INTEGRATED RESOURCE INFORMATION SYSTEM

PROJECT

CH Interface Design Document Template – XML
Deliverable # 15 Interface Specifications

September 20, 2013

VERSION 0.1

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1 INTRODUCTION

1.1 CHARGE (CH) DOCUMENT USAGE

The following sections describe in detail the specifications of the Charge (CH) document inbound interface template.

The Charge (CH) Document Type is a simple Document Type consisting of only a Header Section and an Accounting Detail Section. The document structure lends itself to many different uses. The main use of the document is to record programmatic costs to Cost Accounting budgets for such items as Back End Split Charges, Revenue Credits, and Charges. Other uses include recording the results from the Cost Allocation or Overhead batch processes. The Charge (CH) document code is used to process Cost Accounting specific accounting events and typically solely updates the Cost Accounting Journal. The task of recording Back End Split Charges, Revenue Credits, and Charges often falls to this view of the document type. The CH Document should not record transactions that use cash accounts

Currently cost allocation is not performed in AKSAS but is calculated through spreadsheets and/or stand-alone sub-systems.

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2 INTERFACE SPECIFICATIONS

2.1 [INTERFACE NAME – INTERFACE #]

This section should contain a description of the specific interface and any information relative to the interface, such as schedule, volume, etc.

2.2 ASSUMPTIONS

This interface will be developed under the following assumptions:

• List all assumption related to the specific interface…

2.3 ADDITIONAL INFORMATION

This section is for any additional information gathered about the specific interface. This could include the file naming convention, original file layout sample, etc.

3 FILE SPECIFICATIONS

The following sections describe in detail the specifications of the Charge (CH) document inbound interface template.

3.1 CHARGE (CH) TRANSACTION LAYOUTS

The CH transaction consists of 4 required components. Exhibit 21 is a graphical representation of all components, the action explaining whether its inclusion is required or not, and its description. Exhibit 22 further illustrates the CH document showing that it will have one AMS_DOCUMENT record, one CH_DOC_HDR, one or more

CH_DOC_ACTG records, and one Trailer record. The remaining sections explain each component that constitutes a complete XML based CH document.

As noted, the CH document will allow one or more accounting records per document. The structure of an interface file with 2 CH documents where each document is associated with one or more accounting records will be as follows:

Document record #1	Document record #2
Header record	Header record
Accounting record 1	Accounting record 1
Accounting record 2	Accounting record 2
Trailer record	Trailer record

Exhibit 1 CH Transaction Required XML Components

	Action	
	Original entry	Component description
AMS_DOC_XML_IMPORT_FILE	Required	Unique Tag used to identify the beginning and ending of an inbound XML interface file.
AMS_DOCUMENT	Required	Unique Tag used to identify the beginning and ending of a document within an inbound XML interface file.
CH_DOC_HDR	Required	Unique Tag used to identify the beginning and ending of a header component within a document.
CH_DOC_ACTG	Required	Unique Tag used to identify the beginning and ending of an accounting line within a document.
Trailer Record	Required	Trailer record containing reconciliation totals.

Exhibit 2 CH Document Components
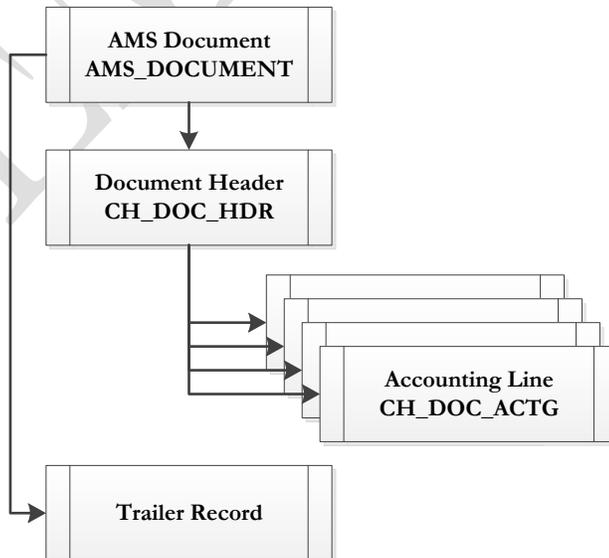
3.1.1 CH DOCUMENT COMPONENT: AMS_DOC_XML_IMPORT_FILE

