

SECTION T

APRIL 2018

Transaction Code Decision Table maintenance transactions are entered and edited directly online on the TM.1.2 Screen. Transaction codes must pass the online edits before they are added to the Transaction Code Decision Table. The online maintenance of the Decision Table is the responsibility of the Office of Financial Management (OFM). All changes, additions or deletions must be input by OFM personnel.

KEY: Agency (0000), Transaction Code

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==== AFRS =(TM.1.2)===== TRANSACTION CODE DECISION MAINTENANCE ===== C105P180 ===
TR: _____ LAST UPDATE:
FUNCTION: _ (A=ADD, C=CHANGE, D=DELETE, V=VIEW, N=NEXT, P=PRINT SELECTION)

AGENCY: 0000 TRANS CODE: ____ TITLE: _____
GLA 1D: ____ 1C: ____ 2D: ____ 2C: ____ 3D: ____ 3C: ____ 4D: ____ 4C: ____
WRAP CURRENT: ... PRIOR: ... IAP TC: ____
WARRANT CANCEL CURR: .... PRIOR: .... ACH RETURN CURR: .... PRIOR: ....

AGENCY: _ ORG IX: _ APPN IX: _ FUND: _ FUND DT: _ PROG IX: _
S-OBJ: _ SOURCE: _ PROJ: _ VEND NO: _ VEND NM: _ VEND AD: _ INV: _
C DOC: _ R DOC: _ GL ACCT: _ MOD: _ SUBS-DR: _ SUBS-CR: _

+/- FF MATCH GLA PDN +/- FF MATCH GLA PDN
DF: _ _ _ _ _ _ _ _ PERIOD IND: _
AP: _ _ _ _ _ _ _ _ RESTRICT: _
AL: _ _ _ _ _ _ _ _ VALID FD: _
CC: _ _ _ _ _ _ _ _ POST SEQ: _
GP: _ _ _ _ _ _ _ _ REG IND: _
SF: _ _ _ _ _ _ _ _ PAYMENT: _
OF: _ _ _ _ _ _ _ _
VF: _ _ _ _ _ _ _ _ 1099 USE: _

F3=RETURN, F5=WRAP CONTROL, F12=MESSAGE, CLEAR=EXIT
    
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T01 - TRAN CODE INVALID

Explanation: An invalid character was entered in the Transaction Code.

Suggestion: Valid characters are numbers 001 through 999.

T02 - TITLE BLANK

Explanation: Transaction Code Title must be entered and field is alphanumeric

Suggestion: Enter a valid title.

T03 - INVALID FUNCTION

Explanation: An invalid character was entered in the Function. Valid functions are: 'A' =Add; 'C' = Change; 'D' = Delete; 'V' = View; 'N' = Next; and 'P'= Print character.

Suggestion: Enter a valid function.

T04 – RECORD ALREADY EXISTS ON FILE

Explanation: There is an entry already in the system for the control key specified. Add transactions must not find a matching record.

Suggestion: Add a unique transaction code.

T05 – RECORD NOT FOUND

Explanation: There is no previous entry in the system for the control key specified. Delete transactions must find a matching record.

Suggestion: Verify that you are trying to delete a transaction code that exists.

T06 – NO RECORD FOUND TO BE CHANGED

Explanation: There is no previous entry in the system for the control key specified. Change transactions must find a matching record.

Suggestion: View the transaction code and then make the appropriate change.

T07 - GL ACCTS NOT PAIRED

Explanation: When the General Ledger Account Number Transaction Edit Indicator is equal to 'N' or blank, the General Ledger Accounts must be paired (i.e., if General Ledger Account Debit - 2 contains an entry.)

Suggestion: Enter two General Ledger Accounts into the transaction code.

T08 - GL DR-1 INVALID

Explanation: General Ledger Account Debt-1 must be defined in the General Ledger Account Table D31 and Memorandum Code Table D33.

Suggestion: Enter a different General Ledger on the transaction code or add to the D31 & D33.

