R*STARS AGENCY INTERFACE REQUIREMENTS

Table of Contents

1.0 Introduction

R*STARS provides the capability for agencies to interface accounting transactions using a standard R*STARS transaction interface file which is in lieu of entering accounting transactions directly on-line. Generally, the use of electronically sending transactions through an interface is limited to a high volume of transactions where much of the data components reside in another agency subsystem. Examples of transactions that have been interfaced in the past include:

- Agency Budgets
- Cash Receipts
- Salary Distribution Entries
- Accounts Receivable
- Grant or Project Expenditure Budgets
- Vouchers

The similarity of these types of transactions is that the source of the data elements and amounts often reside in agency-based subsystems. Coupled with the volume related to accounting transactions that would otherwise be data entered on-line, it may be desirable to interface them.

The purpose of this document is to provide useful information to agency management and staff to help aid in defining the steps that agencies need to perform to successfully develop an R*STARS accounting transaction interface. The steps for developing an R*STARS interface include.

- Determining if your agency is a candidate for an automated interface
- Determining the R*STARS Transaction Code and the specific data element requirements
- Programming the interface
- Testing the interface

The remaining sections of this document describe each of these steps more thoroughly. In addition to the remaining sections described above, this document includes the following appendices:

- Appendix A - R*STARS "DAFRVU" Batch Vendor Interface File Layout
- Appendix B - R*STARS Transaction Code Data Element Requirements
- Appendix C - R*STARS DAFRIN Transaction Interface Record Layout
- Appendix D - R*STARS Standard Transaction Interface COBOL Copy member DAFRIN
- Appendix E – R*STARS Standard Transaction Interface COBOL Copy member DAFRHX
- Appendix F – R*STARS Standard Transaction Interface COBOL Copy member DAFRHX
- Appendix G – R*STARS DAFRIN Layout Field Positions
- Appendix H - R*STARS to STARS Crosswalk for Interfaced Transaction Codes
- Appendix I – R*STARS DAFRIN Transactions Interface Record Layout for 1099 Reporting
- Appendix K – R*STARS DAFRVE Batch Agency Vendor Update Interface File Layout (34 Profile)
- Appendix L – 1099 Information
- Appendix M – Fixed Asset Agency Interface File

These appendices are referenced in the paragraphs that describe each step.

2.0 Determining if Your Agency is a Candidate for an Automated Interface

Part of understanding the agency's current environment is to review the agency's current subsystems and existing interfaces. This review process helps to determine which subsystems the agency may want to retain and thus, which interfaces are required into R*STARS. Several agencies may find that it is more cost efficient to continue one or more of their internal subsystems, while some agencies may utilize R*STARS for their complete operations. During the pre-implementation phase the agency must determine what subsystems, if any, is to be retained.

The types of data that are candidates for an interface are agency budgets, salary distribution data, customer billings, detail cash collections, and any other categories of high volume accounting transactions generated by agency-specific subsystems. While one or more of these subsystems may interface with R*STARS, the daily operations of the core accounting functions is entered on-line, directly into R*STARS.

Some agency systems should not be replaced by FMIS, because they are "Mission Critical" to the operations of the agency. These systems are mission critical in that they are designed to help agencies achieve their primary business and program purpose. For example, many of the mission critical systems within the Department of Human Resources track clients and relevant client information affecting eligibility for benefits. Systems such as these may have some financial aspect to them, but their primary purpose is not accounting or financial reporting in nature. Client payment systems create expenditures/disbursements for benefit payments, but their primary purpose is client tracking, eligibility determination, and benefit amount computation. The financial aspects of these systems should be interfaced to FMIS.

Before beginning analysis of agency system replacements/interfaces, agency functional and technical personnel should evaluate agency systems and FMIS functionality carefully. Agencies should categorize their systems as:

- Systems with functionality that FMIS can replace
- Systems with unique functionality that should interface with FMIS to pass financial data
- Agency-specific systems do not generate or use financial data. Keep in mind that FMIS should replace agency systems wherever possible

The agencies, with the assistance of the FMIS analyst, must make a timely decision as to which subsystem is to continue to be maintained. The sooner the agencies can identify the interface(s) required, the sooner they can plan for the staffing effort to build and test the interface(s). Several factors must be considered in this analysis of determining which subsystems should be retained

- **The functionality provided by the subsystem** - If the current subsystem provides an accounting capability not easily achieved in R*STARS or provides management and accounting information at a level of detail lower than what is available in R*STARS, the agency may consider retaining the existing subsystem and feeding data to R*STARS. Conversely, if R*STARS provides the same or similar capabilities and can also maintain the data at a sufficient level of detail to facilitate the agency's management functions, then the optimum alternative is to forego the current internal system and perform the operations directly in R*STARS.