The following XML tags are a requirement for any XML file being submitted into the IRIS system. See Appendix A for an example of a fully qualified CH XML example:

XML Tag	Description	R/C
AMS_DOC_XML_IMPORT_FILE	Required XML beginning and ending tag for a base CH document	R

3.1.2 CH DOCUMENT COMPONENT: AMS_DOCUMENT

The following XML tags are a requirement for any XML file being submitted into the IRIS system. See Appendix A for an example of a fully qualified CH XML example:

SOA			IRIS						
Field	Type	Size	Field	Caption	Description	R/C	Type	Len	Comments/Rules
			DOC_CAT	Document Category	The category in which the document is located.	R	VARCHAR2	8	'CA'
			DOC_TYP	Document Type	The type of document, defined in the Document Type table. Each document code must be assigned a document type.	R	VARCHAR2	8	'CH'
			DOC_CD	Document Code	The alpha-numeric code that indicates the type of transaction.	R	VARCHAR2	8	'CH'
			DOC_DEPT_CD	Department Code	The department code assigned to this document.	R	VARCHAR2	4	Must be valid on Department Fiscal Year Controls table.
			DOC_UNIT_CD	Document Unit	The unit code associated with this document, which can be used to facilitate workflow.	R	VARCHAR2	4	Valid Unit Code on the Unit table.
			DOC_ID	Document ID	The unique document number assigned for this transaction.	R	VARCHAR2	20	Leave Blank if AUTO_DOC_NUM set to "true".
			DOC_VERS_NO	Document Version Number	The version number assigned to this document.	R	NUMBER	2	Set to "1".
			AUTO_DOC_NUM	Automatic Document Numbering	Indicates that system will assign a unique Document ID: "true" for system assigned Document ID number or "false" for no system assigned Document ID Number.	R	VARCHAR2	5	
			DOC_IMPORT_MODE	Document Import Mode	Indicates that the document is being made as an Original	R	VARCHAR2	3	Set to "OE " for Original Entry

SOA			IRIS						
Field	Type	Size	Field	Caption	Description	R/C	Type	Len	Comments/Rules
					Entry "OE".				

3.1.3 CH DOCUMENT COMPONENT: CH_DOC_HDR

The following XML tags are a requirement for CH documents being submitted into the IRIS system. See Appendix A for an example of a fully qualified CH XML example:

SOA			IRIS						
Field	Type	Size	Field	Caption	Description	R/C	Type	Len	Comments/Rules
			DOC_CAT	Document Category	The category in which the document is located.	R	VARCHAR2	8	Same as defined in AMS_DOCUMENT
			DOC_TYP	Document Type	The type of document, defined in the Document Type table. Each document code must be assigned a document type.	R	VARCHAR2	8	Same as defined in AMS_DOCUMENT
			DOC_CD	Document Code	The alpha-numeric code that indicates the type of transaction.	R	VARCHAR2	8	Same as defined in AMS_DOCUMENT
			DOC_DEPT_CD	Document Dept	The department code assigned to this document.	R	VARCHAR2	4	Same as defined in AMS_DOCUMENT
			DOC_ID	Document ID	The unique document number assigned for this transaction.	R	VARCHAR2	20	Same as defined in AMS_DOCUMENT
			DOC_VERS_NO	Document Version Number	The version number assigned to this document.	R	NUMBER	2	Same as defined in AMS_DOCUMENT
			DOC_UNIT_CD	Document Unit	The unit code associated with this document which can be used to facilitate workflow.	R	VARCHAR2	4	Same as defined in AMS_DOCUMENT
			DOC_REC_DT_DC	Record Date	The record date manually entered on the document header. If not manually	O	DATE	10	If left blank, the system will default it to the current date.

