0001   COLLOCATION CODE NOT ON FILE   **Field: CC, SY**
                                                                                 FISCAL PERIOD CODE

Error: The collocation code (CC) entered on the indicated financial line is not on the Collocation
Code/Ledger Code File (CLF). Collocation codes are used to record financial activity to appropriations,
funds, organizations, and agency programs. A set-up year identifying the year a CC was established is
associated with each collocation code. The SY-CC combination must be valid for the fiscal period code of
the transaction.

Correction: Verify the FISCAL PERIOD CODE, SY (set-up year), and CC (collocation code) are correct.
Use IE - Entity and CC/LC Inquiry or refer to your agency's hard copy CLF Detail Report (B05LO1) to
determine a valid collocation code. To add a new collocation code to AKSAS, process a 605-10: Add
Collocation Code transaction.

0002   COLLOCATION CODE IS INACTIVE   **Field: CC**

Error: The collocation code (CC) entered on the indicated financial line is inactive on the Collocation
Code/Ledger Code File (CLF). Collocation codes are used in financial transactions to record financial
activity to appropriations, funds, organizations, and agency programs. A collocation code may be either
active or inactive on the CLF. An inactive collocation code is not available for recording financial
transactions.

Correction: Verify the CC is correct. To change the collocation code to active status, process a 605-
20/21: Change Collocation Code transaction.

0003   PROGRAM NOT ALLOWED FOR COLLOCATION CODE   **Field: CC, PGM**

Error: A program code (PGM) was entered on the indicated financial line and the collocation code (CC)
entered has an add program indicator of N on the Collocation Code/Ledger Code File (CLF). The agency
program structure provides a means of collecting financial data across appropriation and organizational
lines. A program code cannot be entered with a collocation code that has a program indicator of N.

Correction: Verify the CC is correct. If the CC is correct, delete the entry in the PGM field. To change
the add program indicator associated with the collocation code to Y, process a 605-20/21: Change
Collocation Code transaction.

0004   PROGRAM NOT ON FILE   **Field: PGM**

Error: The program code (PGM) entered on the indicated financial line is not on the Program Entity
Structure File (ESF). The agency program structure provides a means of collecting financial data across
appropriation and organizational lines. A program code must be on the ESF to record financial activity.

Correction: Verify the PGM is correct. From the AKSAS Main Menu, access IE - Entity and CC/LC
Inquiry or refer to your agency's hard copy Indented Structure Report (B10L01) or Chart of Accounts
(B55L02) to determine the correct program code. To add a new program code to AKSAS, process a 635-
10: Add Program Code transaction.

0005   LC NOT ALLOWED FOR CC   **Field: CC, LC**

Error: A ledger code (LC) was entered on the indicated financial line and the collocation code (CC)
entered does not allow a ledger code (LC) other than the default ledger code to be entered. Ledger codes
are used to record financial activity for projects, contracts, and grants. The ledger code override indicator
for the collocation code is N and does not allow a ledger code other than the default ledger code to be used
with this collocation code.

Correction: Verify the CC and the LC are correct. Use IE - Entity and CC/LC Inquiry or refer to your agency's hard copy CLF Detail Report (B05LO1) to determine the correct collocation code/ledger code combination.

0006   LEDGER CODE NOT ON FILE   Field: LC

Error: The ledger code (LC) entered on the indicated financial line is not on the Collocation Code/Ledger Code File (CLF). Ledger codes are used to record financial activity for projects, contracts, and grants.

Correction: Verify the LC is correct. Use IE - Entity and CC/LC Inquiry or refer to your agency's hard copy CLF Detail Report (B05LO1) to determine the correct ledger code.

0007   ACCOUNT NOT VALID FOR TRANSACTION   Field: TRANS MINOR CODE
                                                                                              ACCT

Error: The account code (ACCT) entered on the indicated financial line is not on the SMF Transaction Code Table (STC) for this transaction code. Only certain account code/transaction code combinations are valid. Valid transaction code/account combinations are identified on the STC maintained by the Division of Finance.

Correction: Verify the ACCT is correct. If the transaction requires a minor code, verify the TRANS MINOR CODE entered is correct. Refer to the *AKSAS Handy Guide* to determine valid account codes for the transaction code.

0008   LEDGER CODE IS INACTIVE   Field: LC

Error: The ledger code (LC) entered on the indicated financial line is inactive on the Collocation Code/Ledger Code File (CLF). Ledger codes are used to record financial activity for projects, contracts, and grants. A ledger code may be active or inactive on the ESF. An inactive ledger code is not available for recording financial transactions.

Correction: Verify the LC is correct. From the AKSAS Main Menu, access IE - Entity and CC/LC Inquiry or refer to your agency's hard copy CLF Detail Report (B05LO1) to determine the correct ledger code. To activate a ledger code, process a 610-20/21: Change Ledger Code transaction.

0009   ACCOUNT NOT ON FILE   Field: ACCT

Error: The account code (ACCT) entered on the indicated financial line is not on the Account Entity Structure File (ESF). Valid account codes are identified on the ESF.

Correction: Verify the ACCT is correct. Use IE - Entity and CC/LC Inquiry or refer to your agency's hard copy Indented Structure Report (B10L01) or Chart of Accounts (B55L02) to determine the correct account code.

0010   PRINT DATE REQUIRED ON EXTERNAL WARRANT   Field: PRINT DATE
                                                                                            WRNT CLASS

Error: The PRINT DATE is blank and the WRT CLASS is not GN (General Warrant). For warrants printed outside of AKSAS (i.e., field warrant, handwrite warrant, etc.) a print date must be entered. The print date is the actual issue date of the warrant.

Correction: Verify the WRT CLASS is correct. If warrant class is other than GN, enter the date the warrant was issued in the PRINT DATE field as MM DD CCYY. If the warrant class is GN, leave the PRINT DATE blank.

0011   **FIN LINE AMOUNT MUST NOT BE LESS THAN ZERO**   **Field: AMOUNT**

Error: The AMOUNT entered on the indicated financial line is less than zero. The dollar amount associated with a financial line for an add agency receipt transaction must be zero or greater.

Correction: Verify the financial line AMOUNT is correct. Enter an AMOUNT that is equal to or greater than zero.

0012   **REF TYPE NOT VALID FOR O/I TYPE WRNT CLASS**   **Field: Ref TYPE**

Error: The reference TYPE entered is not on the SMF Reference Validation Table (SRV) for the open item type or warrant class entered. Valid combinations of reference types for each open item type or warrant class are defined on the SRV maintained by the Division of Finance.

Correction: Verify the reference TYPE is correct. Enter a valid reference TYPE that is on the SRV. To view a list of valid reference types for a specific warrant class or open item type, press <PF12-Help> from the AKSAS Main Menu. Select VALID/MANDATORY REFERENCES and press <Enter>. Enter the OPEN ITEM TYPE or WARRANT CLASS and press <Enter> to display valid reference types.

0013   **MORE THAN ONE REFERENCE NOT VALID FOR REF TYPE**   **Field: Ref TYPE**

Error: More than one reference line was entered for a reference TYPE with a lone reference indicator of Y on the SMF Reference Validation Table (SRV). Some reference types may only be entered once in a transaction as designated on the SRV maintained by the Division of Finance.

Correction: Verify the reference TYPE is correct. If the reference TYPE is correct, delete all other reference lines using that reference type. To verify a reference type, press <PF12-Help> from the AKSAS Main Menu. Select VALID/MANDATORY REFERENCES and press <Enter>. Enter the OPEN ITEM TYPE or WARRANT CLASS and press <Enter> to display valid reference types. Reference types that may only be used once in a transaction display Y in the LONE INDIC field.

0014   **REF LINES 17 AND 18 MUST BE SRD AND OD**   **Field: Ref TYPE**
                                                                        REFERENCE LINE

Error: An interface transaction (transaction generated from a system outside of AKSAS) contains a reference type other than SRD (Source RD Code) on reference line 17 and/or OD (Original Document) on reference line 18. Lines 17 and 18 are reserved for system-generated reference types. No data may be entered in these reference lines.

Correction: Verify the reference LINE number is correct. Delete the data on reference LINE 17 and 18 and enter the reference data on reference lines other than lines 17 and 18.

0015   **ENTITY REFERENCE NOT ON FILE**   **Field: Ref TYPE**
                                                                        REFERENCE NUMBER

Error: The REFERENCE NUMBER entered is not on the Entity Structure File (ESF) for the reference TYPE entered. A reference type must be on the SMF Reference Type Table (SRT) to be valid. Depending on the reference type, the SRT also identifies an AKSAS file against which the reference number is validated. For reference types that use an entity number as the reference number, the entity number entered must be on the Entity Structure File (ESF).

Correction: Verify the REFERENCE NUMBER is correct. Verify the reference TYPE is correct. Use IE - Entity and CC/LC Inquiry to determine valid entities on the ESF. In the REF NUMBER field, enter the

five- or eight-digit entity number that is valid for the reference TYPE.

0016 OPEN ITEM REFERENCE NOT ON OPEN ITEM FILE **Field: Ref TYPE**
REFERENCE NUMBER

Error: The REFERENCE NUMBER entered is not on the Open Item File for the reference TYPE entered. A reference type must be on the SMF Reference Type Table (SRT) to be valid. Depending on the reference type, the SRT also identifies an AKSAS file against which the reference number should be validated. For reference types that use an open item number as the reference number, the open item number entered must be on the Open Item File.

Correction: Verify the REFERENCE NUMBER is correct. Verify the reference TYPE is correct. If necessary, use IO - Open Item Inquiry to determine valid open item numbers on the Open Item File. Enter an open item number in the REFERENCE NUMBER field that is on the Open Item File

0017 TRANS SOURCE RD NOT AUTH TO CHG SRD/OD REF **Field**: SOURCE RD CODE
Ref LINE

Error: An entry was made on line 17 and/or 18 of the reference area and the transaction SOURCE RD CODE is not the original source RD code or the Division of Finance, RD code 120 (super RD code). Only the original source RD code for a transaction or the super RD code can change the source RD code (SRD) reference and the original document number (OD) reference.

Correction: Verify the reference LINE number is correct. If a change to the SRD or OD reference types is necessary, request the source RD code for the original transaction enter the change or contact the Division of Finance and request the super RD code authorize the change.

0018 REFERENCE DATE NOT VALID **Field: Ref DATE**

Error: The reference DATE entered on the indicated reference line is not a valid calendar date. The reference date is the date associated with the reference line and must be a valid calendar date entered as MM DD CCYY.

Correction: In the reference line DATE field, enter a valid calendar date as MM DD CCYY or, if the date is not required for the reference TYPE entered, leave the field blank.

0019 SCHED PRINT DATE REQ FOR INTERNAL WARRANT **Field: WRT CLASS**
SCHED PRINT DATE

Error: The SCHED PRINT DATE was not entered for a general warrant request. For WRT CLASS GN (General Warrant) the scheduled date of print must be entered. This date indicates to AKSAS when the warrant should be printed and distributed to the payee.

Correction: Verify the WRT CLASS is correct. If WRT CLASS = GN is correct, enter a SCHED PRINT DATE as MM DD CCYY. For an add general warrant transaction, the SCHED PRINT DATE will default to the current date if left blank.

0020   REQUIRED REFERENCE(S) NOT PROVIDED   **Field: Ref TYPE**

Error: All mandatory reference TYPEs were not entered in this transaction. Mandatory reference types for open items and warrants are identified on the SMF Reference Validation Table (SRV) maintained by the Division of Finance.

Correction: Enter one reference line for each mandatory reference for the open item or warrant class identified in this transaction. To view mandatory reference types, press <PF12-Help> from the AKSAS Main Menu. Select VALID/MANDATORY REFERENCES and press <Enter>. Enter the OPEN ITEM TYPE or WARRANT CLASS and press <Enter> to display valid reference types. Press <Enter> to page through the reference types until the Mandatory References screen is displayed.

0021   REFERENCE NUM REQUIRED IF REF TYPE ENTERED   **Field: Ref TYPE**
                                                                              REFERENCE NUMBER

Error: A reference TYPE contains data and the REFERENCE NUMBER field is blank. A reference number is required if the reference type is entered.

Correction: Verify a reference TYPE should be entered. Enter a REFERENCE NUMBER, up to 22 characters, for each reference type.

0022   TRANS AMOUNT EXCEEDS TEST BALANCE FOR FUND   **Field: WRT AMOUNT**
                                                                              Fin AMOUNT

Error: One or more of the financial line AMOUNTs entered for this transaction result in a fund sufficiency test balance of less than zero. Each fund record on the Entity Structure File (ESF) indicates specific account relationships that must maintain a positive relationship based on debit and credit activity to those accounts. Cash and cash equivalents must exceed demand payables.

Correction: Verify the WRT AMOUNT and financial line AMOUNTs are correct. Verify the financial coding is correct. Use RM - Management Reporting to determine the balance of the fund associated with the financial coding entered. Enter financial lines AMOUNTs that do not result in the fund balance being reduced below zero.

0023   OPEN ITEM REFERENCE CANNOT POINT TO ITSELF   **Field: Ref TYPE**
                                                                              REFERENCE NUMBER

Error: An open item reference type was entered in the reference TYPE field and the REFERENCE NUMBER entered contains the same open item number as this transaction. For reference types that use an open item number as the reference number, the open item number entered cannot be the same as the open item number identified in the transaction.

Correction: Verify the REFERENCE NUMBER is correct. Enter a reference number other than the open item number identified in this transaction.

0024   VENDOR NUMBER IS FOR AN INACTIVE VENDOR   **Field: REFERENCE NUMBER**

Error: The vendor number entered in the REFERENCE NUMBER field for the PVN or VEN reference line is not active on the Vendor Master File (VMF). If reference type PVN or VEN is entered, the identifying vendor number must be active on the Vendor Master File or be entered in the temporary vendor format of three alpha characters followed by 99999.

Correction: Verify the vendor number is correct. Use IV - Vendor Inquiry to search the Vendor Master File for a valid vendor number. Enter a valid vendor number or a temporary vendor number formatted as

three alpha characters followed by 99999. To activate a vendor number or add a new vendor number, refer to *Section 10: Vendors*.

0026   PROJECT NOT AUTHORIZED TO SPEND FROM APPN   **Field: CC**, **LC**

Error: The project associated with the LC number entered is not authorized for use with the reports-to appropriation for the collocation code entered on the indicated financial line. If a project is restricted for use with specific appropriations, only collocation codes that point to an appropriation identified in the Project Entity Structure File (ESF) may be entered.

Correction: Verify the LC is correct. Verify the CC is correct. Use IE - Entity and CC/LC Inquiry to view the project number and determine valid appropriations. As necessary, use CC/LC Autocoder to determine the collocation codes that point to the appropriation. In the LC field, enter an eight-digit ledger code that is associated with a project number identified in the reports-to appropriation for the CC entered.

0027   INVALID TRANSACTION CODE MINOR ENTERED   **Field: TRANS CODE MINOR**

Error: The TRANS CODE MINOR was not entered or is not valid for the transaction screen displayed.

Correction: Verify the TRANS CODE MINOR is correct. Refer to the *AKSAS Handy Guide* for a list of valid transaction major/minor code combinations.

0028   FULLY LIQUIDATE INDIC MUST BE Y, N, OR BLANK   **Field: FLI**

Error: The FLI (fully liquidate indicator) field for the indicated financial line is not Y, N, or blank. The fully liquidate indicator is used to fully liquidate an open item or a specific open item line regardless of the financial line amount.

Correction: If the FLI field should not be used, leave the field blank. Enter Y, if the open item or specific open item line should be fully liquidated by the financial line. Enter N or leave blank if the open item or specific open item line should be liquidated only by the amount of the financial line.

0030   SOURCE RD CODE NOT VALID   **Field: SOURCE RD CODE**

Error: The SOURCE RD CODE entered for this transaction is not on the RD Code Entity Structure File (ESF).

Correction: Verify the SOURCE RD CODE is correct. To determine valid RD codes for your agency, access IE - Entity and CC/LC Inquiry from the AKSAS Main Menu or refer to your agency's hard copy Indented Structure Report (B10LO1) or Chart of Accounts (B55L02).

0032   OPEN ITEM NUMBER ALREADY ON OPEN ITEM FILE   **Field: [Open Item] NUMBER**

Error: The open item NUMBER entered already exists on the Open Item File for this open item type. The identifying number of an open item must be unique on the Open Item File for the open item type. Both encumbered expenditures and encumbered revenues use open item type EN.

Correction: Verify the open item NUMBER is correct. Enter an unused open item from your agency open item log. Use IO - Open Item Detail to determine if an open item number exists on the Open Item File.

0033   OPEN ITEM NUMBER NOT ON OPEN ITEM FILE   **Field: [Open Item] NUMBER**
                                                                       Open Item TYPE/NUM

Error: The open item NUMBER entered for this transaction is not on the Open Item File. For all change

open item transactions, journal entries, and add or change warrant requests, the identifying number for the open item must be on the Open Item File.

Correction: For a change open item transaction, verify the open item NUMBER is correct. For transactions referencing an open item in the financial line fields, verify the open item TYPE and NUM entered are correct. A list of open item numbers by reference type, entity, collocation code, ledger code, or external program can be viewed online through IO - Open Item Inquiry to determine the correct open item number.

0034   WARNING - FUND SUFFIC BAL REDUCED BELOW ZERO   **Field: N/A**

Error: This transaction reduces the fund sufficiency control balance below zero for the indicated fund. This warning is received when the Division of Finance, RD code 120 (super RD code) enters, certifies, or authorizes a transaction to override fund sufficiency edits.

Correction: Verify the super RD code override is appropriate and the transaction processed correctly.

0035   OPEN ITEM LINE NOT FOUND ON OPEN ITEM FOR LIQ   **Field: Fin Line O/I Fields**

Error: The open item LINE number entered on the indicated financial line was not found on the open item record referenced for adjustment or liquidation. The open item distribution line number entered must be an existing line number for that open item in the Open Item File.

Correction: Verify the open item LINE number is correct. Verify the open item TYPE and NUM are correct. Use IO - Open Item Inquiry to determine valid financial line numbers for the open item. Enter an open item LINE number that exists on the Open Item File for the open item TYPE and NUM entered.

0036   OPEN ITEM LINE NOT 0-180 OR 999 FOR ALL LINES   **Field: Open Item LINE**

Error: The open item LINE number entered for this transaction is not between 1 - 180 or is not 999. The open item line number identifies the financial line of the open item to be liquidated. 999 (all lines) indicates the transaction line amount should be spread across all lines of the open item based on the open item's liquidation rule.

Correction: Verify the open item LINE number is correct. To liquidate a specific open item line, enter a LINE number between **1-180**. To liquidate all lines of an open item, enter **999** as the LINE number. To determine valid financial line numbers for the open item, view the open item through IO - Open Item Inquiry.

0037   OPEN ITEM TYPE AND NUMBER REQUIRED   **Field: Fin Line O/I Fields**

Error: An open item TYPE and NUM were not entered for the liquidation open item LINE number entered on the indicated financial line. If an open item line number is entered, the open item type and open item number are required to identify the open item being liquidated.

Correction: Verify an open item LINE number should be entered. If so, enter the open item TYPE and NUM. If this financial line should not liquidate an open item, delete the data in the open item LINE field and enter financial coding in the SY, CC, PGM, LC, and ACCT fields as appropriate.

0038   FULLY LIQ INDIC VALID ONLY IF O/I TYPE = EN   **Field: Open Item FLI**
                                                                                                            Open Item TYPE

Error: The value entered in the FLI (Fully Liquidate Indicator) field is Y and the open item type entered is not EN. The fully liquidate indicator can be used to fully liquidate an open item or specific open item line

when the transaction line amount will only partially liquidate the encumbrance. The fully liquidate indicator applies only to open item TYPE EN (Encumbered Expenditure).

Correction: Verify the FLI is correct. Verify the open item TYPE is correct. For open item type = EN, enter **Y** (Yes, fully liquidate the open item NUM/LINE specified regardless of the AMOUNT on this financial line) or **N** (No, do **not** fully liquidate the open item). For all other open item types, leave the FLI field blank.

0039   FULLY LIQ INDIC VALID ONLY IF DECREASING ENCUM   **Field**: **Fin AMOUNT**
                                                                                                                Open Item FLI

Error: The indicated financial line increases the encumbrance open item referenced on the indicated financial line and the FLI (fully liquidate) indicator is Y. An encumbrance cannot be increased and fully liquidated at the same time.

Correction: Verify the financial line AMOUNT entered to increase the encumbrance is correct. If the encumbrance should be increased with this financial line, leave the FLI field blank.

0040   ALL LINES LIQN NOT VALID FOR O/I LIQ CODE = LN   **Field: Open Item LINE**
                                                                                                                Open Item NUM

Error: 999 (all lines liquidation) was entered in the open item LINE field and the open item NUM entered has a liquidation rule of LN on the Open Item File. All lines (999) liquidation indicates the transaction line amount should be spread across all lines of the open item based on the liquidation rule for the open item. If the liquidation rule is LN, the open item must be liquidated by individual line numbers or financial coding.

Correction: Verify the open item NUM is correct. View the open item through IO - Open Item Inquiry to verify the liquidation rule LN is correct. If liquidation rule LN is correct, enter the appropriate open item LINE numbers and AMOUNTs that should be liquidated by this transaction. Refer to *Section 4: Financial Transactions & Batch Processing, Common Fields* for more information on liquidation rules.

0041   NO FIN LINES IN OPEN ITEM FOR ALL LINES LIQ   **Field: Fin Line O/I Fields**

Error: On the indicated financial line, 999 (all lines liquidation) was entered in the open item LINE field and the open item NUM entered has no existing financial lines in the Open Item File. All lines (999) liquidation indicates the transaction line amount should be spread across all financial lines in the open item.

Correction: Verify the open item TYPE and NUM are correct. Use IO - Open Item Inquiry to view the open item and verify the financial lines. Enter new open item data in the open item TYPE, NUM, and LINE fields as appropriate or process a change open item transaction to increase the existing open item prior to processing the all lines liquidation.

0042   WARRANT MUST BE ACTIVE STATUS TO BE DELETED   **Field: WRT NUMBER**

Error: The WRT NUMBER entered is not active on the Warrant Status File (WSF). To delete a warrant, the warrant must have a status of AW (Active) and be unprinted (no date in the PRINT DATE field) on the Warrant Status File.

Correction: Verify the WRT NUMBER is correct. View the warrant through IW - Warrant Inquiry to determine the warrant status. If the status is other than AW and/or the warrant has been printed (date in the PRINT DATE field), the warrant cannot be deleted. Delete this transaction. Refer to *Section 8: Payments, Warrant Status Change* for more information.

0043 WRNT NUM NOT VALID WITH INTERNAL WRNT REQUEST   **Field: WRT NUMBER**
                                                                              WRT CLASS

Error: A WRT NUMBER was entered for an add general warrant request (WRT CLASS = GN). For general warrants, AKSAS assigns the warrant number during batch (overnight) processing.

Correction: Verify the WRT CLASS is correct. If the correct WRT CLASS is GN, delete the data in the WRT NUMBER field.

0044 PRINTED WARRANT CANNOT BE DELETED   **Field: WRT NUMBER**

Error: The WRT NUMBER entered has been printed. A printed warrant cannot be deleted.

Correction: Verify the WRT NUMBER is correct. View the warrant through IW - Warrant Inquiry to determine the warrant status. If the warrant has been printed, delete this transaction. If the warrant is not redeemed (REDEEMED DATE is blank), a transaction to stop pay or cancel the warrant may be processed. Refer to *Section 8: Payments, Warrant Status Change* for more information.

0045 WARRANT NUM NOT FOUND ON WARRANT STATUS FILE   **Field: WRT NUMBER**

Error: The WRT NUMBER entered is not on the Warrant Status File (WSF). Warrants not on the Warrant Status File cannot be changed.

Correction: Verify the WRT NUMBER is correct. Use IW - Warrant Inquiry to verify a warrant is on the Warrant Status File. Enter a warrant number that is on the Warrant Status File or delete this transaction.

0046 NEW STATUS INVALID FOR UNPRINTED WARRANT   **Field: WRT NUMBER**
                                                                              NEW WRT STATUS

Error: A NEW WRT STATUS of SP (Stop Payment), CA (Cancel), or CR (Cancel/Reissue) was requested for an unprinted general warrant. The only valid status change for an unprinted general warrant is DR (Delete).

Correction: Verify the WRT NUMBER and NEW WRT STATUS are correct. Use IW - Warrant Inquiry to verify the print status of the warrant. Enter a new WRT NUM and/or NEW WRT STATUS as appropriate. Refer to *Section 8: Payments, Warrant Status Change* for more information.

0047 VENDOR NUMBER ALREADY EXISTS ON VENDOR FILE   **Field: VENDOR NUMBER**

Error: The VENDOR NUMBER entered for this add vendor transaction exists on the Vendor Master File. For add vendor transactions, the vendor number is entered by the Division of Finance and must be a unique number on the Vendor Master File.

Correction: Verify the transaction should be a 505-10: Add Vendor transaction. If so, delete the data in the VENDOR NUMBER field. The vendor number will be entered by the Division of Finance when the transaction is dual authorized. If the transaction should change an existing vendor record, delete this add transaction and enter a 505-20: Change Vendor transaction.

0048 VENDOR NUMBER NOT FOUND ON VENDOR FILE   **Field: VENDOR NUMBER**

Error: The vendor number entered in the VENDOR NUMBER field is not on the Vendor Master File. The vendor number entered for a change vendor transaction must be on the Vendor Master File.

Correction: Verify the VENDOR NUMBER is correct. Use IV - Vendor Inquiry to search the Vendor

Master File to determine the correct vendor number.

0049   ADD FIN LINES INVALID THROUGH O/I LIQ   **Field: Fin Line Fields**

Error: Additional financial lines have been entered for an open item with an open item liquidation transaction. Financial lines can only be added to an open item with the appropriate change transaction for that open item type.

Correction: Delete the financial lines in this transaction that are new to the open item. Use IO - Open Item Inquiry to verify financial coding in the open item. Enter a change open item transaction as appropriate to add the additional financial lines.

0050   ACCOUNT IS INACTIVE   **Field: ACCT**

Error: The account code (ACCT) entered on the indicated financial line is not active on the Account Entity Structure File (ESF). An account code status can be either active or inactive on the ESF. An inactive account code cannot be used for recording financial transactions.

Correction: Verify the ACCT is correct. Use IE - Entity and CC/LC Inquiry or refer to the account code Indented Structure Report (B10LO1) to determine active account codes.

0052   999 INVALID - OVER LIQ LINES FOUND IN O/I   **Field: Open Item LINE/NUM**

Error: The open item LINE field is 999 (all lines liquidation) and the referenced open item is currently over liquidated in one or more financial lines or the amount spread to the open item lines based on the liquidation rule would cause one or more lines to be over liquidated. 999 indicates the liquidation should be spread across all financial lines in the open item. An open item cannot be liquidated at the all lines level if one or more financial lines are over liquidated or the liquidation rule and the line amounts and/or numerators cause the financial lines to be over liquidated.

Correction: Verify the open item NUM is correct. If the open item number is correct, delete the 999 entry in the open item LINE field and enter specific line numbers as appropriate. View the open item through IO - Open Item Inquiry to determine valid financial line numbers and line balances.

0053   LINE COLLAPSE CAUSED NUMERATOR TO EXCEED 99   **Field: NMR**
                                                                                                             Fin Line Fields

Error: The NMR entered on the indicated financial line results in the numerator exceeding 99 on the Open Item File. When new lines are added to an open item, existing financial lines are scanned to check for duplicate financial coding. When a match is found, the transaction line amounts and liquidation numerators are added to the existing line. When this collapse occurs, the resulting numerator cannot exceed 99.

Correction: Verify the financial coding and NMR are correct. Use IO - Open Inquiry to verify financial line numerators on the Open Item File. Enter a NMR that will not result in the NRM exceeding 99 when added to the existing financial line in the Open Item File.

0054   CC/LC REFERENCE NOT ON FILE   **Field: Ref TYPE**
                                                                                                        REFERENCE NUMBER

Error: The REFERENCE NUMBER entered is not on the Collocation Code/Ledger Code File (CLF). A reference type must be on the SMF Reference Type Table (SRT) to be valid. Depending on the reference type, the SRT also identifies an AKSAS file against which the reference number is validated. For reference types that use collocation or ledger codes as the reference number, the entity number entered must be on the CLF.

