

## *Certification of Obligations Workbook*

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## 1.0 Certification of Obligations Workbook Overview

NOAA Administrative Order 203-34 requires a review and certification of obligations to be performed once a year. The Certification of Obligations workbook was developed to help to review and validate all open obligations. The workbook is available to both the FMC & LO Business Areas and is composed of five individual worksheets.

- High Level – PO
- High Level – Non-PO
- Deob Candidates
- Transaction Detail – Reference No.
- Transaction Detail – Doc Group & No.

### 1.1 High Level – PO Worksheet

The *High Level - PO* worksheet provides information on documents which originated as undelivered orders, such as purchase orders, contracts & grants. This worksheet shows consolidated information for documents having undelivered orders and unpaid accrued expenditures balances.

#### 1.1.1. Worksheet Parameters

Parameters	Description
<ul style="list-style-type: none"> <li>✓ As of GL End Date</li> <li>✓ Bureau Code</li> <li>✓ Org1</li> <li>✓ Org2 (% will select all)</li> <li>✓ Org3 (% will select all)</li> <li>✓ Enter 1 or more Project Codes (% will select all)</li> <li>✓ Show only documents with activity since this date</li> </ul>	<p>Defaults to 28-FEB-20## (may change each year)</p> <p>Defaults to the user's Bureau Code (13-BIS, 14-NOAA)</p> <p>Enter or Select 2-digit Organization 1 Code</p> <p>Enter or Select 2-digit Organization 2 Code or Select wildcard (%)</p> <p>Enter or Select 4-digit Organization 3 Code or Select wildcard (%)</p> <p>Enter one or more 7-digit Project Codes or Select wildcard (%) If selecting more than 1, use a comma between them no spaces.</p> <p>Defaults to 30-SEP-2008 (may change each year)</p>

Select values for the following parameters:

As of GL End Date (DD-MON-YYYY)\*: 28-FEB-2011

Bureau Code\*: '14'

ORG1\*:

ORG2 (% will select all)\*:

ORG3 (% will select all)\*:

Enter 1 or more Project Codes (% will select all)\*: '%'

Show only documents with activity since this date\*: '30-SEP-2008'

Description  
 (Example: 03-FEB-2011)  
 Specify the GL End Date for which to select data before or equal to this date.

\* indicates required field.

Help OK Cancel

### 1.1.2. Worksheet Page Items & Column Headings

Report Items Page Items	Description
<ul style="list-style-type: none"> <li>✓ Bureau Code</li> <li>✓ Affected Doc Group</li> </ul>	<p>The top part of the worksheet will contain page items. Some page items may have multiple selections; however this particular worksheet does not. It will default to your Bureau that was entered on the parameter screen and the only affected document group will be for Purchase Orders (PO)</p>

Report Items Column Headings	Description
Affected Document No	This is the number that Data Warehouse associates to the document in order to keep things linked together. (Reminder SLTs will break the document chain, but not totals)
Interface Document No	This is the document number from the interfacing system (i.e. CSTARS). For non-interfaced documents it will be blank. When Grants On-line interface is implemented that document number will appear here as well.
Affected Reference No (Max)	The Reference Number that may or may not have been entered in the CBS systems.
Vendor Report Name (Max)	The Vendor Name associated to the Purchase Order (PO) transaction.
Aff Item Type (Max)	Various Item types, which can be found using the Discoverer Workbook <b>CAMSADM.Reference-Data, Code Values Worksheet, Code Type (CDITEM)</b> .
Fund Code Fiscal Year	Lists the FCFY of the PO transaction.
Fund Code	Lists the Fund Code used for the PO transaction.
Program 1 4 Code	Lists the 4-level Program Code associated to the Fund Code for the PO transaction.
Org 1 7 Code	List the 7-level Organization Code associated to the PO transaction.
Project Code	Lists the 7-digit Project and 3-digit Task code associated to the PO transaction.
Object 1 2 Code	List the first two levels of the Object Class code associated to the PO transaction.
UDO + UDO_DWADJ	Shows the sum of the costs for any Undelivered Orders and any Downward Adjustments to any Undelivered Order associated to the PO transaction.

Report Items Column Headings	Description
UEXP + UEXP_DWADJ	Shows the Undelivered Order balance, which includes downward adjustments, for the accounting line of the PO.
PEXP + PEXP_DWADJ	Shows the Paid Expenditures balance, which includes downward adjustments, for the accounting line of the PO.
Total Oblig (with DWADJ)	Shows the Total Obligation balance, which includes downward adjustments, for the accounting line of the PO.
Max Trans Date	The date of the last transaction associated with the accounting line of the PO.