SOA			IRIS						
Field	Type	Size	Field	Caption	Description	R/C	Type	Len	Comments/Rules
					entered, the date becomes the one when the document was submitted successfully.				If provided, the format of this date is "YYYY-MM-DD". Example: "2004-10-30".
			DOC_BFY	Budget FY	When on the header of a document, this is the default budget fiscal year that will be pushed to all accounting lines.	CR	NUMBER	4	If left blank, the system will populate it with the Fiscal Year of the Record Date on associated document. If provided, must be valid on the Fiscal Year table and follow the format "YYYY".
			DOC_FY_DC	Fiscal Year	The fiscal year associated with this document.	CR	NUMBER	4	If left blank, the system will populate it with the Fiscal Year of the Record Date on associated document. If provided, must be valid on the Fiscal Year table and follow the format "YYYY".
			DOC_PER_DC	Period	When on the header of a document, this is the default accounting period that is pushed to all accounting lines. If not manually entered, the field remains blank until the document is submitted successfully. At this point it is set to the current accounting period.	CR	NUMBER	2	If left blank, the system will populate it with the Fiscal Period of the Record Date on associated document.
			DOC_DSCR	Document Description	The description associated with the document.	O	VARCHAR2	60	
			DOC_NM	Document Name	Name for the document.	O	VARCHAR2	60	
			EXT_DOC_DSCR	Extended Description	A free-form text field that will hold a large volume of information to be associated with a document component. It is larger than the regular description field,	O	VARCHAR2 (1500)	1500	

SOA			IRIS						
Field	Type	Size	Field	Caption	Description	R/C	Type	Len	Comments/Rules
					but still limited unlike attachments.				
			SVC_FRM_DT	Service From Date	Service Dates (From/To Dates) on payment request documents are used to identify when goods or services were received from the vendor.	O	DATE	10	Acceptable format is: "YYYY-MM-DD". Example: "2004-10-30". The Service From Date can be a past, current or future date. Agencies may provide a date if desired. Otherwise, leave blank and system will default it to the current date upon processing the interface file.
			SVC_TO_DT	Service To Date	Service Dates (From/To Dates) on payment request documents are used to identify when goods or services were received from the vendor.	O	DATE	10	Acceptable format is: "YYYY-MM-DD". Example: "2004-10-30". The Service To Date can be a past, current or future date. Agencies may provide a date if desired. Otherwise, leave blank and system will default it to the current date upon processing the interface file. If provided, it must be greater than or equal to the SVC_FRM_DT.

3.1.4 CH DOCUMENT COMPONENT: CH_DOC_ACTG

The following XML tags are a requirement for CH documents being submitted into the IRIS system. See Appendix A for an example of a fully qualified CH XML example:

SOA			IRIS						
Field	Type	Size	Field	Caption	Description	R/C	Type	Len	Comments/Rules
			DOC_CAT	Document Category	The category in which the document is located.	R	VARCHAR2	8	Same as defined in AMS_DOCUMENT
			DOC_TYP	Document Component Type	The type of document, defined in the Document Type table. Each document code must be assigned a document type.	R	VARCHAR2	8	Same as defined in AMS_DOCUMENT
			DOC_CD	Document Code	The alpha-numeric code that indicates the type of transaction.	R	VARCHAR2	8	Same as defined in AMS_DOCUMENT
			DOC_DEPT_CD	Department	The department code assigned to this document.	R	VARCHAR2	4	Same as defined in AMS_DOCUMENT
			DOC_UNIT_CD	Document Unit Code	The unit code associated with this document.	R	VARCHAR2	4	Same as defined in AMS_DOCUMENT
			DOC_ID	Document ID	The unique document number assigned for this transaction.	R	VARCHAR2	20	Same as defined in AMS_DOCUMENT
			DOC_VERS_NO	Document Version	The version number assigned to this document.	R	NUMBER	2	Same as defined in AMS_DOCUMENT
			DOC_ACTG_LN_NO	Accounting Line	The accounting line number visible to a user that uniquely identifies each accounting line within a document.	R	NUMBER	10	Must be between 1 and 99.
			EVNT_TYP_ID	Event Type	Event Type determines the	R	VARCHAR2	4	Must be a valid value on