Correction: Verify the REFERENCE NUMBER is correct. Verify the reference TYPE is correct. If the reference TYPE is correct, enter an eight-digit collocation code or ledger code in the REFERENCE NUMBER field that is on the CLF. Use IE - Entity and CC/LC Inquiry to determine valid collocation or ledger codes.

0055   PRIOR YR ACTIVITY INVALID FOR CURRENT YR LINE   **Field: FISCAL PERIOD CODE**
                                                                          Open Item TYPE/NUM

Error: The FISCAL PERIOD CODE is P (Prior) and this transaction liquidates a current year open item line. Open items with a current chart of accounts (COA) year cannot be liquidated with a transaction that has a prior COA year.

Correction: Verify the FISCAL PERIOD CODE entered is correct. Verify the transaction is liquidating the correct open item. Enter the appropriate FISCAL PERIOD CODE for this transaction as defined in the *AKSAS Handy Guide*.

0056   WARRANT NUM REFERENCE NOT ON WARRANT FILE   **Field: Ref TYPE**
                                                                          REFERENCE NUMBER

Error: The REFERENCE NUMBER entered is not on the Warrant Status File (WSF) for the reference TYPE entered. A reference type must be on the SMF Reference Type Table (SRT) to be valid. Depending on the reference type, the SRT also identifies an AKSAS file against which the reference number is validated. For reference types that use a warrant number as the reference number, the warrant number entered must be on the WSF.

Correction: Verify the REFERENCE NUMBER is correct. Verify the reference TYPE is correct. If the reference TYPE is correct, enter a valid eight-digit warrant number in the REFERENCE NUMBER field. Use IW - Warrant Status Inquiry to determine if a warrant number is on the WSF.

0057   WARNING - ACTUAL POSTING IS TO TERMINATED APPN   **Field: N/A**

Error: The financial activity for this transaction was posted to a terminated appropriation. This warning is received when the Division of Finance, RD code 120 (super RD code) enters, certifies, or authorizes a transaction to override certain edits.

Correction: Verify the super RD code override is appropriate and the transaction processed correctly.

0058   WARNING - ENCUMBRANCE IS TO TERMINATED APPN   **Field: N/A**

Error: The encumbrance activity for this transaction was posted to a terminated appropriation. This warning is received when the Division of Finance, RD code 120 (super RD code) enters, certifies, or authorizes a transaction to override certain edits.

Correction: Verify the super RD code override is appropriate and the transaction processed correctly.

0059   MAXIMUM NUM OF O/I FINANCIAL LINES EXCEEDED   **Field: Fin Line Fields**

Error: The additional financial lines entered in this transaction result in the maximum number of financial lines to be exceeded for the open item. The maximum number of financial lines allowed for an open item is 180.

Correction: Use IO - Open Item Inquiry to view the existing financial lines for the open item. Delete financial lines as necessary so the open item does not exceed 180 financial lines when this transaction is

processed. If the financial lines exceed 180, process a new add open item transaction to record the additional lines.

0060   LINE NUM AND FQA GIVEN NOT VALID FOR OPEN ITEM   **Field**: **Fin Line Fields**
                                                                                                      Open Item TYPE/NUM

Error: The financial LINE number and financial coding entered on the indicated financial line is not valid for the open item identified. If both a financial line number and financial coding are entered for an open item, they must match an existing financial line number and financial coding in the Open Item File.

Correction: Verify the open item TYPE and NUMBER are correct. Verify the financial LINE number is correct. If the LINE number entered is correct, leave the financial coding area blank. It is not necessary to enter financial coding to modify an existing financial line in an open item. Use IO - Open Item Inquiry to determine valid financial line numbers and financial coding for the open item.

0062   DOCUMENT NUMBER MUST BE ENTERED   **Field: DOCUMENT NUMBER**

Error: An ∗ (asterisk) was entered as the first character of the DOCUMENT NUMBER field. An asterisk is used to delete existing data in a warrant or open item record. The document number is a required field and cannot be deleted.

Correction: In the DOCUMENT NUMBER field, enter the thirteen-character, batch-sequence number located in the top right corner of the data entry screen or other agency approved number. If left blank, the DOCUMENT NUMBER field will default to the batch-sequence number assigned to the transaction when the screen is updated.

0063   OPEN ITEM NUMBER MUST BE ENTERED   **Field: [Open Item] NUMBER**

Error: An open item number has not been entered for this transaction. An agency-assigned number identifying the open item must be entered for all add or change open item transactions.

Correction: For an add transaction, enter an [open item] NUMBER from your agency's open item log. For a change transaction, enter the existing open item number of the open item to be changed.

0065   DUE DATE NOT VALID   **Field: DUE DATE or DEPOSIT DATE**

Error: The DATE DUE or DEPOSIT DATE entered is not a valid calendar date. The due date or deposit date must be a valid current or prior calendar date entered as MM DD CCYY.

Correction: Verify the DUE DATE or DEPOSIT DATE is correct. Enter a valid current or prior calendar date as MM DD CCYY.

0066   TRAN CONTROL AMOUNT MUST BE   **Field: WARRANT AMOUNT**
GREATER THAN ZERO   **Fin AMOUNT**

Error: The WARRANT AMOUNT entered is less than or equal to zero. The warrant amount is the total dollar amount for which the warrant should be issued. The warrant amount must equal the sum of the financial lines and must be greater than zero.

Correction: Verify the financial line AMOUNTs are correct and sum to an amount greater than zero. Enter the sum of the financial line amounts in the WARRANT AMOUNT field.

0067   INVALID DATE ESTABLISHED   **Field: DATE ESTABLISHED**

Error: The DATE ESTABLISHED entered is not a valid calendar date. The date established is the agency- assigned, set-up date for an open item. The date entered must be a valid calendar date entered as MM DD CCYY. If no entry is made for an add transaction, this field will default to the current date.

Correction: Verify the DATE ESTABLISHED is correct. Enter a valid calendar date as MM DD CCYY or leave the field blank.

0068   DATE ESTABLISHED MUST BE CURRENT OR PRIOR DATE   Field: DATE ESTABLISHED

Error: The DATE ESTABLISHED entered is not a current or prior date. The date established is the agency- assigned, set-up date for the open item. This date must be a current or prior calendar date. If no entry is made for an add transaction, this field will default to the current date.

Correction: Verify the DATE ESTABLISHED is correct. Enter a current or prior calendar date as MM DD CCYY or leave the field blank.

0069   TOTAL TRANSACTION AMOUNT CANNOT BE LESS THAN 0   Field: TOTAL AMOUNT
                                                                                                    TOTAL DEBIT AMOUNT
                                                                                                    Fin AMOUNT

Error: The TOTAL AMOUNT or TOTAL DEBIT AMOUNT entered is less than zero. The total transaction amount must equal the sum of the financial line amounts and cannot be less than zero.

Correction: Verify the financial line AMOUNTs are correct and the total of the financial line amounts is greater than zero. For a journal entry, the total of the debit financial line amounts must be greater than zero. Enter the sum of the financial line amounts in the TOTAL AMOUNT field or the sum of the debit financial line amounts in the TOTAL DEBIT AMOUNT field.

0070   TOTAL TRANS AMT NOT EQUAL   Field: TOTAL AMOUNT
SUM OF FIN AMTS   TOTAL DEBIT AMOUNT
                                                                                                    Fin AMOUNT

Error: The TOTAL AMOUNT or the TOTAL DEBIT AMOUNT entered does not equal the sum of the financial line AMOUNTs, or if a journal entry, the sum of debit financial line amounts. For transactions other than journal entries, the transaction total amount must equal the sum of the financial line amounts. For journal entries, the total transaction amount must equal the sum of the debit financial line amounts.

Correction: Verify the TOTAL AMOUNT or TOTAL DEBIT AMOUNT is correct. For transactions other than journal entries, verify the financial line AMOUNTs are correct and sum to the TOTAL AMOUNT. For journal entry transactions, verify the debit financial line AMOUNTs are correct and equal to the TOTAL DEBIT AMOUNT. Correct the financial line AMOUNTS and TOTAL AMOUNT or TOTAL DEBIT AMOUNT as necessary.

0071   LIQUIDATION RULE NOT VALID FOR O/I TYPE   Field: LIQ RULE

Error: The LIQ RULE (liquidation rule) entered for this transaction is not valid for the open item type. The liquidation rule defines the basis for liquidating an open item with more than one financial line. Valid liquidation rules are NB, PL, LN, or FR. If no entry is made for an add transaction, the liquidation rule will default to LN, except for RSAs which will default to NB.

Correction: Verify the LIQ RULE is correct. Enter **NB**, **PL**, **LN**, **FR**, or leave the field blank. FR is not valid for receivable open items and LN is not valid for RSA open items. Refer to *Section 4: Financial Transactions & Batch Processing, Common Fields* for more information on using liquidation rules.

0072   RETENTION RULE NOT VALID--MUST BE Y OR N   Field: RETENTION (Y/N)

Error: The RETENTION (Y/N) field is not Y or N. The retention indicator determines whether or not to retain an open item with a zero balance on the Open Item File. Zero balance open items are purged as defined in the SMF Open Item Purge Parameters Table (SPO) maintained by the Division of Finance. For add transactions, the retention indicator defaults to N if no entry is made.

Correction: In the RETENTION (Y/N) field, enter **Y** (Yes, retain this open item after all activity is complete), **N** (No, do not retain this open item), or leave the field blank.

0073   POSTING TYPE ALLOWED FOR ONLY 410-90 - 410-99   Field: TRANS MINOR CODE
                                                                                     PT

Error: A posting type (PT) was entered and the TRANS MINOR CODE is less than 90. The posting type designates the subsidiary ledger to which financial activity is posted. A posting type is only valid with transaction codes 410-90 through 410-99.

Correction: Verify the TRANS CODE MINOR is correct. If the correct TRANS CODE MINOR is less than 90, delete the value in the PT field. If the TRANS CODE MINOR is 90 - 99, a posting type may be entered in the PT field.

0074   LINE 1 OF DESCRIPTION LONG MUST BE ENTERED   Field: DESCRIPTION LONG

Error: Line 1 of the DESCRIPTION LONG field was left blank. Descriptive data meaningful to the transaction must be made on the first line of the long description field.

Correction: Enter a description in Line 1 of the DESCRIPTION LONG field.

0075   REVENUE ACCT NOT VALID IN ENCUM EXPENDITURE   Field: ACCT

Error: A revenue account code was entered in the ACCT field on the indicated financial line for an encumbered expenditure open item. An encumbered expenditure open item may only use expenditure accounts.

Correction: Verify the ACCT is correct. Enter an expenditure (70000 and LLs) account code.

0076   EXPND ACCT NOT VALD IN ENCUM REVENUE   Field: ACCT

Error: An expenditure account code was entered in the ACCT field on the indicated financial line for an encumbered revenue open item. An encumbered revenue open item may only use revenue accounts.

Correction: Verify the ACCT is correct. Enter a restricted revenue (50000 and LLs) or unrestricted revenue (60000 and LLs) account code.

0077   REQST DATE CAN'T CHANGE AFTER WRNT IS PRINTED   Field: SCHED PRINT DATE
                                                                                     WRT NUM
                                                                                     WRT CLASS

Error: A SCHED PRINT DATE was entered and the warrant has been printed. For general warrants, the scheduled print is the date the warrant will be printed. This date cannot be changed if a general warrant is printed.

Correction: Verify the WRT CLASS and WRT NUMBER are correct. If the correct WRT CLASS is GN

(General Warrant), delete the SCHED PRINT DATE. Use IW - Warrant Inquiry to verify the warrant print date.

0078   WARNING - BUDGET ENTRY IS TO TERMINATED APPN   **Field: N/A**

Error: This transaction posted budget activity to a terminated appropriation. This warning is received when the Division of Finance, RD code 120 (super RD code) enters, certifies, or authorizes a transaction to override certain edits.

Correction: Verify the super RD code override is appropriate and the transaction processed correctly.

0079   WARNING-APPN NOT AUTH FOR BDT, SPENDING OR REV   **Field: N/A**

Error: This transaction posted financial activity to an appropriation that does not allow budgets, expenditures, or revenue to be recorded for posting type 09 or 10. This warning is received when the Division of Finance, RD code 120 (super RD code) enters, certifies, or authorizes a transaction to override certain edits.

Correction: Verify the super RD code override is appropriate and the transaction processed correctly.

0080   FEDERAL YR NOT VALID FOR COA YR AND MONTH   **Field: FISCAL PERIOD CODE**
FY

Error: The federal fiscal year (FY) entered on the indicated financial line is not valid for the FISCAL PERIOD CODE entered. The federal fiscal year is the federal accounting period in which a transaction should be recorded. The federal fiscal year must be valid for the fiscal period code (COA year) entered.

Correction: Verify the FY is correct. Verify the FISCAL PERIOD CODE is correct. If the federal fiscal year is required by your agency, enter a two-digit year that is valid for the fiscal period code. The federal fiscal year cannot be less than the current COA year minus five years or greater than the current COA year plus one year. If left blank, the FY field defaults to the current COA year.

0081   NEW STATUS EQUAL TO CURRENT WARRANT STATUS   **Field: OLD STATUS CODE**
NEW STATUS CODE

Error: The same value was entered in both the NEW STATUS CODE and OLD STATUS CODE fields. When changing the status of a warrant, the new status of the warrant cannot be the same as the old status.

Correction: Enter the current status of the warrant in the OLD STATUS CODE field. Enter the new status of the warrant in the NEW STATUS CODE field. To determine the current status of a warrant, access the warrant through IW - Warrant Inquiry.

0082   OLD STATUS NOT EQUAL CURRENT WARRANT STATUS   **Field: WRT NUMBER**
OLD STATUS CODE

Error: The OLD STATUS CODE entered is not the same as the current status of the warrant on the Warrant Status File (WSF).

Correction: Verify the WRT NUMBER and OLD STATUS CODE are correct. View the warrant through IW - Warrant Inquiry to determine the status of the warrant. Enter an OLD STATUS CODE that is equal to the current status of the warrant on the Warrant Status File.

0083   POSTING TYPE MUST BE 01 OR ZERO WITH O/I LIQ   **Field: PT**

Fin Line O/I Fields

Error: On the indicated financial line, a posting type (PT) other than 01 or blank was entered with an open item liquidation. For transaction code 410-90 through 410-99, the posting type must be 01 (actual) or left blank if an open item is referenced for liquidation or adjustment on the financial line.

Correction: Verify the PT is correct. Verify the open item TYPE, NUM, and LINE should be entered to liquidate or adjust an open item. If the open item liquidation or adjustment is correct, enter **01** in the PT field or leave the field blank. If the financial line should not liquidate or adjust an open item, delete data in the open item TYPE, NUM, LINE, and fields.

0084   WARNING - APPN NOT AUTH FOR BUDGETING   **Field: N/A**

Error: This transaction recorded budget activity to an appropriation that is not authorized to record budget activity. This warning is received when the Division of Finance, RD code 120 (super RD code) enters, certifies, or authorizes a transaction to override certain edits.

Correction: Verify the super RD code override is appropriate and the transaction processed correctly.

0085   WARNING - APPN NOT AUTH FOR SPENDING   **Field: N/A**

Error: This transaction recorded expenditure activity to an appropriation that is not authorized to record expenditures. This warning is received when the Division of Finance, RD code 120 (super RD code) enters, certifies, or authorizes a transaction to override certain edits.

Correction: Verify the super RD code override is appropriate and the transaction processed correctly.

0086   IF DR NOT = CR BY FND, TRANS TOTAL < 1 BILLION   **Field: Fin Line Fields**

Error: The transaction generated an offset account entry of greater than one billion dollars. AKSAS cannot generate multiple offset lines for a single fund. Each offset line must be less than one billion dollars.

Correction: Split this transaction into two or more transactions to ensure generated offset entries to not exceed one billion dollars. Contact your agency Division of Finance accounting representative for assistance in determining offsetting entries.

0087   WARNING-APPN NOT AUTH FOR REVENUE RECOGNITION   **Field: N/A**

Error: This transaction recorded revenue activity to an appropriation that is not authorized to record revenue. This warning is received when the Division of Finance, RD code 120 (super RD code) enters, certifies, or authorizes a transaction to override certain edits.

Correction: Verify the super RD code override is appropriate and the transaction processed correctly.

0088   WARNING - ACCT NOT AUTH FOR ACTUALS   **Field: N/A**

Error: This transaction recorded actual financial activity to an account code that is not authorized to record actuals. This warning is received when the Division of Finance, RD code 120 (super RD code) enters, certifies, or authorizes a transaction to override certain edits.

Correction: Verify the super RD code override is appropriate and the transaction processed correctly.

0089   REISSUE WARRANT NUMBER MUST BE ENTERED   **Field: WRT CLASS**
                                                               NEW STATUS CODE

REISSUE WARRANT NUM

Error: The NEW STATUS CODE is CR and the REISSUE WARRANT NUM was not entered for this transaction. When recording a cancel/reissue (warrant status CR) on an externally printed warrant, the reissue warrant number must be provided.

Correction: Enter a NEW STATUS CODE other than CR and delete the data in the REISSUE WARRANT NUM field. Only the Division of Finance can enter a NEW STATUS CODE of CR (cancel/reissue) and a REISSUE WARRANT NUM.

0090   WARNING - ACCT NOT AUTH FOR ACTUALS OR BUDGETS   **Field: N/A**

Error: This transaction recorded actual or budget activity to an account code that is not authorized to record actuals (posting type 01) or budgets (posting type 05, 07, 08, and 09). This warning is received when the Division of Finance, RD code 120 (super RD code) enters, certifies, or authorizes a transaction to override certain edits.

Correction: Verify the super RD code override is appropriate and the transaction processed correctly.

0091   UNABLE TO DETERMINE OFFSET ACCOUNT   **Field: TRANS CODE MINOR**
BUDGET TYPE
ACCT

Error: The offsetting account was not found on the SMF Offset Account Table (SOA) for the ACCT code entered on the indicated financial line. AKSAS generates the offsetting account entries for financial transactions according to the parameters identified in the SMF Offset Account Table (SOA) maintained by the Division of Finance. This error occurs when a valid account code is entered but there is no entry in the SOA to designate the appropriate offset account. This error may also occur when an incorrect budget type is used with a budget transaction.

Correction: Verify the ACCT entered is correct. Refer to the *AKSAS Handy Guide* to determine valid account codes for the transaction. For a budget transaction verify the TRANS CODE MINOR and BUDGET TYPE are correct. Refer to the *AKSAS Handy Guide* to determine correct transaction code/budget type combinations. If an account code should be added to the SOA for the transaction, contact the Division of Finance, Systems Administration for assistance.

0092   RSA NOT ON OPEN ITEM FILE FOR EXECUTION   **Field: RSA NUMBER**

Error: The RSA NUMBER entered is not on the Open Item File. Only RSAs on the Open Item File may be executed for payment.

Correction: Verify the RSA NUMBER is correct. To determine the correct RSA open item number, use IO - Open Item Inquiry to display a list of RSA open items that are on the Open Item File.

0093   EXECUTE RSA AMOUNT EXCEEDS RSA BALANCE AMOUNT   **Field: EXECUTE AMOUNT**

Error: The EXECUTE AMOUNT entered exceeds the balance of the RSA open item balance in the Open Item File.

Correction: Verify the EXECUTE AMOUNT is correct. Use IO - Open Item Inquiry to verify the balance of the RSA open item. Enter an EXECUTE AMOUNT that does not exceed the balance of the open item.

0094   WARNING - ACCT NOT AUTH FOR BUDGETS   **Field: N/A**

Error: This transaction recorded budget activity to an account that is not authorized to record budgets (posting type 05, 07, 08, and 09). This warning is received when the Division of Finance, RD code 120 (super RD code) enters, certifies, or authorizes a transaction to override certain edits.

Correction: Verify the super RD code override is appropriate and the transaction processed correctly.

0095   WARNING - OVERRIDES PROJECT TO APPN CONTROL   **Field: N/A**

Error: This transaction recorded financial activity to a project number that is not within the list of projects authorized for the reports-to appropriation for the CC. This warning is received when the Division of Finance, RD code 120 (super RD code) enters, certifies, or authorizes a transaction to override certain edits.

Correction: Verify the super RD code override is appropriate and the transaction processed correctly.

0096 NEXT PAYMENT DATE NOT VALID   **Field: NEXT PAY DATE**

Error: The NEXT PAY DATE is not a valid calendar date. The next pay date identifies the date the scheduled payment should start or restart. A valid calendar date must be entered as MM DD CCYY.

Correction: Verify the NEXT PAY DATE is correct. For an add scheduled payment transaction, enter a valid calendar date as MM DD CCYY in the NEXT PAY DATE field. For a change scheduled payment transaction, enter a valid calendar date as MM DD CCYY or leave the field blank.

0097   END DATE MUST BE EQUAL OR PAST START DATE   **Field: NEXT PAY**
DATE

ENDDATE

Error: The END DATE for this scheduled payment is prior to the NEXT PAY DATE. The end date is the agency-assigned date of the expected final installment of a scheduled payment. This date must be the same as or after the start date (next pay date) for the scheduled payment.

Correction: Verify the END DATE is correct. Verify the NEXT PAY DATE is correct. For an add scheduled payment transaction, enter a date equal to or past the next pay date as MM DD CCYY. For a change scheduled payment transaction, enter a date equal to or past the next pay date or leave the field blank.

0098   SCHEDULED PAYMENT END DATE NOT VALID   **Field: END DATE**

Error: The END DATE entered is not a valid calendar date. The end date is the agency-assigned date of the expected final installment of a scheduled payment. The date must be a valid calendar date entered as MM DD CCYY.

Correction: Verify the END DATE is correct. For an add scheduled payment transaction, enter a valid calendar date as MM DD CCYY. For a change scheduled payment transaction, enter a valid calendar date as MM DD CCYY or leave the field blank.

0099   WARRANT NUMBER FOR REISSUE ALREADY ON FILE   **Field: REISSUE WARRANT NUM**

Error: The REISSUE WARRANT NUM entered is for an existing warrant on the Warrant Status File (WSF). The reissue warrant number must be unique on the Warrant Status File.

Correction: Delete data in the REISSUE WARRANT NUM field. Only the Division of Finance is authorized to enter data in this field.

0100   APPROPRIATION NOT EQUAL FOR DEFAULT LAPSED CC   **Field: CC**

Error: The reports-to appropriation for the CC entered is not the same as the reports-to appropriation for the lapsed collocation code. To record expenditures against a lapsed appropriation, the reports-to appropriation for the CC entered and the reports-to appropriation for the lapsed collocation code identified in the CC entered must be the same.

Correction: Verify the CC entered is correct. Use IE - Entity and CC/LC Inquiry to verify the reports-to appropriation for the CC entered and the reports-to appropriation of the lapsed collocation code. Enter a CC that is appropriate for the transaction that has the same reports-to appropriation as the associated lapsed collocation code.

0101   INVALID REISSUE CLASS NUM FOR WRNT CLASS RANGE   **Field: WRT CLASS**
REISSUE WARRANT NUM

Error: The REISSUE WARRANT NUM entered is not within the warrant number range for the WRT CLASS. Each warrant class has a valid range of warrant numbers as identified on the SMF Warrant Class Table (SWC) maintained by the Division of Finance.

Correction: Delete data in the REISSUE WARRANT NUM field. Only the Division of Finance is authorized to enter data in this field.

0102   APPROPRIATION NOT AUTHORIZED TO RECORD BUDGETS   **Field: CC**

Error: The indicated financial line has a posting type of original (05), supplemental (06), revised program (07), restricted (08), or prior year actual (11) and the BUDGETING APPROPRIATION indicator of the reports to appropriation for the collocation code entered is not Y. The budgeting indicator indicates whether or not an appropriation can be used to record budgets. This indicator must be Y on the Appropriation Entity Structure File (ESF) to record posting types 05, 06, 07, 08, or 11.

Correction: Verify the CC is correct. Enter a CC appropriate for this transaction that points to an appropriation authorized to record budgets.

0103   FQA TO BE DELETED NOT ON WARRANT RECORD   **Field: WRT NUMBER**
Fin Action Code
Fin line Fields

Error: The indicated financial line has an Action Code of D (delete) and the financial coding entered does not match the financial coding on the Warrant Status File (WSF).

Correction: Verify the WRT NUMBER and financial LINE number are correct. Verify Action Code D is correct. If Action Code = D is correct, delete the data entered in the financial coding fields (SY, CC, PGM, LC, ACCT). Financial coding is not entered to delete a financial line.

0104   HOLD FINAL PAYMENT INDIC MUST BE Y OR N   **Field: HOLD FINAL PAYMENT**

Error: The HOLD FINAL PAYMENT indicator entered is not Y or N. The hold final payment indicator instructs AKSAS whether or not to hold the final installment of a scheduled payment. Valid entries are Y or N. If left blank, the field will default to N.

Correction: In the HOLD FINAL PAYMENT field, enter **Y** or **N** or leave the field blank.

0107   WARRANT CLASS NUMBER INVALID FOR WARRANT CLASS   **Field: WRT CLASS**

WRT NUMBER

Error: The WRT NUMBER entered is not valid for the WRT CLASS entered. Each warrant class has a valid range of warrant numbers as identified on the SMF Warrant Class Table (SWC) maintained by the Division of Finance. The warrant number field is a two-part field. The first two characters identify the warrant class number and the next six characters identify the warrant number.

Correction: Verify the WRT NUMBER is correct. Verify the WRT CLASS is correct. Enter a warrant number that is within the range of warrant numbers assigned to the warrant class.

0108   WARRANT CLASS CODE NOT VALID   **Field: WRT CLASS**

Error: The WRT CLASS is not on the SMF Warrant Class Table (SWC) maintained by the Division of Finance.

Correction: Verify the WRT CLASS entered is correct. To determine valid entries, press <PF12-Help> from the AKSAS Main Menu. Select VALID WARRANT CLASSES and press <Enter>. Enter a valid warrant class code in the WRT CLASS field.

0109   WARNING - TOTAL DR AMTS NOT = TOTAL CR AMTS   **Field: N/A**

Error: This transaction recorded financial activity where the total debit amounts are not equal to the total credit amounts. This warning is received when the Division of Finance, RD code 120 (super Rd code) enters, certifies, or authorizes transaction code 410-99 and the debit financial line amounts do not equal the credit financial line amounts.

Correction: Verify the debit and credit amounts are correct and the transaction processed as intended.

0111   WARRANT AMOUNT EXCEEDS LIMIT FOR WARRANT CLASS   **Field: WRT CLASS**
WARRANT AMOUNT

Error: The WARRANT AMOUNT exceeds the dollar limit amount for the WRT CLASS entered. The maximum dollar amount for a warrant class is identified on the SMF Warrant Class Table (SWC) maintained by the Division of Finance.

Correction: Verify the WRT CLASS is correct. Verify the WARRANT AMOUNT is equal to the amount of the physical warrant. If the physical warrant was issued for an amount that exceeds the dollar limit for the warrant class, contact the Division of Finance.

0112   PAYEE NAME NOT ENTERED FOR TEMP OR NO VENDOR   **Field: PAYEE NAME**
REFERENCE NUMBER

Error: A temporary vendor number (three alpha/99999) was entered as the REFERENCE NUMBER on the PVN reference line and the PAYEE NAME was not entered. If a temporary vendor number is entered, the payee name, address, city, state, and zip must also be entered.

Correction: Use IV - Vendor Inquiry to verify a vendor number does not exist for the payee. Refer to *Section 10: Vendors, Vendor Search*. If a vendor number exists, enter that vendor number in the REFERENCE NUMBER field of the PVN reference line. If a vendor number does not exist and a temporary vendor number is used, enter the PAYEE NAME. To establish a new vendor number, refer to *Section 10: Vendors, Add Vendor*.

0113   PAYEE ADDRESS NOT ENTERED FOR TEMP OR NO VENDR   **Field: PAYEE ADDRESS**
REFERENCE NUMBER

Error: A temporary vendor number (three alpha/99999) was entered as the REFERENCE NUMBER on the PVN reference line and the PAYEE ADDRESS was not entered. If a temporary vendor number is entered, the payee name, address, city, state, and zip must also be entered.

