass Life (depreciate past life) |
| <i>Germany Staffel Method</i> | DB Pct, Percent, Low Limit, Depr Pass Life |
| <i>Japan - Changes 200/250 DB to SL</i> (J9 - Changes 200/250 Declining Balance to Straight Line) | No additional fields display. However, for this method you must select the Special Depreciation option and input the year of change on the Special Terms - Depreciation Method Information page. Used for assets that were added using the following methods: <ul style="list-style-type: none"> • (J6) Japanese - Changes DB (Declining Balance) to SL (Straight Line) 250 • (J8) Japanese - Changes DB (Declining Balance) to SL (Straight Line) 200. |
| <i>Japan - Changes DB to SL 200</i> (J8 - Changes Declining Balance to Straight Line 200) | DB Pct, Percent, Low Limit, Depr Pass Life Used for assets acquired on or after April 1, 2012. |
| <i>Japan - Changes DB to SL 250</i> (J6 - Changes Declining Balance to Straight Line 250) | DB Pct, Percent, Low Limit, Depr Pass Life Used for assets acquired on or after April 1, 2007. |
| <i>Japan - Extended/Strt Line</i> (JE - Extended Straight Line) | DB Pct, Percent, Low Limit, Depr Pass Life Used for fully depreciated assets under the Tangible / Strt Line and Tangible / Declining Balance methods that are subject to an extended depreciation useful life of five years using a Straight Line depreciation method starting from the first period of the following fiscal year. |
| <i>Japan - Lease Depreciation</i> (J4 - Lease Depreciation) | No additional fields display. |
| <i>Japan - Intangible/Strt Line</i> (J3 - Intangible/Straight Line) | DB Pct, Percent, Low Limit, and Depr Pass Life |
| <i>Japan - Tangible/Declining Bal</i> (J1 - Tangible/Declining Balance) | DB Pct, Percent, Low Limit, and Depr Pass Life Used for assets acquired before April 1, 2007. |

| Method | Fields That Appear |
|--|---|
| <i>Japan - Tangible/Strt Line</i> (J2 - Tangible/Straight Line) | DB Pct, Percent, Low Limit, and Depr Pass Life Used for assets acquired before April 1, 2007. |
| <i>Japan - Changes DB to SL</i> (J5 - Changes Declining Balance to Straight Line) | DB Pct, Percent, Low Limit, Depr Pass Life |
| <i>Japan - Tangible/Strt Line Rev</i> (J7 - Tangible/Straight Line Revenue) | DB Pct, Percent, Low Limit, Depr Pass Life Used for assets acquired on or after April 1, 2007. |
| <i>Manual Depreciation</i> | No additional fields appear. The Manual Depreciation method enables you to adjust depreciation amounts that are generated by some other method. To use manual depreciation, you must therefore first create depreciation entries using another method. When this has been done, you can make your adjustments. |
| <i>Straight Line</i> | Useful Life |
| <i>Straight Line Percent</i> | (IND) Percent |
| <i>Sum of the Years</i> | NA |
| <i>Units of Production</i> | UOP ID (units of production ID) |
| <i>User Defined Method</i> | Method ID, DB Pct, Percent, Low Limit, Depr Pass Life |

The following table defines the additional fields:

| Field or Control | Description |
|---|--|
| Limit Pct (limit percent) | Enter a limit for depreciation as a percentage of cost. |
| UOP ID (units of production ID) | Enter the units of production ID, production information, and transaction information that you want to use for this asset. |
| DB Pct (declining balance percent) | Enter the percentage of declining balance depreciation to be taken each year until the amount calculated by the straight line method is greater. |
| Percent | Enter the percentage of original basis to be taken in depreciation each year. This is required for straight line percent. |

| Field or Control | Description |
|--|---|
| Low Limit | Enter an amount. When the asset basis reaches this limit, the remaining basis will be taken in depreciation and the asset will be fully reserved. |
| Depr Pass Life (depreciate past life) | Select if you want to continue to depreciate this asset past its useful life end date. This option is used for governmental regulations for certain countries or for utilities industries that may want to continue to depreciate an asset to the end of a depreciation calendar. |
| Method ID | Select the user-defined method that you want to use. |
| Schedule | Enter a schedule to use for depreciation. |
| Avg Option (average option) | <p>Generally used by utility companies to depreciate composite assets. The averaging options are expressly designed to work with the flat rate depreciation method. Select an averaging option if you want to use it:</p> <p><i>Monthly:</i> Monthly averaging takes an average monthly asset balance and multiplies it by the annual depreciation rate. The result is then applied against a period allocation (1/12, 2/12, 3/12, and so on) to derive a year-to-date (YTD) depreciation amount. The difference between the newly calculated YTD depreciation and the previous YTD depreciation is the amount booked to the current period.</p> <p><i>Yearly:</i> Yearly averaging is similar to monthly averaging except that a yearly average balance is used. Because this amount is not known until the end of the year, it is usually estimated and adjusted periodically as the actual figures become known.</p> |

Note: Using the flat rate depreciation method will cause any depreciation to be posted to the end of the calendar. If this is not your intention, you must enter a low limit of *.01* when you first select the depreciation method for this asset. If you have not already done this, update the **Depreciation Method** field by selecting *Flat Rate* and entering *.01* in the **Low Limit** additional field that appears.

| Field or Control | Description |
|--|--|
| Calculation Type | <p>Select the calculation type.</p> <ul style="list-style-type: none"> • Use <i>Remaining Value</i> to deduct any accumulated depreciation from the cost basis and expense the remaining value over the remaining life of the asset. Most assets will be depreciated using this option. • Use <i>Life-to-Date</i> to calculate the difference between the depreciation allowed and the depreciation taken. Typically, you would use life-to-date calculations when a change occurs in accounting principle, such as depreciation method. Changes of this type require an adjustment for the differences in accumulated depreciation to date. <p>For example, if you took 20,000 USD depreciation over a two-year period but the amount allowed was \$24,000, the difference of \$4,000 would be expensed as an adjustment to accumulated depreciation in the current period.</p> |
| Low Value | <p>Select to identify assets with costs below a certain level for special depreciation processing. This is a requirement for some countries.</p> |
| Useful Life | <p>Enter the number of periods. This is used to perform the depreciation calculations for the financial books.</p> |
| End Date (end depreciation date) | <p>Enter an end date that you want depreciation to cease at a particular time. At the end depreciation date, the remaining asset basis will be taken in depreciation and the asset will be fully reserved.</p> |
| Future Depr Yrs (future depreciation years) | <p>PeopleSoft Asset Management calculates and stores depreciation until the end of the asset life. However, for optimal processing performance and greater table efficiency, you can specify a fixed number of years for which depreciation is calculated and stored.</p> <hr/> <p>Note: Oracle strongly recommends using the Future Depreciation Years option if you are using group assets.</p> <hr/> |
| Special Depreciations | <p>Select if you are working in a global environment and want to use special depreciation terms to meet specific country requirements. Click Special Terms to open the Depreciation Method Information page, where you can select special terms for depreciation.</p> |
| Depr Limit (depreciation limit code) | <p>Select a depreciation limit code that relates to a specific dollar amount limitation on depreciation for each year of life. Although this can be used for financial depreciation, it is commonly used for U.S. tax purposes, because such depreciation limits exist for items such as luxury automobiles.</p> |

| <i>Field or Control</i> | <i>Description</i> |
|--------------------------------------|--|
| Cost Basis Limit | Enter the limit on the depreciable basis of this asset. If the actual cost of an asset is greater than its depreciable basis, the difference will result in a gain when the asset is retired. |
| Salvage % of Cost and Salvage | Enter the residual value of the asset subtracted from the cost to determine the depreciable basis used in depreciation calculations. You can enter it either as a flat rate or as a salvage percentage (a percentage of the total cost of the asset). If you use a salvage percentage, the system recalculates the salvage value when you add additional costs for the asset. |
| (DEU) Multi-Shift Code | Enter rates by which depreciation should be increased based on the number of production shifts that an asset is used. This is used in Germany. |

| Field or Control | Description |
|---------------------------|--|
| Threshold ID | <p>If you want to define capitalization thresholds based on book, select the Threshold ID to use as the default value for assets within a given book.</p> <p>When you populate this field, the capitalization status of each book is determined according to the capitalization threshold defined for that book.</p> <p>This field appears only when the Capitalization Threshold feature is enabled from the Installation Options - Asset Management page.</p> <p>This field is available for editing only when the Threshold ID on the Default page is unpopulated.</p> <p>When the Capitalization Threshold feature is enabled, PeopleSoft Asset Management:</p> <ul style="list-style-type: none"> • Automatically catalogues the capitalization status for batch and online asset additions. • Provides processes to deal with adjustments to the original cost. • Balances out any potential clearing account with other feeder systems. • Reassesses the capitalization status of the asset when subsequent transactions occur. • Provides reports and audit trails to facilitate control of these transactions. <p>When adding an asset, the system uses the capitalization definition for the applicable Threshold ID to determine the appropriate capitalization action to take. Upon saving, the system compares the asset cost with the cost established for each bracket, as well as the basis option to decide the appropriate action to take. Alternatively, you can select to have the capitalization analysis performed by unit cost rather than total cost.</p> <p>See .“Pages Used to Set Up and Manage Capitalization Thresholds” (PeopleSoft Asset Management)</p> |
| Group BU | Enter the business unit for the group assets. |
| Group ID | Select the group ID. |
| Impairment Process | Select to make the asset available for impairment processing. |

Note: Each group member asset profile can be used by only one business unit.

Depreciation Method Information Page

Use the Depreciation Method Information page (PROFILE_DEPR_DETL) to set special depreciation terms for an asset profile and select an accounting method for these special terms.

These are commonly used to meet depreciation requirements for specific countries.

Navigation:

Select the **Special Depr** check box and click **Special Terms** on the Depreciation page of the Asset Profile component.

This example illustrates the fields and controls on the Depreciation Method Information page. You can find definitions for the fields and controls later on this page.

| Field or Control | Description |
|-------------------------|---|
| Allowance | Select to specify that special depreciation amounts are not booked with the standard depreciation amounts. Journal entries are generated that will include only the standard depreciation. PeopleSoft Asset Management does not support automatically generating journal entries for the special depreciation allowance accounting method. You may need to run two reports: Reserve for Special Depreciation and Reversal for Special Depreciation, and then generate the journal entries manually into the PeopleSoft General Ledger system. |

| Field or Control | Description |
|-------------------------|---|
| Expense | Select to specify that total amounts of special depreciation and standard depreciation are booked and journal entries are generated that will include the total of standard and special depreciation amounts. |
| Reserve | Select to specify that special depreciation amounts are not booked with the standard depreciation amounts. Journal entries are generated that will include only the standard depreciation. PeopleSoft Asset Management does not support automatically generating journal entries for the special depreciation allowance accounting method. You may need to run two reports: Reserve for Special Depreciation and Reversal for Special Depreciation, and then generate the journal entries manually into the PeopleSoft General Ledger system. |

Note: Additional fields are provided to comply with the depreciation methods used in countries other than the U.S.

When you use additional terms, they affect depreciation calculations in the following ways:

| Term | Depreciation |
|-------------|---------------------|
| Special | Depreciation × Rate |
| Accelerated | Depreciation × Rate |
| Initial | Cost × Rate |
| Increase | Depreciation × Rate |

Note: **Year of Change**(displayed from the ASSET_DPR_DETAILS page) is available only when the depreciation method is *Japan-Change DB to SL*.

(ARG, BRA, and MEX) Asset Profiles - Inflation Information page

Use the Asset Profiles - Inflation Information page (PROFILE_SEC) to establish an inflation adjustment factor by selecting the market index and rate to apply.

Navigation:

Set Up Financials/Supply Chain > Product Related > Asset Management > Profiles > Asset Profiles > Depreciation > Inflation Information

This example illustrates the fields and controls on the Inflation Information page. You can find definitions for the fields and controls later on this page.

The screenshot shows a window titled "Inflation Information" with a close button. It contains the following fields and values:

- SetID: SHARE
- Asset Profile ID: BLDG
- Asset Book Name: CORP
- Market Rate Index: INF
- *Rate Type: INF
- Term: 0
- Daily Rate Index: INF
- Daily Rate Type: INF
- Daily Term: 0

| Field or Control | Description |
|--------------------------|---|
| Market Rate Index | Select the market rate index to be used for inflation processing. See “Defining Market Rates” (PeopleSoft Global Options and Reports). |
| Rate Type | Select the market rate type to be used for inflation processing. |
| Term | Select the term. |
| Daily Rate Index | Select the daily rate index. |
| Daily Rate Type | Select the daily rate type. |
| Daily Term | Select the daily term. |

See “Establishing Market Rates” (PeopleSoft Global Options and Reports).

(JPN) Salvage Rounding Options page

Use the Salvage Rounding Options page (SALVAGE_OPTION_SEC) to enter options for rounding depreciation amounts for this book.

This is for use in Japan.

Navigation:

Click **Salvage Rounding Options** on the Asset Profile - Depreciation page.

This example illustrates the fields and controls on the Salvage_Rounding_Options. You can find definitions for the fields and controls later on this page.

Salvage Rounding Options

Asset Profile ID

SetID SHARE Asset Profile ID BLDG

Rounding Option

Rounding Rule ▼

Round Type ▼

Rounding Precision

Rounding Factor

Truncation Precision Flag

| Field or Control | Description |
|---------------------------|--|
| Rounding Rule | The rounding rules that are delivered with PeopleSoft Asset Management are: <i>Down</i> <i>NatRnd</i> <i>Up</i> |
| Round Type | The rounding types that are delivered with PeopleSoft Asset Management are: <i>Currency</i> <i>Generic</i> |
| Rounding Precision | Enter the number of places to the right or left of the decimal point to which the amount or number will be rounded. If you select <i>Currency</i> as the round type, the system automatically determines the round precision from the currency code. |

| Field or Control | Description |
|----------------------------------|--|
| Rounding Factor | <p>Enter the number to which the amount will be rounded. For example, if you select <i>Nat Rnd</i> as the rounding rule, and enter a rounding factor of 25, amounts will be rounded to the nearest multiple of 25 so that an amount of 130 will be rounded to 125, and an amount of 140 will be rounded to 150. If you select <i>Currency</i> as the round type, the system will automatically determine the rounding factor from the currency code.</p> |
| Truncation Precision Flag | <p>Works with the round precision value. When you select it, amounts that contain many decimal places will be truncated to one decimal place to the right of the rounding precision position before rounding is performed. If you do not select it, the entire amount will be rounded. This example illustrates truncation precision:</p> <ul style="list-style-type: none"> • Amount to be rounded: 10.03439. • Round precision: 3. <p>With Truncation Precision Flag selected, the system truncates the fifth decimal place and rounds 10.0343. Without the check box selected, the system rounds the entire amount. Actual rounding results depend on the selected rounding rule and round type.</p> |

See “Understanding PeopleSoft Asset Management in Global Settings” (PeopleSoft Asset Management).

Asset Profiles - Tax Page

Use the Asset Profiles - Tax page (PROFILE_BK_03) to specify property type and tax depreciation criteria and identify which tax credits will be used by the profile.

Navigation:

Set Up Financials/Supply Chain > Product Related > Asset Management > Profiles > Asset Profiles > Tax

This example illustrates the fields and controls on the Asset Profiles - Tax page. You can find definitions for the fields and controls later on this page.

Note: Asset tax attributes primarily address Unites States tax issues except where noted.

| Field or Control | Description |
|--|---|
| Property Type and Property Code | Determine the amount of gain treated as ordinary income on the disposition of this asset. |
| Regulation | Identifies the depreciation system elected for this asset: <ul style="list-style-type: none"> • Accelerated Cost Recovery System (ACRS). • Asset Depreciation Range (ADR). • Conventional/Facts & Circumstance. • Asset Class Guideline. • Modified Accelerated Cost Recovery (MACRS). |
| Recovery Life and Recovery Subtype | For reporting purposes, you can further classify the asset by specifying the recovery life expressed in years and the recovery subtype, for example, <i>15-Year Low-Income Housing</i> . You can also specify the asset guideline class. All current classifications are set up in the Tax Class table in the delivered tableset. |
| (IND) Guideline Class | Processing tax and depreciation in India requires the designation of a tax class rate that is associated with an asset block. To associate the tax class rate with a profile, enter the tax class and associated asset block rate here. |

| Field or Control | Description |
|---|---|
| Corporation Sec. 291 (corporation section 291) | Select if this company is a corporation. This check box must be selected if the company is a corporation for the AMTX3210 tax report (Tax Retirement Capital Gains) to accurately reflect the correct Sec. 1231/Ordinary gains. |
| (FRA) Business Tax | Select if assets using this profile are subject to a business tax. This is required in some countries. |
| Listed Property | <p>Select to record whether the asset is listed property. Listed property is a certain kind of asset that is conducive to mixed business or personal use, such as:</p> <ul style="list-style-type: none"> • Passenger automobiles under a certain weight. • Any other property used for transportation, such as trucks, buses, boats, airplanes, motorcycles, and any other vehicles for transporting persons or goods. • Any property of a type generally used for entertainment, recreation, or amusement, such as photographic, phonographic, communication, and video recording equipment. • Any computer and related peripheral equipment, unless it is used only at a regular business establishment and owned or leased by the person operating the establishment. • Any cellular telephone (or similar telecommunications equipment) placed in service or leased in a tax year beginning after 1989. |
| Listed Property Type | Select the property type that corresponds to the Listed Property check box. |
| Business Use % (business use percentage) | <p>Enter the percentage amount of the business use of this listed property asset. Based on the business use percentage that you enter, the basis calculated for depreciation is:</p> $(Basis) = (Cost * Bus_Use_%)$ |

| Field or Control | Description |
|---------------------------------|--|
| (USA) Depreciation Bonus | <p>Select to indicate the specific depreciation bonus definition if the asset qualifies for depreciation bonus treatment. You can also create your own depreciation bonus definitions for selection in this field using the Depreciation Bonus Info page.</p> <p>See Defining Depreciation Bonus Information.</p> <p>PeopleSoft delivers the following values:</p> <ul style="list-style-type: none"> • <i>American Recovery</i>: Select if the qualifying asset is placed in service on or after January 1, 2009 and on or before December 31, 2009 (before 2010 for certain transportation property and certain property with a long production period). • <i>Gulf Opportunity Zone</i>: Select for certain types of assets that are located within the hurricane zone as defined in the Senate Amendment to H. R. 4440 and the acquisition date and in-service date are on or after August 28, 2005 and on or before December 31, 2007 (December 31, 2008 for nonresidential real property or residential rental property). • <i>New York Liberty Zone</i>: Select if the acquisition date and in-service date are on or after September 11, 2001 and on or before December 31, 2007. • <i>None</i>: Select if the acquisition date and in-service date of the asset are on or before September 10, 2001, or, if the other options do not apply. • <i>Section Federal (50%)</i>: Select if the acquisition date and in-service date are after May 5, 2003 and on or before December 31, 2005 to apply the 50 percent bonus. • <i>Section 101- Local</i>: Select if local or state allowance of the bonus depreciation should be applied. Define the parameters of the bonus depreciation as according to applicable local or state law using the Depreciation Bonus Info page. • <i>Small Business Jobs</i>: Select if the qualifying asset is placed in service on or after January 1, 2010 and on or before December 31, 2010 (before 2011 for certain transportation property and certain property with a long production period). • <i>Stimulus Act</i>: Select if the qualifying asset is placed in service on or after January 1, 2008 and on or before December 31, 2008 (before 2010 for certain transportation property and property with a long production period). |
| (USA) Bonus Percent | <p>Supply the amount (percentage) to be applied if the asset qualifies for a depreciation bonus based on the acquisition date and in-service date.</p> |

Using Tax Credit Options

The rate and amount of the tax credit are based on federal tax law and determined by the qualified investment code, tax credit type and code, and basis reduction option in PeopleSoft Asset Management.

Select a qualified investment code if applicable:

| Field or Control | Description |
|--------------------------|---|
| A (accelerated): | Accelerated Cost Recovery System (ACRS) |
| D (depreciation): | Asset Depreciation Range |
| F (facts): | Conventional Facts and Circumstances |
| G (guidelines): | Guideline |
| M (modified): | Modified Accelerated Cost Recovery (MACR) |

Select a tax credit type if applicable. In the U.S., certain business incentive credits can be taken:

| Field or Control | Description |
|----------------------------|---------------------------|
| R (rehabilitation): | Rehabilitation Credit |
| E (energy): | Energy Credit |
| I (investment): | Regular Investment Credit |
| U (user): | User-defined |

The tax credit code further defines the tax credit. For example, a 20 percent rehabilitation tax credit is available for historic buildings. Some credits require a corresponding reduction in the cost basis of the asset.

The basis reduction option indicates whether a reduction in the cost basis is required. Three codes are provided:

| Field or Control | Description |
|-------------------------|---------------------------|
| B (basis): | Basis Reduction |
| P (percentage): | Percentage Rate Reduction |

| Field or Control | Description |
|-------------------------|--------------------|
| N (no): | No Reduction |

Related Links

“Understanding PeopleSoft Asset Management in Global Settings” (PeopleSoft Asset Management)

Child Asset Inheritance Page

Use the Asset Profile - Child Asset Inheritance page (PROFILE_PAR_BK_ECD) to specify child asset attributes that will be used by the profile and inherited from the parent asset for Express Add, Basic Add, and batch-created assets.

The inheritance based on the selected items happens upon defaulting the profile in Express Add and capitalizing the asset in Basic Add, and when you are using Default Profile processing in the Transaction Loader if the Business Unit option is selected.

Navigation:

Set Up Financials/Supply Chain > Product Related > Asset Management > Profiles > Asset Profiles > Child Asset Inheritance

This example illustrates the fields and controls on the Asset Profiles - Child Asset Inheritance page. You can find definitions for the fields and controls later on this page.

Select the attributes and other information that the child asset inherits from the parent asset.

Related Links

“Adding and Maintaining Asset Information” (PeopleSoft Asset Management)

[Understanding Asset Management Business and Cash Generating Units](#)

Using the Data Migration Workbench for PeopleSoft Asset Profiles

Asset profiles are templates that contain standard depreciation criteria for an asset type and its corresponding asset books. The information established for an asset profile can later be used as default values when you add new assets to the system. When you add a new asset profile or modify an existing asset profile, you typically do so in a test environment to ensure data integrity, then migrate the asset profile data to the production environment. You can use the Asset Profile ADS to migrate asset profile data from a test environment to a production environment and validate the data.

The following table lists the delivered ADS definitions (delivered in Data Set Designer) to support the migration of asset profile data:

| <i>Delivered ADS to Support PeopleSoft Asset Profiles</i> | <i>Application Data Set (ADS) Usage</i> |
|---|--|
| ASSET PROFILE | <p>This data set includes the records that store asset profile definitions.</p> <p>Select this data set on the Data Migration Workbench - Project Definition page to move asset profile data from one database to another.</p> |

PeopleSoft delivers an ADS Administrator permission list. For access, the PS/AM access group should be included on the Data Migration page within the Access Group Permissions and the proper access is granted on the Copy Compare Permissions.

See *PeopleTools: Security Administration, Permission Lists*.

All relevant records are included in the Query Access Tree, QUERY_TREE_AM within the PS/AM access group (PeopleTools, Security, Query Security, Query Access Manager).

For more information about application data sets and data set implementation, see:

- “Understanding the PeopleSoft Data Migration Workbench” (Application Fundamentals)
- “Using Application Data Sets” (Application Fundamentals)
- *PeopleTools: Lifecycle Management Guide*

Establishing Asset Ownership

To establish asset ownership, use the Define Asset Owners (AM_OWNER_COMP) component.

To set up an asset owner user, use the Assign Owners to Operators (AM_OWNER_OPR_COMP) component.

This topic provides an overview of asset ownership and discusses how to establish Asset Ownership.

Pages Used to Establish Asset Ownership

| Page Name | Definition Name | Usage |
|------------------------------------|------------------------|---|
| <u>Asset Owner Page</u> | AM_OWNER_DEFN | Define role-based asset owners and assign assets to the owner based on ChartField and other attributes. |
| <u>Asset Owner User Page</u> | AM_OWNER_DEFN2 | Assign operators to owners. |
| <u>Setup Asset Owner User Page</u> | AM_OWNER_OPR_DEFN | Define role-based owner users. |

Understanding Asset Ownership

PeopleSoft Asset Management uses a concept called *asset ownership* in which a relationship is established between assets, ChartField combinations, asset category, asset type, asset location, asset manufacturer or model, or asset department and the individuals who have responsibility for managing them. Asset owners might be plant managers, store managers, or department heads and each owner can be associated with multiple asset operators, such as plant engineers, store clerks, and department workers.

An asset ownership definition provides a manager or supervisor discrete visibility into the transactions affecting the assets for which she is responsible and enables the express retirement of those assets by means of the Asset Management Disposal Worksheet. The disposal worksheet automates the retirement process between the asset owner and the property accounting personnel that are responsible for completing the financial transactions relative to the assets themselves, including the optional establishment of a role-based approval process. The owner-to-operator definition may optionally authorize operator access to asset cost history data and disposal approval.

Asset Owner Page

Use the Asset Owner page (AM_OWNER_DEFN) to define role-based asset owners and assign assets to the owner based on ChartField and other attributes.

Navigation:

Set Up Financials/Supply Chain > Product Related > Asset Management > Financials > Define Asset Owners

This example illustrates the fields and controls on the Asset Owner Page. You can find definitions for the fields and controls later on this page.

The screenshot shows the 'Asset Owner' page with two tabs: 'Asset Owner' and 'Asset Owner_User'. The 'Asset Owner' tab is active, displaying 'Asset Owner' as 'MANAGER' and 'Description' as 'Manager'. Below this is the 'Asset Selection Attributes' table with columns for '*Field Name', '*Field Value', and '*To Value'. The table contains one row with 'Asset Category' selected in the dropdown, 'BLDG' in the field value, and 'BLDG' in the to value field. Navigation buttons like 'Personalize', 'Find', 'First', and 'Last' are visible.

Select the role to be defined as the asset owner.

| Field or Control | Description |
|-----------------------------------|---|
| Asset Selection Attributes | <p>Using the drop-down search keys, select the field name to use to establish ownership.</p> <p>For example, the manager may be responsible for all assets in Department 11000 through, Department 12000, Location Sydney, and Category Computer Items. Select <i>Department</i> and define the range of field values, select <i>Location</i> and define the location field value of Sydney, and select <i>Category</i> and define the category field value of Computers.</p> |

Asset Owner User Page

Use the Asset Owner User page (AM_OWNER_DEFN2) to assign operators to owners.

Navigation:

Set Up Financials/Supply Chain > Product Related > Asset Management > Financials > Define Asset Owners > Asset Owner User

This example illustrates the fields and controls on the Asset Owner User page. You can find definitions for the fields and controls later on this page.

The screenshot shows the 'Asset Owner User' page with two tabs: 'Asset Owner' and 'Asset Owner User'. The 'Asset Owner User' tab is active, displaying 'Asset Owner' as 'MANAGER' and 'Description' as 'Manager'. Below this is the 'Asset Owner User' table with columns for '*User ID', 'Retire Approval Required', and 'Show Cost'. The table contains one row with 'VP1' in the user ID field, an unchecked checkbox for 'Retire Approval Required', and a checked checkbox for 'Show Cost'. Navigation buttons like 'Personalize', 'Find', 'First', and 'Last' are visible.

| Field or Control | Description |
|-------------------------|---|
| Asset Owner User | <p>Link the asset owner to users or operators. Under User ID, enter the user IDs that are assigned to the asset owner.</p> <p>Select Retire Approval Required to indicate that an approval step is required prior to asset disposal.</p> <p>Select Show Cost to indicate whether the user ID will have access to cost information in the express retirement pages.</p> |

Setup Asset Owner User Page

Use the Setup Asset Owner User page (AM_OWNER_OPR_DEFN) to define role-based owner users.

Navigation:

Set Up Financials/Supply Chain > Product Related > Asset Management > Financials > AM Assign Owners to Operators

This example illustrates the fields and controls on the Assign Owners to Operators page. You can find definitions for the fields and controls later on this page.

The screenshot shows the 'Assign Owners to Operators' page with the following data:

| | *User ID | *Asset Owner | Retire Approval Required | Show Cost | | |
|---|----------|--------------|-------------------------------------|-------------------------------------|---|---|
| 1 | VP1 | MANAGER | <input type="checkbox"/> | <input checked="" type="checkbox"/> | + | - |
| 2 | VP2 | SUPERVISOR1 | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | + | - |
| 3 | VP3 | SUPERVISOR2 | <input checked="" type="checkbox"/> | <input type="checkbox"/> | + | - |

The Asset Owner User page enables you to make assignments owner by owner. The Setup Asset Owner User page enables you to you add multiple operators and owners at one time.

| Field or Control | Description |
|-------------------------------|--|
| Setup Asset Owner User | Assign user ID to asset owner and set up retire approval required, and show cost options for each user ID. |

Note: A warning appears if the **Retire Approval Required** and **Sow Cost** options that are established here for a user ID are in conflict with those established in the Asset Owner User page (AM_OWNER_DEFN2).

Defining On-Demand Processing for PeopleSoft Asset Management

To set up on-demand processing options, use the On-Demand Process Options component (RTM_OPTIONS).

This topic provides an overview of on-demand processing and lists the page used to define on-demand processing for PeopleSoft Asset Management.

Page Used to Define On-Demand Processing

| <i>Page Name</i> | <i>Definition Name</i> | <i>Usage</i> |
|---|------------------------|---|
| “On-Demand Processing Options Page” (Application Fundamentals) | RTM_OPTIONS | Define the process groups that certain users can run on demand. |

Understanding On-Demand Processing for PeopleSoft Asset Management

Process groups are groups of processes that certain users can run on demand, directly from transaction entry pages, such as the Invoice Information page in the Voucher component of Payables. The process groups that are available depend on your user ID and whether a given transaction requires the processing.

Before you can use on-demand processing, you must specify the accounting entry definitions that will be used by each source transaction-process group combination, along with other options. Accounting entry definitions define the record and fields that the Journal Generator process uses to extract accounting entries from the system source.

Set up on-demand processing for:

- INTFAPAM: AP/AM Interface Application Engine.
- AMPS1000: Preinterface loader.
- AMIF1000: Transaction loader.

Setting Up Reporting Options

This topic provides an overview of reporting options and discusses how to set up Reporting options.

Pages Used to Set Up Reporting Options

| <i>Page Name</i> | <i>Definition Name</i> | <i>Usage</i> |
|---|------------------------|--|
| Reporting Drilldown Fields Page | RPT_DRILL_FLD_G | Define the drill-down group ID and select drill-down fields. |

| Page Name | Definition Name | Usage |
|--|------------------------|--|
| <u>(Optional) User Preferences - Asset Management Page</u> | OPR_DEF_TABLE_AM1 | Select a drill-down group to associate with this user ID. |
| <u>Report Suffix Page</u> | REPORT_SUFFIX | (Required) Denotes the Report By value for the report, appended to the report ID to uniquely identify it. The default sort order is ChartField, (CF). |
| <u>ChartField Format Template Page</u> | RPT_FMT_TMPL_SBP | Update or add new ChartField report formats. |
| <u>Report Fields Format Template Page</u> | RPT_FMT_TMPL2_SBP | Update or add new report field formats. |

Understanding Reporting Options

Oracle delivers several kinds of report options within PeopleSoft Asset Management.

Online Drill-Down Options

Online reporting enables users to view details of costs and depreciation from high-level summary views to the lowest reporting level available for reporting periods.

PeopleSoft Asset Management provides online inquiries of the depreciation reporting table (DEPR_RPT) displaying high-level summary data for a period with details available through drill-down functions, defined at the business unit and book definition level. When enabled for online reporting, selection criteria includes business unit, book, fiscal year, period, asset category, profile ID, and ChartFields. The drill-down feature provides the option to view the data presented to the lowest level available.

Report Format Template and Suffix

Most of the reports that are used for different functions within PeopleSoft Asset Management make use of the same data but report it from a different perspective. For example, depreciation is often reviewed by ChartField activity. However, reviewing depreciation based on a category or location is also useful. To that end, you can use a report template that enables you to define the reporting-by method to be used.

Oracle delivers a report template that all users can share but that you can define to include or exclude information of your choosing. The template controls the report title, **Report By** field name, sort order, field length to display, field label overrides, amount field length, and subtotalling. To accommodate the varying needs of many users, the report can be generated using **Report By** as the key, with a report suffix added to the report ID to indicate what value is used for **Report By**.

PeopleSoft Asset Management also provides the tools to produce reports in user-defined formats. With report IDs or user IDs as keys to reporting templates, multiple groups or individuals use the same general information provided in a report but receive it in a dynamically defined format addressing the particular needs of the group or individual.

Reporting Drilldown Fields Page

Use the Reporting Drilldown Fields page (RPT_DRILL_FLD_G) to define the drill-down group ID and select drill-down fields.

Navigation:

Set Up Financials/Supply Chain > Product Related > Asset Management > Reporting Setup > AM Reporting Drilldown Fields > Reporting Drilldown Fields

| <i>Field or Control</i> | <i>Description</i> |
|-------------------------|--|
| Detail View | Select the corresponding check box for each field that you want available for drill down. Clear any fields to be excluded. For example, if your organization does <i>not</i> track anything by class, a column for the field will appear on your report, but no values will appear. To remove the column from a report, deselect the check box on this page. |

(Optional) User Preferences - Asset Management Page

Use the User Preferences - Asset Management page (OPR_DEF_TABLE_AM1) to select a drill-down group to associate with this user ID.

Navigation:

Set Up Financials/Supply Chain > Common Definitions > User Preferences > Define User Preferences > Asset Management. Select a user ID.

| <i>Field or Control</i> | <i>Description</i> |
|---------------------------------|---|
| Field Drilldown Group Id | Select the group ID to associate with this user ID. If you do not select a group ID, all fields are available for drill down. The drill-down field list could be very long. To create a drill-down list that is more specific, you can drill down by project ID and department ID only, thereby reducing the list using this setup. |

Report Suffix Page

Use the Report Suffix page (REPORT_SUFFIX) to (Required) Denotes the Report By value for the report, appended to the report ID to uniquely identify it.

The default sort order is ChartField, (CF).

Navigation:

Set Up Financials/Supply Chain > Product Related > Asset Management > Reporting Setup > AM Reporting Suffix

Enter the values to be appended to the report ID, which identify the name of the available field by which the report is run. For example, the report, Depreciation Activity by ChartField, uses the report ID AMDP2000. When you report by department, the report suffix 5 is appended to the report ID, which then appears as AMDP2000-5. This means that the report contents are presented in department order. As you add or change ChartFields, you must add or change the corresponding values in this list.

ChartField Format Template Page

Use the ChartField Format Template page (RPT_FMT_TMPL_SBP) to update or add new ChartField report formats.

Navigation:

Access the run control page for the report to be formatted with user-defined parameters and expand the **Report Print Options** group box.

Click the **Update/Add CF Template** link in the **Report Print Options** group box from certain Asset Details and Cost and Depreciation Reports.

This example illustrates the fields and controls on the ChartField Format Template page. You can find definitions for the fields and controls later on this page.

ChartField Format Template

Report Template

Report ID AMAS2100

CF Template ID Delete Template

| Chartfields | Field Name | Field Order | Display Length | Label Override | Include in Report | Print subtotals |
|-------------|------------------|---------------------------------|---------------------------------|---------------------------------------|-------------------------------------|-------------------------------------|
| | Operating Unit | <input type="text" value="3"/> | <input type="text" value="8"/> | <input type="text" value="Oper Uni"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| | Fund Code | <input type="text" value="4"/> | <input type="text" value="5"/> | <input type="text" value="Fund"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| | Department | <input type="text" value="5"/> | <input type="text" value="10"/> | <input type="text" value="Dept"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| | Program Code | <input type="text" value="6"/> | <input type="text" value="5"/> | <input type="text" value="Progr"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| | Class Field | <input type="text" value="7"/> | <input type="text" value="5"/> | <input type="text" value="Class"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| | Budget Reference | <input type="text" value="8"/> | <input type="text" value="8"/> | <input type="text" value="Bud Ref"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| | Product | <input type="text" value="9"/> | <input type="text" value="6"/> | <input type="text" value="Produc"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| | PC Business Unit | <input type="text" value="10"/> | <input type="text" value="5"/> | <input type="text" value="PC Bu"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| | Project | <input type="text" value="11"/> | <input type="text" value="15"/> | <input type="text" value="Project"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| | Activity | <input type="text" value="12"/> | <input type="text" value="15"/> | <input type="text" value="Activity"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| | Source Type | <input type="text" value="13"/> | <input type="text" value="5"/> | <input type="text" value="Sourc"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| | Category | <input type="text" value="14"/> | <input type="text" value="5"/> | <input type="text" value="Categ"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| | Subcategory | <input type="text" value="15"/> | <input type="text" value="5"/> | <input type="text" value="Subca"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| | Asset Category | <input type="text" value="99"/> | <input type="text" value="5"/> | <input type="text" value="Categ"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |

The ChartField Format Template pictured is accessed from the Acquisitions report run control (Asset Management, Financial Reports, Asset Details, Asset Acquisition Reports, Acquisitions).

Only active PeopleSoft General Ledger ChartFields appear on the page in addition to the PeopleSoft Asset Management ChartField *Asset Category*.

| Field or Control | Description |
|--------------------------|---|
| Field Order | Define the order of the fields to print across the page of your report. For example, <i>Department, Project, Product, Asset Category</i> , and so on. |
| Display Length | Field length defaults automatically appear. Shorten the field lengths as needed. |
| Label Override | Enter the field label to be used for each field that is included or use the default definitions. |
| Include in Report | All fields are selected to be included in the report by default. Deselect any fields that you do not want to include. |
| Print subtotals | The system prints subtotals for all fields by default. Deselect fields for which you do not want subtotal breaks. If a ChartField is not included in the report, corresponding subtotals will not be printed. |

Related Links

“Understanding Asset Management Reporting Options” (PeopleSoft Asset Management)

Report Fields Format Template Page

Use the Report Fields Format Template page (RPT_FMT_TMPL2_SBP) to update or add new report field formats.

Navigation:

Access the run control page for the report to be formatted with user-defined parameters and expand the **Report Print Options** group box.

Click the **Update/Add RF Template** link in the **Report Print Options** group box from certain Asset Details and Cost and Depreciation Reports.

This example illustrates the fields and controls on the Report Fields Format Template page. You can find definitions for the fields and controls later on this page.

Report Fields Format Template

Report Template

Report ID AMAS2000

RF Template ID [Delete Template](#)

| Report Fields | | | |
|----------------|-------------------------------------|--------------------------|----------------|
| Field Label | Include in Report | Override Label | Label Override |
| Asset ID | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Asset ID |
| Description | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Description |
| Cost Type | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Cost Type |
| Beginning Cost | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Beginning Cost |
| Additions | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Additions |
| Transfers | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Transfers |
| Retirements | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Retirements |
| Adjustments | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Adjustments |
| Recategorizes | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Recategorizes |
| Ending Cost | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Ending Cost |

The Report Field Format Template that is pictured was accessed from the Cost Activity report run control (Asset Management, Financial Reports, Cost and Depreciation, Cost Activity, Cost Activity).

Supply an **RF Template ID** and click the **Add Template** link. This populates the possible report fields for the particular report.

| Field or Control | Description |
|--------------------------|---|
| Include in Report | All fields are selected to be included in the report by default. Deselect any fields that you do not want to include. |
| Override Label | Select the report fields for which you want to change the field label. |
| Label Override | Enter the field label to be used for each field that you selected to override. |

Related Links

“Understanding Asset Management Reporting Options” (PeopleSoft Asset Management)

Setting Up Accounting Entry and Financial Processing for PeopleSoft Asset Management

Understanding Accounting Entry and Financial Processing

PeopleSoft Asset Management provides the tools to create accounting entries and manage financial reporting for your enterprise. To enable these functions, you must first define the tables used to process accounting entries and financial processes.

You may be required to set up transaction processing with document sequencing. The document sequencing features in PeopleSoft help you to maintain established business practices by meeting these requirements.

Defining Accounting Entries

Use the following components to set up accounting entries:

- Asset Book (BOOK_DEFN1).
- Accounting Entry Template ID (AMAE_TMPL_ID_PNL).
- Accounting Entry Template (DIST_TEMPLATE_DEFN).
- Accounting Templates en Masse (RUN_AMAEMASS).
- Accounting Entry Templates Report (RUN_AMAE1000)
- Transfer Definition (IU_TRF_DEFN_TBL).
- Transaction Codes (TRANSACTION_CODE).
- Transaction Groups (TRANS_PNL_GRP).
- Book Code (BOOK_CODE).
- Acct (accounting) Template Book Code Reset (RUN_AM_BKC_RESET).
- ChartField Mapping Templates (AM_CF_MAPPING).

This topic provides an overview of accounting entry options, lists the pages used to set up accounting entries, and discusses how to define Accounting Entries.

Pages Used to Define Accounting Entry for PeopleSoft Asset Management

| Page Name | Definition Name | Usage |
|---|------------------------|---|
| Asset Book | BOOK_DEFN | Define asset books. |
| <u>Accounting Entry Template IDs Page</u> | AMAE_TMPL_ID_PNL | Create a template ID with options for depreciation features and distribution methods. |
| <u>Accounting Entry Templates Page</u> | DIST_TEMPLATE_DEFN | Add or modify accounting entry templates. When accessing the Accounting Entry Templates page, you can use a transaction code as a key to determine what accounting entries to create. |
| <u>Accounting Templates en Masse Page</u> | RUN_AMAEMASS | Create one or multiple accounting entry templates for journal templates, cost types, transaction codes, and retirement disposal codes in a single process. |
| Accounting Entry Templates Report | RUN_AMAE1000 | Run a report showing a list of accounting entry templates. |
| <u>InterUnit Transfer Definition Page</u> | IU_TRF_DEFN_TBL | Set up an InterUnit transfer definition. |
| <u>Transaction Codes Page</u> | TRANSACTION_CODE | Review or modify the transaction codes. |
| Transaction Groups | TRANS_GROUP_PNL | Set up transaction groups for purposes of allocating depreciation. For example, depreciation and prior period depreciation may be treated the same for allocations, so you can combine them into one transaction group. |
| Book Code | BOOK_CODE | Add book codes in pairs to facilitate multiple GAAP within the same chart of accounts. |
| Acct Template Book Code Update | RUN_AM_BKC_RESET | Reset accounting templates book codes in accounting templates. |
| ChartField Mapping Template | AM_CF_MAPPING | Create a ChartField map template to map dissimilar charts of accounts when entities have different ChartField structures. |

Understanding Accounting Entry Options

PeopleSoft uses tables to support accounting entries for PeopleSoft Asset Management. Some tables are required for accounting entry processing and are noted as such. All others are optional.

Accounting Books

Defining asset books is required for accounting entry processing. Asset books are used to store financial information about assets such as cost history, depreciation rules, and retirement information.

An unlimited number of asset books per business unit can be defined. The number of books that you use depends on your reporting needs. Using multiple books enables you to keep separate cost and depreciation rules for each asset. Typically, organizations use at least two books: corporate and tax, also known as *financial* and *fiscal*. Your organization may need additional books if it does business in more than one state or country or uses any of the United States-recognized special tax treatments of accelerated current earnings (ACE) and alternative minimum tax (AMT).

Note: The depreciation criteria for each book are specified when you add assets or create asset profiles.

Accounting Entry Templates

The Accounting Entry template is the central table used for creating accounting entries to general ledger journals. Each is defined by an accounting entry template ID. When you add an accounting entry template, PeopleSoft Asset Management populates it with standard accounting entry types, based on the asset category, cost type, and transaction type that you specify. It also identifies each entry as either a debit or credit.

To begin, create accounting entry template IDs and if applicable in your business, mark the cost types for impairment and revaluation. For the SetID, create or select an existing accounting entry template to apply depreciation features and distribution methods. These features control what distribution types need to be set up in the accounting entry template.

PeopleSoft Asset Management enables you to create one or multiple accounting entry templates in a single operation. You may generate accounting entry templates for an asset category for all transaction types. You can generate templates for cost type, transaction code, and retirement disposal code.

Once you have defined the accounting entry template IDs, run the Create Accounting Templates en Masse Application Engine process (AMAEMASS) that generates accounting entry templates for all transaction types and user-defined cost type, transaction code, and disposal code.

Multiple GAAP and Book Codes

PeopleSoft delivers the ability to book accounting transactions according to different and often conflicting accounting principles for one Business Unit in one ledger and to maintain these entries in compliance with the rules of government and regulatory organizations. You can add book codes for PeopleSoft Asset Management to facilitate accounting entry processing.

Generally accepted accounting principles (GAAP) as determined in one country or jurisdiction often vary from country to country or by self-governing accounting bodies and jurisdictions. Consequently, organizations record and report their operations according to local accounting requirements as well as by rules applicable to parent corporations that are often under the rules of another national jurisdiction. PeopleSoft has provided the ability to maintain separate ledgers and ledger groups for different accounting principles, record transactions under varying statutory rules using Alternate Account and

using MultiBook in PeopleSoft General Ledger and its subsystems for its automatic synchronization capabilities. A sometimes much favored method, especially within financial organizations, is defining book codes. This method enables you to simultaneously generate in one business unit and ledger all the relevant accounting entries for a transaction that addresses different local and corporate accounting rules.

You can use book codes to simultaneously generate sets of entries to record related transactions according to multiple GAAP for the same business unit in the same ledger. For example, where local and corporate accounting principles are not compatible, you define a local (L) and a corporate (C) book code. For those situations where requirements are alike, you define a code for both (B). You can attach these book codes to accounts as attributes. This results in separate permutations of accounts and book codes in which you simultaneously record related transactions under local, corporate, or both rules. You can choose to associate a single book code with one account value. Using this method, a unique account value must be created for each book code.

See “Understanding Multiple GAAPs and Prior Period Adjustments” (PeopleSoft Global Options and Reports).