SOA			IRIS						
Field	Type	Size	Field	Caption	Description	R/C	Type	Len	Comments/Rules
					journal postings and business rules for a particular transaction.				(AETDC) table.
			PSTNG_PR_TYP	Line Type	A posting pair ID is a unique ID assigned to a debt and/or credit posting code.	O	VARCHAR2	1	Leave blank.
			ACTG_TMPL_ID	Accounting Template	The unique identification code assigned to the accounting template. Accounting templates are used to bring in chart of account element codes for ease of data entry on documents.	O	VARCHAR2	6	Must be a valid value on the Accounting Template (ACTPL) table
			ACTG_LN_DSCR	Line Description	The description associated with the line. This description is posted to the accounting journal and is available for reporting.	O	VARCHAR2	100	Department may provide Accounting Line Description in this data element.
			LN_AM	Line Amount	The line amount associated with the accounting line.	R	DECIMAL	14,2	Example: 50.00
			BFY	Budget FY	The budget fiscal year with which this calendar date is associated. Must be valid on the Fiscal Year page.	O	NUMBER	4	If left blank, the system will populate it with the Fiscal Year of the Record Date on associated document. If provided, must be valid on the Fiscal Year table and follow the format "YYYY".
			FY_DC	Fiscal Year	The fiscal year associated with this document.	O	NUMBER	4	If left blank, the system will populate it with the Fiscal Year of the Record Date on associated document. If provided, must be valid on the Fiscal Year table and follow the format "YYYY".
			PER_DC	Period	The manually entered accounting period for a document in draft. If not	O	NUMBER	2	If left blank, the system will populate it with the Fiscal Period of the Record Date on

SOA			IRIS						
Field	Type	Size	Field	Caption	Description	R/C	Type	Len	Comments/Rules
					manually entered, the field remains blank until the document is submitted successfully. At this point it will be set to the current accounting period.				associated document.
			CHRG_UNITS	Charge Units	Identifies the number of units that should be charged for overhead/indirect cost purposes. Line Amount is equal to the Charge Rate multiplied by the Charge Units.	R	DECIMAL	7,3	
			CHRG_CLS_CD	Charge Class	The Charge Class field defines a standard rate for a type of indirect expense. You use a Charge Class as an alternate method for calculating the value of the accounting line's Line Amount field on the Charge (CH) transaction by providing a standard Rate that is then multiplied by the number of units. This is a required field.	R	VARCHAR2	7	Must be valid value on Charge Class table.
			CHRG_CLS_RT	Charge Class Rate	The Charge Class Rate field identifies the Charge Rate associated with the Charge Class that is used to calculate the Line Amount by multiplying the Charge Units times the Charge Rate. This is a required field.	R	DECIMAL	8,4	Leave blank, the system will populate it from the Rate on the Charge Class table based on the provided Charge Class.
			RFED_DOC_CD	Ref Doc Code	The document code from the referenced IRIS document.	P	VARCHAR2	8	Leave blank.
			RFED_DOC_DEPT_CD	Ref Doc Dept	Department code that is part of the complete document identification of a referenced IRIS document.	P	VARCHAR2	4	Leave blank.

SOA			IRIS						
Field	Type	Size	Field	Caption	Description	R/C	Type	Len	Comments/Rules
			RFED_DOC_ID	Ref Doc Id	The document identification code from the referenced IRIS document.	P	VARCHAR2	20	Leave blank.
			RFED_VEND_LN_NO	Ref Vendor Line	The vendor line number from the referenced IRIS document.	P	NUMBER	10	Leave blank.
			RFED_COMM_LN_NO	Ref Commodity Line	The commodity line number from the referenced IRIS number.	O	NUMBER	10	Leave Blank
			RFED_ACTG_LN_NO	Ref Accounting Line	The accounting line number from the referenced IRIS document.	O	NUMBER	10	Leave Blank
			RF_TYP	Ref Type	Defines the type of reference being performed against the specified referenced IRIS transaction line. "Final" closes the referenced line, meaning additional references are not allowed. "Partial" and "Memo" do not close the referenced line, allowing additional transactions to reference this line.	P	NUMBER	1	Leave blank.
			SRFED_DOC_CD	Ref Doc Code	This field specifies the Document Code from the special memo-referenced document.	P	VARCHAR2	8	Leave blank.
			SRFED_DOC_DEPT_CD	Ref Doc Dept	This field specifies the Document Department Code that is part of the complete document identification of a special	P	VARCHAR2	4	Leave blank.