- **Accuracy of the data** - If the data is to be passed to R*STARS it must be accurate and timely. That is, data should not be passed that could be altered within the subsystem after the data has been transferred. If inaccurate data is passed to R*STARS or if the data provided is not timely, the reconciliation process will be extremely difficult.

- **The complexity of the interface** - In order to develop an interface into R*STARS, the data in the internal sub-system must crosswalk to the R*STARS data element structure and transaction input format. If this crosswalk is not feasible or there is a potential for losing the integrity of the data, then an interface is not desirable. After the data has been converted to the R*STARS format, it must pass the standard edits for each transaction. If the record format in an agency's automated sub-system does not have all of the required data elements and/or classification elements, they must be added by the agency or it will be rejected by R*STARS.

- **Transaction volume** - The volume of data processed should be analyzed to determine if an automated interface is warranted. Generally, automated interfaces are not cost beneficial if they are used to pass a low volume of transactions to R*STARS.

- **Frequency** - How often the data must be passed to R*STARS is also a consideration. Is the subsystem data required in R*STARS daily or monthly, or is an annual update to R*STARS sufficient? If an annual update is sufficient, year-end manual input of journal entries may be a better alternative than an automated interface.

- **Reconciliation** - Data maintained in the internal subsystem must be reconciled with the data posted to R*STARS. This reconciliation should be performed as often as the data is interfaced and at a sufficient level of detail to ensure all data was accepted and processed correctly. The benefit of an automated interface should be weighed against the cost and time of performing the necessary reconciliation. If the reconciliation effort appears too complex and cumbersome, an automated interface may not be warranted.

Based on the results of this analysis, the agency staff needs to determine the frequency and volume of transactions that can potentially be interfaced. For instance, loading agency budget transactions happens once each year. While the volume may be high, data entering once each year may be acceptable. However, cash receipts may be interfaced daily yet have an overall lower volume of transactions than agency budgets.

3.0 Determining the R*Stars Transaction Code and the Specific Data Element Requirements

Once an agency has determined that there is a type of transaction that may be a good candidate to be interfaced, the agency then needs to determine which R*STARS Transaction Code(s) should be used to record the transaction. A comprehensive list of R*STARS Transaction Codes appears in the "R*STARS Quick Reference Guide" in exhibit titled "Chapter 9 R*STARS Tcode Category List with Doc Types and Batch Types". If you do not have this document, please click on the link http://doit.net.md.gov/servdesk/fmisdocs/rsadquickref/Chapter%209.pdf.

Some agencies may be interested in the minimum accounting event requirements to R*STARS since they may be exempt from using R*STARS as their agency based accounting system. Appendix H - R*STARS to STARS Crosswalk for Interfaced Transaction Codes, shows the minimum level of accounting events, related R*STARS transaction codes, and STARS transaction code equivalents. Appendix H represents a subset of the transaction codes that appear in the Quick Reference Guide.

Once the specific R*STARS Transaction Code is determined, the next step is to determine the minimum data elements that are required for the transaction. Appendix B - R*STARS Transaction Code Data Element Requirements presents each R*STARS Transaction Code on a different page and includes a brief description, data element requirements, valid Document Types, and valid Batch Types. The following discussion may be used to interpret the information presented in Appendix B.

Each section of Appendix B is described below.

- The TRANS CODE section shows the Transaction Code number and the title.
- The DESCRIPTION section provides a brief description of what the transaction does.
- The TRANSACTION EDIT INDICATORS section presents the R*STARS data elements which are capable of being individually required (or not required) for each transaction. The following information should be used to interpret this section.

The table below describes the edit indicator values that are allowed for each data element in R*STARS.

TRANSACTION EDIT INDICATORS

Transaction Edit Indicators - Identify specific data elements required to process the transaction

I   Must be INPUT in the appropriate field in the interface record layout.

R   REQUIRED element on the transaction. This data element may either be input in the appropriate field in the interface record layout or must be looked up by another data element. For instance, Fund may be looked up by an Index Code.

N   NOT ALLOWED that is left blank on the accounting transaction regardless of whether the data element is input in the appropriate field in the interface record layout or looked-up from another data element.

Blank   OPTIONAL element on the transaction. May be left blank, input in the appropriate field in the interface record layout or looked-up from another data element.