Prerequisites

Before you can define accounting entry processing, you must first complete the following task:

- Define overall installation options to enable Book Code functionality. Use the Installation Options Overall (INSTALLATION_FS1) page.
- Define ChartField accounts.
- Define journals, ledgers and ledger groups.

Transaction Codes Page

Use the Transaction Codes page (TRANSACTION_CODE) to review or modify the transaction codes.

Navigation:

Set Up Financials/Supply Chain > Product Related > Asset Management > Financials > Asset Transaction Codes > Transaction Codes

This example illustrates the fields and controls on the Transaction Codes page. You can find definitions for the fields and controls later on this page.

| Transaction Codes | | | | |
|--|-------------------|--------------------------------|-------------------|-----|
| SetID SHARE | | | | |
| Transaction Codes Personalize Find First 1-12 of 12 Last | | | | |
| | *Transaction Code | Description | Short Description | |
| 1 | 1 | Acquisition-Education Division | Education | + - |
| 2 | A | Abandoned | Abandoned | + - |
| 3 | C | Cannibalized | Cannibal | + - |
| 4 | I | Inventory | Inventory | + - |
| 5 | IP | Investment Property | Inv Prop | + - |
| 6 | N | Donated | Donated | + - |
| 7 | O | ARO Settlement | ARO Settle | + - |
| 8 | R | Scrap | Scrap | + - |
| 9 | RV | Revaluation | Reval | + - |
| 10 | S | Sale | Sale | + - |
| 11 | T | Trade-in | Trade-in | + - |
| 12 | Y | Casualty | Casualty | + - |

| Field or Control | Description |
|------------------|---|
| Transaction Code | Enter a transaction code that identifies special asset transactions and that are used in combination with actions to create accounting entries. You can modify these codes by changing the description and short description. The transaction code associated with revaluation displays revaluation related distribution types for additions. |

When you define accounting entry options for a book, you can choose to distribute by disposal code. If you choose this option, the disposal code appears by default as the transaction code. In this case, you must use the transaction codes from the delivered TableSet defined for the tubbiest that you are using. You must also define corresponding accounting entry templates.

Note: The standard transactions are predefined and delivered with PeopleSoft Asset Management. To modify the transaction types, use the Asset Management (INSTALLATION_AM) page of the Installation Options (INSTALLATION) component.

See “Installation Options - Asset Management Page” (Application Fundamentals).

Accounting Entry Template IDs Page

Use the Accounting Entry Template IDs page (AMAE_TMPL_ID_PNL) to create a template ID with options for depreciation features and distribution methods.

Navigation:

Set Up Financials/Supply Chain > Product Related > Asset Management > Accounting > AM Accounting Entry Tmplt IDs > Accounting Entry Template IDs

This example illustrates the fields and controls on the Accounting Entry Template IDs page. You can find definitions for the fields and controls later on this page.

Accounting Entry Template IDs

Account Entry Template ID

SetID SHARE

Account Entry Template ID DEFAULT

Description

Features Used

Derogatory Depreciation

Like Kind Exchange

Revaluation Net Method

Cap Threshold Processing

Federal Fund

Sale Accounting Method

Create Gain/Loss Lines

Create Net Book Value lines

| <i>Field or Control</i> | <i>Description</i> |
|--------------------------------------|--|
| (FRA) Derogatory Depreciation | Select to accumulate derogatory depreciation. Used in France, derogatory depreciation represents the difference between two methods of depreciation (usually straight-line versus declining balance) applied to the same asset, where one method best reflects the economic depreciation and the other is used for tax reporting purposes. |
| (USA) Like Kind Exchange | Select to accumulate like kind exchange in support of the US 1031 Like-Kind Exchange guidelines issued by the Internal Revenue Service (IRS). Note: Selecting this check box results in unrecognized gain and loss. |
| Revaluation | Select to accumulate differences derived from revaluation of tangible fixed assets and financial assets. This option not available if you have not selected the revaluation option on the Installation Options — Asset Management page. |

| Field or Control | Description |
|---|---|
| (AUS) Net Method | When processing Australian net method revaluation, select this option to prevent the generation of <i>Provision for Revaluation Contra</i> (RC) accounting lines as a result of revaluation. When selected, the Run Depreciation Close Process (DEPR_CLOSE_RQST) will not create accounting line entries for rows with RC and <i>Reversal of Depreciation</i> (RD) distribution types, and DPR or PDP transaction types. |
| Book Code | Select this check box to apply book code to this accounting entry template ID. If it is not applicable, all generated entries will be created with no Book Code and all entries will post to General Ledger. If it is applicable, the book code functionality will be applied either for every book or none of them in the same ledger group by default. This field appears only if the Book Code feature is enabled at the system level within overall Installation Options. |
| Cap Threshold Processing (capitalization threshold processing) | Select to enable capitalization threshold processing at the accounting entry template ID level. This option appears only when the Capitalization Threshold feature is enabled at the system level within Installation Options. See Defining Capitalization Threshold Processing |
| Federal Fund | Select this check box to enable Federal funds transfer distribution types on the Accounting Entry Templates page. |
| Create Gain/Loss Lines | Select this distribution method to distribute the accounting entries created by the template to gain and loss totals. There are two general methods of registering a fixed asset's sales. Create Gain/Loss Lines is used to reflect in only one account the gain or loss that the sale transaction represents for the company. |
| Create Net Book Value lines | Select this distribution method to distribute the accounting entries created by the template to net book value totals. There are two general methods of registering a fixed asset's sales. Create Net Book Value lines is used to reflect the proceeds of the sale in one account and the cost of sold asset in the other account. The PeopleSoft system provides the flexibility to generate entries for the wanted method. |

Note: When setting up a new template or changing a template ID on a template that previously used either Gain/Loss or Net Book Value distribution, you may see a warning that the previous templates will be deleted. You have the option to go back and update the template instead.

Related Links

“Understanding PeopleSoft Asset Management in Global Settings” (PeopleSoft Asset Management)

Accounting Entry Templates Page

Use the Accounting Entry Templates page (DIST_TEMPLATE_DEFN) to add or modify accounting entry templates.

Navigation:

Set Up Financials/Supply Chain > Product Related > Asset Management > Accounting > AM Accounting Entry Templates > Accounting Entry Templates

This example illustrates the fields and controls on the Accounting Entry Templates page. You can find definitions for the fields and controls later on this page.

Accounting Entry Templates

Accounting Entry Template

| | | |
|----------------------------|----------------------------------|-----------------------------|
| SetID | SHARE | |
| Asset Category | AUTO | Automobile |
| Cost Type | A | Allowance for ADV Depr |
| Transaction Type | ADD | Asset Addition |
| Transaction Code | I | Inventory |
| Account Entry Template ID | AUSTRALIA | Acctg Template ID Australia |
| *Journal Template | <input type="text" value="ADD"/> | Asset Additions |
| Budget Journal Template ID | <input type="text" value="ADD"/> | Asset Additions |

Accounting Entries


| Accounting Entry Type | *Account | Alternate Account | DR/CR |
|-----------------------|-------------------------------------|----------------------|--------|
| Accumulated Depr | <input type="text" value="165000"/> | <input type="text"/> | Credit |
| Contra Asset | <input type="text" value="674000"/> | <input type="text"/> | Credit |
| Depr Expense | <input type="text" value="681500"/> | <input type="text"/> | Debit |
| Fixed Asset | <input type="text" value="155000"/> | <input type="text"/> | Debit |
| Recognized Loss | <input type="text" value="682100"/> | <input type="text"/> | Credit |
| Trade In | <input type="text" value="120000"/> | <input type="text"/> | Credit |
| Unrecog Gain/Loss | <input type="text" value="110000"/> | <input type="text"/> | Debit |

Set up an accounting entry template for each possible combination of:

- Asset category.
- Cost type.
- Transaction type.
- Transaction code.
- Accounting entry template ID.

Note: If you enter an asset into your system by using a combination of these values for which no accounting entry template exists, your accounting entry process fails when you next attempt to run it.

For each accounting entry type, select:

| Field or Control | Description |
|---|--|
| Journal Template | For recording actual transactions. |
| Budget Journal Template | For recording budget transactions. |
| Accounting Entries | Select the appropriate accounts and alternative accounts to be associated with each accounting entry type. If Book Code functionality is set up at Accounting Entry Template IDs level, the Accounting Entry Templates page displays the Book Code related to that account. |
|  | Click the refresh button to update the display after you enter changes. |

Accounting Entry Types

Accounting entry types are set by the system. Each asset event has an associated set of accounting entry types.

For each possible combination of category, cost type, and transaction code, you must set up an accounting entry template for each of the following transaction types:

- *ACR*: Accretion Expense.
- *ADD*: Additions.
- *ADJ*: Adjustments.
- *TRF*: Transfers.
- *RCT*: Recategorizations.
- *DPR*: Depreciation expenses.
- *PDP*: Prior period depreciation.

Note: The *DPR* and *PDP* transaction types are used only on an accounting entry template with a blank transaction code.

- *PLP*: Prior Lease Payment.
- *RET*: Retirements (also used for processing reinstatements).
- *LPY*: Lease payments.
- *INF*: Inflation adjustment.
- *LEX*: Lease Expense.

Book Code

Specify a book code for each account value.

The **Allow Book Code Override** option that is set on the Account (ACCOUNT) page determines whether this book code can be overridden on the transaction line. The **Effective Date** and **Status** fields on the Account page must match the settings for the account values to which the book code is attached. Assets take the most recent and active date to populate its templates. To avoid any situation where Book Code might generate unbalanced entries in General Ledger, a warning message is generated when the template is saved when there are *paired* distribution types with different Book Codes. Paired distribution types are those distribution types that play against other in order to balance the entry.

Accounting Templates en Masse Page

Use the Accounting Templates en Masse page (RUN_AMAEMASS) to create one or multiple accounting entry templates for journal templates, cost types, transaction codes, and retirement disposal codes in a single process.

Navigation:

Set Up Financials/Supply Chain > Product Related > Asset Management > Accounting > AM Acctg Templates en Masse > Accounting Templates en Masse

This example illustrates the fields and controls on the Accounting Templates en Masse page (1 of 5).

The screenshot shows the 'Accounting Templates En Masse' page. At the top, it displays 'Run Control ID A1', 'Report Manager', 'Process Monitor', and a 'Run' button. Below this is a 'Request' section with a search bar and navigation controls. The main form contains several input fields: '*Request ID' (1), '*SetID' (SHARE), '*Category' (IPDPR), 'Process Frequency' (Always), and '*Account Entry Template ID' (DEFAULT). There are also three buttons: 'Delete All Cost Types', 'Delete All Trans Codes', and 'Delete All Disposal Codes'. The bottom section is titled 'Accounting Entries' and contains a table with columns for 'Distribution Type', '*Account', and 'Alternate Account'.

| Distribution Type | *Account | Alternate Account |
|---------------------|----------|-------------------|
| Investment Property | 152000 | |
| Inv Property Gain | 673100 | |
| Inv Property Loss | 675100 | |
| Accumulated Depr | 162000 | |
| Contra Asset | 159002 | |
| Trade In | 120000 | |
| Proceeds | 830000 | |

This example illustrates the fields and controls on the Accounting Templates en Masse page (2 of 5).

▼ **Journal Template ID**

| Journal Template Id | | | |
|----------------------------|--------------------------------|-----------------------------------|----------------------|
| Transaction Type | *Journal Template | Budget Journal Template ID | |
| Accretion Expense | ADD <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Asset Addition | ADJ&TRANS <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Asset Cost Adjustment | PC_ADJUST <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Depreciation | DEPR <input type="text"/> | DEPR <input type="text"/> | <input type="text"/> |
| Inflation Adjustment | RAD <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Lease Expense | LSEPY <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Prior Period Depreciation | DEPR <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Prior Lease Payment | REM <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Asset Recategorization | RECAT <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Asset Retirement | RET <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Asset Transfer | ADJ&TRANS <input type="text"/> | <input type="text"/> | <input type="text"/> |

This example illustrates the fields and controls on the Accounting Templates en Masse page (3 of 5).

▼ Cost Type

| Cost Type | | Short Description | | |
|---|--|-------------------|----------------------------------|----------------------------------|
| <input type="text" value="A"/> <input type="button" value="Q"/> | | Allowance | <input type="button" value="+"/> | <input type="button" value="-"/> |
| <input type="text" value="C"/> <input type="button" value="Q"/> | | Cost | <input type="button" value="+"/> | <input type="button" value="-"/> |
| <input type="text" value="E"/> <input type="button" value="Q"/> | | Rent Exp | <input type="button" value="+"/> | <input type="button" value="-"/> |
| <input type="text" value="G"/> <input type="button" value="Q"/> | | Grant | <input type="button" value="+"/> | <input type="button" value="-"/> |
| <input type="text" value="I"/> <input type="button" value="Q"/> | | IMP Loss | <input type="button" value="+"/> | <input type="button" value="-"/> |
| <input type="text" value="L"/> <input type="button" value="Q"/> | | Incentive | <input type="button" value="+"/> | <input type="button" value="-"/> |
| <input type="text" value="M"/> <input type="button" value="Q"/> | | Margin | <input type="button" value="+"/> | <input type="button" value="-"/> |
| <input type="text" value="O"/> <input type="button" value="Q"/> | | ARO | <input type="button" value="+"/> | <input type="button" value="-"/> |
| <input type="text" value="P"/> <input type="button" value="Q"/> | | Scrap on A | <input type="button" value="+"/> | <input type="button" value="-"/> |
| <input type="text" value="R"/> <input type="button" value="Q"/> | | Reval | <input type="button" value="+"/> | <input type="button" value="-"/> |
| <input type="text" value="S"/> <input type="button" value="Q"/> | | Sales of A | <input type="button" value="+"/> | <input type="button" value="-"/> |
| <input type="text" value="V"/> <input type="button" value="Q"/> | | Reserve | <input type="button" value="+"/> | <input type="button" value="-"/> |
| <input type="text" value="W"/> <input type="button" value="Q"/> | | Depr.W-Off | <input type="button" value="+"/> | <input type="button" value="-"/> |

This example illustrates the fields and controls on the Accounting Templates en Masse page (4 of 5).

▼ Transaction Codes

| Transaction Codes | | | | |
|-------------------|-------------------|---|---|--|
| Trans Code | Short Description | | | |
| 1 | Education | + | - | |
| A | Abandoned | + | - | |
| C | Cannibal | + | - | |
| I | Inventory | + | - | |
| IP | Inv Prop | + | - | |
| N | Donated | + | - | |
| O | ARO Settle | + | - | |
| R | Scrap | + | - | |
| RV | Reval | + | - | |
| S | Sale | + | - | |
| T | Trade-in | + | - | |
| Y | Casualty | + | - | |
| | | + | - | |

This example illustrates the fields and controls on the Accounting Templates en Masse page (5 of 5).

| Retirement Disposal Code | | | | |
|---------------------------|-------------------|---|---|--|
| Retirement Disposal Codes | | | | |
| Trans Code | Short Description | | | |
| 1 | Acquisitio | + | - | |
| A | Abandoned | + | - | |
| C | Cannibaliz | + | - | |
| I | Inventory | + | - | |
| IP | Investment | + | - | |
| N | Donated | + | - | |
| O | ARO Settle | + | - | |
| R | Scrap | + | - | |
| RV | Revaluatio | + | - | |
| S | Sale | + | - | |
| T | Trade-in | + | - | |
| Y | Casualty | + | - | |
| | | + | - | |

When you begin the process, the page displays your request ID and default process frequency. Select the SetID, account entry template ID, and category. Three actions can be carried out:

| Field or Control | Description |
|---|--|
| Delete All Cost Types | Select to erase all cost types displayed in the Cost Type group box. |
| Delete All Trans Codes (delete all transaction codes) | Select to erase all transaction codes displayed in the Transaction Codes group box. |
| Delete All Disposal Codes | Select to erase all disposal codes displayed in the Retirement Disposal Code group box. |

Distribution Options

The page displays a distribution type list and corresponding account and alternate account specific to the template ID or category selected. The list is refreshed when these values change.

If Book Code functionality is set up at Accounting Entry Template ID level, the book code related to the account displays. The **Allow Book Code Override** option set on the Account page determines whether the book code can be overridden for each distribution type. This process populates the book codes using the criteria defined for the Accounting Entry Template.

If the book code column does not display, it is not selected at Accounting Entry Template ID level. The template uses the book code based on the accounts effective date set in the Account definition page.

SetID Options

The page includes expandable subpages of options determined by SetID.

| <i>Field or Control</i> | <i>Description</i> |
|---------------------------------|---|
| Journal Template ID | (AM_JRNL_TMPL_SBP, RUN_AMAEMASS_02) Select journal and budget journal templates for each type of transaction (add, adjust, and so forth). |
| Cost Type | (AM_COST_TYPE_SBP, RUN_AMAEMASS_03) Select cost types for which templates should be generated (cost, margin, revaluation, and so forth). If cost types are not used, leave this field blank. |
| Transaction Codes | (AM_TRANS_CODE_SBP, RUN_AMAEMASS_04) Select transaction codes for which templates should be generated (abandoned, inventory, donated, and so forth). |
| Retirement Disposal Code | (AM_RETDISP_CODE_SBP, RUN_AMAEMASS_05) Select retirement code for which templates should be generated (abandoned, inventory, donated, and so forth). |

Related Links

“Understanding Asset Information Flow” (PeopleSoft Asset Management)

InterUnit Transfer Definition Page

Use the InterUnit Transfer Definition page (IU_TRF_DEFN_TBL) to set up an InterUnit transfer definition.

Navigation:

Set Up Financials/Supply Chain > Product Related > Asset Management > Financials > AM InterUnit Transfer Defn > InterUnit Transfer Definition

This example illustrates the fields and controls on the InterUnit Transfer Definition page. You can find definitions for the fields and controls later on this page.

To begin, from the search dialog page, select the books used by the **To Business Unit** business unit.

| Field or Control | Description |
|-------------------------|--|
| From Book | Enter the book whose information you want to enter into the To Book. Then select the action that you want to use: <i>Transfer</i> or <i>Add</i> book. Usually you use the transfer action. |

InterUnit transfer definitions act as templates to simplify performing InterUnit transfers.

InterUnit transfer definitions tell the system which books exist for the *transfer from* and *transfer to* business units, and what type of transactions the InterUnit transfer should generate for each book. If you are planning to perform many InterUnit transfers, it helps to first define all the possible InterUnit transfers.

For example, if you have three business units, US001, US002, and US003, and you expect to perform all possible InterUnit transfers, you would set up these six InterUnit transfer definitions:

| Transfer From | Transfer To |
|----------------------|--------------------|
| US001 | US002 |
| US001 | US003 |
| US002 | US001 |
| US002 | US003 |
| US003 | US001 |
| US003 | US002 |

When transferring from a business unit with two books to a business unit with three books, enter information into the extra To Book by using either the Add Book action or the Transfer Book action.

For example:

| From Book | To Book | Action |
|------------------|----------------|---------------|
| Corporate | Local | Transfer Book |
| Federal | Reporting | Transfer Book |
| Corporate | Other | Add Book |

The transactions generated to pass book information for InterUnit transfers differ depending on how many To Book entries a From Book is passing information to, and whether it is passing the information by using a transfer action or an add book action.

Note: Assets that are transferred to new business units by using the add action will have a cost row of zero on the new business unit until you run the Depreciation Calculation process (AM_DEPR_CALC). Running this process updates the asset's cost row with its net book value from the From Book. When you use an asset profile, the book information appears by default from the profile.

Using a From Book Once

When a From Book is used once only, an add action generates a retirement for the From Book and an add to the To Book. A transfer action generates a transfer out for the From Book and a transfer in for the To Book.

The asset that is retired receives an asset status of Disposed.

Assets that are transferred between books by using the transfer action receive a status of Transferred:

| From Book | From Trans | To Book | To Trans | Action |
|------------------|-------------------|----------------|-----------------|---------------|
| CORPORATE | Transfer Out | CORPORATE | Transfer In | Transfer Book |
| FEDERAL | Transfer Out | FEDERAL | Transfer In | Transfer Book |
| From Book | From Trans | To Book | To Trans | Action |
| CORPORATE | Transfer Out | CORPORATE | Transfer In | Transfer Book |
| FEDERAL | Retire | FEDERAL | Add | Add Book |
| From Book | From Trans | To Book | To Trans | Action |
| CORPORATE | Retire | CORPORATE | Add | Add Book |

| <i>From Book</i> | <i>From Trans</i> | <i>To Book</i> | <i>To Trans</i> | <i>Action</i> |
|-------------------------|--------------------------|-----------------------|------------------------|----------------------|
| FEDERAL | Retire | FEDERAL | Add | Add Book |

Using a From Book for Two or More Transfers

When a From Book is used for two or more transfer book actions, only one transfer out transaction is generated. Because this takes care of the cost on the From Book, no additional transfer outs are generated for that book.

Assets that are transferred between books by using the transfer book action receive a status of Transferred:

| <i>From Book</i> | <i>From Trans</i> | <i>To Book</i> | <i>To Trans</i> | <i>Action</i> |
|-------------------------|--------------------------|-----------------------|------------------------|----------------------|
| CORPORATE | Transfer Out | CORPORATE | Transfer In | Transfer Book |
| CORPORATE | | LOCAL | Transfer In | Transfer Book |

Using a From Book for Both Transfer and Add

When a From Book is used for both a transfer and an add action, a transfer out is generated for the Transfer Book. Because this takes care of the cost on the From Book, the add action does not generate a retirement for that book.

Assets that are transferred between books by using the transfer book action receive a status of Transferred:

| <i>From Book</i> | <i>From Trans</i> | <i>To Book</i> | <i>To Trans</i> | <i>Action</i> |
|-------------------------|--------------------------|-----------------------|------------------------|----------------------|
| CORPORATE | Transfer Out | CORPORATE | Transfer In | Transfer Book |
| CORPORATE | | LOCAL | Add | Add Book |

Using a From Book for Two or More Adds

When a From Book is used for two or more add actions, a retirement is generated for the first add action. Because this takes care of the cost on the From Book, no further retirements are generated for it.

The asset that was retired receives a status of Disposed:

| <i>From Book</i> | <i>From Trans</i> | <i>To Book</i> | <i>To Trans</i> | <i>Action</i> |
|-------------------------|--------------------------|-----------------------|------------------------|----------------------|
| CORPORATE | Retire | CORPORATE | Add | Add Book |

| <i>From Book</i> | <i>From Trans</i> | <i>To Book</i> | <i>To Trans</i> | <i>Action</i> |
|------------------|-------------------|----------------|-----------------|---------------|
| CORPORATE | | LOCAL | Add | Add Book |

Note: When you transfer from a business unit with three books to a business unit with two books, the cost information on the extra From Book is automatically retired. You do not need to enter an action.

See “Understanding Adjusting, Transferring, Reversing, and Evaluating Assets” (PeopleSoft Asset Management).

Retiring a Book

Assets that are retired receive a status of Disposed:

| <i>From Book</i> | <i>From Trans</i> | <i>To Book</i> | <i>To Trans</i> | <i>Action</i> |
|------------------|-------------------|----------------|-----------------|---------------|
| CORPORATE | Transfer Out | CORPORATE | Transfer In | Transfer Book |
| LOCAL | Transfer Out | LOCAL | Transfer In | Transfer Book |
| FEDERAL | Retire | | | |

See “Understanding Asset Retirement” (PeopleSoft Asset Management).

Defining Financial Processing for PeopleSoft Asset Management

Use the Asset Categories (CATEGORY_DEFN) component to define financial processing in PeopleSoft Asset Management.

This topic provides an overview of financial processing, lists the pages to define financial processing and describes how to define financial processing for PeopleSoft Asset Management.

Pages Used to Define Financial Processing

| <i>Page Name</i> | <i>Definition Name</i> | <i>Usage</i> |
|---------------------------------|------------------------|--|
| Categories Page | CATEGORY_DEFN | Establish asset categories, which classify assets by type for accounting entry purposes. Typically, these categories reflect how assets are reported on balance sheets. Examples of commonly used asset categories are Furniture and Fixtures, Machinery and Equipment Office Equipment, Leasehold Improvements, and so forth. |

| Page Name | Definition Name | Usage |
|---|------------------------|--|
| Inflation Information Page | CATEGORY_SEC | Establish an inflation adjustment factor by selecting the market index and rate to apply. <u>Categories Page</u> |
| Asset Categories Report | RUN_AMAS1100 | Run a report on asset categories. |
| <u>Cost Types Page</u> | COST_TYPE_DEFN | Define cost types. |
| Financing Codes | FINANCING_CD | Define financing codes to help you analyze your debit and credit relationships for capital-intensive and government projects. For example, you could set up codes to identify bonds, such as IRBs, IDBs, and TEBs. |
| Indexes | AM_INDEX_TBL | Set up an index, which is used to remeasure assets according to set percentages. Gain and loss on retirement is then calculated by using the resulting net book value. Indexes are usually maintained by regulatory agencies, but you can set up your own as well. You can set up rates to associate with indexes on the Defining Market Rates page. |
| C.A.P. Types (capital acquisition plan types) | CAP_TYPE | Set up C.A.P. types. If you are using Asset Budgeting, you set up codes to be used with the C.A.P. function. You can also use C.A.P. type codes to track assets acquired as part of a C.A.P. |
| <u>Clearing Reconciliation Page</u> | AM_CLEREC_RQST | Run the process to reconcile the clearing account that is created by trackable assets from feeder systems against the expense account. |
| Review Expense Entries | ASSET_NF_DIST | Run a report to show the capitalization status of assets based upon criteria selection. |

Understanding Financial Processing in PeopleSoft Asset Management

PeopleSoft Asset Management enables you to apply various attributes to assets for financial reporting purposes, such as categories, cost types, financing codes, and indexes. The purpose of defining these asset attributes is to help refine asset information into meaningful information blocks.

The combination of asset category and transaction code determines into which accounts an asset transaction is entered. Asset category is required.

To group assets by class for reporting or informational purposes only, use the asset class field.

Cost types represent different cost components of an asset, such as materials, labor, and overhead. For example, you can differentiate between the cost of building an asset and its market value by allocating the cost of production to one cost type and the margin of profit to another cost type. Cost type, in combination with asset category and transaction code, determines into which accounts the costs are entered in the general ledger.

Use indexes to remeasure assets according to set percentages. An index may consist of several subindexes, each of which has a separate index amount. You can set up a subindex for each asset category, with amounts that correspond to the inflation or valuation percentages for that year.

You also use indexes and subindexes to calculate replacement costs for assets. Tying an index, such as the consumer price index (CPI), to an asset profile enables replacement cost to be updated in adjustment, partial InterUnit transfer, partial retirement, and partial reinstatement transactions. Revaluation indexes are usually dictated by regulatory agencies, but you can also set up your own.

In compliance with Financial Accounting Standards (FAS) 157, which establishes U. S. guidelines for measuring the fair values of assets and liabilities, PeopleSoft Asset Management provides a framework by which to designate the appropriate valuation method for proper fair value valuation processing. Asset Management also supports fair value processing for international organizations.

PeopleSoft Asset Management validates capitalization limits when you add assets. At the business unit or book level, indicate whether validation should occur against a specific limit or against a table where you have stored step limit amounts and specified various messages for assets whose costs fall below these steps. You can also specify incremental valuation thresholds that identify the asset as a low value asset and how it should be treated during processing. The capitalization limit table accommodates the processing requirements of various countries. In some countries, a low value asset must be fully depreciated in the year of acquisition; in others, a low value asset may be added but must be taken as an expense.

PeopleSoft Asset Management can also determine capitalization status of an asset based on its cost according to capitalization thresholds that you define. When adding new assets, either online or batch, the system automatically classifies them according to their cost into capital assets, non capital assets or expense assets. You create a Capitalization Threshold for each profile of asset that you want to evaluate and associate it with that asset profile. Processes are available to validate capitalization status and deal with adjustments to the original cost, reconcile any potential clearing account with feeder systems, and access reports and audit trails to facilitate control of these transactions.

See “Setting Up and Managing Capitalization Thresholds” (PeopleSoft Asset Management)

Categories Page

Use the Categories page (CATEGORY_DEFN) to establish asset categories, which classify assets by type for accounting entry purposes.

Typically, these categories reflect how assets are reported on balance sheets. Examples of commonly used asset categories are Furniture and Fixtures, Machinery and Equipment Office Equipment, Leasehold Improvements, and so forth.

Navigation:

Set Up Financials/Supply Chain > Product Related > Asset Management > Financials > Define Asset Categories

This example illustrates the fields and controls on the Categories page. You can find definitions for the fields and controls later on this page.

Complete the appropriate fields for each asset category. Identify the depreciable status as **Depreciable** or **Non Depreciable**. You can optionally associate inflation processing information with the category.

See [Setting Up Asset Profiles](#).

Options

These options drive the accounting entries to display in the accounting entry template. When possible, assign these options at the asset category level to alleviate this identification at the individual asset level. Identification at the category or profile level is also necessary for handling batch transactions where there is no use intervention.

| <i>Field or Control</i> | <i>Description</i> |
|--------------------------------|--|
| Intangible | Select if the asset category applies to intangible assets. |
| Leased Assets | Select if the asset category applies to leased assets. |
| Related Lease Category | Select suitable lease category value from the given list. Only if Leased Asset option is selected this field is displayed. It denotes the default asset category assigned to assets upon lease reclassification. This is an optional field. The default asset category assigned upon lease reclassification can be overridden at the asset level. |

| Field or Control | Description |
|----------------------------|---|
| Investment Property | <p>Select if the asset category applies to assets that are considered investment property as defined by International Accounting Standards (IAS) 40. This selection can be used in conjunction with the Leased Assets check box if the category applies to leased assets that are also investment property. However, you cannot select the Intangible check box and the Investment Property check box in combination. A warning message appears in the event that you select this invalid combination.</p> <p>See Defining Investment Property.</p> |
| Property Interest | <p>Select if the asset category applies to an operating lease that meets the conditions for investment property as defined by IAS 40. Operating leases that fall under this category are not treated as operating leases according to Financial Accounting Standards (FAS) 13, which are normally expensed, but rather as capital leases for accounting purposes (capitalized and amortized over the lease term). The Leased Asset check box must also be selected when selecting this option. A message alert appears upon saving the page if the Property Interest check box is selected without the selection of the Leased Assets check box.</p> |

Cost Types Page

Use the Cost Types page (COST_TYPE_DEFN) to define cost types.

Navigation:

Set Up Financials/Supply Chain > Product Related > Asset Management > Financials > AM Cost Types > Cost Types

This example illustrates the fields and controls on the Cost Types page. You can find definitions for the fields and controls later on this page.

Cost Types

SetID SHARE Cost Type R

Cost Type 1 of 1 | View All

*Effective Date *Status + -

*Description

Short Description

Processing Options

Impairment Process

Revaluation Process

Asset Retirement Obligations

Lease Accounting

Rent Expense

Lease Incentive

Lease Remeasurement

Currency Exchange Gain/Loss

| <i>Field or Control</i> | <i>Description</i> |
|-------------------------------------|---|
| Impairment Process | <p>Select to use this cost type for impairment. Selecting this check box displays impairment related accounts at the accounting entry template level. This field is not displayed if impairment options are not selected on the Installation Options - Asset Management page.</p> <hr/> <p>Note: This option cannot be selected with the Revaluation Process option for a single cost type.</p> |
| Revaluation Process | <p>Select to use this cost type for revaluation. Selecting this check box displays revaluation related accounts at the accounting entry template level. This field is not displayed if revaluation options are not selected on the Installation Options - Asset Management page.</p> <hr/> <p>Note: This option cannot be selected with the Impairment Process option for a single cost type.</p> |
| Asset Retirement Obligations | <p>Select to use this cost type for ARO (asset retirement obligation) processing. Selecting this check box displays ARO-related accounts at the accounting entry template level. This field is not displayed if ARO options are not selected on the Installation Options - Asset Management page.</p> <hr/> <p>Note: This option cannot be selected with the Impairment Process option or the Revaluation Process option for a single cost type.</p> |

| Field or Control | Description |
|------------------------------------|--|
| Rent Expense | Select to use this cost type for rent expense. |
| Lease Incentive | Select to use this cost type for lease incentive. |
| Lease Remeasurement | Select to use this cost type for lease remeasurement. |
| Currency Exchange Gain/Loss | Select to use this cost type for currency exchange gains and losses. |

Note: When selecting a cost type for processing, you should update the accounting entry templates because new accounting entries need to be set up for these transactions.

Clearing Reconciliation Page

When an asset is deemed trackable by the capitalization threshold process, the asset ID is generated but in fact no accounting activities take place. Additionally, when assets are added through feeder sources, it is likely to debit the Fixed Account and credit a Clearing account that was previously debited at the source accounting. The Clearing Reconciliation process provides a way to balance out (credit) the clearing account that was previously debited at the source product accounting and debit the expense account. This is not applicable to the trackable assets that are entered directly into Asset Management with no clearing account at all. In this instance, the expense account is most likely debited when the asset is added.

This process checks the non capital cost lines, determines the expense and clearing accounts from the accounting entry templates and inserts rows into the staging table (DIST_LN) to be loaded as journal entries into general ledger for posting.

Use the Clearing Reconciliation page (AM_CLEREC_RQST) to run the process to reconcile the clearing account that is created by trackable assets from feeder systems against the expense account.

Navigation:

Asset Management > Accounting Entries > Clearing Reconciliation

This example illustrates the fields and controls on the Clearing Reconciliation page. You can find definitions for the fields and controls later on this page.

This process creates the clearing accounting entries from the non capitalized assets that have the selected system source. For each non capital row that matches the criteria, an entry is generated in the DIST_LN table that credit the clearing account and debit the expense account according to the accounting entry template for the EX distribution type. This distribution type is available for the ADD and ADJ accounting entry templates for those template IDs that have the capitalization threshold enabled.

See “Understanding Accounting Entry Setup” (PeopleSoft Asset Management).

Defining Fair Value Processing

This topic provides an overview of fair value processing and lists the pages used to define fair value processing for PeopleSoft Asset Management.

Pages Used to Define Fair Value Processing

| Page Name | Definition Name | Usage |
|---|------------------------|--|
| Fair Value Valuation Methods Page | AM_FV_METHOD | Define the fair value valuation methods to be used in fair value processing in accordance with FAS 157. |
| Fair Value Groups Page | AM_FV_GROUP | Define fair value groups by business unit to be used in fair value processing in accordance with FAS 157. |
| Fair Value Templates Page | AM_FV_TEMPLATE | Define fair value templates by business unit by selecting the fair value valuation method, valuation premise, input level and fair value group ID. |

Understanding Fair Value Processing in Asset Management

Financial Accounting Standards (FAS) 157 establishes a framework for measuring the fair values of assets and liabilities and how to disclose them for the financial statements. It is effective for financial statements issued for fiscal years beginning after November 15, 2007. Asset Management supports fair value processing for international customers as well as providing the following solution in compliance with FAS 157 for U.S. companies:

- Standardized parameters when loading and capturing fair values in accordance with FAS 157.
- Appropriate fair value processing for revaluation, impairment and leases.
- Corresponding fields and prompts on the Fair Value page.

See “Capturing and Maintaining Asset Fair Value” (PeopleSoft Asset Management).

- Reports for disclosure of fair values: Fair Value Activity Report and Fair Value Detail Report.
- Setup pages for fair value valuation methods, fair value groups and fair value templates.

Fair Value Valuation Methods Page

Use the Fair Value Valuation Methods page (AM_FV_METHOD) to define the fair value valuation methods to be used in fair value processing in accordance with FAS 157.

Navigation:

Set Up Financials/Supply Chain > Product Related > Asset Management > Financials > Fair Value Valuation Methods > Fair Value Valuation Methods

This example illustrates the fields and controls on the Fair Value Valuation Methods page. You can find definitions for the fields and controls later on this page.

Fair Value Valuation Methods

Valuation Method

SetID SHARE

Valuation Method MARKET

*Description

Comment

Market valuation method uses prices and other relevant information generated by market transactions of comparable assets.

Valuation Techniques

| | | | Personalize | Find | First | 1 of 1 | Last |
|---|-----------|-------------|--|------|-------|--------|------|
| | *Approach | *Input Type | Detail | | | | |
| 1 | Market | Observable | <input type="text" value="Obtained from independent sources"/> | | | | |

Use this page to establish various valuation methods that are used to capture the most representative fair values for an organization, whether they be valuation techniques as defined by FAS 157 or any global techniques.

| Field or Control | Description |
|-------------------------|--|
| Approach | <p>Select from the following fair value approach values to be used for the valuation method:</p> <ul style="list-style-type: none"> • <i>Cost</i> - This approach is based on the amount that is currently required to replace the service capacity of an asset (commonly referred to as current replacement cost). • <i>Income</i> - This approach uses valuation techniques to convert future amounts (cash flows or earnings) to a single present amount (discounted). The measurement is based on the value indicated by current market expectations about those future amounts. • <i>Market</i> - This approach uses prices and other relevant information generated by market transactions involving identical or comparable assets or liabilities (including a business). • <i>Other</i> - This is not a FAS 157 approach, but can be used to define a method other than those that are specified in the U. S. pronouncement. |
| Input Type | <p>Select from the following input types for the valuation method:</p> <ul style="list-style-type: none"> • <i>Observable</i> - inputs that reflect the assumptions that market participants use in pricing the asset or liability developed based on market data obtained from sources that are independent of the reporting entity. • <i>Unobservable</i> - inputs that reflect the reporting entity's own assumptions about the assumptions market participants use in pricing the asset or liability developed based on the best information available in the circumstances. • <i>Other</i> - This input type is not defined by FAS 157, but can be used to define an alternate input type for organizations that are not subject to U.S. pronouncements. |

Fair Value Groups Page

Use the Fair Value Groups page (AM_FV_GROUP) to define fair value groups by business unit to be used in fair value processing in accordance with FAS 157.

Navigation:

Set Up Financials/Supply Chain > Product Related > Asset Management > Financials > Fair Value Groups > Fair Value Groups

This example illustrates the fields and controls on the Fair Value Groups page. You can find definitions for the fields and controls later on this page.

Fair Value Groups

Fair Value Group

Business Unit US001

FV Group ID GROUP1

*Description

Comment

Use this page to establish groups of assets for valuation processing when their valuation premise is *In Use*.

Fair Value Templates Page

Use the Fair Value Templates page (AM_FV_TEMPLATE) to define fair value templates by business unit by selecting the fair value valuation method, valuation premise, input level and fair value group ID.

Navigation:

Set Up Financials/Supply Chain > Product Related > Asset Management > Financials > Fair Value Templates > Fair Value Templates

This example illustrates the fields and controls on the Fair Value Templates page. You can find definitions for the fields and controls later on this page.

Fair Value Templates

Fair Value Template

Business Unit US001

FV Template ID INCOME

*Valuation Method

Valuation Premise

Input Level

Group By

FV Group ID

Comment

Use this page to establish default values when you add fair values from a page other than the online Fair Value page.

See “Capturing and Maintaining Asset Fair Value” (PeopleSoft Asset Management).

| Field or Control | Description |
|--------------------------|---|
| Valuation Method | <p>Select a valuation method defined from the Fair Value Valuation Method page. The valuation method allocates valuation techniques. This can be a valuation method according to FAS 157 or a combination of valuation techniques.</p> |
| Valuation Premise | <p>Select from the following valuation premise values:</p> <ul style="list-style-type: none"> • <i>In Use</i> - Select if the asset would provide maximum value to market participants principally through its use in combination with other assets as a group (as installed or otherwise configured for use). For example, this may be the case for certain nonfinancial assets. If the highest and best use of the asset is in-use, the fair value of the asset shall be measured using an in-use valuation premise. When using an in-use valuation premise, the fair value of the asset is determined based on the price that would be received in a current transaction to sell the asset assuming that the asset would be used with other assets as a group and that those assets would be available to market participants. Generally, assumptions about the highest and best use of the asset should be consistent for all of the assets of the group within which it would be used. When selecting the <i>In Use</i> valuation premise, you must designate a Group By value. • <i>In Exchange</i> - Select if the asset would provide maximum value to market participants principally on a standalone basis. For example, that might be the case for a financial asset. If the highest and best use of the asset is in-exchange, the fair value of the asset should be measured using an in-exchange valuation premise. When using an in-exchange valuation premise, the fair value of the asset is determined based on the price that would be received in a current transaction to sell the asset standalone. Since the asset is valued on a standalone basis using the <i>In Exchange</i> valuation premise, the Group By field is unnecessary and becomes unavailable for selection. |
| Input Level | <p>Select from the following input levels:</p> <ul style="list-style-type: none"> • <i>Level 1</i> - Level 1 inputs are quoted prices (unadjusted) in active markets for identical assets or liabilities that the reporting entity has the ability to access at the measurement date. • <i>Level 2</i> - Level 2 inputs are inputs other than quoted prices that are included within Level 1 that are observable for the asset or liability, either directly or indirectly. • <i>Level 3</i> - Level 3 inputs are unobservable inputs for the asset or liability. Unobservable inputs are used to measure fair value to the extent that observable inputs are not available, thereby allowing for situations in which there is little, if any, market activity for the asset or liability at the measurement date. |

| Field or Control | Description |
|--|--|
| Group By | <p>This field is available only when the valuation premise is <i>In Use</i>. Select to group the fair value of assets by the following:</p> <ul style="list-style-type: none"> • <i>Cash Generating Unit</i> • <i>FV Group ID</i> • <i>Group Asset ID</i> • <i>Parent ID</i> |
| FV Group ID (fair value group ID) | <p>Select the applicable FV Group ID value, which is required when selecting to group by FV Group ID, Group Asset ID or Parent ID. The prompt values differ depending on your selection in the Group By field. For example, if you select to group fair values by Parent ID, you are prompted with the available Parent IDs from which to select. If you select <i>Cash Generating Unit</i> for the Group By field value, the FV Group ID becomes unavailable.</p> |

Defining Investment Property

This topic provides an overview of investment property and lists the pages used to identify investment property for proper accounting entry processing in PeopleSoft Asset Management.

Pages Used to Define Investment Property in Asset Management

| Page Name | Definition Name | Usage |
|---|------------------------|---|
| <u>Categories Page</u> | CATEGORY_DEFN | Establish categories as Investment Property or Property Interest, as necessary. |
| “Installation Options - Asset Management Page” (Application Fundamentals) | INSTALLATION_AM | Enable the Revaluation Process feature to be able to select investment property options on the Business Unit/Book Feature page and the Accounting Entry Template. |
| <u>Business Unit/Book Feature Page</u> | BU_BOOK_FEATURE | Select the investment property options within the Impairment/Revaluation Options group box (if applicable), as well as the revaluation method and the investment property transaction code. |
| <u>Accounting Entry Templates Page</u> | DIST_TEMPLATE_DEFN | Select an investment property asset category in order to display the proper investment property accounting entries. |

| Page Name | Definition Name | Usage |
|---|------------------------|--|
| “Revaluation Worksheet Page” (PeopleSoft Asset Management) | AM_REVALUATION | Select the investment property revaluation method to retrieve the assets that should receive investment property accounting treatment. |
| “Revaluation en Masse Page” (PeopleSoft Asset Management) | AMREVAL_RQST | Select the investment property revaluation method to process the assets that should receive investment property accounting treatment. |

Understanding Investment Property in Asset Management

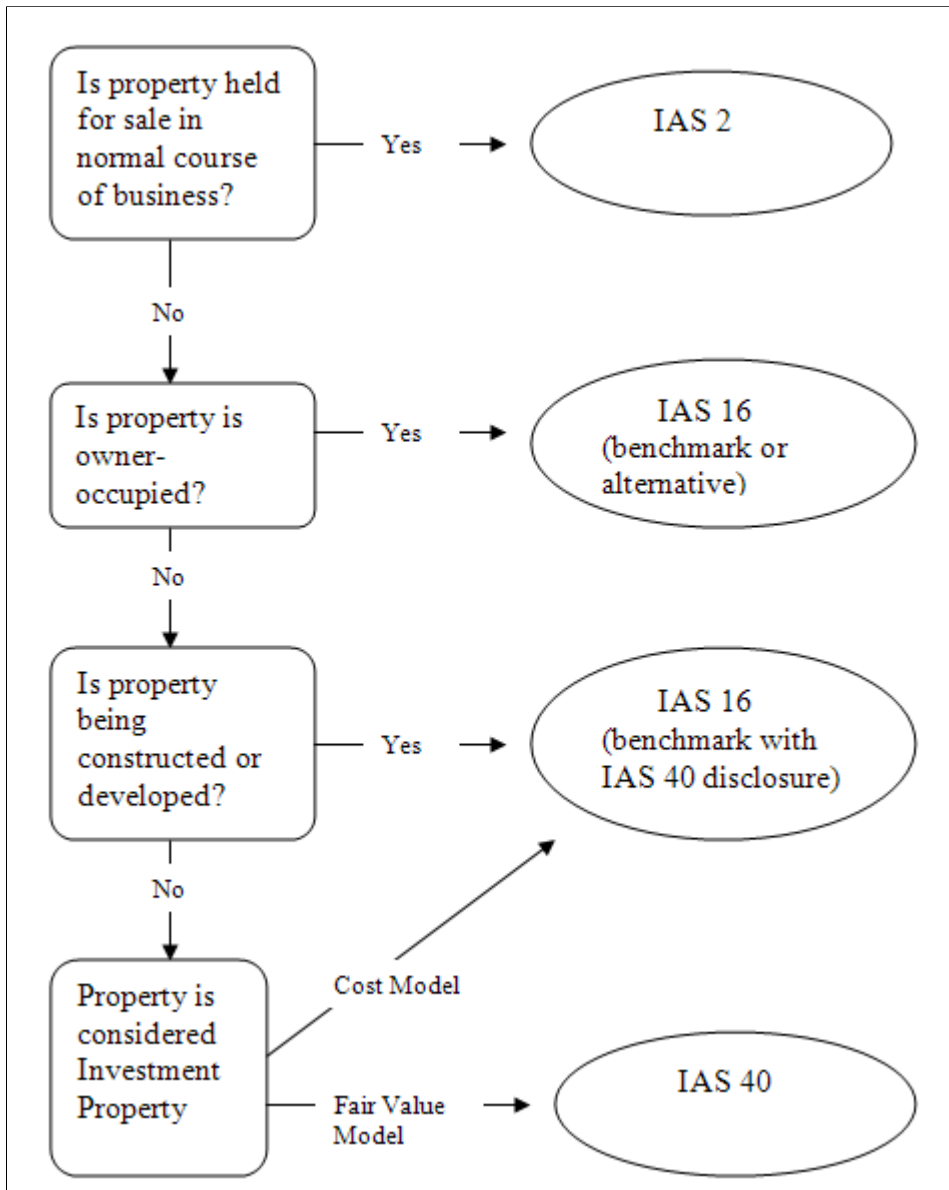
In accordance with International Accounting Standards (IAS) 40, PeopleSoft Asset Management facilitates the administration of investment properties that are stored in the Asset Repository. To help organizations more easily comply with IAS 40, PeopleSoft provides:

- Ease of identification of investment property as distinguished from other assets.
- Accounting entry templates for investment property - accounting entry template and distribution type, IX, is used for investment property accumulated adjustments for non depreciable categories.
- Reporting capabilities - investment property fields appear on the Asset Management Units/Books report (AMBU1000) and Asset Categories report (AMAS1100). Information for required disclosure of investment property fair values is provided within the Fair Value Activity Report and Fair Value Detail Report.

