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Report Distribution

Distribution of AFS Daily reports is accomplished via the BUNDL report software. Please refer to the BUNDL Users Guide for instructions on viewing and printing reports.

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1G00   Aged Open Payment Vouchers

**Report
Overview:**

This report shows open payment vouchers by vendor within agency and fund, and calculates the lag time between the voucher date (when the voucher was entered into the system) and the scheduled pay date. Aging is shown in 30-day increments: 0 to 30 days, 31 to 60 days, and over 60 days. The voucher number, voucher date, scheduled payment date, voucher amount, and other voucher information are shown.

**Report
Purpose:**

This report can be used to review outstanding accounts payable, to ensure that payments are issued in a timely fashion. Outstanding credit memos may be monitored, as they may need to be recovered from the vendor if additional payments are not forthcoming.

**Report
Source:**

This report is pulled from various fields on the Open Payment Voucher Ledger (PVOPEN). These ledger fields are initially populated from information on the payment voucher transactions.

**Related
Reports:**

1G06 A & B, Scheduled Payment Turnaround Report
1G25 A & B, EFT Scheduled Payment Turnaround Report
1G07 A & B, Unscheduled Payment Turnaround Report
1G26 A & B, EFT Unscheduled Payment Report

**Report
Retention:**

This report is available under the BUNDL Current Reports menu for six (6) days, and under the Archived Reports menu for one (1) year.

**Field
Descriptions:**

Field Name	Description
AS OF	Date through which the report is created.
AGENCY [†]	Three digit ISIS Agency code
FUND [†]	Three digit ISIS Fund code.
VENDOR [†]	Vendor Name and 11-digit Vendor Number.
VOUCHER TRANSACTION [†]	Transaction agency and number of the payment voucher.
VOUCHER DATE [†]	Date the voucher was accepted by the system.
SCHED PAYMENT DATE [†]	Date the voucher is scheduled to be disbursed.

Field Name	Description
TYP [†]	Indicates the payment voucher type.
AGPS [†]	AGPS created flag shows 'P' if the document originated in AGPS, 'K' if the document originated in CFMS, and blank if the document originated in AFS.
VOUCHER AMOUNT [†]	Payment voucher dollar amount.
CLOSED AMOUNT [†]	The amount closed by a partial payment manual warrant (MW) that has a reference to the voucher number.
AGED OPEN PAYMENT VOUCHER AMOUNT, 0 TO 30 DAYS [†]	Open payment voucher amount that has a scheduled payment date less than 31 days from the voucher date.
AGED OPEN PAYMENT VOUCHER AMOUNT, 31 TO 60 DAYS [†]	Open payment voucher amount that has a scheduled payment date between 31 and 60 days from the voucher date.
AGED OPEN PAYMENT VOUCHER AMOUNT, OVER 60 DAYS [†]	Open payment voucher amount that has a scheduled payment date over 60 days from the voucher date.
VENDOR TOTAL [†]	Grand total of all aged payment vouchers for the vendor
TOTAL OF FUND [†]	Grand total of all aged payment vouchers for the fund.
TOTAL OF AGENCY [†]	Grand total of all aged payment vouchers for the agency.

† These fields, pulled from the Open Payment Voucher Ledger (PVOPEN), were originally input on the payment voucher documents.

Report Distribution: All agencies

Report Layout: Access BUNDL to view the report layout.

1G01   Fund Ledger Summary

**Report
Overview:**   This report provides the beginning and ending cash balances for each fund, showing the daily increases and decreases. Original, administrative, and real funds are included on the report. Balances are accumulated by fund class, with totals provided for all funds in the fund class.

**Report
Purpose:**   To provide the State Treasurer's Office with a summary of daily activity and balances, by fund.

**Report
Source:**   Administrative fund information is taken from the AFTB table. Real fund information is taken from the OLTB table. Information for Statutory funds is taken from the OLTB and CFND tables. Daily debits and credits are derived from transactions posted to the Daily General Ledger (GENLEDD) for each fund.

**Related
Reports:**   1G13 – System Balancing Proof

**Report
Retention:**   This report is available under the BUNDL Current Reports menu for six days, and under the Archived Reports menu for one year.

**Field
Descriptions:**

Field Name	Description
FOR	Date for which the report is created.
FUND	3-digit AFS Fund Number
DESCRIPTION	Description recorded for the Fund on the FUN2 or ADMF table.
BEGINNING CASH BALANCE	This is a calculated field = Ending Cash Balance + Daily Decreases – Daily Increases
DAILY INCREASES [†]	Debits posted to the Fund for the reporting day
DAILY DECREASES [†]	Credits posted to the Fund for the reporting day

Field Name	Description
ENDING CASH BALANCE	For Administrative funds, the sum of the current year amount + prior year amount, for cash accounts on the ADMF table. For Real funds, the sum of the current year amount + prior year amount, for cash accounts on the OLTB table. For Statutory funds, the sum of the current year amount + prior year amount, for cash accounts on the OLTB table that are also listed on the CFUND table.
TOTAL FOR ALL FUNDS	Grand total line. Beginning Cash Balance, Daily Increases, Daily Decreases, and Ending Cash Balances for all Fund Class totals listed on the report.
TOTAL FOR NON INTERFACE FUNDS	Totals from TOTAL FOR ALL FUNDS line less Fund Class 85I – Interface Funds line.

† These fields are pulled from transactions posted to the Daily General Ledger (GENLEDD).

Report Distribution: Control Agencies

Report Layout: Access BUNDL to view the report layout.

1G02	**Out of Sync CASH Table / BBAL Table Report**

**Report
Overview:** This report displays out of sync conditions between the Cash table (CASH) and the Balance Sheet Account Balance table (BBAL). If the balance of a cash account within a fund on the CASH table does not equal the balance of the same cash account and fund on the BBAL table, an exception line is printed on the report. If the two tables are in sync, then the message "NO EXCEPTIONS FOUND" appears on the report.

**Report
Purpose:** To alert the State Treasurer's Office if an out-of-sync condition exists between the CASH and BBAL tables.

**Report
Source:** Information for this report is taken from the CASH and BBAL tables.

**Related
Reports:** 1G01 – Fund Ledger Summary
1G13 – System Balancing Proof
1G40 – Bank Account Balance Table Error Report

**Report
Retention:** This report is available under the BUNDL Current Reports menu for six days, and under the Archived Reports menu for one year.

**Field
Descriptions:**

Field Name	Description
FOR	Date for which the report is created.
FUND NUMBER	3-digit AFS Fund Number associated with the cash account that is out-of-sync.
CASH ACCOUNT	4-digit AFS Cash Account that is out-of-sync.
CASH TABLE AMOUNT	The current balance for the Fund and Cash Account from the CASH table.
BBAL TABLE AMOUNT	The current balance for the Fund and Cash Account from the BBAL table.
DIFFERENCE	This is a calculated field = CASH Table Amount – BBAL Table Amount.

Field Name	Description
ERROR MESSAGE	The possible error messages are - CASH ACCT ON BBAL TABLE, NOT ON CASH TABLE - CASH ACCT ON BBAL TABLE, NOT ON BACC TABLE - CASH ACCT ON CASH TABLE, NOT ON BBAL TABLE - CASH ACCT ON CASH TABLE, NOT ON BACC TABLE - CASH ACCT ON CASH TABLE, NOT A CASH ACCOUNT.

**Report
Distribution:**   Control Agencies

**Report
Layout:**   Access BUNDL to view the report layout.

1G03   Daily Bank Ledger in Detail

**Report
Overview:**   This report provides a daily analysis of bank accounts by bank code and bank account number. All transactions impacting the bank balance are listed, with deposit and disbursement amounts shown in separate columns. Each bank code has a total for all activity, that displays the beginning and ending balances as well as the sums of all deposits and disbursements.

**Report
Purpose:**   To provide the State Treasurer's Office with a daily analysis of bank accounts by bank number.

**Report
Source:**   Information for this report is obtained from the BANK and ABAL tables, and from the Daily General Ledger (GENLEDD).

**Related
Reports:**   2G13 – Monthly Bank Ledger in Detail

**Report
Retention:**   This report is available under the BUNDL Current Reports menu for six (6) days and under the Archive Reports menu for one (1) year.

**Field
Descriptions:**

Field Name	Description
FOR	Date for which the report is created.
BANK CODE	2-character AFS Bank Code
BANK NUMBER	Bank number associated with the Bank Code, from the BANK table.
BANK ACCOUNT #	Bank account number associated with the Bank Code, from the BANK table.
ACCOUNT NAME	Bank account name associated with the Bank Code, from the BANK table.
DEP/EFF DATE [†]	For DS transactions, this is the deposit date. For other transactions, this is the date on which the document was accepted by the system.
T/C [†]	Transaction code for the document. Note: DS documents appear with transaction code "CR".

Field Name	Description
AGY [†]	Agency code recorded with the document. (Usually the agency that entered the document)
DOCUMENT NUMBER [†]	For DS documents only, this is the Deposit Ticket number, not the DS transaction number. For other transactions, this is the document number of the listed transaction.
BEGINNING BALANCE	Beginning balance in the bank account as of the report date, from the ABAL table.
DEPOSITS [†]	Transactions from the Daily General Ledger that are increases to the bank balance.
DISBURSEMENTS [†]	Transactions from the Daily General Ledger that are decreases to the bank balance.
ENDING BALANCE	This is a calculated field = Beginning Balance +/- Deposits +/- Disbursements. NOTE: If this amount does not agree with the ending balance on the ABAL table, an error message is printed.
TOTAL FOR ALL BANK ACCOUNTS	Grand total line. Beginning Balance, Deposits, Disbursements, and Ending Balance for all bank accounts listed on the report.

† These fields are pulled from the transaction records posted to the Daily General Ledger (GENLEDD).

Report Distribution: State Treasurer's Office; All Agencies via the ISFGFS mailcode.

Report Layout: Access BUNDL to view the report layout.

1G04 Treasurer Payments Report

**Report
Overview:** This report lists daily disbursements for each appropriation. Records included on the report are Automatic Disbursements from bank codes '04' and 'RJ', the Central Disbursement Accounts, and EFT disbursements from bank codes '03' and 'FT'. Records are summed within fund class, fund, appropriation, and budget fiscal year. The total on this report should equal the sum of the totals from the 1G18 and 1G31 reports for the same day.

**Report
Purpose:** To inform the State Treasurer's Office of the total dollar amount of disbursements made in the Nightly Cycle.

**Report
Source:** This report is pulled from various fields on the Daily General Ledger (GENLEDD). These ledger fields are initially populated from information on the AD and EF transactions. Additional information is obtained from the Fund table (FUN2) and the Appropriation table (EAP2).

**Related
Reports:** 1G18, Daily Check Register
1G31, EFT Tape Register

**Report
Retention:** This report is available under the BUNDL Current Reports menu for six (6) days and under the Archive Reports menu for one (1) year.

**Field
Descriptions:**

Field Name	Description
FOR	Date for which the report is created.
FUND CLASS	Higher level grouping to collect multiple funds, from the FUN2 table.
FUND [†]	3-digit AFS Fund code for which disbursements are shown.
APPROPRIATION NUMBER [†]	Appropriation for which disbursements are shown
BUDGET FISCAL YEAR [†]	Budget Fiscal Year in which the disbursements were recorded.
APPROPRIATION NAME	Name of the appropriation for the listed budget fiscal year, from the EAP2 table.

Field Name	Description
AMOUNT [†]	Sum of all AD and EF transaction amounts for the listed fund class, fund, appropriation number, and budget fiscal, recorded on the reporting day.
FUND TOTAL	Total disbursement amount for all appropriations associated with the Fund.
GRAND TOTAL	Total disbursement amount for all funds listed on the report.

† These fields, pulled from the Daily General Ledger (GENLEDD), are originally recorded on the AD and EF transactions.

Report Distribution: State Treasurer's Office

Report Layout: Access BUNDL to view the report layout.

1G05   Interagency Billing Notice

**Report
Overview:**

This is a daily report that lists intra-governmental voucher type 2s or 3s by buyer agency and seller agency. It is produced only when a PV Type 3 or an II type 2 or 3 is processed against a buyer agency. The buyer's report (1G05B) is sorted by buyer agency number and shows the seller agency number, effective budget fiscal year, document number, vendor invoice number and the buyer agency's accounting distribution. The seller's report (1G05S) is sorted by seller agency number and shows the seller agency number, effective budget fiscal year, document number and the buyer agency's accounting distribution. Totals are provided for each document for the seller agency and the buyer agency.

**Report
Purpose:**

To provide a list of all interagency transactions for both the seller and buyer agencies.

**Report
Source:**

This report is pulled from various fields on the Daily General Ledger (GENLEDD). The ledger fields are initially populated from various payment vouchers.

**Related
Reports:**

None

**Report
Retention:**

This report is available under the BUNDL Current Reports menu for six (6) days and under the Archive Reports menu for one (1) year.

**Field
Descriptions:**

Field Name	Description
FOR	Date for which the report is created.
BUYER OR SELLER AGENCY [†]	Intra-governmental voucher agency purchasing or selling goods and/or services.
SEL AGY [†]	Intra-governmental voucher agency receiving revenue for goods and/or services sold.
BD FY [†]	Budget fiscal year in which the sale was recorded.
FM [†]	Fiscal month in which the sale was recorded.
DOCUMENT NUMBER [†]	Intra-governmental document number.
LN NO [†]	Line number within the voucher.

Field Name	Description
REFERENCE CD [†]	Code: For vouchers that reference a preceding document, the referenced transaction code would be listed here.
REFERENCE AGY [†]	Agency: For vouchers that reference a preceding document, the referenced transaction agency would be listed here.
REFERENCE NUMBER [†]	Document Number: For vouchers that reference a preceding document, the referenced transaction number would be listed here.
REFERENCE LN [†]	Line Number: For vouchers that reference a preceding document, the referenced transaction line would be listed here.
VENDOR INVOICE [†]	Vendor Invoice Number associated with this line of the voucher.
BUY AGY [†]	The buyer agency number associated with this line of the voucher.
ORGN [†]	Buyer agency organization coded on the voucher line.
OBJT [†]	Buyer agency object coded on the voucher line.
APPR UNIT [†]	Buyer agency appropriation unit coded on the voucher line.
RPTG CAT [†]	Buyer agency reporting category coded on the voucher line.
AMOUNT [†]	Buyer agency voucher line amount.
ACTUAL DELIVERY DATE [†]	Date the goods and/or services were actually received, coded on the voucher.
DESCRIPTION [†]	Description coded on the voucher line.
TOTAL SELLER AGENCY	Total received by the seller agency for all interagency transactions.
TOTAL BUYER AGENCY	Total paid by buyer for all interagency transactions.

[†] These fields are pulled from transactions posted to the Daily General Ledger (GENLEDD).

**Report
Distribution:**   All Agencies

**Report
Layout:**   Access BUNDL to view the report layout.

1G06   **AD Scheduled Payment Turnaround Report**

**Report
Overview:**   This report lists payment vouchers which are currently scheduled for payment by
                                  check. To appear on this report, neither the voucher nor the vendor can be on
                                  hold, and the voucher must meet the parameter criteria for scheduled payment
                                  date, fund, and bank account. The report shows payment voucher line detail
                                  information, grouped by bank account, agency, budget fiscal year, fund, and
                                  vendor name. Totals are provided for each of these groupings (except fund).
                                  Credit memos are listed on the report and are taken into account in the vendor
                                  total. Discounts are not calculated or considered for this report.

                                  There are two versions of this report. The 1G06A report is produced on the
                                  morning of a workday which ends with a nightly cycle that includes an automated
                                  disbursements process. The 1G06B is produced as part of the automated
                                  disbursements process in the nightly cycle and is available to users the next
                                  workday.