Workbook: Certification-of-Obligations\_FY2011v2    Worksheet: High Level - PO    Date Executed: 04-FEB-11  
 Parameters: GL End Date : '28-FEB-2011', Bureau Code - AP TRANS : '14', Org1 : '06', Org2 (wildcard) : '02', Org3 (wildcard) : '%', Project Code (wildcard) : '%', Activity date filter : '30-SEP-2008'

Page Items: Bureau Code: 14    Affected Doc Group: PO

	Affected Document No	Interface Document No	Affected Reference No (Max)	Vendor Report Name (Max)	Aff Item Type (Max)	Fund Code Fiscal Year
1	97355	NULL	DG133006NC0612	LOGISTICS MANAGEMENT INSTITUTE	SERV	2008
2	101650	NULL	SA130106NC0059	SOURCE STAFFING, INC.	SERV	2007
3	101650	NULL	SA130106NC0059	SOURCE STAFFING, INC.	SERV	2008
4	101650	NULL	SA130106NC0059	SOURCE STAFFING, INC.	SERV	2009
5	106593	NULL	DG133W06NC2139	EC AMERICA	SERV	2010
6	106593	NULL	DG133W06NC2139	EC AMERICA	PEN	2010

Workbook: Certification-of-Obligations\_FY2011v2    Worksheet: High Level - PO    Date Executed: 04-FEB-11  
 Parameters: GL End Date : '28-FEB-2011', Bureau Code - AP TRANS : '14', Org1 : '06', Org2 (wildcard) : '02', Org3 (wildcard) : '%', Project Code (wildcard) : '%', Activity date filter : '30-SEP-2008'

Page Items: Bureau Code: 14    Affected Doc Group: PO

	Fund Code	Program 1 4 Code	Org 1 7 Code	Project Code	Object 1 2 Code	UDO + UDO_DWADJ	UEXP + UEXP_DWADJ
1	0083	06-01-02-000	06-02-0000-00-00-00	F8PFX89-P00	25-12	\$33,908.32	\$0.00
2	0085	06-01-02-002	06-02-0001-05-00-00	E8P1B89-P00	25-24	\$3,097.80	\$0.00
3	0083	06-01-02-002	06-02-0001-05-00-00	F8P1B89-P00	25-23	\$4,055.04	\$0.00
4	0089	06-01-02-002	06-02-0001-05-00-00	G8P1B89-P00	25-23	\$15,257.40	\$0.00
5	1001	06-01-02-000	06-02-0000-00-00-00	H8PFX89-P00	25-23	\$7,078.50	\$3,135.50
6	1001	06-01-02-000	06-02-0000-00-00-00	H8PFX89-P00	43-01	\$0.00	\$0.46

Workbook: Certification-of-Obligations\_FY2011v2    Worksheet: High Level - PO    Date Executed: 04-FEB-11  
 Parameters: GL End Date : '28-FEB-2011', Bureau Code - AP TRANS : '14', Org1 : '06', Org2 (wildcard) : '02', Org3 (wildcard) : '%', Project Code (wildcard) : '%', Activity date filter : '30-SEP-2008'

Page Items: Bureau Code: 14    Affected Doc Group: PO

Code	Object 1 2 Code	UDO + UDO_DWADJ	UEXP + UEXP_DWADJ	PEXP + PEXP_DWADJ	Total Oblig (with DWADJ)	Max Trans Date
1	25-12	\$33,908.32	\$0.00	\$445,413.97	\$479,322.29	13-NOV-2008
2	25-24	\$3,097.80	\$0.00	\$46,735.20	\$49,833.00	29-OCT-2008
3	25-23	\$4,055.04	\$0.00	\$45,789.84	\$49,844.88	19-JUN-2009
4	25-23	\$15,257.40	\$0.00	\$34,581.36	\$49,838.76	11-MAR-2010
5	25-23	\$7,078.50	\$3,135.50	\$71,785.00	\$81,999.00	02-FEB-2011
6	43-01	\$0.00	\$0.46	\$0.00	\$0.46	03-FEB-2011

## 1.2 High Level – Non-PO Worksheet

This is the default worksheet that opens, unless another is selected. The *High Level – Non-PO* worksheet provides information on documents which did not originate as an undelivered order, such as “no match” invoices. This workbook shows all such documents with unpaid accrued expenditures balances.

Due to the nature of this data, there is often not a single document number under which to summarize the information. In order to better associate the transactions, this report sorts the data by the accounting information (ACCS), item type, vendor, and transaction amount. This brings similar transactions together to visually reconcile them.

This data may require closer examination because of the document chaining in Data Warehouse. Linking the creation and liquidation is sometimes difficult because of separate invoice and estimated accrual document numbers.

The rows in the worksheet are sorted so that creation and liquidation are likely to appear next to each other.

*Note: This worksheet does not show documents prior to previous fiscal year, because any issues with those documents would have been corrected previously.*

### 1.2.1. Worksheet Parameters

Parameters	Description
✓ As of GL End Date	Defaults to 28-FEB-20## (may change each year)
✓ Bureau Code	Defaults to the user's Bureau Code (13-BIS, 14-NOAA)
✓ Org1	Enter or Select 2-digit Organization 1 Code
✓ Org2 (%)	Enter or Select 2-digit Organization 2 Code or Select wildcard (%)
✓ Org3 (%)	Enter or Select 4-digit Organization 3 Code or Select wildcard (%)
✓ Enter 1 or more Project Codes (%)	Enter one or more 7-digit Project Codes or Select wildcard (%) If selecting more than 1, use a comma between them no spaces.