During the addition of property or later, you can identify the asset as investment property. This attribute can be applied at the asset level or at the asset profile or category. Identification at the category level is necessary for handling batch transactions where there is no human intervention. Investment property can be owned assets and capital leases. Property interest is an operating lease that meets the conditions to be deemed as an Investment Property. Operating leases that fall under this category are not ruled by the ordinary lease accounting rules but are treated as capital leases for accounting purposes. In other words, they are considered capital leases even if they are technically considered operating leases per FAS 13.

The following diagram summarizes the classification process and treatment of investment property for International Accounting Standards (IAS):

Classification process and treatment of investment property for International Accounting Standards (IAS):



Prerequisites

Before you can begin identifying investment property and make use of the delivered functionality for proper accounting treatment of investment property, you must:

1. Review IAS 40 to determine the assets that must be accounted for and reported as investment property or property interest. Determine whether they are leased assets as well and whether they require revaluation.
2. Establish categories as Investment Property or Property Interest as necessary on the Categories page.
3. Enable the Revaluation Process feature on the Installation Options - Asset Management page.

Once you enable the revaluation process at the installation level, the Investment Property option appears on the Business Unit/Book Feature page within the Impairment/Revaluation Options group box. The distribution type for investment property also appears on the Accounting Entry Template.

4. Select the investment property options within the Impairment/Revaluation Options group box (if applicable) on the Business Unit/Book Feature page. These include options for the revaluation method and the investment property transaction code.

Categories Page

Use the Categories page (CATEGORY_DEFN) to establish categories as Investment Property or Property Interest, as necessary.

Navigation:

Set Up Financials/Supply Chain > Product Related > Asset Management > Financials > Categories > Categories

The Categories page provides investment property indicators that enable proper accounting treatment and generate investment property reporting detail for required disclosure.

Selection of the depreciable status and investment property options on this page dictates which accounting entries to display in the accounting entry template.

See [Combination Editing Options Page](#).

Creating Accounting Entries for Investment Property

The Asset Management accounting entry templates accommodate accounting entries that are required for investment property. When selecting an asset category (for the accounting entry template) that has investment property options selected, the Investment Property distribution type (IP) directs related accounting entries for all processes to the investment property account. This is applicable for all of the templates where a fixed asset account appears.

See [Accounting Entry Templates Page](#).

See “Understanding Asset Information Flow” (PeopleSoft Asset Management).

Enabling the Revaluation Process for Investment Property

If you decide to measure investment properties using the fair value model, PeopleSoft Asset Management provides a calculation to reflect the gain or loss that is generated by the fair value fluctuation over time. To enable revaluation for investment properties, the following setup is required:

1. Enable the Revaluation Process feature within the Installation Options - Asset Management page.
2. Enable the specific investment property options for Impairment and Revaluation processes on the Business Unit/Book Feature page.

Enable Revaluation Installation Option

Select the Revaluation Process check box. The selection of this check box makes investment property options visible on the Business Unit/Book Feature page for impairment and revaluation processing.

See “Installation Options - Asset Management Page” (Application Fundamentals).

Enable Investment Property Impairment and Revaluation Options

Enable the Impairment/Revaluation Options that deal with the investment property treatment: The enhancement here consists in two new fields, the first to check if the book will enable the Investment Property revaluation and the second to assign the corresponding Transaction Code associated to that kind of transaction

- Investment Property - select to enable investment property revaluation for a book within the business unit.
- Revaluation Method - select the *Inv Prop* (investment property) field.
- Inv. Property Trans. Code - select the investment property transaction code.

See [Creating PeopleSoft Asset Management Business Units](#) and see [Business Unit/Book Feature Page](#).

Enable Revaluation Worksheet for Investment Property

As with other assets, use the Revaluation Worksheet to revalue investment properties. Select the *Inv Prop* revaluation method on the Revaluation Worksheet to retrieve all of the investment property assets. When making this selection, these assets are retrieved even if the Asset Category field is left blank.

See “Revaluing Assets Using the Revaluation Worksheet” (PeopleSoft Asset Management).

Enabling Combination Editing

This topic provides an overview of combination editing and lists the pages used to define combination edit processing for PeopleSoft Asset Management.

Pages Used to Enable Combination Editing in Asset Management

| <i>Page Name</i> | <i>Definition Name</i> | <i>Usage</i> |
|--|------------------------|---|
| Business Unit/Book Definition Page | BU_BOOK_DEFN_01 | If the Create Accounting Entries check box is selected, the ChartField Edit Options group box appears. Select to receive a warning message, to reject the transaction or to perform no ChartField combination edits for the business unit and book. |
| Combination Editing Options Page | AM_CEDT_SSRC | Select the system source or sources of the processes for which you want to enable ChartField combination editing. |

Understanding Combination Editing in Asset Management

Asset Management leverages the existing common setup for valid and invalid ChartField combinations and is consistently applied to all transactions that generate accounting entries for General Ledger.

See “Understanding ChartField Combination Editing” (Application Fundamentals).

ChartField combination editing is applicable for books that are associated to a GL ledger. Set ChartField combination editing options at the business unit/book level. These settings are applied upon saving certain online components, at which time the Combo Edit processor is invoked (FS_COMBO_EDIT). If the ChartField combination fails validation, an additional Combo Edit page appears within the online component that displays the error message. Depending upon the combo edit options settings, the page may be saved with errors, rejected, or bypass combination editing.

Note: As account values are not entered in the asset transactions themselves, it is the fixed asset (FA) accounts that are defined for the transaction type, cost type, category and accounting entry template that are used in validating ChartField combinations.

For batch Asset Management transactions, the process invokes the Combination Editing Options setup. Specify the system sources that are to be excluded from ChartField combination editing validation (generally includes sources wherein ChartField combinations may have already been validated).

This table presents the Asset Management components for which combination editing is available:

| <i>Event</i> | <i>Type of Processing</i> | <i>Components/ Pages/ Processes</i> |
|--|----------------------------------|---|
| Add assets. | Online Batch | Express Add (ASSET_ENTRY_00) page. Transaction Loader process (AMIF1000). Asset Basic Add (ASSET_GENERAL_01) page. |
| Adjust, revalue, recategorize, or transfer assets and costs. | Online Batch | Cost Adjust/Transfer Asset (COST_BAL) page. Transaction Loader process (AMIF1000). |
| Retirements and reinstatements. | Online Batch | Retire/Reinstate Asset (RETIRE) component. Transaction Loader process (AMIF1000) |
| Leased assets. | Online | Leased Assets, Express Add (LEASE_ENTRY) page. Update Lease Information (LEASE_ENTRY) page. Transfer Operating Lease (LEASE_OPERATOR) page. |

| Event | Type of Processing | Components/ Pages/ Processes |
|-----------------------------------|---------------------------|--|
| Consolidate and unitize assets. | Online | Consolidate Assets (ASSET_CONSOL) page. Unitize Assets (ASSET_UNIT) page. |
| Copy an asset. | Online | Copy Existing Asset (COPY_ASSET) page. |
| Review financial entries. | Online | Review Financial Entries (ASSET_DIST). |
| Review operating leases. | Online | Review Operating Leases (NF_DIST_LN). |
| Review expense entries. | Online | Review Expense Entries (ASSET_NF_DIST). |
| Impairment, Revaluation, Disposal | Batch | Transaction Loader process (AMIF1000) |
| Update non capitalized costs. | Batch | Update Non-capitalized Costs (NON_CAP_COSTS) page. |

Business Unit/Book Definition Page

Use the Business Unit/Book Definition page (BU_BOOK_DEFN_01) to if the Create Accounting Entries check box is selected, the ChartField Edit Options group box appears.

Select to receive a warning message, to reject the transaction or to perform no ChartField combination edits for the business unit and book.

Navigation:

Set Up Financials/Supply Chain > Business Unit Related > Asset Management > Asset Management Definition > Business Unit/Book Definition

This example illustrates the fields and controls on the Business Unit/Book Definition Page. You can find definitions for the fields and controls later on this page.

The screenshot displays the 'Business Unit/Book Definition' page for Unit JPN01 JAPAN OPERATIONS. The 'Book' section shows 'Book Name' as CORP_USD (Corporate Reporting Book - USD) and 'Book Type' as Corporate Book. The 'Book is Required' checkbox is checked. Under 'Book Options', 'Currency' is USD (US Dollar), 'Rate Type' is CRRNT, 'Calendar' is J1 (Japan Fiscal Calendar), 'Capitalize Limit' is Amount, and 'Lease Cap Min' is empty. The 'Accounting Entry Options' section has 'Create Accounting Entries' checked, 'GL Business Unit' as JPN01, 'Ledger Group' as RECORDING, 'Budget Ledger Group' as empty, 'Account Entry Template ID' as DEFAULT, and 'Statutory Book' as empty. There are checkboxes for 'Derogatory Depreciation' and 'Retirements by Disposal Code'. The 'Chartfield Edit Option' section has 'No Edits' selected. A 'Comment' field is at the bottom.

See [Business Unit/Book Definition Page](#).

Warning! Changes to the original ChartField combination editing rules may result in invalid ChartField combinations for subsequent Asset Management processes, such as depreciation. Some transactions such as retirements cannot be done at all (if the Combination Edit option is set to **Reject**) if you invalidated previously accepted combinations. A similar situation occurs when you deactivate a ChartField that is assigned to an asset. In this case, you would have to reactivate the ChartField and include those combinations again, or set the Combination Edit Option to **Warning** or **No Edits**.

Combination Editing Options Page

Use the Combination Editing Options page (AM_CEDT_SSRC) to select the system source or sources of the processes for which you want to enable ChartField combination editing.

Navigation:

Set Up Financials/Supply Chain > Product Related > Asset Management > Financials > AM Combination Editing Options

This example illustrates the fields and controls on the Combination Editing Options Page. You can find definitions for the fields and controls later on this page.

Combination Editing Options

SetID **SHARE**

Template **AMEDIT**

Description **AM ComboEdit Template**

| Exceptions | | Personalize Find | First 1-4 of 4 Last |
|------------|---------------|----------------------|-----------------------|
| | System Source | Description | |
| 1 | BAM | AM Batch | + - |
| 2 | IMP | Asset Impairment | + - |
| 3 | PAM | AM Online Entry Page | + - |

| <i>Field or Control</i> | <i>Description</i> |
|--------------------------------|---|
| Template | The combination editing process uses the record template for structural information to perform ChartField combination edits. The record templates have a unique name that is applicable to a particular PeopleSoft application. |

Exceptions

| <i>Field or Control</i> | <i>Description</i> |
|--------------------------------|--|
| System Source | Enter the trusted sources that do not need ChartField combination validation. Select the system source code as it appears in the interface tables. |

Defining Document Sequencing

Use the Document Type Template (AM_DOCTYPE_TMPL) component to define document sequencing.

This topic provides an overview of document sequencing for PeopleSoft Asset Management, lists pages used to set up document sequencing, and describes how to define Document Sequence Type Templates.

Pages Used to Define Document Sequencing for PeopleSoft Asset Management

| <i>Page Name</i> | <i>Definition Name</i> | <i>Usage</i> |
|--|------------------------|--|
| DOC_TYPE Page | DOC_TYPE | Define asset management document types using this page. See “Defining and Assigning Document Types” (PeopleSoft Payables) |
| “Journal Generator Template - Defaults Page” (Application Fundamentals) | JRNL_GEN_DEFAULTS | Assign a document type to the accounting entries that PeopleSoft Asset Management generates. The Journal Generator Application Engine process (FS_JGEN) uses this information to assign a document sequence number when you create journals through the Journal Generator process. |
| “Journal Generator Template - Summarization Page” (Application Fundamentals) | JRNL_GEN_SUM | Select Retain Detail in the How Specified Option group box to retain and pass the document sequence numbers to General Ledger. |
| <u>Document Type Template Page</u> | AM_DOCTYPE_TMPL | Assign document types to each accounting entry type in Asset Management. |

Understanding Document Sequencing for PeopleSoft Asset Management

Statutory requirements in some countries require that all financial transactions (documents) be classified into different transaction types, and that within each transaction type, all documents entered be numbered sequentially. The document sequencing feature helps you maintain established business practices by meeting both of these requirements.

Document sequencing is available for transactions that you create either online or through background (batch) processing. When you activate document sequencing, the system automatically assigns a sequence number to each document (invoice, voucher, journal, and so on) that you create. You can also enter sequence numbers manually. When you delete, change, or unpost a document, the system may generate additional document sequence numbers, as appropriate.

PeopleSoft Asset Management uses the Document Type Template (AM_DOCTYPE_TMPL) page to add and maintain document types relevant to specific asset categories or transactions. Before you can establish a document type template, you must first establish the following:

- The Document Sequence Range (SEQ_RANGE) page maintains the sequence number range; the range is user-defined, and often based on an annual (AN) or monthly (MN) counter.
- Use the Journal Code (JRNL_CODE) page to define journal codes, specify sequence ranges, and determine how document sequence numbers are assigned for each journal code.

- The Document Type (DOC_TYPE) page establishes document sequencing options for PeopleSoft Asset Management business processes that generate financial transactions. This is the equivalent of the Journal Type used by General Ledger.

Document sequencing occurs at either the journal code level or the document type level within a journal code. If sequencing occurs at the journal code level, all document types within a journal code share the same sequence numbers. If sequencing occurs at the document type level, each document type has its own sequence numbers. This is determined by the **Sequence By** field on the Journal Code table. In PeopleSoft Asset Management, this is defined on the Document Type Template (AM_DOCTYPE_TMPL) page.

Document sequencing can either be set to manual or automatic. In the case where the document sequence allows for manual entry, the system validates the number to ensure that the number falls within the appropriate range and is unique. If the option has been set to automatic, the system selects the next available number in the sequence. If the option is set to manual without entering a value, an error is generated. In cases where the option is set to manual, and a batch process inserts the sequence number, the batch process generates the numbers sequentially and the numbers can not be altered.

As transactions with document sequencing occur through online processing and from batch processes such as the transaction loader process (AMIF1000), the PeopleSoft Asset Management document sequencing table (AM_DOC_SEQ) stores the transaction data by row. This table joins with the PS_DIST_LN table so that the entries are created in General Ledger. If journals are created through the Journal Generator process from subsystem accounting entries, document sequence numbers are already assigned when the option to retain detail is selected. Assigned document sequence numbers are carried forward to the journal lines. When the summarization option is selected, document sequencing field values are left blank

The document sequence page (AM_DOC_SEQ) is used throughout the PeopleSoft Asset Management application where a financial transaction occurs: Express Add, Basic Add, Cost Transfer/Adjust, Leases, Copy Assets, Adjust Accumulated Depreciation, Update/Delete Pending Transactions, Impairment, and Retirement. Each page displays a document sequencing tab for the entry and allows you to view, enter or override document sequence information.

When using multiple ledger groups with multiple ledger assigned, the following rules apply: If the *Keep Ledgers in Sync* (KLS) option is enabled, the ledger group will maintain the same sequencing number across ledgers. Only the primary ledger group/ledger combination will have a unique sequencing number. If KLS is not enabled, then both ledgers assigned to the ledger group have different sequence numbers. If multiple ledger groups are assigned to a business unit, even with KLS on, the ledger groups would have different sequence numbers. They can independently have KLS enabled or not.

This table shows the details associated with each component, page or process where access to document sequencing is available.

| Event | Type of Processing | Components/ Pages/ Processes |
|--------------|---------------------------|--|
| Add assets. | Online Batch | Express Add (ASSET_ENTRY_00) page. Transaction Loader process (AMIF1000). Asset Basic Add (ASSET_GENERAL_01) page. |

| Event | Type of Processing | Components/ Pages/ Processes |
|---|---------------------------|---|
| Adjust, revalue, recategorize, or transfer assets and costs. | Online Batch | Cost Adjust/Transfer Asset (COST_BAL) page. Transaction Loader process (AMIF1000). |
| Retirements and reinstatements. | Online Batch | Retire/Reinstate Asset (RETIRE) component. Transaction Loader process (AMIF1000) |
| Lease assets. | Online | Leased Assets, Express Add (LEASE_ENTRY) page. |
| Copy an asset. | Online | Copy Existing Asset (COPY_ASSET) page. |
| Change or delete a pending transaction. | Online Batch | Change/Delete Pending Transactions (PEND_TRANS_UPD_DEL) page. |
| Adjust accumulated depreciation. | Online | Adjust Accumulated Depr (DEPR_ACCUM_ADJ). |
| Depreciation, reverse depreciation, prior depreciation. | Batch | Depreciation close application engine process (AM_DPCLOSE). |
| Allocate depreciation. | Batch | Depreciation Allocation process (AMALLOC). |
| Define tax and depreciation criteria (only when transaction involves accounting). | Online | Define Tax/Depr Criteria (BOOK_DEFN). |
| Review financial entries. | Online | Review Financial Entries (ASSET_DIST). |
| Adjust for inflation. | Batch | Adjust for inflation (AMDPINFL) process. |
| Reverse depreciation adjustment. | Batch | Depreciation close application engine process (AM_DPCLOSE). |
| Lease payment, reverse lease payments. | Batch | Depreciation close application engine process (AM_DPCLOSE). |
| Impairment, Revaluation | Batch | Transaction Loader process (AMIF1000) |

A Parent asset that disposes, transfers or makes recategorizations to its children can have a different document type from its defaulted one. You can manually override it but the child assets inherit the parent asset document type. In such a case, the document type needs to be defined as automatically generated.

Group assets are treated as one entity for the purpose of depreciation, but as multiple entities for all other purposes. Therefore, these assets do not generate a different sequence number at asset level. For any other transactions, they are treated as ordinary assets. AMDPCGRP defines the sequence to be given to that transaction based on the accounting entry template selected. For transfers by Group ID, the system generates sequenced numbers for the transfer out transaction. The transfer in transaction is handled by GL in the same manner as a regular InterUnit transaction.

No transaction detail is carried by individual composite members. All transaction detail, including any gain or loss accrued upon retirement, is rolled up to the composite asset level. Once this roll up occurs, no transaction detail is retained by composite members. Composite assets will be treated as ordinary assets but not their members. These do not generate sequenced numbers.

Joint Ventures are not supported for participant business units.

Prerequisites

Before you can begin using the Document Sequencing feature in PeopleSoft Asset Management, you must:

1. Enable document sequencing at the installation level.

The system does not perform any document sequencing functions unless you select the Document Sequencing option on the Installation Options - Overall page.

2. Enable document sequencing at the PeopleSoft General Ledger business unit level.

Once you enable document sequencing at the installation level, activate it for designated General Ledger business units on the General Ledger Definition page.

3. Specify a document sequence range.
4. Define the journal types and journal codes.
5. Define the document types.

Document sequencing uses the following components:

- Journal Type (JRNL_TYPE)
- Journal Code (JRNL_CODE)
- Document Types (DOC_TYPE)
- Sequence Range (SEQ_RANGE)

See “Setting Up Application-Specific Installation Options” (Application Fundamentals).

See “Understanding Document Sequencing” (PeopleSoft Global Options and Reports).

See “Defining General Ledger Business Units” (PeopleSoft General Ledger).

See [Understanding Asset Management Business and Cash Generating Units](#).

Document Type Template Page

Use the Document Type Template page (AM_DOCTYPE_TMPL) to assign document types to each accounting entry type in Asset Management.

Navigation:

Set Up Financials/Supply Chain > Product Related > Asset Management > Accounting > AM Document Type Template > Document Type Template

This example illustrates the fields and controls on the Document Type Template page. You can find definitions for the fields and controls later on this page.

Document Type Template

SetID

Asset Category

Transaction Code

Default Document Type

| | |
|--|---|
| *Add <input type="text" value="AM-ADD"/> | *PDP <input type="text" value="AM-PDP"/> |
| *Adjustment <input type="text" value="AM-ADJ"/> | *PDP Reverse <input type="text" value="AM-PDR"/> |
| *Depreciation <input type="text" value="AM-DPR"/> | *Retire <input type="text" value="AM-RET"/> |
| Depr Reversal <input type="text" value="AM-DRR"/> | *Reinstate <input type="text" value="AM-REI"/> |
| *Lease Payment <input type="text" value="AM-LPY"/> | *Transfer <input type="text" value="AM-TSF"/> |
| *Lease Pay Rev <input type="text" value="AM-LPR"/> | *Recategorize <input type="text" value="AM-RECAT"/> |
| Revaluation <input type="text" value="AM-REVAL"/> | Reserve <input type="text" value="AM-RAD"/> |
| Impairment <input type="text" value="AM-IMP"/> | Inflation <input type="text" value="AM-INF"/> |
| Impair Reverse <input type="text" value="AM-IMR"/> | |

Assign document types to be used by default by document sequencing for asset categories and asset transaction codes.

Note: If you are using revaluation, you need to define a template for the revaluation transaction code.

Chapter 7

Setting Up Depreciation Processing

Understanding Depreciation Processing

PeopleSoft Asset Management supports all common methods for depreciation processing and corresponds to Generally Accepted Accounting Principles (GAAP) and International Accounting Standards (IAS). Commonly-used depreciation functionality is delivered and ready to be personalized for your enterprise needs. How you define your depreciation processing here determines the depreciation calculation conventions, schedules, terms, and limits for your assets, as well as setup for compliance with periodic asset depreciation legislative and reporting requirements.

Some assets may be depreciated on an annual basis, while others accumulate depreciation monthly or quarterly. Defining depreciation calendars enables you to apply periodic depreciation allocations to assets.

Defining depreciation conventions enables you to establish the start date for asset depreciation. This is used in conjunction with an asset's placed-in-service date to calculate the correct depreciation amount for an asset.

A depreciation schedule is a special type of depreciation method. Depreciation schedules are tables specifying the percentage of depreciation expensed for each period and must be defined for assets using this treatment.

Depreciation terms are typically used in global environments where it is necessary to adjust depreciation calculations to meet local requirements.

Depreciation bonus definitions allow setup of federal or local legislation parameters. These definitions are assigned to assets or asset profiles for automated application of depreciation bonuses for qualifying assets. PeopleSoft delivers depreciation bonus definitions for prior legislation but also enables you to add and configure your own bonus definitions to meet new legislation or other needs that are specific to your organization.

Usually, depreciation limits are imposed by local taxing authorities. Defining depreciation limits enables you to apply the limits to assets accordingly.

Multi-shift codes are used in Germany to accelerate asset depreciation by specifying usage across multiple production shifts. Depreciation is increased as useful life is decreased. Enabling multi-shift codes applies this treatment to depreciation calculations.

In compliance with IAS and GAAP, PeopleSoft provides the option to stop the depreciation calculation in the event the salvage value of an asset exceeds that of its Net Book Value.

Setting Up Depreciation Calendars

To set up depreciation calendars, use the Detail Calendar (DETAIL_CALENDAR) component.

This topic lists the pages used to define calendars for depreciation allocation.

Page Used to Set Up Depreciation Calendars

| <i>Page Name</i> | <i>Definition Name</i> | <i>Usage</i> |
|--|------------------------|---|
| “Calendar Periods - Depreciation Page” (Application Fundamentals) | DETAIL_CALENDAR2 | Define calendar periods for allocation of depreciation. |

Setting Up Depreciation Conventions

To set up depreciation conventions, use the Depr Convention Builder (CONV_BLDR_PNLG), Depr Convention Definition (DEPR_CONVENTION), Depr Convention Multiple Copy (CONV_COPY_ALL_COMP), and Depr Convention Single Copy (CONV_COPY_PNLG) components.

This topic provides an overview of depreciation conventions and discusses how to set up Depreciation Conventions.

Pages Used to Set Up Depreciation Conventions

| <i>Page Name</i> | <i>Definition Name</i> | <i>Usage</i> |
|---------------------------------------|------------------------|---|
| <u>Convention Builder Page</u> | CONV_BLDR_PNL | Create a depreciation convention. Generate depreciation conventions based on monthly accounting calendars. |
| <u>Convention Definition Page</u> | CONVENTION_DEFN | Modify a convention that you have built, or add a new convention and enter all the dates associated with it. It is recommended that you use the Convention Builder page to add a new convention. |
| Depreciation Convention Single Copy | CONV_COPY_PNL | Copy one convention from a SetID or calendar to another SetID or calendar. |
| Depreciation Convention Multiple Copy | CONV_COPY_ALL_PAGE | Copy all conventions associated with a SetID or calendar to another SetID or calendar. |

Related Links

“Understanding Depreciation Processing” (PeopleSoft Asset Management)

Understanding Depreciation Conventions

Depreciation conventions, in combination with an asset's placed-in-service date, determine when depreciation starts. For example, where a following month convention is used and an asset is placed in service on February 1, depreciation begins on March 1. PeopleSoft Asset Management delivers a wide selection of depreciation tables, including depreciation conventions. Before you set up your own Depreciation Conventions table, review the delivered tables to determine if you can use them as delivered or if modifications are required.

PeopleSoft Asset Management provides a series of pages that enable you to:

- Define a depreciation convention and automatically generate start, end, and begin depreciation dates based on a selected calendar.
- Modify the dates associated with a convention without regenerating it.
- Copy conventions associated with a SetID or calendar:
 - Copy *one* convention associated with a SetID or calendar to another SetID or calendar.
 - Copy *all* conventions associated with a SetID or calendar to another SetID or calendar.

Convention Builder Page

Use the Convention Builder page (CONV_BLDR_PNL) to create a depreciation convention.

Generate depreciation conventions based on monthly accounting calendars.

Navigation:

Set Up Financials/Supply Chain > Product Related > Asset Management > Depreciation > AM Convention Builder

This example illustrates the fields and controls on the Convention Builder page. You can find definitions for the fields and controls later on this page.

Convention Builder

Convention

SetID Periods in a Year

Calendar ID

Convention

Description

Period Options

Middle of Begin Depr Period

Actual Days of Period

Generate Options

Convention Type ▼

Begin Depr Date Options

Which Day

Which Month

Summary Periods

Calendar Options

Full Calendar

Portion of Calendar

From Year

To Year

| Begin Depreciation Date | | | | Personalize Find | First 1-26 of 26 Last |
|-------------------------|---|---|---|----------------------------------|----------------------------------|
| # | *Begin Date | *End Date | *Begin Depr Date | | |
| 1 | <input type="text" value="01/01/1990"/> | <input type="text" value="12/31/1990"/> | <input type="text" value="01/01/1990"/> | <input type="button" value="+"/> | <input type="button" value="-"/> |
| 2 | <input type="text" value="01/01/1991"/> | <input type="text" value="12/31/1991"/> | <input type="text" value="01/01/1991"/> | <input type="button" value="+"/> | <input type="button" value="-"/> |
| 3 | <input type="text" value="01/01/1992"/> | <input type="text" value="12/31/1992"/> | <input type="text" value="01/01/1992"/> | <input type="button" value="+"/> | <input type="button" value="-"/> |
| 4 | <input type="text" value="01/01/1993"/> | <input type="text" value="12/31/1993"/> | <input type="text" value="01/01/1993"/> | <input type="button" value="+"/> | <input type="button" value="-"/> |
| 5 | <input type="text" value="01/01/1994"/> | <input type="text" value="12/31/1994"/> | <input type="text" value="01/01/1994"/> | <input type="button" value="+"/> | <input type="button" value="-"/> |
| 6 | <input type="text" value="01/01/1995"/> | <input type="text" value="12/31/1995"/> | <input type="text" value="01/01/1995"/> | <input type="button" value="+"/> | <input type="button" value="-"/> |
| 7 | <input type="text" value="01/01/1996"/> | <input type="text" value="12/31/1996"/> | <input type="text" value="01/01/1996"/> | <input type="button" value="+"/> | <input type="button" value="-"/> |
| 8 | <input type="text" value="01/01/1997"/> | <input type="text" value="12/31/1997"/> | <input type="text" value="01/01/1997"/> | <input type="button" value="+"/> | <input type="button" value="-"/> |
| 9 | <input type="text" value="01/01/1998"/> | <input type="text" value="12/31/1998"/> | <input type="text" value="01/01/1998"/> | <input type="button" value="+"/> | <input type="button" value="-"/> |
| 10 | <input type="text" value="01/01/1999"/> | <input type="text" value="12/31/1999"/> | <input type="text" value="01/01/1999"/> | <input type="button" value="+"/> | <input type="button" value="-"/> |
| 11 | <input type="text" value="01/01/2000"/> | <input type="text" value="12/31/2000"/> | <input type="text" value="01/01/2000"/> | <input type="button" value="+"/> | <input type="button" value="-"/> |
| 12 | <input type="text" value="01/01/2001"/> | <input type="text" value="12/31/2001"/> | <input type="text" value="01/01/2001"/> | <input type="button" value="+"/> | <input type="button" value="-"/> |
| 13 | <input type="text" value="01/01/2002"/> | <input type="text" value="12/31/2002"/> | <input type="text" value="01/01/2002"/> | <input type="button" value="+"/> | <input type="button" value="-"/> |
| 14 | <input type="text" value="01/01/2003"/> | <input type="text" value="12/31/2003"/> | <input type="text" value="01/01/2003"/> | <input type="button" value="+"/> | <input type="button" value="-"/> |
| 15 | <input type="text" value="01/01/2004"/> | <input type="text" value="12/31/2004"/> | <input type="text" value="01/01/2004"/> | <input type="button" value="+"/> | <input type="button" value="-"/> |

| Field or Control | Description |
|-------------------------|---|
| Period Options | Select <i>Mid Period</i> or <i>Days</i> . Use <i>Days</i> to begin depreciation based on the value specified in the Begin Date field. Use Mid Period for mid-month and mid-quarter conventions. |

Generate Options

This table summarizes how the system determines the begin depreciation date for each convention type, and indicates which fields can be overridden:

| Convention Type | Begin Depreciation Date |
|------------------------|---|
| Mid Month | 15 appears by default for Which Day ; the begin depreciation date is day 15 of the calendar period. You can override Which Day . |
| End of Month | Uses the end date of the month as the begin depreciation date. You cannot override this. |
| End of Quarter | Uses the end date of the quarter as the begin depreciation date. You cannot override this. |
| End of Year | Uses the end date of the year as the begin depreciation date. You cannot override this. |
| Following Month | Adds one day to the end day of the month, and identifies this as the begin depreciation date. You cannot override this. |
| Full Year | Uses the current day of the current month as the begin depreciation date. You cannot override this. |
| Half Year | 1 appears by default for Which Day ; 7 appears by default for Which Month , so day 1 of period 7 in the calendar is the begin depreciation date. You can override Which Day and Which Month . |
| Mid Quarter | 15 appears by default for Which Day ; 2 appears by default for Which Month , so day 15 of the second month in the quarter is the begin depreciation date. You can override Which Day only. |
| User Defined | No defaults are provided. Specify values for Which Day , Which Month , and Summary Periods . |

Begin Depr Date Options

Enter the options for which to begin depreciation for those conventions that you can override:

| Field or Control | Description |
|-------------------------|--|
| Which Day | Enter the numerical day of the month when depreciation is to begin. |
| Which Month | Enter the numerical month when depreciation is to begin. |
| Summary Periods | Specify how many months will be grouped or summarized into one period of the year. For example, if the Summary Periods value is 1, there will be 1 month per 1 period and there will be a total of 12 periods in one year. If the Summary Periods value is 3, there will be 3 months in 1 period and there will be a total of 4 periods in one year. |

An example of beginning depreciation date options is as follows:

- **Summary Periods** = 3 (three months in one period)
- **Which Month** = 2 (second month within the period)
- **Which Day** = 15 (15th day of the second month)

| Period | Begin Date | End Date | Begin Depr Date |
|----------------------|-------------------|--------------------|------------------------|
| Period 1 | January 1, 2009 | March 31, 2009 | February 15, 2009 |
| Period 2 | April 1, 2009 | June 30, 2009 | May 15, 2009 |
| Period 3 | July 1, 2009 | September 30, 2009 | August 15, 2009 |
| Period 4 | October 1, 2009 | December 31, 2009 | November 15, 2009 |
| Period 5 (next year) | January 1, 2010 | March 31, 2010 | February 15, 2010 |

Calendar Options

| Field or Control | Description |
|-------------------------|--|
| Full Calendar | Select to build conventions for all years. When selecting this option, the From Year and To Year fields are unavailable. |

| Field or Control | Description |
|----------------------------|---|
| Portion of Calendar | Select to build conventions for the years that you specify. When selecting this option, supply the From Year and To Year fields. |

Click the **Generate** button to build the conventions based upon the options that you selected.

Convention Definition Page

Use the Convention Definition page (CONVENTION_DEFN) to modify a convention that you have built, or add a new convention and enter all the dates associated with it.

Navigation:

Set Up Financials/Supply Chain > Product Related > Asset Management > Depreciation > AM Convention Definition > Convention Definition

Select **System Maintained** to use standard depreciation conventions that are delivered with and maintained by the PeopleSoft system.

Note: You cannot enter the *from* date, *to* date, or the *begin depreciation* date for system-maintained depreciation conventions.

Setting Up Depreciation Schedules

To set up depreciation schedules, use the Depreciation Schedule Definition (DEPR_SCHEDULE_DEFN) component.

This topic provides an overview of depreciation schedules and discusses how to define depreciation schedules.

Page Used to Set Up Depreciation Schedules

| Page Name | Definition Name | Usage |
|-----------------------|------------------------|------------------------------------|
| <u>Schedules Page</u> | DEPR_SCHEDULE_DEFN | Add or modify depreciation tables. |

Understanding Depreciation Schedules

There are several different methods for calculating depreciation. Each depreciation method is an equation by which depreciation is calculated. In most methods, the same equation is used to calculate depreciation for each period. A depreciation schedule is a special type of depreciation method. Depreciation schedules are tables specifying the percentage of depreciation expensed for each period. Currently, the PeopleSoft system delivers schedules (DEPR_SCHED_TBL system table) for the following standard IRS depreciation methods:

- Declining balance with straight-line switch:
 - 200 percent
 - 175 percent
 - 150 percent
 - 125 percent
- Sum-of-the-years' digits.
- ACRS (Accelerated Cost Recovery System), GDS (General Depreciation System), ADS (Alternative Depreciation System).
- MACRS (Modified Accelerated Cost Recovery System), GDS, ADS.

Note: Standard depreciation schedules cannot be used for short tax year processing. For short tax year processing, you need to set up special schedules that have the short tax year worked into them.

PeopleSoft Asset Management depreciation schedules are based on the percentage depreciation tables found in IRS Publication 534. You can modify existing depreciation schedules or add new schedules, by using the Depreciation Schedule page. On the Depreciation Schedules page, the method is DB150 with a switch to straight line. The in-service period for each year of the asset's life is the key to determining the percentage of depreciation allowed for any one year. For example, suppose that your organization runs on a monthly calendar and places an asset in service in January 1997. View Year of Life 1, In-Service Period 1 to find the percentage allowed in the first year; view Year of Life 2, In-Service Period 1 to find the percentage allowed for the second year, and so on.

Schedules Page

Use the Schedules page (DEPR_SCHEDULE_DEFN) to add or modify depreciation tables.

Navigation:

Set Up Financials/Supply Chain > Product Related > Asset Management > Depreciation > Asset Depreciation Schedules

This example illustrates the fields and controls on the Schedules page. You can find definitions for the fields and controls later on this page.

Schedules

SetID **SHARE**

Schedule Code **DB125/STL**

Asset Life **36** Periods

Schedule Find | View All First 1 of 1 Last

*Effective Date + -

*Description + -

Specific Convention

Schedule Periods Personalize | Find | First 1-47 of 47 Last

| *In Service Period | *Year of Life | Depreciation Percent (%) | | |
|--------------------|---------------|--------------------------|-----|---|
| 1 | 1 | 41.666667 | + - | ↑ |
| 2 | 1 | 38.194445 | + - | |
| 3 | 1 | 34.722221 | + - | |
| 4 | 1 | 31.250000 | + - | |
| 5 | 1 | 27.777779 | + - | |
| 6 | 1 | 24.305555 | + - | |
| 7 | 1 | 20.833333 | + - | |
| 8 | 1 | 17.361111 | + - | |
| 9 | 1 | 13.888889 | + - | |
| 10 | 1 | 10.416667 | + - | |
| 11 | 1 | 6.944445 | + - | |
| 12 | 1 | 3.472222 | + - | |
| 1 | 2 | 29.166667 | + - | |
| 2 | 2 | 29.666667 | + - | |
| 3 | 2 | 30.128205 | + - | ↓ |

| Field or Control | Description |
|----------------------------|---|
| Specific Convention | Select to apply a particular convention. The page refreshes and displays the Convention list box from which to choose the depreciation convention. |
| Convention | This field appears when selecting the Specific Convention check box. Select the convention that you want to use. |

Note: The schedule periods that you set up should reflect the periods set up in your calendar.

Related Links

“Understanding Depreciation Processing” (PeopleSoft Asset Management)

Defining Depreciation Terms and Rates

To set up depreciation terms, use the Terms Definition (DEPR_TERMS_DEFN) component, the Rate-User Defined (UD_DEPR_RATE) component, and the Period Allocation (RUN_AMCALLOC) component.

This topic lists the pages used to set up depreciation terms and rates and discusses how to define depreciation terms.

Pages Used to Define Depreciation Terms

| <i>Page Name</i> | <i>Definition Name</i> | <i>Usage</i> |
|--------------------------------|------------------------|--|
| <u>Depreciation Terms Page</u> | DEPR_TERMS_DEFN | Enter terms to be applied to depreciation in a global environment. These terms are used to alter depreciation calculations so that they comply with specific country requirements. Terms defined at this level are available to be selected when you are specifying depreciation methods and when you have enabled global options. |
| Rate-User Defined | UD_DEPR_RATE_TBL | Establish rates by useful life. |
| Life and Rate Information | MR_AM_LIFERATE | View and update rate by useful life. |
| AM Period Allocation | RUN_AMCALLOC | Create depreciation expense allocation tables. |

Depreciation Terms Page

Use the Depreciation Terms page (DEPR_TERMS_DEFN) to enter terms to be applied to depreciation in a global environment.

These terms are used to alter depreciation calculations so that they comply with specific country requirements. Terms defined at this level are available to be selected when you are specifying depreciation methods and when you have enabled global options.

Navigation:

Set Up Financials/Supply Chain > Product Related > Asset Management > Depreciation > Asset Depr Terms Definition

This example illustrates the fields and controls on the Terms Definition page. You can find definitions for the fields and controls later on this page.

Terms Definition

SetID SHARE

Depreciation Special Terms SONDER_AFA

Depreciation Terms Find | View All First 1 of 1 Last

*Effective Date + -

*Description

Special Terms Personalize | Find | | First 1-4 of 4 Last

| | *Year of Life | Depreciation Percent (%) | | |
|---|--------------------------------|---------------------------------------|--|--|
| 1 | <input type="text" value="1"/> | <input type="text" value="5.000000"/> | + - | |
| 2 | <input type="text" value="2"/> | <input type="text" value="5.000000"/> | + - | |
| 3 | <input type="text" value="3"/> | <input type="text" value="5.000000"/> | + - | |
| 4 | <input type="text" value="4"/> | <input type="text" value="5.000000"/> | + - | |

Depreciation terms are used to adjust depreciation calculations so that they comply with specific country requirements. Using additional terms affects how depreciation is calculated:

| Term | Depreciation |
|-------------|---------------------|
| Special | Depreciation x Rate |
| Accelerated | Depreciation x Rate |
| Initial | Cost x Rate |
| Increase | Depreciation x Rate |

Related Links

“Understanding Depreciation Processing” (PeopleSoft Asset Management)

Defining Depreciation Bonus Information

To set up depreciation bonus information, use the Depreciation Bonus (AM_DEPR_BONUS) component.

Use the Depreciation Bonus component to define Depreciation Bonus values. Depreciation Bonus values are then selected at the Asset level or Asset Profile level for qualifying assets based on depreciation bonus legislation.

This topic discusses how to define depreciation bonus information.

Page Used to Define Depreciation Bonus

| <i>Page Name</i> | <i>Definition Name</i> | <i>Usage</i> |
|--------------------------------|------------------------|--|
| <u>Depreciation Bonus Page</u> | AM_DEPR_BONUS_INFO | Modify the delivered Bonus Depreciation options, if necessary, or add new Bonus Depreciation values to accommodate depreciation bonus legislation changes. |

Depreciation Bonus Page

Use the Depreciation Bonus page (AM_DEPR_BONUS_INFO) to modify the delivered Bonus Depreciation options, if necessary, or add new Bonus Depreciation values to accommodate depreciation bonus legislation changes.

Navigation:

Set Up Financials/Supply Chain > Product Related > Asset Management > Depreciation > Depreciation Bonus > Depreciation Bonus

This example illustrates the fields and controls on the Depreciation Bonus Page. You can find definitions for the fields and controls later on this page.

Depreciation Bonus

Depreciation Bonus 8

*Short Description

*Description

Depreciation Bonus Percent

Use bonus percent range

Bonus Percent

Acquisition & In-Service Dates

Use same date for both

Acquisition & In-Service From

Acquisition Date to

In-Service Date from

In-Service Date to

Use the Depreciation Bonus Info page to add new depreciation bonus values or to modify existing values to accommodate new legislation. You are then able to assign the Depreciation Bonus definitions to assets or asset profiles.

See “Book - Tax Page” (PeopleSoft Asset Management).

See [Asset Profiles - Tax Page](#).

Although PeopleSoft Asset Management delivers several depreciation bonus values based on prior legislation, the Depreciation Bonus component gives you the flexibility to create your own Depreciation Bonus definitions in order to accommodate individual organization needs as well as new legislative changes.

| <i>Field or Control</i> | <i>Description</i> |
|--------------------------------|--|
| Depreciation Bonus | Select (or supply) the Depreciation Bonus value to modify or add a new Depreciation Bonus value. The value can be 0 to 9 or A to Z. |
| Use bonus percent range | Select this check box to use a range of bonus percent values. When selected, the Bonus Percent To field appears. |
| Bonus Percent | Enter the percent amount of the depreciation bonus to be applied to the book(s) for a given asset profile. The amount depends on the Depreciation Bonus type, the acquisition date and in service date of the asset as well as state or local application of the depreciation allowance. For example, if your state adopted the bonus depreciation as a percentage of the Federal percentage, the amount may be calculated as an amount other than the federally allowed percentage. |

Acquisition & In-Service Dates

| <i>Field or Control</i> | <i>Description</i> |
|--|---|
| Use same date for both | Select this check box when the asset acquisition date range is the same as the in-service date range. When selected, only one row appears for Acquisition & In-Service date range. |
| Acquisition & In-Service From | Enter the first date of the allowable range from which the asset is to be acquired and in-service in order to take advantage of the depreciation bonus. |
| Acquisition Date to | Enter the end of the allowable acquisition date range in order to take advantage of the depreciation bonus. This field becomes Acquisition & In-Service To when the Use same date for both field is selected. |
| In-Service Date from and In-Service Date to | Enter the allowable in-service date range for assets to take be able to take advantage of the depreciation bonus. This row appears when the Use same date for both check box is deselected. |

Defining Depreciation Limits

To set up depreciation terms, use the Limits (DEPR_LIMIT_DEFN) component.

Depreciation limits are used to specify the maximum amount of depreciation that you can expense on your assets for each year of life.

This topic discusses how to define depreciation limits.

Page Used to Define Depreciation Limits

| <i>Page Name</i> | <i>Definition Name</i> | <i>Usage</i> |
|---------------------------------|------------------------|--|
| <u>Depreciation Limits Page</u> | DEPR_LIMIT_DEFN | Specify the maximum amount of depreciation that you can expense on your assets for each year of life. As a rule, depreciation limits are specified by tax authorities. |

Depreciation Limits Page

Use the Depreciation Limits page (DEPR_LIMIT_DEFN) to specify the maximum amount of depreciation that you can expense on your assets for each year of life.

As a rule, depreciation limits are specified by tax authorities.

Navigation:

Set Up Financials/Supply Chain > Product Related > Asset Management > Depreciation > AM Depreciation Limits

If you choose, you can use the delivered Depreciation Limit table to reduce the number of table setup tasks. PeopleSoft Asset Management delivers limits based on U.S. tax law. Currently, this defines depreciation limits for luxury automobiles.

Related Links

“Understanding Depreciation Processing” (PeopleSoft Asset Management)

(DEU) Setting Up Multi-shift Codes

To set up multi-shift codes, use the Multi-Shift Codes (MULTI_SHIFT_DEFN) component.

This topic provides an overview of multi-shift codes and lists the page used to define multi-shift codes.