The table below provides the entire name for the abbreviated data element names contained in this section.

DOCD	Document Date
DUDT	Due Date
SVDT	Service Date
CDOC	Current Document Number and Suffix
RDOC	Reference Document Number and Suffix
WARR	Warrant Number (Check Number)
INVC	Invoice Number
VNUM	-Vendor Number
VNAM	-Vendor Name
VADD	Vendor Address
MODI	Modifier Code
AGCY	Agency (Charge Agency)
INX	Index Code
PCA	Program Cost Account
COBJ	Comptroller Object (Expenditure or Revenue)
AOBJ	Agency Object (Expenditure or Revenue)
RVRS	Reverse Code
PDT	Payment Distribution Type (Special Handling Code)
CI	Capitalized/Inventory Number
1099	1099 Indicator (also known as IRS Indicator)
DMETH	-Disbursement Method Indicator
APN#	Appropriation Number
FUND	Fund
GLA	General Ledger Account
AGL	Agency General Ledger Account
GRNT	Grant Number and Phase
SUBG	Sub grantee Number
PROJ	Project Number and Phase
MULT	Multipurpose Code
DI#	Debt/Investment Number

The **VALID DOCUMENT TYPES** section identifies the valid prefixes that are allowed for the document number used on this transaction. When a Current Document Number is required for a transaction, the first two characters must begin with a valid Document Type.

The **VALID BATCH TYPES** section identifies the valid Batch Types that are allowed for this transaction. Batch Type is a required element on the interface.

To provide an example of how to interpret Appendix B, we used Transaction Code 190 - Receipt of Revenue Agency Deposit. An excerpt from Appendix B appears on the following page. Based on the information from the previous two pages, we can interpret Appendix B for Transaction Code 190 as follows:

The following data elements are indicated as "I" that means that they must be included in the interfaced transaction:

- Document Date
- Current Document Number and Suffix

Created: December, 1999
Revised: **March, 2020**

Example 1

TRANS CODE: 190 RECEIPT OF REVENUE AGENCY DEPOSIT

DESCRIPTION: To record the receipt and deposit of revenue. Cash and cash revenue are increased.

TRANSACTION EDIT INDICATORS:

DOCD	DUDT	SVDT	CDO	RDO	MODI	AGCY	IDX	PCA	COBJ
	N	N	I		N	R			

AOBJ	RVRS	PDT	CI	1099	WAR	INVC	VNU	VNAM	VADD
		N	N	N	N	N	N	N	N

DMETH	APN#	FUND	GLA	AGL	GRNT	SUBG	PROJ	MULT	DI#
	R	R	N	N					N

Valid Document Type(S):

BD	CZ								

Valid Batch Type(S):

1	C								

The next set of data elements are indicated as "R" which means that they must either be included in the interfaced transaction or be capable of being looked up by another element:

- Agency (R*STARS Financial Agency)
- Index
- PCA
- Comptroller Object (Revenue)
- Appropriation Number
- Fund

The next set of data elements are indicated as "N" which means that they cannot be included in the interfaced transaction and they cannot be capable of being looked up by another element:

- Due Date
- Service Date
- Reference Document Number and Suffix
- Modifier
- Reverse Code
- Capitalize / Inventory Indicator
- 1099 Indicator
- Warrant Number (Check Number)
- General Ledger Account Number
- Agency General Ledger Account Number
- Debt Investment Number

Finally, this last set of data elements are indicated as blank which means that they are optional and can be included in the interfaced transaction or be capable of being looked up by another element. The use of these last sets of data elements is totally at the discretion of the agency. The optional data elements for Transaction Code 190 are:

- Agency Object
- Payment Distribution Type
- Invoice Number
- Vendor Number
- Vendor Name
- Vendor Address
- Disbursement Method Indicator
- Grant Number
- Sub grantee
- Project Number
- Multipurpose Code

Further, we know that the Current Document Number must begin with either DT or DU as indicated in the Valid Document Types section. Additionally, the only valid Batch Type is 2.

Once the agency has determined the specific data elements that are required for the transaction that they wish to interface, they need to determine where the source values of the required information is to be derived. Once the agency can identify the approach for populating the required data elements for the specific transaction, the agency can begin designing and coding the interface.

4.0 Programming the Interface

The agency is responsible for programming the interface. The FMIS Project Office can provide assistance to the agencies in designing the interface and answering questions about their particular situations.