**1.2.2. Worksheet Page Items & Column Headings**

Report Items Page Items	Description
<ul style="list-style-type: none"> <li>✓ Bureau Code</li> </ul>	<p>The top part of the worksheet will contain page items. Some page items may have multiple selections; however this particular worksheet does not. It will default to your Bureau that was entered on the parameter screen.</p>

Report Items Column Headings	Description
Fund Code Fiscal Year	Lists the FCFY of the non-PO transaction.
Fund Code	Lists the Fund Code used for the non-PO transaction.
Affected Item Type	Various Item types, which can be found using the Discoverer Workbook <b>CAMSADM.Reference-Data, Code Values Worksheet, Code Type (CDITEM)</b> .
Vendor Report Name	Lists the name of the vendor associated to the non-PO transaction.
Program 1 4 Code	Lists the 4-level Program Code associated to the Fund Code for the non-PO transaction.
Org 1 7 Code	List the 7-level Organization Code associated to the non-PO transaction.
Project Code	Lists the 7-digit Project and 3-digit Task code associated to the non-PO transaction.
Object 1 2 Code	List the first two levels of the Object Class code associated to the non-PO transaction.
Affected Doc Group	List the type of transaction (non-Purchase Order).
Affected Document No	This is the number that Data Warehouse associates to the document in order to keep things linked together. (Reminder SLTs will break the document chain, but not totals)
UDO + UDO DWADJ	Shows the Undelivered Order balance, which includes downward adjustments, for the accounting line of the non-PO transaction.
UEXP + UEXP DWADJ	Shows the Unpaid Expenditures balance, which includes downward adjustments, for the accounting line of the non-PO transaction.

Report Items Column Headings	Description
PEXP + PEXP DWADJ	Shows the sum of the costs for any Paid Expenditures and any Downward Adjustments to any Paid Expenditures associated to the non-PO transaction.
Total Oblig (with DWADJ)	Shows the Total Obligation balance, which includes downward adjustments, for the accounting line of the non-PO transaction.
Max Trans Date	The date of the last transaction associated with the accounting line of the document.

Workbook: Certification-of-Obligations\_FY2011v2    Worksheet: High Level - Non-PO    Date Executed: 09-FEB-11  
 Parameters: GL End Date : '28-FEB-2011' , Bureau Code - AP TRANS : '14' , Org1 : '06' , Org2 (wildcard) : '02' , Org3 (wildcard) : '%' , Project Code (wildcard) : '%'

Page Items: Bureau Code: 14

	Fund Code	Fiscal Year	Fund Code	Affected Item Type	Vendor Report Name	Program 1 4 Code	Org 1 7 Code
1		2010	1001	NWSNET	SPRINT COMMUNICATIONS CO.,L.P.	06-01-02-010	06-02-0001-04-02-00-00
2				SERV	T R SYSTEMS INC	06-01-02-002	06-02-0001-05-00-00-00
3						06-01-02-015	06-02-0001-04-01-00-00
4							
5				NULL	LAFERNIER SUSAN J	06-01-02-000	06-02-0000-00-00-00-00
6		2011	0002	FEDEX	FEDERAL EXPRESS CORPORATION	09-01-02-000	06-02-0001-00-00-00-00
7			1005	FEDEX	FEDERAL EXPRESS CORPORATION	06-01-02-000	06-02-0000-00-00-00-00
8						06-01-02-015	06-02-0001-00-00-00-00

Workbook: Certification-of-Obligations\_FY2011v2    Worksheet: High Level - Non-PO    Date Executed: 09-FEB-11  
 Parameters: GL End Date : '28-FEB-2011' , Bureau Code - AP TRANS : '14' , Org1 : '06' , Org2 (wildcard) : '02' , Org3 (wildcard) : '%' , Project Code (wildcard) : '%'

Page Items: Bureau Code: 14

	Project Code	Object 1 2 Code	Affected Doc Group	Affected Document No	UDO + UDO_DWADJ	UEXP + UEXP_DWADJ
1	H8PCC21-Q00	23-38	EA	241508	\$0.00	\$180.00
2	H8P1B89-P00	25-27	INV	4520976	\$0.00	\$1,012.06
3	H8PFS88-P00	25-27	EA	237763	\$0.00	\$68.00
4			EA	237767	\$0.00	\$204.26
5	H8PFX89-P00	21-40	GJ	321583	\$0.00	\$600.20
6	29WGLHQ-PMB	22-13	INV	4509724	\$0.00	\$4.79
7	J8PFX89-P00	22-13	INV	4534284	\$0.00	\$9.41
8	J8PFS88-P00	22-13	INV	4530301	\$0.00	\$3.86

Workbook: Certification-of-Obligations\_FY2011v2    Worksheet: High Level - Non-PO    Date Executed: 09-FEB-11  
 Parameters: GL End Date : '28-FEB-2011' , Bureau Code - AP TRANS : '14' , Org1 : '06' , Org2 (wildcard) : '02' , Org3 (wildcard) : '%' , Project Code (wildcard) : '%'

Page Items: Bureau Code: 14

oup	Affected Document No	UDO + UDO_DWADJ	UEXP + UEXP_DWADJ	PEXP + PEXP_DWADJ	Total Oblig (with DWADJ)	Max Trans Date
1	241508	\$0.00	\$180.00	\$0.00	\$180.00	22-SEP-2010
2	4520976	\$0.00	\$1,012.06	\$0.00	\$1,012.06	28-JAN-2011
3	237763	\$0.00	\$68.00	\$0.00	\$68.00	18-SEP-2010
4	237767	\$0.00	\$204.26	\$270.74	\$475.00	12-NOV-2010
5	321583	\$0.00	\$600.20	<\$600.20>	\$0.00	11-MAR-2010
6	4509724	\$0.00	\$4.79	\$0.00	\$4.79	19-JAN-2011
7	4534284	\$0.00	\$9.41	\$0.00	\$9.41	07-FEB-2011
8	4530301	\$0.00	\$3.86	\$0.00	\$3.86	02-FEB-2011
9	4505029	\$0.00	\$4.79	\$0.00	\$4.79	10-JAN-2011

### 1.3 Deob Candidates

The Deob Candidates worksheet identifies inactive/obsolete obligation documents which are potential candidates for deobligation. It provides only documents in the PO group and excludes grants and contracts. By exporting this worksheet to a spreadsheet, it will allow you to indicate whether or not the document should be deobligated (Yes) or not (No). It also allows you to identify other documents, which should be deobligated and add them to the spreadsheet. By exporting this information and adding any additional information, you will be able to submit it electronically to Finance.