**Report
Purpose:**   This report provides a preview of all payment vouchers that are due to be
                                  disbursed in the next nightly cycle.

**Report
Source:**   All information appearing on the report comes from the Open Payment Voucher
                                  Header (OPVH) and Open Payment Voucher Line (OPVL) tables.

**Related
Reports:**   1G07 – AD Unscheduled Payment Turnaround Report

**Report
Retention:**   The 1G06A version of this report is available under BUNDL current reports menu
                                  for 1 cycle; the 1G06B version for 3 cycles. Both versions are available under the
                                  Archive Reports menu for one (1) year.

**Field
Descriptions:**

Field Name	Description
CHECK DATE	Date for which the check will be issued.
BANK ACCT	Bank account code from which disbursement cash will be drawn, from the FUND table.
AGENCY	Agency Number and Name that will be charged for the voucher's disbursement, from OPVL.
VENDOR	Payee vendor name and number recorded on the payment voucher, from OPVH.

Field Name	Description
BD FY	Budget fiscal year in which the disbursement will be recorded, from OPVH.
FUND	Fund that will be charged for the voucher's disbursement, from OPVL.
VOUCHER NUMBER	Transaction Id of the voucher to be disbursed, from OPVH.
VOUCHER DATE	Date the payment voucher was accepted by the system, from OPVH.
VENDOR INVOICE	Vendor invoice number recorded on the payment voucher line, from OPVL.
SCHEDULED PAYMENT DATE	Date on which the voucher is currently scheduled to be disbursed, from OPVH.
INVOICE AMOUNT	Payment amount recorded on the voucher line, from OPVL.
PAID AMOUNT	Amount of the voucher that has already been disbursed, from OPVL.
SCHEDULED PAYMENT AMOUNT	Amount of the voucher that is scheduled to be disbursed in the next nightly cycle. This field is computed as Invoice Amount – Paid Amount.
AGPS	AGPS Created Flag shows 'P' if the payment voucher originated in AGPS, 'K' if the payment voucher originated in CFMS, and spaces if the payment voucher originated in AFS, from OPVH.
TOTAL OF VENDOR	Totals of Invoice Amount, Paid Amount, and Scheduled Payment Amount for the Vendor.
TOTAL OF BUDGET FY	Totals of Invoice Amount, Paid Amount, and Scheduled Payment Amount for the Budget Fiscal Year.
TOTAL OF AGENCY	Totals of Invoice Amount, Paid Amount, and Scheduled Payment Amount for the Agency.

**Report
Distribution:**   Agencies having scheduled payments, and OSRAP

**Report
Layout:**   Access BUNDL to view the report layout.

1G07	AD Unscheduled Payment Turnaround Report

Report Overview:

This report lists payment voucher lines that are still open but will not be paid in the next automated disbursements process. Records appearing on the report must meet the parameter criteria for the scheduled payment date, fund, and bank account. The report shows payment voucher line detail information, grouped by bank account, agency, budget fiscal year, fund, and vendor. Totals are provided for each of these groupings (except fund). Credit memos are listed on the report and are taken into account in the vendor total. Discounts are not calculated or considered for this report.

Essentially, this report shows all open payment vouchers (meeting the selection criteria) that were not selected by the AD Scheduled Payment Turnaround report 1G06. Some reasons that vouchers remain unscheduled are: the voucher is on hold, the vendor is on hold, the scheduled payment date is in the future, vendor credits exceed debits, or the cash amount has been exceeded. On days when Automated Disbursements is not run, the Hold Payment Indicator will default to "N".

There are two versions of this report. The 1G07A report is produced each morning; the 1G07B is produced as part of the automated disbursements process in the nightly cycle.

Report Purpose:

This report provides a preview of all payment vouchers that will not be disbursed in the next automated disbursements process.

Report Source:

All information appearing on the report comes from the Open Payment Voucher Header (OPVH) and Open Payment Voucher Line (OPVL) tables. Additional information is obtained from the Fund (FUN2) and Bank Account (BANK) tables.

Related Reports:

1G06 – AD Scheduled Payment Turnaround Report

Report Retention:

The 1G07A version of this report is available under BUNDL current reports menu for 1 cycle; the 1G07B version for 3 cycles. Both versions are available under the Archive Reports menu for one (1) year.

**Field
Descriptions:**

Field Name	Description
BANK ACCT	Bank account code from which disbursement cash will be drawn, from the FUND table, and bank account name from BANK.
AGENCY	Agency that will be charged for the voucher's disbursement, from OPVL.
VENDOR	Payee vendor number and name recorded on the payment voucher, from OPVH.
BD FY	Budget fiscal year in which the disbursement will be recorded, from OPVH.
FUND	Fund that will be charged for the voucher's disbursement, from OPVL.
VOUCHER NUMBER	Transaction Id of the voucher to be disbursed, from OPVH.
VOUCHER DATE	Date the payment voucher was accepted by the system, from OPVH.
VENDOR INVOICE	Vendor invoice number recorded on the payment voucher line, from OPVL.
INVOICE AMOUNT	Payment amount recorded on the voucher line, from OPVL.
PAID AMOUNT	Amount of the voucher that has already been disbursed, from OPVL.
SCHEDULED PAYMENT AMOUNT	Amount of the voucher that is not scheduled to be disbursed in the next automated disbursements process. This field is computed as Invoice Amount – Paid Amount.
SCHEDULED PAYMENT DATE	Date on which the voucher is currently scheduled to be disbursed, from OPVH.
HOLD	Hold Payment Indicator, shows the code for the reason the payment was not issued. A legend is printed on the bottom of the last page for the Agency: C = Payment exceeded cash limit on CASH table A = Agency excluded/included on ADRT table V = Vendor excluded/included on ADRV table Y = Vendor is on hold on VEND table N = Schedule Payment Date not equal to or less than 1G06 AD Schedule Payment Turnaround Report * = Total credits exceed total debits $ = Line amount greater than Maximum Disbursement Amount on FSYR table H = Individual payment voucher placed on Hold on SCHD table D = Accounting Distribution invalid M = Payment exceeded Actual – Amount Expended for MOF

Field Name	Description
AGPS	AGPS Created Flag shows 'P' if the payment voucher originated in AGPS, 'K' if the payment voucher originated in CFMS, and spaces if the payment voucher originated in AFS; from OPVH.
TOTAL OF VENDOR	Totals of Invoice Amount, Paid Amount, and Scheduled Payment Amount for the Vendor.
TOTAL OF BUDGET FY	Totals of Invoice Amount, Paid Amount, and Scheduled Payment Amount for the Budget Fiscal Year.
TOTAL OF AGENCY	Totals of Invoice Amount, Paid Amount, and Scheduled Payment Amount for the Agency.

**Report
Distribution:**   Agencies having unscheduled payments, and OSRAP

**Report
Layout:**   Access BUNDL to view the report layout.

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1G08   **Detail Transaction List**

**Report
Overview:**   This report shows a detail list of transactions as they appear in the ledgers. Transactions are listed by batch date, batch number, and transaction number. The entire report for all agencies' transactions for a processing day is available for viewing. Separate reports are created for budget transactions (RBs and EBs), appropriation transactions, and accounting transactions. Additionally, separate reports are available for budget transactions for the Office of Public Health, for J4 transactions for the Office of Telecommunications Management, and for all accounting transactions for the Department of Labor.

**Report
Purpose:**   To provide a list of transactions processed on the reporting day.

**Report
Source:**   This report is pulled from various fields on the Daily General Ledger (GENLEDD). These ledger fields are initially populated from information coded on the transactions posted on the reporting day.

**Related
Reports:**   1G00 – Aged Open Payment Vouchers
1G05 – Interagency Billing Notice
1G06 – AD Scheduled Payment Turnaround Report
1G07 – AD Unscheduled Payment Turnaround Report
1G11 – Input Validation (for J5 Interface transactions)
1G25 – EFT Scheduled Payment Turnaround Report
1G26 – EFT Unscheduled Payment Turnaround Report

**Report
Retention:**   This report is available under the BUNDL Current Reports menu for six (6) days and under the Archive Reports menu for one (1) year.

**Field
Descriptions:**

Field Name	Description
FROM 07/01/96 TO	To portion is the date for which the report is created.
BATCH DATE [†]	Date the document batch was accepted. If batching is not used, this field displays the system date when the document was accepted.
BATCH NO [†]	Identification number assigned to the document batch. Appears only if batching was used.
TRANS ID [†]	Identification number from the document.

Field Name	Description
TRANS DATE [†]	Date the document was accepted.
BFY [†]	Budget fiscal year from the document.
FUND [†]	Fund of the entry on the ledger.
AGY [†]	Agency entered on the document.
ORG/SUB [†]	Organization entered on the document. Sub-Organizations are not used by the State of Louisiana.
APPR UNIT [†]	Appropriation Unit from the document.
ACTIVITY [†]	Activity entered on the document.
FUNCTION [†]	Function entered on the document.
OBJ/SUB [†]	Object and Sub-Object entered on the document.
RSRC/SUB [†]	Revenue Source and Sub-Revenue Source entered on the document.
AC TP [†]	Account Type of the entry on the ledger.
BS ACCT [†]	Balance Sheet Account of the entry on the ledger.
INTERNAL REF [†]	Intragovernmental (seller) fund/agency entered on the document.
JOB NUMBER [†]	The capital outlay project number entered on the document.
REPT CATG [†]	The reporting category entered on the document.
VENDOR PROVIDER [†]	The vendor number entered on the document.
DESCRIPTION [†]	Description entered on the document.
AMOUNT [†]	Line amount entered on the document. Credits are denoted by "CR".

[†] These fields are pulled from transactions posted to the Daily General Ledger (GENLEDD).

**Report
Distribution:**   All Agencies via the ISFGFS mailcode.

**Report
Layout:**   Access BUNDL to view the report layout.

1G09   Suspense Control by Payment System, Fund, and Agency

**Report
Overview:**   This report creates a list of transactions originating from J5's that have suspensed, along with the correcting transactions that have been manually input on J1 documents. It pulls information from the General Ledger, where the transactions are from either a J5 or a J1, have an Account Type of "03" (Fund Balance) and a Balance Sheet Account of "6685" (Coding Error Suspense). The entries are listed within each Fund and Agency by Payment System and entry type (Addition or Correction). All lines for each entry type in a Payment System are totaled. This total is added to the "Beginning Balance," which is displayed on the first line for the Payment System, to make up the "Ending Balance," which is displayed on the last line for the payment system. Grand totals are displayed for each Fund and Agency combination.   If there are no additions or corrections for a Fund/Agency/Payment System, the report will display a message to that effect.

**Report
Purpose:**   This report should be reviewed on days subsequent to a J5 interface processing during a nightly cycle. It allows the agency user to see what, if any, transactions suspensed. The agency can then research the reason for the error, and correct using a J1 document. The J1 entry will back out the entries to the Suspense Balance Sheet Account, and allow the agency to correctly charge the expenditure. The report should also be used to verify that the J1 entries were done and processed correctly on the previous day.

**Report
Source:**   This report is pulled from various fields on the Daily General Ledger (GENLEDD). These ledger fields are initially populated from either information from the J5 or J1 transactions, or, in the case of the Beginning Balances, from an input file.

**Related
Reports:**   1G08 – Detail Transaction List for Accounting Transactions
1G10 – Control Record Validation Report
1G11 – Input Validation Report
1G17 – J5 Interface Transactions Marked for Deletion

**Report
Retention:**   This report is available under the BUNDL Current Reports menu for six days, and under the Archived Reports menu for one year.

**Field
Descriptions:**

Field Name	Description
FUND [†]	Fund from the Daily General Ledger.
AGENCY [†]	Agency from the Daily General Ledger.
PYMT NUMBER [†]	From the Daily General Ledger. For 'J5' Transactions, it will be found in the Document-Number (positions 7 & 8). For 'J1' Transactions, it will be found in the Description Field. The description must be input as "PMT# XX", where XX is the Payment System number.
TRANSACTION DATE [†]	The date on which the J1 or J5 is run and accepted.
DOCUMENT NUMBER [†]	The document number assigned on the J5 or J1.
FUND [†]	Fund from the J5 or J1.
FM-FY [†]	Accounting period (Fiscal Month and Fiscal Year) from the transaction.
BS ACCT [†]	Balance Sheet Account; should always equal "6685", the Balance Sheet Account for Suspense.
INPUT DESCRIPTION [†]	Describes the type of entry, based on the type of journal voucher processed. If the entry is generated due to a J5, the description will be "Balancing-Suspense Entry". If the entry is generated due to a J1, the description will be blank.
TOTAL [†]	The dollar amount for each line.
BEGINNING BALANCE	The amount for each Fund, Agency, Payment System combination that is read from an input file during the report processing. If no entry exists on the input file, the Beginning Balance will be zero.
TOTAL ADDITIONS	Total of all J5 transactions listed for each Fund, Agency, Payment System combination.
TOTAL CORRECTIONS	Total of all J1 transactions listed for each Fund, Agency, Payment System combination.
ENDING BALANCE	Sum of Beginning Balance plus Total Additions plus Total Corrections, within the specified Fund, Agency, Payment System combination. This total will be written to a file, and will be used as the Beginning Balance the next time the report is processed.
TOTAL FOR FUND AND AGENCY, BEGINNING BALANCE	Total of all Beginning Balances for all Payment Systems for the Fund and Agency, that is read from an input file during the report processing. If no entry exists on the input file, the Beginning Balance will be zero.

Field Name	Description
TOTAL FOR FUND AND AGENCY, ADDITIONS	Total of all J5 transactions listed for all Payment Systems for the Fund and Agency. If no J5s exist on the input file, the Additions will be zero.
TOTAL FOR FUND AND AGENCY, CORRECTIONS	Total of all J1 transactions listed for all Payment Systems for the Fund and Agency. If no J1s exist on the input file, the Corrections will be zero.
TOTAL FOR FUND AND AGENCY, NEW TOTAL	Total of all Beginning Balances, Additions, and Corrections for all Payment Systems for the Fund and Agency.

† These fields, pulled from the Daily General Ledger (GENLEDD), are originally input on the J5 and/or J1 documents.

**Report
Distribution:**   Agencies with J5 Interfaces; Office of Statewide Reporting and Accounting Policy.

**Report
Layout:**   Access BUNDL to view the report layout.

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1G10   Control Record Validation Report

**Report
Overview:**

This report is produced in each job that processes a file of interface transactions. It includes the agency number and name, and the person to contact if problems are found with the interface file. Also included in the report is a count of the number of records which the Agency sent as part of their Control Record, and a calculated total of the number of transactions which the system actually read from the file. If these numbers are not equal, the difference will be given along with a message to contact the appropriate agency. If these numbers are equal, no further information will be given on the report.

**Report
Purpose:**

This report provides contact information for the agency sending the interface file of transactions to be processed by AFS.

**Report
Source:**

The report is produced from information supplied on the Control Record of the interface file.

**Related
Reports:**   None

**Report
Retention:**

This report is available under the BUNDL Current Reports menu for six (6) days, and under the Archived Reports menu for thirty (30) days.

**Field
Descriptions:**

Field Name	Description
AGENCY [†]	3-digit number of the Agency providing the interface file.
AGENCY NAME [†]	Name of the Agency providing the interface file.
CONTACT PERSON [†]	Name of the person to be contacted in the event of problems with the interface file.
PHONE [†]	Telephone number of the Contact Person.
SYSTEM NAME [†]	Name of the system that created the interface file.
CONTROL NUMBER OF RECORDS [†]	Number of records entered on the Control Record.
CALCULATED NUMBER OF RECORDS	Number of records that the system calculated were contained in the file.