Page Used to Set Up Multi-shift Codes

| <i>Page Name</i> | <i>Definition Name</i> | <i>Usage</i> |
|-------------------|------------------------|---|
| Multi-Shift Codes | MULTI_SHIFT_DEFN | Enter rates by which depreciation should be increased based on the number of production shifts that an asset is used. |

Understanding Multi-shift Codes

German businesses can accelerate their depreciation by specifying usage across multiple production shifts. This increases the depreciable amount and reduces the useful life. This functionality was developed to satisfy German asset accounting rules. You can do so by establishing codes for each additional shift that indicate the rate by which annual depreciation should increase. Once you have defined these codes, you can select them for assets as they are added to the system. When you run depreciation, the Depreciation (AM_DEPR_CALC) application engine applies the rates to the depreciation calculations. As annual depreciation increases, the useful life of an asset decreases.

The following tables show the effect of multi-shift codes on depreciation amounts and useful life. In the tables, the example assumes that the asset has a cost of 1,000 EUR, a useful life of 10 years, and an in-service date of January 1, 2001. The end depreciation date is December 31, 2010. It is being depreciated by using the Straight Line method.

Example Without Multi-shift Rates

The following table shows depreciation with no multi-shift rates applied.

| <i>Year</i> | <i>NBV</i> | <i>Number of Shifts</i> | <i>Factor</i> | <i>Depreciation Amount</i> |
|-------------|------------|-------------------------|---------------|----------------------------|
| Year 1 | 1000 | 1 | 0% | 100 |
| Year 2 | 900 | 1 | 0% | 100 |
| Year 3 | 800 | 1 | 0% | 100 |
| Year 4 | 700 | 1 | 0% | 100 |
| Year 5 | 600 | 1 | 0% | 100 |
| Year 6 | 500 | 1 | 0% | 100 |
| Year 7 | 400 | 1 | 0% | 100 |

| Year | NBV | Number of Shifts | Factor | Depreciation Amount |
|-------------|------------|-------------------------|---------------|----------------------------|
| Year 8 | 300 | 1 | 0% | 100 |
| Year 9 | 200 | 1 | 0% | 100 |
| Year 10 | 100 | 1 | 0% | 100 |

Example with Multi-shift Rates

In the following multi-shift operation, the Two Shifts Factor has been established as 50 percent and the Three Shifts Factor has been established as 100 percent. Annual depreciation therefore increases, and the asset's useful life decreases from ten years to seven years:

| Year | NBV | Number of Shifts | Factor | Depreciation Amount |
|-------------|------------|-------------------------|---------------|----------------------------|
| Year 1 | 1000 | 1 | 0% | 100 |
| Year 2 | 900 | 1 | 0% | 100 |
| Year 3 | 800 | 2 | 50% | 150 |
| Year 4 | 650 | 2 | 50% | 150 |
| Year 5 | 500 | 3 | 100% | 200 |
| Year 6 | 300 | 3 | 100% | 200 |
| Year 7 | 100 | 2 | 50% | 100 |
| Year 8 | - | - | - | - |
| Year 9 | - | - | - | - |
| Year 10 | - | - | - | - |

Example with Multi-shift Rates by Accounting Period

The next multi-shift operation demonstrates multi-shift rates by accounting period:

| <i>Year</i> | <i>Period</i> | <i>NBV</i> | <i>Number of Shifts</i> | <i>Factor</i> | <i>Depreciation Before Multi-shift</i> | <i>Depreciation After Multi-shift</i> | <i>Depreciation Periods</i> |
|-------------|---------------|------------|-------------------------|---------------|--|---------------------------------------|-----------------------------|
| Year 1 | 01-12 | 1000 | 1 | 0% | 100 | 100 | 12 |
| Year 2 | 01-12 | 900 | 1 | 0% | 100 | 100 | 12 |
| Year 3 | 01-09 | 800 | 2 | 50% | 75 | 112.50 | 13.5 |
| Year 3 | 10 | 687.5 | 3 | 100% | 8.33 | 16.66 | 2 |
| Year 3 | 11 | 670.84 | 3 | 100% | 8.33 | 16.67 | 2 |
| Year 3 | 12 | 654.18 | 3 | 100% | 8.33 | 16.67 | 2 |
| Year 4 | 01-12 | 637.5 | 2 | 50% | 100 | 150 | 18 |
| Year 5 | 01-06 | 487.5 | 2 | 50% | 50 | 75 | 9 |
| Year 5 | 07-12 | 412.5 | 1 | 0% | 50 | 50 | 6 |
| Year 6 | 01-12 | 362.5 | 3 | 100% | 100 | 200 | 24 |
| Year 7 | 01-12 | 162.5 | 2 | 50% | 100 | 150 | 18 |
| Year 8 | 01-12 | 12.5 | 1 | 0% | 12.5 | 12.5 | 1.5 |
| Year 9 | 01-12 | - | - | - | | | - |
| Year 10 | 01-12 | - | - | - | | | - |

Note: Zero or no accounting period denotes that the whole fiscal year uses the same number of shifts. Accounting period 1 to 13 indicates multi-shift operation applies only to that specific period. If you don't set up the fiscal year or accounting period, one shift operation appears by default.

Enabling Options to Stop Negative Depreciation

This topic provides an overview of the setup necessary to stop negative depreciation and lists the pages used to enable this option.

Pages Used to Set Up the Stop Depreciation Option

| Page Name | Definition Name | Usage |
|---|------------------------|--|
| “Installation Options - Asset Management Page” (Application Fundamentals) | INSTALLATION_AM | Select the Stop Depr when NBV < Salvage check box to enable the option system-wide. |
| <u>Business Unit/Book Feature Page</u> | BU_BOOK_FEATURE | Select the Stop Depr when NBV < Salvage check box to enable the option at the business unit level. |
| Asset Net Book Value report (AMDP2100) | RUN_AMDP2100 | Select to report assets with negative NBV only and assets with NBV < Salvage. |

Understanding the Option to Stop Negative Depreciation

In compliance with International Accounting Standards (IAS) and Generally Accepted Accounting Principles (GAAP), PeopleSoft provides the option to stop the depreciation calculation in the event the salvage value of an asset exceeds that of its NBV. Based on the rules you establish at the Installation Option and Business Unit/Book levels, the depreciation calculation program stops depreciating assets when the NBV is less than the salvage value. Hence, the system does not create negative depreciation amounts in order to reach to the salvage value at the end of the asset's useful life.

It is important to understand that the depreciation program works at the ChartField level such that you can define a particular salvage value for one ChartField value but not for the other. For example, assume that an asset belongs to two different departments (X and Y, 40% and 60%, respectively) and the total cost of the asset is 62,000 USD. However, the salvage value could be zero for department X and 2,000 USD for department Y. The depreciation calculation generates depreciation for each department separately as two independent rows.

Enable the option to stop negative depreciation for the following:

- Installation Options - Asset Management
- Asset Management Business Unit Definition - Business Unit/Book Feature page
- Asset Net Book Value Report (AMDP2100)

The Asset Net Book Value report shows multi-ChartField assets that have had their depreciation stopped for at least one ChartField. You can select to show assets with negative NBV only and you can select to show assets whose NBV is less than the salvage value.

The alternate approach to handling an asset when the NBV of an asset becomes less than its salvage value is to allow the system to generate negative depreciation until the NBV equals the salvage value at the end of the asset's useful life. To use this approach, simply do not select the Stop Depr when NBV < Salvage options.

PeopleSoft also delivers a Negative Depreciation query (AM_NEG_DEPR_NBV_LT_SALVAGE) that reports those assets that have a NBV that is less than their salvage value for any given fiscal year and period. This query is based upon the depreciation reporting table (DEPR_RPT).

See “Calculating Depreciation When Salvage Value Exceeds Net Book Value (NBV)” (PeopleSoft Asset Management).

Chapter 8

Setting Up Tax Processing and Tax Reporting

Understanding Tax Processing and Reporting

PeopleSoft Asset Management provides a number of tables to help you manage your tax processing and reporting needs.

- (AUS) Define value-added tax (VAT) thresholds.
- (AUS) Define asset unit aggregate RD (research and development).
- (IND) Set up asset blocks.
- (IND) Define tax entities.
- (JPN) Set up residual rate definitions.
- Set up retirement basis reduction codes.
- Set up qualified investment codes.
- Set up property tax authorities.

(AUS) Defining VAT Thresholds

Set up VAT Thresholds using the Thresholds - VAT (ASSET_THRESHOLD) component, the VAT Defaults (VAT_DFLT_SRCH_DTL) component.

This topic provides an overview of VAT thresholds and discusses how to define VAT thresholds.

Pages Used to Define VAT Thresholds

| Page Name | Definition Name | Usage |
|-------------------------------------|------------------------|--|
| Thresholds-VAT Page | ASSET_THRESHOLD | Store thresholds for a number of adjustment periods. |
| VAT Defaults Setup | VAT_DEFAULTS_DTL | Specify VAT Defaults Setup. See Thresholds-VAT Page |

Understanding VAT Thresholds

The Asset Thresholds page enables you to store thresholds for a number of adjustment periods to satisfy Australia's legislative requirements. Under Australia's "Goods and Services Tax: Division 129 - Making Adjustments For Changes In Extent Of Creditable Purpose," clients who make a form of supply known as Input Taxed Supply need to track fixed assets utilized in making this type of supply. You can track fixed assets used for Input Taxed Supply from reporting period to reporting period and make adjustments to account for any changes.

Thresholds-VAT Page

Use the Thresholds - VAT page (ASSET_THRESHOLD) to store thresholds for a number of adjustment periods.

Navigation:

Set Up Financials/Supply Chain > Product Related > Asset Management > Taxes > Asset VAT Thresholds > Thresholds-VAT

This example illustrates the fields and controls on the Thresholds-VAT page. You can find VAT_DEFAULTS_DTL definitions for the fields and controls later on this page.

The screenshot shows the 'Thresholds-VAT' page with the following details:

- *SetID: SHARE
- *Schedule Type Code: BF
- Currency: AUD
- Description: Business Finance
- Short Desc: Bus Financ
- Asset Thresholds: Find | View All | First 1 of 1 Last
- *Effective Date: 07/01/2000
- Status: Active
- Thresholds Table:

| | From Amount | To Amount | Number of Years | | |
|---|-------------|---------------------|-----------------|---|---|
| 1 | 0.01 | 10000.00 | 0 | + | - |
| 2 | 10000.01 | 50000.00 | 1 | + | - |
| 3 | 50000.01 | 499999.99 | 5 | + | - |
| 4 | 500000.00 | 1000000000000000.00 | 10 | + | - |

Enter the thresholds *from* amount and *to* amount range, as well as the number of years required for mandatory review.

Note: The system does not validate the range of thresholds that you specify. To satisfy the threshold ranges specified by the legislation, the amount ranges do not overlap.

Keep the following criteria in mind when identifying thresholds:

- The minimum threshold is 0.01.
- The **From Amount**, **To Amount**, and **Number of Years** fields are required for each row.

- The basis **From Amount** must be 0.01 more than the previous basis **To Amount**.
- The number of years must be greater in each subsequent row.

Note: For calculation of last date of review, if the cost of an asset is greater than the maximum to amount threshold, the number of years for the maximum to amount threshold is used.

See “(AUS) Using PeopleSoft Asset Management Options to Meet Australian Requirements” (PeopleSoft Asset Management).

See [Asset Classes Page](#).

(AUS) Defining Asset Unit Aggregate RD

Set up Asset Unit Aggregate RD using the Asset Unit Aggregate RD (BU_AGG_RD) component.

Page Used to Define Asset Unit Aggregate RD

| Page Name | Definition Name | Usage |
|--|-----------------|---|
| Asset Unit Aggregate RD - AUS Page | BU_AGG_RD | Calculate research and development tax deductions for R&D plant assets. |

Asset Unit Aggregate RD - AUS Page

Use the Asset Unit Aggregate RD page (BU_AGG_RD) to calculate research and development tax deductions for R&D plant assets.

Navigation:

Set Up Financials/Supply Chain > Product Related > Asset Management > Taxes > Asset Unit Aggregate R&D AUS > Asset Unit Aggregate RD-AUS

This example illustrates the fields and controls on the Asset Unit Aggregate RD - AUS page. You can find definitions for the fields and controls later on this page.

The screenshot shows the 'Asset Unit Aggregate RD - AUS' page for 'Unit AUS01 AUSTRALIA OPERATIONS'. It features a table with the following data:

| *Fiscal Year | *Expenditure | Description |
|--------------|--------------|-------------------|
| 2009 | 200000.00 | Alternative Fuels |

Navigation controls include 'Personalize | Find | [Print] | [Calendar] | First 1 of 1 Last'.

To calculate the amount of deductions that it is possible to claim, enter the aggregate R&D amount for each fiscal year. Enter the fiscal year, expenditure, and description for the business unit.

See “(AUS) Using PeopleSoft Asset Management Options to Meet Australian Requirements” (PeopleSoft Asset Management).

See “(AUS) Using PeopleSoft Asset Management Options to Meet Australian Requirements” (PeopleSoft Asset Management).

Defining Tax Credits

To define tax credits, use the Tax Credit (TAX_CREDITS) component and the Credit Status (TAX_CR_STATUS) component.

This topic discusses how to set up tax credits.

Pages Used to Define Tax Credits

| <i>Page Name</i> | <i>Definition Name</i> | <i>Usage</i> |
|---------------------|------------------------|--|
| <u>Credits Page</u> | TAX_CREDIT | Set up your own tax credit tables or modify existing tables. |
| Tax Credit Status | TAX_CR_STATUS | Set up credit statuses for tax credits by country. |

Understanding Tax Credits

PeopleSoft Asset Management is delivered with tax credits defined as business incentive credits:

- Energy Tax Credit
- Regular Investment Tax Credit
- Rehabilitation Tax Credit

These credits are based on existing U.S. tax law, and it is recommended that you review the delivered Tax Credit table before adding any credits.

Credits Page

Use the Credits page (TAX_CREDIT) to set up your own tax credit tables or modify existing tables.

Navigation:

Set Up Financials/Supply Chain > Product Related > Asset Management > Taxes > AM Tax Credits

This example illustrates the fields and controls on the Credits page. You can find definitions for the fields and controls later on this page.

Credits

SetID: SHARE Country: USA USA

Tax Credit Type: E

Tax Credit Code: S

Description: Solar Energy

Tax Credit Information Find First 1 of 1 Last

| Reduction Type | *Effective Date | Status | Tax Credit | Basis Reduction Rate Percent |
|----------------|-----------------|--------|------------|------------------------------|
| N | 01/01/1988 | Active | 10.000000 | 0.000000 |

| Field or Control | Description |
|-------------------------------------|---|
| Reduction Type | Indicates whether a reduction in the cost basis is required. Three codes are provided: <i>B</i> : Basis reduction <i>P</i> : Percentage rate reduction <i>N</i> : No reduction |
| Tax Credit | Enter the tax credit amount. |
| Basis Reduction Rate Percent | Enter the corresponding rate to reduce the basis. A basis reduction rate of 100 percent means that there will be no reduction in the cost basis of the asset to which the tax credit rate is applied. |

(FRA) Defining Business Tax by Location

Use the Business Tax by Location (ASSET_LOC_RATE) component to define business tax by location.

PeopleSoft Asset Management enables you to store tax rates by location. These tax rates are used to calculate and report business tax assessed on the gross value of fixed assets. This taxation method is used in global settings, especially France.

Page Used to Define Business Tax by Location

| Page Name | Definition Name | Usage |
|----------------|-----------------|--|
| Asset Loc Rate | ASSET_LOC_RATE | Enter and store tax rates by location. Rates are used to calculate and report a business tax assessed on the gross value of fixed assets in some countries, especially France. |

Related Links

“(FRA) Using PeopleSoft Asset Management Options to Meet French Requirements” (PeopleSoft Asset Management)

(CAN, IND, and USA) Defining and Maintaining Tax Classes

Use the Tax Class Definition (TAX_CLASS_DEFN) component to set up tax classes.

This topic provides an overview of how to use tax classes and discusses how to define tax classes.

Page Used to Define Tax Class

| <i>Page Name</i> | <i>Definition Name</i> | <i>Usage</i> |
|---------------------|------------------------|---|
| <u>Classes Page</u> | TAX_CLASS_DEFN | Set up or review tax classes. Tax Class determines the period over which you expense tax depreciation. The Tax Class table for the SHARE tableset is shipped with guideline class lives for property. Tax Class is informational only and is not used in any calculations. You can set up your own tax classes or use those already set up in the SHARE Tax Class table. Define class and block rate for the tax class. This is equivalent to the <i>tax group</i> for India. |

Understanding How to Use Tax Classes

Tax class is a classification system established by the U.S. Internal Revenue Service (IRS) to determine the period over which you can expense tax depreciation. The IRS has assigned classes to particular types of depreciable property, and there are assigned rates for each class. The classifications delivered with PeopleSoft Asset Management list the available IRS-defined tax classes.

Tax class rates are used in Canada to calculate depreciation as allowed by the Capital Cost Allowance (CCA). Asset pools or classes and CCA rates are set by governmental regulations. In the year that assets are acquired, 50 percent of the normal rate should be used (Half-Year Rule). The value that you enter for an asset tax class for the CCA rate percent is used later when you run a process to calculate the CCA rate. However, the Canadian Accelerated Investment Incentive enables enhanced first year write-offs. The incentive suspends the CCA Half-Year Rule. Eligible property must be acquired after November 20, 2018, and become available for use before 2028.

Tax class is also used to define tax rates by group for processing tax and depreciation in India. The tax group is a subcategory of the tax block in India. PeopleSoft Asset Management defines tax blocks in the Asset Block component. Therefore, tax class is a subgroup of the asset block in PeopleSoft Asset Management. The tax class is associated with assets in the Profile component and the Express Add component as **Guideline Class**.

Related Links

“(CAN) Using Asset Management Options to Meet Canadian Requirements” (PeopleSoft Asset Management)

“(IND) Using PeopleSoft Asset Management Options to Meet Indian Requirements” (PeopleSoft Asset Management)

Classes Page

Use the Classes page (TAX_CLASS_DEFN) to set up or review tax classes.

Tax Class determines the period over which you expense tax depreciation. The Tax Class table for the SHARE tableset is shipped with guideline class lives for property. Tax Class is informational only and is not used in any calculations. You can set up your own tax classes or use those already set up in the SHARE Tax Class table. Define class and block rate for the tax class. This is equivalent to the tax group for India.

Navigation:

Set Up Financials/Supply Chain > Product Related > Asset Management > Taxes > Define Asset Tax Classes

This example illustrates the fields and controls on the Classes page. You can find definitions for the fields and controls later on this page.

Classes

SetID CAN02 Guideline Tax Class 54

Tax Class Definition 1 of 1 | View All

*Effective Date *Status

Description

Class Life Range

Lower

Middle

Upper

Class/Block Rate

Asset Block

Rate%

Capital Cost Allowance

Half-Year Rule Incentive

Comments

Zero-emission vehicles acquired after March 18, 2019, that would otherwise be included in Class 10 or 10.1.

Class Life Range

| <i>Field or Control</i> | <i>Description</i> |
|-------------------------|---|
| Lower | Enter the asset lifetime expectancy minimum in a range. |
| Middle | Enter the asset lifetime expectancy average or middle or range. |
| Upper | Enter the asset lifetime expectancy maximum in a range. |

Class/Block Rate

| Field or Control | Description |
|---------------------------------|--|
| Asset Block | Enter the asset block with which this tax class should be associated for depreciation and tax reporting in India. Asset tax blocks are defined by the Indian Tax Depreciation Act (Indian Income Tax Act 1961). |
| Rate % (rate percentage) | <p><i>(CAN) Canada:</i> Enter the appropriate CCA rate percentage for this tax class to calculate the CCA for Canada.</p> <p>The Capital Cost Allowance (CCA) is "a tax deduction that Canadian tax laws allow a business to claim for the loss in value of capital assets due to wear and tear or obsolescence" (Canada Customs and Revenue Agency). If you buy a property or a piece of equipment to use in your business, you don't deduct the entire cost of it against your income for that particular year. Instead, you deduct a calculated portion of the expense over a period of years as the property or the equipment depreciates. The Canada Customs and Revenue Agency has assigned classes to particular types of depreciable property, and there are assigned rates for each class.</p> <p><i>(IND) India:</i> Enter the tax group rate percentage that will be associated with the asset block and tax entity used to process depreciation and tax reporting for India.</p> |

Capital Cost Allowance (CAN)

Use this section to enable enhanced write-off methods for eligible property that is subject to the Capital Cost Allowance (CCA) rules.

| Field or Control | Description |
|-------------------------|--|
| Half-Year Rule | Select this option to indicate the guideline tax class is subject to the Half-Year Rule. |

| Field or Control | Description |
|-------------------------|---|
| Incentive | <p>Select an incentive for the guidance tax class when it is subject to Accelerated Investment Incentives.</p> <p>Values include:</p> <ul style="list-style-type: none"> • <i>Accelerated CCA</i> (Accelerated Capital Cost Allowance) - Select this value to enable an enhanced first-year allowance for eligible property that is subject to CCA rules. • <i>Full Expensing Measure</i> - Select this value to immediately write off the full cost of clean energy equipment (guidance tax classes 43.1 and 43.2) or machinery and equipment used for the manufacturing or processing of goods (guidance tax class 53). • <i>None</i> - Select this value when the incentive does not apply to the guidance tax class. |

Related Links

“(CAN) Using Asset Management Options to Meet Canadian Requirements” (PeopleSoft Asset Management)

“Understanding PeopleSoft Asset Management in Global Settings” (PeopleSoft Asset Management)

(IND) Setting Up Tax Asset Blocks

Use the Asset Block (ASSET_BLOCK) component to define asset blocks.

This topic provides an overview of asset blocks and discusses how to define asset blocks.

Page Used to Set Up Asset Blocks

| Page Name | Definition Name | Usage |
|-------------------------|------------------------|---|
| <u>Asset Block Page</u> | ASSET_BLOCK | Define assets blocks. This is equivalent to the <i>tax block</i> for India. |

Understanding Asset Blocks

Asset blocks are required for India tax reporting. According to the Indian Tax Depreciation Act (Indian Income Tax Act 1961), does not recognize depreciation on individual assets. Instead, it groups similar pools of assets under the concept of a *tax block*. There are only four blocks of assets prescribed under the act:

- Buildings.
- Furniture and fixtures.
- Machinery and plants.
- Intangibles.

Annual tax depreciation is reported to the India tax authority per tax block, per fiscal year. The PeopleSoft system uses the asset block to maintain tax block definitions for India.

Asset Block Page

Use the Asset Block page (ASSET_BLOCK) to define assets blocks.

This is equivalent to the tax block for India.

Navigation:

Set Up Financials/Supply Chain > Product Related > Asset Management > Taxes > Asset Block > Asset Block

This example illustrates the fields and controls on the Asset Block Page. You can find definitions for the fields and controls later on this page.

| Asset Block | | | |
|------------------------|----------------------|--------------------|--|
| SetID SHARE | | | |
| Block Details | | Personalize Find | |
| First | | 1-5 of 5 | |
| | | Last | |
| *Block of Assets | Description | Comment | |
| 1 BUILDINGS | Buildings | | |
| 2 FURNITURE & FIXTURES | Furniture & Fixtures | | |
| 3 PLANTS & MACHINERY | Plants & Machinery | | |
| 4 INTANGIBLES | Intangibles | | |

Related Links

“(IND) Using PeopleSoft Asset Management Options to Meet Indian Requirements” (PeopleSoft Asset Management)

(IND) Defining Tax Entities and Tax Options

Use the Tax Entity Definition (TAX_ENTITY_DEFN) component to define tax entities and tax options.

This topic discusses how to define Tax Entities and Tax Options.

The tax entity is the reporting entity for depreciation and taxes in India. It is defined by the asset blocks, tax class tax rates, SetID calendar, and business unit and books that are associated with it.

Pages Used to Define Tax Entities and Tax Options

| <i>Page Name</i> | <i>Definition Name</i> | <i>Usage</i> |
|-------------------------|------------------------|---|
| <u>Entity Page</u> | TAX_ENTITY_DEFN | Define the tax reporting entity. Tax entity is composed of one or more business units, and tax reporting is required per entity for India. |
| <u>Tax Options Page</u> | TAX_ENTITY_ATTR | Define the 50 percent rule as it applies for assets. Assets in India are grouped separately to include assets that have been in service for more than 180 days in one group and those that have been in service for less than 180 days in another. For assets in service less than 180 days, only 50 percent of normal depreciation rate is allowed (per Section 32). |

Entity Page

Use the Entity page (TAX_ENTITY_DEFN) to define the tax reporting entity.

Tax entity is composed of one or more business units, and tax reporting is required per entity for India.

Navigation:

Set Up Financials/Supply Chain > Product Related > Asset Management > Taxes > Asset Tax Entity Definition > Entity

This example illustrates the fields and controls on the Entity page. You can find definitions for the fields and controls later on this page.

Entity
Tax Options

Tax/Reporting Entity INDIA

Description

Entity Book Information
Find
First
1-2 of 2
Last

***Entity Book**

***Calendar SetID**

***Calendar ID**

| Book | | | | | | | Personalize | Find | First | 1-3 of 3 | Last |
|------|--|---|----------|----------|---|----|-------------|------|-------|----------|------|
| | *Business Unit | *Book Name | Calendar | Currency | Conversion Date | | | | | | |
| 1 | <input style="width: 80%;" type="text" value="IND01"/> | <input style="width: 80%;" type="text" value="CORP"/> | I1 | INR | <input style="width: 80%;" type="text" value="01/01/2000"/> | 31 | + | - | | | |
| 2 | <input style="width: 80%;" type="text" value="IND02"/> | <input style="width: 80%;" type="text" value="CORP"/> | I1 | INR | <input style="width: 80%;" type="text" value="01/01/2000"/> | 31 | + | - | | | |
| 3 | <input style="width: 80%;" type="text" value="IND03"/> | <input style="width: 80%;" type="text" value="CORP"/> | I1 | INR | <input style="width: 80%;" type="text" value="01/01/2000"/> | 31 | + | - | | | |

***Entity Book**

***Calendar SetID**

***Calendar ID**

| Book | | | | | | | Personalize | Find | First | 1-3 of 3 | Last |
|------|--|--|----------|----------|---|----|-------------|------|-------|----------|------|
| | *Business Unit | *Book Name | Calendar | Currency | Conversion Date | | | | | | |
| 1 | <input style="width: 80%;" type="text" value="IND01"/> | <input style="width: 80%;" type="text" value="TAX"/> | I1 | INR | <input style="width: 80%;" type="text" value="01/01/2000"/> | 31 | + | - | | | |
| 2 | <input style="width: 80%;" type="text" value="IND02"/> | <input style="width: 80%;" type="text" value="TAX"/> | I1 | INR | <input style="width: 80%;" type="text" value="01/01/2000"/> | 31 | + | - | | | |
| 3 | <input style="width: 80%;" type="text" value="IND03"/> | <input style="width: 80%;" type="text" value="TAX"/> | I1 | INR | <input style="width: 80%;" type="text" value="01/01/2000"/> | 31 | + | - | | | |

| Field or Control | Description |
|-----------------------------|---|
| Tax/Reporting Entity | Displays the name of the tax reporting entity that you are defining or working with. |
| Entity Book | The value selected here defines how to group the tax or reporting entity. All asset books are available regardless of SetID. |
| Calendar SetID | Select the SetID for the calendar that you want to associate with this entity book. Once a calendar SetID is selected, you are limited to the calendar IDs available within that SetID. |
| Calendar ID | Select the calendar ID from the available calendars for the selected SetID. |

| Field or Control | Description |
|-------------------------|--|
| Business Unit | Enter the business unit to be included in this tax reporting entity from the list of available business units. |
| Book Name | Enter the asset book name (business unit or book) to be included in this tax reporting entity from the list of available business unit or book definitions. |
| Calendar | Displays the calendar code. |
| Currency | Displays the currency code based on the value associated with the book entered. |
| Conversion Date | The conversion date is equal to the actual date or fiscal year start date of the beginning of asset management operations in India. This determines whether you can modify the opening balance calculated in the first fiscal year. This is used only for tax report entity and not just reporting entity. |

Tax Options Page

Use the Tax Options page (TAX_ENTITY_ATTR) to define the 50 percent rule as it applies for assets.

Assets in India are grouped separately to include assets that have been in service for more than 180 days in one group and those that have been in service for less than 180 days in another. For assets in service less than 180 days, only 50 percent of normal depreciation rate is allowed (per Section 32).

Navigation:

Set Up Financials/Supply Chain > Product Related > Asset Management > Taxes > Asset Tax Entity Definition > Tax Options

This example illustrates the fields and controls on the Tax Options page. You can find definitions for the fields and controls later on this page.

The screenshot shows a software interface for configuring tax options. At the top, there are two tabs: 'Entity' and 'Tax Options', with 'Tax Options' selected. Below the tabs, the title 'Tax/Reporting Entity INDIA' is displayed. Underneath, there is a section titled 'Attributes'. Within this section, there is a field labeled '50% rule, assets in service <' with a text input box containing the number '180'. Below this is a 'Country' field with a dropdown menu showing 'IND' and a magnifying glass icon. At the bottom of the 'Attributes' section, there is a sub-section titled 'Update on Close Balances' which contains two checkboxes, both of which are checked: 'Update on Close Balances' and 'Update on other amounts'.

This page defines whether to use the Indian 50 percent rule. Assets owned for less than the specified number of days are depreciated at half of the normal rate, or 50 percent. It also defines whether manual adjustments to the tax depreciation balance inquiry (TAX_DEPR_BAL) page are allowed.

| Field or Control | Description |
|---|---|
| 50% rule, assets in service < | Enter the maximum number of in-service days to which the 50 percent rule applies. For example, if the 50 percent rule applies for assets in service <i>less than</i> 180 days, enter <i>180</i> . |
| Country | Select the country for which the 50 percent rule applies. |
| Update on Close Balances | Select one of these options: Update on Close Balances: Select this option if the calculated closing balance can be manually adjusted. Update on other amounts: Select this option if other calculated amounts can be manually adjusted. |

Related Links

“(IND) Using PeopleSoft Asset Management Options to Meet Indian Requirements” (PeopleSoft Asset Management)

(JPN) Defining Owner Information and Return Information

Use the Owner Information (OWNER_INFO_DEFN) and the Return Information (RETURN_INFO_DEFN1) components to enter information used in the Tax Roll report.

This topic lists the pages used to enter information for the Tax Roll report.

This feature is used in Japanese tax reporting.

Pages Used to Enter Tax Roll Report Information

| Page Name | Definition Name | Usage |
|------------------------|------------------------|--|
| Owner Information Page | OWNER_INFO_DEFN | Enter owner information that is printed on the Depreciable Asset Tax Return (Tax Roll) report. See “Processing Local Tax Reports” (PeopleSoft Asset Management) |

| <i>Page Name</i> | <i>Definition Name</i> | <i>Usage</i> |
|-------------------------|------------------------|--|
| Return Information Page | RETURN_INFO_DEFN1 | Enter information that is required for the Depreciable Asset Tax Return (Tax Roll) report. See “Processing Local Tax Reports” (PeopleSoft Asset Management) |

Entering Japanese Tax Information

See “(JPN) Using PeopleSoft Asset Management Options to Meet Japanese Requirements” (PeopleSoft Asset Management).

Setting Up Retirement Basis Reduction Codes

To set up retirement basis codes, use the Retirement Basis Reduction (TRAN_EXCLUDE_TBL) component.

This topic discusses how to define retirement basis codes.

Page Used to Set Up Retirement Basis Codes

| <i>Page Name</i> | <i>Definition Name</i> | <i>Usage</i> |
|--|------------------------|--|
| <u>Retirement Basis Reduction Page</u> | TRAN_EXCLUDE_TBL | Set up retirement basis reduction codes. |

Retirement Basis Reduction Page

Use the Retirement Basis Reduction page (TRAN_EXCLUDE_TBL) to set up retirement basis reduction codes.

Navigation:

Set Up Financials/Supply Chain > Product Related > Asset Management > Financials > AM Retirement Basis Reduction

These codes are used when you opt to retire an asset by using its original cost basis adjusted by all non-excluded transactions. In this way, for example, you could exclude any indexed revaluation adjustments.

Note: For this option to work correctly, any transaction type or types that you want to exclude must have unique transaction codes.

(USA) Defining Qualified Investment Codes

To set up qualified investment codes, use the Qualified Investment Codes (QIV) component.

This topic provides an overview of qualified investment codes and lists the page used to define qualified investment codes.

Page Used to Define Qualified Investment Codes

| <i>Page Name</i> | <i>Definition Name</i> | <i>Usage</i> |
|----------------------|------------------------|---|
| Qualified Investment | QUAL_INV | Add or modify qualified investment codes. Enter a unique ID to add a new code. Define the life expressed as periods in Compare Life . The life entered here is validated against the asset's useful life. |

Understanding Qualified Investment Codes

When one or more tax credits are taken for an asset, you may need to adjust the basis of that asset before additional credits can be computed. PeopleSoft Asset Management uses the Qualified Investment Codes to determine the portion of the asset's basis that qualifies for the tax credit. Eligibility for each code is determined by the effective date compared to the placed-in-service date for the asset. In addition to tax credits, standard Qualified Investment Codes corresponding to a specific tax system and life are included with the delivered tableset.

Defining Property Tax Authorities

Use the Tax Authority (AM_TAX_AUTHORITY) component to define the property taxing authority codes.

Property tax is administered differently based on the governing laws based on the taxing structure of the location of the property.

Page Used to Define Property Tax Authority Codes

| <i>Page Name</i> | <i>Definition Name</i> | <i>Usage</i> |
|------------------|------------------------|---|
| Tax Authority | AM_TAX_AUTHORITY | Define codes for property tax authorities to be used to associate with taxable property assets. |

Chapter 9

Integrating PeopleSoft Asset Management with Other Products

Understanding How PeopleSoft Asset Management Integrates with Other Applications

PeopleSoft Asset Management directly integrates with the following PeopleSoft applications:

- Billing
- Budgeting
- General Ledger
- IT Asset Management
- Maintenance Management
- Oracle Internet of Things Asset Monitoring Cloud Service
- Payables
- Project Costing
- Purchasing
- Lease Administration
- Strategic Sourcing

Integrating with PeopleSoft Billing

PeopleSoft Asset Management integrates with PeopleSoft Billing to pass transactions from AM when the *Retire With Sale* option has been exercised for an asset. When this option is enabled, you can generate a bill to the purchaser of an asset that is being moved out of your asset database, and pass the transaction to PeopleSoft Billing. PeopleSoft Billing then generates appropriate accounting entries to relieve fixed assets, calculate value-added tax (VAT) as necessary, debit PeopleSoft Receivables, and post to PeopleSoft General Ledger.

Integrating with PeopleSoft Budgeting

PeopleSoft Asset Management provides an interface to PeopleSoft Budgeting. To create asset-based budgets, make asset data and depreciation information available to PeopleSoft Budgeting.

Asset Management uses an SQR (Structured Query Report) process (AMBD1000.SQR) to populate the budget asset (BD_ASSET*) tables. Once you run the SQR process to populate the asset tables in

Budgeting, you can use asset data in Budgeting. Load all assets from a business unit for a specified fiscal year or period range directly into the Budgeting tables to integrate asset information with Budgeting.

Capital acquisition plans (CAPs) can be added directly into PeopleSoft Asset Management.

Integrating with PeopleSoft General Ledger

PeopleSoft Financials requires that you transfer journals from PeopleSoft Asset Management to your general ledger system. This may be PeopleSoft General Ledger or another external system. As part of the setup for PeopleSoft Asset Management, coordinate with PeopleSoft General Ledger to make sure there is a general ledger business unit and ledger, general ledger calendar, journal sources, and accounting entry templates. When you define operators, set up journal distribution privileges for them. This setup enables you to distribute accounting entries for asset transactions and depreciation and to generate journals to PeopleSoft General Ledger.

If the general ledger and asset management databases are not integrated, or if you use a different general ledger system, you must complete some prerequisite tasks before integrating the two systems.

Integrating with PeopleSoft IT Asset Management

PeopleSoft IT Asset Management is a system of integrated management processes, strategies, and technologies that provide you with complete control over your IT assets throughout the asset life cycle. PeopleSoft Asset Management integrates with PeopleSoft IT Asset Management by sharing assets in the Asset Repository. PeopleSoft IT Asset Management embeds network discovery tools into PeopleSoft Asset Management to collect perpetual IT asset inventory for reconciliation to the Asset Repository Manager (ARM). When you use PeopleSoft IT Asset Management with PeopleSoft Maintenance Management, the repository stores organizational asset information including physical and financial definitions, acquisition history, and maintenance history. PeopleSoft IT Asset Management provides a central workspace to manage discovered and reconciled results, monitor collected metrics, and drill down to detailed asset data for problem solving and information gathering activities. This interactive workspace collects detailed hardware and software inventory information and authorized versus unauthorized license deployment with access to contract and warranty information relative to IT assets. Oracle has partnered with a provider of network discovery tools in PeopleSoft IT Asset Management to perpetually inventory IT assets, including software and hardware devices that connect to your network. After the discovery tool collects usage data, it is reconciled to the Asset Repository Manager by means of configurable business rules that define reconciling data-points. The asset reconciliation engine compares discovered asset inventory to that stored in the ARM, where all organizational assets are stored with complete business data, acquisition history, maintenance history, and financial data. Because IT assets are perpetually inventoried by means of network discovery tools, IT assets are always accurately reflected in business data and financial reporting.

Integrating with PeopleSoft Maintenance Management

The asset repository facilitates sharing common asset data regardless of the preferred view and level of granularity. Maintenance management requires a technical view of an asset to maintain appropriate spare parts lists and to facilitate maintenance scheduling of service, materials, and labor. PeopleSoft Maintenance Management builds maintenance functionality off of asset management software utilities such as auto-discovery, software delivery, license tracking, usage meter monitoring, configuration management, and contract management. Each component can be identified by serial number, model, manufacturer, and associated warranty, and the Asset Repository carries original cost per component when known.

Integrating with Oracle Internet of Things Asset Monitoring Cloud Service

When you integrate PeopleSoft Asset Management with Oracle Internet of Things (IoT) Asset Monitoring Cloud Service, you can synchronize select asset data with IoT. Synchronizing with IoT improves asset tracking and maintenance by accessing real-time visibility to an asset's location, condition, and utilization.

Integrating with PeopleSoft Payables - Capitalizing Assets upon Receipt of Invoice

When you use PeopleSoft Asset Management with PeopleSoft Payables, you can share asset information between these applications. Before you can send voucher information to PeopleSoft Asset Management, you must determine that the point in the payment process at which you want to capitalize the asset is when the invoice for the asset is received and registered in Payables.

If your PeopleSoft Financials and Supply Chain suite includes Payables and Asset Management, you have real-time access to the supplier, voucher, and order data in that system. The interface between these PeopleSoft applications eliminates the need for dual maintenance of vouchers and their corresponding asset data. Payables sends all asset additions, adjustments, and retirements for unposted vouchers to PeopleSoft Asset Management. PeopleSoft Asset Management receives information from PeopleSoft Payables in a consistent manner by using Application Engine programs.

The PeopleSoft system enables *split-funding* of assets within the business processes for PeopleSoft Payables. A one-time setup of the batch processes used by PeopleSoft Asset Management to "receive" assets from PeopleSoft Payables allows a single asset ID to be assigned to multiple cost or expense distributions of a single asset. The asset capitalization and depreciation amounts can be allocated to one or many distribution lines using a sequence number as a subidentifier.

Integrating with PeopleSoft Payables - Sending Lease Payments to Payables

The integration between PeopleSoft Asset Management lease payments and PeopleSoft Payables automatically generates vouchers for lease payments that are calculated in Asset Management. This includes both capital and operating leases. Additionally, the lease payment schedule segregates the principal and interest of each payment and is used by the Depreciation Close process (AMDPCLOS) to generate the payment accounting entries. The lease payments are allocated on a monthly basis in accordance with GAAP. Asset Management generates the associated monthly accrual accounting entries. Lease Interest Contra and Lease Obligation Contra accounts must be established as clearing accounts, which are offset by the Payables voucher entries. This integration is enabled at the Asset Management business unit level.

See "Entering Regular Vouchers" (PeopleSoft Payables).

Integrating with PeopleSoft Project Costing

PeopleSoft Asset Management integrates with PeopleSoft Project Costing by sharing information about assets associated with ongoing projects. Assets that originate in Project Costing are usually the outcome of construction projects.

When performing asset maintenance, organizations frequently do so by using a project effort. By creating a project, the maintenance organization is oftentimes able to more precisely plan and budget, track, manage, and account for the effort than if numerous unrelated work orders were generated. The Manage Project feature uses the Maintain Asset via Project process primarily by introducing the concept of the work order into the process and adds the process of project-based management of asset maintenance.

Maintaining an asset with a project involves creating and planning a project, incurring costs against the project, and expensing or capitalizing costs from the work. An enterprise that must both perform its own capital improvement projects and manage large-scale ad hoc maintenance and preventive maintenance efforts may use projects to manage asset maintenance activities.

The *Maintain Asset via Project* process manages the high-level steps of undertaking a project to maintain or upgrade an asset. The typical process is:

- Plan and budget for maintenance of an asset.
- Obtain approval for the maintenance.
- Create a project plan and work orders for the effort to maintain the asset.
- Fulfill the work orders.
- Capture the costs—labor, materials, and depreciation—associated with the effort.
- Identify rules by which capitalization of capital improvement costs will occur.
- Determine whether to expense or capitalize various project costs.
- Capitalize and expense project costs.

PeopleSoft Project Costing provides the *Create and Plan Project to Maintain an Asset* process. The goal is to establish a project and associated activities that enable the organization to begin work on maintaining an asset. Once the project and activities are created, work orders are issued to authorize maintenance tasks to occur. Normally, the project is created for either capital improvement projects in which the costs will be capitalized or for large-scale maintenance projects that require more sophisticated project management than the simple dispatching of technicians to work orders.

The process to account for project and asset costs enables the operations manager to review transactions booked to the project for accuracy, and for the accountant responsible for projects and assets to examine the costs to be sure that they contain the correct ChartField values for expenses and the correct information to affect asset values.

Integrating with PeopleSoft Purchasing

When you use PeopleSoft Asset Management with PeopleSoft Purchasing, you can share asset information between these applications. Before you can send receipt information to PeopleSoft Asset Management, you must determine that the point in the procurement process at which you want to capitalize the asset is when an asset is received in PeopleSoft Purchasing.

If your PeopleSoft Financials and Supply Chain suite includes PeopleSoft Purchasing as well as PeopleSoft Asset Management, you have real-time access to the supplier, voucher, and order data in this system. The interface between these PeopleSoft applications eliminates the need for dual maintenance of receipts and their corresponding asset data. PeopleSoft Purchasing sends all asset additions, adjustments, and retirements for unposted receipts to PeopleSoft Asset Management. PeopleSoft Asset Management receives information from PeopleSoft Purchasing in a consistent manner by using Application Engine programs.

The PeopleSoft system enables *split-funding* of assets within the business processes for Purchasing. A one-time setup of the batch processes used by PeopleSoft Asset Management to "receive" assets from Purchasing allows a single asset ID to be assigned to multiple cost or expense distributions of a single

asset. Using a sequence number as a subidentifier, the asset capitalization and depreciation amounts can be allocated to one or many distribution lines.

Integrating with PeopleSoft Lease Administration

PeopleSoft Asset Management enables you to manage property assets and to maintain property-specific details such as legal descriptions and property tax information within the Asset Repository. Centralizing this asset data in one database enables multiple applications to access the asset and exchange data details as needed. When setting up assets, you can specify property information, space statistics, and location information. You can break property assets down into sublevels: Site, Building, Area, Floor, and Space. Properties can be created directly within Asset Management, then optionally fed to a computer-aided facility management (CAFM) utility, exploded into working facility maps where assignments of space allocation and employees can be made, and then fed back to update the repository.

The property component enables you to manage property tax bill tracking and other statistics that help with reporting and portals such as occupancy, maximum occupancy, square footage per department or other categorization, and so on.

Leases can be attached at any asset level but once they are, their children cannot be attached while that lease is still active. Subleases allow them to be released out, and that is the only case in which the rule does not apply. Total area is supplied by default and is controlled by the repository, but rentable and usable space can be modified on the lease. With PeopleSoft Lease Administration, you can create and manage a lease between a landlord and tenant simply by pulling the property asset data stored within the Asset Repository.

Integrating with PeopleSoft Strategic Sourcing

PeopleSoft Asset Management integrates with the PeopleSoft Supply Chain Management Strategic Sourcing module, enabling you to put unused assets up for auction and, if a bid is awarded, automatically generate a retirement transaction.

