

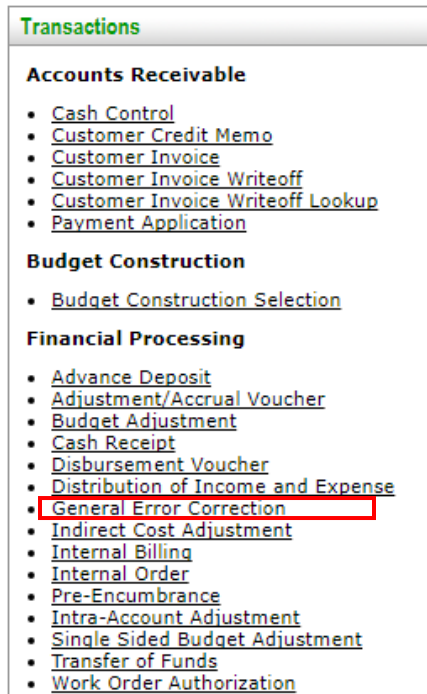
General Error Correction (GEC)

Document Overview:

This document is used to correct a posting error when the wrong account was used, the wrong object code was used, or the wrong amount was entered.

How to Complete the Document:

The General Error Correction (GEC) document is located under the Kualu Main Screen.



Information is input into the "From" and "To" sections of the document to move the posting that was in error. Based on the debits and credits required to correct the posting, all amounts may be in the "To" section, all amounts may be in the "From" section, or there may be amounts in both the "To" and "From" sections. The To and From sections don't have to equal, but the debits and credits must equal. Make sure to save the Kualu Document and verify account changes before officially submitting the document.

In the example below, the wrong object code was used. The GEC moves the amount of \$3,884.00 from object code 4378 to 4401. All fields need to be completed within the document, notes and support attached in PDF format, and add any ad hoc recipients if necessary before submitting the document.

General Error Correction									
Document Overview									
		* Description: Correct object code			Explanation: Correct object code for state appropriated account				
		Organization Document Number:							
Financial Document Detail									
									Total Amount: 3,884.00
Accounting Lines									
Accounting Lines									
From									
	* Chart	* Account Number	Sub-Account	* Object	Sub-Object	Project	Org Ref Id	* Amount	Actions
1	CO Colorado State University	1300720 OT Graduate Program Differential Tuition - Misc Rev		4378 General Sales Of Service				3,884.00	
	* Reference Origin Code	* Reference Number	Line Description						
	01	AFWC							
								Total: 3,884.00	
To									
	* Chart	* Account Number	Sub-Account	* Object	Sub-Object	Project	Org Ref Id	* Amount	Actions
1	CO Colorado State University	1300720 OT Graduate Program Differential Tuition - Misc Rev		4401 Other Sales+Services-Ed Activities				3,884.00	
	* Reference Origin Code	* Reference Number	Line Description						
	01	AFWC							
								Total: 3,884.00	

Document Routing:

Once the document has been submitted, it will route to needed individuals. For a normal routing process, the document will route to the fiscal officer on each account. Account departmental approvals (ORG-xxxx) will be required after Fiscal Officers have approved. Division approvals (DIV-xx) will be required on any documents that are greater than or equal to \$10,000.

Additional approvals may also be required dependent on object codes used (ex. authorized business function object code 6649), sub-accounts used within the document (ex. PLANT, SPONPR, and GIFT), and Fund Groups used (ex. Fund Group A).

Route Log					
ID: 14194990					
Title: General Error Correction - Correct object code					
Type	General Error Correction			Created	09:59 AM 12/13/2017
Initiator	Ball, Barbara L.			Last Modified	01:00 PM 12/14/2017
Route Status	FINAL			Last Approved	01:00 PM 12/14/2017
Node(s)	CampusServiceReviewer			Finalized	01:00 PM 12/14/2017
Actions Taken					
Action	Taken By	For Delegator	Time/Date	Annotation	
SAVED	Ball, Barbara L.		10:11 AM 12/13/2017		
COMPLETED	Ball, Barbara L.		10:11 AM 12/13/2017		
Action	Requested Of	Time/Date	Annotation		
COMPLETE	Ball, Barbara L.	10:11 AM 12/13/2017			
APPROVE	Ball, Barbara L.	10:11 AM 12/13/2017	KFS-SYS Fiscal Officer CO 1300720		
APPROVE	Ball, Barbara L.	10:11 AM 12/13/2017	KFS-SYS Fiscal Officer CO 1300720		
APPROVE	ORG-1573	10:11 AM 12/13/2017	KFS-SYS Accounting Reviewer CO 99999999 GEC 1573 0		
APPROVE	ORG-1573	10:11 AM 12/13/2017	KFS-SYS Accounting Reviewer CO 99999999 GEC 1573 0		
APPROVED	Leaming, Summer E		01:00 PM 12/14/2017		
Action	Requested Of	Time/Date	Annotation		
APPROVE	CampusServices	10:11 AM 12/13/2017	KR-WKFLW CampusServiceReviewer		

Document Exceptions/Restrictions:

Below are the list of parameters related to the GEC document. If the Constraint Code is "A" it means "Allowed" and if "D" it means "Disallowed".

<u>Namespace Code</u>	<u>Component</u>	<u>Application ID</u>	<u>Parameter Name</u>	<u>Parameter Description</u>	<u>Parameter Value</u>	<u>Parameter Constraint Code</u>
<u>KFS-FP</u>	<u>GeneralErrorCorrection</u>	KFS	<u>INVALID OBJECT SUB TYPES BY OBJECT TYPE</u>	Defines an invalid relationship between ...	ES=CF,CM,WO,VF	D
<u>KFS-FP</u>	<u>GeneralErrorCorrection</u>	KFS	<u>OBJECT SUB TYPES</u>	Object Sub-Type(s) restricted from use o...	CA;FB;MT;NM	D
<u>KFS-FP</u>	<u>GeneralErrorCorrection</u>	KFS	<u>OBJECT TYPES</u>	Object Type(s) restricted from use on th...	CE;CI	D
<u>KFS-FP</u>	<u>GeneralErrorCorrection</u>	KFS	<u>REFERENCE NUMBER VALIDATION IND</u>	Indicator to turn the reference number v...	Y	A

Below is the explanation of these restrictions:

GEC documents do not allow object sub types that are ES (Expense not Expenditure), CF (Capital Moveable Equipment – Federal Funded), CM (Capital Movable Equipment), WO, VF (Vehicles Federally Funded).

This document disallows the use of object codes that report the Object Sub-Type Codes:

- CA - Cash
- FB - Fund Balance
- MT- Mandatory Transfers
- NM- Non-Mandatory Transfers

GEC document does not allow the use of CE and CI Object Types. CE and CI are for Cost Recovery Income and Expense, which are only allowed on the Indirect Cost Adjustment document, as this deals with sponsored accounts.