† All of these fields are obtained from the Control Record in the Interface File.

**Report
Distribution:**   This report can be found in the execution report for each interface file.

**Report
Layout:**   Access BUNDL to view the report layout.

1G11   Input Validation Report

**Report
Overview:**

This report is a list of all J5 transactions which were loaded to the Suspense File and were either accepted or suspensed by the Suspense Program. The header and line information for the J5 is displayed, along with the amounts of the debits and credits. Payroll J5s are not included on this report.

For documents with errors, the original line information is displayed with an entry in the description field of 'SUSPENSE LINE CREATED'. The following lines display the error messages which caused the line to reject. If the debits and credits for a transaction are not equal, an entry will be inserted with an entry in the description field of 'SUSPENSE ENTRY ADDED'. The amount added will be the amount needed to bring the debits and credits into balance. At the end of all lines for the transaction, a line will be displayed with 'TOTAL SUSPENSE ENTRY' in the description field. This line shows the total credit and debit amounts posted to the Suspense Balance Sheet Account 6685 for the transaction.

**Report
Purpose:**

This report should be reviewed on days subsequent to a J5 interface processing during a nightly cycle. It allows the agency user to see what transactions accepted and what, if any, transactions suspensed. The agency can then research the reason for the error, and input a correction using a J1 document.

**Report
Source:**

This report is pulled from various fields on the Daily General Ledger (GENLEDD). These ledger fields are initially populated from information from the J5 transactions.

**Related
Reports:**

1G08 – Detail Transaction List for Accounting Transactions
1G09 – Suspense Control by Payment System, Fund, and Agency
1G10 – Control Record Validation Report
1G17 – J5 Interface Transactions Marked for Deletion

**Report
Retention:**

This report is available under the BUNDL Current Reports menu for six (6) days and under the Archive Reports menu for one (1) year.

**Field
Descriptions:**

Field Name	Description
AGENCY [†]	Agency number from the J5 document.
DOCUMENT NUMBER [†]	Document number on the J5 document.

Field Name	Description
R T [†]	The Report Type field lists either a 'D' (document header) or an 'L' (document line).
MO-YR [†]	The fiscal month and fiscal year for the J5, either coded on the document or inferred from the processing date.
BFY [†]	The budget fiscal year for the J5, either coded on the document or inferred from the processing date.
DEBIT AMOUNT [†] (Report Type = D)	Total of Debit line amounts coded on the J5 document.
CREDIT AMOUNT [†] (Report Type = D)	Total of Credit line amounts coded on the J5 document.
INPUT DESCRIPTION [†] (Report Type = D)	This field contains the document description from the J5 Header, which is the three character FUND tied to the offset for payments. This is the fund number to which the cash offset line should post.
FUND [†]	Fund coded on the J5 line.
ACT TYP [†]	Account type coded on the J5 line.
EXPB ORGN [†]	Organization coded on the J5 line.
OBJT RSRC [†]	Object or Revenue Source coded on the J5 line.
S/O S/R [†]	Sub-Object or Sub-Revenue Source coded on the J5 line.
BK CD [†]	Bank Code coded on the J5 line.
RPTG CATG [†]	Reporting Category coded on the J5 line.
BS ACCT [†]	Balance Sheet Account coded on the J5 line.
ACTV [†]	Activity coded on the J5 line.
FUNC [†]	Function coded on the J5 line.
APPR [†]	Appropriation Unit coded on the J5 line.
AGY [†]	Agency Number coded on the J5 line.
DEBIT AMOUNT [†] (Report Type = L)	Debit line amount coded on the J5 line.
CREDIT AMOUNT [†] (Report Type = L)	Credit line amount coded on the J5 line.

Field Name	Description
INPUT DESCRIPTION [†] (Report Type = L)	This field shows the description coded on the J5 line. If a J5 line has errors, the error message numbers and descriptions will appear. If a suspense entry has been created, the message "*** SUSPENSE ENTRY CREATED" will appear.

† These fields, pulled from the Daily General Ledger (GENLEDD), are originally input on the J5 documents.

Report Distribution: Agencies with J5 Interfaces; Office of Statewide Reporting and Accounting Policy

Report Layout: Access BUNDL to view the report layout.

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1G13 **System Balancing Proof**

**Report
Overview:** This report provides the State Treasurer's Office with a summary of daily activity and balances for Cash in Bank and Cash in Fund. Columns on the report show the beginning balance, debits and credits posted during the report day, and the ending balance. An additional line is provided for cash in fund class 85I (Interface Fund), followed by a line for cash in all other fund classes.

**Report
Purpose:** To provide the State Treasurer's Office with a means to ensure that the Cash in Bank and Cash in Fund are in balance.

**Report
Source:** Information for this report is obtained from the Bank Account Balance (ABAL) table and Balance Sheet Account Balance (BBAB) table.

**Related
Reports:** 1G01 – Fund Ledger Summary
1G03 – Daily Bank Ledger in Detail

**Report
Retention:** This report is available under the BUNDL Current Reports menu for six (6) days and under the Archive Reports menu for one (1) year.

**Field
Descriptions:**

Field Name	Description
FOR	Date for which the report is created.
SUMMARY ACCOUNT	The two summary accounts are "Cash in Bank" and "Cash in Fund".
BEGINNING BALANCE TOTAL	Total in the summary account at the beginning of the report day. For "Cash in Bank", this information is obtained from the ABAL table. For "Cash in Fund", this information is obtained from the BBAB table.
POSTED TODAY – DEBITS	Total of cash credits posted to the summary account during the report day. For "Cash in Bank", this information is obtained from the ABAL table. For "Cash in Fund", this information is obtained from the BBAB table.
POSTED TODAY – CREDITS	Total of cash debits posted to the summary account during the report day. For "Cash in Bank", this information is obtained from the ABAL table. For "Cash in Fund", this information is obtained from the BBAB table.

Field Name	Description
ENDING BALANCE TOTAL	Total in the summary account at the end of the report day. For "Cash in Bank", this information is obtained from the ABAL table. For "Cash in Fund", this information is obtained from the BBAB table.
TOTAL	Net balances for cash in bank and cash in fund for all four amount columns.
CASH IN FUND CLASS 85I	Beginning balance, debit and credit activity, and ending balance for cash in fund as it relates to fund class 85I only.
CASH IN FUND OTHER CLASSES	Beginning balance, debit and credit activity, and ending balance for cash in fund as it relates to all fund classes except 85I.

**Report
Distribution:**   Control Agencies

**Report
Layout:**   Access BUNDL to view the report layout.

1G14   Cash Overrun Report

**Report
Overview:**   This report shows totals of receipts and disbursements amounts and remaining cash balances for those Means of Financing Appropriations or Agency Funds that have a negative remaining cash balances at the end of the report day.

**Report
Purpose:**   To advise the State Treasurer's Office when an Appropriation or Agency Fund is in a negative cash position.

**Report
Source:**   Information for this report is obtained from the Appropriation (EAP2) table and the Cash (CASH) table.

**Related
Reports:**   None

**Report
Retention:**   This report is available under the BUNDL Current Reports menu for six (6) days and under the Archive Reports menu for one (1) year.

**Field
Descriptions:**

Field Name	Description
AS OF	Date through which the report is created.
APR	The appropriation unit that has overrun cash, from EAP2. This field is blank for agency funds.
ST	Status indicator for the appropriation, from EAP2. This field will be blank for agency funds and active appropriations, but will show "I" for inactive appropriations.
FY	The budget fiscal year for which cash was overrun, from CASH.
DESCRIPTION	The description of the appropriation that was recorded with the budget, from EAP2. This field is blank for agency funds.
AGY	The agency that has overrun cash, from EAP2.
FUND	The fund that has overrun cash, from CASH.

Field Name	Description
STATE FUNDS	Appropriation amount (budget) for State Funds (appropriation group code 01) or Interim Emergency Board (appropriation group code 07), from EAP2. This field is 0.00 for other appropriations and for agency funds.
RECEIPTS	Receipts recorded against the appropriation or agency fund, through the end of the report day, from EAP2. This field is 0.00 for State Funds and Interim Emergency Board appropriations.
DISBURSEMENTS	Disbursements recorded against the appropriation or agency fund through the end of the report day, from EAP2.
REMAINING CASH	The negative cash amount at the end of the report day, from CASH.
TOTAL	A calculated field, represents the sum of all negative cash amounts at the end of the report day.

Report Distribution: Control Agencies

Report Layout: Access BUNDL to view the report layout.

1G15   Lien/Levy Exception Report

**Report
Overview:**   This report lists payment vouchers that were not selected for lien/levy processing. Records appear on this report sorted by agency type, agency, vendor code, and voucher number. If a payment voucher is not selected for lien/levy processing because it failed to meet some criteria, it is included on this report along with a message about which criteria were not met.

**Report
Purpose:**   Payment vouchers that appear on this report should be researched to determine the cause of the problem, then reprocessed in the next nightly cycle.

**Report
Source:**   Information for this report is obtained from the Open Payment Voucher Header table (OPVH), and from the Vendor Lien/Levy table (VLLT).

**Related
Reports:**   1G00 – Aged Open Payment Vouchers

**Report
Retention:**   This report is available under the BUNDL Current Reports menu for six (6) days and under the Archive Reports menu for one (1) year.

**Field
Descriptions:**

Field Name	Description
AGENCY TYPE	Agency type associated with the listed agencies, from the AGC2 table.
AGENCY	Agency associated with the payment voucher subject to a lien or a levy, from OPVH.
VENDOR CODE AND NAME	Vendor who is subject to a lien or levy, from OPVH.
PV NUMBER	Payment voucher document number, from OPVH.
LIEN HOLDER CODE AND NAME	Vendor code and name of the lien holder who will collect the lien or levy, from VLLT.
LIEN PV	Payment voucher document number that was created by the lien/levy process for the lien holder vendor.
LIEN NUMBER	Number assigned to the lien or levy, from VLLT.
MESSAGE	Error message explaining the exception that occurred during lien/levy processing.

**Report
Distribution:**   All Agencies via the ISFGFS mailcode.

**Report
Layout:**   Access BUNDL to view the report layout.

1G16   Open Accounts Payable by Due Date

**Report
Overview:**   This report lists the open payable, credit memo, and cumulative net payable amounts to be disbursed. Open accounts payable amounts are divided into three timeframes: payables due prior to the report date, payables due within 30 days after the report date, and payables due more than 30 days after the report date. Payables and credit memos due within 30 days of the report date are listed by due date, with cumulative payable amounts and cumulative net payable amounts.

**Report
Purpose:**   To provide the State Treasurer's Office with a forecast of payables coming due.

**Report
Source:**   Information for this report is obtained from the Open Payment Voucher Line table (OPVL).

**Related
Reports:**   1G00 – Aged Open Payment Vouchers

**Report
Retention:**   This report is available under the BUNDL Current Reports menu for six (6) days and under the Archive Reports menu for one (1) year.

**Field
Descriptions:**

Field Name	Description
FOR	Date for which the report is created.
DATE	Date listed represent due dates for payables and relate to the three lines PAYABLES DUE PRIOR TO, PAYABLES COMING DUE, and REMAINING PAYABLES DUE AFTER. The report date is listed for PAYABLES DUE PRIOR TO; various dates are listed for PAYABLES COMING DUE – due dates within the 30 days that follow the report date; a date equal to the report date + 30 is listed for REMAINING PAYABLES DUE AFTER – this is for all due dates more than 30 days in the future.
PAYABLE	Total of open positive payment voucher lines due for each of the date groups. For PAYABLES COMING DUE, total amounts are listed for each day that payables are due within 30 days of the report date. A total for all payables due within the 30 days is listed on the PAYABLES DUE line.

Field Name	Description
CUMULATIVE PAYABLE	Cumulative total of all open payment voucher lines beginning with those due prior to the report date. If portions of payables have been disbursed (on partial payment checks), the cumulative amounts listed are net of those partial payments. Credit memo amounts are not included in cumulative payable amounts.
CREDIT MEMO	Total of open negative payment voucher lines as they relate to each of the dates listed.
CUMULATIVE NET PAYABLE	Cumulative total of all open payment voucher lines beginning with those due before the report date. If portions of payables have been disbursed (on partial payment checks), the cumulative amounts listed are net of those partial payments. Credit memo amounts are included in cumulative net payable amounts.

**Report
Distribution:**   Control Agencies

**Report
Layout:**   Access BUNDL to view the report layout.

1G17   J5 Interface Transactions Marked for Deletion

**Report
Overview:**   This report creates a list of all J5 Transactions that have been marked for deletion through the Suspense process, because of errors in the header section of the document. Several errors can cause a transaction to be deleted, including invalid accounting dates, closed accounting periods, or invalid amounts in the amount fields. The input to this report is a file created from the ISUSPEND job. This file contains all of the information needed to identify which documents will be marked for deletion.

**Report
Purpose:**   This report contains information that is useful in determining which documents from an interface file have been marked for deletion.

**Report
Source:**   Several errors can cause a transaction to be deleted. The Record Selection Logic is located in the Suspense Program (ISUSPEND). This program creates an output file that is used as input to the IS031G17 program.

**Related
Reports:**   1G11 - Input Validation Report

**Report
Retention:**   This report is available in BUNDL Current Reports menu for six (6) days and under the Archive Reports menu for thirty (30) days.

**Field
Descriptions:**

Field Name	Description
DOCUMENT NUMBER	Document number of the transaction that has been marked for deletion.
MM-DD-YY	The transaction date of the J5 transaction that was marked for deletion.
AGENCY	Agency from the header of the J5 transaction.
DEBIT AMOUNT	Total debit amount of the J5 transaction.
CREDIT AMOUNT	Total credit amount of the J5 transaction.
REASON FOR DELETION	Description of the error that occurred causing the transaction to reject.

███████████████████████████████████████

**Report
Distribution:**   All Agencies, via the ISFGFS mailcode.

**Report
Layout:**   Access BUNDL to view the report layout.

1G18　　　　　　**Daily Check Register**

**Report
Overview:**　　　　This report is produced nightly as part of the automated disbursements cycle to show information about all checks (consolidated and single) produced. For each check, the check number, vendor name, and amount paid are displayed, along with a list of all vouchers and credit memos disbursed on the check. Totals are provided for each check and for all checks in a bank account. The report is sorted by bank number and then by check number.

**Report
Purpose:**　　　　This report reflects what each vendor was paid and includes the check number, bank code, payment voucher number, amount, agency and fund from the previous nightly cycle.

**Report
Source:**　　　　Information for this report is obtained from the Automated Disbursements Ledger. This report selects Automated Disbursements (ADs) only.

**Related
Reports:**　　　　1G03 – Daily Bank Ledger in Detail
　　　　　　　　1G08 – Detail Transaction Register for Accounting Transactions
　　　　　　　　1G19 – Million Dollar Check Register
　　　　　　　　2G19 – Monthly Check Register

**Report
Retention:**　　　　This report is available under the BUNDL Current Reports menu for six (6) days and under the Archived Reports menu for one (1) year.

**Field
Descriptions**

Field Name	Description
FOR	Date for which the report is created.
BANK	Bank account code from which the disbursement was drawn.
CHK CAT	Check category associated with this voucher. This will be "AA" for single checks or "99" for consolidated checks.
CHECK NUMBER	Check number printed on the check. Check numbers from the automated disbursement cycle begin with "AD".
VENDOR	Vendor name to whom the check was written.
PMT VOUCHER ID	Transaction ID of the payment voucher or credit memo included in the check.

