



Interest and Ownership



Interest Feature

- Allows agency authorized users to select vendors/payees that are of interest to them.
- An “interest vendor/payee” is one that is utilized by an agency internal system that generates transactions for AFRS to process payments.
- Provides a cross-walk of vendors/payees back to the agency internal system.
- Reduces the need to provide download of the SWV Table to agencies.
- Agencies can run reports in ER WebI and query for vendor/payees that they have added interest.



How the Interest Feature Works?

```
=== AFRS =(SS.1)===== SYSTEM SECURITY MAINTENANCE ===== C105P412 ===  
TR: _____ FUNCTION: V (A=ADD, C=CHNG, D=DEL, V=VIEW, N=NEXT)  
AGENCY: 1050 LOGONID: MAAC105 AFRS SECURITY: 0 STOP USE DATE:  
LAST MOD DATE: 111005
```

NAME: MARILEI AMURAO-TABILE

PHONE: 360 664 7766

BATCH INPUT RELEASE
** 2 2

FINANCIAL
TRANSACTIONS
BATCH
FLAGS

PAY MAINT: 2

PROJECT PURGE:

```
TM FLAGS - DT: 2 OI: 2 AI: 2 PI: 2 PC: 2 VE: 2 SWVE: 1 OC: 2 TD: 1 MI: 2 CT : 2  
MF FLAGS - APPN: 1 ALLOT: 1 GRANT PRJ: 1 OPERATING: 1 SUBSID: 1 GEN LGR/DOC : 1  
RC FLAGS - MRS DESIGN: 2 MRS SUBMIT: 2 RPT REQ: 2 O-D DESIGN: 2 O-D SUBMIT: 2  
DR FLAGS - DISB: 2 1099: 2 OMWBE: 2 PURGE: 2 TRAN SEL: 2 PROF: 2 JOBCARD: 0  
SC FLAGS - BROADCAST: 0 ACTION MSG: 0 JOB CARD: 0 TRAN RESTRICT: 0 UPDATE SM: 0
```

F1 ON INPUT FIELD=HELP, F3=RETURN, F12=MESSAGE, PAUSE/BREAK=EXIT

An AFRS Security
of 1 in the SWVE
Table is required.



How the Interest Feature Works?

```
=== AFRS =(VE.3)===== STATEWIDE VENDOR MAINTENANCE ===== C105P146 ===
TR: _____ ORIGINAL ADD: 02/21/07 LAST UPDATED: 01/14/09 USER AGENCY: 1050
      LAST ACCOUNT CHANGE: 03/26/08 LAST USED: 12/03/10
TRANSFER: (ENTER 'Y' TO TRANSFER TO VENDOR EDIT ONLINE VIEW = IN.1.S)
FUNCTION: N (A=ADD, C=CHG, D=DEL, V=VIEW, N=NXT, B=BCK, P=PRT, G=GEN)
      EFT PAYMENT
VENDOR NO: SWV0000012 00 CONTACT: KETTLY GALIOGE _____
VENDOR NAME: BUDGET RENT A CAR _____ PHONE _____ FAX _____
      ADD1: CENDANT CORPORATION _____ 757 687 2589 972 404 7985
      ADD2: 14297 COLLECTIONS CENTER DR _____ VENDOR TYPE: C
      ADD3: _____ VENDOR STATUS: A
CITY/ST/ZIP: CHICAGO _____ IL 60693 _____ US/FOREIGN ADDR: U (U OR F)
E-MAIL ADDR: REMITTANCEPROCESSING@AVI _____ PROVIDER: _____
      TIN: 42-1553246 _____ TAX TYPE: _____ FILE: Y
REMARKS: _____ ADDRESS: _____
      OMWBE CERT: _____ LABEL: Y
CCD/TX-LAYOUT: C _____ VENDOR RA PR _____ TYPE: I
      ABA ROUTING: _____ ABA ACCO _____ DUNS: _____
      PAYMENT DAY: _____ ACCOUNT T _____ USE: _____
      LU DETAIL: 20775 _____ REVERSAL ALLOWED: N
BILLING AGCY: _____ FUND: _____ MULTI-FUND: _____ BLOCK AGENCY VNDR: Y
PRENOTE SEND: N STATUS: C DATE SENT: 07 / 15 / 2011
      F1=HELP, F2=EMAIL, F3=RETURN, F4=LAST VE VIEW, F5=AGY LINK, F12=MSG, PAUSE/BRK=EXIT
```

Press F5=AGY LINK
(new function key
added to SWV Table)



How the Interest Feature Works?

```
--- AFRS -(VE.3.L)----- STATEWIDE VENDOR AGENCY LINK -----
TR: _____

FUNCTION: A (A=ADD, C=CHANGE, D=DELETE, N=NEXT, B=BACK)

VENDOR NO: SWV0000010 00
VENDOR NAME: CASCADE NATURAL GAS CORP _____
ADD1: PO BOX 990065 _____
ADD2: _____
ADD3: _____
CITY/ST/ZIP: BOISE _____ ID 83799-0065

AGENCY: 1790 OWNER (Y/N): _____

SYSTEM: NONE
IDENTIFIER: 1234567A

PF3=RETURN, PF12=MESSAGE, CLEAR=EXIT
ROW INSERTED INTO INTEREST TABLE
```

Valid Functions: ADD, CHANGE, DELETE, NEXT, BACK

SWV Record is displayed as a read only.