Correction: Use IV - Vendor Inquiry to verify a vendor number does not exist for the payee. Refer to *Section 10: Vendors, Vendor Search*. If a vendor number exists, enter that vendor number in the REFERENCE NUMBER field of the PVN reference lines and delete the PAYEE ADDRESS. If a vendor number does not exist, enter the PAYEE ADDRESS. To establish a new vendor number, refer to *Section 10: Vendors, Add Vendor*.

0114   PAYEE CITY NOT ENTERED FOR TEMP OR NO VENDOR   **Field: PAYEE CITY**
                                                              REFERENCE NUMBER

Error: A temporary vendor number (three alpha/99999) was entered as the REFERENCE NUMBER on the PVN reference line and the address CITY was not entered. If a temporary vendor number is used, the payee name, address, city, state, and zip must be entered in the transaction.

Correction: Use IV - Vendor Inquiry to verify a vendor number does not exist for the payee. Refer to *Section 10: Vendors, Vendor Search*. If a vendor number exists, enter that vendor number in the REFERENCE NUMBER field of the PVN reference line. If a vendor number does not exist and a temporary vendor number is used, enter the address CITY. To establish a new vendor number, refer to *Section 10: Vendors, Add Vendor*.

0116   PRINT DATE CAN'T BE CHANGED ON INTERNAL WRNT   **Field: PRINT DATE**
                                                              WRT CLASS
                                                              WRT NUMBER

Error: A PRINT DATE was entered on a change general warrant transaction. For general warrants, the print date is assigned by AKSAS when the warrant is printed. The print date is the issue date of the warrant and cannot be changed.

Correction: Verify the WRT CLASS and WRT NUMBER are correct for this change transaction. If WRT CLASS is GN, the print date cannot be changed. Delete the data in the PRINT DATE field.

0117   TOTAL/SUM CNTRL AR MUST BE + FOR EX & - FOR RR   **Field: Fin AMOUNT**
                                                                ACCT

Error: On the indicated financial line, a negative amount was entered in the AMOUNT field with an expenditure ACCT to add an authorization or a positive amount was entered with a revenue ACCT to add budgeted revenues. An expenditure authorization cannot be established for a negative amount nor can budget revenues be established for a positive amount.

Correction: Verify the ACCT codes are correct. Enter a positive amount in the AMOUNT field of each financial line where an expenditure ACCT is entered. Enter a negative amount in the AMOUNT field of each financial line where a revenue ACCT is entered.

0118   NAME/ADDRESS NOT ALLOWED WITH VALID VENDOR   **Field: REFERENCE NUMBER**
                                                           PAYEE NAME, PAYEE ADDRESS
                                                           CITY, STATE, ZIP

Error: A valid vendor number on the Vendor Master File was entered in the REFERENCE NUMBER field on the PVN reference line and data was entered in the PAYEE NAME, PAYEE ADDRESS, CITY, STATE, and/or ZIP fields.

Correction: Verify the vendor number entered in the REFERENCE NUMBER field is correct for the payee name/address of this warrant request. If the vendor number is correct, delete data in the PAYEE NAME, PAYEE ADDRESS, CITY, STATE, and ZIP fields. If a temporary vendor number should be used, change the PVN REFERENCE NUMBER to three alpha characters representing the vendor's name and five 9s and leave the data in the PAYEE NAME/ADDRESS fields.

0120   SOURCE RD CODE NOT AUTHORIZED FOR TRANSACTION   **Field: SOURCE RD CODE**
TRANS CODE MINOR

Error: The SOURCE RD CODE entered was not found on the SMF Authorized RD Code Table (SAU) as authorized for this transaction. Only source RD/transaction code combinations are valid defined on the SAU maintained by the Division of Finance are valid.

Correction: Verify the SOURCE RD CODE entered is correct. If the transaction has a TRANS CODE MINOR field, verify it is correct. Refer to the SAU Report (Report ID B08001) for your agency to determine valid source RD code/transaction code combinations. If necessary, request an authorized source RD code be established for this transaction. Refer to *Section 2: AKSAS Security & Authorities, Source RD Code Transaction Authority* for procedures.

0121   UNABLE TO CERTIFY - RESUBMIT TRANSACTION   **Field: SOURCE RD CODE**

Error: When submitted through data entry, the SOURCE RD CODE entered was not found on the SMF Authorized RD Code Table (SAU) as authorized for this transaction so the transaction could not be set up for certification and/or dual authorization. The source RD code must be authorized for the transaction at the time of data entry. It is not sufficient for the source RD code to be authorized for the transaction when the transaction is processed.

Correction: Verify the SOURCE RD CODE is correct. Refer to the SMF Authorized RD Code Table (SAU) for a list of RD codes and authorized transactions. Enter a valid source RD code. If appropriate, request the RD code be authorized as a source RD for this transaction. Once the source RD code is authorized, resubmit this transaction for processing.

0122   WARNING - LARGE DOC ACTIVITY POSTED TO DEFAULT   **Field: N/A**

Error: Payroll transactions were posted to a payroll suspense collocation code instead of being rejected. Fatal errors detected during large document processing (payroll interface) do not cause a transaction to be rejected. Erred transactions are posted to agency payroll suspense collocation codes and allowed to process. Payroll suspense accounts should be cleared within thirty days.

Correction: Record a 430-16: Agency Journal Entry transaction to reverse financial activity posted to payroll suspense and to record the financial activity to the correct agency appropriation. Refer to *Section 9: Journal Entries, Clear Payroll Exceptions Posted to Suspense* for procedures.

0123   NAME/ADDRESS CAN'T CHANGE AFTER WRNT IS PRTED   **Field: WRT NUMBER**
PAYEE NAME

Error: Data was entered to change the PAYEE NAME, PAYEE ADDRESS, CITY, STATE, and/or ZIP fields and the warrant is printed. The payee name and address information cannot be changed on a printed warrant.

Correction: Verify the WRT NUMBER is correct. To verify the warrant status, access the warrant through IW - Warrant Inquiry. If the warrant was issued to the wrong payee or address, delete this transaction and process a stop payment or cancel transaction, then reissue the warrant to the correct

payee/address. Refer to *Section 8: Payments, Warrant Status Change* for procedures.

0124   WARNING - TC AUTH IS FOR - EX OR + FOR RR   **Field: N/A**

Error: This transaction recorded a negative expenditure authorization or a positive budgeted revenue. This warning is received when the Division of Finance, RD code 120 (super RD code) enters, certifies, or authorizes a transaction to override certain edits or if the bypass balance check indicator for the transaction is Y on the SMF Transaction Code Table (STC) maintained by the Division of Finance.

Correction: Verify the override is appropriate and the transaction processed correctly.

0125   PAYEE VENDOR REFERENCE NOT ON FILE   **Field: REFERENCE NUMBER**

Error: The pay vendor reference number (PVN) for the scheduled payment to be vouchered does not exist on the Vendor Master File. The pay vendor reference identifies the vendor to whom the warrant should be issued. The pay vendor reference is a mandatory reference and must be a valid, active vendor number on the Vendor Master File.

Correction: Reestablish the vendor record on the Vendor Master File as explained in *Section 10: Vendors, Add Vendor* or process a 150-20: Change Scheduled Payment transaction to change the vendor reference for the scheduled payment. Refer to *Section 7: Expenditure Open Items, Change Scheduled Payment*.

0126   WARRANT PRINT DATE NOT VALID   **Field: PRINT DATE**

Error: The warrant PRINT DATE entered is not a valid calendar date. The warrant print date entered must be a valid calendar date entered as MM DD CCYY.

Correction: Verify the PRINT DATE is correct. Enter a valid calendar date as MM DD CCYY.

0127   WARRANT NUMBER ALREADY EXISTS ON FILE   **Field: WRT NUMBER**

Error: The WRT NUMBER entered is already on the Warrant Status File (WSF). When adding an external warrant record to AKSAS, the warrant number entered must be unique to the WSF.

Correction: Verify the WRT NUMBER is correct. If the warrant number entered is correct, view the warrant through IW - Warrant Inquiry to verify the warrant detail data is the same as the warrant record being added. If data is the same, delete this add warrant request. If the warrant information on file was entered in error, contact the Division of Finance for assistance.

0128   WARRANT IS RECONCILED, CANNOT BE CHANGED   **Field: WRT NUMBER**

Error: The WRT NUMBER entered is reconciled and cannot be changed. A reconciled warrant is a warrant that is cashed by the clearing bank and accepted by the Division of Finance. Reconciled warrants cannot be changed.

Correction: Verify the WRT NUMBER is correct. Enter a new warrant number or delete this transaction. To verify the status of the warrant, access the warrant through IW - Warrant Inquiry. A reconciled warrant has a date in the REDEEMED DATE field.

0130   DELETED WRNT CAN ONLY CHANGE TO ACTIVE STATUS   **Field: NEW STATUS CODE**
                                                                                   WRT NUMBER

Error: The NEW STATUS CODE entered is not AW. A deleted warrant (status DR) can only be changed to active status (AW).

Correction: Verify the WRT NUMBER is correct. If a warrant with a status of DR should be changed to active status, enter AW in the NEW STATUS CODE field. To verify the status of a warrant, view the warrant through IW - Warrant Inquiry.

0131   SCHED PRINT DATE INVALID FOR EXTERNAL WARRANT   **Field: SCHED PRINT DATE**
                                                                                          WRT CLASS

Error: The SCHED PRINT DATE was entered and this transaction is to add or change an external warrant. The scheduled print date identifies the date a general warrant will be printed. The scheduled print date is not entered on an externally printed warrant.

Correction: Verify the WRT CLASS is correct. If the WRT CLASS is other than GN, delete the data in the SCHED PRINT DATE field.

0132   EITHER FQA OR O/I LIQ AREA MUST BE ENTERED   **Field: SY, CC, ACCT**
                                                                                      Fin Line O/I Fields

Error: No financial coding or open item data was entered for the transaction. For a warrant request transaction the financial coding (SY, CC, PGM, LC, ACCT) or the open item area (open item type, number, and line) must be entered.

Correction: Enter financial coding in the SY, CC, PGM, LC, and ACCT fields or open item data in the open item TYPE, NUM, LINE, and FLI fields.

0133   STATUS OF RECONCILED WARRANT CAN'T BE CHANGED   **Field: WRT NUMBER**

Error: The WRT NUM entered is reconciled and cannot be changed. A reconciled warrant is a warrant that is cashed by the clearing bank and accepted by the Division of Finance. Reconciled warrants cannot be changed.

Correction: Verify the WRT NUMBER is correct. Enter a new warrant number or delete this transaction. To verify the status of the warrant, view the warrant through IW - Warrant Inquiry. A reconciled warrant has a date in the REDEEMED DATE field.

0134   NEW WARRANT STATUS CODE NOT VALID   **Field: NEW STATUS CODE**

Error: The NEW STATUS CODE entered is not a valid status code. The new warrant status must be AW, SP, SD, CA, or DR.

         Correction: Enter the NEW STATUS CODE as **AW** (Active), **SP** (Stop Payment), **SD** (State Date), **CA** (Cancel) or **DR** (Delete).

0135   ZERO CASHED AMT INDICATOR MUST BE Y OR N   **Field: ZERO CSHD AMT (Y/N)**

Error: The ZERO CSHD AMT indicator entered is not Y or N. A zero cashed amount indicator of Y reverses the status of a reconciled warrant. If no entry is made, the default is N.

Correction: Delete the data in the ZERO CSHD AMT (Y/N) field. Only the Division of Finance is authorized to use this field.

0136   USE OF ZERO CASHED AMT INDICATOR NOT VALID   **Field: ZERO CSHD AMT (Y/N)**

Error: The ZERO CSHD AMT (Y/N) indicator entered is invalid for this transaction. If the zero cashed

amount indicator entered is Y, the warrant must be redeemed on the Warrant Status File (WSF). The financial data and/or warrant status cannot be changed on a redeemed warrant.

Correction: Delete the data in the ZERO CSHD AMT (Y/N) field. Only the Division of Finance is authorized to use this field.

0137 **TC RESTRICTIONS MUST BE - FOR EX, + FOR RR**   **Field: Fin AMOUNT**
                                                                              ACCT

Error: The financial line AMOUNTs entered in this transaction results in a total expenditure restriction that is a positive amount or a total budget restriction that is a negative amount. An expenditure restriction cannot be established for a positive amount nor can budget restriction be established for a negative amount.

Correction: Verify the ACCT codes are correct. Verify the financial line AMOUNTs are correct. Use IE - Entity and CC/LC Inquiry to verify current expenditure and budget restriction amounts. Enter financial line AMOUNTs that do not result in a positive expenditure restriction or a negative budget restriction.

0138 **WARNING - TC RESTR IS + FOR EX, - FOR RR**   **Field: N/A**

Error: This transaction recorded financial activity that resulted in a total expenditure restriction for a positive amount or a budget restriction for a negative amount. This warning is received when the Division of Finance, RD code 120 (super RD code) enters, certifies, or authorizes a transaction to override certain edits or if the bypass balance check indicator for the transaction is Y on the SMF Transaction Code Table (STC) maintained by the Division of Finance.

Correction: Verify the override is appropriate and the transaction processed correctly.

0139 **MANAGEMENT BUDGET TYPE CODE MUST BE 1 OR 2**   **Field: BUDGET TYPE**

Error: The management BUDGET TYPE code entered for this transaction is not 1 or 2. Only two budgets can be maintained for management reporting purposes.

Correction: Enter a BUDGET TYPE of **1** or **2.**

0140 **TC LAPSE ADJ MUST BE (+) FOR EX, (-) FOR RR**   **Field: Fin AMOUNT**
                                                                              ACCT

Error: The financial line AMOUNTs entered in this transaction result in a negative lapse amount for an expenditure authorization or a positive lapse amount for budgeted revenues. An expenditure authorization cannot be for a negative amount nor can budget revenues be for a positive amount.

Correction: Verify the ACCT codes are correct. Verify the financial line AMOUNTs are correct. Use IE - Entity and CC/LC Inquiry to verify current expenditure and budget restriction lapse amounts. Enter financial line AMOUNTs that do not result in a negative lapsed expenditure authorization or a positive lapsed budgeted revenue.

0141 **WARNING - TC LPS ADJ IS (-) FOR EX OR (+) FOR RR**   **Field: N/A**

Error: This transaction recorded financial activity that resulted in a negative lapse amount for an expenditure authorization or a positive lapse amount for budgeted revenues. This warning is issued when the Division of Finance, RD code 120 (super RD code) enters, certifies, or authorizes a transaction to override certain edits or if the bypass balance check indicator for the transaction is Y on the SMF Transaction Code Table (STC) maintained by the Division of Finance.

Correction: Verify the override is appropriate and the transaction processed correctly.

0142   ACCT CONTROL AUTH MUST BE + FOR EX, - FOR RR   **Field: Fin AMOUNT**
                                                                                                                  ACCT

Error: The financial line AMOUNTs entered in this transaction result in a negative authorization amount for an expenditure cross-structural control account or a positive authorization amount for a revenue cross-structural control account. Expenditure authorizations cannot be for negative amounts nor can budget revenues be for positive amounts.

Correction: Verify the ACCT codes are correct. Verify the financial line AMOUNTs are correct. Use IE - Entity and CC/LC Inquiry to verify the cross structural control amounts. Enter financial line AMOUNTs that do not result in negative expenditure authorizations or positive budgeted revenues.

0143   VENDOR CLASS NOT ON VENDOR CLASS TABLE   **Field: VENDOR CLASS**

Error: The VENDOR CLASS entered is not on the SMF Vendor Class Table (SVC). The vendor class identifies a subset of vendors to be used for reporting or inquiry. Valid vendor classes are identified on the SVC maintained by the Division of Finance.

Correction: Verify the VENDOR CLASS is correct. For a list of valid vendor classes, press <PF12-Help> from the AKSAS Main Menu. Select VALID VENDOR CLASSES and press <Enter>. Enter a vendor class from this list in the VENDOR CLASS field.

0144   WARNING - ACCT AUTH IS - FOR EX, + FOR RR   **Field: N/A**

Error: This transaction recorded financial activity that resulted in a negative authorization amount for an expenditure cross-structural control account or a positive authorization amount for a revenue cross-structural control account. This warning is received when the Division of Finance, RD code 120 (super RD code) enters, certifies, or authorizes a transaction to override certain edits or if the bypass balance check indicator for the transaction is Y on the SMF Transaction Code Table (STC) maintained by the Division of Finance.

Correction: Verify the override is appropriate and the transaction processed correctly.

0145   ACCT CONTROL RESTR MUST BE - FOR EX, + FOR RR   **Field: Fin AMOUNT**
                                                                                                                  ACCT

Error: The financial line AMOUNTs entered in this transaction resulted in a positive restriction amount for an expenditure cross-structural control account or a negative restriction amount for a revenue cross-structural control account. Expenditure restrictions cannot be for positive amounts nor can revenue restrictions be for negative amounts.

Correction: Verify the ACCT codes are correct. Verify the financial line AMOUNTs are correct. Use IE - Entity and CC/LC Inquiry to verify the cross structural control amounts. Enter financial line AMOUNTs that do not result in positive expenditure restrictions or negative revenue restrictions.

0146   STATE CODE MUST BE VALID VALUE OR BLANK   **Field: STATE CODE**

Error: The STATE CODE entered is not a valid code recognized by the United Postal Service.

Correction: Enter a valid STATE CODE identifying the address state for this vendor.

0147   WARNING - ACCT RESTR IS + FOR EX, - FOR RR   **Field: N/A**

Error: This transaction recorded financial activity that resulted in a positive restriction amount for an expenditure cross-structural control account or a negative restriction amount for a revenue cross-structural control account. This warning is issued when the Division of Finance, RD code 120 (super RD code) enters, certifies, or authorizes a transaction to override certain edits or if the bypass balance check indicator for the transaction is Y on the SMF Transaction Code Table (STC) maintained by the Division of Finance.

Correction: Verify the override is appropriate and the transaction processed correctly.

0148   CURRENT WARRANT STATUS CODE NOT VALID   **Field: OLD STATUS CODE**

Error: The OLD STATUS CODE entered is not a valid status code. The OLD WARRANT STATUS is the current status of the warrant on the Warrant Status File and must be AW or DR to process a status change.

Correction: Enter the OLD STATUS CODE as AW (Active) or DR (Delete). The OLD STATUS CODE must be the same as the status of the warrant on the Warrant Status File. To view the warrant status, access the warrant through IW - Warrant Inquiry.

0149   WARNING - INSUFFICIENT AUTHORIZED APPN BALANCE   **Field: N/A**

Error: This transaction recorded financial activity to an appropriation with an insufficient balance. This warning is received when the Division of Finance, RD code 120 (super RD code) enters, certifies, or authorizes a transaction to override certain edits.

Correction: Verify the super RD code override is appropriate and the transaction processed correctly.

0150   PRINT DATE NOT VALID FOR INTERNAL WARRANT   **Field: PRINT DATE**
WRT CLASS

Error: A PRINT DATE was entered on this add general warrant transaction. The print date is not entered on a general warrant. This field will be system-assigned at the time the warrant is printed.

Correction: Verify the WRT CLASS is correct. If the WRT CLASS is GN, delete the PRINT DATE.

0151   ACTION CODE MUST BE D OR BLANK FOR CHANGE   **Field: Fin Action Code**

Error: An Action Code other than D (delete) or blank was entered on the indicated financial line. An action code is only entered to delete a financial line. To add or change a financial line, the action code field must be blank.

Correction: Enter D in the action code field if the financial line should be deleted. Leave the field blank if the financial line should be added or changed.

0152   WARNING - INSUFFICIENT AUTHORIZED ACCT BALANCE   **Field: N/A**

Error: This transaction recorded financial activity to an appropriation with an insufficient balance. This warning is received when the Division of Finance, RD code 120 (super RD code) enters, certifies, or authorizes a transaction to override certain edits.

Correction: Verify the super RD code override is appropriate and the transaction processed correctly.

0153   VENDOR TO BE INACTIVATED HAS ACTIVE SCHED PYMT   **Field: VENDOR NUMBER**

STATUS (I/A)

Error: This transaction changes the vendor STATUS (I/A) indicator to I (inactivate) and an active scheduled payment exists which uses this vendor number. Inactive vendors are not available for preparing warrants or reporting future activity. Vendor numbers that are referenced in scheduled payments cannot be inactivated.

Correction: Verify the VENDOR NUMBER is correct. To display scheduled payments associated with the vendor number, use IO - Open Item Inquiry and search by PVN reference number. If necessary, process a 150-20: Change Scheduled Payment transaction to change the vendor number associated with the scheduled payment. Refer to *Section 7: Expenditure Open Items, Change Schedule Payment* for procedures.

0154   VENDOR NUMBER MUST BE PROVIDED   **Field: VENDOR NUMBER**

Error: The VENDOR NUMBER was not entered in this add or change vendor transaction. The vendor number is required for all add and change vendor transactions. For add vendor transactions, the Division of Finance enters the vendor number.

Correction: For add vendor transactions, no correction is necessary. Press <PF3> to override the error and submit the transaction for processing. The Division of Finance will assign the vendor number when the transaction is authorized. For change vendor transactions, enter the eight-character VENDOR NUMBER from the Vendor Master File.

0155   TOTAL AUTH MUST NOT CHG FOR GIVEN TRANS CODE   **Field: TRANS CODE MINOR**
                                                              Fin AMOUNT, CC

Error: The financial line AMOUNTs entered result in a change to the total authorization amount of the reports-to appropriation for the CC entered. For some budget transactions, dollars within a total control appropriation can be moved but cannot change the total amount of the appropriation.

Correction: Verify the TRANS CODE MINOR is correct. Verify the CC and AMOUNT fields are correct. Refer to the *AKSAS Handy Guide* to determine the requirements for budget transactions. Also refer to *Section 5: Budgets*. Correct the TRANS CODE MINOR, CC, and/or AMOUNT fields as necessary.

0156   CNTRL ACCTS MUST NET ZERO FOR GIVEN TRANS CODE   **Field: TRANS CODE MINOR**
                                                              Fin AMOUNT, CC

Error: The financial line AMOUNTs entered do not net to zero for the cross-structural control accounts of the reports-to appropriation for the CC entered. For some budget transactions, dollars within control accounts can be moved but total change must net to zero.

Correction: Verify the TRANS CODE MINOR is correct. Verify the CC and AMOUNT fields are correct. Refer to the *AKSAS Handy Guide* to determine the requirements for budget transactions. Also refer to *Section 5: Budgets*. Correct the TRANS CODE MINOR, CC, and/or AMOUNT fields as necessary.

0157   INSUFFICIENT AUTHORIZED ACCOUNT BALANCE   **Field: CC**
                                                              ACCT

Error: The cross-structural control account balance of the ACCT entered on the indicated financial line is not sufficient for this transaction. If the reports-to appropriation for the CC entered uses control accounts, the account balance must be sufficient for the transaction. Cross-structural control accounts cannot have a balance of less than zero.

Correction: Verify the ACCT is correct. Verify the CC is correct. Use IE - Entity and CC/LC Inquiry to verify cross-structural control account balances for the appropriation associated with the CC.

0158 WARNING - INSUFFICIENT AUTHORIZED ACCOUNT BALANCE   **Field: N/A**

Error: This transaction recorded financial activity that resulted in a cross-structural control account balance of less than zero. This warning is received when the Division of Finance, RD code 120 (super RD code) enters, certifies, or authorizes a transaction to override certain edits or if the bypass balance check indicator for the transaction is Y on the SMF Transaction Code Table (STC) maintained by the Division of Finance.

Correction: Verify the override is appropriate and the transaction processed correctly.

0162 VENDOR CLASS MUST BE ENTERED   **Field: VENDOR CLASS**

Error: A valid vendor class from the SMF Vendor Class Table (SVC) was not entered. The SVC maintained by the Division of Finance identifies a subset of vendors to be used in reporting or inquiry.

Correction: In the VENDOR CLASS field, enter a two-character vendor class code. For a list of vendor classes, press <PF12-Help> from the AKSAS Main Menu. Select VALID VENDOR CLASSES and press <Enter>.

0163 VENDOR STATUS CODE NOT VALID - MUST BE I OR A   **Field: STATUS (I/A)**

Error: The STATUS (I/A) field was left blank or a value other than A or I was entered. The vendor's status code identifies the vendor as available (A - Active) or not available (I - Inactive) for reference reporting and preparing warrants.

Correction: Enter **A** (Active) or **I** (Inactive) in the STATUS (I/A) field.

0167 APPROPRIATION NOT AUTHORIZED FOR SPENDING   **Field: CC**
                                                        ACCT

Error: An expenditure account was entered in the ACCT field on the indicated financial line and the spending indicator of the reports-to-appropriation for the CC entered is N. The SPENDING APPROPRIATION indicator must be Y on the Appropriation Entity Structure File (ESF) if an expenditure account is entered.

Correction: Verify the ACCT entered should be on expenditure account. Verify the CC is correct. Use IE - Entity and CC/LC Inquiry to verify the SPENDING APPROPRIATION indicator is Y for the reports-to appropriation for the CC. If the expenditure ACCT is correct, enter a CC appropriate for this transaction that has a reports-to appropriation with a spending indicator of Y.

0168 WARNING-INVALID POSTING DATE FOR $ ACCT CONTRL   **Field: N/A**

Error: This transaction recorded cross-structural control account financial activity and the transaction process date is not within the start and end dates of the cross-structural control account. This warning is issued when the Division of Finance, RD code 120 (super RD code) enters, certifies, or authorizes a transaction to override certain edits.

Correction: Verify the super RD code override is appropriate and the transaction processed correctly.

0169 DATE OUT OF VALID RANGE FOR CROSS STRC CONTROL   **Field: CC**

Error: The process date of this transaction is outside of the start and end dates of the cross-structural control account entered in the ACCT field. If the reports-to appropriation for the CC entered has cross-structural controls, the transaction must be processed after the start date or before the end date identified in the appropriation for the cross-structural controls.

Correction: Verify the CC is correct. Use IE - Entity and CC/LC Inquiry to verify the start and end dates of the cross-structural controls for the reports-to appropriation for the CC entered. Resubmit this transaction during the date range specified in the cross-structural controls or process the appropriate cross-structural control change transaction to change the start and/or end dates.

0171   IEAX LINE NUMBER MUST NOT POINT TO ITSELF   Field: IEAX

Error: The IEAX line number entered is the same as the line number of this financial line. The IEAX line number identifies the related interentity financial line within this transaction. The IEAX line number cannot be the same as the line number of the financial line on which the IEAX number is entered.

Correction: Verify that IEAX activity is appropriate for this financial line. If not, leave the IEAX line blank. If the IEAX field should be entered, enter the line number of the offsetting financial line. The offsetting revenue financial line number is usually entered in the IEAX field of the expenditure financial line. Refer to *Section 4: Financial Transaction & Batch Processing, Common Fields* for more information.

0176   IEAX LINE NUMBER NOT FOUND   Field: IEAX

Error: The IEAX line number entered is not a valid financial line number in this transaction. The IEAX line number identifies the offsetting financial line within a transaction. The IEAX line number entered must be an existing financial line number for the transaction.

Correction: Verify that IEAX activity is appropriate for this financial line. Enter a line number for an existing financial line in this transaction. Typically, the offsetting revenue financial line number is entered in the IEAX field of the expenditure financial line. Refer to *Section 4: Financial Transaction & Batch Processing, Common Fields* for more information.

0177   REFERENCE LINE ACTION CODE MUST BE A, C, OR D   Field: Ref Action Code

Error: The Action Code entered on the indicated reference line is not A (add), C (Change), or D (Delete). When changing the reference area of an open item or warrant, the Action Code must be A, C, or D. A or C must be entered on any transaction reference area line where data is entered. If action code D is entered, the reference area fields must be blank.

Correction: To add a reference line, enter Action Code **A** and the new reference data. To change a reference line, enter **C** and the change reference data. To delete a reference line, enter **D** and appropriate reference line number in the LINE field. For a delete, leave all other reference line fields blank.

0178   MICROFILM NUMBER CANNOT BE DELETED OR ADDED   Field: MICROFILM NUMBER

Error: The MICROFILM NUMBER has been deleted and no further entry was made or a microfilm number has been added to a warrant on the Warrant Status File (WSF) that does not have an existing microfilm number. A microfilm number cannot be added or deleted.

Correction: Delete all data in the MICROFILM NUMBER field. Only the Division of Finance is authorized to use this field.