T09 - GL CR-1 INVALID

Explanation: General Ledger Account Credit-1 must be defined in the General Ledger Account Table D31 and Memorandum Code Table D33.

Suggestion: Enter a different General Ledger on the transaction code or add to the D31 & D33.

T10 - GL DR-2 INVALID

Explanation: General Ledger Account Debit-2 must be defined in the General Ledger Account Table D31 and Memorandum Code Table D33.

Suggestion: Enter a different General Ledger on the transaction code or add to the D31 & D33.

T11 - GL CR-2 INVALID

Explanation: General Ledger Account Credit-2 must be defined in the General Ledger Account Table D31 and Memorandum Code Table D33.

Suggestion: Enter a different General Ledger on the transaction code or add to the D31 & D33.

T12 - GL DR-3 CHANGE NOT ALLOWED

Explanation: General Ledger Account Debit-3 does not allow changes.

Suggestion: Remove data from field.

T13 - GL CR-3 CHANGE NOT ALLOWED

Explanation: General Ledger Account Credit-3 does not allow changes.

Suggestion: Remove data from field.

T16 - POST SEQ IND INVALID

Explanation: An invalid character was entered in the Posting Sequence Indicator.

Suggestion: Valid characters are numbers 1 through 9.

T17 - REGISTER IND INVALID

Explanation: An Invalid character was entered in the Register Indicator.

Suggestion: Valid characters are numbers 1 through 9.

T18 - DR PDN INVALID

Explanation: An invalid character was entered in the Debit Posting Document Number Indicator (PDN).

Suggestion: Valid characters are numbers 1 and 2 or blank. When posting Document Number Indicator, set one is used and set two may not have the same value.

T19 – CURRENT DOCUMENT NUMBER INVALID

Explanation: The Current Document Number Transaction Edit Indicator must be equal to 'R'.

Suggestion: Enter valid character of 'R'.

T20 – REFERENCE DOCUMENT INVALID

Explanation: When the Posting Document Number Indicator is equal to 2, the Reference Document Number Transaction Edit Indicator must be equal to 'R'.

Suggestion: Enter valid character of 'R'.

T21 - PERIOD INDICATOR INVALID

Explanation: An invalid character was entered for the Period Indicator.

Suggestion: Valid values are: A, B, C, D, E, F, G, H, I or BLANK

T22 - RESTRICT CODE INVALID

Explanation: An invalid character was entered for the Restrict Indicator.

Suggestion: Valid values are: T (Treasurer Only), 'O' (OFM Only) or Blank (no restriction).

T23 - ALTERNATIVE IAP TRAN CODE INVALID

Explanation: A display is provided for the Alternative Transaction Code to be used to make a payment to another state agency (IAP). A vendor payment TC (eg; TC210) will be converted to an IAP transaction code as defined in this field.

Suggestion: The TC Payment switch defines a Valid IAP TC, a 7 or 8 can be used.

T24 - FUND TYPE INVALID

Explanation: An invalid character was entered in the Fund Indicator and/or the GL. Valid Fund Indicator is 1, 2, 3, or Blank and GL's are 7110, 7120, 7130, & 7140. Both Fund Indicator and GL must be correct.

Suggestion: Enter valid Fund Indicator or GL.

T25 - WARRANT WRITE INVALID

Explanation: An invalid character was entered in the Warrant Writing Indicator.

Suggestion: Valid characters are numbers 0 through 8, C & D.

T26 - TRANSACTION EDIT INVALID

Explanation: An invalid character was entered in at least one of the 21 Transaction Edit Indicators (TEI).

Suggestion: Valid characters are; R = Required; N = Not Allowed; or Blank = Optional.

T27 – MODIFIER INDICATOR MUST BE “N”

Explanation: When the transaction includes a Debit to GLA 6410 (Encumbrance) or no Encumbrance is involved, Transaction Edit Indicator (TCI) for the Modifier (MOD) must be N. To Credit an encumbrance, the Modifier Codes must have an “R” (required) and the GL must be 6410.

Suggestion: Valid characters are; R = Required; N = Not Allowed; or Blank = Optional.