#### 1.3.1. Worksheet Parameters

Parameters	Description
✓ As of GL End Date	Defaults to 28-FEB-20## (may change each year)
✓ Bureau Code	Defaults to the user's Bureau Code (13-BIS, 14-NOAA)
✓ Org1	Enter or Select 2-digit Organization 1 Code
✓ Org2 (%)	Enter or Select 2-digit Organization 2 Code or Select wildcard (%)
✓ Org3 (%)	Enter or Select 4-digit Organization 3 Code or Select wildcard (%)
✓ Enter 1 or more Project Codes (%)	Enter one or more 7-digit Project Codes or Select wildcard (%) If selecting more than 1, use a comma between them no spaces.
✓ Show only documents with activity since this date	Defaults to 30-SEP-2008 (may change each year)

Select values for the following parameters:

As of GL End Date (DD-MON-YYYY)\*: 28-FEB-2011

Bureau Code\*: '14'

ORG1\*:

ORG2 (% will select all)\*:

ORG3 (% will select all)\*:

Enter 1 or more Project Codes (% will select all)\*: '%'

Show only documents with activity since this date\*: '30-SEP-2008'

Description  
(Example: 25-FEB-2011)  
Specify the GL End Date for which to select data before or equal to this date.

\* indicates required field.

Help OK Cancel

### 1.3.2. Worksheet Page Items & Column Headings

Report Items Page Items	Description
<ul style="list-style-type: none"> <li>✓ Bureau Code</li> </ul>	<p>The top part of the worksheet will contain page items. Some page items may have multiple selections; however this particular worksheet does not. It will default to your Bureau that was entered on the parameter screen.</p>

Report Items Column Headings	Description
Affected Document No	This is the number that Data Warehouse associates to the document in order to keep things linked together. (Reminder SLTs will break the document chain, but not totals)
Affected Item Type	Various Item types, which can be found using the Discoverer Workbook <b>CAMSADM.Reference-Data</b> , <i>Code Values Worksheet</i> , Code Type (CDITEM).
Vendor Report Name	Lists the name of the vendor associated to the PO transaction.
Fund Code Fiscal Year	Lists the FCFY of the PO transaction.
Fund Code	Lists the Fund Code used for the PO transaction.
Org 1 7 Code	Lists the 7-level Organization Code associated to the PO transaction.
Project Code	Lists the 7-digit Project and 3-digit Task code associated to the PO transaction.
Object 1 2 Code	List the first two levels of the Object Class code associated to the PO transaction.
UDO + UDO DWADJ	Shows the Undelivered Order balance, which includes downward adjustments, for the accounting line of the PO transaction.
UEXP + UEXP DWADJ	Shows the Unpaid Expenditures balance, which includes downward adjustments, for the accounting line of the PO transaction.
PEXP + PEXP DWADJ	Shows the sum of the costs for any Paid Expenditures and any Downward Adjustments to any Paid Expenditures associated to the PO transaction.

Report Items Column Headings	Description
Total Oblig (with DWADJ)	Shows the Total Obligation balance, which includes downward adjustments, for the accounting line of the PO transaction.
Max Trans Date	The date of the last transaction associated with the accounting line of the document.
Payment Office Code	Shows the code of the Finance office where the transaction was processed. <ul style="list-style-type: none"> <li>• HQS – Headquarters</li> <li>• EASC – Eastern</li> <li>• CASC – Central</li> <li>• MASC – Mountain</li> <li>• WASC – Western</li> </ul> <p><b><i>**The Field Finance Branches consolidated in Feb 2010, please refer to the consolidation materials to find out where the document is processed now.**</i></b></p>

Workbook: Certification-of-Obligations\_FY2011v2    Worksheet: Deob Candidates    Date Executed: 25-FEB-11  
 Parameters: GL End Date : '28-FEB-2011', Bureau Code - AP TRANS : '14', Org1 : '06', Org2 (wildcard) : '02', Org3 (wildcard) : '%', Project Code (wildcard) : '%', Activity date filter : '30-SEP'

Page Items:    Bureau Code: 14    Affected Doc Group: PO

	Deob (Y/N)?	Affected Document No	Affected Item Type	Vendor Report Name	Fund Code	Fiscal Year	Fund Code
1		128551	TRAIN	OPM FEDERAL EXECUTIVE INSTITUT		2008	0083
2		129119	SERV3	HARBOR TOWN GOLF RESORT		2008	0083
3		131391	GOODS2	HERMAN MILLER INC		2008	0083
4		132347	PRINT	GOVERNMENT PRINTING OFFICE		2008	0083
5		132469	PRINT	GOVERNMENT PRINTING OFFICE		2008	0083
6		133875	INTAGR	DOC DEPT MGMT/ SAL & EXP		2008	0083