0179   FIN AMOUNT MUST NOT EQUAL ZERO   Field: Fin AMOUNT

Error: The AMOUNT entered on the indicated financial line of this transaction is zero or blank. The financial line amount for budgetary transactions can be less than or greater than zero but not equal to zero.

Correction: Enter a financial line AMOUNT that is not equal to zero.

0180   1099 REPORTING INDICATOR MUST Y OR N   **Field: 1099 REPORTABLE (Y/N)**

Error: A value other than Y or N was entered in the 1099 REPORTABLE (Y/N) field. The 1099 tax reporting indicator indicates whether or not the vendor should be included in annual 1099 federal tax reports.

Correction: In the 1099 Reportable (Y/N) field, enter **Y** (yes, vendor is 1099 reportable) or **N** (no, vendor is not 1099 reportable). For add vendor transactions, the default value is Y.

0181   STATE REDEEM DATE CANNOT BE DELETED OR ADDED   **Field: STATE REDEEM DATE**

Error: A STATE REDEEM DATE has been deleted and no further entry made or a state redeem date has been added to a warrant on the Warrant Status File (WSF) that does not have an existing state redeem date. The state redeem date is the date the bank tape was processed into the Transaction Suspense File (TSF). This date cannot be added or deleted.

Correction: Delete all data in the STATE REDEEM DATE field. Only the Division of Finance is authorized to use this field.

0183   WARNING - OPEN ITEM FIN LINES RENUMBERED   **Field: Fin Line Fields**

Error: This transaction recorded additional financial lines which resulted in line numbers greater than 180. If the line numbers assigned by AKSAS when adding new (unnumbered) lines to an open item or warrant are greater than 180, AKSAS will automatically move financial lines to unused line numbers and renumber all the lines accordingly. New line numbers are assigned beginning with the next available line number. When renumbering occurs, this message is issued as a warning.

Correction: Verify the renumbering of the financial lines is correct.

0184   OPEN ITEM LINE NUMBER OR FQA MUST BE ENTERED   **Field: Fin Line O/I Fields**

Error: An open item TYPE and NUMBER were entered and the open item LINE number was left blank on the indicated financial line.

Correction: Verify the open item TYPE and NUMBER are correct. If an open item should be used, enter the LINE number of the financial line to be liquidated or adjusted in the open item. If an open item should not be used, delete the data in the open item TYPE and NUMBER fields. Enter financial coding in the SY, CC, PGM, LC, and ACCT fields.

0186   APPROPRIATION NOT AUTHORIZED FOR LAPSING   **Field: CC**

Error: The posting type of this transaction is 09 (lapsed balance) or 10 (lapsed adjustment) and the BUDGETING APPROPRIATION, SPENDING APPROPRIATION, and REVENUE RECOGNITION indicators of the reports-to appropriation for the collocation code entered are N. These indicators must be Y in the Appropriation Entity Structure File (ESF) if the posting type of a transaction is 09 or 10.

Correction: Verify the CC is correct. Use IE - Entity and CC/LC Inquiry to verify the BUDGETING APPROPRIATION, SPENDING APPROPRIATION, and REVENUE RECOGNITION indicators of the reports-to appropriation for the CC. Enter a CC appropriate for this transaction that has a reports-to

appropriation with budgeting, spending, and revenue indicators of Y.

0187   APPN NOT AUTHORIZED FOR REVENUE RECOGNITION   **Field: CC**
                                                                          ACCT

Error: A restricted revenue ACCT was entered on the indicated financial line and the REVENUE RECOGNITION indicator of the reports-to-appropriation for the CC entered is N. If a revenue account is entered, the REVENUE RECOGNITION indicator must be Y on the Appropriation Entity Structure File (ESF).

Correction: Verify the ACCT entered should be a restricted revenue account. Verify the CC is correct. Use IE - Entity and CC/LC Inquiry to verify the REVENUE RECOGNITION indicator is Y for the reports-to appropriation for the CC. If a revenue ACCT is correct, enter a CC appropriate for this transaction that has a reports-to appropriation with a revenue recognition indicator of Y.

0189   AGENCY RECEIPTS CAN ONLY BE LIQUIDATED   **Field: Fin AMOUNT**
                                                                     Open Item TYPE

Error: The indicated financial line increases the balance of an agency receipt open item. The balance of an agency receipt can only be increased by using a 210-20/21: Change Agency Receipts transaction.

Correction: Verify the open item TYPE is correct. If the agency receipt should be increased, delete this transaction and enter a 210-20/21: Change Agency Receipts transaction. If the agency receipt should be liquidated, enter the liquidation amount in the financial line AMOUNT field.

0191   TOTAL DEBIT AMTS MUST EQUAL TOTAL CREDIT AMTS   **Field: Fin AMOUNT**

Error: The sum of the debit financial lines AMOUNTs does not equal the total of the credit financial lines AMOUNTs. For journal entry transactions, the total of all debit amounts must equal the total of all credit amounts.

Correction: Verify the debit financial line AMOUNTs are correct. Verify the credit financial line AMOUNTs entered are correct and are entered with a leading minus (-) sign. Correct the debit and/or credit AMOUNTs as necessary until the total debits equal the total credits.

0192   TOTAL DEBIT AMOUNTS NOT EQUAL CONTROL AMOUNT   **Field: Fin AMOUNT**
                                                                TOTAL DEBIT AMOUNT

Error: The TOTAL DEBIT AMOUNT entered does not equal the sum of the debit financial line AMOUNTs. The total debit amount must equal the sum of the debit financial lines. Debit financial lines are entered in the transaction as a positive number.

Correction: Verify the TOTAL DEBIT AMOUNT is correct. Verify each financial line AMOUNT entered is correct. Correct the TOTAL DEBIT AMOUNT and/or financial line AMOUNTs as necessary.

0194   RSA EXECUTE AMOUNT EXCEEDS RSA LINE BALANCE   **Field: RSA NUMBER**
                                                               LINE, AMOUNT, NMR
                                                               DENOMINATOR

Error: The AMOUNT associated with the indicated financial line exceeds the balance available in the RSA open item for the LINE number entered.

Correction: Verify the RSA NUMBER to be liquidated is correct. Verify the LINE number and the AMOUNT or the DENOMINATOR and NMR are correct. Use IO - Open Item Inquiry to verify the

financial line balances in the RSA open item. Enter a LINE number and AMOUNT or LINE number and DENOMINATOR and NMR that does not exceed the available balance of the financial line in the RSA open item.

0195   POSTING TYPE NOT VALID   **Field: PT**

Error: The posting type (PT) entered on the indicated financial line is not a valid posting type. For transaction codes 410-90 through 410-99, the posting type may be entered to identify the subsidiary ledger to which financial activity is to be posted. Valid entries are 0-11. For transaction codes 410-xx with a minor code less than 90, the posting type must be 0.

Correction: Verify the PT is correct. If the TRANS CODE MINOR is less than 90, leave the PT field blank. If the TRANS CODE MINOR is 90 - 99, enter a value between 0-11 in the PT field. The default value is 01 if left blank.

0196   DEBITS NOT EQUAL TO CREDITS BY COA-YR   **Field: Fin AMOUNT**
                                                                TOTAL DEBIT AMOUNT

Error: The total amount debited on a financial line for a specific COA year is not equal to the total amount credited on financial lines for the same COA year for the large document batch.

Correction: Verify the COA years entered are correct. Verify the debit amounts entered are correct. Ensure that the program is correct and recreate the interface input file.

0197   RECONCILIATION DATE CANNOT BE   **Field: RECONCILIATION DATE**
        DELETED OR ADDED

Error: A RECONCILIATION DATE has been deleted and no further entry was made or a reconciliation date has been added to a warrant that does not have an existing reconciliation date. The reconciliation date is the date bank redemption data is matched to the Warrant Status File (WSF). This date cannot be added or deleted.

Correction: Delete the data in the RECONCILIATION DATE field. Only the Division of Finance is authorized to use this field.

0201   FIN ADJ ONLY ALLOWED WITH NEW STATUS = CR OR AW   **Field: Fin Line Fields**

Error: Financial coding was entered with a NEW STATUS CODE other than AW or CR. Financial coding cannot be adjusted if the status code equals SP, SD, CA, or DR.

Correction: Delete all financial coding entered in this transaction. Only the Division of Finance is authorized to enter financial coding on a 340-xx: Warrant Status Change transaction.

0202   FIN ADJ ALLOWED ONLY FOR ACTIVE WARRANTS   **Field: WRT NUMBER**

Error: A financial adjustment has been entered for a warrant with a status other than AW (active). A financial adjustment is allowed only for those warrants in active status (AW) on the Warrant Status File (WSF).

Correction: Verify the WRT NUMBER is correct. Use IW - Warrant Inquiry to determine the status of the warrant. If status is other than AW, the financial adjustment cannot be made with a change warrant transaction. Refer to *Section 9: Journal Entries, Correcting Agency Journal Entry* to process an agency journal entry.

0203   **STATE REDEM DATE NOT VALID**   **Field: STATE REDEM DATE**

Error: The STATE REDEM DATE entered for this transaction is not a valid calendar date. If entered, the state redeem date must be a valid calendar date entered as MM DD CCYY.

Correction: Delete the data in the STATE REDEM DATE field. Only the Division of Finance is authorized to use this field.

0204   **ROUTING CODE NOT ALLOWED FOR EXTERNAL WARRANT**   **Field: ROUTING CODE**
                                                                         WRT CLASS

Error: A ROUTING CODE was entered and the WRT CLASS entered is not GN (General Warrant). The routing code indicates whether a general warrant should be directly mailed to the vendor or returned to the issuing agency. This field is not used for warrants printed outside of AKSAS.

Correction: Verify the WRT CLASS is correct. If the warrant class is other than GN, delete the data in the ROUTING CODE field

0208   **WARNING - SUPER RD OVERRIDING RD TO APPN ERROR**   **Field: N/A**

Error: This transaction recorded financial activity for a source RD code that is not one of the authorized RD codes identified in the appropriation. This warning is received when the Division of Finance, RD code 120 (super RD code) enters, certifies, or authorizes a transaction to override certain edits.

Correction: Verify the super RD code override is appropriate and the transaction processed correctly.

0209   **IEAX LINE NUM NOT = IEAX LINE NUM OF O/I REC**   **Field: RSA NUMBER**
                                                                              IEAX

Error: The IEAX line number entered on the indicated financial line does not match an existing IEAX line number on the RSA open item. If the IEAX field is used, the line number entered must be for an existing financial line on the RSA open item.

Correction: Verify the RSA NUMBER is correct. Verify the IEAX line number is correct. Use IO - Open Item Inquiry to determine the existing IEAX line numbers available on the RSA open item. Enter an IEAX line number that exists on the RSA open item.

0210   **RECONCILIATION DATE NOT VALID**   **Field: RECONCILIATION DATE**

Error: The RECONCILIATION DATE entered is not a valid calendar date. If entered, the reconciliation date must be a valid calendar date entered as MM DD CCYY.

Correction: Delete the data in the RECONCILIATION DATE field. Only the Division of Finance is authorized to use this field.

0212   **OPEN ITEM TYPE NOT VALID FOR THIS TRANSACTION**   **Field: Open Item TYPE**

Error: The open item TYPE entered for this transaction is not valid. Valid open item types for a transaction are identified on the SMF Transaction Code Table (STC) maintained by the Division of Finance.

Correction: Verify the open item TYPE is correct. Enter an open item TYPE that is valid for the transaction as defined in the *AKSAS Handy Guide*.

0214**AMOUNT MUST BE GREATER THAN ZERO**   **Field: EXECUTE AMOUNT**

Error: For execute RSA transactions, the EXECUTE AMOUNT entered is zero or less than zero. The execute amount is the amount to be paid with this transaction. The amount must be greater than zero.

Correction: Enter an EXECUTE AMOUNT that is greater than zero.

0215**ROUTING RD CODE NOT ALLOWED FOR EXTERNAL WRNT**   **Field: WRT CLASS**
                                                                                                                              ROUTING RD CODE

Error: A ROUTING RD CODE was entered and the WRT CLASS entered is not GN (General Warrant). The routing RD code identifies the person in the agency to whom a general warrant should be returned. This field is not used for warrants printed outside of AKSAS.

Correction: Verify the WRT CLASS is correct. If the warrant class is other than GN, delete the data in the ROUTING RD CODE field.

0216**ROUTING CODE NOT VALID, MUST BE M OR A OR D**   **Field: ROUTING CODE**

Error: A ROUTING CODE other than A, M, or D was entered. The routing code indicates whether a general warrant should be mailed directly to the vendor, returned to the issuing agency, or processed as an EDI payment. Valid values are A (Agency), M (Mail), D (EDI), or blank.

Correction: The ROUTING CODE is entered only if the WRT CLASS is GN. Enter **A** (return the warrant to the issuing agency), **M** (mail the warrant directly to the vendor), or **D** (EDI payment). For warrant classes other than GN, leave the ROUTING CODE field blank.

0217**PRECEDING MSGE APPLIES TO GENERATED LAPSE FQA**   **Field: Fin Line Fields**

Error: To correctly record lapse financial activity, user-entered financial lines generate financial lines for lapse cross walk. The message preceding this message applies to a generated financial line.

Correction: Refer to the error code immediately preceding this error for corrective action.

0218**ROUTING CODE REQUIRED WITH WARRANT REQUEST**   **Field: ROUTING CODE**
                                                                                                                              WRT CLASS

Error: A ROUTING CODE was not entered and the WRT CLASS is GN (General Warrant). The routing code indicates whether a general warrant should be mailed directly to the vendor, returned to the issuing agency, or processed as an EDI payment. This field is required for add general warrant transactions.

Correction: Verify the WRT CLASS is correct. If the WRT CLASS is GN, enter **A** (return the warrant to the issuing agency), **M** (mail the warrant directly to the vendor), or **D** (EDI payment) in the ROUTING CODE field. For warrant classes other than GN, leave the ROUTING CODE field blank.

0219**REFERENCE TYPE AND NUMBER MUST BE ENTERED**   **Field: Ref Line Fields**

Error: On the indicated reference line, data was entered in the reference AMOUNT, DATE and/or COMMENTS fields and a reference TYPE and REFERENCE NUMBER were not entered.

Correction: Verify data entered in the reference AMOUNT, DATE and/or COMMENTS fields are correct. If these fields are correct, enter the appropriate reference TYPE and REFERENCE NUMBER. If no data should be entered in the reference line, make sure all fields in the line are blank. For a list of

reference types, press <PF12-Help> from the AKSAS Main Menu. Select VALID/MANDATORY
REFERENCES and press <Enter>.

0222   ALL AND SINGLE LINE LIQ NOT VALID FOR SAME O/I   **Field: Open Item NUM**
                                                                                                        Open Item LINE

Error: An all lines liquidation (999) and a single line liquidation have been entered for the same open item
NUM in a single transaction. An open item cannot be liquidated by the all lines liquidation level (999) and
by specific line numbers. One or the other should be entered.

Correction: Verify the open item LINE and NUM are correct. If 999 (all lines liquidation) is correct,
delete financial lines with specific LINE numbers for the same open item. If the all lines liquidation should
not be used, delete the financial line with 999 in the LINE field.

0223   ROUTE RD CODE REQUIRED FOR ROUTE CODE = A   **Field: ROUTING CODE**
                                                                                                        ROUTING RD CODE

Error: A ROUTING RD CODE was not entered and the ROUTING CODE is A (return warrant to the
issuing agency). The routing RD code identifies the person in the agency to whom the warrant should be
returned. This field is required if the ROUTING CODE is A.

Correction: Verify the ROUTING CODE is correct. If the ROUTING CODE is A (agency), enter a five-
digit RD code in the ROUTING RD CODE field. If routing code A is not correct, enter **M** (mail) or **D**
(EDI payment) and leave the ROUTING RD CODE blank.

0224   ROUTE RD CODE NOT ALLOWED FOR ROUTE CODE = M   **Field: ROUTING CODE**
                                                                                                        ROUTING RD CODE

Error: A ROUTING RD CODE was entered and the ROUTING CODE equals M (mail the warrant
directly to the payee). The routing RD code identifies the person in the agency to whom the warrant should
be returned. If the ROUTING CODE equals M, the ROUTING RD CODE is not entered.

Correction: Verify the ROUTING CODE is correct. If routing code M (mail) is correct, delete the data in
the ROUTING RD CODE field. If routing code M is not correct, enter **A** (agency) and leave the entry in
the ROUTING RD CODE field, or enter **D** (EDI payment) and delete data in the ROUTING RD CODE
field.

0225   WARRANT NUMBER MUST BE ENTERED   **Field: WRT NUMBER**

Error: A WRT NUMBER was not entered for this transaction. If adding an externally printed warrant to
the Warrant Status File (WSF) or changing any existing warrant on the WSF, the warrant number must be
entered.

Correction: Enter an eight-digit warrant number in the WRT NUMBER field.

0228   FIN CODING LINES EXCEED 180   **Field: Fin Line Fields**

Error: The financial lines entered exceed the maximum number allowed for an open item. The maximum
number of financial lines that can be maintained in an open item is 180.

Correction: Consolidate financial lines to ensure the transaction will not exceed 180 financial lines when
processed. If more than 180 financial lines are needed, process the appropriate add open item transaction to
record the additional lines.

0229   INSUFFICIENT BALANCE FOR OPEN ITEM LIQUIDATION   **Field: Fin AMOUNT**
                                                                             Open Item TYPE/NUM

Error: The financial line AMOUNTs entered results in an over liquidation of the agency receipt or treasury receipt open item entered in the open item TYPE and NUM fields. Agency receipt or treasury receipt open items cannot be over liquidated.

Correction: Verify the AMOUNT is correct. Verify the open item TYPE and NUM are correct. Use IO - Open Item Inquiry to determine the balance of the agency or treasury receipt affected by this transaction. Enter new financial line AMOUNTs that do not result in an over liquidation of the open item.

0230   REFERENCE NUMBER MUST BE NUMERIC   **Field: Ref TYPE**
                                                                             REFERENCE NUMBER

Error: The REFERENCE NUMBER entered on the indicated financial line is not numeric. Some reference types (open item, warrant, collocation code, ledger code, or structural entity) require a numeric reference number.

Correction: Verify the reference TYPE is correct. Verify the REFERENCE NUMBER is correct. If the reference type identifies an open item, warrant, collocation code, ledger code, or structural entity, enter numeric data in the REFERENCE NUMBER field.

0231   BANK REDEEM DATE CAN'T BE PRIOR TO PRINT DATE   **Field: BANK REDEM DATE**

Error: The BANK REDEM DATE entered is prior to the warrant print date. A warrant cannot be redeemed before it is printed.

Correction: Delete all data in the BANK REDEM DATE field. Only the Division of Finance is authorized to use this field.

0232   SOURCE RD NOT AUTHORIZED FOR OPEN ITEM TYPE   **Field: SOURCE RD CODE**
                                                                 Open Item TYPE

Error: The SOURCE RD CODE entered was not found on the SMF Authorized RD Code Table (SAU) as authorized for the open item type entered on the indicated financial line. For transactions liquidating open items, the source RD code must be authorized to use the open item type as defined on the SAU maintained by the Division of Finance.

Correction: Verify the SOURCE RD CODE is correct. Verify the open item TYPE entered is correct. Refer to the SAU Report (Report ID B08001) for valid transaction codes and authorized open item types for a specific source RD code.

0233   ROUTING CODE CAN'T BE CHANGED AFTER WRNT PRINT   **Field: WRT NUMBER**
                                                                  ROUTING CODE

Error: A ROUTING CODE was entered in a change warrant transaction and the warrant has been printed.

Correction: Verify the WRT NUMBER is correct. If the warrant number entered is correct, delete the data in the ROUTING CODE field. To verify the warrant print date, access the warrant through IW - Warrant Inquiry.

0234   ROUTING RD CAN'T BE CHANGED AFTER WRNT PRINT   **Field: WRT NUMBER**
                                                                  ROUTING CODE

Error: A ROUTING RD CODE was entered in a change warrant transaction and the warrant has been printed.

Correction: Verify the WRT NUMBER is correct. If the warrant number entered is correct, delete the entry in the ROUTING RD CODE field. To verify the warrant print date, access the warrant through IW - Warrant Inquiry.

0239 INVALID FISCAL PERIOD CODE FOR ACCRUAL TRXN   **Field: TRANS CODE MINOR**
                                                               FISCAL PERIOD CODE

Error: The FISCAL PERIOD CODE entered is not valid for this transaction. The fiscal period code identifies the chart of accounts (COA) year in which a transaction should be recorded. Only certain fiscal period code/transaction code combinations are valid.

Correction: Verify the TRANS CODE MINOR is correct. Verify the FISCAL PERIOD CODE is correct. Enter a valid FISCAL PERIOD CODE as defined in the *AKSAS Handy Guide* for this transaction.

0240 INVALID BANK REDEMPTION DATE   **Field: BANK REDEM DATE**

Error: The BANK REDEM DATE entered is not a valid calendar date. The bank redemption date must be a valid calendar date entered as MM DD CCYY.

Correction: Delete the data in the BANK REDEM DATE field. Only the Division of Finance is authorized to use this field.

0242 SUM OF NUMERATORS DOES NOT EQUAL DENOMINATOR   **Field: NMR**
                                                               DENOMINATOR

Error: The sum of the financial line NMRs does not equal the DENOMINATOR field. The numerator fields are used for both distribution and liquidation numerators and must equal the denominator.

Correction: Verify the financial line NMR fields are correct. Verify the DENOMINATOR is correct. If both the SPREAD AMT (Y/N) function and liquidation rule (LIQ RULE) are used for a transaction, enter the numerators and denominator for the spread function first. Then, press <Enter> to spread the amounts. Return to the base screen and enter the numerators and denominator for the liquidation rule. Refer to *Section 4: Financial Transactions & Batch Processing, Common Fields* for more information on using the NMR and DENOMINATOR fields.

0244 WARNING-INCREASING ENCUM FOR TERM AR IN CUR YR   **Field: N/A**

Error: This transaction recorded financial activity that increased an encumbrance for a terminated appropriation in the current fiscal year. This warning is received when the Division of Finance, RD code 120 (super RD code) enters, certifies, or authorizes a transaction to override certain edits.

Correction: Verify the super RD code override is appropriate and the transaction processed correctly.

0245 CANNOT INCREASE ENCUM FOR TERM AR IN CURR YEAR   **Field: CC**

Error: The CC entered on the indicated financial line points to a terminated appropriation. An encumbrance cannot be increased for a terminated appropriation in the current fiscal year.

Correction: Verify the CC is correct. If it is necessary to increase an encumbrance associated with a terminated appropriation in the current year, contact your Division of Finance accounting representative for assistance.

0246   **INTERNAL TABLE EXCEEDED SIZE LIMIT**   **Field: Ref or Fin Lines**

Error: The entries made in this transaction have caused an internal table to reach its maximum size.

Correction: Separate the transaction into two or more transactions. If necessary, contact the Division of Finance, Systems Administration for further information.

0247   **VENDOR NUMBER OR FORMAT NOT VALID**   **Field: VENDOR NUMBER**

Error: The VENDOR NUMBER entered in this add vendor transaction is not three alpha and five numeric characters.

Correction: Leave the VENDOR NUMBER field blank. The Division of Finance will enter this field when the transaction is authorized.

0248   **WARRANT AMOUNT MUST BE ZERO FOR PRINTED WRNT**   **Field: WARRANT AMOUNT**
                                                                        WRT NUMBER
                                                                        Fin AMOUNT

Error: An amount was entered in the WARRANT AMOUNT field for this change warrant transaction and the warrant has been printed. Once a warrant is printed, the warrant amount cannot be changed. If making changes to financial coding, the financial line amounts must net to zero.

Correction: Verify the WRT NUMBER entered is correct. To verify the warrant status, view the warrant through IW - Warrant Inquiry. If making changes in financial coding for a printed warrant, verify the financial line AMOUNTs are correct and net to zero. Delete the data in the WARRANT AMOUNT field.

0249   **DENOM MUST NOT BE NEGATIVE FOR LIQ RULE = FR**   **Field: DENOMINATOR**
                                                                        LIQRULE

Error: The liquidation DENOMINATOR entered for this transaction is less than zero. Liquidation rule FR applies the liquidation amount according to the fractions or percentages indicated in the liquidation numerators and denominators. For open items with liquidation rule = FR, the liquidation denominator must be greater than zero.

Correction: Verify the LIQ RULE is correct. Verify the DENOMINATOR entered is correct. If liquidation rule FR is correct, enter a DENOMINATOR greater than zero and that is equal to the sum of the financial line NMR fields.

0251   **AGENCY RECEIPT REC OR ENCUM REF NOT ON FILE**   **Field: Open Item TYPE/NUM**

Error: The open item TYPE and NUM entered is not on the Open Item File. An open item must be on the Open Item File to be liquidated.

Correction: Verify the open item TYPE and NUM are correct. Use IO - Open Item Inquiry to view accounts receivable and encumbered revenue open items on the Open Item File. Enter the correct open item number in the open item NUM field.

0252   **EMR REFERENCE NUM MUST BE SIX NUMERIC DIGITS**   **Field: Ref TYPE**
                                                                        REFERENCE NUMBER

Error: The reference TYPE is EMR and the REFERENCE NUMBER entered on the indicated reference

line is not six digits. For reference type EMR (Employee Mileage), the reference number must be a six-digit employee number.

Correction: Verify the REF TYPE should be EMR. If REF TYPE EMR is correct, enter the employee's six-digit employee number in the REFERENCE NUMBER field.

0253   AT LEAST ONE BUDGET AMT MUST BE ENTERED   Field: Budget Distribution AMOUNT

Error: A budget distribution AMOUNT was not entered on the indicated budget distribution line. The budget distribution amount is the amount associated with the selected accounting period (generally months).

Correction: Enter a budget distribution AMOUNT for the selected accounting period.

0255   POSTING MONTH NOT VALID   **Field: POSTING MONTH**

Error: The POSTING MONTH entered is not a valid month or is invalid (future month) for the fiscal period entered. In conjunction with the fiscal period code, the posting month identifies the accounting period for a 410-xx: Finance Journal Entry transaction.

Correction: Verify the POSTING MONTH is correct. Enter a POSTING MONTH of **0 - 21** that is valid for the accounting period. Refer to *Section 3: AKSAS Accounting* for more information on posting months.

0256   PROGRAM IS INACTIVE   **Field: PGM**

Error: The program (PGM) entered in the indicated financial line is not active on the Program Entity Structure File (ESF). Inactive programs are not available for recording financial activity.

Correction: Verify the PGM is correct. To verify the status of a program code, use IE - Entity and CC/LC Inquiry or a hard copy Indented Structure (B10L01) or Chart of Accounts (B55L02) report for your agency's program codes. To activate a program code, process a 635-20/21: Change Program Code transaction.

0257   BANK NUMBER CANNOT BE DELETED OR ADDED   **Field: BANK NUM**

Error: The BANK NUM has been deleted and no further entry made or a bank number has been added to a warrant that does not have an existing bank number on the Warrant Status File (WSF). A bank number cannot be added or deleted.

Correction: Delete all data in the BANK NUM field. Only the Division of Finance is authorized to use this field.

0258   LENGTH OF REFERENCE NUM INVALID FOR REF TYPE   Field: Ref TYPE
                                                                                      REFERENCE NUMBER

Error: The length of the REFERENCE NUMBER entered is greater than the number of digits and/or characters appropriate for the reference TYPE entered. For some reference types, such as BTA (Business Travel Account) the reference number must be specific number of characters.

Correction: Verify the reference TYPE and REFERENCE NUMBER fields are correct. Refer to the specific procedure in this Manual for the transaction being entered to determine valid entries.

0263   FISCAL PERIOD CODE P NOT VALID FOR TRANSACTION   **Field: FISCAL PERIOD CODE**

Error: The FISCAL PERIOD CODE is P (prior) for this add general warrant transaction. Fiscal period

code P is not valid for general warrants.

Correction: Enter a FISCAL PERIOD CODE of **C** (Current), **A** (Accrual), or **F** (Future) as defined in the *AKSAS Handy Guide*.

0264 FISCAL PERIOD CODE A NOT VALID FOR TRANSACTION   Field: FISCAL PERIOD CODE

Error: The FISCAL PERIOD CODE entered is A (accrual) which is not valid for this transaction code. Fiscal period code A (accrual) can only be used with transaction codes 310-xx, 330-xx, and 340-xx.