Integrating with PeopleSoft Billing

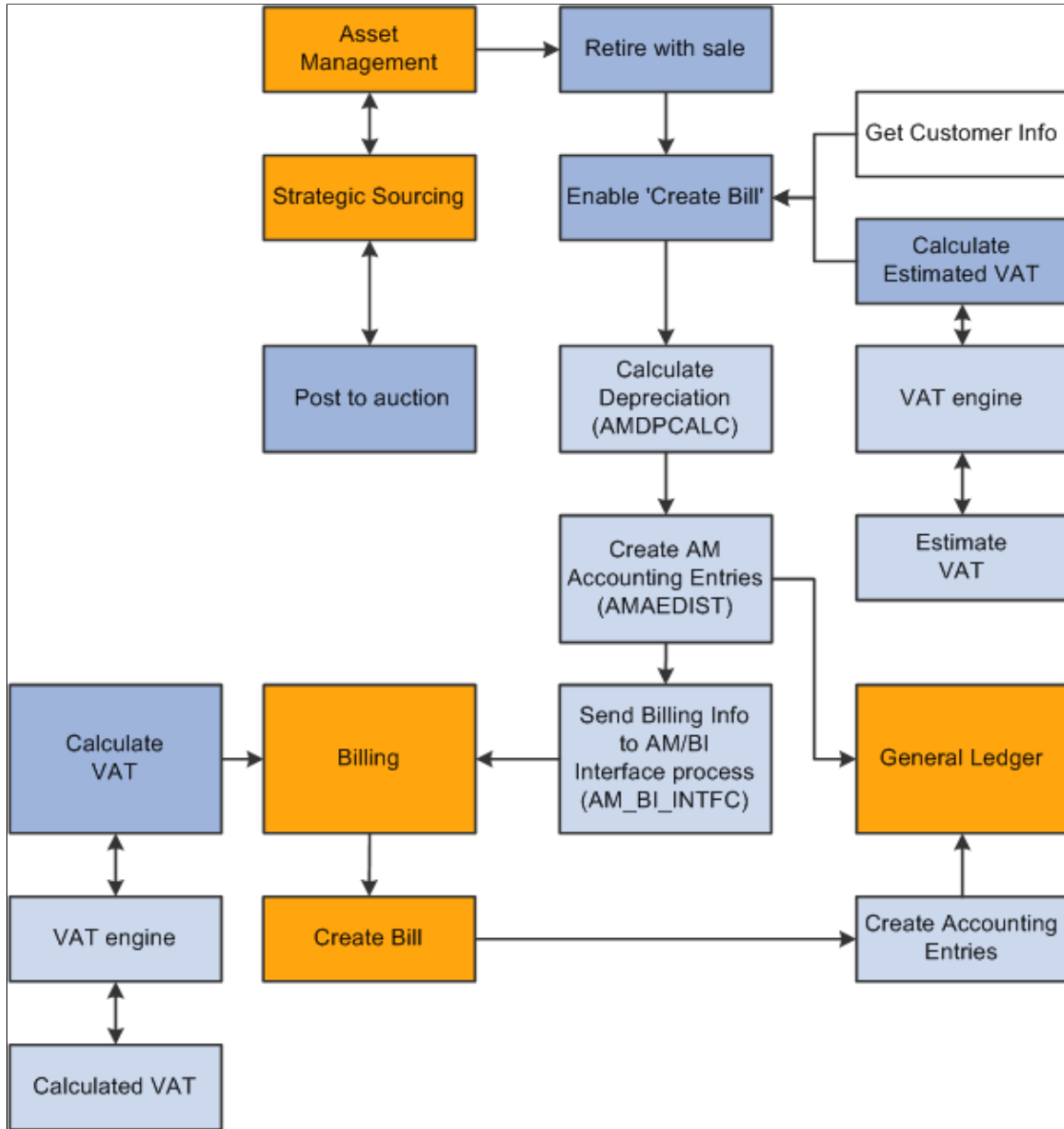
This topic provides an overview of how to integrate PeopleSoft Asset Management with PeopleSoft Billing and discusses how to enable the integration.

Understanding How to Integrate with PeopleSoft Billing

PeopleSoft Asset Management integration with PeopleSoft Billing enables you to complete asset lifecycle processes, bill retire with sale transactions, and generate accounting entries in PeopleSoft Billing and PeopleSoft Asset Management. Using the AM/BI Interface process, you can pass asset *Retire With Sale* transactions from PeopleSoft Asset Management to PeopleSoft Billing to generate appropriate accounting entries to relieve fixed assets, calculate VAT as necessary, debit Receivables, and post to PeopleSoft General Ledger. You can also send asset reinstatements to PeopleSoft Billing as credit lines.

This diagram displays the data and process flow that occurs when you integrate PeopleSoft Asset Management with PeopleSoft Billing:

Data and process flow for integration between PeopleSoft Asset Management and PeopleSoft Billing:



When an asset is retired by sale in PeopleSoft Asset Management:

1. Retire the asset with a sale in PeopleSoft Asset Management and collect the appropriate customer information within PeopleSoft Asset Management.
2. Send the transaction information and billing information to the Billing Interface using the AM/BI process (AM_BI_INTFC).

When PeopleSoft Strategic Sourcing puts an asset on an auction site for sale:

1. If the auction bid is awarded, PeopleSoft Strategic Sourcing sends the customer information and asset sold proceeds to PeopleSoft Asset Management to initiate and complete the retirement transaction with proceeds from bid price.

- a. PeopleSoft Asset Management retires the asset and creates the appropriate accounting entries for sale.
- b. You run the AM BI Interface process to send the retirement sales transaction and billing information to Billing.

Note: You must collect customer information at the time of sale and send this information to PeopleSoft Billing with the retirement transactions, because assets can be purchased by an individual or entity not currently in the Customer Master table.

2. If the auction bid is not awarded, PeopleSoft Strategic Sourcing returns the asset to PeopleSoft Asset Management and changes the auction status to enable PeopleSoft Asset Management to realize any asset activity as a cost adjustment, transfer, or retirement.

PeopleSoft Asset Management interfaces with PeopleSoft Billing if you installed PeopleSoft Billing and if you:

1. Select the **Billing Interface Processing** option on the Asset Management Interface Options page, and set up a default billing business unit, bill type, bill source, and bill by identifier.
2. Select the **Create Bill** option on the Retire Assets page.

If PeopleSoft Asset Management interfaces with PeopleSoft Billing, PeopleSoft Asset Management sends the proceeds to the billing clearing account. PeopleSoft Asset Management sends to PeopleSoft Billing the proceeds clearing account to reflect both sides of the customer's debt. When PeopleSoft Billing receives the PeopleSoft Asset Management data, PeopleSoft Billing reverses the clearing account and generates the receivable account.

PeopleSoft Asset Management calculates an estimated VAT amount (if necessary), generates retirement and sales accounting entries, and posts the entries to PeopleSoft General Ledger. If PeopleSoft Asset Management interfaces with PeopleSoft Billing, you run the AM/BI Interface process to send the transactions to Billing to book the sale, create accounting entries, generate the invoice, and post the debt to PeopleSoft Receivables. If retirement is originated from PeopleSoft Strategic Sourcing, Asset Management does not send VAT information to Billing (Strategic Sourcing does not process VAT). If retirement is originated from Assets Management, Asset Management calculates VAT estimates only.

Note: PeopleSoft Asset Management VAT is *estimated*, and PeopleSoft Billing VAT is the actual *calculated* VAT taking customer and bill-by information into account.

If a country allows the Domestic Reverse Charge VAT treatment and the corresponding VAT Asset Class and Customer are set to 'Domestic Reverse Charge, the Domestic Reverse Charge Sales Code will be carried to PeopleSoft Billing along with the calculated Domestic Reverse Customer Amount.

See “Understanding VAT” (PeopleSoft Global Options and Reports).

Enabling PeopleSoft Billing Integration with PeopleSoft Asset Management

To establish processing between PeopleSoft Asset Management and PeopleSoft Billing, you must select the **Billing Interface Processing** option from the **Billing Interface** group box on the AM Business Unit Definition page. This activates integration between the two applications and enables the **Create Bill**

option on the Asset Management Retirement page. PeopleSoft Billing is the only billing interface that is supported by this feature.

When you activate the Billing interface, you must also enter values for the **BI Unit**, **Bill Source**, **Bill Type**, and **Bill By Identifier** fields. If Billing business units and other Billing information to complete the business unit definitions on this page have not yet been defined, you must do so before beginning transaction processing.

You must define the default book in the AM Business Unit Definition component. This is the default book for the AM/BI Interface. This should also be established as the primary book in your PeopleSoft General Ledger setup.

Also, establish the accounting entry template to be used in retirement transactions in which the asset is retired with the disposal code *Retire w/Sale*. You must designate the account for the Billing clearing account, *Proceeds to Billing*, in the accounting entry template. This maintains balanced accounting entries between PeopleSoft Asset Management and PeopleSoft Billing accounts.

PeopleSoft Asset Management and PeopleSoft Billing Business Unit Mapping

To accommodate interunit and noninterunit scenarios for PeopleSoft Asset Management asset retirement integration, the AM BI Interface process writes the BUSINESS_UNIT_AM and BUSINESS_UNIT_AMTO values to the INTFC_BI table, writes the BUSINESS_UNIT_AM value to the BI_HDR table, and writes the BUSINESS_UNIT_AMTO value to BI_LINE table. Writing these values to Billing tables enables you to track the entity retiring the assets, as well as the entity receiving the asset. Billing supports one General Ledger To business unit (BUSINESS_UNIT_TO) per invoice. Therefore, PeopleSoft Asset Management To business units must share the same corresponding PeopleSoft General Ledger business unit. Billing supports multiple Asset Management To business units at the line level, but each business unit to must be booked to the same General Ledger To business unit.

PeopleSoft Asset Management is not required to populate the INTFC_BI.INTERUNIT_FLG. If PeopleSoft Asset Management passes an interunit customer, the PeopleSoft Billing Interface populates this field with *Y* (yes).

The Billing Interface also populates the INTFC_BI.BUSINESS_UNIT_GL field, based on the billing business unit (INTFC_BI.business_unit) that Asset Management passes.

If the Billing Interface is creating an interunit bill (INTFC_BI.InterUnit_flg = *Y*), it populates the INTFC_BI.BUSINESS_UNIT_TO field (when Asset Management passes no value) with the BUSINESS_UNIT_GL value, which the interface obtains from the CUST_OPTION table, based on the customer ID. If the Billing Interface is not able to determine a value for the INTFC_BI.BUSINESS_UNIT_TO field using customer defaulting, it stops the transaction and marks it in error.

Related Links

[Interface Options Page](#)

[Defining Accounting Entries](#)

“Understanding PeopleSoft Billing Business Units” (PeopleSoft Billing)

“Defining Bill Types” (PeopleSoft Billing)

“Defining Bill Sources” (PeopleSoft Billing)

“Bill-by Identifier Page” (PeopleSoft Billing)

Integrating with Budgeting

This topic provides an overview of how to integrate PeopleSoft Asset Management with PeopleSoft Budgeting and discusses how to use the Budgets Interface page.

Pages Used to Integrate with Budgeting

| <i>Page Name</i> | <i>Definition Name</i> | <i>Usage</i> |
|---|------------------------|---|
| Load Asset Catalog | BD_RUN_AM_ITEM | Load the budgeting asset catalog. |
| <u>Run Budgets to AM Interface Page</u> | RUN_AMBD1000 | Load all assets from a business unit for a fiscal year or period range that you specify directly into the Budgets tables. |

Understanding How to Integrate with Budgeting

Asset Management provides an interface to Budgeting. To create asset-based budgets, make asset data and depreciation information available to Budgeting. The Asset Management to Budgeting Structured Query Report (SQR) populates the BD_ASSET* tables. Once you run the SQR (AMBD1000.SQR) to populate the asset tables in Budgeting, you can use asset data in Budgeting.

CAPs can be added directly to Asset Management.

Load all assets from a business unit for a specified fiscal year or period range directly into the Budgeting tables to integrate asset information with Budgeting.

Run Budgets to AM Interface Page

Use the Run Budgets to AM Interface page (RUN_AMBD1000) to load all assets from a business unit for a fiscal year or period range that you specify directly into the Budgets tables.

Navigation:

Asset Management > Asset Transactions > Capital Acquisition Planning > Send To Budgeting

The interface tables loaded by this process are emptied and reloaded each time that it is run. A separate Budgets process, AMBD1000.SQR, formats the asset data for use in the Budgeting process.

Note: If the number of assets that you are processing is large (200,000 or more), consider reducing it to smaller batches. For example, you might process one or more departments, categories, projects, or a similar breakdown to narrow the number of items being processed at one time. The exact number of assets that make up the "breaking point" beyond which you should process in smaller batches varies depending on your database platform, tablespace and rollback size, and other factors.

Integrating with General Ledger

This topic provides an overview of how to integrate PeopleSoft Asset Management with PeopleSoft General Ledger.

Understanding How to Integrate with General Ledger

Regardless of the general ledger system that you use, you must transfer journals from Asset Management to General Ledger. As part of the setup for your asset system, establish a general ledger business unit and ledger, general ledger calendar, journal sources, and accounting entry templates. When you define operators, set up journal distribution privileges for them. This setup enables you to distribute accounting entries for asset transactions and depreciation and to generate journals to General Ledger.

If the General Ledger and Asset Management databases aren't integrated, or if you use a different general ledger system, you need to complete some prerequisite tasks before integrating the two systems.

Two processes are required to complete the bridge between Asset Management and another general ledger system:

- At installation, rename JRNL_HEADER to JRNL_HEADER_FS, and rename JRNL_LN to JRNL_LN_FS.

Using Application Designer, change these records from views to SQL tables, and create the tables.

- On a regular basis, unload the journal headers and lines from one database to the other.

To send journals to an outside general ledger system, design a conversion program that converts Asset Management journal headers and lines to the format required by your general ledger system.

PeopleSoft Asset Management also uses the book code and document sequencing functionality available through PeopleSoft General Ledger.

Related Links

[“Integrating General Ledger with Other PeopleSoft Applications” \(PeopleSoft General Ledger\)](#)

[Defining Document Sequencing](#)

[Defining Accounting Entries](#)

Understanding General Ledger Subsystem Reconciliation Integration

The General Ledger subsystem reconciliation component enables you to compare accounting transactions posted in the subsystem with General Ledger balances. The loader summarizes transactions by General Ledger business unit, fiscal year, accounting period, ledger, selected ChartFields, and system source. Subsystem transactions are categorized as either distributed or not distributed. General Ledger journal transactions are categorized as either posted or not posted. This enables you to check the integrity of the journal entries in General Ledger by verifying that no discrepancies occurred between subsystems and the General Ledger.

The General Ledger subsystem reconciliation component provides insight into the Asset Management subsystem for documents that have not been fully processed. Subsystem Reconciliation reporting allows you to report on individual documents within a subsystem and review vital status fields that may identify

why a document has not been fully processed and posted to the general ledger. The inquiry is based upon data that is loaded through the Subsystem Reconciliation Loader process (GL_RECN), which maintains a status table that keeps a record of the date and time of last processing by Business Unit, System source, fiscal year, and accounting period.

The Asset Management integration with General Ledger subsystem reconciliation enables you to access and analyze Asset Management subsystem data using the following pages:

- GL Reconciliation Inquiry page
- Reconciliation Overview page
- Subsystem Document page
- Reconciliation by System Source (Reconciliation by System Srce) page
- Reconciliation by ChartFields page

To help facilitate Asset Management integration with the General Ledger subsystem reconciliation component, PeopleSoft provides the *AM_PENDING* source document, which enables you to view and report on Asset Management subsystem data for documents that have not been fully processed. The *AM_PENDING* source document captures asset transactions pending accounting entry creation. Specifically, open transaction assets (Open_Trans) with a Calc_Dist_Status of 'P' (to be processed) are captured. Additionally, the source document defines the path and keyfields to use when performing drill down analysis to source system documents from the GL Reconciliation Inquiry page.

See:

“Reviewing Subsystem Reconciliation Data” (PeopleSoft General Ledger)

“Running the Subsystem Reconciliation Loader Process (GL_RECN)” (PeopleSoft Global Options and Reports)

Integrating Asset Management with IT Asset Management

This topic provides an overview of how to integrate PeopleSoft asset management with PeopleSoft IT Asset Management.

Understanding How to Integrate with IT Asset Management

IT Asset Management represents an entire system of integrated management processes, strategies, and technologies implemented to provide you with complete control over your IT assets throughout the asset life cycle. Asset Management integrates with IT Asset Management by sharing assets in the Asset Repository.

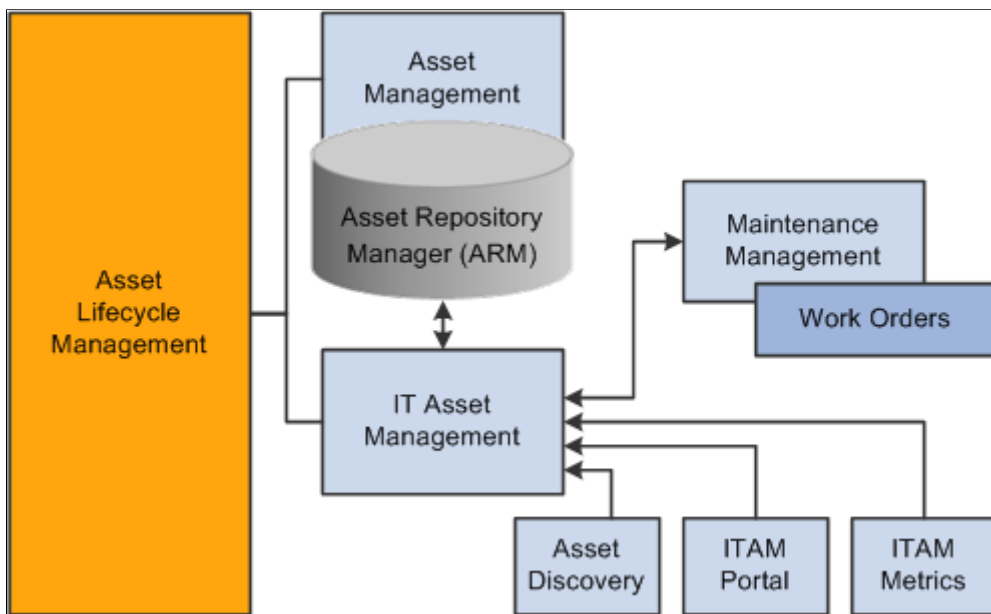
IT Asset Management embeds network discovery tools into Asset Management to collect perpetual IT asset inventory for reconciliation to the ARM. When you use IT Asset Management with Maintenance Management, the repository stores organizational asset information including physical and financial definitions, acquisition history, and maintenance history. IT Asset Management provides a central workspace to manage and deploy IT Asset Management systems, view discovered and reconciled results, monitor collected metrics, and drill down to detailed asset data for problem solving and information gathering activities. This interactive workspace collects detailed hardware and software inventory

information and authorized versus unauthorized license deployment with access to contract and warranty information relative to IT assets.

Oracle has partnered with network discovery tool suppliers to perpetually inventory IT assets including software and hardware devices that connect to your network. After the discovery tool collects usage data, it is reconciled to the Asset Repository Manager by means of configurable business rules that define reconciling data-points. The asset reconciliation engine compares discovered asset inventory to that stored in the ARM, where all organizational assets are stored with complete business data, acquisition history, maintenance history, and financial data. Because IT assets are perpetually inventoried by means of network discovery tools, IT assets are always accurately reflected in business data and financial reporting.

This diagram shows the basic integration between Asset Management and IT Asset Management.

Basic integration between Asset Management and IT Asset Management:



Note: You must use Asset Management before you can use IT Asset Management.

Related Links

“Understanding IT Assets and the Asset Repository” (PeopleSoft IT Asset Management)

Integrating Asset Management with Maintenance Management

This topic provides an overview of how to integrate Asset Management with Maintenance Management.

Understanding How to Integrate with Maintenance Management

Asset Management integrates with Maintenance Management by creating service request and work order links between asset warranty claims or other asset maintenance events, and assets. Asset Management maintains assets in the Asset Repository, where they are accessible among the Asset Lifecycle Management (ALM) products, including Maintenance Management. Each asset record stores

maintenance activity details and can be adjusted, transferred, or retired by Maintenance Management processes.

Work orders are used to track the costs associated with maintaining or creating assets. In Maintenance Management, a work order consists of multiple work order tasks with each task specifying the asset that is being maintained as well as a related project and activity. Each task is used to identify the transaction costs of performing the asset maintenance. These transaction costs flow from Maintenance Management into various systems including Asset Management. A work order task can specify only one asset, one project, and one activity, but any given asset, project, and activity can be maintained by multiple work orders or work order tasks. When an asset is selected from the Asset Management asset repository for maintenance or repair through a work order, Maintenance Management notifies the user of any warranties associated with the asset being worked on in the work order. You can then file warranty claims for the work performed to recover the cost of the work performed.

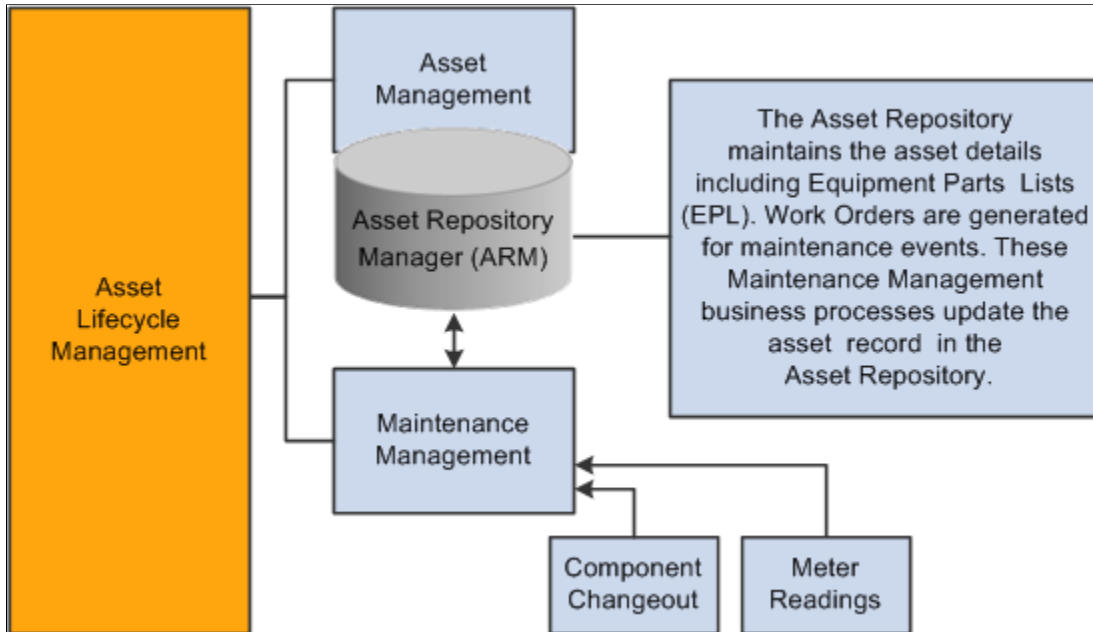
With a preventive maintenance schedule in place, Maintenance Management can automatically generate work orders and maintenance forecasts to help you ensure that your asset base is optimally maintained. You can set up resource requirements for a work order task for labor, materials, purchased or on-hand parts, and tools resources prior to scheduling these resources. To simplify this process, you can set up work order task templates that define these requirements for different types of tasks and problems. Another method of determining parts that may be required to repair an asset is accessing an Equipment Parts List (EPL), which is part of the Assets Management asset repository and lists the asset and any parts or other information associated with the asset. If special requirements are specified, this information can be copied forward to be used as the basis for scheduling those resources. When setting up requirements, you can indicate whether to calculate estimated costs either at the business unit level or at the shop level for labor, materials, and tools resources. The total estimated costs for each resource are accumulated in the work order's cost page. When each work order task is performed, the total actual costs for each work order task resource is also displayed on the work order's cost page, along with any variances between the two, and stored at the asset level within the asset repository.

Asset Management can record and attach meter readings to assets and force a preventive maintenance event if a meter falls outside the tolerance range defined on the Meter Type page. When a meter reading falls outside of the tolerance range, Asset Management creates a preventive maintenance work order. The system performs this function only when you have defined a preventive maintenance schedule ID for the asset with a range meter type assigned to the schedule ID. The Asset Repository enables you to require a meter for any kind of work order to complete the work order.

While Maintenance Management offers tactical reporting and analytics for understanding costs and effectiveness by shop and asset, the ability to analyze operations and costs across the enterprise is key to driving wholesale changes into the organization. Searches can be done to identify parts used anywhere in your entire organization. This information can be invaluable when you are trying to address the impact of a manufacturer recall or to ensure that a decision to upgrade a component is carried out consistently throughout the enterprise. The integrated Asset Repository Manager enables you to rapidly identify, access, and analyze your entire asset base. Separate financial and operational asset hierarchies within the asset repository enable financial users to view the asset base from one perspective and enable operations and maintenance users to view it from a totally different perspective.

This diagram shows how the Maintenance Management and Asset Management products integrate:

Maintenance Management and Asset Management integration:



Related Links

“Integrated Product Setup Considerations” (PeopleSoft Maintenance Management)

Integrating Asset Management with Lease Administration

This topic provides an overview of how to integrate PeopleSoft Asset Management with PeopleSoft Lease Administration, lists prerequisites, and discusses how to integrate Asset Management with Lease Administration.

Pages Used to Integrate Asset Management with Lease Administration

| <i>Page Name</i> | <i>Definition Name</i> | <i>Usage</i> |
|---|------------------------|---|
| <u>Basis Generation For Allocation Process Page</u> | AM_SPC_ALLOC | Generate the cost basis for the space allocation process. |

| Page Name | Definition Name | Usage |
|---|------------------------|--|
| <u>CAFM Property Integration Page</u> | RE_REQ_SYNC_RUN | <p>Exchange property information with the CAFM application using these processes:</p> <ul style="list-style-type: none"> • <i>RE_REQ_ELOC</i> Request employee location from CAFM. • <i>RE_REQ_PROP</i> Request property size and occupancy from CAFM. • <i>RE_REQ_FPLAN</i> Request new and deleted properties from CAFM. |
| <u>CAFM Department Integration Page</u> | RE_PUB_DEPT_RUN | <p>Exchange department information with the CAFM application using the RE_PUB_DEPT process: This application engine process is a Full Sync of Department Tree that transfers the department tree specified for the selected business unit to CAFM so that their system understands the general departmental breakdown. With that information, the CAFM system can properly assign custodians to property assets and employees to spaces. CAFM cannot modify department data, because the FSCM tables are considered the master data.</p> |
| <u>CAFM Employee Integration Page</u> | RE_PUB_EMPL_RUN | <p>Exchange employee information with the CAFM application using the RE_PUB_EMPL process: The application engine process is a full sync of employees that transfers the employee data from the HR employee tables residing in FSCM. This data is provided to the CAFM system so that employees can be assigned to spaces on the floor plan when users are performing space management. CAFM cannot modify employee data, because the FSCM HR tables are considered the master data.</p> |

Understanding How to Integrate with Lease Administration

Asset Management integrates with Lease Administration by managing the defined property assets associated with Lease Administration in the Asset Repository and by providing the integration with third-party CAFM software suppliers to manage employee/department to property assets information.

Lease Administration utilizes Asset Management centralized Asset Repository Manager as the source of all operational and financial property asset information. The repository provides property tax tracking against each site or building stored. Using existing functionality in Asset Management, including express capitalization from Project Costing, enables companies to perform project management and then capitalize or expense the costs related to their properties accordingly.

Asset Management provides third-party CAFM integration through the centralized asset repository. The financial asset from the repository is used along with employee and department information from PeopleSoft Human Capital Management (HCM) as the source to the CAFM solution for space management. The property floor and space information and the employee space assignments performed in the CAFM solution are then updated automatically and sent back to the repository to provide a single source of information about accurate measurements of spaces within properties and timely assignments of employees in spaces. This information can then be passed to General Ledger for facility cost allocations based on square feet or meters per department as well as for providing an up-to-date space utilization model.

When creating a lease in Lease Administration, you use the Asset Management centralized asset repository for property information. You can select the property from a list or enter the property information manually. For you to select the property from the list, properties must already exist in the repository through either manual entry or through the third-party CAFM integration. The properties are known to be valid as they are generated and stored in the repository in a controlled manner: through the capitalization processes between Project Costing and Asset Management, through the asset entry as a new acquisition, or through the third-party CAFM integration. The integration between Asset Management and the third-party CAFM provider also enables Lease Administration to use information about the property assets captured in the Asset Repository such as size of spaces, location of assets within these spaces, and employee assignments to spaces.

The following list provides a high-level overview of the actual integration steps between Asset Management and the third-party CAFM provider:

- CAFM provides a listening connector for PeopleSoft Integration Broker that resides on the PeopleSoft web server.
- The predefined messages and transactions are tailored to the functional analysis of the data transmissions.
- Incoming messages to the PeopleSoft server that are from CAFM are directed to the connector by the Gateway server, which then sends the messages to PeopleSoft Target Connectors.
- In turn, the PeopleSoft Target Connectors deliver the messages to either Component Interfaces or are embedded directly into the corresponding tables.

The following information is exchanged between the two systems:

- Organizational information including the employee names and identification numbers, department assignments, and organizational hierarchy using the PeopleSoft department trees.
- Asset information for properties residing in the Asset Management centralized asset repository.

The CAFM solution then builds sites and buildings to the lower levels of floors and spaces, and updates any measurement and occupancy information.

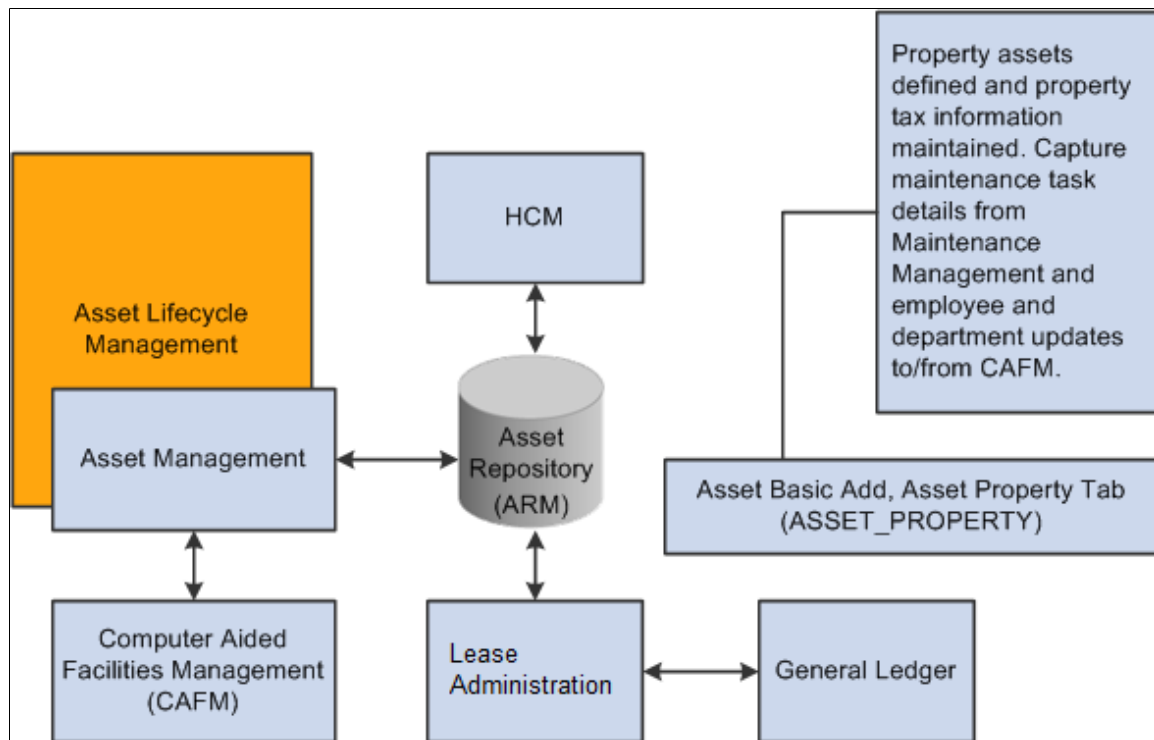
- Employee or department assignments to properties.

Once assigned and returned from CAFM to Asset Management, this data is used to update the custodians of the various property assets. A department can be assigned to the custodian for a building, floor, space, and so on, but if an employee is assigned to a particular space, his or her department can override the default department set as the custodian. This information can then be used by General Ledger as the basis for cost allocations using tables residing within the asset repository.

For more complex facility allocations factoring in common or shared space, the third-party CAFM provider reports can be imported into the general ledger as the space allocation basis.

The following diagram displays the process flow for Lease Administration integration:

Process flow for Lease Administration integration.



Related Links

“Understanding Product Integration” (PeopleSoft Lease Administration)

Exchanging Asset Data with CAFM

Asset Management shares the asset repository with Lease Administration. The asset repository integrates with a third-party computer aided facilities management (CAFM), sending space allocation information for defined property assets as well as employee and department information. In turn, the CAFM application passes updated space allocation information for existing assets as well as new "sub" assets, such as floor, space, and area, with the measurements from the CAFM application, and the employee assignments to the "sub" assets, back to the PeopleSoft application.

The asset repository supports integration with Lease Administration by enabling asset property records (ASSET_PROPERTY) to have asset components. A one-to-one relationship exists between an asset

and the asset property. During asset creation, when the asset type *Property* is selected, the Property Information tab is enabled. Information relating to the property asset as well as property tax information is stored here.

Note: Defining an asset as property is available only from the Asset Basic Add component.

The integration has the following impacts on the asset repository:

- Nonstructural assets are assigned to properties as a component of the property asset, and the property asset includes a defined location.

The assignment of nonstructural assets to structural assets is done through the **Component Of ID** field in the asset table. A nonstructural asset will have its component of ID set to the asset ID of a structural asset. In this way, the nonstructural asset is located at that property. The component of ID has only one key, the ASSET_ID. The system assumes that nonstructural assets belong to the same business unit that owns the property. When you are integrating with CAFM solutions, only structural assets are supported.

- The asset repository requires that the property asset definition also include an associated employee or asset custodian.

The asset custodian (ASSET_CUSTODIAN) is a child table of the asset table and allows an N-1 relationship between employees (custodians) and the assets. When you are exchanging information with CAFM, new employee information linked to a property updates the asset custodian table.

To support these functions, the following rules apply:

- You can view the allocation basis from the (RE_ALLC_BASIS_VW) page in Lease Administration.

Use the allocation feature in General Ledger to set up your own allocation process using this view as the basis. The allocation basis record is populated in the following way:

- The statistics code and statistical account comes from the fields defined for the asset property business unit.

The statistics amount comes from the sum of the total area of all properties using the same statistical account.

- If an employee is the custodian of the property, the employee ID, business unit, and department ID are derived from the employee tables defined in HCM. If a property does not have an employee associated as a custodian, then the department ID of the asset custodian is used.

See “Define Allocation Step - Basis Page” (Application Fundamentals).

- When an employee moves out of a space, the employee ID that is defined in the asset custodian table is cleared, and the department ID of the first parent property that has a department ID assigned to it is used for the current property.

If none of the parent properties have a department ID, it is left blank.

- When you are viewing the general ledger allocations, the view itself is the current value of the department space usages.

You can use the Space Allocation report to search over this view.

See “Producing Allocations Reports” (Application Fundamentals).

Prerequisites

Before you can use the space allocation link with CAFM utilities, you must:

1. Complete the installation of CAFM to set up the appropriate integration messages between PeopleSoft software and the CAFM application.

See PeopleSoft Financials, ESA, and Supply Chain Management Product-Specific Installation Instructions, "Integrating PeopleSoft Asset Management With Space Management Solution."

2. Enable Space Management integration with Asset Management on the Installation Product Options page for Asset Management (INSTALLATION_AM) in the installation component (INSTALLATION).

See “Installation Options - Asset Management Page” (Application Fundamentals).

3. Establish the statistics code and statistical account for Space Allocation for each Asset Management business unit on the Interface Options page (BUS_UNIT_INTFC_OPT) of the define business units component (BU_DEFN).

See [Understanding Asset Management Business and Cash Generating Units](#).

4. Enable and define or modify trees with business units from which properties and employees will be used to exchange information with CAFM.

See [Understanding Asset Management Business and Cash Generating Units](#).

See “Department Page” (Application Fundamentals).

See PeopleTools: PeopleSoft Tree Manager

5. Establish asset types and subtypes within Asset Management to define property assets.

See [Understanding Asset Processing](#).

6. Establish active property assets with designated types and subtypes in the asset repository.

See “Understanding Adding and Maintaining Assets” (PeopleSoft Asset Management).

7. (Optional) Record property taxes associated with property assets using the Record Property Taxes page and component (ASSET_PROP_TAX).

See “Understanding Adding and Maintaining Assets” (PeopleSoft Asset Management).

Basis Generation For Allocation Process Page

Use the Basis Generation For Allocation Process page (AM_SPC_ALLOC) to generate the cost basis for the space allocation process.

Navigation:

Asset Management > Send/Receive Information > Load Interface > Space Allocation

Use a run control definition to establish the space allocation cost basis. The space allocations exchanged with the CAFM application can be measured by square feet, meters, or any other measurement that suits your organization. This process determines how the actual space allocated by the CAFM application should be measured.

CAFM creates the space allocations and passes them back to the PeopleSoft application. The allocation is then used to calculate the cost, for example, per square foot used by a specific department or resource. The information can then be used by General Ledger in the allocation process and in generating financial statistics and reports.

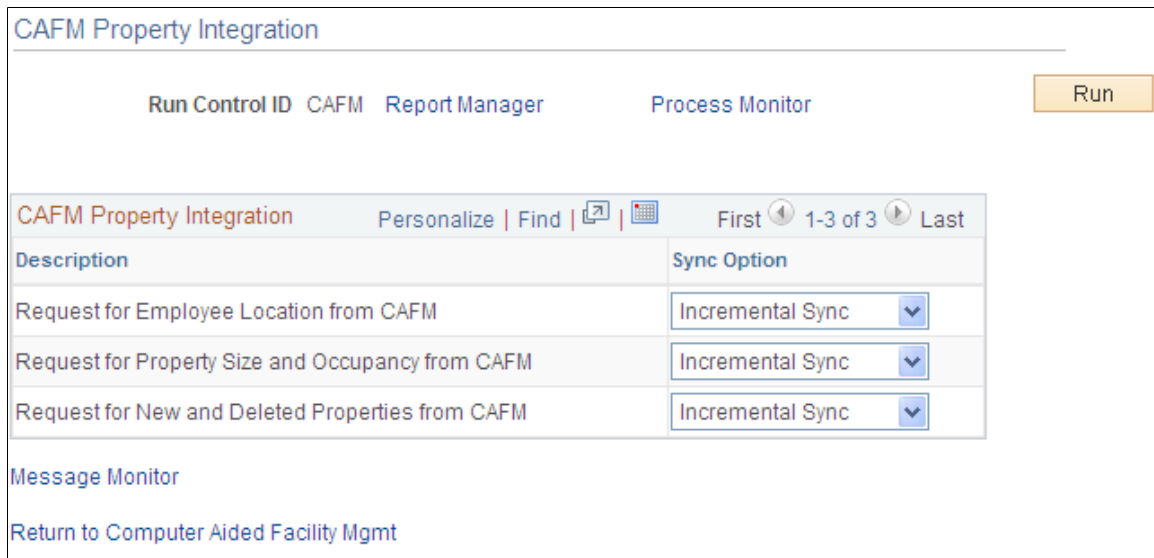
CAFM Property Integration Page

Use the CAFM Property Integration page (RE_REQ_SYNC_RUN) to .

Navigation:

Asset Management > Send/Receive Information > Computer Aided Facility Mgmt > CAFM Property Integration

This example illustrates the fields and controls on the CAFM Property Integration page. You can find definitions for the fields and controls later on this page.



Each process name to be run and its description is displayed.

| Field or Control | Description |
|-------------------------|--|
| Sync Option | <p>Select the integration broker message type to use. The options are:</p> <ul style="list-style-type: none"> • <i>FullSync</i> <p>A full synchronization message exchanges all information even if it has not changed since the last time the information was requested. The exception for this rule is that when you are requesting new properties, full sync will act like an incremental sync.</p> <ul style="list-style-type: none"> • <i>Incremental Sync</i> <p>An incremental synchronization message exchanges only information that has changed since the last time the information was requested.</p> |

When you run the process, the requested CAFM data updates the following PeopleSoft tables:

- *ASSET*
- *ASSET_CUSTODIAN*
- *ASSET_LOCATION*
- *ASSET_PROPERTY*
- *ASSET_ACQ_DET*

CAFM Department Integration Page

Use the CAFM Department Integration page (RE_PUB_DEPT_RUN) to exchange department information with the CAFM application using the RE_PUB_DEPT process: This application engine process is a Full Sync of Department Tree that transfers the department tree specified for the selected business unit to CAFM so that their system understands the general departmental breakdown.

With that information, the CAFM system can properly assign custodians to property assets and employees to spaces. CAFM cannot modify department data, because the FSCM tables are considered the master data.

Navigation:

Asset Management > Send/Receive Information > Computer Aided Facility Mgmt > CAFM Department Integration

This example illustrates the fields and controls on the CAFM Department Integration page. You can find definitions for the fields and controls later on this page.

CAFM Department Integration

Run Control ID CAFM Report Manager Process Monitor Run

CAFM Department Integration Run Control Parameters

*Business Unit GL

*Tree Name

[Message Monitor](#)

| <i>Field or Control</i> | <i>Description</i> |
|-------------------------|--|
| Business Unit GL | Select the associated GL business unit from which employees are selected to exchange information. |
| Tree Name | Select the appropriate Department tree from which employees selected are to exchange information. Note: If you select a tree other than Department, the process will fail. |

CAFM Employee Integration Page

Use the CAFM Employee Integration page (RE_PUB_EMPL_RUN) to exchange employee information with the CAFM application using the RE_PUB_EMPL process: The application engine process is a full sync of employees that transfers the employee data from the HR employee tables residing in FSCM.

This data is provided to the CAFM system so that employees can be assigned to spaces on the floor plan when users are performing space management. CAFM cannot modify employee data, because the FSCM HR tables are considered the master data.

Navigation:

Asset Management > Send/Receive Information > Computer Aided Facility Mgmt > CAFM Employee Integration

The employee integration with CAFM does not require the input of any parameters.

Integrating with Oracle Internet of Things Asset Monitoring Cloud Service

Understanding the Integration with Oracle Internet of Things Asset Monitoring Cloud Service

When you integrate PeopleSoft Asset Management with Oracle Internet of Things (IoT) Asset Monitoring Cloud Service, you can synchronize select asset data with IoT. Synchronizing with IoT improves asset tracking and maintenance by accessing real-time visibility to an asset's location, condition, and utilization. PeopleSoft Asset Management integration with IoT leverages assets already configured in PeopleSoft, so there's no duplicate entry required. With this integration, you can:

- Monitor an asset's location, condition, and utilization in real-time.
- Identify out-of-tolerance readings for an IoT asset and generate incidents within IoT that send condition-based monitoring alerts to PeopleSoft Maintenance Management.

Only those assets for which sensor data is collected are identified as IoT assets in PeopleSoft and synchronized with IoT.

Steps to Integrate with Oracle Internet of Things Asset Monitoring Cloud Service

The following steps are required to integrate with Oracle Internet of Things (IoT) Asset Monitoring Cloud Service:

1. Specify connectivity and REST URI details required for integrating with PeopleSoft using the [IOT Integration Page](#).
2. Select the *IoT Installed* option on the "Installation Options - Asset Management Page" (Application Fundamentals).
3. Define IOT (IoT setup) job recurrence option and schedule the job run frequency using the [Job Definition Options and Schedule JobSet Definition Pages](#).

This job loads IoT organization, place name, and asset type information into PeopleSoft.

4. Select the *IoT Asset* option on the Asset Basic Add - "General Information Page" (PeopleSoft Asset Management) to indicate the asset is an Oracle IoT asset and equipped with the required sensor.
5. Assign IoT attributes to your asset using the "IoT (Internet of Things) Page" (PeopleSoft Asset Management).
6. Export existing PeopleSoft assets into Oracle IoT using the "Upload Assets to IoT (Oracle Internet of Things) Page" (PeopleSoft Asset Management).

This page saves you time and effort by enabling you to export all your PeopleSoft assets into Oracle IoT (in lieu of manual entry).

7. Define IOTALERT job recurrence option and schedule the job run frequency using the [Job Definition Options and Schedule JobSet Definition Pages](#).

This job loads IoT incidents to PeopleSoft so that a Condition Based Maintenance Alert can be created in Maintenance Management.

See also: “Condition-Based Maintenance Alert Page” (PeopleSoft Maintenance Management).

Pages Used to Integrate with Oracle Internet of Things Asset Monitoring Cloud Service

| Page Name | Definition Name | Usage |
|---|---------------------------|--|
| <u>IOT Integration Page</u> | AM_IOT_INSTANCE | Specify connectivity, IoT instance details, and property information required for integrating with Oracle Internet of Things Asset Monitoring Cloud Service. |
| “Installation Options - Asset Management Page” (Application Fundamentals) | INSTALLATION_AM | Review delivered transaction types, enable asset processing features, enable depreciation attributes, set system-wide options, and enable Asset Lifecycle Management solution integration options. |
| “General Information Page” (PeopleSoft Asset Management) | ASSET_GENERAL_01 | Add asset basic information manually or modify existing asset information. |
| “IoT (Internet of Things) Page” (PeopleSoft Asset Management) | AM_IOT | Assign Internet of Things attributes to your asset and monitor changes to the asset. |
| <u>Job Definition Options and Schedule JobSet Definition Pages</u> | PRCSJOBDEFN2 SCHDLDEFN | Define the recurrence option and schedule job run frequency for the IOT and IOTALERT jobs. |
| “Upload Assets to IoT (Oracle Internet of Things) Page” (PeopleSoft Asset Management) | IOT_ASSET_BULK | Export PeopleSoft assets into Oracle Internet of Things Asset Monitoring Cloud Service. |

IOT Integration Page

Use the IoT Integration page (AM_IOT_INSTANCE) to specify connectivity, IoT instance details, and property information required for integrating with Oracle Internet of Things Asset Monitoring Cloud Service.

Navigation:

Setup Financials/Supply Chain > Product Related > Asset Management > Physical Definition > IoT Integration > IoT Integration

This example illustrates the fields and controls on the IoT Integration page.

The screenshot shows the IoT Integration page with three main sections:

- IoT Instance Details:** Includes fields for Instance Name (slc16jgp), Status (Active), Offset, Limit (100), Default Org (ORA_DEFAULT_ORG), and a checked Default checkbox.
- IoT Instance Properties:** Includes fields for Hostname (slc16jgp.us.oracle.com), Port Number (443), Username (iot), and Password (masked). A Ping Test button is located below these fields.
- IoT REST API:** A table with columns for IoT REST API, TASK URI, and PRIVATE URI. It shows two rows: CREATE_ASSET and DELETE_ASSET, both with the same URIs. The table includes navigation controls like 'First', '1-2 of 11', and 'Last'.