Workbook: Certification-of-Obligations\_FY2011v2    Worksheet: Deob Candidates    Date Executed: 25-FEB-11  
 Parameters: GL End Date : '28-FEB-2011', Bureau Code - AP TRANS : '14', Org1 : '06', Org2 (wildcard) : '02', Org3 (wildcard) : '%', Project Code (wildcard) : '%', Activity date filter : '30-SEP'

Page Items:    Bureau Code: 14    Affected Doc Group: PO

	Org1 7 Code	Project Code	Object 1 2 Code	UDO + UDO_DWADJ	UEXP + UEXP_DWADJ	PEXP + PEXP_DWADJ
1	06-02-0002-01-00-00-00	F8PFX89-P00	25-33	\$6,963.00	\$0.00	\$12,675.00
2	06-02-0000-00-00-00-00	F8PFX89-P00	25-27	\$10.61	\$0.00	\$29,989.39
3	06-02-0001-00-00-00-00	F8PFS89-P00	26-25	\$63,855.94	\$0.00	\$180,403.63
4	06-02-0001-04-03-00-00	F8PFS89-P00	24-11	\$28.00	\$0.00	\$293.00
5	06-02-0001-05-00-00-00	F8P1B89-P00	24-11	\$2.00	\$0.00	\$103.00
6	06-02-0000-00-00-00-00	F8PFS89-P00	25-35	\$28,828.89	\$0.00	\$330,342.52

Workbook: Certification-of-Obligations\_FY2011v2    Worksheet: Deob Candidates    Date Executed: 25-FEB-11  
 Parameters: GL End Date : '28-FEB-2011' , Bureau Code - AP TRANS : '14' , Org1 : '06' , Org2 (wildcard) : '02' , Org3 (wildcard) : '%' , Project Code (wildcard) : '%' , Activity date filter : '30-SEP-2008'

Page Items: Bureau Code: 14    Affected Doc Group: PO

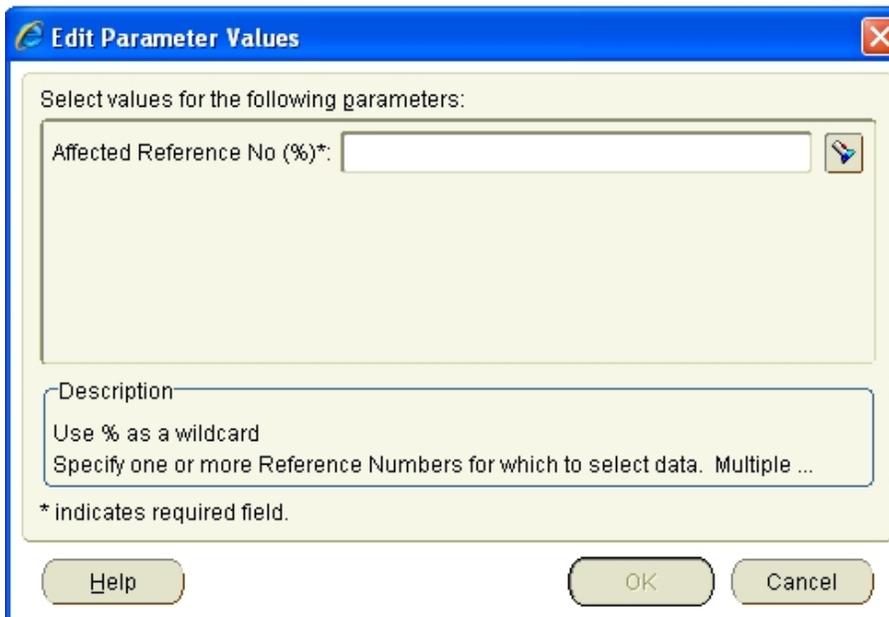
	UDO + UDO_DWADJ	UEXP + UEXP_DWADJ	PEXP + PEXP_DWADJ	Total Oblig (with DWADJ)	Max Trans Date	Payment Office Code
1	\$6,963.00	\$0.00	\$12,675.00	\$19,638.00	18-NOV-2008	HQS
2	\$10.61	\$0.00	\$29,989.39	\$30,000.00	18-DEC-2008	EASC
3	\$63,655.94	\$0.00	\$180,403.63	\$244,059.57	09-DEC-2008	CASC
4	\$28.00	\$0.00	\$293.00	\$321.00	20-OCT-2008	HQS
5	\$2.00	\$0.00	\$103.00	\$105.00	19-NOV-2008	HQS
6	\$28,828.89	\$0.00	\$330,342.52	\$359,171.41	08-OCT-2009	HQS

### 1.4 Transaction Detail – Reference No.

The Transaction Detail – Reference Number worksheet allows the user to view individual transactions against documents having the Affected Reference Number. This worksheet is meant to assist with researching transaction details for specific documents.

#### 1.4.1. Worksheet Parameters

Parameters	Description
✓ Affected Reference No (%)	Enter the Reference Number of the PO transaction



## 1.4.2. Worksheet Page Items &amp; Column Headings

Report Items Page Items	Description
✓ Bureau Code	The top part of the worksheet will contain page items. Some page items may have multiple selections; however this particular worksheet does not. It will default to your Bureau that was entered on the parameter screen.
✓ Affected Doc Group	List the type of transaction (Purchase Order).