SOA			IRIS						
Field	Type	Size	Field	Caption	Description	R/C	Type	Len	Comments/Rules
					memo-referenced document.				
			SRFED_DOC_ID	Ref Doc Id	This field specifies the Document ID from the special memo-referenced document.	P	VARCHAR2	20	Leave blank.
			SRFED_VEND_LN_NO	Ref Vendor Line	This field specifies the Vendor Line number from the special memo-referenced document.	P	NUMBER	10	Leave blank.
			SRFED_COMM_LN_NO	Ref Commodity Line	This field specifies the Commodity Line number from the special memo-referenced document.	O	NUMBER	10	Leave Blank
			SRFED_ACTG_LN_NO	Ref Accounting Line	This field specifies the Accounting Line number from the special memo-referenced document.	O	NUMBER	10	Leave Blank
			SRF_TYP	Ref Type	This field displays the reference type that determines the action taken against the referenced document. With the special reference the only valid value is a memo reference type that will perform no accounting or updates to the referenced document, but will update all reference queries.	P	NUMBER	1	Leave blank.
			FUND_CD	Fund	The identification code associated with the fund.	O	VARCHAR2	4	If provided, must be valid on Fund (FUND) table.
			SFUND_CD	Sub Fund	The identification code associated with the sub-fund.	O	VARCHAR2	4	If entered, must be valid on the Sub Fund table.

SOA			IRIS						
Field	Type	Size	Field	Caption	Description	R/C	Type	Len	Comments/Rules
									To enter a Sub Fund Code, the Fund Code must be entered.
			DEPT_CD	Department	An identification code associated with a department.	O	VARCHAR2	4	If entered, must be valid on Department Fiscal Year Controls table.
			UNIT_CD	Unit	An identification code associated with a Unit.	O	VARCHAR2	4	If entered, must be valid on the Unit table.
			SUNIT_CD	Sub Unit	Sub Unit is a means of breaking down a unit code into smaller measurements. It is the lowest level of organizational structure and is required or prohibited based on one or more sub unit requirement tables.	O	VARCHAR2	4	If entered, must be valid on the Sub Unit table. To enter a Sub Unit Code, the Unit Code must be entered.
			APPR_CD	Appr Unit	The identification code associated to an appropriation unit.	O	VARCHAR2	9	If entered, must be valid on the Appropriation table.
			OBJ_CD	Object	The identification code associated with an object of expenditure.	O	VARCHAR2	4	If provided, must be valid on the Object table.
			SOBJ_CD	Sub Object	The identification code associated with the sub-object. Sub-object is a fund accounting Chart of Accounts element.	O	VARCHAR2	4	If entered, must be valid on the Sub Object table. To enter a Sub Object Code, the Object Code must be entered.
			RSRC_CD	Revenue	Revenue sources are used to track individual sources of revenue taken in.	O	VARCHAR2	4	If provided, must be valid on the Revenue table.
			SRSRC_CD	Sub Revenue	The identification code associated with the sub revenue source account.	O	VARCHAR2	4	If entered, must be valid on the Sub Revenue Source table. To enter a Sub Revenue Source Code, the Revenue Source Code must be entered.
			BSA_CD	BSA	The identification code assigned to the balance sheet	O	VARCHAR2	4	If entered, must be valid on Balance Sheet Account (BSA)

SOA			IRIS						
Field	Type	Size	Field	Caption	Description	R/C	Type	Len	Comments/Rules
					account.				table.
			SBSA_CD	Sub BSA	The identification code assigned to the sub-balance sheet account.	O	VARCHAR2	4	If entered, must be valid on the Sub BSA table. To enter a Sub BSA Code, the BSA Code must be entered.
			OBSA_CD	OBSA	The balance sheet account code to which the offset is posted. In most cases, there is a default established for this code; however, certain documents will allow users to manually enter a value to be used other than the default.	O	VARCHAR2	4	Leave blank.
			OSBSA_CD	Sub OBSA	The sub-balance sheet account to which the offset is posted.	O	VARCHAR2	4	Leave blank.
			DOBJ_CD	Dept Object	The identification code assigned to the Department object.	O	VARCHAR2	4	If entered, must be valid on the Department Object table.
			DRSRC_CD	Dept Revenue	The code assigned to the department revenue source.	O	VARCHAR2	4	If entered, must be valid on the Department Revenue Source table.
			FUNC_CD	Function	The identification code associated with the function. The function code defines broad operational objectives, such as instruction, support services, and facilities acquisition.	O	VARCHAR2	10	If entered, must be valid on the Function table.
			SFUNC_CD	Sub Function	The identification code associated with the sub-function.	O	VARCHAR2	4	If entered, must be valid on the Sub Function table. To enter a Sub Function Code, the Function Code must be entered.
			LOC_CD	Location	The identification code assigned to the location.	O	VARCHAR2	4	If entered, must be valid on the Location table.
			SLOC_CD	Sub Location	The identification code associated with the sub-	O	VARCHAR2	4	If entered, must be valid on the Sub Location table. To