Agencies also need to gain access (or modify existing access) to the Annapolis Data Center (ADC). Agencies need access to our production and test system. Specifically, the agencies need to contact the FMIS security administrator and request READ, ALLOCATE, and EXECUTE access to their production and test interface files that are identified under the following naming standards:

- Production File: A60E.IR.PRD.xxx.IN.yourname
- Test File: A60E.IR.UAT.xxx.IN.yourname

In the naming convention above, "xxx" is replaced by the three character R*STARS financial agency. In addition, "yourname" can be replaced with any name that helps to identify the dataset but is limited to eight characters. The total length for the dataset name must not exceed 46 characters. An example of how a production dataset for payroll adjustment transactions would be named for Agency "C20" is:

'A60E.IR.PRD.C20.IN.PAYROLL'

Agency personnel do not need to wait for the access described above to begin programming the interface. Appendix C - R*STARS DAFRIN Transaction Interface Record Layout contains the 750 byte record layout for the standard R*STARS accounting transaction input interface record. Appendix C contains two different 750 byte records. The first record layout is for the Batch Header Record. The second record layout is for the Detail Records. This appendix walks through each data element in the 750 byte record layout and provides comments on the values that are needed for each field. Appendix C references Appendix B several times. This is necessary since the data elements that are required can vary for each individual transaction.

The Transaction Interface Record Layout is available for copying on the Annapolis Data Center mainframe. The layout is a COBOL II copybook, and can be used in any COBOL II program as a layout for the interface file. Using this layout prevents any typographical errors when coding the interface program. The member name for the layout is DAFRIN.

Appendix D - DAFRIN Copy Member
Appendix C - DAFRIN Layout Details

Interface records are assembled in batches, which can have as few as one detailed accounting transaction or can have as many as 99,999 transactions. Regardless of the number of transactions, every batch must have one Batch Header record. The Batch Header Record may appear in any order within the dataset. Most agencies find that it is easier to write the Batch Header Record as the last record in the batch.

There are additional technical specifications that are important to note:

- Storage device: Direct Access Storage Device (DASD) provided the DASD is located at the Annapolis Data Center.
- Specifications: A data set with RECFM=FB, LRECL=750 and BLKSIZE=23250.

S:\ASM\MANUAL\RSTARS\Agency Interface Guide\Introduction.docx

Created: December, 1999
Revised: March, 2020

It is also important to note that the agency cannot complete the interface until most of the R*STARS chart of accounts have been defined. The agency-specific data elements are integral to successfully complete any R*STARS transaction interface. It is therefore imperative that the technical staff works directly with the Fiscal Officer (or designee) of the agency when designing the interface.

Once the agency has completed the interface, the agency is ready to perform system testing.

5.0 Testing the Interface

The final step in the development of an automated interface is to test the interface. Interface testing involves testing the interface program itself and integration testing with FMIS. It is important to allow at least 30 days before implementation to complete this task. Interface program developers should run programs, evaluate the actual output against expected output, and compare results against the standard FMIS interface record. Before running a test of the interface against FMIS, FMIS project personnel reviews the interface records that the agency creates. Integration testing entails actually running the interface program and processing the resulting interface records through FMIS.

Testing an interface involves the following steps:

- Select the data in the internal subsystem to be tested
- Document the expected results in FMIS
- Process the data through the interface
- Process the data through the FMIS Input, Edit, and Update programs
- Verify the data successfully posted in FMIS
- Confirm the anticipated results were achieved

The FMIS Project Office coordinates agency interface testing. This includes assistance with establishing the necessary R*STARS classification structure, executing the necessary batch cycles, and reviewing results. Once the interface has passed the system test phase, the FMIS Project Office will authorize it for production. If the interface is for vouchers then GAD Pre-Audit must also provide approval before going to production.

6.0 Agency HX Interface File

An agency may want to receive an interface file of transactions that posted in R*STARS each day. This interface file is the history extract interface file, or more commonly referred to as the HX Interface file. This file is created nightly in the production batch cycle and contains all transactions for an agency that posted successfully in R*STARS. This includes any transactions that were posted on-line during the day, as well as any transactions received through an IN Interface file.

The file is comprised of detail transaction records. Each detail record contains the batch ID and informational elements from the original transaction detail record that posted in R*STARS. The informational elements in the HX file include the major informational elements from the original transaction such as the account code structure for the transaction, grant and project numbers, general ledger account numbers, vendor names and addresses, document numbers, and program and organization levels, as well as other code values looked up from data on the original transaction. This includes STARS coding elements converted from the R*STARS coding elements. In addition, there are interface indicators on each detail HX record that identify Journal, Receipt, or Voucher transactions that are sent from R*STARS to STARS daily. Appendix E contains a detail description of each field of the HX Interface file.