PeopleSoft delivers the required Rest APIs and URIs details required for integrating with Oracle Internet of Things; you need only specify IoT instance detail and property information.

| Field or Control | Description |
|---|--|
| Instance Name | Enter a name for this instance. |
| Status | Select a status for the instance (<i>active</i> or <i>inactive</i>). |
| Offset | Enter the number that the first record of results is starting from. |
| Default | Select this option to indicate this instance is the default instance to integrate with. |
| Limit | Enter the maximum number of records allowed. |
| Default Org (Default Organization) | Enter a name for the default organization. |
| Hostname | Enter the server name of the host where the Oracle IoT instance is running, including the domain. The host name value can be a DNS name or an IP address. |

| Field or Control | Description |
|-------------------------------|--|
| Port Number | Enter the port on which the Oracle IoT instance is hosted. The default is 443 for SSL |
| User Name and Password | Enter the user name and password to connect to this instance. |

Note: Every instance of IoT that you need to integrate with requires an administrator configure IoT instance details.

Job Definition Options and Schedule JobSet Definition Pages

Use the Job Definition Options and Schedule JobSet Definition pages (PRCSJOBDEFN2 and SCHDLDEFN) to define the recurrence option and schedule job run frequency for the IOT and IOTALERT jobs.

Navigation:

PeopleTools > Process Scheduler > Jobs > Job Definition > Job Definition Options

Navigation:

PeopleTools > Process Scheduler > Schedule JobSet Definitions > Schedule JobSet Definition

This example illustrates the fields and controls on the Job Definition Options page.

The screenshot displays the 'Job Definition Options' page. At the top, there are navigation tabs: 'Job Definition', 'Job Definition Options' (selected), 'Job Distribution', and 'Job Notification'. Below the tabs, the 'Process Type' is set to 'PSJob' and 'Job Name' is 'IOT'. There are search fields for 'Server Name' and 'Recurrence Name'. A section titled 'Job Recovery Process' contains fields for 'Process Type' and 'Process Name'. Below that is the 'Job Definition Security' section, which includes a 'Component' field and a 'Process Groups' dropdown menu currently set to 'ALL PAGES'. The page also features a 'JobSet Report' link.

This example illustrates the fields and controls on the Schedule JobSet Definition page.

PeopleSoft delivers the *IOT* and *IOTALERT* jobs. The *IOT* job loads IoT organization, location, and asset type information into PeopleSoft. The *IOTALERT* job loads IoT incidents to PeopleSoft so that a Condition Based Maintenance Alert can be created in Maintenance Management.

Because the job data is delivered, you need only define the recurrence option and schedule job run frequency for the jobs using the Job Definition Options and Schedule JobSet Definition pages.

For more information on how to use these pages, see the PeopleTools Process Scheduler documentation.

Processing PeopleSoft Asset Management, Purchasing, and Payables Transactions

This topic provides an overview of PeopleSoft Asset Management, Payables, and Purchasing transactions and discusses how to process PeopleSoft Asset Management, Purchasing, and Payables transactions.

Understanding PeopleSoft Asset Management, Purchasing, and Payables Transactions

PeopleSoft Purchasing sends receipts to PeopleSoft Asset Management as either capitalized or non-capitalized assets. If non-capitalized assets are created from Purchasing, these assets can be capitalized when the voucher information is received from Payables.

Note: PeopleSoft Asset Management automatically capitalizes assets created from PeopleSoft Payables as long as the asset profile used can be capitalized. Additionally, retirement transactions communicated from AP/PO to AM represent only closed vouchers if that action was selected at the business unit level and canceled receipts.

See [Interface Options Page](#).

See “PeopleSoft Purchasing Integrations” (PeopleSoft Purchasing).

The PeopleSoft Asset Management integration with PeopleSoft Purchasing and Payables:

- Provides the ability for requesters and buyers to group requisition and purchase order lines that correspond to a single asset. See “Setting Up Procurement Groups” (PeopleSoft Purchasing).
- Allows Purchasing to determine when assets should be created based on the receipt of a procurement group sequence.
- Allows flexible allocation of asset-applicable voucher adjustments, if enabled in Payables. See “Allocate Asset Page” (PeopleSoft Payables).
- Provides email notification of asset-applicable credit memos to improve visibility to credit transactions that may require further review or action.
- Permits the full text of procurement item descriptions to populate the asset detailed description field. (Location/Comments/Attributes page.)
- Streamlines business processes to track requisitions and purchase orders associated with assets, asset voucher adjustments and the notification of returns to trigger asset retirement transactions.

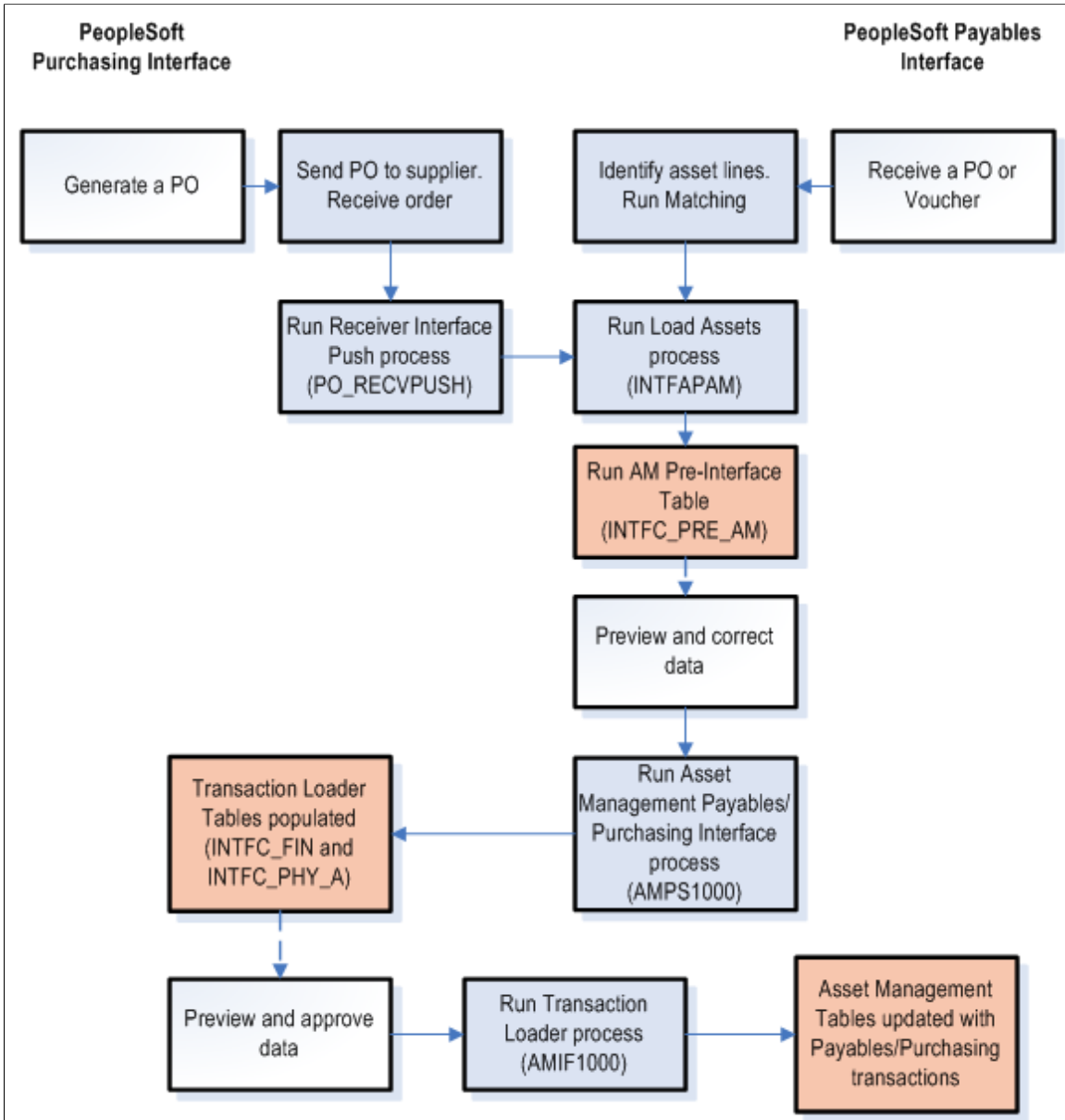
This topic discusses the following process flows:

- Consolidating Requisition and Purchase Order Lines for Asset Components.
- PeopleSoft Payables Transactions in PeopleSoft Asset Management.
- PeopleSoft Asset Management Lease Payments in PeopleSoft Payables.
- PeopleSoft Purchasing Transactions with PeopleSoft Asset Management.

Before you can integrate Asset Management with Purchasing and Payables transactions, you should be familiar with the flow of data from PeopleSoft Purchasing to PeopleSoft Asset Management as well as the flow of data from PeopleSoft Payables to PeopleSoft Asset Management. The data flow conforms to the logical steps that you take to create integrated transactions between Asset Management and these applications.

The following diagram shows the process flow between Asset Management, Purchasing and Payables:

Data Flow Between Asset Management, Purchasing, and Payables



Consolidating Requisition and Purchase Order Lines for Asset Components

An individual asset’s cost can be associated with multiple requisition and purchase order lines on one or multiple requisitions and purchase orders. PeopleSoft provides the ability for requesters and buyers to group requisition and purchase order lines that correspond to a single asset by using a Procurement Group. Purchasing can also determine when assets should be created based on the receipt of a procurement group sequence. See Purchasing documentation, “Setting Up Procurement Groups” (PeopleSoft Purchasing).

To facilitate the identification of procurement items that correspond to individual assets, Purchasing, Payables, and eProcurement include fields, pages and components to manage Procurement Groups. As items are received, the new receipt lines display the Procurement Group details that are associated with

the corresponding purchase order line. The receiving process allocates the received goods and services by asset for integration with Asset Management.

When copying purchase order or receipt information to a voucher in PeopleSoft Payables, the Procurement ID information can be copied to the voucher line. See “Copying Asset-Applicable Vouchers from Purchase Orders and Receivers” (PeopleSoft Payables).

Receiver Interface Push Process

The Receiver Interface Push (PO_RECVPUSH) process accommodates Procurement Groups. When an item is flagged as a primary item, a separate transaction is inserted into the INTFC_PRE_AM record in increments of the unit allocation quantity or amount if the Allocate Purchasing Group option is enabled on the Purchasing Options page. See “Purchasing Options Page” (PeopleSoft Purchasing).

The allocation quantity (or amount) units have already been parsed in the Receipt Asset Lines (by online Receipts) by this point (also contingent on the Allocate Purchasing Group option). The Receiver Interface Push process then moves that data to the INTFC_PRE_AM record, reconciles remainders (fractional allocation quantities or amounts), and assigns each transaction a Procurement Group Sequence. Each non-primary item in the procurement group is assigned the Procurement Group Sequence that is associated with the primary unit.

See “Using the Receiver Interface Push Application Engine Process (PO_RECVPUSH)” (PeopleSoft Purchasing).

Note: The procurement group sequence is calculated as the next available sequence associated with that procurement group. The process updates the procurement group sequence number on the INTFC_PRE_AM record as well as the Receipt Asset Line record (RECV_LN_ASSET) so that the two tables are kept in sync.

Once all of the items in the Procurement Group for an asset have been inserted into INTFC_PRE_AM, the status of the items for each allocation unit is updated to *PO Group Incomplete* if any of the following conditions exist:

- The primary item has not yet been pushed for that allocation unit.
- A fractional allocation unit quantity (or amount) exists for one of the items for that allocation unit.
- Not all of the items that make up the procurement group have been pushed (for a particular allocation unit). The Receiver Interface Push process examines all of the PO lines in the system (and requisition lines with open quantity or open amount for Amount Only lines) to determine the composition of the procurement group.

See [Pre-AM Financial Page](#).

PeopleSoft also provides Procurement Group Inquiry components to review Procurement Group details and status in Asset Management, Purchasing, and Payables.

See [Procurement Group Inquiry Page](#)

Example of Consolidated Multiple Purchase Order Lines for Asset Components

Consider the following example. You set up a procurement group and items associated with a Procurement Group Sequence are received on November 15, 2012. The Transaction, Accounting, In Service, Acquisition and Placement Dates for the asset are set to November 15, 2012.

The status of the associated pre-interface rows is updated automatically from *On Hold* (HLD) to *Pending* (NEW) by the Receiver Interface Push process.

| Pre-Interface | | System Source | Load Status | TRANS Date | ACCT Date | PROC Group | PROC Group Sequence | Primary Unit |
|----------------------|------|----------------------|--------------------|-------------------|------------------|-------------------|----------------------------|---------------------|
| ID | Line | | | | | | | |
| 1 | 1 | PPO | New | 10/3/2012 | 10/3/2012 | AC-ASSET1 | 0001 | Y |
| 2 | 1 | PAP | New | 9/29/2012 | 10/3/2012 | AC-ASSET1 | 0001 | Y |
| 3 | 1 | PPO | New | 10/12/2012 | 10/12/2012 | AC-ASSET1 | 0001 | N |
| 4 | 1 | PAP | New | 10/01/2012 | 10/13/2012 | AC-ASSET1 | 0001 | N |
| 5 | 1 | PPO | New | 11/15/2012 | 11/15/2012 | AC-ASSET1 | 0001 | N |

The PO/AP/AM Interface (AMPS1000) is then run to populate the INTFC_FIN and INTFC_PHY_A tables.

| Interface ID | Business Unit | Asset ID | Load Type | System Source | Load Status | TRANS Date | ACCT Date | PROC Group | In Service Date |
|---------------------|----------------------|-----------------|------------------|----------------------|--------------------|-------------------|------------------|-------------------|------------------------|
| 10000006 | US001 | NEXT | FAD | PAP | New | 9/29/2012 | 10/3/2012 | AC-ASSET1 | 9/29/2012 |
| 10000006 | US001 | NEXT | FAD | PAP | New | 10/01/2012 | 10/13/2012 | AC-ASSET1 | 10/1/2012 |

| Interface ID | Business Unit | Asset ID | Load Type | System Source | Load Status | PROC Group | PROC Group Sequence | Primary Unit | ACQN Date |
|---------------------|----------------------|-----------------|------------------|----------------------|--------------------|-------------------|----------------------------|---------------------|------------------|
| 10000006 | US001 | NEXT | FAD | PAP | New | AC-ASSET1 | 0001 | Y | 9/29/2012 |

| Interface ID | Business Unit | Asset ID | Load Type | System Source | Load Status | PROC Group | PROC Group Sequence | Primary Unit | ACQN Date |
|---------------------|----------------------|-----------------|------------------|----------------------|--------------------|-------------------|----------------------------|---------------------|------------------|
| 10000006 | US001 | NEXT | FAD | PAP | New | AC-ASSET1 | 0001 | N | 10/1/2012 |
| 10000006 | US001 | NEXT | NAD* | PPO | New | AC-ASSET1 | 0001 | N | 11/15/2012 |

* Procurement item was received to complete the Procurement Group AC-ASSET1 sequence 0001, but the invoice was not yet received.

Transaction Loader sets the Transaction, Accounting, In Service, Acquisition and Placement Dates assigned to the asset created for Procurement Group AC-ASSET1 sequence 0001 in this example to 11/15/2012. The asset profile assigned to a Procurement Group's Primary Unit becomes the default asset profile for the new asset that is created.

Each Procurement Group Sequence represents a unique row on the COST and ASSET_ACQ_DET tables.

| Business Unit | Asset ID | Book | Trans Type | Trans Date | Accounting Date | Quantity | Cost |
|----------------------|-----------------|-------------|-------------------|-------------------|------------------------|-----------------|-------------|
| US001 | 000000000113 | CORP | ADD | 11/15/2012 | 11/15/2012 | 2 | 150.00 |
| US001 | 000000000113 | CORP | ADD | 11/15/2012 | 11/15/2012 | 2 | 400.98 |
| US001 | 000000000113 | CORP | ADD | 11/15/2012 | 11/15/2012 | 1 | 988.34 |

| Business Unit | Asset ID | Seq | PO BU | Purchase Order | PO Line | Quantity | Amount |
|----------------------|-----------------|------------|--------------|-----------------------|----------------|-----------------|---------------|
| US001 | 000000000113 | 0 | US001 | 000000233 | 1 | 2 | 150.00 |
| US001 | 000000000113 | 1 | US001 | 000000233 | 3 | 2 | 400.98 |
| US001 | 000000000113 | 2 | US001 | 000000234 | 1 | 1 | 988.34 |
| US001 | 000000000113 | 3* | US001 | 000000235 | 1 | 1 | 29.99 |

*Procurement item received to complete the Procurement Group AC-ASSET1 sequence 0001, but invoice not yet received.

Once the asset is created for the Procurement Group Sequence, any subsequent invoices processed by Payables will continue to be interfaced to Asset Management. Each invoice will represent a new cost row on COST.

Note: You can use the Purchasing, Payables, and Asset Management inquiries to review Procurement Groups and their statuses. Asset components that are not included in a Procurement Group should be associated with the corresponding asset(s) manually.

Related Links

[Consolidating and Unitizing Assets](#)

Processing PeopleSoft Payables Transactions with Asset Management

Asset Management enables you to add assets en masse directly from existing accounts payable vouchers. To do so, accounts payable voucher information is loaded into Asset Management by using the Payables/Purchasing Interface.

Note: If you are using Project Costing to capture data on your asset-related purchase orders and receipts, the system passes purchasing and receipts data through the Projects to Asset Management interface rather than the Payables/Purchasing Interface. In this way, the PeopleSoft system provides the navigation from the Asset Acquisition Detail page to purchase orders and receipts, as well as the associated projects.

To send asset information from Payables to Asset Management:

1. Identify the voucher lines as asset-related in Payables.

This enables you to enter asset information on the Voucher Invoice Information page.

You do not need to enter the asset ID on the receiver or voucher pages unless you want to:

- Specify your own, unused asset ID on the receiver or voucher instead of using the *NEXT* asset ID available in PeopleSoft Asset Management.

If split-funding is enabled for the batch process, the asset ID is appended with a sequence number to identify multiple distribution lines to a single asset for cost and depreciation allocation.

- Add additional cost to an existing asset.

For example, suppose that the receiving clerk enters an unused asset ID on a receipt unbeknownst to the payables clerk entering the voucher. The payables clerk leaves the asset ID as *NEXT* on the voucher, and the asset ID entered in Receiving is carried through to PeopleSoft Asset Management.

In most cases, the most reliable practice is to leave the asset ID as *NEXT* on the receiver *and* voucher pages, and PeopleSoft Asset Management assigns the next asset ID when the Transaction Loader is run.

For example, suppose that you create a purchase order (PO) and receive 10 computers. The computer is a serialized item and the PO Business Unit option is set to *not* capitalize at the point of receipt. When you select **Create Assets** in Receiving, you see 10 lines on the receiver page; 10 interface lines are then sent to Asset Management. If these lines are fully processed into Asset Management, 10 nonfinancial assets would be created from Receiving, and the Transaction

Loader would have assigned the next 10 unused asset IDs for the AM business unit. Generally, when you create a voucher for 10 computers, you commonly enter one line with a quantity equal to 10, unless the computers are going to different departments. Because the receiver or PO is copied onto the voucher, the PO and receiver entries are sent to Asset Management when the voucher data is sent. Sending these receiver and PO entries enables the single line from Payables to match and capitalize the 10 assets created earlier, because the PO and receiving keys are stored in acquisition detail. Oracle recommends that you copy the receiver onto the voucher for more information available to match the PO and AP data; doing so allows for a more detailed navigation from the Asset Acquisition Detail page. Oracle also recommends copying the receiver onto the voucher when multiple receivers exist for a PO, and doing this is essential when you are matching multiple vouchers to a PO.

If, as in the preceding example, the receiving and voucher data is processed and transferred to AM at the same time, the 10 lines from Purchasing Receiving and the single line from Payables are grouped together for matching in AM processing to create 10 financial assets from Payables. Follow these steps:

2. Save and approve the voucher.
3. Run matching (depending on your setup options), and post the voucher to accounts payable.

Warning! If the voucher data being sent to Asset Management relates to previous assets that were created from Purchasing, the voucher *must* be matched to the PO and receiver. There can be no overrides with respect to receivers or receiver quantities exceptions. If encountered, Accounts Payable Receiver Match Exceptions RULE_R500 or RULE_R600 must not be overridden on asset-related vouchers; this interface cannot properly match up PO, receiver, voucher, and asset data with receiver match exceptions that have been overridden. Duplicate assets may result.

Note: If matching is not required for the supplier, you cannot use the Copy Receiver function when copying to a voucher. You can use only the Copy PO function to copy PO distribution lines. Oracle recommends that when creating vouchers for asset-related items, you copy the voucher information from the receiver, with the understanding that in some cases only the PO is available in Payables. If only the PO is copied onto the voucher, Payables must associate receivers with the vouchers.

4. Run the Load Assets Application Engine process (INTFAPAM) to populate the Asset Management Pre-Interface Loader table (INTFC_PRE_AM).

The Pre-Interface Loader determines the appropriate type of asset transactions to be loaded into the Asset Management Loader Tables, based on the voucher information and comparing it to the receiving information.

You can process adjustments by first unposting the vouchers, making changes to them, and then reposting and sending the adjustments to Asset Management. Rematching, if applicable, is also required.

When a voucher that was already sent to Asset Management is closed, the asset that was originally created by the voucher results as a negative addition, retirement, or no transaction. The appropriate action is defined during system setup on the Establish Business Units, Interface Options page.

If the initial posting and unposting are processed in the same run of AMPS1000, no asset is created because the two transactions cancel each other out. Load status for the first posting entry is set to *Consolidated*; load status for the unposting and closing entry is set to *Done*.

When a voucher that has previously been distributed to Asset Management is unposted and the ChartFields are changed, corresponding asset transfers are not handled. Asset transfers can be made only in the Asset Management system. In addition, once an asset has been capitalized from the PO, you cannot change the profile on the receiver or voucher pages, nor can you create a subsequent voucher to affect this asset with a new profile. Ensure that profiles are correct on the PO and in the item master catalog.

5. Preview the data in the Pre-Interface table, and make corrections as needed.

See [Pre-AM Financial Page](#)

6. Run the Payables/Purchasing Interface process (AMPS1000_RQST) from Asset Management, Send/Receive Information, Retrieve Info from AP/PO.

This process loads the Transaction Loader tables (INTFC_FIN and INTFC_PHY_A). Every voucher line becomes a *Pending Asset Load* transaction, with book and cost information entered automatically according to the asset profile ID, cost, and quantity on the voucher. If your profile ID uses multiple books, then multiple book and cost information is generated. If an existing asset ID is specified on a voucher, then the cost associated with that voucher is added to the existing asset as a cost adjustment transaction.

Asset Management assigns asset cost as:

$$(Asset\ Cost) = (Sum\ of\ Item\ Costs) + (Use\ Tax) + (Sales\ Tax) + (Freight) + (Miscellaneous\ Charges) + (Nonrecoverable\ VAT)$$

7. Preview data in the loader tables, and approve load lines.
8. Run the Transaction Loader (AMIF1000) to load these transactions into the Asset Management tables.

Note: Because the Payables Interface sets the default profile switch to *Yes* in the load tables, all books on the Transaction Loader asset profile automatically appear by default for each asset. In addition, all lines appear as automatically approved.

Warning! Ensure that if any of the assets that you are adding through the Payables/Purchasing interface include references to foreign currency, the exchange rate for that currency is defined in the currency exchange rate tables. If an exchange rate has not been defined, the assets will not populate the PS_COST table.

See “Journal Source - Currency Options Page” (Application Fundamentals).

-
- Note:** 1. You can enable PeopleSoft Payables to provide automatic email notification of asset-applicable credit memos to the Property Office when an asset is returned. Credit memos created in PeopleSoft Payables are not sent to PeopleSoft Asset Management by way of the Payables Application Engine. The asset manager should make these adjustments manually in the Cost Adjust/Transfer component. This improves visibility to credit transactions that may require further review or action. See “Load Assets Request Page” (PeopleSoft Payables). See also [Interface Options Page](#).
2. AMPS1000 interprets asset sequence numbers when assigning NEXT asset ID. Asset IDs for split-funded assets using the asset ID sequence number to associate multiple distribution lines to a single asset ID are assigned in this step of the interface process.
3. Each distribution line entered in Payables for a split-funded asset will become a different cost line in Asset Management. If the same ChartFields are used for the different lines, the integration process will not consolidate the Cost lines.
-

Related Links

- “Journal Source - Currency Options Page” (Application Fundamentals)
- “Understanding Voucher Build Processing” (PeopleSoft Payables)
- “Understanding Adding and Maintaining Assets” (PeopleSoft Asset Management)

Processing PeopleSoft Asset Management Lease Payments in PeopleSoft Payables

The integration between PeopleSoft Asset Management lease payments and PeopleSoft Payables automatically generates vouchers for lease payments that are calculated in Asset Management, including both capital and operating leases. In addition, the lease payment schedule segregates the principal and interest of each payment, which are used by the AMDPCLOS process to generate the payment accounting entries. The payments can be allocated on a monthly basis, depending upon your setup of payment schedules.

To configure Asset Management for the integration of lease payments with PeopleSoft Payables:

1. Set up the lease payment options for the Payables integration on the Interface Options page of the AM Business Unit Definition component (Set Up Financials/Supply Chain, Business Unit Related, Asset Management, Asset Management Definition, Interface Options).

The integration sends to Payables the information that is stored in the book that is defined as the Lease Book on the AM Business Unit Definition page.

- a. Select the **Lease Interface Processing** check box to enable the integration for the business unit.
- b. Select whether to auto approve vouchers.
- c. Enter the default Payables business unit.

See [Interface Options Page](#).

2. Set up the Payables Integration page within the Leased Assets components when adding or updating a leased asset (Asset Management, Asset Transactions, Leased Assets).

The Payables Integration page is visible only after Lease Interface Processing is enabled for the business unit.

See:

“Integrating Lease Payments with PeopleSoft Payables” (PeopleSoft Asset Management)

“Understanding Leased Assets” (PeopleSoft Asset Management)

3. Add the Lease Interest Contra and Lease Obligation Contra accounts as clearing accounts.

Both accounts are credited in AM and debited subsequently during the voucher posting process in Payables.

See [Accounting Entry Templates Page](#).

4. Select whether to prorate the lease expense on the lease payment schedule (Set Up Financials/Supply Chain, Product Related, Asset Management, Payment Schedules).

This determines whether the accounting entries that are generated for lease payments by the depreciation close process prorate the interest or payment expense on a monthly basis (in accordance with GAAP).

See [Payment Schedules page](#).

To process the lease payments through the Asset Management integration with Payables:

- Approve the lease payments before sending them to Payables using the Approve Payments page (if the auto approve vouchers option is not selected for the business unit).
- Once the lease payments are ready to be processed, upload them to the Payables staging tables using the Lease Payments to Payables run control page.

This process populates the voucher build integration tables. It also updates the status of the integration depending on the processing results. The status is displayed on the Lease Payment Schedule page [ASSET_LEASE_03] and editable from the Review Payments page.

- Review the status of the lease payments on the Review Payments page. You can update the status from this page if the payments have not yet been approved or processed.

See “AP/AM Payment Reconciliation Page” (PeopleSoft Asset Management).

- Asset Management provides Payables with the AM business unit, asset ID, payment date, accounting date, interest and principal obligation amounts, transaction currency, market rate type, market rate index, Payables business unit, supplier ID, and voucher ID. Therefore, all the aforementioned fields are required before you save at the asset level when the integration to Payables option is selected.
- The integration extracts the payment data from the Lease Payment Schedule table. Payables continues the process from the voucher build staging tables to obtain the corresponding vouchers. When the vouchers are generated, Payables adds the voucher ID to the Asset Management records.
- PeopleSoft Payables assigns an origin source for vouchers coming from the lease payment integration with AM to avoid the potential risk of resending these lease payments to AM as adjustments to existing assets.
- The Lease ID displays on the Payables Invoice Information page (VCHR_EXPRESS1). This field appears only when the voucher origin source for lease payments from Asset Management is invoked in update mode.

- Run the reconciliation process that compares the lease payment information that is sent from Asset Management to Payables with the voucher information that is stored in the Payables tables. This process creates the AM/AP Payment Reconciliation report (Asset Management, Financial Reports, Leased Assets, AP/AM Payment Reconciliation).

Processing PeopleSoft Purchasing Transactions with PeopleSoft Asset Management

Asset Management enables you to add assets from existing POs and receipts.

Note: If you are using PeopleSoft Projects to capture data on asset-related POs and receipts, the system passes purchasing and receipts data through the Projects-to-Asset Management interface rather than directly from the Payables or Purchasing interface. In this way, the PeopleSoft system provides the navigation from the Asset Acquisition Detail page to POs and receipts, as well as the associated projects.

To send purchasing information to Asset Management:

1. Generate a PO for the asset in Purchasing.

The PO should include the relevant AM business unit, profile ID, CAP number, sequence number, tag number, employee ID, capitalization status, and cost type.

If the quantity on the requisition is one, enter an asset tag number on the requisition to enable the PO and the receiver to appear by default.

Note: You can specify a CAP number and sequence number on a requisition (or a PO, if you do not use a requisition) in Purchasing to tie an asset to a budget. The system then passes the CAP information from the requisition to the PO to the receiver, and then into Asset Management.

2. Send the PO to the supplier.
3. When you receive the asset, enter it as *Received* in Purchasing.

The asset information specified on the PO appears by default to the receiver; you can record additional asset information on the receiving pages of Purchasing.

4. Run the Receiver Interface Push Application Engine process (PO_RECVPUSH) in Purchasing.

This process loads receiver lines into the Pre-Interface table (INTFC_PRE_AM).

Note: The Receiver Interface Push process can be run in multiple ways. If you are processing a receipt that has no inventory-related lines, the Receiver Interface Push process is used. If you are processing a receipt that has both inventory-related lines and asset-related lines, the Receiver Interface Push process runs as part of the Receipts Assets and Putaway process.

5. Run the Pre-Interface table (INTFC_PRE_AM) process.

Preview the data in the Pre-Interface table, and make corrections as needed.

Note: The Receiver Interface Push application engine process (PO_RECVPUSH) must be run to send receiver information related to a purchase order to PeopleSoft Asset Management. Both the Receiver Interface Push process and the Payables to Assets Interface process must be run when the voucher is created from a PO.

6. Run the Payables/Purchasing Interface process (AMPS1000).

This process loads the Transaction Loader tables (INTFC_FIN and INTFC_PHY_A).

7. Preview data in the loader tables, and adjust the approval status if necessary.

Interface IDs appear with a status of *Pre-approved*. Set them to *Unapproved* on the Financial and Physical A Approval pages as needed.

8. Run the Transaction Loader process (AMIF1000) to load these transactions into the Asset Management tables.

Note: Because the Purchasing Interface sets the default profile switch to *Yes* in the load tables, the Transaction Loader automatically retrieves by default all book information defined on the asset profile for each asset created. In addition, all lines received are automatically approved.

Although capitalizing at the point of receipt is not a recommended accounting practice, an asset entered through Purchasing may be either capitalized or uncapitalized. Two ways are available to do this. The **Capitalize** check box on the PeopleSoft Purchasing Business Unit page enables you to specify that items are capitalized at the point of receipt. If an item is to be capitalized at the point of receipt, a financial asset is created when the receiver lines are loaded by the Transaction Loader. If an item is not capitalized at time of receipt, you can capitalize it later by either of the following methods:

- If your system is integrated with Payables, run the Payables Interface once a voucher has been entered for this asset, followed by the Pre-Interface and Transaction Loader to load the data.

The asset is capitalized automatically by means of the cost information entered on the voucher.

- You can capitalize the asset manually by using the Asset Basic Information component.

This method is not recommended if you have Payables and use the interface from Payables to Asset Management.

Assets are capitalized and depreciated based on actual cost and the date on which the asset is placed in service. This assumes that the asset has been received and invoiced by the supplier. Capitalization of an asset can include asset cost plus freight, taxes, and adjustments for installations. Each of these items may be treated differently for financial and tax purposes and can be determined only from the supplier's invoice.

Capitalizing an asset from PO cost may overstate or understate the asset account on the balance sheet because the final invoice cost has not been received. When the asset has been received and invoiced, it can then be capitalized correctly and depreciated by means of the actual invoiced costs. Additionally, if the asset has been capitalized upon receipt with differing ChartField information at the time of invoicing, it requires that the financial designation of the asset be finalized on the requisition.

If an asset has been received but not invoiced, it is included in the receipt accruals posted to the general ledger, but they are not yet capitalized. GAAP and FASB do not specifically support this accounting

treatment; however, a standard recommendation is to maintain proper independent documentation that supports all recording of assets and expenses.

If an asset is created from PeopleSoft Purchasing, and it is serialized (or unitized later in Asset Management), and the corresponding voucher line's cost is different from the receiving amount, the difference is distributed to all assets created from the receipt.

The serialization attribute on the item is the easiest, most efficient, and most effective way to use the interface. The serialization attribute also streamlines the business process. Unitization or consolidation should be necessary only if you have not installed Purchasing, because PeopleSoft Purchasing serializes or leaves items and assets consolidated for the entire process.

Items used in this interface should be properly established in the item master catalog.

When an item is created, it can be classified as an asset by assigning an asset profile ID on the Purchasing Attributes page. An item can also be specified as serial-controlled on the Item Definition - Inventory: Tracking/Description page. Verify that the item ID is classified correctly prior to receiving assets. This saves you much time and eliminates such processes as Unitization and Consolidation. If, for example, you receive five items and the PO/AM interface should create five individual assets as opposed to one asset with a quantity of five, then the item ID should be serial-controlled, and it should also have an asset profile ID assigned in Purchasing Attributes.

However you choose to capitalize, understand that once an asset has been capitalized in Asset Management, you cannot subsequently change related asset or ChartField information in the subsystems. In other words, asset transfers are not performed from PeopleSoft Purchasing or Payables; transfers are handled only in PeopleSoft Asset Management.

If an asset is split-funded, the batch process generates the next asset ID based upon a subordinate sequence number identifying multiple distribution lines to a single asset allowing asset cost to be split across all identified accounting distributions.

Note: Nonfinancial assets that are created in Purchasing (not capitalized at the point of receipt) automatically display a status of *Received*. The asset remains in *Received* status until the asset is paid or the decision is made to capitalize the asset. When the asset is invoiced in Payables and that invoice information is processed by the PO/AP/AM interface, the status of the asset is updated to *In Service*, and the asset is capitalized (if the asset profile is that of a capitalized asset). Asset Management does not make adjustments for existing assets from the PO interface. The process only adds new assets.

Related Links

“Asset Management Information for Line Page” (PeopleSoft Purchasing)

Processing Purchasing and Payables Transactions with Asset Management

This topic discusses how to process Purchasing and Payables Transactions with Asset Management.

Pages Used to Process Purchasing and Payables Transactions with Asset Management

| <i>Page Name</i> | <i>Definition Name</i> | <i>Usage</i> |
|---|------------------------|--|
| <u>Pre-AM Physical Page</u> | INTFC_PRE_AM_01 | Preview the physical asset data in the Pre-Interface PreAM 1 table. |
| <u>Pre-AM Financial Page</u> | INTFC_PRE_AM_02 | Preview the financial asset data in the Pre-Interface PreAM 2 table. |
| <u>Payables/Purchasing Interface Page</u> | RUN_AMPS1000 | Run the Pre-Interface Loader to load the data (from Payables or Purchasing) into the Asset Management Loader tables. |
| <u>Procurement Group Inquiry Page</u> | AM_PO_GROUP_INQ | Review and Monitor Procurement Groups and their status. Similar inquiry pages exist within Purchasing and Payables. |

Understanding the Transaction Flow from Purchasing to Asset Management

This table provides a step-by-step example of how a typical transaction flows from Purchasing to Asset Management:

| <i>Step</i> | <i>PeopleSoft Application</i> | <i>Page</i> | <i>Notes</i> |
|-------------------------------------|-------------------------------|-------------------------|---|
| Enter a PO. | Purchasing | Purchase Order - Form | Select the supplier, buyer, item, unit of measurement, and amount. Click Defaults to access the Purchase Order Defaults page. |
| Enter Asset Management information. | Purchasing | Purchase Order Defaults | Enter the AM unit and asset profile ID. Deselect the Capitalize check box if you want to send assets to Asset Management with a status of To be Capitalized. Click OK . |
| Select all lines from Purchasing. | Purchasing | Purchase Order Defaults | This action returns you to the Purchase Order - Form page. |
| Select Matching . | Purchasing | Purchase Order - Form | In the Go To region of the page, select <i>11-Matching</i> from the drop-down list box. |

| Step | PeopleSoft Application | Page | Notes |
|--|-------------------------------|--|---|
| Select Match Action and Match Rules . | Purchasing | PO Matching | NA |
| Dispatch the PO. | Purchasing | Dispatch Purchase Orders | NA |
| Create receipts. | Purchasing | Receiving (RECV_WPO_AM) | Click Asset Information . |
| Assign the tag number, serial ID, and asset ID. | Purchasing | Receiving: Asset Information (RECV_WPO_AM) | Select the appropriate icons, and save the page. |
| Process receipts. | Purchasing | Process Receipts | NA |
| View your asset transactions to be processed. | Asset Management | Load Preview - Pre AM 1 | NA |
| Run the Purchasing/ Payables Interface to load the Transaction Loader tables. | Asset Management | Purchasing/Payables Interface | NA |
| Review Pre-Interface Errors | Asset Management | Pre-AM Financial Page | View the Error Message and correct the issue. |
| Run the Transaction Loader to load the Asset Management tables. | Asset Management | Transaction Loader Request | NA |
| Review the asset in Asset Basic Information. | Asset Management | Asset Acquisition Detail | You should see an acquisition row for each asset. |

Understanding the Transaction Flow from Payables to Asset Management

This table provides a more detailed step-by-step example of how a typical transaction flows from Payables to Asset Management. In this example, Payables receives data from Purchasing:

| Step | PeopleSoft Application | Page | Notes |
|---|-------------------------------|--|---|
| Create a voucher by copying the receiver or PO. | Payables | Voucher - Invoice Information (VCHR_EXPRESS) | Click Copy PO/Recv . This action opens the Voucher Copy Worksheet. |
| Manually associate receivers if only the PO is copied onto the voucher. | Payables | Voucher - Invoice Information (VCHR_EXPRESS) | Click the Associate Receivers link. |

| Step | PeopleSoft Application | Page | Notes |
|---|-------------------------------|--|---|
| Select the PO or receiver unit and receiver ID that you want to pay, and click the Copy PO button. | Payables | Voucher - Invoice Information (VCHR_EXPRESS) | After clicking the Copy PO button, you are returned to the Voucher-Invoice Information page. |
| Verify that the item is ready for matching. | Payables | Voucher Attributes (VCHR_STATUS_IA) | In the Match Action group box, <i>Ready</i> should appear as the status. |
| Match processes. | Payables | Match Request | NA |
| Verify that no receiver exceptions exist. | | | NA |
| Verify that the voucher can be posted. | Payables | Voucher Attributes - Matched Vouchers | NA |
| Post the voucher. | Payables | Voucher Posting Request | NA |
| Verify that <i>Posted</i> appears as the voucher post status. | Payables | Voucher Inquiry | NA |
| Run the Load Assets process. | Payables | Load Assets Request | This loads Payables transactions to the Pre-Interface table. |
| Review and correct data if necessary. | Asset Management | Load Preview - Pre AM 1 | NA |
| Run the Purchasing/Payables Interface to load the Transaction Loader tables. | Asset Management | Purchasing/Payables Interface | NA |
| Review Pre-Interface Errors | Asset Management | Pre-AM Financial Page | View the Error Message and correct the issue. |
| Review and correct the data if necessary. | Asset Management | Financials Transactions and Physical Transaction A | NA |
| Run the Transaction Loader to load the Asset Management tables. | Asset Management | Transaction Loader Request | NA |
| Verify the asset cost on the Cost History page. | Asset Management | Asset Cost History (ASSET_TRANS_01) | You should see a cost row for each book of the related profile ID. |

| Step | PeopleSoft Application | Page | Notes |
|--|------------------------|--------------------------|---|
| Review the asset in Asset Basic Information, and verify that the asset is capitalized. | Asset Management | Asset Acquisition Detail | You should see an acquisition row for each asset. The row from the PO is retained, not updated, and a new row from Payables is added. |

Pre-AM Financial Page

Use the Pre-AM Financial page (INTFC_PRE_AM_02) to review the asset financial data in the pre-interface table.

Navigation:

Asset Management > Send/Receive Information > Preview AP/PO Information > Pre-AM Financial.

This example illustrates the fields and controls on the Pre-AM Financial Page. You can find definitions for the fields and controls later on this page.

Pre-AM Financial

Pre-AM Physical

Pre-Interface ID 31 Line 1

Asset Information Q | < | << 1 of 1 >> | > | View All

| | | | |
|------------------|---------------------------------|-----------------------|----------------------------------|
| Business Unit | US001 | Date/Time | 03/28/2017 7:14:30PM |
| Asset ID | NEXT | Load Status | Pending <input type="checkbox"/> |
| AP Unit | | Interface ID | <input type="text"/> |
| Voucher/Ln | | Line | <input type="text"/> |
| Supplier ID | USA0000038 | Cost | 31,500.00 |
| Invoice | | Base Cost | 31,500.00 |
| System Source | PO Online Entry Panel | Quantity | 0.7000 |
| Trans Date | 03/28/2017 <input type="text"/> | Sales Tax | |
| Accounting Date | 03/28/2017 <input type="text"/> | Base Sales Tax Amount | |
| Cost Type | | Use Tax | |
| Operating Unit | | Use Tax Amt Base Curr | |
| Fund Code | | Freight | |
| Department | 21000 | Base Freight Amount | |
| Program Code | | Misc Charge Amount | |
| Class Field | | Base Misc. Amount | |
| Budget Reference | | VAT Amount | |
| Product | | Total VAT Base Amount | |
| | | Merchandise Amt | 31,500.00 |
| | | Merch Amt Base | 31,500.00 |

This example illustrates the fields and controls on the Pre-AM Financial Page. You can find definitions for the fields and controls later on this page.

| | |
|---|--|
| PC Business Unit Project Activity Source Type Category Subcategory | |
| Error Message | <input style="width: 95%; height: 20px;" type="text"/> |

| Field or Control | Description |
|-------------------------|---|
| Load Status | <p>Displays the current status of the pre-interface row for the asset ID.</p> <p>Values for this field are:</p> <ul style="list-style-type: none"> • <i>Pending</i>: Transaction Pending. • <i>PO Group Incomplete</i>: Procurement Group is incomplete. All items within a procurement group sequence have not yet been received. See Consolidating Requisition and Purchase Order Lines for Asset Components. • <i>Consolidated</i>: Transaction consolidated. • <i>Errored</i>: Transaction errors. See error message for details. • <i>Excluded</i>: Transaction is being excluded from Asset Management due to the asset cost not meeting the corresponding capitalization threshold. A detailed message appears in the <i>Error Message</i> field. Additionally, the system inserts an entry in the audit table. • <i>In Process</i>: Transaction in process. • <i>Loaded</i>: Transaction loaded. • <i>On Hold</i>: Transaction on hold. Set this status manually to prevent the processing of some rows if you are expecting another event to occur before running. • <i>Replaced</i>: Transaction replaced by other interface records. • <i>Unitized</i>: Transaction unitized (not loaded). <hr/> <p>Note: The Load Status field is an editable field, except when the status is <i>PO Group Incomplete</i>. When all items in a Procurement Group Sequence are received, the Load Status field on the Pre-AM Financial page is updated from <i>PO Group Incomplete</i> to <i>Pending</i>.</p> |

| Field or Control | Description |
|-------------------------|--|
| Error Message | Displays a detailed error message when a pre-interface transaction error occurs. |

Procurement Group

Use the Procurement Group group box to process procurement group related data.

Note: This group box displays only when you select rows with procurement group information.

| Field or Control | Description |
|-----------------------------|--|
| Procurement Group ID | Displays the procurement group ID. |
| Seq (Sequence) | Displays the procurement group sequence number. |
| Primary Unit | Indicates whether the procurement group sequence has a primary unit. |
| View Related Rows | <p>Click to view the Review page and view additional rows related to the current row.</p> <p>This link is available only when a group sequence contains related rows.</p> |
| Update Status | <p>Specify whether to update the load status of the current row only or the current row plus its related rows.</p> <p>Select the <i>Procurement Group Seq</i> option to update the load status of the current row and its related rows. Select the <i>Current Row Only</i> option to update the load status of the current row only.</p> <p>If the procurement group sequence does not have a primary unit associated with it, the Update Status field defaults to the Procurement Group Seq option and you cannot modify the field.</p> |

| Field or Control | Description |
|--------------------------------|--|
| Procurement Information | <p>Indicate whether the AM Pre-Interface Tables will retain procurement group information.</p> <p>Select the <i>Keep Group Info</i> option to retain procurement group information for the current row and related rows. Select the <i>Remove Group Info</i> option to exclude procurement group information for the current row and related rows.</p> <p>If the procurement group sequence has a primary unit associated with it and you have selected the Procurement Group Seq option for the Update Status field, the Keep Group Info and Remove Group Info options are available for selection in the Procurement Information field.</p> <p>If the procurement group sequence has a primary unit associated with it and you have selected the Current Row Only option for the Update Status field, the Procurement Information field defaults to the Remove Group Info option. You cannot modify the field.</p> <p>If the procurement group sequence does not have a primary unit associated with it, the Procurement Information field defaults to the Remove Group Info option and you cannot modify the field.</p> |

Related Links

“Understanding Adding and Maintaining Assets” (PeopleSoft Asset Management)

Pre-AM Physical Page

Use the Pre-AM Physical page (INTFC_PRE_AM_01) to review the physical asset data loaded in the pre-interface (Pre-AM 1) table.

Navigation:

Asset Management > Send/Receive Information > Preview AP/PO Information > Pre-AM Physical.

This example illustrates the fields and controls on the Pre-AM Physical Page. You can find definitions for the fields and controls later on this page.