Report Items Column Headings	Description
Affected Doc Group	List the type of transaction
Affected Document No	This is the number that Data Warehouse associates to the document in order to keep things linked together. (Reminder SLTs will break the document chain, but not totals)
Affected Document Type	Various document types, which can be found using the Discoverer Workbook <b>CAMSADM.Reference-Data, Code Values Worksheet</b> , Code Type (OBLIG).
Affected Item Type	Various Item types, which can be found using the Discoverer Workbook <b>CAMSADM.Reference-Data, Code Values Worksheet</b> , Code Type (CDITEM).
Affected Reference No	The Reference Number that may or may not have been entered in the CBS systems.
PO Feeder Sys No	This is the document number from the Purchase Order Feeder System.
Fiscal Year	Lists the Fiscal Year of the transaction.
Fund Code Fiscal Year	Lists the FCFY of the transaction.

Report Items Column Headings	Description
Org1 Code	Lists the 2-digit organization code representing the Line Office associated to the transaction.
Org2 Code	Lists the 2-digit organization code representing the FMC associated to the transaction.
Org3 Code	Lists the 4-digit organization code associated to the transaction
Fund Code	Lists the Fund Code used for the transaction.
Project Code	Lists the 7-digit Project code associated to the transaction.
Task Code	Lists the 3-digit Task code associated to the transaction
Object 1 2 Code	Lists the first two levels of the Object Class code associated to the transaction.
Trans Date	Lists the date of the transaction.
PY Record Flag	Lists Y or N to say if there was a Prior Year Cost associated to that transaction.
UDO	Lists the amount of the Undelivered Order.
UEXP	Lists the amount of the Unpaid Expenditure.
PEXP	Lists the amount of the Paid Expenditure.
Subsystem Code	A CBS Module Identifier.
Trans Source	Transaction source as identified in the CBS TRIAL table.
UDO DWADJ	Shows the Undelivered Order balance, which includes downward adjustments, for the accounting line of the transaction.

Report Items Column Headings	Description
UEXP DWADJ	Shows the Unpaid Expenditures balance, which includes downward adjustments, for the accounting line of the transaction.
UPEX DWAD	Shows the sum of the costs for any Paid Expenditures and any Downward Adjustments to any Paid Expenditures associated to the transaction.

Workbook: Certification-of-Obligations\_FY2011v2    Worksheet: Transaction Detail - Reference No.    Date Executed: 25-FEB-11  
 Parameters: Affected Reference No.: 'EA133010NC0559'

Page Items: Bureau Code: 14

Affected Doc Group	Affected Document No	Affected Document Type	Affected Item Type	Affected Reference No	Po Feeder Sys No	Fiscal Year	Fund Code	Fiscal Year
PD	258231	CONTR	PEN	EA133010NC0559	EA133010NC05590000	2010		2010
						2011		2010
			SERV2	EA133010NC0559	EA133010NC05590000	2010		2010
						2011		2010
Grand Total								

Workbook: Certification-of-Obligations\_FY2011v2    Worksheet: Transaction Detail - Reference No.    Date Executed: 25-FEB-11  
 Parameters: Affected Reference No.: 'EA133010NC0559'

Page Items: Bureau Code: 14

Org1 Code	Org2 Code	Org3 Code	Fund Code	Project Code	Task Code	Object1 2 Code	Trans Date	Py Record Flag	UDD	UEXP	PEXP	Subsystem Co
06	02	0001	1001	H8PFS88	P00	43-01	08-JUN-2010	N	\$0.00	\$12.48	\$0.00	AP
							09-JUN-2010	N	\$0.00	<\$12.48>	\$12.48	ACCOMP
06	02	0001	1001	H8PFS88	P00	43-01	04-NOV-2010	N	...5.08>	\$45.08	\$0.00	AP
								Y	\$45.08	\$0.00	\$0.00	AP
							05-NOV-2010	N	\$0.00	<\$45.08>	\$45.08	ACCOMP
06	02	0001	1001	H8PFS88	P00	25-23	18-MAR-2010	N	...92.80	\$0.00	\$0.00	DB
							07-JUN-2010	N	...0.00>	...910.00	\$0.00	AP
							08-JUN-2010	N	...4.21>	...474.21	\$0.00	AP
							09-JUN-2010	N	\$0.00	...10.00>	...910.00	ACCOMP
							11-JUN-2010	N	\$0.00	...74.21>	...474.21	ACCOMP
							08-JUL-2010	N	...1.53>	...321.53	\$0.00	AP
							21-JUL-2010	N	\$0.00	...21.53>	...321.53	ACCOMP
							26-JUL-2010	N	...31.80	\$0.00	\$0.00	DB
							29-JUL-2010	N	...3.99>	...763.99	\$0.00	AP
							13-AUG-2010	N	\$0.00	...63.99>	...763.99	ACCOMP
							14-SEP-2010	N	...1.11>	...641.11	\$0.00	AP
							16-SEP-2010	N	\$0.00	...41.11>	...641.11	ACCOMP
06	02	0001	1001	H8PFS88	P00	25-23	03-NOV-2010	N	...1.26>	...331.26	\$0.00	AP
							05-NOV-2010	N	\$0.00	...19.10>	...619.10	ACCOMP
							19-NOV-2010	N	\$0.00	...12.16>	...712.16	ACCOMP
									\$5,182.5	\$0.00	\$209,499	