7.0 Requesting an HX Interface File

Once an agency has determined that an HX Interface file is desirable, the agency must contact the DoIT Service Desk who forwards the request to FMIS Help Desk. Technical Operations modifies the R*STARS production batch cycle so that an HX Interface file is created nightly for the requesting agency. Once the proper modifications are in place, the R*STARS production batch cycle produces nightly an HX Interface file for the agency. It is the responsibility of the agency to notify the DoIT Service Desk in a sufficient amount of time to allow for the modifications to performed. The agency should contact the DoIT Service Desk at least two weeks prior to the date when the first HX file needs to be produced.

Agencies may need to gain access to their HX Interface files in production and test. Specifically, the agencies need to contact the FMIS security administrator and request READ access to the HX Interface file, which is identified under the following naming standard:

- Production File: A60E.IR.PRD.xxx.HX.GnnnV00
- Test File: A60E.IR.UAT.xxx.HX.GnnnV00

In the naming convention above, "xxx" is replaced by the three character R*STARS financial agency. In addition, "nnn" is the GDG number that begins with 001 and is incremented each night when the HX file is produced. An example of how a production HX Interface file would be named for Agency "C00" follows:

        A60E.IR.PRD.C00.HX.G0095V00

There are additional technical specifications that are important to note about the HX file:

- Storage device: Direct Access Storage Device (DASD) provided the DASD is located at the Annapolis Data Center.
- Specifications: A data set with RECFM=FB, LRECL=1200 and BLKSIZE=4800.

The HX Interface Record Layout is available for copying on the Annapolis Data Center mainframe. The layout is a COBOL II copybook, and can be used in any COBOL II program as a layout for the interface file. Using this layout prevents any typographical errors when coding the interface program. The member name for the layout is DAFRHX.

8.0 Design for Batch Vendor Update

The purpose of this document is to describe the design of a batch update to the R*STARS Statewide vendor mail code table and the Agency Vendor Profile. The batch vendor update allows agencies to update the R*STARS system vendor table with a batch vendor update file and a similar process for the Agency Vendor Profile.

8.1 Systemwide Batch Vendor Update General Overview

Agencies that send vendor updates through a batch vendor update file are assigned a specific prefix for their agency's vendor ID's. These vendor numbers consist of a 1-character prefix, and up to a 9 digit unique identifier for the vendor (use of the vendor's TIN is required for all non-exempt vendors), and is used for vendor payments from these agencies.

The agencies create a batch vendor update file that contains vendors that are to be added to the vendor mail code table, or updates to existing vendors in the vendor mails code table. Agencies can only send vendors to be added or updated. Deletes, inactivations, and activations are to continue to be handled centrally through the GAD Systems Control Office.

When the batch vendor update file is processed, the normal edits performed for on-line additions of vendors also apply to the batch file. After each record has been edited, the system checks the statewide system vendor table, TB_SYS_VENDOR, to see if the vendor exists. If the vendor does not exist, then the vendor record is added to the system vendor table with a status of 'A'. In addition, a record is added to the vendor mail code table, TB_SYS_VENDOR_MC, with mail code = '000' and a STARS vendor number is generated. If the vendor already exists on the system vendor table, then no record is added to the vendor. If the vendor already exists on the vendor mail code table, then the vendor record is updated with the new information passed in the update record. If the mail code in the update record is spaces, then the vendor is added to the mail code table with a mail code equal to the next available mail code for the vendor.

Two reports are produced that display the vendor number, mail code, name, and address from the batch vendor update file, as well as any error messages resulting from the vendor edits or informational messages relating to the additions to either the system vendor table or the vendor mail code table. This report is routed back to the submitting agency. The reports are:

- DAFR7101 Batch Vendor Update Report
- DAFR7102 Batch Vendor Error Report

The batch vendor update file is a DASD file located at the Annapolis Data Center, and identified under the following naming standards:

- Production: A60E.IR.PRD.xxx.INVU.yourname
- Test: A60E.IR.UAT.xxx.INVU.yourname

In the naming convention above, 'xxx' is replaced by the three character R*STARS financial agency. In addition, 'yourname' is replaced with any name that helps to further identify the dataset and is limited to eight characters. The maximum length for a dataset name is 46 characters. Upon notification by the submitting agency, the batch vendor update file is picked up by the nightly batch processing cycle and processed, and the update report is available the next day. See **Appendix A** for a detailed description of the layout of the vendor update file.