Correction: Verify the FISCAL PERIOD CODE is correct. Enter a FISCAL PERIOD CODE that is valid for the transaction code as defined in the *AKSAS Handy Guide*.

0266 IEAX DEBIT AMTS NOT EQUAL IEAX CREDIT AMTS   Field: IEAX

Error: The sum of the IEAX debit line amounts does not equal the sum of the IEAX credit line amounts. The sum of the IEAX expenditure line amounts must equal the sum of the IEAX revenue line amounts.

Correction: Verify the IEAX line numbers are correct. If necessary, reassign the IEAX line numbers so expenditure (debit) IEAX lines are equal to revenue (credit) IEAX lines. Refer to *Section 4: Financial Transactions & Batch Processing, Common Fields* for more information on using the IEAX field.

0267 WARNING - IEAX DEBIT & CREDIT AMTS ARE UNEQUAL   Field: N/A

Error: This transaction recorded IEAX financial activity when the debit amounts were not equal to the credit amounts. This warning is received when the Division of Finance, RD code 120 (super RD code) enters, certifies, or authorizes a transaction to override certain edits.

Correction: Verify the super RD code override is appropriate and the transaction processed correctly.

0268 REPORTS TO APPN REQUIRED FOR CC AND ACCOUNT   Field: CC
    ACCT

Error: The CC entered on the indicated financial line has no reports-to appropriation. The ACCT on the indicated line is restricted revenue (RR) or expenditure (EX), and the reports-to fund of the CC specifies mandatory appropriation control for restricted revenue and expenditures. A collocation code must point to an appropriation if appropriation control is required for the fund associated with the collocation code and the account type entered is RR or EX.

Correction: Verify the CC is correct. Verify the ACCT code is correct. View the collocation code and the associated fund through IE - Entity and CC/LC Inquiry to verify fund and appropriation controls. If an expenditure or restricted revenue account is correct, enter a CC that has a reports-to appropriation and is appropriate for the transaction.

0269 ACCOUNT DOES NOT ALLOW BUDGET POSTING   Field: ACCT

Error: The RECORD BUDGET indicator for the account code (ACCT) entered on the indicated financial line is not Yes. In order to post budgets to an account, the record budget indicator must be Yes on the Account Entity Structure File (ESF).

Correction: Verify the ACCT is correct. Enter an account that is authorized to record budgets. Generally, budgets are recorded at logical level 50 or higher account. To verify the RECORD BUDGETS indicator for an account, access the account through IE - Entity and CC/LC Inquiry.

0270   ACCOUNT DOES NOT ALLOW ACTUAL POSTING   **Field: ACCT**

Error: The ACCT entered on the indicated financial line does not allow financial activity for posting types 01 (actual) or 04 (encumbrance). The RECORD ACTUALS indicator on the Account Entity Structure File (ESF) specifies whether actual receipts and disbursements and other financial activity can be recorded for the account. If the RECORD ACTUALS indicator equals Y, financial activity may be recorded for the account. If the RECORD ACTUALS indicator equals N, the account may not be used to record financial activity.

Correction: Verify the ACCT is correct. To determine the correct account, view the account structure through IE - Entity and CC/LC Inquiry. Enter an ACCT that is authorized to record actuals.

0271   REPORTS TO FUND REQUIRED FOR CC AND POST TYPE   **Field: CC**

Error: The CC entered on the indicated financial line does not point to a fund. For most transactions if the posting type equals 02 or 03, the collocation code used must point to a fund.

Correction: Verify the CC is correct. Use IE - Entity and CC/LC Inquiry to determine if the collocation code points to a fund. Enter a CC appropriate for the transaction that reports to a fund.

0273   EXT WRNT PRINT DATE MUST BE CURRENT OR PRIOR   **Field: PRINT DATE**

Error: The PRINT DATE entered is not a current or prior date. The print date on an externally printed warrant is the date the warrant was issued. The date entered must be current or prior.

Correction: Verify the PRINT DATE is correct. Enter the issue date of the warrant as MM DD CCYY.

0274   SPREAD INDICATOR MUST BE Y OR N   **Field: SPREAD AMT (Y/N)**

Error: A value other than Y or N was entered in the SPREAD AMT (Y/N) field. The spread indicator is used to allocate the total transaction amount across the financial lines. Valid entries are Y or N. If left blank, the default is N.

Correction: In the SPREAD AMT (Y/N) field, enter **Y** (allocate the total transaction amount across the financial lines) or **N** (do not allocate the total amount, enter each financial line amount.)

0275   BANK ACCOUNT NUMBER CANNOT BE DELETED OR ADDED   **Field: BANK ACCT NUM**

Error: The BANK ACCT NUM has been deleted and no further entry made or a bank account number has been added to a warrant on the Warrants Status File (WSF) that does not have an existing bank account number. A bank account number cannot be added or deleted.

Correction: Delete all data in the BANK ACCT NUM field. Only the Division of Finance is authorized to use this field.

0276   FISCAL PERIOD CODE NOT VALID   **Field: FISCAL PERIOD CODE**

Error: The FISCAL PERIOD CODE entered is not valid for this transaction. The fiscal period code identifies the chart of accounts (COA) year in which a transaction should be recorded. Only certain fiscal period code/transaction code combinations are valid.

Correction: Enter a valid FISCAL PERIOD CODE as defined in the *AKSAS Handy Guide* for this transaction.

0277 DENOM MUST BE GREATER THAN ZERO FOR SPREAD Field: SPREAD AMT (Y/N)
DENOMINATOR

Error: The SPREAD AMT (Y/N) field is Y and the DENOMINATOR is not greater than zero. The denominator defines the basis for allocating the total transaction amount to each financial line. If the spread indicator equals Y, the denominator must be entered. The entry must be greater than zero and equal to the sum of the numerators. When this error is detected, the spread indicator is reset to N.

Correction: To spread the total amount of this transaction, enter **Y** in the SPREAD (Y/N) field and enter a DENOMINATOR greater than zero and equal to the sum of the NMRs. If the spread function should not be used, enter an AMOUNT on each financial line and leave the SPREAD (Y/N), DENOMINATOR, and NMR fields blank. Refer to *Section 4: Financial Transactions & Batch Processing, Common Fields* for more information.

0278 BUDGET TYPE NOT VALID Field: BUDGET TYPE

Error: The BUDGET TYPE entered is not valid for the TRANS CODE MINOR. The budget type identifies the budgetary entry according to OMB classifications.

Correction: Verify the TRANS CODE MINOR is correct. Verify the BUDGET TYPE entered is correct. Enter a valid BUDGET TYPE for the transaction as defined in the *AKSAS Handy Guide.*

0279 SPREAD FUNCTION RESULTS IN TOO LARGE AN AMOUNT Field: TOTAL AMOUNT
WARRANT AMOUNT
DENOMINATOR, NMR

Error: The amount spread to the indicated financial line based on the values in the TOTAL or WARRANT AMOUNT and the NMR and DENOMINATOR fields is greater than the 9.2 digits allowed in the financial line AMOUNT field. The spread function is used to allocate the total transaction amount across the financial lines.

Correction: Verify the TOTAL or WARRANT AMOUNT of the transaction is correct. Verify the DENOMINATOR and the financial line NMRs are correct. If necessary, recalculate the spread function by entering new NMRs and/or DENOMINATOR so allocated amounts do not exceed the number of digits allowed in each financial line AMOUNT field.

0280 NUMERATOR MUST NOT BE NEGATIVE Field: NMR
LIQ RULE

Error: The LIQ RULE is FR (fractional) and the NMR entered for the indicated financial line is less than zero. The numerator field is used for both distribution and liquidation numerators. The distribution numerator identifies the percentage or fraction of the transaction amount to be allocated to individual financial lines when the SPREAD (Y/N) = Y. The liquidation numerator identifies the percentage or fraction of the total transaction amount to be allocated to individual financial lines when the LIQ RULE = FR and the open item is subsequently liquidated or adjusted at the all lines (999) level.

Correction: Verify the financial line NMR fields entered are correct. If both the spread function and liquidation rule is used for a transaction, enter the NMRs for the spread function first. Press <Enter> to spread the amounts. Return to the base screen and enter the NMRs for the liquidation rule. Refer to *Section 4: Financial Transactions & Batch Processing, Common Fields* for more information.

0281   BANK REDEM DATE CANNOT BE DELETED OR ADDED   **Field: BANK REDEM DATE**

Error: The BANK REDEM DATE has been deleted and no further entry made or a bank redemption date has been added to a warrant on the Warrant Status File (WSF) that does not have an existing bank redemption date. A bank redemption date cannot be added or deleted.

Correction: Delete all data in the BANK REDEM DATE field. Only the Division of Finance is authorized to use this field.

0282   VENDOR CLASS CANNOT BE DELETED   **Field: VENDOR CLASS**

Error: An ∗ (asterisk) was entered in the VENDOR CLASS field. An asterisk is entered as the first character in a field to delete data in the existing record. The VENDOR CLASS field cannot be deleted.

Correction: If the VENDOR CLASS is correct on the Vendor Master File, leave this field blank. If the VENDOR CLASS should be changed, enter a valid vendor class. To display a list of vendor classes, press <PF12-Help> from the AKSAS Main Menu. Select VALID VENDOR CLASSES and press <Enter>.

0284   DESCRIPTION SHORT CANNOT BE DELETED   **Field: DESCRIPTION SHORT**

Error: An ∗ (asterisk) was entered as the first character of the DESCRIPTION SHORT field. An asterisk is entered as the first character in a field to delete data in the existing record. The DESCRIPTION SHORT field cannot be deleted.

Correction: If the DESCRIPTION SHORT in the original transaction is correct, leave this field blank. If this field should be changed, enter the new description. The first character cannot be an asterisk.

0285   LINE 1 OF DESCRIPTION LONG CANNOT BE DELETED   **Field: DESCRIPTION LONG**

Error: An ∗ (asterisk) was entered as the first character in Line 1 of the DESCRIPTION LONG field. An asterisk is entered as the first character in a field to delete data in the existing record. Line 1 of the DESCRIPTION LONG field cannot be deleted.

Correction: If Line 1 of the DESCRIPTION LONG field in the original transaction is correct, leave this field blank. If this field should be changed, enter a description meaningful to the transaction. The first character cannot be an asterisk.

0286   STATUS CODE CANNOT BE DELETED   **Field: STATUS (I/A)**

Error: An ∗ (asterisk) was entered in the STATUS (I/A) field. An asterisk is entered as the first character in a field to delete data in the existing record. The status code identifies the vendor as A (active) or I (inactive) for reference reporting and preparing warrants. The STATUS (I/A) field cannot be deleted.

Correction: If the vendor's status is correct on the Vendor Master File, leave the STATUS (I/A) field blank. To change the status of a vendor, enter **A** (active) or **I** (inactive) in the STATUS (I/A) field.

0287   1099 REPORTING INDICATOR CANNOT BE DELETED   **Field: 1099 REPORTABLE (Y/N)**

APPENDIX: FINANCIAL TRANSACTION ERRORS

Error: An ∗ (asterisk) was entered in the 1099 REPORTABLE (Y/N) field. An asterisk is entered as the first character in a field to delete data in the existing record. The 1099 reporting indicator indicates whether or not the vendor should be included in annual 1099 tax reports. This field cannot be deleted.

Correction: If the vendor's 1099 reportable indicator is correct on the Vendor Master File, leave the 1099 REPORTABLE (Y/N) field blank. To change the 1099 reportable status, enter **Y** (yes, vendor is 1099 reportable) or **N** (no, vendor is not 1099 reportable) in the 1099 REPORTABLE (Y/N) field. Before changing the 1099 reportable status of a vendor, refer to *Section 14, Special Processes, 1099 Tax Reporting* for guidelines.

0289   SOURCE RD NOT AUTHORIZED FOR WARRANT CLASS   **Field: WRT CLASS**
SOURCE RD CODE

Error: The SOURCE RD CODE entered is not on the SMF Authorized RD Code Table (SAU) as authorized for the warrant class indicated in this transaction. The source RD code must be authorized for the warrant class entered as defined on the SAU maintained by the Division of Finance.

Correction: Verify the WRT CLASS is correct. Verify the SOURCE RD CODE entered is correct. Refer to your agency's SAU Report (Report ID B08001) for a list of RD codes, transaction codes, and authorized warrant classes.

0290   WARRANT ALREADY RECONCILED   **Field: WRT NUMBER**
BANK NUM, BANK ACCT NUM
BANK REDEM DATE, STATE REDEM DATE,
RECONCILIATION DATE, MICROFILM NUM

Error: Bank data has been entered for a warrant that is reconciled. A reconciled warrant has been redeemed by the bank and matched to the Warrant Status File (WSF). Bank data cannot be added to a reconciled warrant.

Correction: Delete all data in the bank data fields (BANK NUM, BANK ACCT NUM, BANK REDEM DATE, STATE REDEM DATE, RECONCILIATION DATE, MICROFILM NUM). Only the Division of Finance is authorized to use these fields.

0291   WARRANT MUST BE ACTIVE FOR RECONCILIATION   **Field: WRT NUMBER**
BANK NUM, BANK ACCT NUM
BANK REDEM DATE, STATE REDEM DATE
RECONCILIATION DATE, MICROFILM NUM

Error: Bank data has been entered for a warrant that does not have a status of AW (Active). In order to be reconciled, a warrant must be active (AW) on the Warrant Status File.

Correction: Delete all data in the bank data fields (BANK NUM, BANK ACCT NUM, BANK REDEM DATE, STATE REDEM DATE, RECONCILIATION DATE, MICROFILM NUM). Only the Division of Finance is authorized to use these fields.

0292   BANK REDEM DATE NOT WITHIN STALE DATE RANGE   Field: BANK REDEM DATE

Error: The BANK REDEM DATE entered for this transaction is not within the stale date range. The stale date range identified in the SMF Warrant Class Table (SWC) is two years from the date of issue for all warrant classes.

Correction: Delete all data in the BANK REDEM DATE field. Only the Division of Finance is authorized to use this field.

0293   WARRANT AMOUNT NOT EQUAL WSF WARRANT AMOUNT   Field: WARRANT AMOUNT

Error: The WARRANT AMOUNT entered for this transaction is not equal to the warrant's WARRANT PRINT AMOUNT on the warrant status file (WSF).

Correction: Enter the correct WARRANT PRINT AMOUNT of the warrant in the WARRANT AMOUNT field.

0294   ADDRESS NOT AVAILABLE FOR ROUTE RD CODE   Field: ROUTING RD CODE

Error: The ROUTING RD CODE entered for this transaction does not have address information in the RD Code Entity Structure File (ESF). If a routing RD code is entered, it must have address information in the ESF.

Correction: Verify the ROUTING RD CODE is correct. Use IE - Entity and CC/LC Inquiry to determine the correct RD code. If necessary, process a 670-20/21: Change RD Code transaction to add the RD code address information to the ESF.

0295   MICROFILM NUM INVALID FOR ZERO CASHED AMT = Y   Field: MICROFILM NUMBER
                                                                                                           ZERO CASHED AMOUNT

Error: The ZERO CASHED AMOUNT indicator equals Y and a MICROFILM NUMBER has been entered. When the zero cashed amount indicator is Y, the status of a reconciled warrant is reversed. A microfilm number cannot be entered.

Correction: Delete all data in the ZERO CASHED AMOUNT and MICROFILM NUMBER fields. Only the Division of Finance is authorized to use these fields.

0296   BANK NUM INVALID FOR ZERO CASHED AMT = Y   Field: BANK NUMBER
                                                                                                ZERO CASHED AMOUNT

Error: The ZERO CASHED AMOUNT indicator equals Y and a BANK NUMBER was entered. When the zero cashed amount indicator is Y, the status of a reconciled warrant is reversed. A bank number cannot be entered.

Correction: Delete all data in the ZERO CASHED AMOUNT and BANK NUMBER fields. Only the Division of Finance is authorized to use these fields.

0297   BANK ACCT NUM INVALID FOR   Field: BANK ACCOUNT NUMBER
ZERO CASHED AMT = Y   ZERO CASHED AMOUNT

Error: The ZERO CASHED AMOUNT indicator equals Y and a BANK ACCOUNT NUMBER was entered. When the zero cashed amount indicator is Y, the status of a reconciled warrant is reversed. A bank account number cannot be entered.

Correction: Delete all data in the ZERO CASHED AMOUNT and BANK ACCOUNT NUMBER fields. Only the Division of Finance is authorized to use these fields.

0298 BANK REDEM DATE INVALID FOR ZERO CASHED AMT = Y   **Field: BANK REDEM DATE**
                                                               ZERO CSHD AMOUNT

Error: The ZERO CSHD AMOUNT indicator equals Y and a BANK REDEM DATE was entered. When the zero cashed amount indicator is Y, the status of a reconciled warrant is reversed. A bank redemption date cannot be entered.

Correction: Delete all data in the ZERO CSHD AMOUNT and BANK REDEM DATE fields. Only the Division of Finance is authorized to use these fields.

0300 FIN CODING MUST BE ENTERED FOR ADD OR CHANGE   **Field: Fin Line Fields**

Error: Financial coding was not entered for this transaction. Financial coding must be provided for each financial line being added or changed.

Correction: Enter add or change financial coding in the SY, CC, PGM, LC, and ACCT fields.

0303 SCHED PYMT CAN ONLY LIQUIDATE ENCUMBERED EXP   **Field: ENCUMBRANCE**

Error: The ENCUMBRANCE number entered was not an encumbered expenditure open item number. A scheduled payment can only liquidate an encumbered expenditure. The open item number entered must be for an encumbered expenditure on the Open Item File.

Correction: Verify the ENCUMBRANCE number is correct. Use IO - Open Item Inquiry to determine valid encumbered expenditure open item numbers on the Open Item File. Enter an encumbered expenditure open item number in the ENCUMBRANCE field.

0304 LINE BALANCE CANNOT BE ADJUSTED ABOVE ZERO   **Field: Fin Line AMOUNT**

Error: The AMOUNT entered adjusts the balance of the indicated financial line above zero. Financial lines for encumbered revenues, treasury receipts, and RSA revenue lines have a natural credit balance (displayed with a leading minus (-) sign) and cannot be adjusted above zero.

Correction: Verify the financial line AMOUNT is correct. For add transactions, enter the amount with a leading minus (-) sign. For change transactions, enter an amount that does not result in a line balance amount greater than zero on the Open Item File.

0310 WARRANT REQUEST DATE NOT VALID   **Field: SCHED PRINT DATE**

Error: The SCHED PRINT DATE entered is not a valid calendar date. The scheduled print date must be a valid calendar date entered as MM DD CCYY.

Correction: Verify the SCHED PRINT DATE is correct. Enter a current or future calendar date as MM DD CCYY.

0311 FIN CODING OR O/I LIQ DATA REQUIRED   **Field: Fin Line Fields**
                                                                 Open Item Fields

Error: No financial coding and open item data was entered for this transaction. Financial data must be entered in either the financial coding area or the open item area of the financial line.

Correction: Enter financial coding in the SY, CC, PGM, LC, and ACCT fields or enter open item data in the OPEN ITEM TYPE, NUMBER, and LINE fields.

0312 PAY VENDOR REFERENCE CANNOT BE DELETED   **Field: Ref TYPE**

Error: An ∗ (asterisk) was entered in reference TYPE field for the PVN (pay vendor number) reference line. An asterisk is used to delete existing data in open item or warrant record. Reference type PVN is required for warrant transactions and cannot be deleted.

Correction: If a change to the PVN reference line is appropriate, enter C (change) in the Action Code field and enter a new vendor number in the REFERENCE NUMBER field. If a change to the PVN reference line is not necessary, leave the Action Code and REFERENCE NUMBER fields blank. Refer to *Section 8: Payments, Change General Warrant* for more information.

0313 REMIT MSG CANNOT BE CHG FOR PRINTED WARRANT   **Field: REMT ADVICE**
                                                                         WRT NUMBER

Error: Data was entered on the REMT ADVICE screen for this change warrant transaction and the warrant has been printed. The remittance advice cannot be changed on a printed warrant.

Correction: Verify the WRT NUMBER is correct. Use IW - Warrant Inquiry to verify the warrant status. If the warrant is printed, delete the data entered on the Remittance Advice screen. If the remittance message is not correct on a printed warrant, notify the vendor in writing.

0314 SOURCE RD CODE IS INACTIVE   **Field: SOURCE RD CODE**

Error: The SOURCE RD CODE entered is not active on the RD Code Entity Structure File (ESF). In order to be used, the source RD code must be active on the ESF RD code structure.

Correction: Verify the SOURCE RD CODE is correct. Enter a RD code that is active on the ESF. Use IE - Entity and CC/LC Inquiry to verify the status of a RD code. To change a source RD code to active status, process a 670-20/21: Change RD Code transaction.

0315 PASSIVE LINE CANNOT DO ALL-LINE LIQUIDATION   **Field: Open Item LINE**

Error: An all lines liquidation (999) has been entered on a passive line of an interentity adjustment transaction. A passive line cannot reference an open item at the all lines level for liquidation. A specific line of an encumbrance can be liquidated on a passive line by referencing the appropriate open item line number or financial coding. 999 can be entered on an active line.

Correction: Verify the open item LINE number is correct. View the open item through IO - Open Item Inquiry to determine which financial lines are active and which are passive. In the open item LINE field, enter a specific passive or active line number to liquidate a single line or enter 999 on an active line to liquidate at the all lines level.

0316   DATE ESTABLISHED CANNOT BE DELETED   **Field: DATE ESTABLISHED**
                                                              DEPOSIT DATE

Error: All nines (9) were entered in the DATE ESTABLISHED or DEPOSIT DATE field. All nines are entered in a date field to delete a date in an existing record. The date established or deposit date is the agency assigned, set-up date for the open item. These are required fields and cannot be deleted on a change transaction.

Correction: If the DATE ESTABLISHED or DEPOSIT DATE is correct on the Open Item File, leave the field blank. If this field should be changed, enter a current or prior calendar date as MM DD CCYY.

0317   LIQUIDATION RULE CANNOT BE DELETED   **Field: LIQ RULE**

Error: An ∗ (asterisk) was entered as the first character of the LIQ RULE field. An asterisk is entered as the first character in a field to delete data in the existing record. The LIQ RULE cannot be deleted.

Correction: If the LIQ RULE is correct on the Open Item File, leave this field blank. If LIQ RULE should be changed, enter the appropriate liquidation rule for the transaction. Refer to *Section 4: Financial Transactions & Batch Processing, Common Fields* for field values and more information on using the LIQ RULE field.

0318   RETENTION INDICATOR CANNOT BE DELETED   **Field: RETENTION (Y/N)**

Error: An ∗ (asterisk) was entered in the RETENTION (Y/N) field. An asterisk is entered when data in the existing record should be deleted. The RETENTION (Y/N) field cannot be deleted on a change transaction.

Correction: If the RETENTION (Y/N) field is correct on the Open Item File, leave this field blank. If the RETENTION (Y/N) field should be changed, enter **Y** or **N**.

0319   REFERENCE NUMBER CANNOT BE DELETED   **Field: Ref Action Code**
                                                              REFERENCE NUMBER

Error: On the indicated reference line the Action Code is C (change) and an ∗ (asterisk) was entered as the first character in the REFERENCE NUMBER field. An asterisk in a text field is used to delete existing data in an open item or warrant record. A reference number cannot be deleted with Action Code C.

Correction: Verify the Action Code is correct. If Action Code C is correct, enter new reference data in the appropriate fields. To delete a reference line, enter Action Code D (delete) and the reference LINE number. Leave all other reference fields blank.

0321   REFERENCE TYPE CANNOT BE DELETED   **Field: Ref Action Code**
                                                              Ref TYPE

Error: On the indicated financial line the Action Code is C (change) and an ∗ (asterisk) was entered as the first character in the reference TYPE field. An asterisk in a text field is used to delete existing data in an open item or warrant record. A reference type cannot be deleted with Action Code C.

Correction: Verify the Action Code is correct. If Action Code C is correct, enter new reference data in the appropriate fields. To delete a reference line, enter Action Code D (delete) and the reference LINE number. Leave all other reference fields blank.

0322   FINANCIAL LINE NUMBER CANNOT BE >180 OR <0   **Field: Fin LINE**

Error: The financial LINE number exceeds 180 or was entered as a negative number. The financial line number identifies a financial line in an open item or warrant and must be 0 - 180.

Correction: Verify the LINE number is correct. Enter a LINE number between **0-180** that identifies the financial line n the open item or warrant.

0323   FEDERAL FISCAL YEAR (FY) MUST BE NUMERIC   **Field: FY**

Error: The FY (federal fiscal year) entered on the indicated financial line is not numeric. The federal fiscal year is the federal accounting and reporting year in which this transaction should be reported and must be a numeric entry. If left blank, the field will default to the current federal fiscal year.

Correction: Enter a two-digit federal fiscal year.

0324   SETUP YEAR (SY) MUST BE NUMERIC   **Field: SY**

Error: The SY (set-up year) entered on the indicated financial line is not numeric. The set-up year identifies the year the collocation code was established. If left blank, the set-up year will default to the chart of accounts (COA) year associated with the fiscal period code of the transaction.

Correction: Enter a two-digit set-up year that is valid for the collocation code entered.

0325   TOTAL TRANS AMT MUST EQUAL SUM OF BGT AMTS   **Field: TOTAL AMOUNT**
                                                                Budget Distribution AMOUNT

Error: The TOTAL AMOUNT entered does not equal the sum of the budget distribution AMOUNTs. For Management Budgets, the total transaction amount must equal the sum of the budget distribution amounts.

Correction: Verify the TOTAL AMOUNT is correct. Verify the budget distribution AMOUNTs are correct and equal to the TOTAL AMOUNT.

0326   EITHER LINE NUM OR FIN CODING MUST BE ENTERED   **Field: Fin LINE**
                                                                  SY, CC, PGM, LC, ACCT

Error: Neither the financial LINE number nor the financial coding (SY, CC, PGM, LC, ACCT) was entered for this change transaction.

Correction: Enter either the financial LINE number of the financial line to be changed or the SY, CC, PGM, LC, and ACCT.

0327   EITHER LINE NUM OR ENCUM NUM MUST BE ENTERED   **Field: Fin Action Code**
                                                                  Fin LINE

Error: A financial LINE number was not entered on the indicated financial line that contains D (delete) in the Action Code field. To add, change, or delete financial data, the financial line number or encumbrance number affected must be entered.

Correction: Verify Action Code D (delete) is correct for this financial line. If action code D is correct, enter the LINE number of the financial line to be deleted.

0328   LINE NUM, FQA AREA OR LIQN O/I AREA REQUIRED   **Field: Fin Line Fields**
                                                                                                     Fin Line O/I Fields

Error: A financial LINE number was not entered on the indicated financial line that contains D (delete) in the Action Code field.

Correction: Verify Action Code D (delete) is correct for this financial line. If the action code D is correct, enter the LINE number of the financial line to be deleted.

0329   PAY VENDOR REF REQUIRED FOR WARRANT CLASS   **Field: Ref TYPE**
                                                                                                     REFERENCE NUMBER

Error: The pay vendor reference (PVN) was not entered for this add warrant transaction and the WRT CLASS entered is GN (general warrant), FW (field warrant), or HW (handwrite warrant). The pay vendor reference identifies the vendor to whom the warrant should be issued and is required for general, field, and handwrite warrants.

Correction: On the first reference line of this transaction, enter PVN in the reference TYPE field. Enter a vendor number from the Vendor Master File or a temporary vendor number in the REFERENCE NUMBER field.

0330   DESCRIPTION NOT ALLOWED ON DELETE FIN LINE   **Field: LINE DESC**
                                                                                                     Fin Action Code

Error: A description was entered in the LINE DESC area of the indicated financial line and the Action Code entered is D (delete). The line description area is used for descriptive data associated with a financial line. When deleting a financial line, an entry in this field is not appropriate.

Correction: Verify the financial line should be deleted. If the delete action is correct, delete the LINE DESC entered for the financial line. If the financial line should be changed, delete the Action Code and enter the financial line number and appropriate changes.

0331   LINE BALANCE MUST EQUAL ZERO FOR DELETE   **Field: Fin AMOUNT**

Error: The line balance of the line to be deleted does not equal zero on the Open Item File. The line balance of a financial line must be zero before it can be deleted.