Field Name	Description
AGY	Agency coded on the disbursed payment voucher or credit memo.
FUND	Fund coded on the disbursed payment voucher or credit memo.
AMOUNT	Amount of the disbursed payment voucher or credit memo.
CHECK TOTAL	Total amount of the check disbursement to the vendor.
CHECK CATEGORY COUNT	Number of payment vouchers paid from the check category.
CHECK CATEGORY TOTAL	Total amount of the disbursements from the check category.
GRAND TOTAL OF COUNT	Number of payment vouchers paid for the day.
GRAND TOTAL	Total amount of the disbursements paid for the day.

**Report
Distribution:**   State Treasurer's Office and All Agencies, via the ISFGFS mailcode

**Report
Layout:**   Access BUNDL to view the report layout.

1G19   **Million Dollar Check Register**

**Report
Overview:**   This report is produced nightly as part of the automated disbursements cycle to
show information about the checks produced. This report is similar to the 1G18
(Daily Check Register), except that it only lists checks that are written for one
million dollars or more. For each million dollar check, the check number, vendor
name, and amount paid are displayed, along with a list of all vouchers and credit
memos disbursed on the check. Totals are provided for each check and for all
checks in a bank account. The report is sorted by bank number and then by check
number.

**Report
Purpose:**   This report will list any checks that totaled one (1) million dollars or more that
were produced from the previous nightly cycle.

**Report
Source:**   This report selects Automated Disbursements (AD's) that total one (1) million
dollars only.

**Related
Reports:**   1G03 – Daily Bank Ledger in Detail
1G18 - Daily Check Register
1G44 – Million Dollar Electronic Funds Register

**Report
Retention:**   This report is available under the BUNDL Current Reports menu for six (6) days
and under the Archived Reports menu for one (1) year.

**Field
Descriptions:**

Field Name	Description
FOR	Date for which the report is created.
BANK	Bank account code from which the disbursement was drawn.
CHECK NUMBER	Check number printed on the check. Check numbers from the automated disbursement cycle begin with "AD".
VENDOR	Vendor to whom the check was written.
PMT VOUCHER ID	Transaction ID of the payment voucher or credit memo included on the check.
AGY	Agency coded on the disbursed payment voucher or credit memo.

Field Name	Description
FUND	Fund coded on the disbursed payment voucher or credit memo.
AMOUNT	Amount of the disbursed payment voucher or credit memo.
CHECK TOTAL	Total amount of the check disbursement to the vendor.
GRAND TOTAL	Total amount if check disbursements each for one million dollars or more paid for the day.

Report Distribution: State Treasurer's Office

Report Layout: Access BUNDL to view the report layout.

1G20   Detailed General Ledger Internal Consistency Report

**Report
Overview:**   This report provides a list of imbalances between debits and credits on the Daily General Ledger (GENLEDD). It balances ledger entries within accounting period, fund, and document ID. If no imbalances are found, the report produces the message: "TRANSACTIONS WITH UNEQUAL DEBITS AND CREDITS: 0".

**Report
Purpose:**   To notify the Control Agencies that an error has occurred in the nightly cycle processing.

**Report
Source:**   Information for this report is obtained from the Daily General Ledger (GENLEDD).

**Related
Reports:**   None

**Report
Retention:**   This report is available under the BUNDL Current Reports menu for six (6) days and under the Archive Reports menu for thirty (30) days.

**Field
Descriptions:**

Field Name	Description
DOCUMENT ID	Unique identification number of the unbalanced transaction.
FUND	Fund in which the imbalance exists.
PERIOD	The accounting period in which the imbalance exists.
DEBIT AMOUNT	The transaction debit amount recorded on the ledger.
CREDIT AMOUNT	The transaction credit amount recorded on the ledger.
ERROR MESSAGE	A brief description of the error condition.

**Report
Distribution:**   Control Agencies

**Report
Layout:**   Access BUNDL to view the report layout.

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1G21   Out of Sync List

**Report
Overview:**   This report compares the Daily General Ledger (GENLEDD) and Daily Budget
Ledger (BUDLEDD) records to master tables to see if all daily activity was
recorded in the tables. It notes tables' begin-day balances, adds any ledger
activity that occurred today, compares that result to the tables' current balances,
and reports any differences found. Table entries that show no activity on the
ledger are also checked, and are reported if begin-day balances do not equal
current balances. If no out of sync condition exists, the report will display the
message: "LEDGERS AND TABLES ARE IN SYNC".

**Report
Purpose:**   To notify the Control Agencies that an error has occurred in the nightly cycle
processing.

**Report
Source:**   Information for this report is obtained from the Daily General Ledger
(GENLEDD) and the Daily Budget Ledger (BUDLEDD), and from five tables:
Balance Sheet Account Balance (BBAL), Revenue Budget Inquiry (REV2),
Expenditure Budget Inquiry (EEX2), Appropriation Inquiry (EAP2), and
Appropriation by Object Category (APCT).

**Related
Reports:**   1G08 – Detail Transaction List
1G40 – Bank Account Balance Table Error Report

**Report
Retention:**   This report is available under the BUNDL Current Reports menu for six (6) days
and under the Archive Reports menu for thirty (30) days.

**Field
Descriptions:**

Field Name	Description
XXXX KEY	Key fields for the table record where the imbalance exists. XXXX represents the table's four-character code. All key fields for the problem record are displayed.
BEGIN-DAY BALANCE	The beginning day's balance from the table record listed.
RECORDED ON LEDGER	Total amount of daily transactions posted to the ledger for the problem record.
CALC CURRENT BALANCE	This is a calculated field = Begin-Day Balance + Recorded on Ledger.
TABLE CURRENT BALANCE	The current balance from the table record listed.

Field Name	Description
DIFFERENCE	This is a calculated field = Calc Current Balance – Table Current Balance.

**Report
Distribution:**   Control Agencies

**Report
Layout:**   Access BUNDL to view the report layout.

1G24	Discounts Taken / Lost Report (For Automated Disbursements)

Report Overview:

This report lists discount amounts taken with check payments during the automated disbursements process. Vouchers that are subject to a discount appear on this report with the original voucher amount, the discount amount applied, and the net amount of the disbursed check. In addition, this report also shows manual warrants which could either take or lose a discount. All manual warrants, however, will be listed with the assumption that the discount is lost, regardless of whether or not it really was.

Report Purpose:

To list all payment vouchers that were paid by check, that were subject to discounts.

Report Source:

Information for this report is obtained from the Open Payment Voucher Line (OPVL) table. This report uses the check date from the Automated Disbursement Parameter (ADIS) table.

Related Reports:

1G06 – AD Scheduled Payment Turnaround Report
1G28 – Discount Taken/Lost Report (For Electronic Funds Transfers)

Report Retention:

This report is available in BUNDL Current Reports menu for six (6) days and under the Archive Reports menu for one (1) year.

Field Descriptions:

Field Name	Description
FOR AUTOMATED DISBURSEMENT RUN ON:	Date for which the report is created.
VOUCHER #	Document number of payment voucher on which the discount was taken.
INVOICE #	Vendor invoice number (as coded on the payment voucher) for which a discount was taken.
VOUCHER DATE	Date of entry for the payment voucher on which a discount was taken.
LINE #	Line number of payment voucher on which a discount was taken.
DESCRIPTION	Description entered on the payment voucher line.

Field Name	Description
ORIGINAL AMOUNT	Dollar amount entered on the payment voucher line (before discount).
DISCOUNT TAKEN/LOST	Amount of discount taken.
PENALTIES	Amount of negative discount applied as penalty for late payment. **(Not used by Louisiana.)**
NET AMOUNT	Final amount for the payment voucher line, including discounts taken.
TOTAL TAKEN	Amount of discount taken for the vendor.
TOTAL LOST	Amount of discount lost for the vendor. **(Not used by Louisiana.)**
TOTAL NET	Net Amount of the payment to the vendor.
TRANSACTION TOTAL TAKEN	Amount of discount taken for all vendors.
TRANSACTION TOTAL LOST	Amount of discount lost for all vendors. **(Not used by Louisiana.)**
TRANSACTION TOTAL NET	Net Amount of the payment to all vendors.
GRAND TOTAL TAKEN	Amount of discount taken for the entire report.
GRANDTOTAL LOST	Amount of discount lost for the entire report. **(Not used by Louisiana.)**
GRAND TOTAL NET	Net Amount of the payment for the entire report.

**Report
Distribution:**   All Agencies via the ISFGFS mailcode.

**Report
Layout:**   Access BUNDL to view the report layout.

1G25   EFT Scheduled Payment Turnaround Report

Report Overview:

This report lists payment vouchers which are currently scheduled for payment via electronic funds transfer. To appear on this report, neither the voucher nor the vendor can be on hold, and the voucher must meet the parameter criteria for scheduled payment date, fund, and bank account. The report shows payment voucher line detail information, grouped by bank account, agency, budget fiscal year, fund, and vendor name. Totals are provided for each of these groupings (except fund). Credit memos are listed on the report and are taken into account in the vendor total. Discounts are not calculated or considered for this report.

There are two versions of this report. The 1G25A report is produced each morning, the 1G25B is produced as part of the automated disbursements process in the nightly cycle.

Report Purpose:

This report provides a preview of all payment vouchers that are due to be disbursed by EFT in the next nightly cycle.

Report Source:

Information appearing on the report comes from the Open Payment Voucher Header (OPVH) and Open Payment Voucher Line (OPVL) tables. Additional information is obtained from the Fund (FUN2) and Bank (BANK) tables.

Related Reports:

1G26 – EFT Unscheduled Payment Turnaround Report

Report Retention:

Both versions of this report are available under the BUNDL Current Reports menu for six (6) days and under the Archive Reports menu for one (1) year.

Field Descriptions:

Field Name	Description
CHECK DATE	Date for which the EFT will be issued.
BANK ACCT	Bank Account Code and Name from which disbursement cash will be drawn, from the FUND and BANK tables.
AGENCY	Number and name of the agency that will be charged for the voucher's disbursement, from OPVH.
VENDOR	Payee vendor number and name recorded on the payment voucher, from OPVH.
BD FY	Budget fiscal year in which the disbursement will be recorded, from OPVH.

Field Name	Description
FUND	Fund that will be charged for the voucher's disbursement, from OPVL.
VOUCHER NUMBER	Transaction Id of the voucher to be disbursed, from OPVH.
VOUCHER DATE	Date the payment voucher was accepted by the system, from OPVH.
VENDOR INVOICE	Vendor invoice number recorded on the payment voucher line, from OPVL.
SCHEDULED PAYMENT DATE	Date on which the voucher is currently scheduled to be disbursed, from OPVH
INVOICE AMOUNT	Payment amount recorded on the voucher line, from OPVL.
PAID AMOUNT	Amount of the voucher that has already been disbursed, from OPVL.
SCHEDULED PAYMENT AMOUNT	Amount of the voucher that is scheduled to be disbursed in the next nightly cycle. This field is computed as Invoice Amount – Paid Amount.
AGPS	AGPS Created Flag shows 'P' if the payment voucher originated in AGPS, 'K' if the payment voucher originated in CFMS, and spaces if the payment voucher originated in AFS; from OPVH.
TOTAL OF VENDOR	Totals of Invoice Amount, Paid Amount, and Scheduled Payment Amount for the Vendor.
TOTAL OF BUDGET FY	Totals of Invoice Amount, Paid Amount, and Scheduled Payment Amount for the Budget Fiscal Year.
TOTAL OF AGENCY	Totals of Invoice Amount, Paid Amount, and Scheduled Payment Amount for the Agency.
GRAND TOTAL	Totals of Invoice Amount, Paid Amount, and Scheduled Payment Amount for all Agencies.

**Report
Distribution:**   Agencies having scheduled payments, and OSRAP

**Report
Layout:**   Access BUNDL to view the report layout.

1G26   EFT Unscheduled Payment Turnaround Report

**Report
Overview:**   This report lists payment voucher lines that are still open but will not be paid in the next nightly cycle. Records appearing on the report must meet the parameter criteria for the scheduled payment date, fund, and bank account. The report shows payment voucher line detail information, grouped by bank account, agency, budget fiscal year, fund, and vendor. Totals are provided for each of these groupings (except fund). Credit memos are listed on the report and are taken into account in the vendor total. Discounts are not calculated or considered for this report.

           Essentially, this report shows all open payment vouchers (meeting the selection criteria) that were not selected by the EFT Scheduled Payment Turnaround report 1G25. Some reasons that vouchers remain unscheduled are: the voucher is on hold, the vendor is on hold, the scheduled payment date is in the future, vendor credits exceed debits, or the cash amount has been exceeded. On days when Automated Disbursements is not run, the Hold Payment Indicator will default to "N".

           There are two versions of this report. The 1G26A report is produced each morning; the 1G26B is produced as part of the automated disbursements process in the nightly cycle.

**Report
Purpose:**   This report provides a preview of all payment vouchers that will not be disbursed by EFT in the next nightly cycle.

**Report
Source:**   Information appearing on the report comes from the Open Payment Voucher Header (OPVH) and Open Payment Voucher Line (OPVL) tables. Additional information is obtained from the Fund (FUN2) and Bank (BANK) tables.

**Related
Reports:**   1G25 – EFT Scheduled Payment Turnaround Report

**Report
Retention:**   This report is available under the BUNDL Current Reports menu for six (6) days and under the Archive Reports menu for one (1) year.

**Field
Descriptions:**

Field Name	Description
BANK ACCT	Bank Account Code and Name from which disbursement cash will be drawn, from the FUND and BANK tables.

Field Name	Description
AGENCY	Number and name of the agency that will be charged for the voucher's disbursement, from OPVH.
VENDOR	Payee vendor number and name recorded on the payment voucher, from OPVH.
BD FY	Budget fiscal year in which the disbursement will be recorded, from OPVH.
FUND	Fund that will be charged for the voucher's disbursement, from OPVL.
VOUCHER NUMBER	Transaction Id of the voucher to be disbursed, from OPVH.
VOUCHER DATE	Date the payment voucher was accepted by the system, from OPVH.
VENDOR INVOICE	Vendor invoice number recorded on the payment voucher line, from OPVL.
INVOICE AMOUNT	Payment amount recorded on the voucher line, from OPVL.
PAID AMOUNT	Amount of the voucher that has already been disbursed, from OPVL.
SCHEDULED PAYMENT AMOUNT	Amount of the voucher that is not scheduled to be disbursed in the next nightly cycle. This field is computed as Invoice Amount – Paid Amount.
SCHEDULED PAYMENT DATE	Date on which the voucher is currently scheduled to be disbursed, from OPVH.
HOLD	Hold Payment Indicator, shows the code for the reason the payment was not issued. A legend is printed on the bottom of the last page for the Agency: C = Payment exceeded cash limit on CASH table A = Agency excluded/included on ADRT table V = Vendor excluded/included on ADRV table Y = Vendor is on hold on VEND table N = Schedule Payment Date not equal to or less than 1G25 Schedule Payment Turnaround Report * = Total credits exceed total debits $ = Line amount greater than Maximum Disbursement Amount on FSYR table H = Individual payment voucher placed on Hold on SCHD table D = Accounting Distribution invalid M = Payment exceeded Actual – Amount Expended for MOF
AGPS	AGPS Created Flag shows 'P' if the payment voucher originated in AGPS, 'K' if the payment voucher originated in CFMS, and spaces if the payment voucher originated in AFS; from OPVH.

Field Name	Description
TOTAL OF VENDOR	Totals of Invoice Amount, Paid Amount, and Scheduled Payment Amount for the Vendor.
TOTAL OF BUDGET FY	Totals of Invoice Amount, Paid Amount, and Scheduled Payment Amount for the Budget Fiscal Year.
TOTAL OF AGENCY	Totals of Invoice Amount, Paid Amount, and Scheduled Payment Amount for the Agency.
GRAND TOTAL	Totals of Invoice Amount, Paid Amount, and Scheduled Payment Amount for all Agencies.