Workbook: Certification-of-Obligations\_FY2011v2    Worksheet: Transaction Detail - Reference No.    Date Executed: 25-FEB-11  
 Parameters: Affected Reference No.: 'EA133010NC0559'

Page Items: Bureau Code: 14

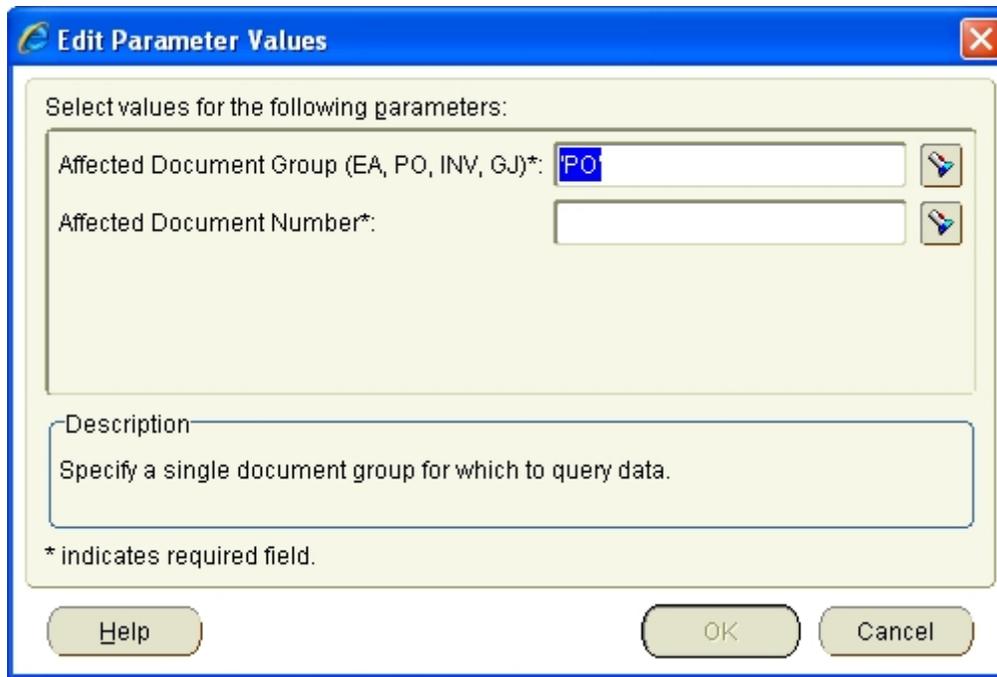
Code	Task Code	Object 1 2 Code	Trans Date	Py Record Flag	UDO	UEXP	PEXP	Subsystem Code	Trans Source	UDO DWADJ	UEXP DWADJ	PEXP DWADJ
P00	43-01		08-JUN-2010	N	\$0.00	\$12.48	\$0.00	AP	ACCR	\$0.00	\$0.00	\$0.00
			09-JUN-2010	N	\$0.00	<\$12.48>	\$12.48	ACCOMP	ACCOMP	\$0.00	\$0.00	\$0.00
P00	43-01		04-NOV-2010	N	...5.08>	\$46.08	\$0.00	AP	ACCR	\$0.00	\$0.00	\$0.00
				Y	\$46.08	\$0.00	\$0.00	AP	ACCR	\$0.00	\$0.00	\$0.00
			05-NOV-2010	N	\$0.00	<\$46.08>	\$46.08	ACCOMP	ACCOMP	\$0.00	\$0.00	\$0.00
P00	25-23		18-MAR-2010	N	...92.80	\$0.00	\$0.00	OB	OBLIG	\$0.00	\$0.00	\$0.00
			07-JUN-2010	N	...0.00>	...910.00	\$0.00	AP	AP	\$0.00	\$0.00	\$0.00
			08-JUN-2010	N	...4.21>	...474.21	\$0.00	AP	AP	\$0.00	\$0.00	\$0.00
			09-JUN-2010	N	\$0.00	...10.00>	...910.00	ACCOMP	ACCOMP	\$0.00	\$0.00	\$0.00
			11-JUN-2010	N	\$0.00	...74.21>	...474.21	ACCOMP	ACCOMP	\$0.00	\$0.00	\$0.00
			08-JUL-2010	N	...1.53>	...321.53	\$0.00	AP	AP	\$0.00	\$0.00	\$0.00
			21-JUL-2010	N	\$0.00	...21.53>	...321.53	ACCOMP	ACCOMP	\$0.00	\$0.00	\$0.00
			26-JUL-2010	N	...31.80	\$0.00	\$0.00	OB	OBLIG	\$0.00	\$0.00	\$0.00
			29-JUL-2010	N	...3.99>	...763.99	\$0.00	AP	AP	\$0.00	\$0.00	\$0.00
			13-AUG-2010	N	\$0.00	...63.99>	...763.99	ACCOMP	ACCOMP	\$0.00	\$0.00	\$0.00
			14-SEP-2010	N	...1.11>	...641.11	\$0.00	AP	AP	\$0.00	\$0.00	\$0.00
			16-SEP-2010	N	\$0.00	...41.11>	...641.11	ACCOMP	ACCOMP	\$0.00	\$0.00	\$0.00
P00	25-23		03-NOV-2010	N	...1.26>	...331.26	\$0.00	AP	AP	\$0.00	\$0.00	\$0.00
			05-NOV-2010	N	\$0.00	...19.10>	...619.10	ACCOMP	ACCOMP	\$0.00	\$0.00	\$0.00
			19-NOV-2010	N	\$0.00	...12.16>	...712.16	ACCOMP	ACCOMP	\$0.00	\$0.00	\$0.00
					\$5,182.5	\$0.00	\$209,499			\$0.00	\$0.00	\$0.00

### 1.5 Transaction Detail – Doc Group & No.

The Transaction Detail – Document Group & Number worksheet contains the same information as the Transaction Detail – Reference No. worksheet, but data is queried based on the Affected Document Group and Affected Document Number versus the Affected Reference Number. This worksheet is also meant to assist with researching transaction details for specific documents.