8.11 Procedures for Agencies Submitting Batch Vendor Update Files

A new job is added to the nightly batch cycle for FMIS that accepts batch vendor update files from agencies and processes the files against the system vendor table and the vendor mail code tables. This job runs nightly, but only process vendor update files when specifically modified to include the files. The job produces a batch vendor update report containing a reprint of the identifying information for each vendor update file record, as well as any edit errors related to the record that occurred during processing.

This report is produced for the submitting agency, and can be printed at an agency's remote printer, or at the ADC.

8.12 Detail Processing

The batch job accepts the agency's batch vendor update file and processes the file by reading the records in the file sequentially and processing each record. Each record that is to be added to the vendor tables is subjected to the same edits invoked by screens 51 and 52 in the on-line system, as well as an edit to ensure that the specific prefix assigned to the submitting agency is correct. If the record does not pass the edits, then the update record is bypassed and printed on the vendor update report, along with the error messages related to the failed edits. Once the record has passed all of the edit criteria, then the record is eligible for adding to the vendor tables. The edits performed by the batch update process is specified in Appendix A. For additional detail, the R*STARS Date Entry Guide, chapter 6, is also provided.

The vendor number on the update record is tested against the system vendor table. If the vendor number does not exist, then the vendor is added to the system vendor table with a status 'A'. After adding the vendor to the system vendor table, a record for the vendor is added to vendor mail code table with a mail code equal to '000'. In addition, a STARS vendor number is generated for the vendor. The Tax Offset Exempt flag is set to 'N', and the 1099 Indicator is set to the value supplied on the batch vendor update record.

If an agency provides a mail code for a vendor record in the batch vendor update file, then the specific mail code provided is added to the vendor mail code table. If the mail code does exist, then the information given on the batch vendor update record is overlaid onto the existing vendor mail code table record. If the mail code provided is spaces, then the vendor record is added to the vendor mail code table with the next available, sequential vendor mail code.

The following matrix outlines the possible actions taken by the system:

Batch	52?	51?	Action by System
MC= ' '	N	N	Add 52 record, add 51 record MC='000'
MC= ' '	Y	N	Add 51 record MC= next available
MC= '000'	N	N	Add 52 record, add 51 record MC='000'
MC= '000'	Y	Y	Update 51 record MC='000'
MC= '001'	N	N	Add 52 record, add 51 record MC='000' Add 51 record MC='001'
MC= '001'	Y	N	Add 51 record MC='001'
MC= '001'	Y	Y	Update 51 record MC='001'

After the batch vendor record has been processed, the record is printed on the vendor update report along with suitable messages indicating the actions taken by the system. Errors, as well as successful additions or updates are printed with each batch vendor update record on the report.

8.12 Vendor edits occurring during Payment Processing

For agencies that send payment transactions to R*STARS for interface processing, the transactions are processed by one of three methods:

1. Normal payments (1+TIN, Mail Code) – Payments are processed according to the normal rules for payment transactions. The vendor supplied on the transactions is checked against the statewide system vendor table (052) and the mail code against the statewide vendor mail code table (051). The name and address for the vendor is looked up on the mail code table when the payment is processed and is used for the payment.

2. Exception payments (F/S +TIN) – Agencies that send tax offset exempt vendors are to supply a vendor number comprised of an 'F' or 'S', followed by the taxpayer ID. These transactions are not checked against the system vendor table (052) or the vendor mail code table (051). The name and address supplied on the transaction, when the transaction is posted, is used for the payment.

3. Specific Agency Prefix Vendor payments (Specific Agency Prefix +TIN, Mail Code) – Payments are processed according to the rules for exception payment transactions. The vendor supplied on the transactions is checked against the agency system vendor table (052) and the mail code against the agency vendor mail code table (051). The name and address for the vendor is looked up on the mail code table when the transaction is posted and is used for payment.

8.13 1099 Address

The system-wide vendor record (052) is used for 10999 reporting purposes. By design, 52 records can only be added and not changed by the batch vendor update process. The 51 records with mail code '000' can be updated by the batch vendor update process.

8.14 Bank Information

R*STARS vendor records may contain ACH bank information. The User ID, View Bank Information and Security flag on the security profile controls if the batch interface may pass ACH bank information. The interface may establish as well as update the bank information fields.

If the User ID is not set to "BVENDE15", the batch interface may not contain ACH bank information. Any vendor additions or updates that include bank information are rejected. Updates to vendor records that include bank information must be manually performed by GAD System Controls.