**Report
Distribution:**   Agencies having unscheduled payments, and OSRAP

**Report
Layout:**   Access BUNDL to view the report layout.

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1G28 **Discounts Taken / Lost Report (For Electronic Funds Transfers)**

**Report
Overview:** This report lists discount amounts taken with EFT payments during the automated disbursements process. Vouchers which are subject to a discount appear on this report with the original voucher amount, the discount amount applied, and the net amount of the EFT disbursement. In addition, this report also shows manual warrants which could either take or lose a discount. All manual warrants, however, will be listed with the assumption that the discount is lost, regardless of whether or not it really was.

**Report
Purpose:** To list all payment vouchers that were paid by EFT, that were subject to discounts.

**Report
Source:** Information for this report is obtained from the Open Payment Voucher Line (OPVL) table. This report uses the EFT date from the Automated Disbursement Parameter (ADIS) table.

**Related
Reports:** 1G24 – Discount Taken/Lost Report (For Automated Disbursements)
1G25 – EFT Scheduled Payment Turnaround Report

**Report
Retention:** This report is available in BUNDL Current Reports menu for six (6) days and under the Archive Reports menu for one (1) year. This report is distributed to the ISFGFS Global Mailcode.

**Field
Descriptions:**

Field Name	Description
FOR FUNDS TRANSFERRED ON:	Date for which the report is created.
VOUCHER #	Document number of payment voucher on which discount was taken.
INVOICE #	Vendor invoice number (as coded on the payment voucher) on which a discount was taken.
VOUCHER DATE	Date of entry for the payment voucher on which a discount was taken.
LINE #	Line number of payment voucher on which a discount was taken.
DESCRIPTION	Description entered on the payment voucher line.

Field Name	Description
ORIGINAL AMOUNT	Dollar amount entered on the payment voucher line (before discount).
DISCOUNT TAKEN/LOST	Amount of discount taken.
PENALTIES	Amount of negative discount applied as penalty for late payment. **(Not used by Louisiana.)**
NET AMOUNT	Final amount for the payment voucher line, including discounts taken.
TOTAL TAKEN	Amount of discount taken for the vendor.
TOTAL LOST	Amount of discount lost for the vendor. **(Not used by Louisiana.)**
TOTAL NET	Net Amount of the payment to the vendor.
TRANSACTION TOTAL TAKEN	Amount of discount taken for all vendors.
TRANSACTION TOTAL LOST	Amount of discount lost for all vendors. **(Not used by Louisiana.)**
TRANSACTION TOTAL NET	Net Amount of the payment to all vendors.
GRAND TOTAL TAKEN	Amount of discount taken for the entire report.
GRANDTOTAL LOST	Amount of discount lost for the entire report. **(Not used by Louisiana.)**
GRAND TOTAL NET	Net Amount of the payment for the entire report.

**Report
Distribution:**   All Agencies via the ISFGFS mailcode.

**Report
Layout:**   Access BUNDL to view the report layout.

1G29   Daily Electronic Funds Register

**Report
Overview:**
This report is produced nightly as part of the automated disbursements cycle to provide information about all EFT payments produced. For each EFT, the EFT number, vendor name, and amount paid are displayed, along with a list of all vouchers and credit memos disbursed on the EFT. Totals are provided for each EFT and for all EFTs in a bank account. The report is sorted by bank number, application type, and EFT number.

**Report
Purpose:**
This report lists all EFT payments to vendors and includes the bank code, application type, EFT number, vendor name, payment voucher number, agency, fund, and payment voucher amount, for each payment.

**Report
Source:**
Information for this report is obtained from the Daily Electronic Funds Transfers Ledger (EFTDISB).

**Related
Reports:**
1G03 – Daily Bank Ledger in Detail
1G08 – Detail Transaction List
1G25 – EFT Scheduled Payment Turnaround Report
1G44 – Million Dollar Electronic Funds Register

**Report
Retention:**
This report is available under the BUNDL Current Reports menu for six (6) days and under the Archived Reports menu for one (1) year.

**Field
Descriptions**

Field Name	Description
FOR	Date for which the report is created.
BANK	Bank account code from which the disbursement was drawn.
APPL TY	Application Type associated with the payment voucher.
CHECK NUMBER	EFT number printed on the 1G31 EFT Tape Register. EFT numbers from the automated disbursements cycle begin with 'EF'.
VENDOR	Vendor name to whom the electronic funds were transmitted.
PMT VOUCHER ID	Transaction ID of the payment voucher or credit memo disbursed on the EFT.

Field Name	Description
AGY	Agency coded on the disbursed payment voucher or credit memo.
FND	Fund coded on the disbursed payment voucher or credit memo.
AMOUNT	Amount of the disbursed payment voucher or credit memo.
CHECK TOTAL	Total amount of disbursed payment vouchers and credit memos per application type per vendor.
APPLICATION TYPE	Application Type associated with this payment voucher.
COUNT	Total number of disbursed payment vouchers and credit memos for the application type.
APPLICATION TYPE TOTAL	Total amount of disbursed payment vouchers and credit memos for the application type.
GRAND TOTAL OF COUNT	Total number of disbursed payment vouchers and credit memos for the report.
GRAND TOTAL	Total amount of disbursed payment vouchers and credit memos for the report.

**Report
Distribution:**   State Treasurer's Office, and All Agencies via the ISFGFS mailcode.

**Report
Layout:**   Access BUNDL to view the report layout.

1G30   EFT Vouchers Not Paid Report

**Report
Overview:**   This report lists information about EFT-indicated payment vouchers that were to
                         be paid to vendors who are not EFT active. The report is sorted by vendor code
                         and voucher number.

**Report
Purpose:**   Vouchers listed on this report will have their EFT indicator changed to 'N' and
                         their Application Type blanked out on OPVH. This will cause the vouchers to be
                         selected for automated disbursements and paid by check instead of by EFT.

**Report
Source:**   Information for this report is obtained from the Open Payment Voucher Header
                         table (OPVH).

**Related
Reports:**   1G00 – Aged Open Payment Vouchers
                         1G25 – EFT Scheduled Payment Turnaround Report
                         1G18 – Daily Check Register

**Report
Retention:**   This report is available under the BUNDL Current Reports menu for six (6) days
                         and under the Archive Reports menu for one (1) year.

**Field
Descriptions:**

Field Name	Description
FOR FUNDS TRANSFERRED ON:	Date for which the report is created.
VENDOR CODE	Vendor number recorded on the payment voucher. If no records are selected for this report, vendor code will show '***********'.
VOUCHER NO	Transaction ID of the payment voucher processed for this vendor code
VOUCHER AMOUNT	Amount of the payment voucher on which the EFT indicator was set to 'N' on OPVH in order to produce a printed check.
VOUCHER CLOSED AMOUNT	The closed payment voucher amount from the OPVH table.
VCHER DATE	Date the payment voucher was accepted by the system.
CHECK DATE	Date check was issued.

Field Name	Description
DESCRIPTION	If records are selected for this report, description will read "VEND NOT EFT ACTIVE/SET TO AD". If no records are selected for this report, description will read "ALL EFT AVAILABLE PAYMENTS OK".

**Report
Distribution:**   All Agencies via the ISFGFS mailcode.

**Report
Layout:**   Access BUNDL to view the report layout.

1G31   **EFT Tape Register**

**Report
Overview:**   This report lists the transactions created for Electronic Funds Transfer. It should agree with the information reported on 1G29, Daily Electronic Funds Register. This report is sorted by application type, vendor code, ABA bank number, and vendor bank account number.

**Report
Purpose:**   This report represents what is actually transmitted to the ACH for distribution and deposit to the vendors' accounts.

**Report
Source:**   Information for this report is obtained from the Automated Disbursements Parameters (ADIS) table, the Electronic Funds Transfer (EFTT) table, and the Daily Electronic Funds Ledger (EFTDISB).

**Related
Reports:**   1G25 – EFT Scheduled Payment Turnaround Report
          1G29 – Daily Electronic Funds Register

**Report
Retention:**   This report is available under the BUNDL Current Reports menu for six (6) days and under the Archive Reports menu for one (1) year.

**Field
Descriptions:**

Field Name	Description
APPLICATION TYPE	EFT category associated with the payment voucher, from EFTDISB.
VENDOR NUMBER	Payee number recorded on the payment voucher, from EFTDISB.
VENDOR NAME	Payee name recorded on the payment voucher, from EFTDISB.
DEPOSIT DATE	The date the EFT is transmitted to the ACH, from ADIS.
AMOUNT	Amount disbursed for the payment voucher, from EFTDISB.
BANK NUMBER	The ABA number for the bank receiving the EFT, from EFTT.
BANK ACCOUNT NUMBER	The vendor's bank account number, from EFTT.

Field Name	Description
CHK/SVGS	Checking/Savings indicator for the bank account, designates if funds will be deposited to a checking or savings account, from EFTT.
TRANSFER NUMBER	The EFT transaction reference number from ADIS. This is an eleven digit number preceded by "EF" when referenced on AFS tables and reports. The EF transfer number is incremented by one for every EFT record written, so each transaction has a unique number.
EFTS RECORD COUNT	Count of the number of EFT transactions for the day.
EFTS RECORD AMOUNT	Sum of the EFT transactions for the day.

Report Distribution: Office of Statewide Reporting and Accounting Policy

Report Layout: Access BUNDL to view the report layout.

1G32   Prenote Selection Logic

**Report
Overview:**   This report is part of the Electronic Funds Prenote Process program (EFPN). This process is used to notify the bank of the intention to begin using electronic funds transfers. The report shows the vendors selected for the pre-note process (EFT status changed from "N" to "P"). The report does not show vendors that were approved for EFT (EFT status changed from "P" to "A").

**Report
Purpose:**   This report may be used to review information about the vendors which were selected for prenote in the Nightly Cycle.

**Report
Source:**   Information for this report is obtained from the Electronic Funds Transfer (EFTT) table.

**Related
Reports:**   None

**Report
Retention:**   This report is available under the BUNDL Current Reports menu for six (6) days and under the Archive Reports menu for thirty (30) days.

**Field
Descriptions:**

Field Name	Description
FOR TAPE SEQUENCE NUMBER	The first 6 digits of the starting check number for the "EF" entry on the ADIS table.
VENDOR CODE	Vendor Number selected for the prenote process, from the EFTT table.
VENDOR NAME	Vendor Name selected for the prenote process, from the EFTT table.
ABA NUMBER / CHECK DIGIT	ABA Number and Check Digit from the EFTT table.
BANK NAME	Bank Name from the EFTT table.
BANK ACCOUNT NUMBER	Bank Account Number from the EFTT table.
CHECKING SAVINGS	Checking Savings Indicator from the EFTT table.

**Report
Distribution:**   Office of Statewide Reporting and Accounting Policy

**Report
Layout:**   Access BUNDL to view the report layout.

1G33   Outstanding Warrants Report

**Report
Overview:**   This report lists all outstanding entries on the Warrant Reconciliation (WREC) table. Outstanding entries are those whose status code is blank or "O" (for open). This report shows the check number, fund, vendor name, check date, and check amount of all outstanding checks. The report is sorted by bank account, and then by check number. Totals are printed for each bank account. A grand total is also shown on the last page of the report.

**Report
Purpose:**   This report can be used to review outstanding checks and manual warrants. Outstanding checks may be monitored, as the vendor may need to be contacted if the check is not cleared in a timely manner.

**Report
Source:**   Information for this report is obtained from the Warrant Reconciliation (WREC) and Bank (BANK) tables.

**Related
Reports:**   None

**Report
Retention:**   This report is available under the BUNDL Current Reports menu for six (6) days and under the Archive Reports menu for one (1) year.

**Field
Descriptions:**

Field Name	Description
AS OF	Date for which the report is created.
BANK	Bank code and Bank Name against which the check was paid, from the BANK table.
BANK ACCOUNT	Bank account number against which the check was paid.
CHECK NUMBER	Automated disbursements check number (prefix "**AD**") or manual warrant number (prefix "**MW**").
FUND	Fund against which the check was paid.
VENDOR	Name of the vendor for whom the check was produced.
CHECK DATE	Check date (for automated disbursements checks) or transaction date (for manual warrants). The date is shown in year, month, day order: YYMMDD.
CHECK AMOUNT	The amount paid from the specified fund on the check.

Field Name	Description
CHECK TOTAL	The total amount of the check.
BANK TOTAL	The total amount of checks and manual warrants paid from the Bank Account for the date shown.
GRAND TOTAL	The total amount of checks and manual warrants paid from all Bank Accounts for the date shown.

**Report
Distribution:**   State Treasurer's Office, and All Agencies via the ISFGFS mailcode.

**Report
Layout:**   Access BUNDL to view the report layout.

1G35   AFS/AGPS RQ Exception Report

**Report
Overview:**

This report provides a list of imbalances between AFS and AGPS/CFMS on the open requisition tables. The AFS OPRQ table is used in conjunction with the AGPS RQSN, and CFMS KOFY and KONT tables to identify pre-encumbrances in AFS that are not at a successful status in AGPS/CFMS.

**Report
Purpose:**

This report identifies discrepancies between the requisitions that are recorded in AFS and AGPS/CFMS.

**Report
Source:**

Information for this report is obtained from the AFS Open Requisition table (OPRQ), the AGPS Requisition table (RQSN), and the CFMS Contract Header (KONT) and Contract Fiscal Year (KOFY) tables.

**Related
Reports:**

None

**Report
Retention:**

This report is available under the BUNDL Current Reports menu for six (6) days and under the Archive Reports menu for thirty (30) days.

**Field
Descriptions:**

Field Name	Description
REQ NO	The requisition number from the AFS OPRQ table.
REQ AGENCY	The requisition agency from the AFS OPRQ table.
AGPS CREATED	"P" for AGPS requisitions, "K" for CFMS requisitions. From the AFS OPRQ table.
AFS TOT RQ AMT	The total requisition amount from the AFS OPRQ table.
AGPS ENCUMBERED AMT	If the AGPS created flag = "P", this is the encumbered amount from the AGPS RQSN table. If the AGPS created flag = "K", this is the encumbered amount from the CFMS KOFY table.
COMMENTS	An error message may be displayed in this field.

**Report
Distribution:**

Control Agencies

**Report
Layout:**

Access BUNDL to view the report layout.

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1G36 **AFS/AGPS PV Exception Report**

**Report
Overview:**   This report provides a list of imbalances between AFS and AGPS/CFMS on the open payment tables. The AFS OPVH and OPVL tables are used in conjunction with the AGPS OPAY and CFMS KINV tables to identify payments in AFS that are not at a successful status in AGPS/CFMS.

**Report
Purpose:**   This report identifies discrepancies between the payments that are recorded in AFS and AGPS/CFMS.

**Report
Source:**   Information for this report is obtained from the AFS Open Payment Voucher Header table (OPVH) and Open Payment Voucher Line table (OPVL), the AGPS Order Payment Header table (OPAY), and the CFMS Contract Invoice/Payment table (KINV).

**Related
Reports:**   None

**Report
Retention:**   This report is available under the BUNDL Current Reports menu for six (6) days and under the Archive Reports menu for thirty (30) days.