#### 1.5.1. Worksheet Parameters

Parameters	Description
✓ Affected Document Group (EA,PO, INV, GJ)	Field defaults to PO. However, the user may also look for Estimated Accruals, Invoices and General Journals.
✓ Affected Document Number	Enter the Affected Document Number that Data Warehouse assigns to the transaction



**1.5.2. Worksheet Page Items & Column Headings**

Report Items Page Items	Description
✓ Bureau Code	The top part of the worksheet will contain page items. Some page items may have multiple selections; however this particular worksheet does not. It will default to your Bureau that was entered on the parameter screen.
✓ Affected Doc Group	List the type of transaction. Will default to the one entered on the parameter screen.
✓ Project Code	May have multiple project codes or only one. User may use the drop-down arrow to select a value.

Report Items Column Headings	Description
Affected Document No	This is the number that Data Warehouse associates to the document in order to keep things linked together. (Reminder SLTs will break the document chain, but not totals). Should default to the one entered on the parameter screen.
Affected Document Type	Various document types, which can be found using the Discoverer Workbook <b>CAMSADM.Reference-Data</b> , <i>Code Values Worksheet</i> , Code Type (OBLIG).
Affected Item Type	Various Item types, which can be found using the Discoverer Workbook <b>CAMSADM.Reference-Data</b> , <i>Code Values Worksheet</i> , Code Type (CDITEM).
PO Feeder Sys No	This is the document number from the Purchase Order Feeder System.
Fiscal Year	Lists the Fiscal Year of the transaction.
Fund Code Fiscal Year	Lists the FCFY of the transaction.
Org1 Code	Lists the 2-digit organization code representing the Line Office associated to the transaction.
Org2 Code	Lists the 2-digit organization code representig the FMC associated to the transaction.
Org3 Code	Lists the 4-digit organization code associated to the transaction
Fund Code	Lists the Fund Code used for the transaction.
Task Code	Lists the 3-digit Task code associated to the transaction
Object 1 2 Code	Lists the first two levels of the Object Class code associated to the transaction.
Trans Date	Lists the date of the transaction.

Report Items Column Headings	Description
PY Record Flag	Lists Y or N to say if there was a Prior Year Cost associated to that transaction.
UDO	Lists the amount of the Undelivered Order.
UEXP	Lists the amount of the Unpaid Expenditure.
PEXP	Lists the amount of the Paid Expenditure.
Subsystem Code	A CBS Module Identifier.
Trans Source	Transaction source as identified in the CBS TRIAL table.
UDO DWADJ	Shows the Undelivered Order balance, which includes downward adjustments, for the accounting line of the transaction.
UEXP DWADJ	Shows the Unpaid Expenditures balance, which includes downward adjustments, for the accounting line of the transaction.
UPEX DWAD	Shows the sum of the costs for any Paid Expenditures and any Downward Adjustments to any Paid Expenditures associated to the transaction.
Org 1 7 Code	Lists the 7-level Organization Code associated to the PO transaction.

Workbook: Certification-of-Obligations\_FY2011v2    Worksheet: Transaction Detail - Doc Group & No.    Date Executed: 25-FEB-11  
 Parameters: Document Group : 'PO' , Document Number : '249745'

Page Items: Bureau Code: 14    Affected Doc Group: PO    Project Code: H8PFS88

Affected Document No	Affected Document Type	Affected Item Type	Affected Reference No	Po Feeder Sys No	Fiscal Year	Fund Code Fiscal Year	Org1 Code	Org2 Co
249745	TRAIN	TRAIN	182FRD1030	NULL	2010	2010 06	02	
Document								
Grand Total								

Workbook: Certification-of-Obligations\_FY2011v2    Worksheet: Transaction Detail - Doc Group & No.    Date Executed: 25-FEB-11  
 Parameters: Document Group : 'PO' , Document Number : '249745'

Page Items:    Bureau Code: 14    Affected Doc Group: PD    Project Code: H8PFS88

Org2 Code	Org3 Code	Fund Code	Task Code	Object1 2 Code	Trans Date	Py Record Flag	UDO	UEXP	PEXP	Subsystem Code	Trans Source
02	0001	1001	P00	25-28	25-FEB-2010	N	\$875.00	\$0.00	\$0.00	DB	OBLIG
							\$875.00	\$0.00	\$0.00		
							\$875.00	\$0.00	\$0.00		

ed: 25-FEB-11



UDO DWADJ	UEXP DWADJ	PEXP DWADJ	Org1 7 Code
\$0.00	\$0.00	\$0.00	06-02-0001-02-00-00-00
\$0.00	\$0.00	\$0.00	
\$0.00	\$0.00	\$0.00	