Defaults to blank and changes to "N" when an interest is added. For use by SWV Unit only.

Defaults to your agency 4 digit code

Required – Enter 4 character system identifier, else enter NONE.

Optional – Enter your agency unique identifier up to 40 characters.



How the Interest Feature Works?

- Feature is optional.
- Interest applies to all SWV records.
- Interest is added manually by each agency.
- If you have already converted your agency vendors to the SWV Table and would like to use this feature, give us a call to discuss some options.



Ownership Feature

- This new feature applies to agencies with vendors/payees that are classified as clients. (e.g. ESD, DSHS, HECEB)
- State Administrative and Accounting Manual (SAAM), Section 16.10.20.a defines clients as individuals, external to state government, who have social, physical, medical, economic, or educational needs. These individuals require some government assistance to meet their needs. State agencies have statutory responsibility to serve different types of needs for individuals, thus often serve different clients.



How the Ownership Feature Works?

- Applies to Client type records (Vendor types: N, Y and Z).
- Every Client record should have an agency owner.
- Only an agency owner can authorize SWV Payee Unit to make changes to the client record(s).
- Any agencies can use any vendor/payee record (including clients) to make payments.
- Only SWV Payee Unit can add ownership to and manage a client record.
- Developed separate written procedures for agencies with clients.



Interest/Ownership Table in ER Web

A screenshot of a web application menu. The menu items are listed vertically on the left side of a white rectangular area with a dark border. Each item is preceded by a small icon of a document with a flower. The items are: PMT Budget Activities, PMT Performance Measures, PMT Statewide Indicators, Project Control, Report Conversion Tool Audit Universe, RevSum, RPM (Results through Performance Management), Statewide Vendor, Time Tracking, and Travel and Expense Management TEMS. The 'Statewide Vendor' item is circled in red. A red arrow originates from the circle and points to the text 'Select Statewide Vendor' located to the right of the menu.

- PMT Budget Activities
- PMT Performance Measures
- PMT Statewide Indicators
- Project Control
- Report Conversion Tool Audit Universe
- RevSum
- RPM (Results through Performance Management)
- Statewide Vendor
- Time Tracking
- Travel and Expense Management TEMS

Select Statewide Vendor



Interest/Ownership Table in ER Web

This screenshot shows the ER Web interface for the 'Statewide Vendor' table. On the left, a tree view lists the table's fields: Vendor Num, Vendor Num Suffix, Vendor Name, Vendor Address 1, Vendor Address 2, Vendor Address 3, Vendor City, Vendor State, Vendor Zip, Legal Address Flag, Vendor Phone, Email Address, and Buyer Id Num. The 'Result Objects' pane on the right displays four selected fields: Vendor Num, Vendor Num Suffix, Vendor Name, and Identifier. A red oval encircles these four fields, with a red arrow pointing to the text 'SWV Universe'. A green oval encircles the 'Identifier' field, with a green arrow pointing to the 'Agency Interest' table in the screenshot below.

SWV Universe

This screenshot shows the ER Web interface for the 'Agency Interest' table. On the left, a tree view lists the table's fields: Agency, Subagency, Agency Title, System, and Identifier. The 'Query Filters' pane on the right shows two filters: 'Agency In list' with a value of 3000 and 'System In list' with a value of SSPS. A green oval encircles these two filters, with a green arrow pointing to the text 'Agency Interest Universe'. A green arrow also points from the 'Identifier' field in the screenshot above to the 'Agency Interest' table in this screenshot.

Agency Interest Universe



Interest/Ownership Table in ER Web

The screenshot displays the ER Web interface. On the left, a navigation pane shows a tree structure under 'Data' with a folder 'New Web Intelligence Document' containing fields: Identifier, Vendor Name, Vendor Num, and Vendor Num Suffix. The main content area features a report titled 'Report Title' with a table of data. The table has four columns: Vendor Num, Vendor, Vendor Name, and Identifier. The data rows list various vendors and their identifiers.

Vendor Num	Vendor	Vendor Name	Identifier
SWV0000004	00	SPOKANE NEIGHBORHOOD ACTION PRTN	881689
SWV0000055	00	MADISON LAURA L	782567
SWV0000109	02	PIERCE COLLEGE	828094
SWV0000109	03	PIERCE COLLEGE	961030
SWV0000110	01	RENTON TECHNICAL COLLEGE	135591
SWV0000175	00	PIONEER HUMAN SERVICES	787110
SWV0000175	03	PIONEER HUMAN SERVICES-SEATTLE	521638
SWV0000175	04	PIONEER HUMAN SERVICES-SEATTLE	590279
SWV0000175	05	PIONEER HUMAN SERVICES	818901
SWV0000195	01	CLARK COLLEGE	190269
SWV0000196	00	LOWER COLUMBIA COLLEGE	924920
SWV0000196	02	LOWER COLUMBIA COLLEGE	284323
SWV0000209	00	CENTRALIA COLLEGE	062745
SWV0000216	00	EVERETT COMMUNITY COLLEGE	688151





QUESTIONS?

Accounting Help Desk

Phone: (360) 407-8182

Email: afershelphelpdesk@ofm.wa.gov

Vendor/Payee Help Desk

Phone: (360) 407-8180

Email: payeehelpdesk@des.wa.gov

Join the SWFS Listserv:

<http://listserv.wa.gov/archives/swfs.html>