**Field
Descriptions:**

Field Name	Description
BFY	Budget Fiscal Year from the AFS OPVH table.
VOUCHER NUMBER	The payment voucher number from the AFS OPVH table.
PO NUMBER	The purchase order number from the AFS OPVL table.
VOUCHER AGENCY	The voucher agency from the AFS OPVH table.
AGPS CREATED	"P" for AGPS payments, "K" for CFMS payments. From the AFS OPVH table.
AFS VOUCHER AMT	The voucher amount from the AFS OPVH table.
AGPS PAYMENT AMT	If the AGPS created flag = "P", this is the payment amount from the AGPS OPAY table. If the AGPS created flag = "K", this is sum of payment amount – (retainage-amount + recoupment-amount + defrd-comp-amt) from the CFMS KINV table.
VENDOR NUMBER	The vendor number from the AFS OPVH table.

Field Name	Description
VENDOR INVOICE	If the AGPS created flag = "P", this is the invoice number from the AGPS OPAY table. If the AGPS created flag = "K", this is the invoice number from the CFMS KINV table.
COMMENTS	An error message may be displayed in this field.
TOTALS: (PO NUMBER)	A count of the number of POs included on the report.
TOTALS: (AFS VOUCHER AMOUNT)	The total of the voucher amounts from AFS.
TOTALS: (AGPS PAYMENT AMOUNT)	The total of the payment amounts from AGPS and CFMS.

**Report
Distribution:**   Control Agencies

**Report
Layout:**   Access BUNDL to view the report layout.

1G37   AFS/AGPS PO Exception Report

**Report
Overview:**

This report provides a list of imbalances between AFS and AGPS/CFMS on the open purchase order tables. The AFS OPOH table is used in conjunction with the AGPS ORD3, and CFMS KOF2 and KONT tables to identify encumbrances in AFS that are not at a successful status in AGPS/CFMS.

**Report
Purpose:**

This report identifies discrepancies between the purchase orders that are recorded in AFS and AGPS/CFMS.

**Report
Source:**

Information for this report is obtained from the AFS Open Purchase Order table (OPOH), the AGPS Order table (ORD3), and the CFMS Contract Header (KONT) and Contract Fiscal Year (KOF2) tables.

**Related
Reports:**

None

**Report
Retention:**

This report is available under the BUNDL Current Reports menu for six (6) days and under the Archive Reports menu for thirty (30) days.

**Field
Descriptions:**

Field Name	Description
FY	The fiscal year in which the order was recorded, from the AFS OPOH table.
PO NUMBER	The purchase order number, from the AFS OPOH table.
REQ AGENCY	The requisition agency from the AFS OPOH table.
AGPS CREATED	"P" for AGPS orders, "K" for CFMS orders. From the AFS OPOH table.
AFS PO AMOUNT	The total purchase order amount from the AFS OPOH table.
AGPS AMOUNT	If the AGPS created flag = "P", this is the sum of (Sub-total-amount + Tax-Amount + Net-Change-Amount) from the AGPS ORD3 screen. If the AGPS created flag = "K", this is the sum of (Net-Encumbrance + Encumbrance-Chg-Amount + Adjustments) from the CFMS KOF2 screen.
VENDOR NUMBER	The vendor number recorded for the order, from the AFS OPOH table.

Field Name	Description
COMMENTS	An error message may be displayed in this field.
TOTALS	Total number of POs listed on the report, total of PO amounts from AFS, and total of PO amounts from AGPS/CFMS.

**Report
Distribution:**   Control Agencies

**Report
Layout:**   Access BUNDL to view the report layout.

1G40   Bank Account Balance Table Error Report

**Report
Overview:**

This report is produced by the process that posts the daily transactions to the bank account balance table. It lists information about bank accounts that are not in balance. If all accounts are in balance, the message

"*** NO ERRORS. PROCESS COMPLETED SUCCESSFULLY ***" will be printed.

**Report
Purpose:**

To ensure that the Bank Account Balance (ABAL) table has been correctly updated with transactions from the Daily General Ledger (GENLEDD).

**Report
Source:**

Information for this report is obtained from the Bank Account Balance (ABAL) table. Additional information is taken from the Warrant Reconciliation (WREC) table, and from the Daily General Ledger (GENLEDD).

**Related
Reports:**

1G03 – Daily Bank Ledger in Detail
1G13 – System Balancing Proof

**Report
Retention:**

This report is available under the BUNDL Current Reports menu for six (6) days and under the Archive Reports menu for one (1) year.

**Field
Descriptions:**

Field Name	Description
DATE	Date of General Ledger/ABAL table error condition.
	A message descriptive of the error condition is printed. Possible error messages include: - Bank Account not found in ABAL table *, - Bnk Acct code & date already in ABAL table *, - J1 encountered with bank code = RJ, - J1 encountered with bank code = 04, - Could not insert record in ABAL table *, - Warrant option not defined SOPT table, - From-date not defined in CLDT table, - From-date greater than run date. * These messages will be followed by the information listed below.
ACCT CODE	Account code, from GENLEDD.
BEGINNING BALANCE	Ending book balance from the previous day, from ABAL.

Field Name	Description
DEBITS	Sum of all debit transactions for this account code, from GENLEDD.
CREDITS	Sum of all credit transactions for this account code, from GENLEDD.
END BOOK BAL (CH) CASH BAL (WARR)	Beginning Book Balance + Debits – Credits.
OUTSTANDING CHECKS AND WARR	Open checks and warrants from WREC.
CASH BAL (CH) END BOOK BAL (WARR)	Ending Book Balance + Outstanding Checks and Warr.

Report Distribution: Control Agencies

Report Layout: Access BUNDL to view the report layout.

1G41   Checks Reconciliation Error Report

**Report
Overview:**   This report is produced from the process that updates the Warrant Reconciliation (WREC) table. This report lists the check number, bank code, bank amount, and WREC amount, with an error message.

**Report
Purpose:**   This report lists information about checks recognized by the Bank that did not update WREC, including the check number, bank code, bank amount, WREC amount, and an error message.

**Report
Source:**   Information for this report is obtained from the tape received from the Bank, and from the Warrant Reconciliation (WREC) table.

**Related
Reports:**   1G33 – Outstanding Warrants Report

**Report
Retention:**   This report is available under the BUNDL Current Reports menu for six (6) days and under the Archive Reports menu for one (1) year.

**Field
Descriptions:**

Field Name	Description
FOR	Date for which the report is created.
CHECK NUMBER	The check number that could not be updated on WREC.
BANK CODE	The bank code associated with the check number, from WREC.
BANK AMOUNT	The check amount, from the bank tape.
WREC AMOUNT	The check amount, from WREC.
ERROR MESSAGE	A message describing why the record on WREC could not be updated: - BANK RECORD NOT FOUND ON WREC - WREC HAS SOME CANCELLED/VOIDED RECORDS - CHECKS HAVE BEEN CLEARED - DOLLAR AMTS NOT = /CHECKS CLEARED - DOLLAR AMOUNTS NOT EQUAL - DUPLICATE RECORD IN BANK FILE - BANK RECORD NOT FOUND ON WREC
TOTAL BANK AMOUNT	The sum of all checks received on the bank tape.

Field Name	Description
NUMBER OF TRANSACTIONS	The count of all checks received on the bank tape.

**Report
Distribution:**   Control Agencies

**Report
Layout:**   Access BUNDL to view the report layout.

1G42   BDS AP Input Interface Failed Transactions Report

**Report
Overview:**   This report is a list of all failed AP transactions interfaced from BDS to AFS for the report day. If one document in a batch fails, the entire batch is rejected. Informational fields and indicators are shown at the top of each page, and error messages are listed at the bottom of each page. The report is formatted by the DBUTIL utility, and the center of each page contains either an AP batch header screen or an AP transaction screen.

**Report
Purpose:**   As failed APs are deleted from the Document Suspense (SUSF) table, this report provides a means for reviewing the problem documents so that they can be corrected in BDS and retransmitted for processing the next day.

**Report
Source:**   Information from this report is obtained from the Document Suspense file (SUSF).

**Related
Reports:**   None

**Report
Retention:**   This report is available under the BUNDL Current Reports menu for three (3) months and under the Archive Reports menu for three (3) years.

**Field
Descriptions:**

Field Name	Description
DOCUMENT TYPE	'AP' = This report is produced only for AP transactions.
BATCH ID	The Batch Id sent from BDS; includes the document type, agency number, and the 6-digit sequential batch number.
DOCUMENT ID	The Document Id sent from BDS; includes the document type, agency number, and the 11-digit sequential document number. (Will be blank for the batch header page.)
DOCUMENT EDIT STATUS	'R' = Rejected, as the transaction(s) failed.
UPDATE STATUS	'N' = No, the rejected transaction will not process and update the tables.
SCHEDULING EDIT STATUS	'H' = Held, the rejected transaction will not be scheduled for an edit pass.
SCHEDULING UPDATE STATUS	'H' = Held, the rejected transaction will not be scheduled for an update pass.

Field Name	Description
LAST PASS	'E' = Error, the rejected transaction had errors on the last pass.
IN PROCESS	'N' = No, the rejected transaction will not be processed.
DELETE FLAG	'Y' = Yes, the rejected transaction will be deleted from the SUSF table by the archive job.
OVERRIDE LEVEL	'0' = None, as the transaction was loaded from an interface file, there is no override available for this transaction.
APPROVALS	'00000' = None, as the transaction was loaded from an interface file, there are no approvals to be applied.
INITIAL USER	'IIBDSAP' = the name of the interface file.
INITIAL DATE	'CCYYMMDD' = the date that the interface file was loaded to SUSF.
INITIAL TERMINAL	'OFF-LINE' = the transaction was loaded to SUSF in an off-line process (not entered manually).
LAST USER	'IIBDSAP' = the name of the interface file.
LAST DATE	'CCYYMMDD' = the date that the transaction was processed.
LAST TERMINAL	'OFF-LINE' = the transaction was processed in an off-line process (not processed manually).
LAST UPDATE DATE	'CCYYMMDD' = the date that the transaction was last updated.
LAST UPDATE TIME	'HHMMSS' = the time that the transaction was last updated.
LAST PROCESS DATE	'CCYYMMDD' = the date that the transaction was last processed.
POSTED DEBITS	'0' = Zero, as the transaction failed, nothing was posted.
POSTED CREDITS	'0' = Zero, as the transaction failed, nothing was posted.
NET	The net amount of the transaction, increases – decreases.
TOTAL	The total amount of the transactions, absolute value of increases + decreases.
ERROR MESSAGES	The error messages explaining the failure of the transactions are listed at the bottom of the page.

**Report
Distribution:**   Control Agencies

**Report
Layout:**   Access BUNDL to view the report layout.

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1G43   Alternate Views System Assurance

**Report
Overview:**   This report lists all alternate view tables by table number along with their associated base table. For each pair of tables listed, record counts are shown if there is an out of sync situation.

**Report
Purpose:**   To provide information to control agencies on out of sync conditions between alternate view tables and their associated base tables.

**Report
Source:**   Information for this report is extracted from the Alternate View of the Logical View (VEW2) table.

**Related
Reports:**   None

**Report
Retention:**   This report is available under the BUNDL Current Reports menu for six (6) days and under the Archive Reports menu for thirty (30) days.

**Field
Descriptions:**

Field Name	Description
AS OF	Date for which the report is created.
VIEW TABLE NUMBER	Alternate view table number.
BASE TABLE NUMBER	Base table number from which the alternate view is created.
NUMBER RECORDS (VIEW)	Record count of the alternate view table's records.
NUMBER RECORDS (BASE)	Record count of the base view table's records.
ALTERNATE VIEW OUT OF SYNC	Will contain '*' if the alternate view table is out-of-sync with its base table.
MULTIPLE BASE TABLE INDICATOR	Will contain '*' if the alternate view table is built from more than one base table.

**Report
Distribution:**   Control Agencies

**Report
Layout:**   Access BUNDL to view the report layout.

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1G44   Million Dollar Electronic Funds Register

**Report
Overview:**   This report is produced nightly as part of the automated disbursements cycle to show information about EFT payments produced for $1 Million and more. For each EFT, the EFT number and vendor name are displayed, along with a list of all vouchers and credit memos disbursed on the EFT. Totals are provided for each EFT and for all EFTs in a bank account. The report is sorted by bank number and EFT number.

**Report
Purpose:**   This report may be used to review the EFT payments to vendors in excess of $1 Million.

**Report
Source:**   Information for this report is obtained from the Daily Electronic Funds Transfers Ledger (EFTDISB).

**Related
Reports:**   1G03 – Daily Bank Ledger in Detail Report
1G08 – Detail Transaction List
1G25 – EFT Scheduled Payment Turnaround Report
1G29 – Daily Electronic Funds Register

**Report
Retention:**   This report is available under the BUNDL Current Reports menu for six (6) days and under the Archived Reports menu for one (1) year.

**Field
Descriptions:**

Field Name	Description
FOR	Date of the Nightly Cycle in which the payments were made.
BANK	Bank account code from which the disbursement was drawn.
CHECK NUMBER	EFT number printed on the 1G31 EFT Tape Register. EFT numbers from the automated disbursements cycle begin with 'EF'.
VENDOR	Vendor name to whom the electronic funds were transmitted.
PMT VOUCHER ID	Transaction ID of the payment voucher or credit memo disbursed on the EFT.
AGY	Agency coded on the disbursed payment voucher or credit memo.

Field Name	Description
FUND	Fund coded on the disbursed payment voucher or credit memo.
AMOUNT	Amount of the disbursed payment voucher or credit memo.
CHECK TOTAL	Total amount of EFT disbursements to the vendor.
GRAND TOTAL	Total amount of EFT disbursements each for one million dollars or more paid for the day.

**Report
Distribution:**   State Treasurer's Office

**Report
Layout:**   Access BUNDL to view the report layout.

1G45   **"TT" Capital Outlay Interface Summary**

**Report
Overview:**

This report contains a list of some Capital Outlay J5s that were loaded to the Suspense File, and were either accepted or suspensed by the Suspense Program. The report has two sections, one for transactions coded to sub-object "TT", and one for transactions coded to agency 148. Only J5s meeting these criteria are shown on 1G45.

Detail lines on the report include the document number, transaction date, budget fiscal year, agency, appropriation unit, sub-object, accounting period, balance sheet account, and debit or credit amount. Totals are provided in both sections by agency and budget fiscal year. Grand totals are provided after section one, for sub-object "TT" for all agencies, and for sub-object "TT" for all budget fiscal years.

**Report
Purpose:**

This report should be reviewed on days subsequent to a J5 interface processing during a nightly cycle. It allows the DOTD users to see what transactions processed for the Transportation Trust Fund. It allows the State Treasurer's Office to see what transactions processed for the TIMED Excess Appropriation.

**Report
Source:**   Information for this report is obtained from information on the J5 transactions.

**Related
Reports:**

1G08 – Detail Transaction List
1G09 – Suspense Control by Payment System, Fund, and Agency
1G10 – Control Record Validation Report
1G11 – Input Validation Report
1G17 – J5 Interface Transactions Marked for Deletion

**Report
Retention:**

This report is available under the BUNDL Current Reports menu for six (6) days and under the Archive Reports menu for one (1) year.

**Field
Descriptions:**

Field Name	Description
FOR	Date of the Nightly Cycle in which the transactions were processed.
FY	Accounting Fiscal Year in which the transactions processed.
FUND	Fund coded on the J5 document.
DOCUMENT NUMBER	Document number on the J5 document.