Correction: Verify the financial line should be deleted. Use IO - Open Item Inquiry to verify the balance of the financial lines in an open item. If the line balance is not zero, enter the line balance in the AMOUNT field on the delete line with the opposite sign as displayed on the Open Item File.

0333   NUMERATOR NOT VALID ON DELETE FIN LINE   **Field: Fin Action Code**
                                                                                                     NMR

Error: On the indicated financial line, the Action Code is D (delete) and data was entered in the NMR. The liquidation numerator defines the percentage or fraction of the total amount to be allocated to a financial line when the liquidation rule equals FR. When deleting a financial line, an entry in this field is not appropriate.

Correction: Verify the financial line should be deleted. If delete is correct, delete the NMR entered for the financial line. If the financial line should be changed, delete the Action Code and enter the financial coding changes as appropriate.

0334   ENTER ACTION CODE ONLY ON DELETE REF LINE   **Field: Ref Action Code**
REFERENCE TYPE, NUMBER
AMOUNT, COMMENTS

Error: The Action Code entered is D (delete) and data was entered in the reference TYPE, REFERENCE NUMBER, AMOUNT and/or COMMENTS fields. When using action code D, data is entered in the reference LINE field only.

Correction: Verify Action Code D is correct. If Action Code D is correct, eliminate all data entered in the reference TYPE, REFERENCE NUMBER, AMOUNT and/or COMMENTS fields. If the reference line should be changed, enter C in the Action Code field and enter data in the appropriate fields.

0335   ACTIVE INDICATOR MUST BE Y OR N   **Field: ACTIVE (Y/N)**

Error: The value entered in the ACTIVE (Y/N) field is not Y or N. The active indicator indicates whether or not to process a scheduled payment. Valid entries are Y (Yes) or N (No). If no entry is made, the field defaults to Y.

Correction: For add transaction, enter **Y** (yes, process scheduled installment payments) or **N** (no, do not process scheduled installment payments) in the ACTIVE (Y/N) field. For a change transaction, enter **Y** or **N** only if the active indicator is not correct on the Open Item File, otherwise leave the field blank.

0336   TOTAL SCHEDULED PAYMENT AMT   **Field: TOTAL PAYMENT AMOUNT**
MUST BE POSITIVE

Error: The TOTAL PAYMENT AMOUNT entered is less than zero. The total scheduled payment amount must be greater than zero.

Correction: Verify the TOTAL PAYMENT AMOUNT is correct. Enter an amount equal to or greater than zero.

0337   INSTALL AMT * NUM INSTALL NOT =   **Field: TOTAL PAYMENT AMOUNT**
TOT PYMT AMT   **INSTALLMENT AMOUNT**
NUMBER INSTALLMENTS

Error: The INSTALLMENT AMOUNT times the NUMBER INSTALLMENTS does not equal the TOTAL PAYMENT AMOUNT. The total scheduled payment must equal the sum of all installments associated with the scheduled payment.

Correction: Verify the TOTAL PAYMENT AMOUNT, INSTALLMENT AMOUNT, and NUMBER INSTALLMENTS fields are correct. Enter a TOTAL PAYMENT AMOUNT that is equal to the installment amount multiplied by the number of installments.

0338   NUMBER OF INSTALLMENTS MUST   **Field: NUMBER INSTALLMENTS**
RANGE FROM 0 TO 60

Error: The NUMBER INSTALLMENTS entered is not 0 to 60. The installment number identifies how many installments this scheduled payment should make. The number of installments to be paid cannot be less than zero or greater than 60.

Correction: Verify the NUMBER INSTALLMENTS for the scheduled payment. For an add transaction, enter a number that is not less than zero or greater than 60. For a change transaction, enter a number that results in an installment number on the Open Item File that is not less than zero or greater than 60.

0339   ENCUMBRANCE NUMBER NOT ON FILE   **Field: ENCUMBRANCE**

Error: The ENCUMBRANCE number entered is not found on the Open Item File. The encumbrance number identifies the encumbrance to be liquidated when the scheduled payment installments are paid.

Correction: Verify the ENCUMBRANCE number is correct. Use IO - Open Item Inquiry to determine the correct encumbrance number.

0340   SOURCE RD CODE MUST BE ENTERED   **Field: SOURCE RD CODE**

Error: The SOURCE RD CODE was not entered for this transaction. A source RD code is required for all transactions.

Correction: Enter the SOURCE RD CODE. If the field is left blank, it will default to the input RD code when the screen is updated.

0341   INPUT RD CODE IS INACTIVE   **Field: N/A**

Error: The input RD code for this transaction is not active on the RD Code Entity Structure File (EHF). In order to be used for transaction, the input RD code must be active on the ESF at the time of batch processing.

Correction: Use IE - Entity and CC/LC Inquiry to verify the status of the input RD code. If necessary, process a 670-20: Change RD Code transaction to activate the RD code. Once the RD code is active, resubmit the transaction for processing.

0343   HOLD FINAL PAYMENT INDICATOR   **Field: HOLD FINAL PAYMENT (Y/N)**
CANNOT BE DELETED

Error: An ∗ (asterisk) was entered in the HOLD FINAL PAYMENT (Y/N) field. An asterisk is entered as the first character in a field to delete data in the existing record. The hold final payment indicator determines whether or not to hold the final installment payment. This field cannot be deleted.

Correction: Delete the ∗ (asterisk) in the HOLD FINAL PAYMENT (Y/N) field. If the HOLD FINAL PAYMENT indicator is correct on the OPEN Item File, leave the field blank. If the field should be changed, enter Y or N.

0345   ACTIVE INDICATOR CANNOT BE DELETED   **Field: ACTIVE (Y/N)**

Error: An ∗ (asterisk) was entered in the ACTIVE (Y/N) field. An asterisk is entered as the first character in a field to delete data in the existing record. The active indicator determines whether or not to process a scheduled payment. This field cannot be deleted.

Correction: Delete the ∗ (asterisk) in the ACTIVE (Y/N) field. If the ACTIVE indicator is correct on the Open Item File, leave the field blank. If the field should be changed, enter Y or N.

0346   NEXT PAYMENT DATE CANNOT BE DELETED   **Field: NEXT PAY DATE**

Error: An ∗ (asterisk) was entered in the NEXT PAY DATE field. An asterisk is entered as the first character in a field to delete data in the existing record. The scheduled payment next pay date is the date of the first or next installment payment. This field cannot be deleted.

Correction: Delete the ∗ (asterisk) in the NEXT PAY DATE field. If the NEXT PAY DATE is correct on the Open Item File, leave this field blank. If the field should be changed, enter a valid current or future calendar date as MM DD CCYY.

0347   END DATE CANNOT BE DELETED   **Field: END DATE**

Error: An ∗ (asterisk) was entered in the END DATE field. An asterisk is entered as the first character in a field to delete data in the existing record. The scheduled payment end date identifies the date the schedule payment will end. This field cannot be deleted.

Correction: Delete the ∗ (asterisk) in the END DATE field. If the END DATE is correct on the Open Item File, leave this field blank. If this field should be changed, enter a valid current or future calendar date as MM DD CCYY.

0348   ACT CODE MUST BE C OR BLANK FOR SRD & OD REF   **Field: Ref Action Code**
                                                                                                              Ref LINE

Error: An Action Code other than C (change) was entered with reference LINE number 17 or 18. The Source RD Code (SRD) and original document number (OD) references are system-supplied to lines 17 and 18 of the reference area and cannot be added or deleted.

Correction: Verify the reference LINE number is correct. If a change to reference line 17 and/or 18 is necessary, enter **C** in the Action Code and enter appropriate changes in the reference fields.

0349   DENOM CANNOT BE ENTERED FOR THIS MINOR CODE   **Field: TRANS CODE MINOR**
                                                                                                              DENOMINATOR

Error: A DENOMINATOR was entered and the TRANS CODE MINOR is 90. A 145-90: Execute RSA transaction cannot liquidate an RSA open item by financial line.

Correction: Verify the TRANS CODE MINOR entered is correct. If TRANS CODE MINOR = 90, delete the value in the DENOMINATOR field. If the TRANS CODE MINOR = 95, enter the appropriate DENOMINATOR.

0350   FISCAL PERIOD CODE P INVALID--PRIOR YR CLOSED   **Field: FISCAL PERIOD CODE**

Error: The FISCAL PERIOD CODE entered is P (Prior) and the prior year is closed. Fiscal period code P may only be used during the reappropriation period (July - August).

Correction: Enter **C** (Current) in the FISCAL PERIOD CODE field. Refer to the *AKSAS Handy Guide* to determine the correct fiscal period code.

0351   PHONE NUMBER NOT VALID   **Field: PHONE**

Error: The PHONE number entered contains alpha characters. Alpha characters cannot be entered in the phone number area except for in the EXT field.

Correction: Enter a ten-digit phone number in the PHONE field.

0352   LAST FINANCIAL SCREEN AVAILABLE   **Field: N/A**

Error: PF6 was pressed from the last financial screen available. Twenty additional financial line screens

are available with nine financial lines displayed on each screen for a total of 180 financial lines.

Correction: To page through the financial screens, press <PF5> to return to the Base screen. From the Base screen, press <PF6> to display the first financial screen. Continue pressing PF6 until the appropriate financial screen is displayed.

0354   ACCT NOT IN RANGE OF APPN'S INCLUSION CONTROL   **Field: CC**
ACCT

Error: The ACCT entered on the indicated financial line is not within the range of accounts identified in the reports-to appropriation for the CC entered. If an appropriation is controlled by account, only accounts identified in the Appropriation Entity Structure File (ESF) can be entered.

Correction: Verify the CC is correct. Verify the ACCT number is correct. To verify the appropriation control accounts, access the appropriation through IE - Entity and CC/LC Inquiry. Enter an account that is identified in the Appropriation ESF for the reports-to appropriation for the CC entered.

0355   POSTING DATE PRIOR TO APPN START DATE   **Field: CC**

Error: The posting date of the transaction is prior to the start date of the reports-to appropriation for the CC entered. The start date of an appropriation is the date the appropriation is available for recording budgets, receipts, or expenditures. For posting type 01 (actual) or 04 (encumbrance), the start date of the appropriation must be prior to the posting date of the transaction.

Error: Verify the CC is correct. Verify the process date for the transaction is correct. If appropriate, process a 615-20: Change Appropriation transaction to change the start date of the appropriation. Enter a new CC appropriate for the transaction or resubmit the transaction after the start date of the appropriate.

0356   RD CODE NOT IN RANGE OF APPN'S RD CODE CONTROL   **Field: SOURCE RD CODE**
CC

Error: The SOURCE RD CODE entered for this transaction is not authorized to use the reports-to appropriation for the CC entered. If an appropriation is controlled at the RD code level, only RD codes identified on the Appropriation Entity Structure File or the Division of Finance, RD code 120 (super RD code) may use that appropriation.

Correction: Verify the SOURCE RD CODE is correct. Verify the CC is correct. View the reports-to appropriation for the collocation code through IE - Entity and CC/LC Inquiry to determine source RD codes authorized for the appropriation. If necessary, process a 615-20: Change Appropriation transaction to add the RD code as an authorized RD code for the appropriation.

0357   BANK REDEMPTION DATE MUST BE CURRENT OR PRIOR   **Field: BANK REDEM DATE**

Error: The BANK REDEM DATE entered is not a current or prior calendar date. The bank redemption date is the date the clearing bank redeemed the warrant. This date must be the same as or prior to the current date.

Correction: Delete the data in the BANK REDEM DATE field. Only the Division of Finance is authorized to use this field.

0358   MASTER RECORD SIZE OVERFLOW   **Field: Ref Lines**
Fin Lines

Error: This transaction causes the existing open item or warrant to exceed the data area available in

ADABAS.

Correction: Delete a portion of the record such as the reference area comments or financial coding area line description so the record size falls within that available in ADABAS. If necessary, contact the Division of Finance for further information.

0360   FIN LINE ENTRY NOT VALID FOR TRXN CODE MINOR   **Field: TRANS CODE MINOR**
                                                                                                                Fin LINE

Error: A LINE number was entered on the indicated financial line and the TRANS CODE MINOR is 90. A 145-90: Execute RSA transaction cannot liquidate an RSA Open Item by financial line.

Correction: Verify the TRANS CODE MINOR is correct. If TRANS CODE MINOR = 90 is correct, delete the value in the LINE field. If the RSA open item should be liquidated by financial line, change the TRANS CODE MINOR to 95.

0361   ROUTING RD CODE NOT ON FILE   **Field: ROUTING RD CODE**

Error: The RD code entered in the ROUTING RD CODE field is not on the RD Code Entity Structure File (ESF). The RD code used to identify the routing RD code must be on the ESF.

Correction: Verify the ROUTING RD CODE is correct. Enter a RD code that is active on the ESF. To add a RD code to the ESF, process a 670-10: Add RD Code transaction.

0362   ROUTING RD CODE IS INACTIVE   **Field: ROUTING RD CODE**

Error: The RD code entered in the ROUTING RD CODE field is not active on the RD Code Entity Structure File (ESF). In order to be used, the RD code entered in the routing RD code field must be active on the ESF.

Correction: Verify the routing RD code is correct. Enter a RD code that is active on the ESF. If necessary, process a 670-20/21: Change RD Code transaction to activate the RD code.

0363   INSTAL AMT * REMAIN INSTAL   **Field: INSTALLMENT CHG AMT**
**   NUM MUST = CURR BAL**   **INC/DEC NUM INSTALLMENTS**
                                                                                                                TOTAL CHG AMOUNT

Error: Data entered in the TOTAL CHG AMOUNT, INSTALLMENT CHG AMT, and/or the INC/DEC NUM INSTALLMENTS fields result in the installment amount times the remaining number of installments not being equal to the current balance on the Open Item File. The installment amount times the number of installments left to be made must equal the current balance on the Open Item File.

Correction: Verify the INSTALLMENT CHG AMT and the INC/DEC NUM INSTALLMENTS are correct. Verify the TOTAL CHG AMOUNT is equal to the INSTALLMENT CHG AMT times the number of installments remaining to be paid. Enter new data as appropriate that results in the installment amount times the remaining number of installments to be paid being equal to the current balance of the open item.

0364   RSA LINE NUMBER CANNOT BE ZERO   **Field: TRANS CODE MINOR**
                                                                                                                Fin LINE

Error: The LINE number identifying the financial line in the RSA open item to be liquidated was not entered and the TRANS CODE MINOR is 95. A 145-95: Execute RSA transaction liquidates the RSA open item by specific line number. One or more LINE numbers must be entered in this transaction.

Correction: Verify the TRANS CODE MINOR is correct. If the TRANS CODE MINOR = 95, enter the LINE numbers that identify the financial lines to be liquidated in the RSA open item. If the RSA open item should not be liquidated by specific line, enter 90 in the TRANS CODE MINOR field and leave the LINE fields blank.

0365   POSTING NOT VALID FOR TERMINATED APPROPRIATION   **Field: CC**
                                                                          Open Item TYPE/NUM

Error: The reports-to appropriation for the CC entered on the indicated financial line has terminated and this transaction is not liquidating an encumbered expenditure or recording actuals. With the origination year, the termination year defines the range of years an appropriation is available for spending. Terminated appropriations cannot be adjusted unless the Division of Finance, RD code 120 (super RD code) is used or encumbered expenditures are liquidated or actuals recorded. Actual postings are subject to lapse balance testing.

Correction: Verify the CC is correct. Verify this transaction should not be liquidating an encumbered expenditure or recording an actual posting type. Use IE - Entity and CC/LC Inquiry to determine if the termination date of the reports-to appropriation for the collocation code is correct. Enter the appropriate CC or open item TYPE and NUM.

0366   INSUFF TOLERANCE ADJUST NET AVAILABLE BALANCE   **Field: CC**

Error: The total control appropriation for the CC entered has a Tolerance Adjusted Net Available Balance (TANAB) of less than zero or this transaction would reduce the balance to an amount less than zero. The TANAB of an appropriation is the net available balance adjusted by the tolerance factor set to allow spending of receipts prior to collection. A transaction cannot reduce the TANAB of an appropriation to an amount less than zero.

Correction: Verify the CC is correct. If the CC is correct, this transaction cannot be processed until revenue is collected or the tolerance factor for the appropriation is increased. View the appropriation through
IE - Entity and CC/LC Inquiry to determine the TANAB of the appropriation. If appropriate, process a 615-20: Change Appropriation transaction to increase the tolerance factor of the appropriation.

0367   INSUFFICIENT UNOBLIGATED APPN BALANCE   **Field: CC**

Error: The total control appropriation for the CC entered on the indicated financial line has an obligated balance of less than zero or this transaction would reduce the balance to less than zero. The unobligated balance is the amount of an appropriation available to record encumbrances or actual expenditures. A transaction cannot reduce the unobligated balance of an appropriation to an amount less than zero.

Correction: Verify the CC is correct. View the appropriation through IE - Entity and CC/LC Inquiry to determine the unobligated balance of the reports-to appropriation. If the CC entered is correct, this transaction cannot be processed until the balance of the appropriation is increased.

0368   INSUFFICIENT LAPSED BALANCE   **Field: CC**
                                                        Open Item NUM/LINE

Error: The reports-to appropriation for the CC entered on the indicated financial line has lapsed and does not have a sufficient balance to cover this transaction. An unencumbered transaction cannot be processed against a lapse appropriation if there is not a sufficient lapse balance to cover the disbursement amount. Encumbrance liquidations cannot be for a lapsed appropriation if the combination of the encumbered amount and lapsed balance is not sufficient to cover the liquidation amount.

Correction: Verify the CC is correct. If the transaction liquidates an encumbrance, verify the open item NUM and LINE numbers are correct. To determine the available lapsed balance of the appropriation, use IE - Entity and CC/LC Inquiry. Use IO - Open Item Inquiry to determine the current balance of an encumbrance. Enter a CC or open item TYPE, NUM, and LINE appropriate for this transaction.

0369   INSUFFICIENT UNOBLIGATED ACCOUNT BALANCE   **Field: CC**
                                                                         ACCT

Error: The ACCT entered on the indicated financial line is subject to dollar controls by account for the reports-to appropriation for the CC. The account entered has an unobligated balance of less than zero or this transaction reduces the balance to an amount less than zero.

Correction: Verify the CC is correct. Verify the ACCT is correct. To verify the account balance of the appropriation, access the appropriation detail through IE - Entity and CC/LC Inquiry and press <PF8> to display cross-structural controls. Enter new CC and ACCT information as appropriate for this transaction.

0370   WARNING - INSUFF TOL ADJ NET AVAIL BAL IGNORED   **Field: N/A**

Error: This transaction recorded financial activity to an appropriation with an insufficient tolerance net available balance (TANAB). This warning is received if the Division of Finance, RD code 120 (super RD code) enters, certifies, or authorizes a transaction to override appropriation controls or if the bypass balance check indicator for the transaction is Y on the SMF Transaction Code Table (STC) maintained by the Division of Finance.

Correction: Verify the insufficient tolerance adjusted balance of the appropriation should be ignored. Verify the transaction processed correctly.

0371   WARNING - INSUFF UNOBLIGATED APPN BAL IGNORED   **Field: N/A**

Error: This transaction recorded financial activity to an appropriation with an insufficient unobligated balance. This warning is received if the Division of Finance, RD code 120 (super RD code) enters, certifies, or authorizes a transaction to override appropriation controls or the bypass balance check indicator for the transaction is Y on the SMF Transaction Code Table (STC) maintained by the Division of Finance.

Correction: Verify the insufficient unobligated balance of the appropriation should be ignored. Verify the transaction processed correctly.

0372   WARNING - INSUFF LAPSE BALANCE IGNORED   **Field: N/A**

Error: This transaction recorded financial activity to an appropriation with an insufficient lapse balance. This warning is received if the Division of Finance, RD code 120 (super RD code) enters, certifies, or authorizes a transaction to override appropriation controls or the bypass balance check indicator for the transaction is Y on the SMF Transaction Code Table (STC) maintained by the Division of Finance.

Correction: Verify the insufficient lapsed balance of the appropriation should be ignored. Verify the transaction processed correctly.

0373   WARNING - INSUFF UNOBLIGATED ACCT BAL IGNORED   **Field: N/A**

Error: This transaction recorded financial activity to an appropriation with an insufficient cross-structural control account balance. This warning is received if the Division of Finance, RD code 120 (super RD code) enters, certifies, or authorizes a transaction to override appropriation controls or the bypass balance check indicator for the transaction is Y on the SMF Transaction Code Table (STC) maintained by the Division of Finance.

Correction: Verify the insufficient unobligated account balance of the appropriation should be ignored. Verify the transaction processed correctly.

0374 AMT NOT ALLOWED ON RSA PASSIVE LINE DELETE   **Field: Fin Action Code**
                                                                               AMOUNT

Error: Action Code D (delete) and an AMOUNT were entered on the indicated passive financial line. Amounts are not maintained on passive lines in RSA open items. No amount should be entered for a delete action code.

Correction: Verify Action Code D is correct. If the action code is correct, delete the data in the AMOUNT field. If the financial line should be changed, delete the action code and enter the financial LINE number and appropriate changes in the financial coding fields.

0375 TRANS COA YR MUST = WARRANT FIN LINE COA YR   **Field: FISCAL PERIOD CODE**

Error: The COA year associated with the FISCAL PERIOD CODE entered for this change transaction is not the same as the COA year of the financial line of the existing warrant record. The fiscal period code identifies the chart of accounts (COA) year in which a transaction should be recorded. The COA year for a change or delete transaction must be the same as the original transaction. Financial line adjustments cannot be done if the COA year of the original transaction is closed.

Correction: Verify the FISCAL PERIOD CODE is correct. View the warrant through IW - Warrant Inquiry to determine the fiscal period code used in the original transaction. To change the fiscal period code for a warrant processed during the reappropriation period, refer to *Section 9: Journal Entries, Accrual & One-Sided Agency Journal Entries* for procedures.

0376 WARNING - ACCOUNT INCLUSION CONTROL IGNORED   **Field: N/A**

Error: This transaction recorded financial activity ignoring the account inclusion controls. This warning is received if the Division of Finance, RD code 120 (super RD code) enters, certifies, or authorizes a transaction to override appropriation controls or the bypass balance check indicator for the transaction is Y on the SMF Transaction Code Table (STC) maintained by the Division of Finance.

Correction: Verify the super RD code override is appropriate and the transaction processed correctly.

0377 AMOUNT & NUMERATOR MUST BE 0 ON PASSIVE LINE   **Field: AMOUNT**
                                                                               NMR

Error: An AMOUNT and/or NMR was entered on a passive financial line. Passive financial lines are referenced in the IEAX field of the offsetting active financial line. The amount and numerator fields are not entered in passive financial lines.

Correction: Verify this financial line should be referenced as a passive financial line in the IEAX field of an active financial line. If the IEAX reference is correct, delete the AMOUNT and/or NMR fields of the passive financial line. Enter the AMOUNT and /or NMR fields on the active financial line.

0378 IEAX LINE NUMBER MUST BE 1-180   **Field: IEAX**

Error: The IEAX line number entered is not 1-180. The maximum number of financial lines in a journal entry or RSA transaction is 180. Therefore, the IEAX line numbers must be 1-180.

Correction: Verify the IEAX line number is correct. Enter an IEAX line number between **1-180**. Refer to

Section 4: Financial Transactions & Batch Processing, Common Fields for more information.

0379   **IEAX REV LINE MUST POINT TO IEAX EXP LINE**   **Field: IEAX**

Error: The IEAX line number entered for this revenue financial line points to another revenue financial line. IEAX revenue lines must point to expenditure lines.

Correction: Verify the IEAX line number is correct. Enter the appropriate IEAX expenditure line number. Refer to *Section 4: Financial Transactions & Batch Processing, Common Fields* for more information.

0380   **IEAX EXP LINE MUST POINT TO IEAX REV LINE**   **Field: IEAX**

Error: The IEAX line number entered for the expenditure financial line points to another expenditure financial line. Active expenditure lines must point to passive revenue lines.

Correction: Verify the IEAX line number is correct. Enter the appropriate IEAX revenue line number. Refer to *Section 4: Financial Transactions & Batch Processing, Common Fields* for more information.

0381   **FIN CODING DOES NOT MATCH MASTER REC LINE**   **Field: Fin LINE**

Error: The financial coding for the LINE number entered on the indicated financial line does not match the financial coding for that line number on the existing warrant record. If a line number is entered, the financial coding fields should be left blank.

Correction: Verify the financial LINE number is correct. If the LINE number entered is correct, delete the financial coding entered.

0382   **FINANCIAL LINE NUM NOT ON OPEN ITEM RECORD**   **Field: Fin Line O/I Fields**

Error: The financial LINE number entered on the indicated financial line is not on the Open Item File for the open item TYPE and NUM entered.

Correction: Verify the open item TYPE and NUM are correct. Verify the open item LINE number is correct. Use IO - Open Item Inquiry to determine existing financial line numbers for the open item. Enter a LINE number that is within the range of financial line numbers on the Open Item File.

0383   **ENTER EITHER AMOUNT OR DENOMINATOR & NUMERATOR**   **Field: Fin AMOUNT DENOMINATOR NMR**

Error: The AMOUNT and the NMR and/or DENOMINATOR fields were entered on the indicated financial line. If the NMR and DENOMINATOR fields are entered, the financial line AMOUNT is left blank. AKSAS will calculate the financial line amounts based on the NMR and DENOMINATOR fields when the transaction is processed.

Correction: To liquidate the RSA open item by line amount, enter the amount in the AMOUNT field. Leave the NMR and DENOMINATOR fields blank. To liquidate the RSA open item financial lines by a percentage of the execute amount, delete the AMOUNT fields and enter the appropriate percentages in the NMR fields. Enter the sum of the NMR fields in the DENOMINATOR field.

0384   **CHANGE TRANS COA YR DOES NOT**   **Field: FISCAL PERIOD CODE MATCH ORIG COA YR**

Error: The FISCAL PERIOD CODE entered for this transaction is associated with a COA year that is not

the same as the COA year on the open item line being adjusted. When changing or deleting existing financial lines for an open item, the fiscal period code for the change transaction must be associated with the same COA year as the fiscal period code for the original transaction.

Correction: Verify the FISCAL PERIOD CODE is correct. View the open item through IO - Open Item Inquiry to determine the fiscal period code that was used in the original transaction. Enter a FISCAL PERIOD CODE that is for the same COA year as the original transaction.

0385   LINE BALANCE CANNOT BE ADJUSTED BELOW ZERO   **Field: Fin AMOUNT**

Error: A negative amount (amount with a leading minus (-) sign) was entered in the AMOUNT field of the indicated financial line. An encumbered expenditure financial line amount cannot be less than zero.

Correction: Verify the financial line AMOUNT is correct. Enter an amount that is not less than zero.

0386   ENC LIQ RULE = LN NOT ALLOWED FOR SCHED PYMT   **Field: ENCUMBRANCE**

Error: The encumbered expenditure associated with the ENCUMBRANCE number entered in this scheduled payment transaction has a liquidation rule of LN. The encumbered expenditure associated with a scheduled payment open item must use liquidation rule FR. Also refer to *Section 4, Financial Transactions & Batch Processing, Common Fields* for more information on liquidation rules.

Correction: Verify the ENCUMBRANCE number is correct. Use IO - Open Item Inquiry to verify the correct encumbrance number is being used for this scheduled payment transaction and that the liquidation rule for the encumbrance is FR. Enter an ENCUMBRANCE number that uses liquidation rule FR. If necessary, process a change 110-20: Change Encumbered Expenditure transaction to change the liquidation rule of the encumbrance.

0387   ALL AND SINGLE LINE LIQ INVALID FOR SAME O/I   **Field: Fin Line O/I Fields**

Error: 999 (all lines liquidation) was entered in the open item LINE field and a specific LINE number or financial coding was entered on the indicated financial lines to liquidate the same open item TYPE and NUM. An open item cannot be liquidated at both the all lines level and by specific line.

Correction: Verify the LINE number is correct. Verify the open item TYPE and NUM are correct. If an open item should be liquidated at the all lines level, enter **999** in the LINE field and delete all other financial lines that reference the same open item TYPE and NUM. To liquidate specific financial lines in an open item, enter specific LINE numbers on the appropriate financial lines.