8.15 Vendor Information

Address Lines 1-4
R*STARS allows for vendor address lines 1-4, each of which may be up to 50 characters. Address line 4 should not be populated.

Vendor Name
R*STARS allows for a vendor name of up to 50 characters.

8.2 Batch Agency Vendor Update General Overview

The vendor number for a batch agency vendor update consists of a 1-character prefix which is zero and up to a 9 character unique identifier.

The agencies create a batch agency vendor update file that contains vendors that are to be added to the agency vendor table or updates to existing vendors in the agency vendor table. Agencies can only submit vendors to be added or updated. Deletes are to continue to be handled manually.

When the batch agency vendor update file is processed, the normal edits performed for on-line additions of vendors are applied to the batch file. After each record has been edited, the system checks the agency vendor table, TB__VENDOR_EDIT, to see if the vendor exists. If the vendor does not exist, then the vendor record is added to the agency vendor table with a status of 'A'. If the vendor already exists on the agency vendor table, then no record is added to the vendor.

Two reports are produced that display the agency vendor number, mail code, name, and address from the batch vendor update file, as well as any error messages resulting from the vendor edits or informational messages relating to the additions to the agency vendor table, This report is routed back to the submitting agency. The reports are:

- DAFR7341 Batch Vendor Edit Update Report
- DAFR7342 Batch Agency Vendor Edit Error Report

The batch agency vendor update file is a DASD file located at the Annapolis Data Center and identified under the following naming standards:

- Production: A60E.IR.PRD.xxx.INVE.yourname
- Test: A60E.IR.UAT.xxx.INVE.yourname

In the naming convention above, 'xxx' is replaced by the three character R*STARS financial agency. In addition, 'yourname' is replaced with any name that helps to further identify the dataset and is limited to eight characters. The maximum length for a dataset name is 46 characters. Upon notification by the submitting agency, the batch agency vendor update file is picked up by the nightly batch processing cycle and processed, and the update report is available the next day. See **Appendix K** for a detailed description of the layout of the vendor update file.

APPENDIX A
R*STARS "DAFRVU" BATCH VENDOR INTERFACE FILE LAYOUT

FIELD	POS	FORMAT	VALUES	FIELD DESCRIPTION	REQUIRED ?
1	1-10	X(10)		Vendor Number	Required
2	11-60	X(50)		Address Line 1	Required
3	61-110	X(50)		Address Line 2	
4	111-160	X(50)		Address Line 3	
5	161-210	X(50)		Address Line 4	Leave Blank
6	211-230	X(20)		City	Required
7	231-232	X(2)		State	Required
8	233-237	X(5)		Zip Code 1-5	Required
9	238-241	X(4)		Zip Code 6-9	
10	242-281	X(40)		Contact	
11	282-284	X(3)		Phone Area Code	
12	285-287	X(3)		Phone Exchange Number	
13	288-291	X(4)		Phone Sequence Number	
14	292-295	X(4)		Phone Extension	
15	296-297	X(2)		Payment Distribution Type	Required
16	298	X(1)	Z	Ownership Code	Required
17	299-301	X(3)		Hold Reason Code	
18	302-321	X(20)		Country	**Conditional
19	322-371	X(50)		Vendor Name	Required
20	372-396	X(25)		Alternate Name 1	Required
21	397-421	X(25)		Alternate Name 2	
22	422-446	X(25)		Alternate Name 3	
23	447-471	X(25)		Alternate Name 4	
24	472-480	X(9)		Tax License Number	
25	481-485	9(3)v9(2)		Tax Rate	
26	486-487	X(2)		Region Code	
27	488-490	X(3)		Fax Area Code	
28	491-493	X(3)		Fax Exchange Number	
29	494-497	X(4)		Fax Sequence Number	
30	498-508	X(11)		Alternate Vendor Number	
31	509-511	X(3)		Vendor Status 1	
32	512-514	X(3)		Vendor Status 2	
33	515-517	X(3)		Vendor Status 3	
34	518-520	X(3)		Vendor Status 4	
35	521-523	X(3)		Vendor Status 5	
36	524	X(1)		Delete Indicator	
37	525	X(1)		1099 Indicator	Required
38	526	X(1)	Z	Vendor Type	Required
39	527	X(1)		Tax Offset Exempt Indicator	Required
40	528-535	X(8)		W9 Request Date	
41	536-543	X(8)		BU-WH Effective Date	
42	544-546	X(3)		Batch Agency	Required
43	547-549	X(3)		Mail Code	*Conditional
44	550-558	X(09)		ABA Transit Code	