Field Name	Description
J5 DATE	Transaction Date coded on the J5 line.
BFY	The budget fiscal year for the J5 coded on the J5 line, which is the year of the Capital Outlay appropriation.
AGY	Agency number coded on the J5 line.
APPR UNIT	Appropriation Unit coded on the J5 line.
SUB OBJ	Sub-Object coded on the J5 line.
ACCT PER	The fiscal month and fiscal year for the J5, either coded on the document or inferred from the processing date.
BS ACCT	Balance Sheet Account coded on the J5 line.
DEBIT AMOUNT	Debit line amount coded on the J5 line.
CREDIT AMOUNT	Credit line amount coded on the J5 line.
REMARKS	For accepted transactions, this field will be blank. For suspensed transactions, this field will contain the message: '*** SUSPENSE ENTRY CREATED ON 1G11'.
TOTAL AGENCY DEBIT AMOUNT	Total amount of Debit lines coded to sub-object "TT" on the J5 document for the agency.
TOTAL AGENCY CREDIT AMOUNT	Total amount of Credit lines coded to sub-object "TT" on the J5 document for the agency.
TOTAL BFY DEBIT AMOUNT	Total amount of Debit lines coded to sub-object "TT" on the J5 document for the Budget Fiscal Year.
TOTAL BFY CREDIT AMOUNT	Total amount of Credit lines coded to sub-object "TT" on the J5 document for the Budget Fiscal Year.
GRAND TOTAL SUB-OBJECT TT ALL AGENCIES DEBIT AMOUNT	Total amount of all Debit lines coded to sub-object "TT" on all J5 documents for all agencies.
GRAND TOTAL SUB-OBJECT TT ALL AGENCIES CREDIT AMOUNT	Total amount of all Credit lines coded to sub-object "TT"on all J5 documents for all agencies.
GRAND TOTAL SUB-OBJECT TT ALL BFY DEBIT AMOUNT	Total amount of Debit lines coded to sub-object "TT"on all J5 documents for all Budget Fiscal Years.
GRAND TOTAL SUB-OBJECT TT ALL BFY CREDIT AMOUNT	Total amount of Credit lines coded to sub-object "TT"on all J5 documents for all Budget Fiscal Years.

Field Name	Description
TOTAL AGENCY 148 DEBIT AMOUNT	Total amount of Debit lines coded to agency 148 and sub-object "TT" on the J5 document for the agency.
TOTAL AGENCY 148 CREDIT AMOUNT	Total amount of Credit lines coded to agency 148 and sub-object "TT" on the J5 document for the agency.
TOTAL BFY DEBIT AMOUNT	Total amount of Debit lines coded to agency 148 and sub-object "TT" on the J5 document for the Budget Fiscal Year.
TOTAL BFY CREDIT AMOUNT	Total amount of Credit lines coded to agency 148 and sub-object "TT" on the J5 document for the Budget Fiscal Year.

Report Distribution: Department of Transportation and Development, State Treasurer's Office

Report Layout: Access BUNDL to view the report layout.

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1G50	**Daily Ledger Review**

**Report
Overview:** This report lists all ledgers that are updated daily, with a daily count of transaction lines posted to each ledger. The report is sorted by ledger, accounting period, and acceptance date.

**Report
Purpose:** To provide a count of records posted to the ledgers by day.

**Report
Source:** Information for this report is obtained from the Automated Disbursements Ledger (AUTODS), Daily Budget Ledger (BUDLEDD), Current Budget Ledger (CURRBD), Daily Collections Ledger (COLLED), Daily Commodity Ledger (COMLEDD), Current Period Commodity Ledger (COMLED), Current Period Federal Aid Ledger (FEDAID), Daily General Ledger (GENLEDD), Current Period General Ledger (GENLED), Inception to Date Inventory Ledger (INVENT), Inception to Date Federal Aid Ledger (ITDFAID), Inception to Date Project Ledger (ITDPROJ), Daily Manual Warrant Ledger (LODREG), Open Purchase Order Ledger (POOPEN), Inception to Date Project Ledger (PRJBIL), and the Open Payment Voucher Ledger (PVOPEN).

**Related
Reports:** None

**Report
Retention:** This report is available under the BUNDL Current Reports menu for six (6) days and under the Archive Reports menu for thirty (30) days.

**Field
Descriptions:**

Field Name	Description
LEDGER	The name of the ledger that was updated.
ACCOUNTING PERIOD	The accounting period in which the transactions were posted.
ACCEPTANCE DATE	The date on which the transactions were posted.
COUNT	The number of records on the ledger for the particular date.

**Report
Distribution:** Control Agencies

**Report
Layout:** Access BUNDL to view the report layout.

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1G51   **AFS/BDS Capital Outlay Appropriation Unit System Assurance Report**

**Report
Overview:**   This report lists discrepancies in the appropriation units between AFS and BDS.

**Report
Purpose:**   This report may be used to identify differences in the net appropriation amounts of Capital Outlay appropriations, between AFS and BDS.

**Report
Source:**   Information for this report is obtained from the AFS Appropriation table (EAP2) and Project By Appropriation table (PAPR), and from the BDS tables Approp_Structure, Approp_Fund_Code, BDS_Agency, Project_Request_Cash, Project_Request_Bond, and Project_Funding_Request.

**Related
Reports:**   None

**Report
Retention:**   This report is available under the BUNDL Current Reports menu for six (6) days and under the Archive Reports menu for one (1) year.

**Field
Descriptions:**

Field Name	Description
FISCAL YEAR	The fiscal year of the appropriation unit, from the AFS table EAP2.
FUND	The fund number associated with the appropriation unit, from the AFS EAP2 table.
AGENCY	The agency number associated with the appropriation unit, from the AFS EAP2 table.
APPR UNIT	The appropriation unit number, from the AFS EAP2 table.
AFS TOTAL	The total amount budgeted for the appropriation unit, from the AFS EAP2 table.
BDS TOTAL	The total amount of the funding request, of cash and bonds, from the BDS tables Project_Request_Cash and Project_Request_Bond.
DIFFERENCE	This is a calculated field = AFS Total – BDS Total.
AFS PROJECT	Will contain '*' if the project has not been tied to the appropriation unit on the AFS PAPR table; else, will contain the AFS Project Number.

**Report
Distribution:**   Control Agencies

**Report
Layout:**   Access BUNDL to view the report layout.

1G52   EFT Return Item Resolution Report

**Report
Overview:**   This report lists EFT transactions that were returned from the bank that were unable to post to the designated account.

**Report
Purpose:**   To inform the Control Agencies if an EFT transaction was unsuccessful at the bank.

**Report
Source:**   Information for this report is obtained from the Returned Items file received from the bank.

**Related
Reports:**   None

**Report
Retention:**   This report is available under the BUNDL Current Reports menu for six (6) days and under the Archive Reports menu for one (1) year.

**Field
Descriptions:**

Field Name	Description
File Head:	Identifying elements of the Return Items File transmitted by the bank to the state.
DEST	Immediate Destination - routing number of the receiver of the file which is the State. Includes 4-digit Federal Reserve Routing Symbol, 4-digit ABA Institution Identifier and the Check Digit.
NAME	Immediate Destination Name - the name of the receiver of the file, which is the 'State of Louisiana' (Receiver of the Returned Items File).
ORIG	Immediate Origin - routing number of the sender of the file which is the bank. Includes 4-digit Federal Reserve Routing Symbol, 4-digit ABA Institution Identifier and the Check Digit.
NAME	Immediate Origin Name - the name of the sender of the file which is the bank name (Originator of the Returned Items File).
DATE	File Creation Date and Time - Date and time of the file preparation or transmission.
REFER	Reference Code - optional field reserved for information pertinent to the bank.

Field Name	Description
Batch Head:	Relates to the original transaction being returned.
COMP	Company Name - for the purposes of identifying the State to the receiver of the transaction.
FEIN	Company Identification - Federal Employer Identification Number for the State.
SEC	Standard Entry Class - CTX (Corporate Trade Exchange) or CCD (Cash Concentration or Disbursements). The CTX class is the originating class for vendor payments. The CCD class is the originating class for Federal payments.
ENT	Company Entry Description - a description for identifying the purpose of the transaction as State 'PAYABLES'.
DTE	Company Descriptive Date - the date the State has on the transaction for display to the receiver. For display purposes only.
EFF	Effective Entry Date - the date the State intends for the transaction to be settled.
SET	Settlement Date in Julian Format - the date the transaction is scheduled to be debited or credited by the Federal Reserve.
DFI	Originating DFI Identification - routing number for Originating Depository Financial Institution (State's bank).
BATCH#	Batch Number - ascending sequence number assigned to a batch within the file of entries.
EFT Detail:	
TC	Transaction Code - identifies type of debit or credit entry. A transaction code of '21' is an 'Automated Return or Notification of Change'.
RECV DFI/CD	Receiving DFI Identification and Check Digit - Routing Number and Check Digit of DFI in which the company being paid has their account or Routing Number and Check Digit assigned to a federal government agency by the Federal Reserve.
DFI ACCOUNT NUM	DFI Account Number - the bank account number of the company being paid.
AMOUNT	Amount - Amount of payment.
EFT PAYMENT NUM	Individual Identification Number/Identification Number - for State purposes, original EF payment number assigned when transaction created.

Field Name	Description
VENDOR NAME	Individual Name/Receiving Company Name - for State purposes, business being paid with name coming from the vendor table when the original transaction is created.
TRACE NUMBER	Trace Number - assigned by the State's bank and uniquely identifies the entry within the file.
R/C	Return Reason Code - describes a reason for returning the entry. A list of code can be found in Appendix Five of the Operating Rules of the ACH RULES book.
DTH DT	Date of Death - date of death if the Return Reason Code is R14 or R15, which has to do with the inability for the payment to go through because of the death of the account holder or representative.
ORIGINAL TRACE	Original Entry Trace Number - assigned by the State when the transaction was created. Includes the routing number of the State's bank plus the EF transaction number.
Batch Cntl:	Entries correspond with information in Batch Header.
SRVC CLASS	Service Class Code - identifies general classification of dollar entries to facilitate inter-DFI transmission of data. A list of codes can be found in Appendix Two of the Operating Rules of the ACH RULES book. Service Class '200' is defined as 'ACH Entries Mixed Debits and Credits'.
ENT CNT	Entry/Addenda Count - tally of each entry or addenda record processed within the batch.
ENT HASH	Entry Hash - an identification assigned by the bank also included in each detail entry to provide a check against inadvertent alteration of data content due to hardware failure or program error.
COMP FEIN	Company Identification - Federal Employer Identification Number for the State.
ORIG DFI	Originating DFI Identification - routing number for Originating Depository Financial Institution (State's bank).
BATCH #	Batch Number - Corresponds with that in the Batch Header.
TOTAL DEBIT AMT	Total Debit Entry Dollar Amount - accumulated debit totals within the batch.
TOTAL CREDIT AMT	Total Credit Entry Dollar Amount - accumulated credit totals within the batch.

Note: This report is based on of the ACH CCD file format and the fields correspond to those provided in that format. The descriptions provided here are simplified from the detailed definitions in the ACH RULES book for the File Header Record and File Control Record (Appendix Two of the Operating Rules), the Company/Batch Header Record and Company/Batch Control Record (Appendix Two of the Operating Rules), and the Returns-Entry Detail Record and Returns-Addenda Record (Appendix Five of the Operating Rules). A list of reason codes can be found in Appendix Five and a list of Transaction Codes can be found in Appendix Two of the Operating Rules.

**Report
Distribution:**   Control Agencies

**Report
Layout:**   Access BUNDL to view the report layout.

1G53   J3 Capital Outlay Interface Summary

**Report
Overview:**   This report shows a list of J3 transactions received from DOTD, by document number and date. The J3s record the revenue transfers necessary to support the expenditures entered on the corresponding J5 interface transactions. Totals are presented by fund and by budget fiscal year, with grand totals for each fund and for all budget fiscal years.

**Report
Purpose:**   To provide a summary of J3 interface transactions for the State Treasurer's Office and for the Department of Transportation and Development.

**Report
Source:**   Information for this report is obtained from the interface file received from DOTD.

**Related
Reports:**   1G08 – Detail Transaction List
1G11 – Input Validation Report

**Report
Retention:**   This report is available under the BUNDL Current Reports menu for six (6) days and under the Archive Reports menu for one (1) year.

**Field
Descriptions:**

Field Name	Description
FOR	Date for which the report is created.
DOCUMENT	Transaction Id of the J3.
J3 DATE	Month, Day, and Year from the J3.
BFY	Budget Fiscal Year from the J3.
FUND	Fund from the J3.
AGY	Agency from the J3.
ORGN	Organization unit from the J3.
APPR UNIT	Appropriation unit from the J3.
RSRC	Revenue Source code from the J3.
ACCT PER	Accounting period month and year from the J3.

Field Name	Description
FROM-TO-FUND	From-to-fund from the J3. This field captures the transfer from one fund to another. If revenue source T100, T110, T120, or T130 were coded, a valid fund must be coded in this field.
DEBIT AMOUNT	Debit-line-amount from the J3.
CREDIT AMOUNT	Credit-line-amount from the J3.
REMARKS	Description from the J3 line.
TOTAL FUND	Total debit and credit amounts for the fund.
TOTAL BFY	Total debit and credit amounts for the budget fiscal year.
GRAND TOTAL FUND	Total debit and credit amounts for all funds.
GRAND TOTAL ALL BFY	Total debit and credit amounts for all budget fiscal years.

**Report
Distribution:**   The State Treasurer's Office and the Department of Transportation and Development.

**Report
Layout:**   Access BUNDL to view the report layout.

1G54   Detail Transaction List for FX Transactions

**Report
Overview:**   This report shows a detail list of FX transactions as they appear in the Federal Aid ledgers. Transactions are listed by batch date, batch number, and transaction number. This report runs in each AFS nightly cycle and reports on all FX transactions processed and accepted that day.

**Report
Purpose:**   This report should be reviewed on days subsequent to Cost Allocation FX postings during a nightly cycle. It allows the agency user to see the transactions that were created by Cost Allocation. The report can also be used to verify that manually-entered FX documents processed correctly on the previous day.

**Report
Source:**   This report is pulled from various fields on the Daily Federal Aid Ledger (FEDAID). These ledger fields are initially populated from information on the FX transactions.

**Related
Reports:**   None

**Report
Retention:**   This report is available under the BUNDL Current Reports menu for six (6) days, and under the Archived Reports menu for three (3) years.

**Field
Descriptions:**

Field Name	Description
BATCH DT	Date the document batch was accepted. If batching is not used, this field displays the system date the document was accepted.
BATCH #	Identification number assigned to the document batch. Appears only if batching was used.
TRANS ID	FX document number.
TRANS DT	Date the FX document was accepted in the system.
TOT UNITS	Net sum of all units entered on the document lines. **(Not used by Louisiana.)**
APRD	The Accounting Period entered on the FX transaction.
TOTAL	Net sum of all amounts entered on the FX document lines.
BFY	Budget fiscal year entered on the FX document.

Field Name	Description
FUND	Fund from the FX document.
AGY	Agency from the FX document.
ORG/SUB	Organization from the FX document. Sub-organizations are not used.
APPR UNIT	Appropriation unit from the FX document.
ACTIVITY	Activity from the FX document.
FUNCTION	Function from the FX document.
OBJ/SUB	Object/sub-object from the FX document.
AC TP	Account type of the entry on the Federal Aid ledgers.
REPT CATG	The reporting category from the FX document.
CLASS	Charge class from the FX document.
UNITS	Units from the FX document.
ACTION	I(ncrease) or D(ecrease) entered on the FX document.
AMOUNT	FX document line amount. Credits are denoted by "-".

**Report
Distribution:**   Any agency entering FX transactions.

**Report
Layout:**   Access BUNDL to view the report layout.

1G55   Daily Organization Error Report by Budget Year

**Report
Overview:**   This report lists organizations that have been deleted from the ORG2 table, but that have activity on the Daily General Ledger or on the Daily Budget Ledger.