T28 - VENDOR NAME & ADDRESS INDICATOR MUST BE "R"

Explanation: When the Payment Indicator is not equal to zero, c, d, 4 or 5, the Transaction Edit Indicator (TEI) for both Vendor Name and Vendor Address must be 'R'.

Suggestion: Valid character is: R = Required

T33 - INVALID GL ACCT-1

Explanation: When the General Ledger Account Number Transaction Edit Indicator (TEI) is equal to 'R', there must be an entry in only one of the General Ledger Account Number pairs. One must be blank.

Suggestion: R is only valid if one of the General Ledger Account number pairs is blank. Otherwise, enter an N.

T40 - GL MUST BE MEMO

Explanation: When updating General Ledger Account fields and if one general ledger is a Memorandum Account (D33), all other general ledgers must be Memorandum Account.

Suggestion: Add a valid memorandum account.

T41 - DF INDICATORS REQUIRED

Explanation: When updating a set of Document (DF) File Posting Indicators (FPI), all fields are required except Match, which is optional.

Suggestion: Verify that all fields for the FPI have been filled in with data.

T42 - AP INDICATORS REQUIRED

Explanation: When updating a set of Appropriation (AP) File Posting Indicators (FPI), all fields are required except Match, which is optional.

Suggestion: Verify that all fields for the FPI have been filled in with data.

T43 - AL INDICATORS REQUIRED

Explanation: When updating a set of Allotment (AL) Field Posting Indicators (FPI), all fields are required except Match, which is optional.

Suggestion: Verify that all fields for the FPI have been filled in with data.

T44 - CC INDICATORS REQUIRED

Explanation: When updating a set of Cash Control (CC) File Posting Indicators (FPI), all fields are required except Match, which is optional.

Suggestion: Verify that all fields for the FPI have been filled in with data.

T45 - GP INDICATORS REQUIRED

Explanation: When updating a set of Grant Project (GP) File Posting Indicators (FPI), all fields are required except Match, which is optional.

Suggestion: Verify that all fields for the FPI have been filled in with data.

T46 - SF INDICATORS REQUIRED

Explanation: When updating a set of Subsidiary (SF) File Posting Indicators (FPI), all fields are required.

Suggestion: Verify that all fields for the FPI have been filled in with data.

T47 - OF INDICATORS REQUIRED

Explanation: When updating a set of Operating (OF) File Posting Indicators (FPI), all fields are required.

Suggestion: Verify that all fields for the FPI have been filled in with data.

T48 - VF INDICATORS REQUIRED

Explanation: When updating a set of Vendor (VF) Financial File Posting Indicators (FPI), all fields are required.

Suggestion: Verify that all fields for the FPI have been filled in with data.

T52 - INVALID DF ADD-SUB

Explanation: An invalid character was entered in the Document File Add-Sub Posting Indicator.

Suggestion: Valid characters are '+' or '-' or blank.

T53 - INVALID DF INDEX

Explanation: An invalid character was entered in the Document File Index Posting Indicator (FF).

Suggestion: Valid Characters are numbers 01 through 07.

T54 - INVALID DF MATCH

Explanation: An invalid character was entered in the Document File Match Control Posting Indicator.

Suggestion: Valid characters are letters 'M' (Matching record), 'N' (No matching record, or blank.

T55 - DF GL INDEX INVALID

Explanation: The Document File General Ledger Account Index Posting Indicator (GLA) is invalid.

Suggestion: Valid characters are numbers 1 through 8; the corresponding General Ledger Account must not be blank.

T56 - INVALID AP ADD-SUB

Explanation: An invalid character was entered in the Appropriation File Add-Sub Posting Indicator.

Suggestion: Valid characters are '+' or '-' or blank.

T57 - INVALID AP INDEX

Explanation: An invalid character was entered in the Appropriation File index Posting Indicator (FF).

Suggestion: Valid characters are numbers 01 through 09 and 11 through 15.

T58 - INVALID AP MATCH

Explanation: An invalid character was entered in the Appropriation File Match Control Posting Indicator.