0388   FQA AND 999 NOT VALID FOR SAME O/I LIQ LINE   **Field: Fin Line Fields**

Error: Financial coding (SY, CC, PGM, LC, ACCT) and an open item LINE number of 999 were entered on the indicated financial line. 999 in the open item line number field indicates all lines of an open item should be liquidated. No financial coding is entered with a 999 open item line number.

Correction: Verify the LINE number should be 999 (all lines liquidation). If all lines liquidation is correct, delete the financial coding. If all lines should not be liquidated, enter the correct line numbers or financial coding for each financial line.

0389   RSA LINE NUMBER MUST BE UNIQUE   **Field: Fin LINE**

Error: The same financial LINE number was entered on two or more financial lines. Specific financial lines to be liquidated in an RSA open item can be specified only once in the execute transaction.

Correction: Verify the financial LINE numbers are correct. Delete any duplicate LINE numbers and enter new line numbers as appropriate.

0390   IEAX LINE NUMBER NOT VALID ON DELETE LINE   **Field: IEAX**
                                                                         Fin Action Code

Error: Action Code D (delete) and an IEAX line number were entered for the indicated financial line. IEAX line numbers cannot be entered on a delete financial line.

Correction: Verify the financial line should be deleted. If the delete action is correct, delete the IEAX line number entered on this financial line. If the financial line should be changed, delete the Action Code and enter the financial LINE number and appropriate changes.

0392   STATE REDEMPTION DATE MUST BE CURRENT OR PRIOR   **Field: STATE REDEM DATE**

Error: The STATE REDEM DATE entered is not a current or prior date. The state redemption date is the date the bank tape was interfaced in AKSAS. This date must be the same as or prior to the current date.

Correction: Delete the data in the STATE REDEM DATE field. Only the Division of Finance is authorized to use this field.

0393   RECONCILIATION DATE MUST BE CURRENT OR PRIOR   **Field: RECONCILIATION DATE**

Error: The RECONCILIATION DATE entered is not a current or prior date. The reconciliation date is the date the warrant was reconciled. This date must be the same as or prior to the current date.

Correction: Delete the data in the RECONCILIATION DATE field. Only the Division of Finance is authorized to use this field.

0394   REISSUE WARRANT NUMBER MUST BE BLANK   **Field: REISSUE WARRANT NUM**

Error: A REISSUE WARRANT NUM was entered with a new status code other than CR. A reissue warrant number can only be entered if the new status code is CR (cancel/reissue). For all other status codes, this field must be blank.

Correction: Delete the data in the REISSUE WARRANT NUM field. Only the Division of Finance is authorized to use this field.

0395   CANNOT CHANGE PAY VENDOR AFTER WRNT IS PRINTED   **Field: WRT NUMBER**
                                                                Ref LINE
                                                                REFERENCE NUMBER

Error: A change to the pay vendor reference LINE (TYPE = PVN) has been made to a warrant request after the warrant has printed. The PVN reference line identifies the payee name and address for a warrant. Once a warrant is printed, the payee cannot be changed.

Correction: Verify the WRT NUMBER is correct. Use IW - Warrant Inquiry to verify the warrant print status. If the WRT NUMBER is not correct, enter the correct WRT NUMBER, otherwise delete this transaction. If a printed warrant was issued in error, refer to *Section 8: Payments, Warrant Status Change* to process a stop payment or cancellation.

0396   RECON DATE INVALID WITH ZERO CASHED AMT = Y   **Field: ZERO CSHD AMT**
                                                             RECONCILIATION DATE

Error: The ZERO CSHD AMT indicator equals Y and a RECONCILIATION DATE was entered. When the zero cashed amount indicator is Y, the status of a reconciled warrant is reversed. A reconciliation date cannot be entered.

Correction: Delete all data in the ZERO CSHD AMT and RECONCILIATION DATE fields. Only the Division of Finance is authorized to use these fields.

0397   WRNT REC CURR BAL LINE COUNT GREATER THAN MAX   **Field: Fin Line Fields**

Error: The current balance line count for this warrant record exceeds 99 lines, the maximum number allowed. No more than 180 financial lines are allowed on any one transaction. Additionally, those 180 lines may not "explode" into more than 99 system-defined offset accounts.

Correction: Verify all financial lines are necessary. If possible, collapse some financial lines together or separate this transaction into two or more transactions. Contact your Division of Finance accounting representative for assistance.

0398   SCHEDULED PRINT DATE CANNOT BE DELETED   **Field: SCHED PRINT DATE**

Error: All nines (9) were entered in the SCHED PRINT DATE field. All nines in a date field delete that date in the existing record. The scheduled printed date of a warrant cannot be deleted with a change transaction.

Correction: Delete the nines (9) in the SCHED PRINT DATE field. If the scheduled print date is correct on the warrant status file, leave this field blank. If this field should be changed, enter a current or future date as MM DD CCYY.

0399   WARRANT PRINT DATE CANNOT BE DELETED   **Field: PRINT DATE**

Error: All nines (9) were entered in the PRINT DATE field. All nines in a date field delete existing data in a warrant or open item record. The print date of a warrant is assigned by AKSAS and cannot be deleted with a change transaction.

Correction: Delete the nines (9) in the PRINT DATE field and leave the field blank.

0400   CANNOT DELETE ROUTE RD WHEN ROUTE CODE = A   **Field: ROUTING CODE**
                                                              ROUTING RD CODE

Error: All nines were entered in the ROUTING RD CODE. All nines in a numeric field are used to delete existing data in the open item or warrant record. The routing RD code identifies the person in the agency to whom a warrant should be returned. A ROUTING RD CODE is required if the ROUTING CODE on the Warrant Status File equals A.

Correction: Verify the ROUTING CODE should be A (Agency). If ROUTING CODE = A is correct and a change to the ROUTING RD CODE is necessary, enter a new five-digit RD code other than 99999. If ROUTING CODE = A is correct and no change to the ROUTING RD CODE is necessary, leave the field blank. If ROUTING CODE = A is incorrect, change the ROUTING CODE to M (Mail) and enter 99999 in the ROUTING RD CODE field to delete the RD code entered in the original warrant transaction. Refer to *Section 8: Payments, Change General Warrant* for more information.

0402   CASHED AMOUNT MUST BE GREATER THAN ZERO   **Field: CASHED AMOUNT**

Error: Unredeemed EDI warrants cannot be cancelled or stop paid.

Correction: Wait until the warrant settlement date to process the transaction.

0404   WARNING - MASTER RECORD FIN LINES RENUMBERED   **Field: Fin Lines**

Error: Financial lines added to this transaction have resulted in line numbers greater than 180. The financial lines have been renumbered. New financial line numbers are assigned beginning with the next available line number. When adding new (unnumbered) financial lines to an open item, if the line numbers assigned by AKSAS are greater than 180, AKSAS will automatically renumber the lines beginning with 1. When renumbering occurs, this message is issued as a warning.

Correction: Verify the renumbering of the financial lines is correct.

0406   WRNT AMT AFTER CHG MUST BE GREATER THAN ZERO   **Field: WRT NUMBER**
WARRANT AMOUNT
Fin AMOUNT

Error: The WARRANT AMOUNT entered causes the total dollar amount of the warrant on the Warrant Status File to be equal to or less than zero. A warrant cannot be issued for an amount equal to or less than zero.

Correction: Verify the WRT NUMBER is correct. Verify the financial line AMOUNTs are correct. Enter financial line AMOUNTS that do not reduce the total amount of the warrant to an amount equal to or less than zero. Enter a WRT AMOUNT that equals the financial line AMOUNTs.

0407   REISSUE NUM NOT ALLOWED WITH   **Field: REISSUE WARRANT NUM**
INTERNAL REISSUE

Error: A REISSUE WARRANT NUMBER was entered for a general warrant. For general warrants, the reissue warrant number is assigned by AKSAS during overnight (batch) processing when the warrant is printed.

Correction: Delete the data in the REISSUE WARRANT NUMBER field. Only the Division of Finance is authorized to use this field.

0408   EXECUTE COA YR PRIOR TO RSA FIN LINE COA YR   **Field: FISCAL PERIOD CODE**
RSA NUMBER

Error: P (prior) was entered in the FISCAL PERIOD CODE on this execute RSA transaction and one or more current year distribution lines were found in the RSA open item. The fiscal period code (COA year) entered on an execute RSA transaction must be the same as or greater than the COA year identified in the Open Item File.

Correction: Verify the FISCAL PERIOD CODE is correct. Verify the RSA NUMBER is correct. Use IO - Open Item Inquiry to determine the COA year associated with the RSA open item. Enter a FISCAL PERIOD CODE that is the same as or greater than the COA year of the RSA open item.

0409   RSA LINE NUMBER IS NOT ON RSA OPEN ITEM RECORD   **Field: RSA NUMBER**
Fin LINE

Error: The LINE number entered is not on file for the RSA NUMBER entered. The LINE number identifies the financial line in the RSA open item to be liquidated. The LINE number entered must be on the Open Item File for the RSA number entered.

Correction: Verify the RSA NUMBER is correct. Verify the LINE number is correct. View the RSA

open item through IO - Open Item Inquiry to determine valid financial line numbers. Enter a LINE that exists on the Open Item File for the RSA NUMBER entered.

0430   BALANCE ON RSA IS ZERO FOR THIS LINE NUMBER   **Field: RSA NUMBER**
                                                                                                  Fin LINE

Error: The LINE number entered has a balance of zero on the Open Item File. The LINE number identifies the financial line in the RSA open item to be liquidated. The LINE number entered must have a balance greater than zero on the Open Item File.

Correction: Verify the RSA NUMBER is correct. Verify the LINE number is correct. View the RSA open item through IO - Open Item Inquiry to determine the balance of the financial lines. Enter a LINE number for a financial line that has balance greater than zero on the Open Item File.

0434   INACTIVE SCHEDULED PAYMENT   **Field: ACTIVE (Y/N)**

Error: The scheduled payment selected to be vouchered is not active on the Open Item File. The ACTIVE indicator on the Open Item File instructs AKSAS to process (Y) or to not process (N) a scheduled payment. This error is issued when the ACTIVE indicator for the selected scheduled payment is N.

Correction: View the scheduled payment through IO - Open Item Inquiry to determine the current status of the scheduled payment. If necessary, process a 150-20: Change Scheduled Payment transaction to change the ACTIVE indicator from N to Y. Refer to *Section 7: Expenditure Open Items, Change Scheduled Payment*.

0435   SCHEDULED PAYMENT HAS EXPIRED   **Field: RETENTION (Y/N)**

Error: The scheduled payment selected to be vouchered has expired and the RETENTION indicator on the Open Item File is Y. When the total number of installments equals the number of installments paid and the current balance is zero, the scheduled payment has expired. However, a RETENTION indicator of Y prevents expired scheduled payments from being purged from the Open Item File.

Correction: View the scheduled payment open item through IO - Open Item Inquiry to verify the number of installments, the total placed amount, the total adjusted amount, the total liquidation amount, and the number of installments paid are all correct. If all is correct, process a 150-20: Change Scheduled Payment transaction to change the retention indicator of the scheduled payment to N. Refer to *Section 7: Expenditure Open Items, Change Scheduled Payment* for procedures.

0436   FINAL PAYMENT HELD FOR   **Field: HOLD FINAL PAYMENT (Y/N)**
         SCHEDULED PAYMENT

Error: The HOLD FINAL PAY indicator is Y on the Open Item File for the scheduled payment selected to be vouchered. The hold final payment indicator instructs AKSAS whether or not to hold the final installment payment. This error is received when the last installment to be paid is due and the HOLD FINAL PAY indicator is Y.

Correction: Use IO - Open Item Inquiry and the scheduled payment source documents to review the scheduled payment activity to determine whether or not the final payment should be made at this time. If it is appropriate to make the final payment, process a 150-20: Change Scheduled Payment transaction to change the HOLD FINAL PAY indicator to N. Refer to *Section 7: Expenditure Open Items, Change Scheduled Payment* for procedures.

0460   SETUP YR NOT ALLOWED WITH LC ONLY LINE   **Field: SY, CC, LC**

Error: For the indicated financial line data was entered in the SY and LC fields. The set-up year is the year the collocation code was established and is not valid for transaction codes 410-90 through 410-99 and 510-90 if only a ledger code is entered.

Correction: Verify the LC field should be entered. If correct, delete the SY field. If a collocation code should be entered, enter a valid SY-CC combination in the appropriate fields.

0463   WARNING - ACTIVITY POSTED TO EXISTING FIN LINE   **Field: Fin Line Fields**

Error: This warning is received when both the financial LINE number and financial line fields (CC, PGM, LC, ACCT) are entered and the financial coding matches a financial line on the Open Item File but is not the line number entered. The activity is posted to the existing financial line on the Open Item File.

Correction: Verify the financial activity was recorded as intended. If necessary, process a change open item, change warrant, or journal entry transaction to correct the financial activity.

0464   IEAX SY GREATER THAN COA YEAR   **Field: FISCAL PERIOD CODE**
                                                                            SY, IEAX

Error: The year entered in the SY field for an IEAX financial line is after the chart of accounts (COA) year identified by the FISCAL PERIOD CODE. For IEAX financial lines, the set up must be equal or prior to the chart of accounts year.

Correction: Verify the FISCAL PERIOD CODE is correct. Verify the financial line SY and IEAX fields are correct. Enter new data in the FISCAL PERIOD CODE, SY, and IEAX fields so the set-up year for the IEAX financial lines is the equal or prior to the chart of accounts year identified by the FISCAL PERIOD CODE.

0466   ACTIVE LINE MUST POINT TO PASSIVE LINE   **Field: IEAX**

Error: The indicated active IEAX line points to another active IEAX line. An active IEAX line (financial line with an IEAX line number) must point to a passive line (financial line without an IEAX line number). Multiple active lines can point to a single passive line by entering the same line number on each active line.

Correction: Verify the IEAX line number is correct and was entered on the correct financial line number. Enter the IEAX line number of a passive financial line. Refer to *Section 4: Financial Transactions & Batch Processing, Common Fields* for more information.

0467   COA YEAR OF ACTIVE LINE MUST = PASSIVE LINE   **Field: SY**
                                                                            IEAX

Error: The SY (set-up year) for the indicated active IEAX financial line entered is not the same as the SY for the passive IEAX financial line, or vice versa. If IEAX cross-referencing is used, the set-up year for the active IEAX financial line must be the same as the set-up year for the offsetting passive financial line.

Correction: Verify the IEAX line number is correct. Verify the SY entered for the IEAX financial line is correct. Correct the IEAX and/or SY fields as necessary so the SY for the active financial line is equal to the SY of the offsetting passive financial line.

0469   LIQ O/I TYPE MUST BE RC OR EN   **Field: Open Item TYPE**

Error: The open item TYPE entered is not RC or EN. An agency receipt can only liquidate a receivable (RC) or an encumbrance (EN).

Correction: Verify the open item TYPE is correct. Enter either **RC** or **EN**.

0470   WARNING - FIN CODING USES INACTIVE CC   **Field: N/A**

Error: This transaction recorded financial activity using an inactive collocation code. This warning is received when the Division of Finance, RD code 120 (super RD code) enters, certifies, or authorizes a transaction to override certain edits or the FQA source code allows such.

Correction: Verify the CC is correct and the transaction processed correctly.

0471   WARNING - FIN CODING USES INACTIVE PGM   **Field: N/A**

Error: This transaction recorded financial activity to an inactive program code. This warning is received when the Division of Finance, RD code 120 (super RD code) enters, certifies, or authorizes a transaction to override certain edits or the FQA source code allows such.

Correction: Verify the PGM is correct and the transaction processed correctly.

0472   WARNING - FIN CODING USES INACTIVE LC   **Field: N/A**

Error: This transaction recorded financial activity to an inactive ledger code. This warning is received when the Division of Finance, RD code 120 (super RD code) enters, certifies, or authorizes a transaction to override certain edits or the FQA source code allows such.

Correction: Verify the LC is correct and the transaction processed correctly.

0473   WARNING - FIN CODING USES INACTIVE ACCT   **Field: N/A**

Error: This transaction recorded financial activity to an inactive account code. This warning is received when the Division of Finance, RD code 120 (super RD code) enters, certifies, or authorizes a transaction to override certain edits or the FQA source code allows such.

Correction: Verify the ACCT is correct and the transaction processed correctly.

0474   OPEN ITEM LIQ NOT ALLOWED FOR "LC ONLY" LINE   **Field: Fin Line O/I Fields**

Error: A LC was entered and the open item liquidation fields (TYPE, NUM, LINE) were entered on the indicated financial line. When liquidating an open item, the financial coding to identify the collocation code, ledger code, and account are not required if the open item area is entered. If any financial coding is entered, a collocation code must also be entered.

Correction: Verify the open item TYPE, NUM, and LINE fields are correct. If these fields are correct, delete the ledger code entry. If the open item fields should not be completed, delete the entries and enter complete financial coding in the SY, CC, PGM, LC, and ACCT fields as appropriate.

0476   ACCOUNT DOES NOT ALLOW LAPSE POSTING   **Field: ACCT
                                                                                          BUDGET TYPE**

Error: The BUDGE TYPE entered is LPS or LAJ and the record budget or record actual indicators are N on the Entity Structure File (ESF) for the specified ACCT entered. In order to post lapse balances to an account, the record budgets indicator or the record actuals indicator must be Y on the ESF.

Correction: Verify the BUDGET TYPE entered is correct. Verify the ACCT number entered is correct. If the BUDGET TYPE = LPS or LAJ, enter an account that is authorized to record budgets or to record

actuals.

0478 ACCOUNT FOR ENCUM MUST BE RR, RU, OR EX   **Field: ACCT**
                                                          Open Item TYPE

Error: The ACCT entered on the indicated financial line is not valid for the Open item TYPE EN was entered. Encumbrance transactions can only be processed against restricted revenue (RR), unrestricted revenue (RU), or expenditure (EX) type accounts.

Correction: Verify the open item TYPE is correct. For open item TYPE = EN, enter an ACCT that is either restricted revenue (50000 and LLs), unrestricted revenue (60000 & LLs), or expenditure (70000 and LLs).

0479 FIN LINE NOT ON AGENCY RECEIPT FOR LIQ   **Field: Fin Line Fields**
                                                          Open Item TYPE/NUM

Error: The financial coding entered was not found on the Open Item File. When liquidating an agency receipt open item, the financial coding entered must exist on the Open Item File. If the financial coding entered is not found, it will not be added to the open item.

Correction: Verify the open item TYPE and NUM are correct. Verify the financial coding fields are correct. Use IO - Open Item Inquiry to view the agency receipt open item and determine existing financial coding and financial line numbers. In the LINE field, enter the financial line number of the financial line to be liquidated with this transaction. Delete any data in the financial coding fields (SY, CC, PGM, LC, ACCT).

0482 END DATE HAS PASSED AND > 1 PAYMENT REMAIN   **Field: END DATE**
                                                          INC/DEC NUM INSTALLMENTS

Error: This warning is received when the number of installments paid is less than the total number of installments for the scheduled payment and the end date has already passed.

Correction: Access the scheduled payment through IO - Open Item Inquiry. Verify the DATE END and NUM OF INSTALLMENTS are correct. Process a 150-20: Change Scheduled Payment transaction to decrease the total number of installments to equal the number of installments paid or to change the end date to a future date. Refer to *Section 7: Expenditure Open Items, Change Scheduled Payment* for procedures.

0483 LIQN OPEN ITEM TYPE ON IEAX LINE MUST = EN   **Field: IEAX**
                                                          Open Item TYPE

Error: The liquidation open item TYPE entered for this IEAX financial line is not EN. For journal entry transactions, the IEAX financial lines can only liquidate encumbered expenditures and revenues (open item type EN).

Correction: Verify the financial line should have an IEAX line and should liquidate an encumbrance. If the IEAX liquidation is correct, enter **EN** in the open item TYPE field.

0484 ONLY SUPER RD CAN ENTER TRANS CODE 410-99   **Field: TRANS CODE MINOR**

Error: The TRANS CODE MINOR is 99 and the Division of Finance did not enter this transaction. Transaction code 410-99: Finance Journal Entry is for the Division of Finance use only.

Correction: Verify a 410-xx: Finance Journal Entry is appropriate. Refer to the *AKSAS Handy Guide* for the correct TRANS MINOR CODE to enter.

0485   WARNING - INSUFFIC BAL FOR NEXT SCHED PYMT   **Field: Fin AMOUNT**

Error: This warning is received when new or changed financial lines have been entered or when a scheduled payment has been made and the remaining encumbrance balance is insufficient for the next scheduled payment installment. In order for a scheduled payment to process, the encumbrance open item must have a sufficient balance to make the next installment payment.

Correction: Use IO - Open Item Inquiry to verify the scheduled payment activity is correct. View the encumbered expenditure to determine the amount of the insufficient balance in the encumbrance. If necessary, process a 110-20: Change Encumbered Expenditure transaction to increase the balance of the encumbrance associated with the scheduled payment. Refer to *Section 7: Expenditure Open Items, Change Encumbered Expenditure* and *Change Schedule Payment* for procedures.

0486   ACTIVE LINES POINT TO DELETE PASSIVE LINE   **Field: Fin Action Code**
                                                                       Fin LINE

Error: Action Code D (delete) was entered for this passive financial line that has one or more active lines pointing to it. With interentity cross-referencing (IEAX) active financial lines are cross-referenced to passive financial lines. A passive financial line may not be deleted if an active financial line points to it.

Correction: Verify the Action Code is correct. Verify the LINE number is correct. If necessary, enter financial line data to change IEAX pointers. Refer to *Section 4: Financial Transactions & Batch Processing, Common Fields* for more information on using the IEAX field.

0487   TO ADD ADD'L LINES MUST SPECIFY LINE NUMBER   **Field: Fin LINE**

Error: A LINE number was not entered to add a financial line. Financial lines in RSA open items are not automatically renumbered when the lines exceed 180, so new financial lines must specify the line number to be inserted.

Correction: View the RSA open item through IO - Open Item Inquiry to determine available financial lines. In the LINE field, enter the line number of an unused financial line.

0488   AUTHORIZING RD CODE NOT ON FILE   **Field: ADDITIONAL AUTH RD**

Error: The ADDITIONAL AUTH RD entered is not on the RD Code Entity Structure File (ESF).

Correction: Verify the ADDITIONAL AUTH RD code entered is correct. If necessary, contact the authorizing agency for a valid RD code.

0489   AUTHORIZING RD CODE IS INACTIVE   **Field: ADDITIONAL AUTH RD**

Error: The ADDITIONAL AUTH RD entered is not active on the RD Code Entity Structure File (ESF). In order to be used, the authorized RD code must be active on the ESF.

Correction: Verify the ADDITIONAL AUTH RD is correct. If necessary, contact the authorizing agency for a valid RD code.

0490   END DATE FOR SCHED PAY ADD TRAN CANNOT = ZERO   **Field: END DATE**

Error: The END DATE has not been entered. The end date identifies the last payment date of the scheduled payment. This is a required field for an add scheduled payment transaction. The month must be 1-12 and the day must be 1-31.

Correction: Enter the END DATE as MM DD CCYY.

0491 **NUM INSTALL MUST BE MORE THAN**   Field: INC/DEC NUM INSTALLMENTS
NUM INSTALL PAID

Error: The value entered in the INC/DEC NUM INSTALLMENTS field decreases the total number of installments to a number less than the actual installments already paid. This field increases or decreases the total number of installments on the Open Item File. The value entered in this field cannot decrease the total number of installments to a number less than the number of installments already paid.

Correction: Verify the INC/DEC NUM INSTALLMENTS is correct. To verify the number installments that have been paid, view the scheduled payment through IO - Open Item Inquiry. In the INC/DEC NUM INSTALLMENTS field, enter a number that does not reduce the total number of installments to a number less than the number of installments already paid.

0492 **POSTING TYPE FOR IEAX LINE NOT VALID**   Field: PT

Error: The posting type (PT) entered is not valid for the indicated financial activity line when interentity (IEAX) activity is also indicated for the line. For transaction code 410-xx with a minor code less than 90, the posting type cannot be specified. For transaction code 410-90 through 410-99, posting type 00 or 01 may be entered.

Correction: Verify the PT is correct. If the transaction code is 410-xx with a minor code less than 90, delete the date in the PT field. If the transaction code is 410-90 through 410-99, enter a PT of 00 or 01 for all IEAX lines.

0493 **WARNING - UNREFERENCED PASSIVE LINE DELETED**   Field: Fin Lines

Error: All active financial lines of the RSA open item have been deleted and AKSAS automatically deleted the offsetting passive financial lines. This warning is received to allow the user to review any automated file maintenance activities that delete unreferenced lines from RSA open items.

Correction: Verify the automatic deletion of the passive financial lines is correct. If necessary, process a 140-20: Change RSA transaction to re-establish the passive line and appropriate active lines. Refer to *Section 12: Reimbursable Services Agreements* for procedures.

0494 **ALL LINES O/I LIQ NOT ALLOWED FOR FR LIQ RULE**   Field: Open Item LINE
LIQRULE

Error: The open item LINE number is 999 (all lines liquidation) for the indicated financial line and the LIQ RULE is FR. The all line liquidation (999) cannot be used with a fractional liquidation rule (FR).

Correction: Verify the open item LINE number is correct. Verify the LIQ RULE is correct. If the LIQ RULE = FR is correct, enter an open item line number other than 999. Refer to *Section 4: Financial Transactions & Batch Processing, Common Fields* for more information on liquidation rules.

0496 **NEXT PAY DATE MUST BE > OR = DATE ESTABLISHED**   Field: NEXT PAY DATE
DATE ESTABLISHED

Error: The NEXT PAY DATE entered is not equal to or after the DATE ESTABLISHED. The next pay date identifies the date the scheduled payment should start or restart. The date entered must be the same as or past the established date of the transaction.

Correction: Verify the NEXT PAY DATE is correct. For add transactions, enter a date that is equal to or after the DATE ESTABLISHED as MM DD CCYY. For change transactions, if the NEXT PAY DATE is correct on the Open Item File, leave the field blank. If the NEXT PAY DATE should be changed, enter a date equal to or after the DATE ESTABLISHED on the Open Item File.

0498   DEL INVALID WHEN NEXT YR LIQN EXISTS FOR LINE   **Field: FISCAL PERIOD CODE**
                                                                                        Fin Action Code

Error: The FISCAL PERIOD CODE entered is P (prior) and Action Code D (delete) has been entered to delete an open item financial line with current year liquidation activity. An open item that has current year liquidation activity cannot be deleted with a prior year transaction.

Correction: Verify Action Code D is correct. View the Open Item File to verify the financial line liquidation activity. To delete a financial line with current year liquidation activity, enter **C** (current) in the FISCAL PERIOD CODE field.

0500   WARNING - LINE NOT FOUND IN ENCUM FOR LIQ   **Field: Fin Lines**
                                                                                 Open Item TYPE/NUM

Error: The financial coding entered for liquidation was not found in the encumbrance open item. When liquidating an encumbrance open item, the financial coding entered must exist on the Open Item File. If the financial coding entered is not found, it will not be added to the Open Item File. Activity is posted as unencumbered revenues or expenditures.

Correction: Verify the financial activity posted to the correct financial coding. If the financial activity posted incorrectly, process a 430-xx: Agency Journal Entry transaction to correct the error. Access the encumbrance through IO - Open Item Inquiry to determine existing financial coding. If necessary for future liquidations, process a change open item transaction to add the financial coding to the open item.

0501   WRNT AMT AFTER CHANGE MUST BE > OR = TO ZERO   **Field: WRT NUMBER**
                                                                                        WARRANT AMOUNT
                                                                                        Fin AMOUNT

Error: The WARRANT AMOUNT entered reduces the total warrant amount of the existing warrant to an amount less than zero. A warrant cannot be adjusted to an amount less than zero.

Correction: Verify the WRT NUMBER is correct. Verify the financial line AMOUNTs are correct. Enter financial line AMOUNTs and a WARRANT AMOUNT that do not reduce the total amount of the warrant to an amount less than zero. Refer to *Section 8: Payments, Change General Warrant* for more information.

0502   WARNING - FIN CODING OVERRIDES ADD PGM INDIC   **Field: N/A**

Error: This transaction recorded financial activity to a program code other than the program identified in the appropriation even though the appropriation add program indicator is N. This warning is received when the Division of Finance, RD code 120 (super RD code) enters, certifies, or authorizes a transaction to override certain edits.