**Report
Purpose:**   The purpose of this report is to indicate the inappropriate deletion of organizations that are still needed for reporting purposes.

**Report
Source:**   Information for this report is obtained from the Daily General Ledger GENLEDD and from the Daily Budget Ledger CURRBD.

**Related
Reports:**   1G08 – Detail Transaction List
2G45 – Organization Responsibility Exception Report
2G53 – Monthly Organization Error Report By Budget Year

**Report
Retention:**   This report is available under the BUNDL Current Reports menu for six (6) days and under the Archive Reports menu for thirty (30) days.

**Field
Descriptions:**

Field Name	Description
FOR PERIOD ENDING	Date for which the report is created.
FY	Budget Fiscal year or accounting fiscal year of the transaction containing the deleted organization
FUND	Fund of the transaction containing the deleted organization
AGENCY	Agency of the transaction containing the deleted organization
ORGANIZATION	The organization that was deleted in error

**Report
Distribution:**   Office of Statewide Reporting and Accounting Policy, and System Administration

**Report
Layout:**   Access BUNDL to view the report layout.

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1G56   **Inactivated ABA Numbers / EFTT Table Changes**

**Report
Overview:**   This report looks at the EFTT table to choose records that have an EFT Status of
                   H and an EFT Only Indicator of N. The change must have taken place within the
                   date parameters on the LDAT table to be selected for this report. If one or more
                   records are chosen, it looks at the ABAS table to get all bank names associated
                   with the ABA number and the AFS status for that number.   The ABA/bank
                   number will be listed regardless of the AFS status field contains M, I, or spaces.
                   All other information for the report comes from the EFTT table.

**Report
Purpose:**   The purpose of the report is to allow OSRAP to contact affected vendors to let
                   them know that they will be receiving checks until they provide an active ABA
                   number or until that ABA number becomes active.

**Report
Source:**   The information for the ABA number is taken from the ABA2 table.   The
                   information for the vendor is taken from the EFTT table.

**Related
Reports:**   5G59 - Report Of Differences Between AFS Table ABA2 And Thomson File

**Report
Retention:**   This report is available under the BUNDL Current Reports menu for six (6) days
                   and under the Archive Reports menu for one (1) year.

**Field
Descriptions:**

Field Name	Description
ABA NUMBER INACTIVATED	The American Banking Association (ABA) number assigned to a given bank. The information for this number/bank is on the ABA2 Table. Related tables are the ABAS and ANAM tables.
INSTITUTION NAME	The name of the banking institution that is associated with an ABA number. This information comes from the ABA2 Table.
AFS STATUS	The status of an ABA number on the ABA tables.
VENDOR NUMBER	This field includes all vendors that use a banking institution that has been assigned the ABA number that is inactivated. This information is retrieved from the EFTT Table.
VENDOR NAME	The name of the vendor that uses a banking institution whose ABA number has been inactivated. This information is taken from the EFTT Table.

Field Name	Description
BANK ACCOUNT NUMBER	The bank account number of the vendor. This information is taken from the EFTT Table.
EFT STATUS	Indicates whether the vendor receives EFT payments. If the vendor is on this report, this field should always be H for Hold. When an ABA number is inactivated, the Status field on EFTT is automatically changed to H. This information is taken from the EFTT Table.
EFT ONLY	Indicates whether the vendor is paid by EFT only. On this report, this field should always be an N because this is one of the selection criteria. This allows the vendor to be paid by check. The information comes from the EFTT Table.
C/S IND	Indicates whether the vendor's account number is a checking account (C) or a savings account (S). This information comes from the EFTT table.
INT TYPE	Controls the type of transfer that is created by the Automated Clearing House (ACH). Valid values are: "F" - federal CCD+; "V" - vendor CTX format. This information comes from the EFTT table.
LAST STAT CHNG DATE	The date of the last change made to this vendor on EFT tables. The date should be within the date range in the header to be included on the report. This information comes from the EFTT table.

**Report
Distribution:**   Control Agencies.

**Report
Layout:**   Access BUNDL to view the report layout.

1G57   Medicaid Detail System Assurance Report

**Report
Overview:**   This report compares the J5 document header information from the Medicaid summary interface IIMMS306 with the document header information from the Medicaid detail interface IIMDD306.

**Report
Purpose:**   The purpose of the report is to provide DHH with a means to quickly check the document numbers and amounts for the J5 transactions that were processed in AFS against the document numbers and amounts that were loaded to the Medicaid Detail table.

**Report
Source:**   The information for the J5 interface file is taken from the IIMMS306 interface. The information for the J5 detail file is taken from the IIMDD306 interface.

**Related
Reports:**   1G58 – Medicaid Detail Suspense report
1G59 – Medicaid Detail Correction report
1G60 – Medicaid Detail Exclusion report

**Report
Retention:**   This report is available under the BUNDL Current Reports menu for thirty (30) days and under the Archive Reports menu for three (3) years.

**Field
Descriptions:**

Field Name	Description
FOR RUN DATE	Date for which the report is created.
J5 Interface File Document Headers	
TC	The transaction code of the document being compared.
AGY	The transaction agency number of the document being compared.
NUMBER	The transaction number of the document being compared.
RECORD DATE	The record date from the document header of the document being compared. This is the check date from the Medicaid system.
APRD	The accounting period from the document header of the document being compared. If this field is left blank, the J5 document processor will calculate the appropriate accounting period using the Record Date and the CLDT and APRD tables.

Field Name	Description
BFY	The budget fiscal year from the document header of the document being compared. If this field is left blank, the J5 document processor will calculate the appropriate budget fiscal year using the Record Date and the CLDT and APRD tables.
OVRD	The budget override indicator tells the document processor whether or not to override budget checks during processing.
FUND	The fund number to which the cash entry of the document will post.
DEBIT DOC TOTAL	The total amount of all debit lines on the document.
CREDIT DOC TOTAL	The total amount of all credit lines on the document.
Medicaid Detail File Document Headers	
TC	The transaction code of the document being compared.
AGY	The transaction agency number of the document being compared.
NUMBER	The transaction number of the document being compared.
RECORD DATE	The record date from the document header of the document being compared. This is the check date from the Medicaid system.
APRD	The accounting period from the document header of the document being compared.
BFY	The budget fiscal year from the document header of the document being compared.
OVRD	The budget override indicator tells the document processor whether or not to override budget checks during processing.
FUND	The fund number for the cash entry of the document.
DEBIT DOC TOTAL	The total amount of all debit lines on the document.
CREDIT DOC TOTAL	The total amount of all credit lines on the document.

**Report
Distribution:**   DHH

**Report
Layout:**   Access BUNDL to view the report layout.

1G58   Medicaid Detail Suspense Report

**Report
Overview:**   When Medicaid J5 transaction lines are suspensed during the nightly cycle, their corresponding detail lines on the MDDT table are also suspensed. This report lists "before" and "after" images of Medicaid Detail table (MDDT) records that were suspensed.

**Report
Purpose:**   The purpose of the report is to show DHH which Medicaid Detail records were suspensed.

**Report
Source:**   The information for the Medicaid Detail records is taken from the MDDT table, which is updated during this process. The suspense information is taken from the AFS General Ledger.

**Related
Reports:**   1G57 – Medicaid Detail System Assurance report
                       1G59 – Medicaid Detail Correction report
                       1G60 – Medicaid Detail Exclusion report

**Report
Retention:**   This report is available under the BUNDL Current Reports menu for thirty (30) days and under the Archive Reports menu for three (3) years.

**Field
Descriptions:**

Field Name	Description
FOR RUN DATE	Date for which the report is created.
	Indicates whether the report line shows the "BEFORE" or "AFTER" image of the record being reported.
MEDICAID CHECK DATE	The date of record from the detail transaction, indicates the check date from the Medicaid system.
TC	The transaction code for the detail transaction.
AGY	The agency number for the detail transaction.
NUMBER	The document number for the detail transaction.
AGENCY SEQ NUMBER	A 5 digit sequential number that is assigned by the Medicaid system and is unique for each J5 summary transaction line.
ISIS SEQ NUMBER	A 5 digit sequential number that is assigned by the ISIS system and is unique for each J5 detail transaction line.
BUDGET FISCAL YEAR	The budget fiscal year from the J5 detail transaction header.

Field Name	Description
STATUS	The status of the record on the Medicaid Detail table. Original status when loaded will be "I"; when a record is suspensed, status changes to "S"; once corrected by DHH, status changes to "C".
FY FM	The accounting period from the J5 detail transaction header.
DATE SVC	The Medicaid date of service month and year. This information is stored in the activity field of the J5 detail records.
AT	Account type of the J5 detail transaction line.
AGY	Agency number of the J5 detail transaction line.
ORGN	Organization of the J5 detail transaction line.
OBJT	Object of the J5 detail transaction line.
SUB	Sub Object of the J5 detail transaction line.
RSRC	Revenue Source of the J5 detail transaction line.
SUB	Sub Revenue Source of the J5 detail transaction line.
BACC	Balance Sheet Account of the J5 detail transaction line.
RPTG	Reporting Category of the J5 detail transaction line.
CASH	Cash Indicator of the J5 detail transaction line.
BANK	Bank Account of the J5 detail transaction line.
LINE DESCRIPTION	Line Description of the J5 detail transaction line.
DEBIT LINE AMOUNT	Debit line amount of the J5 detail transaction line.
CREDIT LINE AMOUNT	Credit line amount of the J5 detail transaction line.
LAST USER	The last user to affect the record. When originally loaded to MDDT, this field will contain "IIMDD306". When a record is suspensed, this field will contain "ISUSPEND".
LAST DATE	The calendar date the record was last changed.
LAST TIME	The clock time the record was last changed (24 hour clock).

**Report
Distribution:**   DHH

**Report
Layout:**   Access BUNDL to view the report layout.

1G59   Medicaid Detail Correction Report

**Report
Overview:**   This report shows corrections entered by the user on the Medicaid Detail Correction Table (MDCT) to the Medicaid Detail Table (MDDT). The report lists "before" and "after" images of the changed records.

**Report
Purpose:**   The purpose of the report is to allow DHH to review corrections that have been applied to the Medicaid Detail table (MDDT) using the Medicaid Detail Correction table (MDCT).

**Report
Source:**   The information for this report is taken from the Medicaid Detail table (MDDT) and the Medicaid Detail Correction table (MDCT).

**Related
Reports:**   1G57 – Medicaid Detail System Assurance report
1G58 – Medicaid Detail Suspense report
1G60 – Medicaid Detail Exclusion report

**Report
Retention:**   This report is available under the BUNDL Current Reports menu for thirty (30) days and under the Archive Reports menu for three (3) years.

**Field
Descriptions:**

Field Name	Description
FOR RUN DATE	Date for which the report is created.
	Indicates whether the report line shows the "BEFORE" or "AFTER" image of the record being reported.
MEDICAID CHECK DATE	The date of record from the detail transaction, indicates the check date from the Medicaid system.
TC	The transaction code for the detail transaction.
AGY	The agency number for the detail transaction.
NUMBER	The document number for the detail transaction.
AGENCY SEQ NUMBER	A 5 digit sequential number that is assigned by the Medicaid system and is unique for each J5 summary transaction line.
ISIS SEQ NUMBER	A 5 digit sequential number that is assigned by the ISIS system and is unique for each J5 detail transaction line.
BUDGET FISCAL YEAR	The budget fiscal year from the J5 detail transaction header.

Field Name	Description
STATUS	The status of the record on the Medicaid Detail table. Original status when loaded will be "I"; when a record is suspensed, status changes to "S"; once corrected by DHH, status changes to "C".
FY FM	The accounting period from the J5 detail transaction header.
AT	Account type of the J5 detail transaction line.
AGY	Agency number of the J5 detail transaction line.
ORGN	Organization of the J5 detail transaction line.
OBJT	Object of the J5 detail transaction line.
SUB	Sub Object of the J5 detail transaction line.
RSRC	Revenue Source of the J5 detail transaction line.
SUB	Sub Revenue Source of the J5 detail transaction line.
BACC	Balance Sheet Account of the J5 detail transaction line.
RPTG	Reporting Category of the J5 detail transaction line.
CASH	Cash Indicator of the J5 detail transaction line.
BANK	Bank Account of the J5 detail transaction line.
LINE DESCRIPTION	Line Description of the J5 detail transaction line.
DEBIT LINE AMOUNT	Debit line amount of the J5 detail transaction line.
CREDIT LINE AMOUNT	Credit line amount of the J5 detail transaction line.
LAST USER	The last user to affect the record. When originally loaded to MDDT, this field will contain "IIMDD306". When a record is suspensed, this field will contain "ISUSPEND".
LAST DATE	The calendar date the record was last changed.
LAST TIME	The clock time the record was last changed (24 hour clock).

**Report
Distribution:**   DHH

**Report
Layout:**   Access BUNDL to view the report layout.

1G60   Medicaid Detail Exclusion Report

**Report
Overview:**

This report lists Medicaid Detail records that were not loaded to the Medicaid Detail table (MDDT) because their associated J5 Medicaid Interface transaction was marked for delete during the nightly cycle.

**Report
Purpose:**

The purpose of the report is to notify DHH of J5 detail records that could not be loaded to the MDDT table because the related J5 transaction could not be processed by the AFS system.

**Report
Source:**

The information for the report is taken from the Medicaid Detail interface IIMDD306 and from the AFS General Ledger.

**Related
Reports:**

1G57 – Medicaid Detail System Assurance report
1G58 – Medicaid Detail Suspense report
1G59 – Medicaid Detail Correction report

**Report
Retention:**

This report is available under the BUNDL Current Reports menu for thirty (30) days and under the Archive Reports menu for three (3) years.

**Field
Descriptions:**

Field Name	Description
FOR RUN DATE	Date for which the report is created.
MEDICAID CHECK DATE	The date of record from the detail transaction, indicates the check date from the Medicaid system.
TC	The transaction code for the detail transaction.
AGY	The agency number for the detail transaction.
NUMBER	The document number for the detail transaction.
AGENCY SEQ NUMBER	A 5 digit sequential number that is assigned by the Medicaid system and is unique for each J5 summary transaction line.
BUDGET FISCAL YEAR	The budget fiscal year from the J5 detail transaction header.
FY FM	The accounting period from the J5 detail transaction header.
DATE SVC	The Medicaid date of service month and year. This information is stored in the activity field of the J5 detail records.

Field Name	Description
AT	Account type of the J5 detail transaction line.
AGY	Agency number of the J5 detail transaction line.
ORGN	Organization of the J5 detail transaction line.
OBJT	Object of the J5 detail transaction line.
SUB	Sub Object of the J5 detail transaction line.
RSRC	Revenue Source of the J5 detail transaction line.
SUB	Sub Revenue Source of the J5 detail transaction line.
BACC	Balance Sheet Account of the J5 detail transaction line.
RPTG	Reporting Category of the J5 detail transaction line.
CASH	Cash Indicator of the J5 detail transaction line.
BANK	Bank Account of the J5 detail transaction line.
LINE DESCRIPTION	Line Description of the J5 detail transaction line.
DEBIT LINE AMOUNT	Debit line amount of the J5 detail transaction line.
CREDIT LINE AMOUNT	Credit line amount of the J5 detail transaction line.
LAST USER	The last user to affect the record. When originally loaded to MDDT, this field will contain "IIMDD306". When a record is suspensed, this field will contain "ISUSPEND".
LAST DATE	The calendar date the record was last changed.
LAST TIME	The clock time the record was last changed (24 hour clock).

**Report
Distribution:**   Control Agencies.

**Report
Layout:**   Access BUNDL to view the report layout.