Suggestion: Valid characters are letters 'M,' 'N' or blank.

T59 - INVALID AL ADD-SUB

Explanation: An invalid character was entered in the Allotment File Add-Sub Posting Indicator.

Suggestion: Valid characters are '+' or '-' or blank.

T60 - INVALID AL INDEX

Explanation: An invalid character was entered in the Allotment File Index Posting Indicator (FF).

Suggestion: Valid characters are numbers 01 through 11.

T61 - INVALID AL MATCH

Explanation: An invalid character was entered in the Allotment File Match Control Posting Indicator.

Suggestion: Valid characters are letters 'M,' 'N' or blank.

T62 - INVALID CC ADD-SUB

Explanation: An invalid character was entered in the Cash Control File Add-Sub Posting Indicator.

Suggestion: Valid characters are '+' or '-' or blank.

T63 - INVALID CC INDEX

Explanation: The Cash Control (CC) field must be either blank, or have the value of 1-17 entered in it.

Suggestion: Valid entries are blank, or value 1-17.

T64 - INVALID CC MATCH

Explanation: An invalid character was entered in the Cash Control File Match Control Posting Indicator.

Suggestion: Valid characters are letters 'M' 'N' or blank.

T65 - INVALID GP ADD-SUB

Explanation: An invalid character was entered in the Grant Project File Add-Sub Posting Indicator.

Suggestion: Valid characters are '+' or '-' or blank.

T66 - INVALID GP INDEX

Explanation: An invalid character was entered in the Grant Project File Index Posting Indicator (FF).

Suggestion: Valid characters are numbers 01 through 12.

T67 - INVALID GP MATCH

Explanation: An invalid character was entered in the Grant Project File Match Control Posting Indicator.

Suggestion: Valid characters are letters 'M', 'N' or blank.

T68 - INVALID SF ADD-SUB

Explanation: An invalid character was entered in the Subsidiary File Add-Sub Posting Indicator.

Suggestion: Valid characters are '+' or '-' or blank.

T69 - INVALID SF INDEX

Explanation: An invalid character was entered in the Subsidiary File Index Posting Indicator (FF).

Suggestion: Valid characters are numbers 01 through 03.

T70 - INVALID SF GL INDEX

Explanation: The Subsidiary File General Ledger Account Index Posting Indicator (GLA) is invalid. Valid characters are numbers 01 through 08; the corresponding General Ledger Account must not be blank.

Suggestion: Valid characters are 1-8.

T71 - INVALID OF ADD-SUB

Explanation: An invalid character was entered in the Operating File Add-Sub Posting Indicator.

Suggestion: Valid characters are '+' or '-' or blank.

T72 - INVALID CHARACTER FOR OF INDEX

Explanation: An invalid character was entered in the Operating File Index Posting Indicator (FF).

Suggestion: Valid character is 01.

T73 - INVALID CHARACTOER FOR GL INDEX

Explanation: The Operating File General Ledger Account Index Posting Indicator (GLA is invalid.

Suggestion: Valid characters are numbers 01 through 08; the corresponding General Ledger Account must not be blank.

T74 - INVALID VF ADD-SUB

Explanation: An invalid character was entered in the Vendor File Add-Sub Posting Indicator.

Suggestion: Valid characters are '+' or '-' or blank.

T75 - INVALID VF INDEX

Explanation: An invalid character was entered in the Vendor File Index Posting Indicator (FF).

Suggestion: The only valid characters are numbers 01, 02 or blanks.

T76 - DF GLA 1&2 MUST BE DIFFERENT

Explanation: When updating both sets of Document File Posting Indicators (FPI), General Ledger Account (GLA) cannot contain the same value.

Suggestion: Enter a different General Ledger account in one of the fields.

T78 - APPN INDEX = N OR BLANK

Explanation: When the Transaction Edit Indicator (TEI) for the Appropriation Index Code (AIC) is equal to an 'N' or blank, the File Posting Indicators (FPI) for the Appropriation File (AP) or the Allotment File (AL) are not allowed.

Suggestion: Verify that the AIC should be N or blank.