The screenshot displays the 'Pre-AM Physical' page for an asset. At the top, it shows 'Pre-Interface ID 13' and 'Line 3'. The 'Asset Information' section includes fields for Business Unit (US001), Asset ID (NEXT), PO Unit (US001), PO/Line (NPO 2), BU Recv (US001), Receiver/Ln (NRPT 2), Procurement Group ID (WORK3), Primary Unit (N), AP Unit, Voucher/Ln, Supplier ID (USA000001), Invoice, Invoice Date, Tag, Descr (Wireless Compact Keyboard), Item (DSS_KEYBOARD), Custodian, Empl ID, and CAP #. On the right, there are fields for Date/Time (01/06/2015 3:04:47AM), Load Status (PO Grp Incomplete), Interface ID, System Source (PO Online Entry Panel), Trans Date (01/06/2015), Profile ID (COMPUTERS), Capitalize (Y), PC Bus Unit, Activity, An Type, Source Type, Category, Subcategory, Serial ID, UPC Code, VIN, Location (US001), Manufacturer, and Model. The 'Procurement Group' section at the bottom shows Procurement Group ID (WORK3), Group Seq (2), a 'Primary Unit' checkbox, and an '*Update Status' dropdown menu.

| Field or Control | Description |
|-----------------------------|--|
| Procurement Group ID | Displays the Procurement Group ID for the asset, if applicable. A procurement group ID is an identifier that is used to associate multiple related purchased items for an asset. The Procurement Group ID can be assigned to a group of procurement transaction lines on a single purchase order or across multiple purchase orders. See Consolidating Requisition and Purchase Order Lines for Asset Components |
| Seq (sequence) | Displays the Procurement Group Sequence number. Each transaction within a procurement group ID is assigned a procurement group sequence number. |
| Primary Unit | Displays the item that is the designated primary unit for the asset. The primary unit for the procurement group ID is assigned on the Procurement Group page. When an item is flagged as a primary item, a separate transaction is inserted into INTFC_PRE_AM in increments of the unit allocation quantity or amount and has its own sequence number. |

Asset Management enables you to add assets from existing POs and receipts, or from existing accounts payable vouchers.

Note: If the fields on this page are changed, the voucher data may not match the PeopleSoft Asset Management data. In this case, the load status of the inconsistent rows should be set to *Errored*. You should then correct the voucher and resend it to PeopleSoft Asset Management. Physical information can be changed here because it does not affect capitalization or depreciation. In case AMPS1000 sets the status to *Errored*, you need to check the message log on the process monitor for the error message. Care should be taken to keep these changes in sync with purchasing and receiving data.

Procurement Group

Use the Procurement Group group box to process procurement group related data.

Note: This group box displays only when you select rows with procurement group information.

| Field or Control | Description |
|-----------------------------|--|
| Procurement Group ID | Displays the procurement group ID. |
| Seq (Sequence) | Displays the procurement group sequence number. |
| Primary Unit | Indicates whether the procurement group sequence has a primary unit. |
| View Related Rows | <p>Click to view the Review page and view additional rows related to the current row.</p> <p>This link is available only when a group sequence contains related rows.</p> |
| Update Status | <p>Specify whether to update the load status of the current row only or the current row plus its related rows.</p> <p>Select the <i>Procurement Group Seq</i> option to update the load status of the current row and its related rows. Select the <i>Current Row Only</i> option to update the load status of the current row only.</p> <p>If the procurement group sequence does not have a primary unit associated with it, the Update Status field defaults to the Procurement Group Seq option and you cannot modify the field.</p> |

| Field or Control | Description |
|--------------------------------|--|
| Procurement Information | <p>Indicate whether the AM Pre-Interface Tables will retain procurement group information.</p> <p>Select the <i>Keep Group Info</i> option to retain procurement group information for the current row and related rows. Select the <i>Remove Group Info</i> option to exclude procurement group information for the current row and related rows.</p> <p>If the procurement group sequence has a primary unit associated with it and you have selected the Procurement Group Seq option for the Update Status field, the Keep Group Info and Remove Group Info options are available for selection in the Procurement Information field.</p> <p>If the procurement group sequence has a primary unit associated with it and you have selected the Current Row Only option for the Update Status field, the Procurement Information field defaults to the Remove Group Info option. You cannot modify the field.</p> <p>If the procurement group sequence does not have a primary unit associated with it, the Procurement Information field defaults to the Remove Group Info option and you cannot modify the field.</p> |

Procurement Group Inquiry Page

Use the Procurement Group Inquiry page (AM_PO_GROUP_INQ) to review procurement group details and statuses.

Navigation:

Asset Management > Send/Receive Information > Procurement Group Inquiry > Procurement Group Inquiry.

This example illustrates the fields and controls on the Procurement Group Inquiry Page. You can find definitions for the fields and controls later on this page.

The screenshot shows the 'Procurement Group Inquiry' page. At the top, there is a 'Selection Criteria' section with various input fields and dropdown menus. Below this is a 'Procurement Group Detail' table with columns for AM Unit, Asset ID, Description, Load Status, Group Seq, Pre-Interface ID, Line, and Load Type. The table contains two rows of data.

| AM Unit | Asset ID | Description | Load Status | Group Seq | Pre-Interface ID | Line | Load Type |
|---------|----------|--------------|-------------|-----------|------------------|------|-----------|
| 1 US001 | NEXT | Rooftop Unit | Pending | 2 | 6 | 1 | |
| 2 US001 | NEXT | Coil Guards | Pending | 2 | 5 | 1 | |

Selection Criteria

Enter any criteria for the procurement group for which you want to review details.

| <i>Field or Control</i> | <i>Description</i> |
|-----------------------------|---|
| Procurement Group ID | Select to limit your search results to a specific procurement group ID. A procurement group ID is an identifier used to associate multiple related purchased items. The Procurement Group ID can be assigned to a group of procurement transaction lines on a single purchase order or across multiple purchase orders. See Consolidating Requisition and Purchase Order Lines for Asset Components . |

| Field or Control | Description |
|-------------------------|---|
| Data Source | <p>Select one of the following data sources if you want to further limit your search results:</p> <ul style="list-style-type: none"> • Pre-interface – select to view procurement group details of data that resides in the Pre-Interface table after running the Receiver Interface Push Application Engine process (PO_RECVPUSH) in Purchasing or the Load Assets Application Engine process (INTFAPAM) in Payables. • Interface – select to view procurement group details of data that resides in the Transaction Loader tables after running the Payables/Purchasing Interface process (AMPS1000). • Asset Acquisition Detail – select to view procurement group details of data that resides in the Asset Management tables after running the Transaction Loader process (AMIF1000). |

Procurement Group Detail

| Field or Control | Description |
|-----------------------------------|---|
| Group Seq (group sequence) | Displays the Procurement Group Sequence number. |
| Unit | Displays the Asset Management Business Unit. |
| PO | Click this link to drill into the PO_LINE_INQ page. See “Purchase Order Inquiry Page” (PeopleSoft Payables) |
| Voucher | Drill to AP_VOUCHER_INQUIRY. See “Voucher Inquiry Page” (PeopleSoft Payables) |

Payables/Purchasing Interface Page

Use the Payables/Purchasing Interface page (RUN_AMPS1000) to run the Pre-Interface Loader to load the data (from Payables or Purchasing) into the Asset Management Loader tables.

Navigation:

Asset Management > Send/Receive Information > Retrieve Info from AP/PO

When running this process, be aware of how the Pre-Interface Loader and the Transaction Loader each handles multisource transactions:

- In a three-way match between a PO, a receipt, and a voucher, where they are all asset-related, the receipt must be processed into the Asset Management Pre-Interface Loader table earlier than, or at the same time as, the voucher record.

The receipt can be processed by the Pre-Interface Loader at the same time, but the voucher cannot be processed by the Pre-Interface Loader before the receipt. This ensures that you are not paying for assets before they are received.

- Ensure that the Pre-Interface Loader and the Transaction Loader have fully processed any previous runs before you run the Pre-Interface Loader again.

If you haven't fully processed the Transaction Loader after running the Pre-Interface Loader, you can create duplicate assets. The Pre-Interface Loader checks for assets that have been added from Receiving when a voucher is processed through the interface in order to avoid creating duplicate assets. The system does not look in the interface tables, therefore, if the Transaction Loader has not yet processed any previous runs of the Pre-Interface Loader. The result is that these unprocessed assets will not be available in the acquisition detail tables to perform matching.

Note: The Purchasing interface process does not check for non-PO received assets when processing vouchers for PeopleSoft Asset Management.

Related Links

“Setting Up Procurement Groups” (PeopleSoft Purchasing)

“Creating Purchase Order Lines” (PeopleSoft Purchasing)

“Creating Requisition Lines” (PeopleSoft Purchasing)

Integrating with PeopleSoft Project Costing

This topic provides an overview of integrating PeopleSoft Asset Management with PeopleSoft Project Costing.

Understanding PeopleSoft Project Costing Integration

Assets that originate in Project Costing are usually the outcome of construction projects. They can accumulate cost information associated with salvage and removal costs, proceeds from sales, and the like.

When you establish integration between PeopleSoft Asset Management and PeopleSoft Project Costing, you can perform the following processes from PeopleSoft Project Costing:

- Set up express capitalization.
- Set up manual capitalization.
- Define express assets and relate them to projects.
- Capitalize assets by using express capitalization.
- Capitalize assets by using manual capitalization.
- Review and approve assets.

- Retire assets.

PeopleSoft Project Costing can also send cost information to PeopleSoft Asset Management for group assets that have not yet been consolidated. The cost for unrealized assets is accumulated as a pseudo group member asset, and depreciated at the group asset level.

Project Costing sends asset information directly to the Asset Management Loader Tables (INTFC_FIN and INTFC_PHY_A) by means of the Project Costing-Asset Management Integration Application Engine process (RUN_PC_AM). This enables you to depreciate costs with a project before its completion.

Note: PeopleSoft Asset Management creates transactions in Asset Management tables from other feeder systems by using the Transaction Loader (AMIF1000) application engine. Transactions for existing assets that have a status of *Retired* or *Transferred* are not passed through the Transaction Loader; they are processed within their respective components.

Once you have transferred data from Project Costing, you can preview data in the loader tables, approve the load lines, approve the interface ID, and run the Transaction Loader process to transfer the data into Asset Management tables.

- The Transaction Loader tables load using the express automated process.
- The approval of the data in the Transaction Loader tables can be set to automatically approve or to require manual review and approval.
- The Transaction Loader Approval interface enables you to review and cancel the process.

You can then go back to the source systems to correct data that may not be loading as anticipated.

The Transaction Loader process can run automatically when:

- Asset profiles have been defined.
- Unitization and consolidation rules have been defined for the project.
- Items have been defined as serialized or nonserialized.
- Asset Capitalization triggering rules have been established for the project.
 - One or more assets have been created from the project costs and put in service.
 - Depreciation schedules have been activated so that depreciation expenses are generated.
 - The assets have been updated in the Asset Repository.
 - Parent-child and component relationships have been established among the assets if needed.
 - Adjustments to assets have been recorded so that an existing asset's values reflect accurately.

Note: If you are sending parent-child assets from Project Costing, the Transaction Loader relies on information that you have defined on the Asset Definition page of the Capitalize Project Assets component to accurately create the asset definition in Asset Management. If you have identified an existing parent asset for the asset that you are capitalizing from Project Costing, the Transaction Loader automatically creates a child asset. If you enter an asset ID in Project Costing, and also enter that same asset ID in the **Parent ID** field and it does not exist in the Asset Management PARENT_ASSET table, Transaction Loader creates a parent asset.

Related Links

“Understanding Asset Capitalization Processes” (PeopleSoft Project Costing)

Integrating with Strategic Sourcing

This topic provides an overview of integrating Asset Management with Strategic Sourcing.

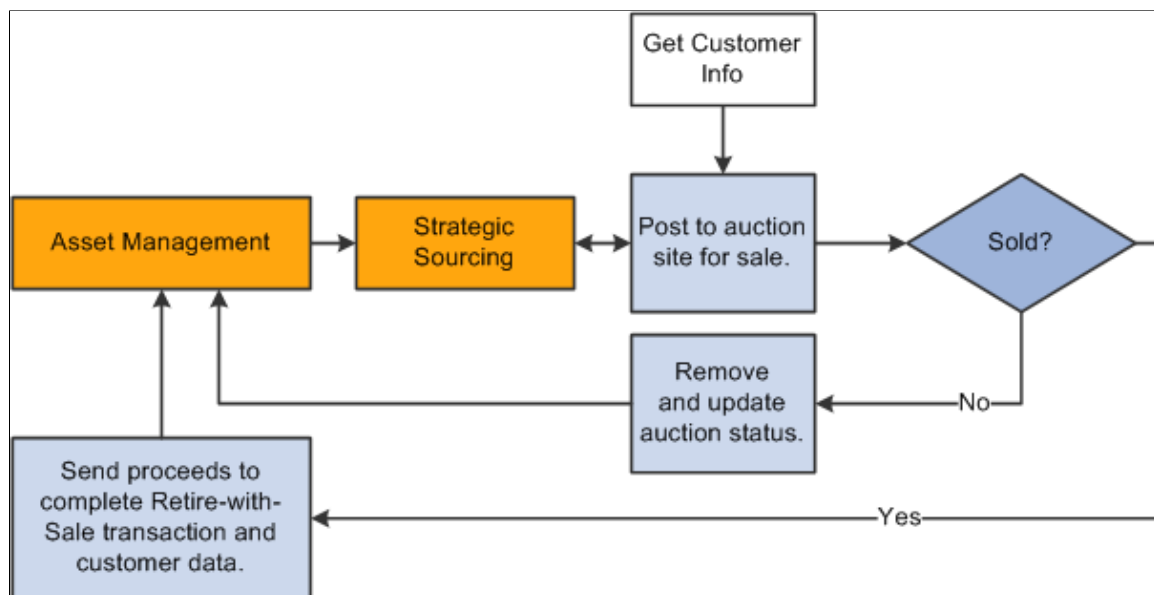
Understanding Integrating with Strategic Sourcing

When a sale is initiated by Strategic Sourcing, information required to bill for the auctioned asset is made available to Asset Management and sent to Billing (if applicable). Processing transactions in multiple currencies is also available.

If you integrate with Billing, you can generate billing invoices for assets sold at auction. This link provides a conduit for accessing customer information when you are generating billing invoices.

This process map shows the typical data flow between these products:

Data flow between Asset Management and Strategic Sourcing:



Note: Strategic Sourcing does not process all types of assets. Any assets tagged as hazardous material or that have been retired, transferred, or subjected to reinstatement, or that are subject to VAT are not processed by Strategic Sourcing. The Strategic Sourcing statuses are available within the Asset Basic Add page. These are *Sold in Auction*, *Sent to Auction*, *Not Allowed to be Auctioned*, and *Allowed to be Auctioned*.

Related Links

“Putting Assets up for Auction” (PeopleSoft Asset Management)

Previewing Data in the Loader Tables

This topic provides an overview of previewing data in the loader tables and discusses how to preview data in the Loader tables.

Pages Used to Preview Data in the Loader Tables

| Page Name | Definition Name | Usage |
|---|------------------------|--|
| Financial Transactions Page | INTFC_FIN_01 | View data in the financial loader table. |
| Physical Transactions A Page and Physical Transactions B Page | INTFC_PHY_A | View data in the physical loader table. |
| Physical Transactions A Page and Physical Transactions B Page | INTFC_PHY_B | View data in the physical loader table. This table and page are mainly used during conversion. |

Understanding Previewing Data in the Loader Tables

The most common way to transfer data to Asset Management is to populate two loader tables, Financial (INTFC_FIN) and Physical A (INTFC_PHY_A). These tables are typically populated when you:

- Run the Payables/Purchasing interface to upload data from Purchasing or Payables.
- Run the Asset Management integration process from Projects.
- Run mass changes in Asset Management.
- Convert data from a previous fixed asset system to Asset Management.
- Dispose of assets using the disposal worksheet.
- Make impairments and revaluations through worksheet pages.
- Receive financial transactions from Maintenance Management business processes.
- Upload assets using the Excel to CI feature.

You can view data loaded into these tables, giving you the opportunity to preview the data to be loaded into Asset Management when you run the Transaction Loader.

Financial Transactions Page

Use the Financial Transactions page (INTFC_FIN_01) to view data in the financial loader table.

Navigation:

Asset Management > Send/Receive Information > Approve Financial Information > Review

| Field or Control | Description |
|---|---|
| Interface ID | Identifies the interface process that populated the table. |
| Interface Line Number | Displays the row that you are viewing in the table. |
| PI ID (physical inventory ID) | Displays the physical inventory control ID. A value appears if the transactions were generated by the Physical Inventory process (AMPI1000). |
| Mass Change Definition | Displays the mass change definition used if you populated this table by running a mass change. |
| Auto Approval Status (automatic approval status) | This check box is selected if you set the Approved field to a value of <i>Y</i> in the loader table (when converting); if the transactions came from Purchasing, Projects, or Payables and you selected Auto Approval on the AM Specific Fields page of the Asset Mass Change component; or if you selected Auto Approval on the physical inventory control ID. If this check box is not selected, you must approve the interface ID manually. |
| Asset ID | When the asset ID is set to <i>NEXT</i> , the next asset number for your business unit is assigned to this asset when you run the Transaction Loader. If the asset is subject to split-funding treatment, a subidentifying sequence number is appended to the asset ID. These are assigned when you retrieve information from Purchasing or Payables. |

| Field or Control | Description |
|-------------------------|--|
| Load Type/Status | <p>Values are:</p> <ul style="list-style-type: none"> • <i>Consolidated</i>: Transaction consolidated. • <i>Errored</i>: Transaction errors. See error message for details. • <i>Excluded</i>: Transaction is being excluded from Asset Management due to the asset cost not meeting the corresponding capitalization threshold. A detailed message appears in the <i>Error Message</i> field. Additionally, the system inserts an entry in the audit table. • <i>In Process</i>: Transaction in process. • <i>Loaded</i>: Transaction loaded. • <i>On Hold</i>: Transaction on hold. Set this status manually to prevent the processing of some rows if you are expecting another event to occur before running. • <i>Pending</i>: Transaction pending. • <i>Replaced</i>: Transaction replaced by other interface records. • <i>Unitized</i>: Transaction unitized (not loaded). <p>See Running the Transaction Loader.</p> |

The Financial Transactions page (INTFC_FIN) displays financial information and associated ChartFields one row at a time. This is the data that the Transaction Loader uses to populate the Asset Management tables; after you review it, you can make changes as needed depending on your editing permissions established at the user preferences level.

Note: The Transaction, Accounting, In Service, Acquisition and Placement Dates assigned to an asset component reflect the date that the Procurement Group Sequence is completely received. This date is expected to fall in the current open accounting period.

Warning! You can update conversion data (by using SQL) or other financial data that has not been calculated by a program. However, when data has been calculated by a mass change, you should not change the Payables/Purchasing interface or the Capitalize Project Assets interface without careful consideration of the implications of such changes. Any information that you manually update could cause integrity problems and you must be certain that you understand the changes you are making before you make them.

Physical Transactions A Page and Physical Transactions B Page

Use the Physical Transactions A page (INTFC_PHY_A) and the Physical Transactions B page (INTFC_PHY_B) to view data in the physical loader table.

Navigation:

Asset Management > Send/Receive Information > Approve Physical Information > Review A or Review B

This example illustrates the fields and controls on the Review-A Page. You can find definitions for the fields and controls later on this page.

Preview the data and complete the appropriate fields.

| Field or Control | Description |
|---|--|
| Interface ID | Identifies the interface process that populated the table. |
| Line Num (line number) | Displays the row that you are viewing in the table. |
| PI ID (physical inventory ID) | Displays the physical inventory control ID. A value appears if the transactions were generated by the Physical Inventory process (AMPI1000). |
| MC Defn ID (Mass Change Definition ID) | Displays the mass change definition used if you populated this table by mass change. |

| Field or Control | Description |
|---|--|
| Auto Approval Status (automatic approval status) | This check box is selected if you set the Approved field to a value of <i>Y</i> in the loader table (when converting); if the transactions came from Purchasing, Projects, or Payables and you selected Auto Approval on the AM Specific Fields page of the Asset Mass Change component; or if you selected Auto Approval on the physical inventory control ID. If this check box is not selected, you must approve the interface ID manually. |
| Asset ID | When the asset ID is set to <i>NEXT</i> , the next asset number for your business unit is assigned to this asset when you run the Transaction Loader. If the asset is subject to split-funding treatment, a subidentifying sequence number is appended to the asset ID. These are assigned when you retrieve information from Purchasing or Payables. |
| Load Type/Status | <p>Values are:</p> <ul style="list-style-type: none"> • <i>Consolidated</i>: Transaction consolidated. • <i>Errored</i>: Transaction errors. See error message for details. • <i>Excluded</i>: Transaction is being excluded from Asset Management due to the asset cost not meeting the corresponding capitalization threshold. A detailed message appears in the Error Message field. Additionally, the system inserts an entry in the audit table. • <i>In Process</i>: Transaction in process. • <i>Loaded</i>: Transaction loaded. • <i>On Hold</i>: Transaction on hold. Set this status manually to prevent the processing of some rows if you are expecting another event to occur before running. • <i>Pending</i>: Transaction pending. • <i>Replaced</i>: Transaction replaced by other interface records. <p><i>Unitized</i>: Transaction unitized (not loaded).</p> <p>See Load into AM Page</p> |
| Procurement Group ID | Displays the Procurement Group ID for the asset. A procurement group ID is an identifier that is used to associate multiple related purchased items for an asset. The Procurement Group ID can be assigned to a group of procurement transaction lines on a single purchase order or across multiple purchase orders. See Consolidating Requisition and Purchase Order Lines for Asset Components |
| Seq (sequence) | Displays the Procurement Group Sequence number. Each transaction within a procurement group ID is assigned a procurement group sequence number. |

| <i>Field or Control</i> | <i>Description</i> |
|-------------------------|--|
| Primary Unit | Displays the item that is the designated primary unit for the asset. The primary unit for the procurement group ID is assigned on the Procurement Group page. When an item is flagged as a primary item, a separate transaction is inserted into INTFC_PRE_AM in increments of the unit allocation quantity or amount and has its own sequence number. |

Approving Load Lines

You can approve multiple interface transaction rows and also change the Approval and Load status for multiple rows at once.

This topic discusses how to approve financial and physical loader data.

Pages Used to Approve Changes

| <i>Page Name</i> | <i>Definition Name</i> | <i>Usage</i> |
|---------------------|------------------------|--|
| <u>Approve Page</u> | AM_INTFC_TXN_APPR | View and approve interface transaction data. |

Approve Page

Use the Approve page (AM_INTFC_TXN_APPR) to view and approve interface transaction data.

Navigation:

Asset Management > Send/Receive Information > Interface Transactions > Approve Interface Transactions

To set up search configuration, see “Setting Up Common Search Configuration” (PeopleSoft IT Asset Management)

When a search is performed to approve transaction, if any rows are returned, the Search group box is collapsed and the Search Results are displayed.

| <i>Field or Control</i> | <i>Description</i> |
|-------------------------|--|
| Load Status | Select the desired status in the Search Results group box and click Set All button to change the load status for all the rows. |

| Field or Control | Description |
|-----------------------------|--|
| Auto Approval Status | Approve or reject each transaction by selecting or deselecting the Auto Approval Status check boxes. You can also use the Select All/ Deselect All check boxes to select/ clear all the rows. |

You can also click the drill down icon for each row to open a new window displaying that transaction in the Review Transaction component.

Running the Transaction Loader

This topic provides an overview of the Transaction Loader run process and discusses how to run the Transaction Loader (AMIF1000).

Page Used to Run the Transaction Loader

| Page Name | Definition Name | Usage |
|-----------------------------------|------------------------|--|
| Load into AM Page | RUN_AMIF1000 | Run the Transaction Loader process and populate Asset Management tables. |

Understanding the Transaction Loader Run Process

The Transaction Loader reads data staged in the loader tables and populates Asset Management tables with the data. Use the Transaction Loader whenever the loader tables have been populated as a result of integration with other applications or conversion from a previous fixed-asset system, or to complete data updates processed by a mass change or physical inventory.

Note: If you are converting from a previous fixed-asset system, you must run the Transaction Edit program (AMIFEDIT) before running the Transaction Loader. The Transaction Edit program performs edit checks on the data fields that you specify to help ensure that the information that you load into Asset Management is correct. Review the data loaded into INTFC_FIN, INTFC_PHY_A, and INTFC_PHY_B, and view the Transaction Loader (AMIF1000) carefully before you run it. You may need to change some of the data defaults that it contains.

Processing Assets and Converted Assets Loaded Through the Transaction Loader

For converted assets and assets loaded through the Transaction Loader, the default is to book accumulated depreciation to the *previous* period. However, if you complete the **START_PD**, **END_PD**, and **FISCAL_YEAR** fields on the Financial Loader table (INTFC_FIN) with the values for the current period, and the amount in the **DEPR** field is not 0, any accumulated depreciation is booked to the *current* period.

Using the AMIF1000 Process for Australian Revaluation (Net Method)

For Australian revaluation, the AMIF1000 process enables you to process all transactions in a single step. To do so, enter the interface ID related to the RET (retirement) transaction (along with other required input parameters) and click Run. The AMIF1000 process will run for the RET transaction, then for the remaining three transactions REI, ADJ, and BKS.

Because the Revaluation in Mass (AMAUSCAL) process sets the correct load status for each transaction and associates the REI, ADJ, and BKS (On Hold) transactions with the RET (Pending) transaction, the AMIF1000 process can run just once for all transactions when you input the RET interface ID. This allows for one step processing for Australian revaluation.

Integrating Information from PeopleSoft Purchasing or Payables

If you are using the Transaction Loader to integrate information from Purchasing or Payables, you may want to consolidate or unitize load lines. This is necessary only if you are unable to use the serialization characteristics in the item master catalog. If you choose to do so, consolidation or unitization must be completed before you run the Transaction Loader.

Note: Serialization is not supported in Asset Management from PeopleSoft Payables for quantities greater than one (as it is from PeopleSoft Purchasing.)

Load into AM Page

Use the Load into AM page (RUN_AMIF1000) to run the Transaction Loader process.

Navigation:

Asset Management > Send/Receive Information > Interface Transactions > Load into AM

This example illustrates the fields and controls on the Load into AM page. You can find definitions for the fields and controls later on this page.

The screenshot shows the 'Load into AM' page with the following elements:

- Page Header:** 'Load into AM', 'Run Control ID 001', 'Report Manager', 'Process Monitor', and a 'Run' button.
- Run Control Parameters:** A section with a search bar and 'View All' link. Fields include:
 - *Request ID: 1
 - Interface ID: 1000009
 - AM Business Unit: US001
 - Load Type: Non-Financial Add
 - Process Frequency: Always
 - To Interface ID: 1000009
 - System Source: (blank)
 - Process AM Integration:
- Find Trans Load ID (optional):** A section with:
 - System Source: (blank)
 - AM Business Unit: (blank)
 - Load Type: (blank)
 - Load Status: Pending
 - Radio buttons for 'Financial Record' (selected) and 'Physical Records'.
 - A 'Search' button.
- Interface Information:** A table with columns: Interface ID, System Source, Load Type, AM Business Unit, Load Description, Load Status, and Total Items in Query. The table is currently empty.

Run Control Parameters

| Field or Control | Description |
|-------------------------|---|
| AM Business Unit | Select to run the transaction loader for a given business unit, or leave this field blank to run the process for all AM business units. |
| System Source | One load ID may come from multiple system sources—for example, from both PeopleSoft Purchasing and PeopleSoft Payables. To run <i>all</i> lines with the same load ID, leave the System Source field blank. To process only PeopleSoft Billing, Payables, or the Purchasing load lines with the ID, and so on, then enter that system. |
| Load Type | Select a load type (for example, <i>Non-Financial Add</i>) to run the transaction loader for a specific load type. Some examples of load type values include <i>Asset Add</i> , <i>Asset Capitalization</i> , and <i>Asset Retirement</i> . |

| Field or Control | Description |
|-------------------------------|---|
| Process AM Integration | Select this option to process component change-out integration from PeopleSoft Maintenance Management. This selection appears only if you have PeopleSoft Maintenance Management installed and is not related to the interface line numbers. You can leave the interface line numbers as zero and select this option to process the pending requests. If you do not select this option, the transaction loader does not process Maintenance Management transactions |

Find Trans Load ID (optional)

If you do not already know the interface ID that you want to process, the Transaction Loader enables you to search for transactions based on system source, load type, AM business unit, load status, and whether they consist of physical or financial records. You can use as many or as few of these criteria as you want. The more you use, the narrower your search is.

You may select any of the following **Load Status** values:

| Load Status | Definition |
|-----------------------------------|--|
| <i>Consolidate</i> (consolidated) | Transactions Consolidated (will not be loaded). |
| <i>Errored</i> | Transaction Errors Note: To rerun transactions in status <i>Errored</i> , you have to change the load status to <i>Pending</i> . |
| <i>Excluded</i> | Transaction is being excluded from Asset Management due to the asset cost not meeting the corresponding capitalization threshold. A detailed message appears in the <i>Error Message</i> field that states that the capitalization threshold for this profile has determined that this is an expense and will not generate an asset ID. Additionally, the system inserts an entry in the audit table. See “Capitalization Thresholds Page” (PeopleSoft Asset Management). |
| <i>In Process</i> | Processing is ongoing. |
| <i>Loaded</i> | Transactions Loaded |

| Load Status | Definition |
|--------------------|---|
| <i>On Hold</i> | Transactions are not processed. Set this status manually to prevent the processing of some rows if you are expecting another event to occur before running. |
| <i>Pending</i> | Transactions Not Loaded |
| <i>Replaced</i> | Transaction line replaced with alternate line. |
| <i>Unitized</i> | Transactions Unitized (will not be loaded) |

Consolidating and Unitizing Assets

This topic provides an overview and discussion about consolidating and unitizing assets.

Pages Used to Consolidate and Unitize Assets

| Page Name | Definition Name | Usage |
|---|------------------------|---|
| <u>Consolidate Assets - FROM Assets Page</u> | ASSET_CONSOL_01 | Consolidate assets with an action of Add. |
| <u>Consolidate Assets – TO Asset Page</u> | ASSET_CONSOL_02 | Consolidate and save your new asset as a load line. |
| <u>Unitize Assets – FROM Asset Page</u> | ASSET_UNIT_01 | View detailed information on the load line that you selected. |
| <u>Proportional Unitization Defaults Page</u> | ASSET_UNIT_01A | Specify details for proportional unitization. |
| <u>Unitize Assets – TO Assets Page</u> | ASSET_UNIT_02 | Define individual assets into which you want this load line unitized. |

Understanding the Consolidation and Unitization of Assets

When you run the Transaction Loader, each pending load line generates a unique asset in PeopleSoft Asset Management. If you want to consolidate many pending load lines into a single asset or divide a load line into many assets (unitize), you must do so *before* running the Transaction Loader.

Asset Management enables you to unitize or consolidate financial or physical asset load lines. You will use the Consolidate Assets component to select interface lines for consolidation and create a single asset.

For example, a home improvement company may have several related assets that they want to consolidate into a single asset, such as a rental truck, its moving dolly, and straps.

You will use the Unitize Assets component to divide individual interface lines to create multiple, distinct assets. For example, you may have one line that actually represents several different assets—you may pay for 10 computers with one voucher line. If you run the PeopleSoft Payables Interface without unitizing, this voucher line becomes one pending load line for one asset, and the quantity is equal to 10. To generate *several* assets, you must first unitize the single load line into 10 separate lines. Then when you run the Transaction Loader, each load line generates one asset; that is, 10 assets are created, each having a quantity equal to one.

See “Allocate Asset Page” (PeopleSoft Payables)

The Consolidate and Unitize Asset components enable you to:

- Consolidate and unitize interface lines with multiple ChartField distributions.

You can consolidate interface lines with different ChartFields to create a single asset ID with multiple ChartField distributions.

You can create individual Asset IDs with multiple ChartField distributions during unitization. The ChartField distributions from the source records remain intact, in addition to their quantity and amount allocations.

- Consolidate and unitize to an existing asset.
- Consolidate multiple currencies that share the same base currency.

Asset Consolidation enables the consolidation of interface lines with multiple ChartField distributions, and display the amounts in transaction and base currencies. The interface lines must share the same base currency.

Note: This feature is for consolidation only.

You can manage user editing privileges of the asset details on the Consolidate TO and Unitize TO Asset pages using the Asset Management - User Preferences page.

See “Asset Management - User Preferences Page” (Application Fundamentals)

Note: Establishing items in the master catalog with serialization attributes can save you much time by making the unitization and consolidation step unnecessary. If you want unitized assets when receiving or generating the voucher for items with multiple quantities (receiver and voucher lines have a quantity greater than one), establish those items as serialized. If your items should not be considered an asset unless their quantity is greater than one—for example, a dozen—then establish those items as nonserialized. Even if you do not use the item master catalog for other business processes, you may want to set up your asset items in the catalog as a one-time setup activity.

This documentation discusses consolidating and unitizing assets rather than load lines. However, you should remember that the assets don't actually exist until you run the Transaction Loader.

You can enable the system and set up Procurement Groups to automate the asset consolidation process. If you enable and implement procurement groups, the Transaction Loader processes the Procurement Groups by sequence number to identify which interface lines correspond to an individual asset.

See Consolidating Requisition and Purchase Order Lines for Asset Components

Consolidate Assets - FROM Assets Page

Use the Consolidate Assets - FROM Assets page (ASSET_CONSOL_01) to consolidate assets with an action of Add.

Navigation:

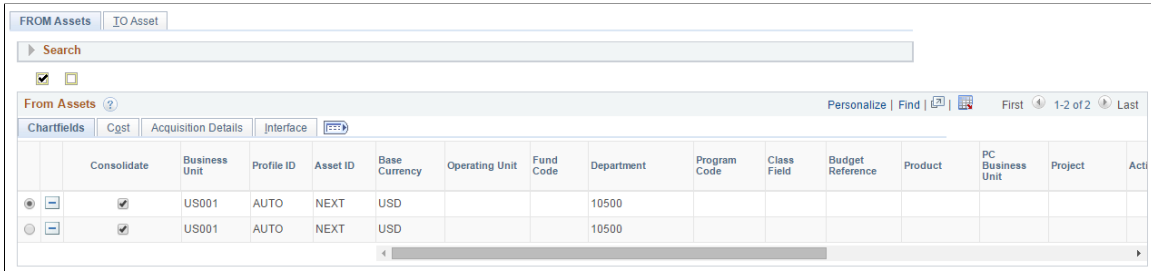
Asset Management > Send/Receive Information > Interface Transactions > Consolidate Assets > FROM Assets

This example illustrates the fields and controls on the Consolidate Assets - FROM Assets page. You can find definitions for the fields and controls later on this page.

The screenshot shows the 'FROM Assets' search page. At the top, there are tabs for 'FROM Assets' and 'IO Asset'. Below the tabs is a search bar with the text 'Use Saved Search' and a search icon. To the right of the search bar are buttons for 'Save Search Criteria' and 'Delete Saved Search'. The main area contains a list of search criteria, each with a dropdown menu and a search icon. The 'Business Unit' field is populated with 'US001'. At the bottom of the search criteria list are 'Search' and 'Clear' buttons. There is also an 'Auto-collapse' checkbox at the bottom right of the search criteria list.

| Field Name | Value |
|-------------------------|-------|
| Interface ID | |
| Interface Line Number | |
| Trans Load Type | |
| Business Unit | US001 |
| Base Currency | |
| AP Business Unit | |
| Voucher ID | |
| Voucher Line | |
| Invoice Number | |
| Supplier ID | |
| PO Business Unit | |
| Purchase Order | |
| Purchase Order Line | |
| Receiving Business Unit | |
| Receipt ID | |
| Receipt Line | |
| Transaction Currency | |
| Item ID | |
| Asset Category | |
| Asset Profile | |
| Department | |
| Operating Unit | |
| Product | |
| Fund Code | |
| Class Field | |
| Program Code | |
| Budget Reference | |
| PC Business Unit | |
| Project | |
| Activity | |
| Source Type | |
| Resource Category | |
| Resource Sub Category | |

This example illustrates the fields and controls on the Consolidate Assets - FROM Assets page. You can find definitions for the fields and controls later on this page.



This page enables you to add and search for consolidation-from assets with a particular value by using these search fields:

| Field | Description |
|------------------------------|---|
| <i>Activity</i> | Activity ID from PeopleSoft Project Costing. |
| <i>Asset Category</i> | Asset Category |
| <i>Asset Profile</i> | Asset Profile ID |
| <i>AP Business Unit</i> | Payables business unit |
| <i>Base Currency</i> | Base currency, such as US Dollar, Euro, and so forth. |
| <i>Budget Reference</i> | Budget reference |
| <i>Business Unit</i> | Asset Management business unit. |
| <i>Class Field</i> | Class Field |
| <i>Department</i> | Department |
| <i>Fund Code</i> | Fund Code |
| <i>Invoice Number</i> | Invoice number from PeopleSoft Payables. |
| <i>Interface ID</i> | Interface ID |
| <i>Interface Line Number</i> | Interface line number |
| <i>Item ID</i> | Inventory item ID from PeopleSoft Payables. |

| Field | Description |
|--------------------------------|---|
| <i>Operating Unit</i> | Operating unit from PeopleSoft General Ledger. |
| <i>PC Business Unit</i> | Project Costing business unit |
| <i>PO Business Unit</i> | Purchasing business unit |
| <i>Product</i> | Product |
| <i>Program Code</i> | Program Code |
| <i>Project</i> | Project from Project Costing, Purchasing, or Payables. |
| <i>Purchase Order</i> | Purchase order from PeopleSoft Purchasing. |
| <i>Purchase Order Line</i> | Purchase order line from PeopleSoft Purchasing. |
| <i>Receipt ID</i> | Purchase order receipt from PeopleSoft Purchasing. |
| <i>Receipt Line</i> | Purchase order receipt line from PeopleSoft Purchasing |
| <i>Receiving Business Unit</i> | Receiving Business Unit from PeopleSoft Purchasing. |
| <i>Resource Category</i> | Resource category from PeopleSoft Project Costing. |
| <i>Resource Sub Category</i> | Resource sub category from PeopleSoft Project Costing. |
| <i>Source Type</i> | Source type from PeopleSoft Project Costing. |
| <i>Supplier ID</i> | Supplier ID from PeopleSoft Purchasing. |
| <i>Trans Load Type</i> | Asset Management transaction load type |
| <i>Transaction Currency</i> | Asset Management transaction currency, such as US Dollar, Euro, and so forth. |
| <i>Voucher Line</i> | Voucher line from PeopleSoft Payables. |
| <i>Voucher ID</i> | Voucher ID from PeopleSoft Payables. |

You use different search fields when consolidating lines from different systems. For example, when consolidating lines from PeopleSoft Payables, you can use **Voucher ID**. When consolidating lines from

Purchasing, you can use **Purchase Order Number**. If you enter *Invoice Number*, the system prompts you to select from a list of invoice numbers; if you enter *Purchase Order Numbers*, you receive a list of Purchase Order numbers.

Enter the search field that you want to use, and then enter the value to search for. Data retrieval is based on combined keys; therefore, you are prompted to supply a business unit. Click the Search button to process your input and view the search results. The Search area collapses automatically for your convenience.

Note: You can define row-level security for the selection fields to limit searches by role or permission list.

From Assets Tabs

| <i>Field or Control</i> | <i>Description</i> |
|----------------------------|--|
| ChartFields | Review ChartField details—such as Department and Operating Unit—related to the load line. This tab displays multiple ChartField distributions associated with an asset. |
| Cost | Review cost details—such as Cost, Cost Type, and Currency—related to the load line. |
| Acquisition Details | Review acquisition details—such as Freight and Total VAT—related to the load line. |
| Interface | Review interface details, including the interface line, about the load line. |

Use the ‘**Select this row**’ option to designate a default row. The default row is the one from which values are copied when you access the TO Asset page.

Use the **Consolidate** option to select the assets you want to include in the consolidation. The assets you select are transferred to the Consolidation - TO Asset page for consolidation—all rows in the grid with the Consolidate option selected are used to create the new asset and the physical information is created using the data from the default row, such as asset ID, profile, and so forth.

Note that you can consolidate interface lines with different ChartFields to create a single asset ID with multiple ChartField distributions. However, if you wish to consolidate interface lines to a single ChartField distribution, you can do so by selecting the **To Default Distribution Only** option on the Asset Management - User Preferences page.

See “Asset Management - User Preferences Page” (Application Fundamentals)

Note: Oracle recommends that you not change the value of the profile ID so that you can delete rows from the search grid on each tab in the component.

Consolidate Assets – TO Asset Page

Use the Consolidate Assets - TO Asset page (ASSET_CONSOL_02) to consolidate and save your new asset as a load line.

Navigation:

Asset Management > Send/Receive Information > Interface Transactions > Consolidate Assets > TO Asset

This example illustrates the fields and controls on the Consolidate Assets - TO Asset page. You can find definitions for the fields and controls later on this page.

The screenshot shows the 'TO Asset' page with the following sections:

- To Asset Information:** Interface ID 10000011, Interface Line Number 4, Trans Load Type Financial & Physical Add.
- Asset Information:** Business Unit US001, Description Automobile, *Asset ID NEXT, Tag Number, Serial ID, *Profile ID AUTO, Detailed Description Automobile (244 characters remaining).
- Acquisition Related Fields:** Transaction Currency USD, Base Currency USD, Transaction Amount 33,000.00, Merchandise Amt 33,000.00, Sales Tax 0.00, Use Tax 1,402.50, Freight 0.00, Misc Charge Amount 0.00, VAT Amount 0.00, VAT Non Recoverable 0.00, Recoverable VAT 0.00.
- Cost Information:** Acquisition Date 06/19/2015, In Service Date 06/19/2015, Transaction Date 06/19/2015, Accounting Date 06/19/2015, Qty 3.0000, Salvage Value 0.00, Cost 34,402.50 USD, Base Cost 34,402.50 USD.

This example illustrates the fields and controls on the Consolidate Assets - TO Asset page. You can find definitions for the fields and controls later on this page.

| Operating Unit | Fund Code | Department | Program Code | Class Field | Budget Reference | Product | Affiliate | Fund Affiliate | Oper Unit Affil | ChartField 1 | ChartField 2 | ChartField 3 |
|----------------|-----------|------------|--------------|-------------|------------------|---------|-----------|----------------|-----------------|--------------|--------------|--------------|
| 1 | | | | | | | | | | | | |

This example illustrates the fields and controls on the Consolidate Assets - TO Asset page. You can find definitions for the fields and controls later on this page.

| Quantity | Transaction Cost | Transaction Currency | Asset Category | Cost Type | Base Cost | Salvage Value | Base Currency |
|----------|------------------|----------------------|----------------|-----------|-----------|---------------|---------------|
| 1 | 3.0000 | 34,402.50 USD | | | 34,402.50 | | 0.00 USD |

This example illustrates the fields and controls on the Consolidate Assets - TO Asset page. You can find definitions for the fields and controls later on this page.

| Transaction Currency | Transaction Amount | Merchandise Amount | Sales Tax Amount | Use Tax Amount | Freight Amount | Misc Charge Amount | VAT Invoice Amount | VAT Non Recoverable | Recoverable VAT | Base Currency | Amount | Merchandise Amount Base | Bar Tax |
|----------------------|--------------------|--------------------|------------------|----------------|----------------|--------------------|--------------------|---------------------|-----------------|---------------|-----------|-------------------------|---------|
| 1 USD | 33,000.00 | 33000.00 | 0.00 | 1,402.50 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | USD | 33,000.00 | 33,000.00 | |

This example illustrates the fields and controls on the Consolidate Assets - TO Asset page. You can find definitions for the fields and controls later on this page.

▼ Custodian Information

Employee ID Custodian

▼ Asset Location

Location Area ID

▼ Manufacturer Information

Manufacturer ID Manufacturer
 Model Product Version

Enter information about your asset if appropriate. Most of the fields on this page are optional fields.

The values displayed in the **Cost**, **Sales Tax**, **Freight**, and **Use Tax** fields equal the sum of the value for all of the consolidated from assets.

ChartFields Tabs

| Field or Control | Description |
|----------------------------|---|
| ChartFields | Review ChartField details—such as Department and Operating Unit—related to the consolidated asset. This tab displays multiple ChartField distributions associated with an asset. |
| Cost | Review cost details—such as Cost, Cost Type, and Currency—related to the consolidated asset. |
| Acquisition Details | Review acquisition details—such as Freight and Total VAT—related to the consolidated asset. |

To complete the consolidation process, load the resulting load transaction by using the Transaction Loader.

See [Load into AM Page](#)

Unitize Assets – FROM Asset Page

Use the Unitize Assets - FROM Asset page (ASSET_UNIT_01) to view detailed information on the load line that you selected.

Navigation:

Asset Management > Send/Receive Information > Interface Transactions > Unitize Assets

This example illustrates the fields and controls on the Unitize Assets - FROM Asset page. You can find definitions for the fields and controls later on this page.