Correction: Verify the super RD code override is appropriate and the transaction processed correctly.

0503   WARNING - FIN CODING OVERRIDES DEFAULT LC   **Field: N/A**

Error: This transaction recorded financial activity to a ledger code that is not specified in the collocation code even though the ledger code override indicator in the collocation code is N. This warning is received when the Division of Finance, RD code 120 (super RD code) enters, certifies, or authorizes a transaction to

override certain edits.

Correction: Verify the super RD code override is appropriate and the transaction processed correctly.

0506 WARNING - RD CODE OVRDS SAU TO UPDATE O/I TYPE   **Field: N/A**

Error: This transaction recorded financial activity for an open item and the source RD code is not the original source RD of the open item or one of the listed associated RD codes (ARD). This warning is received when the Division of Finance, RD code 120 (super RD code) enters, certifies, or authorizes a transaction to override certain edits.

Correction: Verify the super RD code override is appropriate and the transaction processed correctly.

0508 WARNING-ACCT CNTRL RD OVERRIDE OF AR RD ERROR   **Field: N/A**

Error: This transaction recorded financial activity using a source RD code that is not authorized for the appropriation. This warning is received when the Division of Finance, RD code 120 (super RD code) enters, certifies, or authorizes a transaction to override certain edits.

Correction: Verify the super RD code override is appropriate and the transaction processed correctly.

0509 FIN CODING MUST BE PROVIDED FOR JOURNAL ENTRY   **Field: Fin Line Fields**

Error: No financial lines were entered in this journal entry transaction. Journal entries are used to adjust financial records and must contain financial line information.

Correction: Enter appropriate debit and credit information in the SY, CC, PGM, LC, and ACCT fields.

0511 WARNING - EXECUTE RSA SOURCE RD EDIT BYPASSED   **Field: N/A**

Error: This transaction recorded an execute RSA transaction with a source RD code that is not authorized to liquidate the RSA open item. This warning is received when the Division of Finance, RD code 120 (super RD code) enters, certifies, or authorizes a transaction to override certain edits.

Correction: Verify the super RD code override is appropriate and the transaction processed correctly.

0512 SET-UP YR MUST = COA YR FOR GIVEN TRANS CODE   **Field: TRANS CODE MINOR**
FISCAL PERIOD CODE
SY

Error: The SY entered on the indicated financial line is not equal to the FISCAL PERIOD CODE. For the budget transaction codes 520-50, 520-53, and 520-55, the set-up year for the collocation code must be for the same chart of accounts (COA) year as the fiscal period code entered.

Correction: Verify the SY, FISCAL PERIOD CODE, and TRANS CODE MINOR are correct. If the correct TRANS CODE MINOR is 50, 53, or 55, enter a set-up year in the SY field that is for the same COA year associated with the FISCAL PERIOD CODE. Refer to the *AKSAS Handy Guide* for more information.

0513 SET-UP YR MUST < COA YR FOR GIVEN TRANS CODE   **Field: TRANSCODE MINOR**
FISCAL PERIOD CODE
SY

Error: The SY entered on the indicated financial line is not prior to the FISCAL PERIOD CODE. For

budget transaction codes 520-60, 520-63, and 520-65, the set-up year for the collocation code must be for a chart of accounts (COA) year that is prior to the fiscal period code entered.

Correction: Verify the SY, FISCAL PERIOD CODE, and TRANS CODE MINOR are correct. If the correct TRANS CODE MINOR is 60, 63, or 65, enter a set-up year in the SY field that is prior to the COA year associated with the FISCAL PERIOD CODE. Refer to the *AKSAS Handy Guide* for more information.

0514   BUDGET TYPE IS INVALID FOR GIVEN TRANS CODE   **Field: BUDGET TYPE**
                                                                TRANS CODE MINOR

Error: The BUDGET TYPE entered is not valid for the TRANS CODE MINOR.

Correction: Verify the BUDGET TYPE is correct. Verify the TRANS CODE MINOR entered is correct. Enter a budget type that is appropriate for the TRANS CODE MINOR as defined in the *AKSAS Handy Guide*.

0515   POSTING MONTH MUST = ZERO FOR GIVEN TRANS CODE   **Field: POSTING MONTH**

Error: A POSTING MONTH other than zero was entered and is not valid for the TRANS CODE MINOR entered. Only budget transactions processed by the Division of Finance may use a posting month.

Correction: Delete the value in the POSTING MONTH field.

0516   TRANS AMOUNT MUST BE ZERO FOR GIVEN TRANS CODE   **Field: TOTAL AMOUNT**
                                                                TRANS CODE MINOR

Error: The TOTAL AMOUNT must be zero (0) for the TRANS CODE MINOR entered. For a 520-40 budget transaction, the financial lines must net to zero and the TOTAL AMOUNT field must be blank or zero.

Correction: Verify the TOTAL AMOUNT is correct and is equal to the net amount of the financial lines. Verify the TRANS CODE MINOR entered is correct. If the correct TRANS CODE MINOR is 40, leave the TOTAL AMOUNT field blank. Correct financial line AMOUNTs as necessary until the financial lines net to zero.

0517   FISCAL PERIOD CODE MUST = P IF PRT DATE < 7/1   **Field: FISCAL PERIOD CODE**
                                                                WRT PRINT DATE
                                                                WRT CLASS

Error: P was entered in the FISCAL PERIOD CODE field and the WRT PRINT DATE is not prior to July 1. Fiscal period code P (prior) may only be used to enter external warrants (warrants printed outside of AKSAS) issued prior to July 1.

Correction: Verify the WRT CLASS is correct. Verify the FISCAL PERIOD CODE entered is correct. If the WRT CLASS is for an external warrant and FISCAL PERIOD CODE is P (prior), enter a WRT PRINT DATE prior to July 1 as MM DD CCYY.

0518   PRIORITY MUST BE BLANK, OR ZERO THRU 60   **Field: PRIORITY**

Error: The value in the PRIORITY field is not blank or between zero and 60. The priority field identifies the funding source for the financial line. Currently, this field is used by DOT for capital project RSAs involving their Third Party Billing system.

Correction: Verify a value should be entered in the PRIORITY field. If entry in this field is appropriate,

enter a value between **0 - 60**, otherwise leave the field blank.

0519 CANNOT LIQUIDATE A PASSIVE LINE   **Field: Fin LINE**

Error: The LINE number entered for liquidation on the indicated financial line is a passive financial line in the RSA open item. Passive financial lines offset active financial lines and do not contain line amounts.

Correction: Verify the financial LINE number is correct. View the RSA open item through IO - Open Item Inquiry to determine the line numbers of the active financial lines. Enter a LINE number of an active financial line.

0521 TEMP VENDOR NUMBER NOT VALID   **Field: REFERENCE NUMBER**
** FOR 1099 WARRANT**   **ACCT**

Error: A temporary vendor number (formatted as three alpha characters followed by 99999) was entered in the REFERENCE NUMBER field on the PVN reference line and one or more of the ACCT codes entered are 1099 tax reportable. If a 1099 tax reportable account is entered, the PVN reference number must be a valid vendor number on the Vendor Master File.

Correction: Verify the ACCT codes are correct. Access the account code detail through IE - Entity and CC/LC Detail to determine if an account code is 1099 reportable. If the 1099 reportable ACCT is correct, enter a valid vendor number in the REFERENCE NUMBER field of the PVN reference line. Delete any data in the PAYEE NAME, ADDRESS, CITY, STATE, and ZIP fields. If necessary, process a 505-10: Add Vendor transaction to add the vendor to the Vendor Master File. Refer to *Section 8: Payments, Add General Warrant* and *Section 10: Vendors* for more information.

0522 VENDOR NUMBER REQUIRES TAX ID   **Field: REFERENCE NUMBER**
** FOR 1099 WARRANT**   **ACCT**

Error: The vendor number entered in the REFERENCE NUMBER field of the PVN reference line does not have a tax identification number on the Vendor Master File and this payment is 1099 reportable. If a 1099 reportable account code is entered, the vendor number entered must have a tax identification number (SSN or EIN) on the Vendor Master File.

Correction: Verify the ACCT code is correct. Access the account code detail through IE - Entity and CC/LC Inquiry to determine if an account code is 1099 reportable. Verify the vendor number entered in the PVN REFERENCE NUMBER field is correct. Use IV - Vendor Detail to determine if a valid vendor number with a tax identification number exists on the Vendor Master File. If necessary, process a 505-20: Change Vendor transaction to add the vendor's tax identification number to the Vendor Master File. Refer to *Section 10: Vendors* for procedures.

0523 APPROPRIATION IS NOT 80000 OR LOWER LEVEL   **Field: TRANS CODE MINOR**
                                                                                                                          CC

Error: The reports-to appropriation for the CC entered is not appropriation 80000 or a lower level. For the TRANS CODE MINOR entered, the CC must point to appropriation 80000 or a lower level of that appropriation.

Correction: Verify the TRANS CODE MINOR is correct. Verify the CC is correct. Use IE - Entity and CC/LC Inquiry to determine the reports-to appropriation for the collocation entered. Enter new TRANS CODE MINOR or CC data as appropriate. Refer to *Section 5: Budgets* for more information on budget transactions. Also refer to the *AKSAS Handy Guide* for budget transaction descriptions and specific requirements.

0537   WARNING - FED YR NOT VALID FOR COA-YR & MONTH   **Field: FY**

Error: This transaction posted financial activity to federal fiscal year that is not valid for the chart of accounts (COA) year and month. The federal fiscal year begins October 1 and ends September 30. For financial activity to be reported correctly, the FY entered must be available during the state fiscal year identified by the FISCAL PERIOD CODE.

Correction: Verify the federal fiscal year is correct and the transaction processed correctly.

0536   TAX ID MUST BE EIN OR SSN FOLLOWED BY 9 DIGITS   **Field: TAX ID NUMBER**

Error: The TAX ID NUMBER entered is not EIN or SSN and/or is not nine digits. The TAX ID must be entered as EIN (Employee Identification Number) or SSN (Social Security Number) followed by a nine-digit number.

Correction: In the TAX ID NUMBER field, enter EIN or SSN followed by a nine-digit number.

0541   SUM OF EXP LINES MUST = SUM OF REV LINES   **Field: TRANS CODE MINOR**
Fin AMOUNT

Error: The sum of the financial line AMOUNTs entered on the expenditure lines does not equal the sum of the financial line AMOUNTs entered on the revenue lines. For some budget transactions, the total expenditure amount must equal the total revenue amount.

Correction: Verify the TRANS CODE MINOR is correct. Verify the financial line AMOUNTs are correct. Enter new TRANS CODE MINOR and/or financial line AMOUNT data as appropriate. Refer to *Section 5: Budgets* for more information on budget transactions. Also refer to the *AKSAS Handy Guide* for budget transaction descriptions and specific requirements.

0542   REV/EXP LINES MUST BE = OR < $100,000   **Field: TRANS CODE MINOR**
Fin AMOUNT

Error: The sum of the expenditure financial line AMOUNTs and the sum of the revenue financial line AMOUNTs is not equal to or less than $100,000. For some budget transactions, the sum of the positive expenditure lines must be less than or equal to $100,000, as must the sum of the negative revenue lines.

Correction: Verify the TRANS CODE MINOR is correct. Verify the financial line AMOUNTs are correct. Enter new TRANS CODE MINOR and/or financial line AMOUNT data as appropriate. Refer to *Section 5: Budgets* for more information on budget transactions. Also refer to the *AKSAS Handy Guide* for budget transaction descriptions and specific requirements.

0544   BTA NUMBER NOT VALID   **Field: Ref TYPE**
REFERENCE NUMBER

Error: The REFERENCE TYPE entered is BTA (Business Travel Account) and the REFERENCE NUMBER entered is not a valid BTA account number.

Correction: Verify the reference TYPE is correct. For reference TYPE = BTA, enter a valid BTA number for the vendor associated with this payment in the REFERENCE NUMBER field.

0550   CANNOT CHANGE VENDOR REFERENCE ON EDI PAYMENT   **Field: WRT NUMBER**
PVN Ref Line

Error: A new PVN (pay vendor number) was entered on the indicated reference line to change the payee

on an existing EDI payment. The PVN reference cannot be changed on an EDI payment.

Correction: Verify the WRT NUMBER is correct. If the original PVN is not correct for this EDI payment, process a Warrant Status Change transaction to delete this EDI payment. Enter a new EDI payment request with the correct PVN. If the PVN is correct, delete all data in the PVN reference line.

0551   EDI REQUIRED REF AMTS NOT = WARRANT PRINT AMT   **Field: WARRANT AMOUNT**
                                                                                                                    Ref AMOUNT

Error: The reference line AMOUNT fields for the required EDI reference types for this warrant do not equal the WARRANT AMOUNT. The amounts associated with required EDI reference lines must sum to the total WARRANT AMOUNT.

Correction: Verify the WARRANT AMOUNT is correct. Verify the AMOUNTs for the required EDI reference lines are correct. Correct the amounts as necessary so the required EDI reference line AMOUNTs sum to the WARRANT AMOUNT. To determine required reference types for the vendor associated with this payment, access the vendor number through IV - Vendor Inquiry. Required reference types are displayed in the EDI REFERENCE CODES area in the lower right corner.

0552   INTERNAL WARRANT FUTURE DATE LIMIT EXCEEDED   **Field: SCHED PRINT DATE**

Error: The date entered in the SCHED PRINT DATE fields exceeds the limit established for future dated warrants. The SCHED PRINT DATE identifies the date the warrant should be printed and distributed to the payee. This date cannot be greater than 366 days past the current date for a general warrant WRT CLASS = GN.

Correction: Enter a SCHED PRINT DATE as MM DD CCYY that is not more than 366 days past the current date. For a general warrant, the print date will default to the current date if left blank.

0553   ROUTING RD-CODE NOT VALID ON ELECTRONIC PAYMT   **Field: ROUTING RD CODE**
                                                                                                                    ROUTING CODE

Error: A ROUTING RD CODE was entered for this EDI payment request. The routing RD code identifies the individual to whom a warrant is returned. This is not a valid entry for EDI payments.

Correction: Verify the ROUTING CODE is correct. If the ROUTING CODE is D (EDI payment), delete data entered in the ROUTING RD CODE field.

0554   TEMP VENDOR NUM NOT VALID FOR   **Field: REFERENCE NUMBER**
ELECTRONIC PAYMT   **ROUTING CODE**

Error: A temporary vendor number was entered in the REFERENCE NUMBER field of the PVN (Pay Vendor Number) reference line for this EDI payment request. An EDI payment requires a valid vendor number that is EDI capable on the Vendor Master File (VMF).

Correction: Verify the ROUTING CODE is correct. If the ROUTING CODE is D (EDI Payment), enter a valid vendor number for an EDI capable vendor in the REFERENCE NUMBER field of the PVN reference line.

0555   CANNOT CHANGE GENERAL WRT TO ELECTRONIC PAYMT   **Field: WRT NUMBER**
                                                                                                                    ROUTING CODE

Error: The WRT NUMBER entered is for a general warrant and D was entered in the ROUTING CODE field. Routing code D identifies a payment as an EDI payment. A general warrant on the Warrant Status

File (WSF) cannot be changed to an EDI payment.

Correction: Verify the WRT NUMBER is correct. Verify the ROUTING CODE is correct. If an unprinted general warrant should be an EDI payment, delete the general warrant with a Warrant Status Change transaction. Process a new Add Warrant Request to record the EDI payment.

0556   CANNOT CHANGE ELECTRONIC PYMT TO NON-EDI PYMT   **Field: WRT NUMBER**
                                                                                                             ROUTING CODE

Error: The WRT NUMBER entered is an EDI payment and A (agency) or M (mail) was entered in the ROUTING CODE field. Routing code D identifies a payment as an EDI payment. No other value can be entered for an EDI payment.

Correction: Verify the WRT NUMBER entered is correct. If an unprocessed EDI payment should be a general warrant payment, delete the EDI payment with a Warrant Status Change transaction. Process a new Add Warrant Request to process the payment on a general warrant. Refer *to Section 8: Payments, Warrant Status Change* and *Add General Warrant* for procedures.

0557   ROUTING RD-CODE NOT VALID ON ELECTRONIC PAYMT   **Field: ROUTING RD CODE**
                                                                                                          ROUTING CODE

Error: The ROUTING CODE entered is D (EDI payment) and a RD code was entered in the ROUTING RD CODE field. The ROUTING RD CODE field identifies the individual to whom a general warrant should be returned and is used with ROUTING CODE = A (agency).

Correction: Verify the ROUTING CODE is correct. If the ROUTING CODE = D is correct, delete the data in the ROUTING RD CODE field.

0558   VENDOR NOT FUNCTIONAL FOR EDI PAYMENT   **Field: REFERENCE NUMBER**
                                                                                              ROUTING CODE

Error: The vendor number entered in the REFERENCE NUMBER field for the PVN reference TYPE is not capable of receiving EDI payments. A vendor must be identified as EDI capable on the Vendor Master File to receive EDI payments.

Correction: Verify the REFERENCE NUMBER for the PVN reference line is correct. Verify the ROUTING CODE entered is correct. If the ROUTING CODE is D (EDI payment), enter a vendor number that is identified as EDI capable on the Vendor Master File.

0559   REFERENCE LINE NUMBER MUST BE ENTERED   **Field: Ref Action Code**
                                                                                        Ref LINE

Error: An Action Code was entered on the indicated reference line and the LINE field was left blank. If an Action Code is entered to add (A), change (C), or delete (D) a reference line, the reference LINE number must also be entered. For a change or delete, the line number identifies the existing reference line on the Open Item File or Warrant Status File. For an add, the line number identifies the next blank reference line on which the new reference data should be added.

Correction: Verify the Action Code should be entered. If the Action Code is correct, enter a reference line number in the LINE field. To add a reference line, enter the line number of the next blank reference line available in the open item or warrant record. To change or delete a reference line, enter the line number associated with the reference line being changed or deleted. To determine the reference line number, view the open item through IO - Open Item Inquiry or the warrant through IW - Warrant Inquiry.

0560   ONLY DATES BETWEEN 1951 AND 2050 ARE VALID   **Field: All DATE fields**

Error: The year for a date field in this open item or warrant transaction is not between 1951 and 2050. Valid years for date fields are 1951 to 2050.

Correction: Verify the date entered is correct. Enter a year between 1951 and 2051 as CCYY.

0563   SET-UP YR MUST BE < OR = COA YR FOR MINOR CODE   **Field: FISCAL PERIOD CODE**
                                                                      TRANS CODE MINOR
                                                                      SY

Error: The SY entered on the indicated financial line is not less than or equal to the chart of accounts year associated with the FISCAL PERIOD CODE. For budget transaction codes 520-10, 520-20, 520-23, and 520-40 the set-up year for the financial lines must be prior or equal to the chart of accounts year.

Correction: Verify the SY, FISCAL PERIOD CODE, and TRANS CODE MINOR are correct. If the TRANS CODE MINOR is 10, 20, 23, or 40, enter a two-digit year in the SY field that is equal or prior to the chart of accounts year associated with the FISCAL PERIOD CODE. Refer to the *AKSAS Handy Guide* for more information.

0564   TRANS AMOUNT CANNOT EXCEED + OR - 25 BILLION   **Field: WARRANT AMOUNT**
                                                                      TOTAL AMOUNT
                                                                      TOTAL DEBIT AMOUNT

Error: The WARRANT AMOUNT, TOTAL AMOUNT, or TOTAL DEBIT AMOUNT entered is greater than 25 billion dollars. The sum of all financial lines in a transaction cannot exceed plus or minus 25 billion dollars.

Correction: Verify the WARRANT AMOUNT, TOTAL AMOUNT, or TOTAL DEBIT AMOUNT fields are correct. For warrant and open item transactions, the transaction total must sum to the total financial line AMOUNT fields. For journal entry and budget transactions, the transaction total must be equal the total debit financial line amounts. Adjust financial line amounts as necessary and enter a WARRANT TOTAL, TOTAL AMOUNT, or TOTAL DEBIT AMOUNT that does not exceed $25,000,000,000.00 or $-25,000,000,000.00.

0565   TOTAL BATCH AMOUNT CANNOT > + OR - $50 BILLION   **Field: WARRANT AMOUNT**
                                                                      TOTAL AMOUNT
                                                                      TOTAL DEBIT AMOUNT

Error: The BATCH CNTROL TOTAL (displayed on the Financial Data Entry Menu) for this batch is greater than plus or minus 50 billion dollars. The sum of all transactions in a financial batch cannot exceed plus or minus 50 billion dollars.

Correction: Verify the WARRANT AMOUNT, TOTAL AMOUNT, or TOTAL DEBIT AMOUNT fields in each transaction in the batch are correct. If the amounts are correct, delete one or more transactions until the BATCH CONTROL TOTAL is less than plus or minus $50,000,000,000.00. Enter the deleted transactions in a new batch. Refer to *Section 4: Financial Transactions and Batch Processing, Start or Restart a Financial Batch*.

0567   CC MUST POINT TO AN OPERATING APPROPRIATION   **Field: TRANS CODE MINOR**
                                                                      CC

Error: The CC entered is not associated with an operating appropriation. For a 520-40: Appropriation Budget transaction, the collocation code entered must be associated with an operating appropriation.

Correction: Verify the TRANS CODE MINOR is correct. Verify the CC is correct. If the TRANS CODE MINOR = 40, enter a CC that points to an operating appropriation. Use IE - Entity and CC/LC Inquiry to verify the reports-to appropriation for the collocation is an operating appropriation.

0568   AR DOES NOT ROLL-UP TO LL 50 AR   **Field: TRANS CODE MINOR**
                                                                                    CC

Error: The TRANS CODE MINOR entered is 40 and the total control appropriation for the CC entered is not a logical level 50 appropriation. For transaction code 520-40: Appropriation Budget, the reports-to appropriation for the collocation code entered must roll-up to a logical level 50 appropriation.

Correction: Verify the TRANS CODE MINOR is correct. Verify the CC is correct. Use IE - Entity and CC/LC Inquiry to determine the logical level of the reports-to appropriation for the CC. Enter new TRANS CODE MINOR and CC data as appropriate. Refer to *Section 5: Budgets* for more information on budget transactions. Also refer to the *AKSAS Handy Guide* for budget transaction descriptions and specific requirements.

0569   TOTAL NET CHANGE AT LL 50 AR MUST = ZERO   **Field: TRANS CODE MINOR**
                                                                                    Fin AMOUNT

Error: The TRANS CODE MINOR entered is 40 and the financial line AMOUNTs do not net to zero. For transaction code 520-40: Appropriation Budget, the total net change for the logical level 50 appropriation must be zero.

Correction: Verify the TRANS CODE MINOR is correct. Verify the financial line AMOUNTs are correct. Enter new TRANS CODE MINOR and AMOUNT data as appropriate. Refer to *Section 5: Budgets* for more information on budget transactions. Also refer to the *AKSAS Handy Guide* for budget transaction descriptions and specific requirements.

0571   ONLY VALID STATUS CODE CHANGE FOR EDI IS DR   **Field: WRT NUMBER**
                                                                                    NEW STATUS CODE

Error: A value other than DR was entered in the NEW STATUS CODE field for this EDI payment. An EDI payment may only be deleted.

Correction: Verify the WRT NUMBER is correct. If an EDI payment should not be processed, enter **DR** in the NEW STATUS CODE field.

0711   EDI SPECIFIC REFS REQUIRED FOR EDI PAY METHOD   **Field: Ref TYPE**

Error: The required EDI reference TYPEs were not entered. EDI payments have required reference types that must be entered in the payment request transaction.

Correction: Enter a reference line for each required reference type for this EDI vendor. To determine required reference types for the vendor associated with this payment, access the vendor number through IV - Vendor Inquiry. Required reference types are displayed in the EDI REFERENCE CODES area in the lower right corner.

0714   VNDR REQRS EDI PYMT, MLE OR ORD REFS NOT VALID   **Field: Ref TYPE**

Error: References MLE and ORD cannot be used with EDI Required vendors. The vendor has requested payments be restricted to electronic only.

Correction: Do not use MLE or ORD references on transactions for EDI Required vendors.

0715 EDI REQUIRED REF AMTS NOT = INSTALLMENT AMT   **Field: Ref AMOUNT**

Error: The sum of the reference line AMOUNT fields for the required EDI reference types for this scheduled payment does not equal the INSTALLMENT AMOUNT. The amounts associated with required EDI reference lines must sum to the total INSTALLMENT AMOUNT.

Correction: Verify the INSTALLMENT AMOUNT is correct. Verify the AMOUNTs for the required EDI reference lines are correct. Correct the amounts as necessary so the required EDI reference line AMOUNTs sum to the INSTALLMENT AMOUNT. To determine required reference types for the vendor associated with this payment, access the vendor number through IV - Vendor Inquiry. Required reference types are displayed in the EDI REFERENCE CODES area in the lower right corner.

0716 WARNING: ORD OR MLE REFS WITH EDI CAPABLE VNDR   **Field: Ref TYPE**

Error: The vendor used is EDI capable and should be paid electronically unless there is a valid reason for mailing the warrant.

Correction: Verify there is a valid reason for requesting a mailed warrant. Valid reasons would include a specific request by the vendor, instruction by the Division of Finance, or because the banking information on the PVN is being updated.

0742 ONLY ONE EDI REFERENCE ALLOWED FOR THIS VENDOR   **Field: Ref TYPE**

Error: This vendor has chosen to receive only one addenda record per payment. Only one EDI reference code may be used on each warrant when paying this vendor.

Correction: Use only one EDI reference code for this vendor per warrant. To determine how many addenda records are allowed for a vendor, refer to the MULTIPLE ADDENDA ALLOWED field on the vendor detail screen.

0743 SRD NOT AUTHORIZED FOR EDI PYMT TO THIS VENDOR   **Field: SOURCE RD CODE**

Error: Warrants to this vendor have been restricted to either a specific Source RD and/or it's lower levels because the banking account is specific to only one type of payment.

Correction: Send a hard-copy warrant or select a different PVN for this vendor.

0747 WARRANT DOES NOT HAVE EDI ROUTING CODE   **Field: WRNT CLASS**

Error: The incorrect warrant class was entered on the FINANCIAL DATA ENTRY MENU screen. This warrant was not an electronic payment.

Correction: Enter the correct warrant class on the FINANCIAL DATA ENTRY MENU screen. The warrant class is found in the upper left corner of the WARRANT DETAIL INQUIRY screen.

0748 WARNING: VENDOR IS ELLIGIBLE FOR EDI PAYMENTS   **Field: ROUTING CODE**

Error: The vendor is EDI capable and should be paid electronically unless there is a valid reason for mailing the warrant.

Correction: Change the ROUTING CODE to D unless there is a valid reason for requesting a mailed warrant. Valid reasons would include a specific request by the vendor, instruction by the Division of Finance, or because the banking information on the PVN is being updated.

1000 MORE THAN 20 ERRORS DETECTED FOR TRANSACTION   Field: N/A

Error: More than 20 errors exist for this transaction. The Online Errors screen can only display 20 errors at one time.

Correction: Correct all errors displayed and press <Enter>. The Online Errors screen will be displayed with additional errors displayed.

1245 CERTIFICATION RD NOT AUTHORIZED   Field: N/A

Error: The certification RD code that certified this transaction was not authorized to certify this transaction at the time the transaction processed. This error occurs when the certification authorization for the RD code is changed after a transaction is certified and before the transaction is processed.

Correction: Review your agency's SAU Report (Report ID B81001) to determine valid certification RD codes for the source RD code/transaction code identified in this transaction. If appropriate, send a request to the Division of Finance to add the certification RD code to the SAU. Resubmit this transaction to activate the certification process. Refer *to Section 2: AKSAS Security & Authorities, Certifying Officer Authority* and *Source RD Code Transaction Authority* for more information.

9000 SYSTEM ERROR: CONTACT SYS ADMIN @ 465-2240   Field: N/A

Error: An AKSAS system error occurred. System errors occasionally occur when AKSAS is not able to process online data. Systems errors terminate the AKSAS session.

Correction: Make a screen print of the system error screen displayed and make note of what you were doing when the system error occurred. Press <Enter>. Press the clear key to clear the screen and type in **AKSA** to log onto AKSAS again. Notify the Division of Finance, Systems Administration section at 465-2240 of the error.