- Yes, remove entries from the AP or AL
- No, change the AIC to 'R'

T79 - PROJECT = R

Explanation: When the Transaction Edit Indicator (TEI) for Project Code is equal to an 'R' at least one set of file Posting Indicators (FPI) is required for the Project/Grant Project Files (GP).

Suggestion: Enter the appropriate Grant Project codes.

T80 - PROJECT = N

Explanation: When the Transaction Edit Indicator (TEI) for Project Code is equal to an 'N', File Posting Indicators (FPI) are not allowed for the Project/Grant Project Files (GP).

Suggestion: Remove the Grant Project codes.

T81 - SF GLA 1&2 MUST BE DIFFERENT

Explanation: When updating both sets of Subsidiary File Posting Indicators (FPI), General Ledger Account (GLA) cannot contain the same value.

Suggestion: Enter a different General Ledger account in one of the fields.

T82 - SUBSID = R OR BLANK

Explanation: When the Transaction Edit Indicator (TEI) for Subsidiary is equal to an 'R' or blank, at least one set of File Posting Indicators (FPI) is required for the Subsidiary File (SF).

Suggestion: Verify that the SF should be R or blank.

- Yes, enter data into the SF fields
- No, change to N and remove SF entries

T83 - SUBSID = N

Explanation: When the Transaction Edit Indicator (TEI) for the Subsidiary is equal to an 'N', the File Posting Indicators (FPI) for the Subsidiary File (AP) are not allowed.

Suggestion: Verify that the SF should be N.

- Yes, remove entries from the SF fields
- No, change to R or Blank and keep SF entries

T84 - OF GLA 1&2 MUST BE DIFFERENT

Explanation: When updating both sets of Operating File Posting Indicators (FPI), General Ledger Account (GLA) cannot contain the same value.

Suggestion: Enter a different General Ledger account in one of the fields.

T90 - INVALID GL ACCT-4

Explanation: The fourth pair of General Ledger Accounts is used only to record automatic liquidation of encumbrances. When used, GL DR-4 must be '9510' or '9513' and GL CR-4 must be '6410'.

Suggestion: Enter the correct GL.

T93 - DF INDS REQ

Explanation: When General Ledger Accounts (GLA) 7 or 8 are entered, at least one set of Document File posting Indicators must be entered (relates to automatic liquidation of encumbrances only).

Suggestion: Enter the Document File posting indicators.

T94 - INVALID AP INDS 1&2

Explanation: When liquidating an encumbrance or obligation, only one liquidation posting to the Appropriation File is allowed. When both sets of Appropriation File Posting Indicators are entered, only one can be a liquidation. Invalid combinations are: 13-13, 13-14, 14-14, or 14-13.

Suggestion: Enter only one valid liquidation code.

T95 - INVALID AL INDS 1&2

Explanation: When liquidating an encumbrance or obligation, only one liquidation posting to the Allotment File is allowed. When both sets of allotment File Posting Indicators are entered, only one can be a liquidation. Invalid combinations are: 06-06, 06-07, 07-07, or 07-06.

Suggestion: Enter only one valid liquidation code.

T96 - INVALID GP INDS 1&2

Explanation: When liquidating an encumbrance or obligation, only one liquidation posting to the Grant/Project File is allowed. When both sets of Grant/Project File Posting Indicators are entered, only one can be a liquidation. Invalid combinations are: 06-06, 06-07, 07-07, or 07-06.

Suggestion: Enter only one valid liquidation code.

T97 - INVALID OF INDS 1&2

Explanation: When liquidating an encumbrance or obligation, only one liquidation posting to the Operating File is allowed. When both sets of Operating File Posting Indicators are entered, only one can be a liquidation. Invalid combinations are: 07-07, 07-08, 08-08, or 08-07.

Suggestion: Enter only one valid liquidation code.

T98 - GL REQUIRED

Explanation: When updating the Transaction code Decision Table, at least one General Ledger Account must be entered.

Suggestion: Enter at one General Ledger Account into the Transaction Code Decision Table.