The screenshot shows the 'FROM Asset' page with the following sections:

- Asset Information:**
 - Business Unit: US001
 - Description: Automobile
 - *Asset ID: NEXT
 - Short Description: Automobile
 - Tag Number: [Field]
 - Parent ID: [Field]
 - Serial ID: [Field]
 - Component of Asset: [Field]
 - Profile ID: AUTO
 - Threshold ID: [Field]
 - Detailed Description: Automobile (244 characters remaining)
- Acquisition Related Fields:**

| Transaction Currency | USD | Base Currency | USD |
|----------------------|-----------|-----------------------------|-----------|
| Transaction Amount | 33,000.00 | Amount | 33,000.00 |
| Merchandise Amt | 33,000.00 | Merchandise Amount Base | 33,000.00 |
| Sales Tax | 0.00 | Base Sales Tax Amount | 0.00 |
| Use Tax | 1,402.50 | Use Tax Amt Base Curr | 1,402.50 |
| Freight | 0.00 | Base Freight Amount | 0.00 |
| Misc Charge Amount | 0.00 | Base Misc. Amount | 0.00 |
| VAT Amount | 0.00 | Total VAT Base Amount | 0.00 |
| VAT Non Recoverable | 0.00 | Non-Recoverable Amount Base | 0.00 |
| Recoverable VAT | 0.00 | VAT Recovery Base Amount | 0.00 |
- Cost Information:**
 - Acquisition Date: 06/19/2015
 - In Service Date: 06/19/2015
 - Transaction Date: 06/19/2015
 - Accounting Date: 06/19/2015
 - Qty: 3.0000
 - Salvage Value: 0.000
 - Cost: 34,402.50 USD
 - Base Cost: 34,402.50 USD

This example illustrates the fields and controls on the Unitize Assets - FROM Asset page. You can find definitions for the fields and controls later on this page.

The screenshot shows the 'Chartfields' section with the following table:

| Operating Unit | Fund Code | Department | Program Code | Class Field | Budget Reference | Product | PC Business Unit | Project | Activity | Source Type | Resource Category | Resource Sub Category | Analysis Type |
|----------------|-----------|------------|--------------|-------------|------------------|---------|------------------|---------|----------|-------------|-------------------|-----------------------|---------------|
| 1 | | | | | | | | | | | | | |

This example illustrates the fields and controls on the Unitize Assets - FROM Asset page. You can find definitions for the fields and controls later on this page.

The screenshot shows the 'Chartfields' section with the following table:

| Quantity | Transaction Cost | Transaction Currency | Asset Category | Cost Type | Base Cost | Salvage Value | Base Currency |
|----------|------------------|----------------------|----------------|-----------|-----------|---------------|---------------|
| 1 | 3.0000 | 34,402.50 USD | | | 34,402.50 | | 0.00 USD |

This example illustrates the fields and controls on the Unitize Assets - FROM Asset page. You can find definitions for the fields and controls later on this page.

| Transaction Currency | Transaction Amount | Merchandise Amount | Sales Tax Amount | Use Tax Amount | Freight Amount | Misc Charge Amount | VAT Invoice Amount | VAT Non Recoverable | Recoverable VAT | Base Currency | Amount | Merchandise Amount Base | Bar Tax |
|----------------------|--------------------|--------------------|------------------|----------------|----------------|--------------------|--------------------|---------------------|-----------------|---------------|-----------|-------------------------|---------|
| 1 USD | 33,000.00 | 33,000.00 | 0.00 | 1,402.50 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | USD | 33,000.00 | 33,000.00 | |

This example illustrates the fields and controls on the Unitize Assets - FROM Asset page. You can find definitions for the fields and controls later on this page.

▼ Custodian Information

Employee ID Custodian

▼ Asset Location

Location Area ID

▼ Manufacturer Information

Manufacturer ID Manufacturer

Model Product Version

Verify that this is the line that you want to unitize, then click **EZ Unitize** to access the Proportional Unitization Defaults page, where you can proportionally unitize.

Note: Unitizing interface rows that contain a default PROFILE_ID equal to N (multibook assets) prompts unitization of all books. The cost of the other books for each new asset - based on the percent cost of the unitized book.

Proportional Unitization Defaults Page

Use the Proportional Unitization Defaults page (ASSET_UNIT_01A) to specify details for proportional unitization.

Navigation:

Click the **EZ Unitize** button on the Unitize Assets - FROM Assets page.

Note: If you enter a quantity but no description or profile at the prompt, these values appear by default from the Unitize From page.

The Unitize Assets - TO Assets page appears, and the system automatically inserts new load lines in the scroll region based on the prompt information that you entered. You do not have to separate out the assets manually. All of the amounts are prorated.

Unitize Assets – TO Assets Page

Use the Unitize Assets - TO Assets page (ASSET_UNIT_02) to define individual assets into which you want this load line unitized.

Navigation:

Asset Management > Send/Receive Information > Unitize Assets > TO Assets

This example illustrates the fields and controls on the Unitize Assets - TO Assets page. You can find definitions for the fields and controls later on this page.

The screenshot shows the 'Unitize Assets - TO Assets' page. At the top, there are tabs for 'FROM Asset' and 'TO Assets'. Below the tabs, there is a search bar and navigation controls. The main content is divided into two sections:

- Asset Information:** This section contains fields for Business Unit (US001), Description, Linear Asset (checkbox), *Asset ID, Short Description, Tag Number, Parent ID, Serial ID, Component of Asset, and *Profile ID. There is also a large text area for Detailed Description with a '254 characters remaining' indicator.
- Acquisition Related Fields:** This section displays a table of financial data with columns for Transaction Currency, Base Currency, and Amount. The table includes rows for Transaction Amount, Merchandise Amt, Sales Tax, Use Tax, Freight, Misc Charge Amount, VAT Amount, VAT Non Recoverable, Recoverable VAT, and their corresponding Base Currency amounts.

This example illustrates the fields and controls on the Unitize Assets - TO Assets page. You can find definitions for the fields and controls later on this page.

The screenshot shows the 'Unitize Assets - TO Assets' page with the following sections:

- Cost Information:** Fields for Acquisition Date, In Service Date, Transaction Date, Accounting Date, Qty (0.0000), Salvage Value (0.000), Cost (0.000), and Base Cost (0.000).
- Chartfields:** A table with columns for Operating Unit, Fund Code, Department, Program Code, Class Field, Budget Reference, Product, PC Business Unit, Project, Activity, Source Type, Resource Category, Resource Sub Category, and Analysis Type. The table is currently empty.
- Custodian Information:** Fields for Employee ID and Custodian.
- Asset Location:** Fields for Location and Area ID.
- Manufacturer Information:** Fields for Manufacturer ID, Manufacturer, Model, and Product Version.

Certain information on this page appears by default from the originating system:

| <i>PeopleSoft Payables Fields Displaying Default Information</i> | <i>PeopleSoft Purchasing Fields Displaying Default Information</i> | <i>PeopleSoft Project Fields Displaying Default Information</i> |
|--|--|---|
| Business Unit | Profile ID | Profile ID |
| Voucher | Business Unit | Business Unit |
| Voucher Line | PO No. (Purchase Order Number) | Project |

| <i>PeopleSoft Payables Fields Displaying Default Information</i> | <i>PeopleSoft Purchasing Fields Displaying Default Information</i> | <i>PeopleSoft Project Fields Displaying Default Information</i> |
|---|---|--|
| Invoice | Cost | Activity |
| Cost | Quantity | |
| Base Cost | | |
| Sales Tax | | |
| Base Sales Tax Amount | | |
| Use Tax | | |
| Base Use Tax Amount | | |
| Freight | | |
| Base Freight Amount | | |
| Base Merchandise Amount | | |
| VAT Non Recoverable (nonrecoverable value-added tax) | | |
| Non-Recoverable Base Amount | | |
| Recoverable VAT (recoverable value- added tax) | | |
| VAT Recovery Base Amount | | |

Note: These fields appear only after you have entered a profile ID and have moved the cursor out of that field or used the EZ Unitize function.

The ChartFields tab displays complete ChartField distributions from the source records as well as their quantity and amount allocations.

To complete the unitization process, load the resulting load lines by using the Transaction Loader.

See [Load into AM Page](#)

Exporting Property Tax Data to Third-Party Tax Systems

Companies are required to submit property tax in each jurisdiction where they operate and own property. When organizations have multiple locations in different taxing jurisdictions, this requirement is increasingly burdensome to the tax department. Many corporations have purchased third-party property tax software to manage and calculate their property tax and to file their returns. PeopleSoft Asset Management enables you to export property-related asset information to third-party property tax systems such as Vertex, Taxware, and Property Tax Management Systems. An SQR program populates a property tax table for export to third-party property tax systems. Which data fields are selected for export is based upon the import file requirements of Vertex, but you can easily modify this to suit those of other property tax suppliers.

Export property tax information from the Load Property Tax Table page to export property tax data to third-party tax systems.

You can also build your own export table definition and export by using the PeopleTools Query utility.

Page Used to Export Property Tax Data to Third-Party Tax Systems

| <i>Page Name</i> | <i>Definition Name</i> | <i>Usage</i> |
|--|------------------------|----------------------------------|
| Load Property Tax Table Page | RUN_LDPRTAX | Export property tax information. |

Load Property Tax Table Page

Use the Load Property Tax Table page (RUN_LDPRTAX) to export property tax information.

Navigation:

Asset Management > Financial Reports > Load Reporting Tables > Load Property Tax Table

Note: While viewing and exporting data from the PS_PROPERTY_TAX table, note that the RETIREMENT_DT field in this table is used for both transfers out and retirements. When the asset is retired, a retirement date appears. For the assets that have been transferred out, a transfer transaction date appears, with the TRANS_IN_OUT switch set to O.

Importing Asset Data by Using the Excel to Component Interface Utility

PeopleSoft Asset Management provides the option to use a utility program that employs a delivered PeopleSoft Asset Management template and Microsoft Excel spreadsheets to upload asset information in batches. You can use the interface to upload asset information from a spreadsheet template when adding multiple assets to your database and to add setup data into the system.

The following component interfaces (CI) are provided by PeopleSoft Asset Management:

- Asset class (ASSET_CLASS_CI)
- Hazardous asset definition (ASSET_FSC_DEFN_CI)
- Category (CATEGORY_DEFN_CI)
- Depreciation schedule (DEPR_SCHEDULE_DEFN_CI)
- Depreciation terms (DEPR_TERMS_DEFN_CI)
- InterUnit Definition (IU_TRF_DEFN_TBL_CI)
- Operator Defaults for AM (OPR_DEFAULT_AM_CI)
- Asset Profile (PROFILE_CI)
- Non Financial Retirement (RETIRE_NF_CI)
- Non Financial Retirement - Backup (RETIRE_NF_CI_BKUP)
- User Defined Depreciation Rates (UD_DEPR_RATE_CI)
- Add transaction to asset financial and physical tables (INTFC_FINPHY_SS_A)
- Fair Value addition (AM_FV_CI)

When you are using the INTFC_FINPHY_SS_A component interface, the data is loaded to INTFC_FIN and INTFC_PHY_A tables. Three interface types are allowed: CN1, CN2, and FAD. The default profile switch can be on or off. A preview page for the asset data enables you to preview the imported information from the spreadsheet. Finally, a PeopleTools component interface is delivered, enabling you to upload asset *Add* transactions into the PeopleSoft Asset Management database.

To import asset information to the database by using the Excel to Component Interface spreadsheets:

1. Connect to the PeopleTools Excel spreadsheet utility interface.
2. Define the Microsoft Excel template that you are importing.
3. Complete the Microsoft Excel spreadsheet template with the data to be imported for new assets.
4. Preview the data to be imported from the asset import preview page.
5. Select the component interface, and submit the data for addition to the database.

Detailed information about using the Excel to Component Interface utility appears in the PeopleTools product documentation.

Related Links

“Understanding Adding and Maintaining Assets” (PeopleSoft Asset Management)

“PeopleSoft Asset Management Overview” (PeopleSoft Asset Management)

Configuring PeopleSoft Asset Lifecycle Management Background Processes

Configuring Temporary Tables for Background Processing

When you run background batch processes in parallel, you risk data contention and deadlocks on temporary tables. To avoid this, PeopleTools enables you to dedicate specific instances of temporary tables for each process. When PeopleSoft Application Engine manages a dedicated temporary table instance, it controls the locking of the table before use and the unlocking of the table after use.

When you decide how many temporary table instances to dedicate for a process, consider the number of temporary tables that the process uses. More instances result in more copies of the temporary tables on the system. For example, if a process uses 25 temporary tables and you have 10 instances for a process, you will have 250 temporary tables on the system.

If you run processes in parallel and all of the dedicated temporary table instances are in use, the performance of the process decreases. You need to find a balance that works for your organization.

Note: When number of instances is specified, PeopleSoft Application Designer displays a list of the temporary tables for the process. Use the list to determine how many temporary tables each process uses.

Specify how many temporary table instances to dedicate for each of the following batch processes that can run in parallel in PeopleSoft Asset Management:

- Load Transactions (AMIF1000).
- Calculate Depreciation (AM_DEPR_CALC).
- Group Asset Consolidation (AMGRPCON)
- Create Accounting Entries (AM_AMAEDIST).
- Asset IU Processor (AM_IU_PRCS)
- Close Depreciation (AM_DPCLOSE).
- Depreciation Reporting (AMDPREPT).
- Payables/Purchasing Interface (AMPS1000).
- Cost Summarization (AM_COST_SUM).
- CGU Impairment (AM_CGU_IMP).
- What-if Depreciation (AM_DEPR_COMP).
- Revaluation in Mass (AMREVAL and AMDEPRWRTOFF)

- Capitalization Threshold Validation (AM_CAPVAL)

The PeopleTools documentation discusses the usage of temporary tables in detail and describes how to specify the number of instances.

If you run any of the General Ledger COBOL processes, also configure the temporary tables for those processes. The *PeopleSoft General Ledger* product documentation discusses how to do this in detail.

See also *PeopleTools: Application Engine* product documentation.

Related Links

“Understanding Optimal General Ledger Performance” (PeopleSoft General Ledger)

Setting Up and Using Approval Framework in Asset Management

Understanding Approval Framework in Asset Management

This topic provides an overview of Approval Framework for PeopleSoft Asset Management based on PeopleSoft Enterprise Components Approval Framework (AF) and discusses how to:

- [Creating or Modifying Notification Template Definitions](#)
- [Defining User Lists for Approval Framework](#)
- [Setting Up Approval Process Definitions](#)
- [Example of Approval Framework Setup for Asset Disposal](#)
- [Completing the Approval Transaction Registry and Configuration.](#)

PeopleSoft Approval Framework is a feature that provides a configurable framework and page interface with which to implement the workflow approval process. PeopleSoft Asset Management uses the Approval Framework (with multi-level approval capabilities) for its approval of Asset Disposals.

Note: PeopleSoft Asset Management does not upgrade approval history data from prior functionality to the current Approval Framework approval data.

PeopleSoft Financials delivers much of the Approval Framework setup, either as system data or demo data. However, some changes are necessary to tailor your workflow requirements to your organization through using the components described in this topic. You need to activate the workflow and adjust the approval setup to identify your individual users, templates, and servers. After an asset disposal is initiated from the Disposal Worksheet, for example, the system routes the transaction to the approvers. Approvers can view and take action in two ways: using their Worklist page or navigating directly to the Asset Disposal Worksheet page.

During the approval process these actions take place:

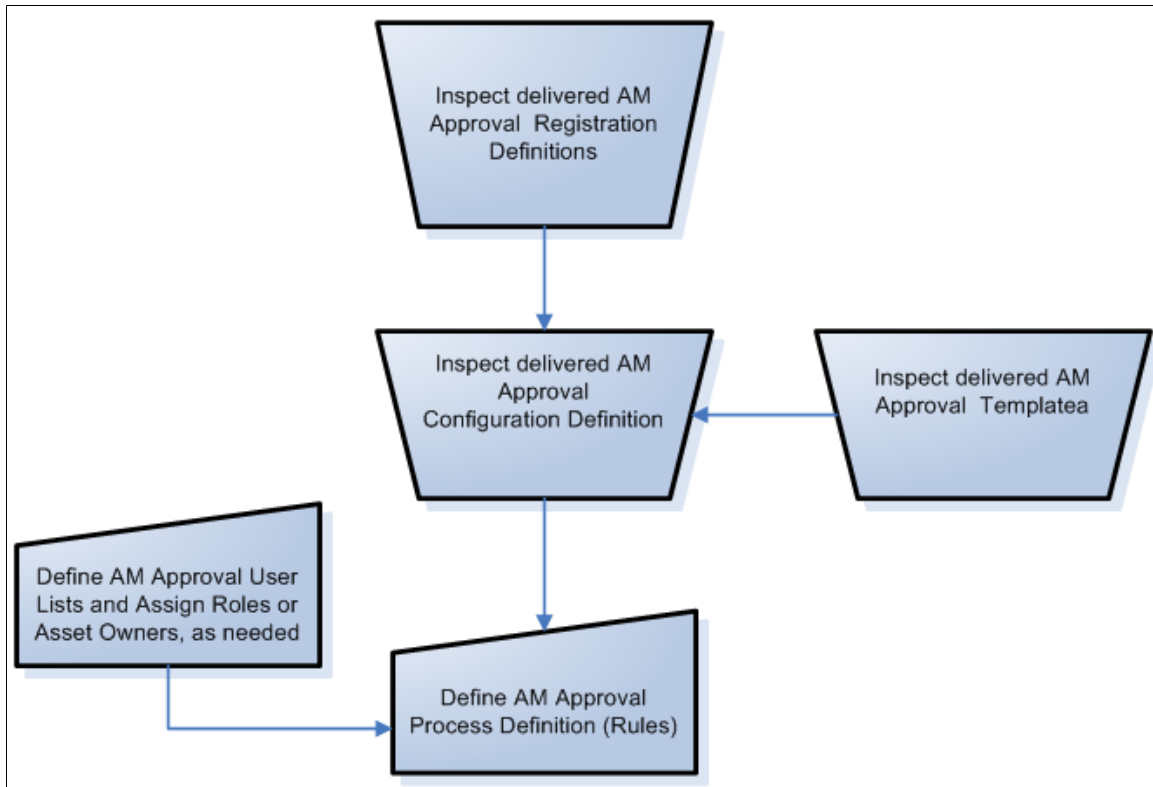
- The system notifies approvers that a pending action needs their attention.
- Approvers access the transaction details, provide comments, and take action (approve or deny asset disposal, for example).
- The system checks for additional routings in the same routing path. If all steps have been completed for the stage, then the next step is started in the next stage. If multiple routing paths exist, the system routes them in parallel.
- Once all approvers of a disposal have approved it, the Approval Framework notifies the PeopleSoft Asset Management application and the disposal is processed.

For more information, see *PeopleSoft: Approval Framework*.

Approval Framework Process Flow in Asset Management

This diagram outlines the steps in the inspection and assessment of the delivered setup and the required considerations to set up and implement workflow using the Approval Framework in your environment.

High Level Approval Framework Process Flow for Asset Management



Use of the Approval Framework requires the inspection of the delivered registration definitions, the approval configuration definitions, and the approval templates for changes that are necessary for your particular installation. Although sample business processes, activities, and business events are delivered with the product, you may need to modify and tailor them to your specific implementation requirements.

In addition to enabling the Approval Framework, you define the Asset Management approval user lists and Asset Management approval process rules.

Completing the Approval Transaction Registry and Configuration

This topic discusses how to complete the AM Approval Transaction Registry and Configuration.

Pages Used to Complete the Approval Transaction Registry and Configuration

| <i>Page Name</i> | <i>Definition Name</i> | <i>Usage</i> |
|------------------------------------|------------------------|--|
| <u>Register Transactions Page</u> | EOAW_TXN | Defines the integration between Asset Management and the Approval Framework (AF) by process ID and is delivered with system data. |
| <u>Configure Transactions Page</u> | EOAW_TXN_NOTIFY | Defines the details of the integration between Asset Management and the Approval Framework (AF) by process ID and is delivered with system data. |

Register Transactions Page

Use the Register Transactions page (EOAW_TXN) to define the integration between Asset Management and the Approval Framework (AF) by process ID. Values are delivered with system data.

Navigation:

Enterprise Components > Approvals > Approvals > Transaction Registry > Register Transactions

This example illustrates the fields and controls on the Register Transactions page (1 of 2). You can find definitions for the fields and controls later on this page.

Register Transactions

Process ID

*Description

Owner ID

*Cross Reference Table

Worklist Prefix

Notification Options

*Enable Notifications

*Notification Strategy

Use Email Approvals:

Form Generator Package Root

Form Generator Class Path

Internal URL Definition

Internal URL Base

Internal Portal Name

Internal Node Name

External URL Definitions

External URL Base

External Portal Name

External Node Name

Default Approval Component

*Menu Name

*Approval Component

This example illustrates the fields and controls on the Register Transactions page (2 of 2). You can find definitions for the fields and controls later on this page.

▼ **Approval Event Handler Class**

Root Package ID

Class Path

▼ **Approval Status Monitor**

Adhoc Package Adhoc Class

Thread Package Thread Class

▼ **Transaction Approval Levels**

| | *Level | *Record (Table) Name | | |
|---|----------|--|----------------------------------|----------------------------------|
| 1 | Header ▼ | <input type="text" value="AM_DISP_AF_HWW"/> | <input type="button" value="+"/> | <input type="button" value="-"/> |
| 2 | Line ▼ | <input type="text" value="AM_DISP_AF_LNVW"/> | <input type="button" value="+"/> | <input type="button" value="-"/> |

Level Record Key Field Label IDs

| | Record (Table) Name | Field Name | *Field Label ID |
|---|---------------------|----------------|---|
| 1 | AM_DISP_AF_HWW | DATE_SUBMITTED | <input type="text" value="DATE_SUBMITTED"/> |
| 2 | AM_DISP_AF_HWW | DTTM_STAMP | <input type="text" value="DTTM_STAMP"/> |
| 3 | AM_DISP_AF_HWW | ORIGINATOR_ID | <input type="text" value="ORIGINATOR_ID"/> |
| 4 | AM_DISP_AF_LNVW | ASSET_ID | <input type="text" value="ASSET ID"/> |
| 5 | AM_DISP_AF_LNVW | BUSINESS_UNIT | <input type="text" value="BUSINESS_UNIT"/> |
| 6 | AM_DISP_AF_LNVW | DATE_SUBMITTED | <input type="text" value="DATE_SUBMITTED"/> |
| 7 | AM_DISP_AF_LNVW | DTTM_STAMP | <input type="text" value="DTTM_STAMP"/> |
| 8 | AM_DISP_AF_LNVW | ORIGINATOR_ID | <input type="text" value="ORIGINATOR_ID"/> |

[Expand/Collapse All](#)

The Register Transactions page provides the integration between Asset Management and Approval Framework. PeopleSoft Asset Management delivers the AMDisposal process ID with system data.

For AMDisposal, line (asset) level approvals have been defined using the Level field in the Transaction Approval Levels group box.

Note: Do not alter or otherwise modify delivered definitions.

See “Setting Up the Transaction Registry” (Approval Framework)

Configure Transactions Page

Use the Configure Transactions page (EOAW_TXN_NOTIFY) to define the details of the integration between Asset Management and the Approval Framework (AF) by process ID.

Navigation:

Enterprise Components > Approvals > Approvals > Transaction Configuration > Configure Transactions

This example illustrates the fields and controls on the Configure Transactions page - (Event for final approval). You can find definitions for the fields and controls later on this page.

Configure Transactions

Process ID **AMDisposal**

Ad Hoc Approver Options

*Approval User Info View

Ad Hoc User List

User Utilities

User Utilities Package

User Utilities Path

Events Find | View All First ◀ 1 of 10 ▶ Last

*Event *Level

Menu Name

Approval Component

Page Name

Menu Action

SQL Object Identifier

Notifications Personalize | Find | View All | First ◀ 1 of 1 ▶ Last

Main | | |

| | *Participant | User | Email | Worklist | Push | |
|---|--|--------------------------|--------------------------|--------------------------|--------------------------|---|
| 1 | <input style="width: 80px;" type="text" value="Requester"/> <input type="button" value="▼"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="button" value="+"/> <input type="button" value="-"/> |

Notice in the example that the Approval Component is the Approve Disposals component (AM_DISPOSAL_APPR).

See also, [Example of Approval Framework Setup for Asset Disposal](#).

PeopleSoft delivers line event definitions. Scroll horizontally or click **View All** to see all the delivered events:

- On Final Approval
- On Final Denial
- Hold Step
- Route For Approval
- Push Back

- On Reassign

Note: Do not alter or otherwise modify delivered event definitions.

See “Configuring Approval Transactions” (Approval Framework)

Creating or Modifying Notification Template Definitions

Template definitions provide the email content for approval notifications and are delivered in PeopleSoft Asset Management.

You can modify the verbiage or create your own template definitions. However, you must keep the delivered template variables, unless you create your own SQL objects that are referenced on the configuration definition. Using Approval Framework for Asset Management enables you to create or modify the AMDisposalLineRequest, AMDisposalLineApproved, and the AMDisposalLineDenied routing template definitions for asset disposal.

Pages Used to Create or Modify Notification Templates

| <i>Page Name</i> | <i>Definition Name</i> | <i>Usage</i> |
|---|------------------------|--|
| <u>Generic Template Definition Page - AM Disposal Line Request Template</u> | WL_TEMPLATE_GEN | Define or modify approval notification templates that are used in the Approval Framework (AF) (configurable workflow) process. |

Creating or Modifying the Approval Routing Template Definition

PeopleSoft delivers generic notification templates for Asset Disposal:

| <i>Asset Disposal</i> |
|---|
| <ul style="list-style-type: none"> • AMDisposalLineRequest • AMDisposalLineApproved • AMDisposalLineDenied |

Generic Template Definition Page - AM Disposal Line Request Template

Use the Generic Template Definition page - AM Disposal Line Request template to define or modify approval notification templates that are used in the Approval Framework (AF) (configurable workflow) process.

Navigation:

PeopleTools > Workflow > Notifications > Generic Templates > Generic Template Definition

This example illustrates the fields and controls on the Generic Template Definition page – AM Disposal Line Request template.

Generic Template Definition
Blackberry Email Responses

Template: AMDisposalLineRequest

***Description:**

Instructional Text: Type names or email addresses in the To, CC, or BCC fields, using a semi-colon as a separator. Click LOOKUP RECIPIENT to search for a name. Click DELIVERY OPTIONS to view or change the

Priority:

***Sender:** **Email ID:**

Subject:

Message Text:

```
DATE_SUBMITTED: %2
DTTM_STAMP: %3
ORIGINATOR_ID: %4
BUSINESS_UNIT: %5
ASSET_ID: %6

LINK:
%1
```

Below is the list of available variables for this template.
 You can use template variables within your subject or message text.
 The following variables can also be used:
 %Date, %DateTime, %Time, %ServerTimeZone, %EmailAddress, %NotificationPriority,
 %NotificationToList, %NotificationCCList

| Template Variables | | | |
|---------------------------------|---|---|---|
| *Value | *Description | | |
| <input type="text" value="%1"/> | <input type="text" value="URL"/> | + | - |
| <input type="text" value="%2"/> | <input type="text" value="DATE_SUBMITTED"/> | + | - |
| <input type="text" value="%3"/> | <input type="text" value="DTTM_STAMP"/> | + | - |
| <input type="text" value="%4"/> | <input type="text" value="ORIGINATOR_ID"/> | + | - |
| <input type="text" value="%5"/> | <input type="text" value="BUSINESS_UNIT"/> | + | - |
| <input type="text" value="%6"/> | <input type="text" value="ASSET_ID"/> | + | - |

Generic Template Definition Page - AM Disposal Line Approved Template

Use the Generic Template Definition page - AM Disposal Line Approved template to define or modify approval notification templates that are used in the Approval Framework (AF) (configurable workflow) process.

Navigation:

PeopleTools > Workflow > Notifications > Generic Templates > Generic Template Definition

This example illustrates the fields and controls on the Generic Template Definition page – AM Disposal Line Approved Template.

Generic Template Definition
Blackberry Email Responses

Template:

***Description:**

Instructional Text:

Priority:

***Sender:**

Subject:

Message Text:

Below is the list of available variables for this template.
You can use template variables within your subject or message text.
The following variables can also be used:
%Date, %DateTime, %Time, %ServerTimeZone, %EmailAddress, %NotificationPriority,
%NotificationToList, %NotificationCCList

| Template Variables | | | |
|---------------------------------|---|----------------------------------|----------------------------------|
| *Value | *Description | | |
| <input type="text" value="%1"/> | <input type="text" value="URL"/> | <input type="button" value="+"/> | <input type="button" value="-"/> |
| <input type="text" value="%2"/> | <input type="text" value="DATE_SUBMITTED"/> | <input type="button" value="+"/> | <input type="button" value="-"/> |
| <input type="text" value="%3"/> | <input type="text" value="DTTM_STAMP"/> | <input type="button" value="+"/> | <input type="button" value="-"/> |
| <input type="text" value="%4"/> | <input type="text" value="ORIGINATOR_ID"/> | <input type="button" value="+"/> | <input type="button" value="-"/> |
| <input type="text" value="%5"/> | <input type="text" value="BUSINESS_UNIT"/> | <input type="button" value="+"/> | <input type="button" value="-"/> |
| <input type="text" value="%6"/> | <input type="text" value="ASSET_ID"/> | <input type="button" value="+"/> | <input type="button" value="-"/> |

Generic Template Definition Page – AM Disposal Line Denied Template

Use the Generic Template Definition page - AM Disposal Line Denied template to define or modify approval notification templates that are used in the Approval Framework (AF) (configurable workflow) process.

Navigation:

PeopleTools > Workflow > Notifications > Generic Templates > Generic Template Definition

This example illustrates the fields and controls on the Generic Template Definition page – AM Disposal Line Denied Template.

Generic Template Definition
Blackberry Email Responses

Template: AMDisposalLineDenied

***Description:**

Instructional Text:

Priority:

***Sender:** **Email ID:**

Subject:

Message Text:

Below is the list of available variables for this template.
You can use template variables within your subject or message text.
The following variables can also be used:
%Date, %DateTime, %Time, %ServerTimeZone, %EmailAddress, %NotificationPriority,
%NotificationToList, %NotificationCCList

Template Variables

| *Value | *Description | | |
|---------------------------------|---|---|---|
| <input type="text" value="%1"/> | <input type="text" value="URL"/> | + | - |
| <input type="text" value="%2"/> | <input type="text" value="DATE_SUBMITTED"/> | + | - |
| <input type="text" value="%3"/> | <input type="text" value="DTTM_STAMP"/> | + | - |
| <input type="text" value="%4"/> | <input type="text" value="ORIGINATOR_ID"/> | + | - |
| <input type="text" value="%5"/> | <input type="text" value="BUSINESS_UNIT"/> | + | - |
| <input type="text" value="%6"/> | <input type="text" value="ASSET_ID"/> | + | - |

Defining User Lists for Approval Framework

This topic discusses how to define user lists and asset owners.

Pages Used to Define User Lists or Asset Owners

| Page Name | Definition Name | Usage |
|----------------------------------|------------------------|--|
| <u>User List Definition Page</u> | EOAW_USER_LIST | Define user sources for use in the AF approval process (rules). |
| User Profile - Roles Page | USER_ROLES | List the users that are to be requesters, or approvers for a given role that is accessed by a User List Definition within the Approval Framework. See |
| Roles - Members | ROLE_MEMBER | Verify that the role name is assigned to the correct user IDs. |
| <u>Asset Owner User Page</u> | AM_OWNER_DEFN2 | Assign users to asset owners. This step is required when using asset disposal. |

User List Definition Page

Use the User List Definition page to define user sources for use in the AF approval process (rules).

Navigation:

Enterprise Components > Approvals > Approvals > User List Setup > User List Definition

This example illustrates the fields and controls on the User List Definition page. You can find definitions for the fields and controls later on this page.

User List Definition

User List Supervisor by UserId

*Description

User List Source

Role

SQL Definition SQL Object Identifier

Query

Application Class

Include Users as Input

Transaction Keys as Input

The approval user list defines user sources for use with steps in the approval processes (rules).

You can modify and use the delivered user list definitions or set up your own approver user list definition to accommodate your organizational needs.

PeopleSoft delivers the following User Lists for Asset Disposal.

| Asset Disposal/User List Source |
|--|
| AMDisposalRequesters / SQL Definition |
| AMDisposalApprovers / Role |
| Supervisor by UserId / SQL Definition |

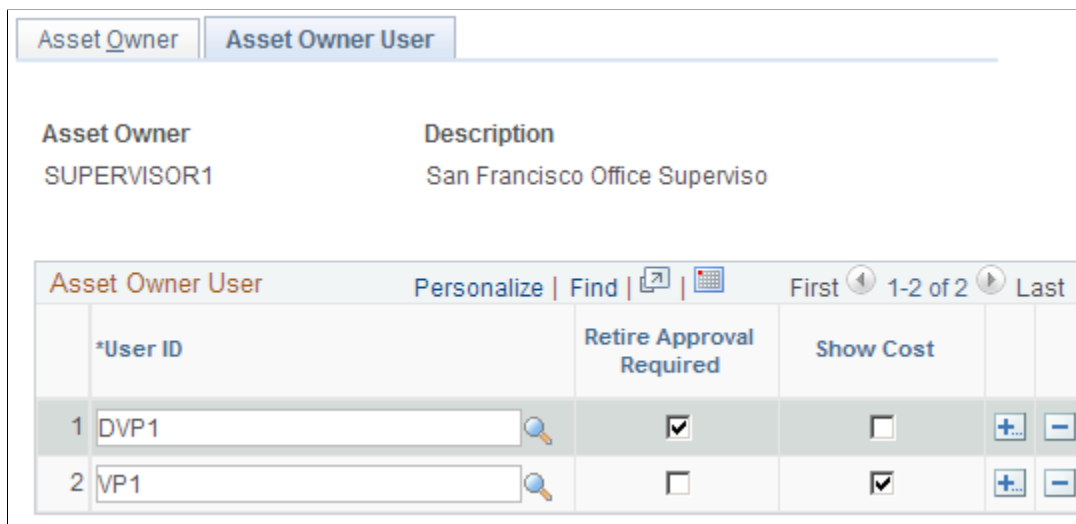
Asset Owner User Page

Use the Asset Owner User page to assign users to asset owners. This step is required when using asset disposal.

Navigation:

Set Up Financials/Supply Chain > Product Related > Asset Management > Financials > Define Asset Owners > Asset Owner User

This example illustrates the fields and controls on the Asset Owner User page.



The asset owner definition is required for asset disposal approval framework. When defining an asset owner user that will be used in the Approval Framework process, be sure to use an asset owner that is not considered a super user (such as MANAGER); otherwise, the disposal will be auto-approved.

See: [Example of Approval Framework Setup for Asset Disposal](#).

For more information, see Asset Lifecycle Management, Establishing Asset Processing, [Establishing Asset Ownership](#).

Setting Up Approval Process Definitions

To set up approval processes, use the Approval Process Setup component.

This topic discusses how to set up Approval Process definitions.

Pages Used to Define Approval Process Rules

| <i>Page Name</i> | <i>Definition Name</i> | <i>Usage</i> |
|---|------------------------|---|
| <u>Setup Process Definitions Page</u> | EOAW_PRCs_MAIN | Define the stages, paths and steps of the approval definition process. |
| <u>Criteria Definition Page</u> | EOAW_CRITERIA | Define field and monetary criteria to be used in the approval process. |
| <u>Approval Path Definition Page</u> | EOAW_PATH_SEC | Define approval path details, such as time-related escalation options and reassignment. |
| <u>Approval Step Definition Page</u> | EOAW_STEP_SEC | Define approval step details, such as approvers and approver requirements. |

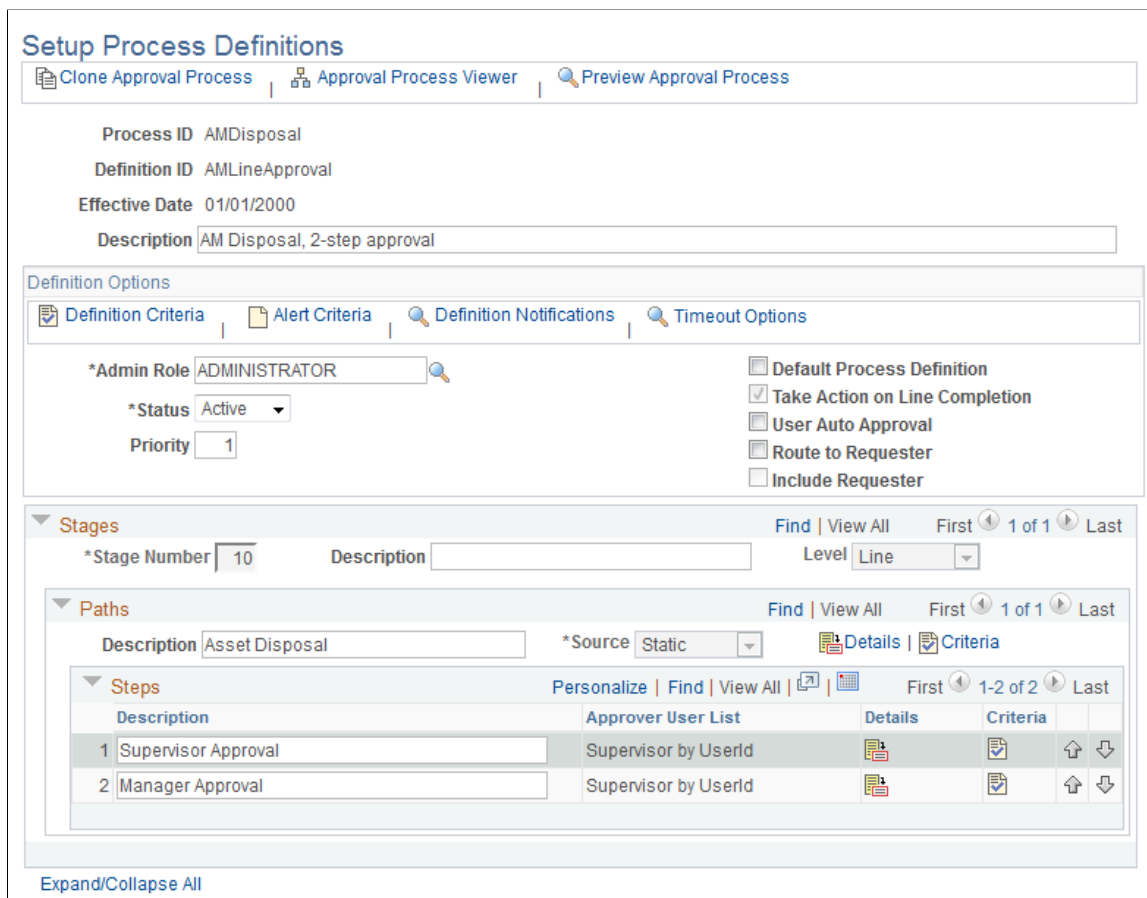
Setup Process Definitions Page

Use the Setup Process Definitions page to define the stages, paths and steps of the approval definition process.

Navigation:

Enterprise Components > Approvals > Approvals > Approval Process Setup > Setup Process Definitions

This example illustrates the fields and controls on the Setup Process Definitions Page. You can find definitions for the fields and controls later on this page.



Business analysts use this page to define approval definition processes. The process is made up of stages and their paths and steps. The approval steps that you place on the approval path represent the approval levels that are required for a transaction. The approval process definition provides the details of application approval rules. Asset management delivers the following demo Setup Process Definitions for AMDisposal:

- AMLineApproval (multi-level approvals)
- SHARE (single level approval)

Click the **Details** icon to access the [Approval Step Definition Page](#) and view or modify the User List selection and other approver details.

Note: Note: These definitions are available in the demo database. You may clone and modify them accordingly.

Criteria Definition Page

Use the Criteria Definition page to define field and monetary criteria to be used in the approval process, if needed.

Navigation:

Enterprise Components > Approvals > Approvals > Approval Process Setup > Setup Process Definitions > Definition Criteria > Criteria Definition

Criteria entered on this page determines which definition ID is to be used to process the approval. For more information, see Enterprise Components, PeopleSoft Approval Framework documentation, .“Understanding the Approval Framework Feature” (Approval Framework)

Approval Path Definition Page

Use the Approval Path Definition page to define approval path details, such as time-related escalation options and reassignment.

Navigation:

Click the **Details** link within the Paths group box of the Setup Process Definitions page.

After adding a path (or paths) on the Setup Process Definitions page, use this page to set up additional parameters that determine how the system processes this approval path. Use the Escalate Options to define time elements to be used when an approver requires too much time to approve or deny a pending request.

For more information, see Enterprise Components, PeopleSoft Approval Framework documentation, .“Understanding the Approval Framework Feature” (Approval Framework)

Approval Step Definition Page

Use the Approval Step Definition page to define approval step details, such as approvers and approver requirements.

Navigation:

Click the **Details** icon within the Steps group box of the Setup Process Definitions page.

This example illustrates the fields and controls on the Approval Step Definition Page. You can find definitions for the fields and controls later on this page.

After adding a step (or steps) on the Setup Process Definitions page, use this page to set up additional parameters that determine how the system processes this approval step. The example pictured uses the Supervisor By Userid Approver User List and requires only one approver for the asset disposal.

See [Understanding Approval Framework in Asset Management](#)

See also, *PeopleSoft Enterprise Components: Approval Framework*.

Example of Approval Framework Setup for Asset Disposal

This topic discusses the following steps involved in setting up the Approval Framework in Asset Management:

Review or Update Requester and Approvers User Lists

Review delivered user lists for Supervisor by UserID. You want to assign user AMS1 as the first level approver, MGR1 as second level approver, and user AMA1 as the requester. See [Defining User Lists for Approval Framework](#).

In this example, the values are as follows:

1. Verify that the AMA1 User Profile – Workflow page has AMS1 as Supervisor.

2. Verify that the AMS1 User Profile – Workflow page has MGR1 as Supervisor.

Assign Asset Owner Permissions

Define the requestor and approver appropriately on the Define Asset Owners – [Asset Owner User Page](#)

For this example, select the Retire Approval Required check box for the requester (AMA1), and deselect the check box for the approver (AMS1).

See [Pages Used to Define User Lists or Asset Owners](#).

See Asset Lifecycle Management: Establishing Asset Processing, [Establishing Asset Ownership](#).

See also, Approval Framework documentation: Defining Users for Approval Framework.

Review or Update Generic Templates

See [Pages Used to Create or Modify Notification Templates](#).

Check the following generic templates for notification settings:

- AMDisposalLineRequest
- AMDisposalLineApproved
- AMDisposalLineDenied
- AMDisposalLineUpdate

Review or Update Approval Process Setup

See [Setting Up Approval Process Definitions](#).

Example: Request and Approval of Asset Disposal

The following example shows the sequence of an asset disposal routed to the Worklist.

User AMA1 submits the following asset (EX_000000150) for disposal:

This example illustrates the fields and controls on the Disposal Worksheet page. You can find definitions for the fields and controls later on this page.

The screenshot shows the 'Disposal Worksheet' interface. It includes sections for 'Asset Search Criteria', 'Acquisition Details', and 'Asset Action'. The 'Asset Action' section has a 'Submit for Disposal' button and fields for 'Disposal Code', 'Retire Date' (02/28/2013), and 'Accounting Date' (02/28/2013). Below this is a 'Search Results' section with a table of results:

| Dispose | Asset ID | Description | Asset Type | Tag Number | Category | Serial ID |
|-------------------------------------|--------------|-------------|------------|--------------|----------|---------------|
| <input checked="" type="checkbox"/> | EX_000000150 | Bookcase | Furniture | P00000000150 | FF | 6663123455597 |
| <input type="checkbox"/> | EX_000000151 | Bookcase | Furniture | P00000000151 | FF | 6663123455589 |
| <input type="checkbox"/> | EX_000000152 | Bookcase | Furniture | P00000000152 | FF | 6663123455581 |

For more information, see “Understanding Asset Retirement Using the Disposal Worksheet” (PeopleSoft Asset Management)

Once the requester, AMA1, submits the selected asset for disposal, the AMDisposal link appears on the approver’s worklist (AMS1) as a worklist item from AMA1:

This example illustrates the fields and controls on the Example of the Worklist Page. You can find definitions for the fields and controls later on this page.

The screenshot shows the 'Worklist' page for user 'AMS1: Samuel Miller'. It includes a 'Detail View' link, 'Worklist Filters', and a 'Feed' icon. The main section is 'Worklist Items' with a table of items:

| From | Date From | Work Item | Worked By Activity | Priority | Link | | |
|------------------|------------|------------------|--------------------|----------|---|-------------|----------|
| William Crawford | 10/09/2013 | Approval Routing | Approval Workflow | | AMDisposal_1_AMLineApproval_2000-01-01_N_0 DATE_SUBMITTED:2013-10-09 DTTM_STAMP:2013-10-09-11:24:51.000000 ORIGINATOR_ID:AMA1RDC:RA:1.A | Mark Worked | Reassign |
| William Crawford | 10/09/2013 | Approval Routing | Approval Workflow | | AMDisposal_11_AMLineApproval_2000-01-01_N_0 DATE_SUBMITTED:2013-10-09 DTTM_STAMP:2013-10-09-14:43:09.000000 ORIGINATOR_ID:AMA1RDC:RA:1.A | Mark Worked | Reassign |
| William Crawford | 10/10/2013 | Approval Routing | Approval Workflow | | AMDisposal_31_AMLineApproval_2000-01-01_N_0 DATE_SUBMITTED:2013-10-10 DTTM_STAMP:2013-10-10-09:04:07.000000 ORIGINATOR_ID:AMA1RDC:RA:1.A | Mark Worked | Reassign |

A 'Refresh' button is located at the bottom left of the worklist items section.

Clicking the link from the Worklist page, the approver is routed to the Approve Disposals page for approval action:

This example illustrates the fields and controls on the Example of the Approve Disposals Page.

Approve Disposals

Originator AMA1 **Name** William Crawford **Date Submitted** 10/10/2013

Retirement Overrides

Retire Date 11/21/2013 **Disposal Code** Retirement by Sale **Accounting Date** 11/21/2013 Default

Approval Action

Comments

Disposals Pending Approval Personalize | Find | First 1 of 1 Last

| Select | Approver Status | Business Unit | Asset ID | Description | Tag Number | Category | Serial ID | Approval Status | View Approval Flow |
|--------------------------|-----------------|---------------|----------|----------------------|------------|----------|-----------|-----------------|--------------------|
| <input type="checkbox"/> | Approved | US001 | AB005 | Furniture & Fixtures | | FF | | Pending | |

For more information, see Approve Disposals page, “Understanding Asset Retirement Using the Disposal Worksheet” (PeopleSoft Asset Management)