SOA			IRIS						
Field	**Type**	**Size**	**Field**	**Caption**	**Description**	**R/C**	**Type**	**Len**	**Comments/Rules**
					location.				enter a Sub Location Code, the Location Code must be entered.
			ACTV_CD	Activity	The identification code associated with the activity.	O	VARCHAR2	4	If entered, must be valid on the Activity table.
			SACTV_CD	Sub Activity	The identification code associated with the sub-activity.	O	VARCHAR2	4	If entered, must be valid on the Sub Activity table. To enter a Sub Activity Code, the Activity Code must be entered.
			RPT_CD	Reporting	The reporting code element is used for tracking contract activity. The contract number will be entered in this field.	O	VARCHAR2	10	If entered, must be valid on the Reporting Code table.
			SRPT_CD	Sub Reporting	Sub reporting codes define contract periods.	O	VARCHAR2	4	If entered, must be valid on the Sub Reporting table. To enter a Sub Reporting Code, the Reporting Code must be entered.
			TASK_CD	Task	The unique identification code assigned to the task.	O	VARCHAR2	4	If entered, must be valid on the Task table.
			STASK_CD	Sub Task	The sub task is a means of breaking down tasks into smaller components.	O	VARCHAR2	4	If entered must be valid on Sub Task table. To enter a Sub Task Code, the Task Code must be entered.
			TASK_ORD_CD	Task Order	The unique identification code assigned to the task order.	O	VARCHAR2	6	If entered, must be valid on the Task Order table.
			PROG_CD	Program	The identification code assigned to the program.	O	VARCHAR2	10	If entered, must be valid on the Program Setup table.
			PHASE_CD	Phase	The identification code assigned to the phase. Phase is a cost accounting Chart of Accounts element representing a phase of a project.	O	VARCHAR2	6	If entered, must be valid on the Program Phase table. To enter a Phase Code, the Program Code must be entered.

SOA			IRIS						
Field	Type	Size	Field	Caption	Description	R/C	Type	Len	Comments/Rules
			PPC_CD	Program Period	The identification code assigned to the project period.	O	VARCHAR2	6	If entered, must be valid on the Program Period table. To enter a Program Period Code, the Program Code must be entered (to infer the Major Program).

3.2 TRAILER RECORD

For this interface file, the following data needs to be processed, calculated and stored in the IRIS database record table for reconciliation purposes.

DB Field	Name	Description	Type	Len	Comments
INT_FILE_NAME	File Name	The text name of the file.	VARCHAR2	32	This file name must match the file name of the physical file.
INT_RCD_CNT	Record Count	The numeric count of all records within this file.	NUMBER	10	The count of all records within this file. This includes all record types, including the trailer record itself.
INT_HDR_CNT	Header Count	The numeric count of all header records within this file.	NUMBER	10	The count of all header records within this file.
INT_SUM_ACCT1	Summary Amount 1	Summary total of dollar line amounts.	DECIMAL	16,2	Specify the total Line Amount
INT_SUM_ACCT2	Summary Amount 2	Summary total of dollar amounts2.	DECIMAL	16,2	

4 TECHNICAL SPECIFICATIONS

The following document provides all technical specifications for all inbound interfaces.

Technical_Specificatio
ns.docx

5 APPENDICES

5.1 APPENDIX A – CH XML SAMPLE

The following file contains a sample for a Charge (CH) document.

CH XML Sample.docx

5.2 APPENDIX B – GENERAL XML SPECIFICATIONS FOR IRIS

The following file contains general information about the creation of XML files for IRIS:

General XML Specs
for IRIS 20130404.doc