45	559-575	X(17)		Account Number	
46	576-577	X(02)		Account Type	
47	578-585	X(08)		Direct Deposit Date	
48	586-593	X(08)		User ID	Required
49	594-597	X(4)	INTF	Update Reason Code	Required
50	598	X(1)		FEI/SSN Indicator	Required
51	599-618	X(20)		Error Message #1	
52	619-638	X(20)		Error Message #2	
53	639-658	X(20)		Error Message #3	
54	659-678	X(20)		Error Message #4	
55	679-698	X(20)		Error Message #5	
56	699-718	X(20)		Error Message #6	
57	710-1000	X(282)		Filler (future use)	

*New vendor leave blank; otherwise needed
**Country field is only required when State field equals 'XX'.

APPENDIX A

R*STARS Agency Interface Requirements Manual
2

Appendix A   Revised: 09/2013

REQUIRED EDITS FOR BATCH VENDOR UDATE

14	Update reason code must be in D53 Titles table 'VURC' table-id
16	PDT must be valid
17	Tax offset exempt indicator must be 'Y' or 'N'
22	W9 request date must be valid if entered
24	BU-WH effective date must be blank
402	Address line 4 positions 1-40 must be blank (edit removed 5/97, R21169)
403	Vendor name positions 30-31 cannot be non-blank simultaneously (edit removed 5/97, R21169)
V01	Vendor number cannot begin with '0'
V02	Ownership code must be valid
V05	Alternate vendor name #1 must match first 25 characters of vendor name
V06	Alternate vendor name #2 requires 2 non-blank characters if used
V07	If Payment Method Code is 'D', then account type must be numeric
	If Payment Method Code is not 'D', then account type must be blank
V08	If Payment Method Code is 'D', then account number must be numeric
	If Payment Method Code is not 'D', then account number must be blank
V09	Fax number must be valid
V10	If Payment Method Code is 'D', then the direct deposit date must be valid
	If Payment Method Code is not 'D', then the direct deposit date must be blank
V14	Tax License Number required if tax rate entered
V16	Vendor name is required
V17	Address line 1 must be entered
V18	Alternate vendor name #3 requires 2 non-blank characters if used
V19	Alternate vendor name #4 requires 2 non-blank characters if used
V20	City must be entered
V21	State must be entered, if using 'XX', Country field required
V22	5-digit zip code must be numeric, and 4-digit zip code must be numeric, if entered
V23	Vendor name requires 2 non-blank characters
V24	Phone number must be valid
V26	If Payment Method Code is 'D', then the transit code must be numeric
	If Payment Method Code is not 'D', then the transit code must be blank
V27	1099 indicator must be either 'Y' or 'N'
V36	Hold reason code must be in Title table D53 Titles table '5200' table-id if entered
V40	Tax rate must be a valid number if entered
V41	Tax rate required if tax license number entered
V43	Vendor number cannot be spaces
V44	Vendor status #1 must be defined in D53 Titles table '5800' table-id if used
V45	Vendor status #2 must be defined in D53 Titles table '5800' table-id if used
V46	Vendor status #3 must be defined in D53 Titles table '5800' table-id if used
V47	Vendor status #4 must be defined in D53 Titles table '5800' table-id if used
V48	Vendor status #5 must be defined in D53 Titles table '5800' table-id if used
V49	Vendor type must be 1-7
V50	Region code must be defined in D53 Titles table '5750' table-id if entered
V60	Country values defined in D53 Title table 'CNTY' table-id Title field, required if State = 'XX'
W85	Mail code not allowed. 52 profile does not allow adding new MCs

** If the vendor exists but has been inactivated on the 51/52 profile, the following warning message will be displayed on the DAFR7101 report:

 'INACTIVE RECORD UPDATED - CONTACT GAD SYS CONTROL FOR ACTIVATION'

R*STARS Interface Guide

APPENDIX B
R*STARS TRANSACTION DATA ELEMENT REQUIREMENTS

TRANS CODE: 020 AGENCY ORIGINAL BUDGET

DESCRIPTION: To establish the original agency budget in the agency budget financial table. This transaction will be used to control expenditures at a lower level than the appropriation.

TRANSACTION EDIT INDICATORS:

DOCD	DUD	SVDTN	CDO	RDO	MODI	AGC	IDX	PCA	COBJ
	N	N	I		N	R			

AOBJ	RVR	PDT	CI	1099	WAR	INVC	VNU	VNA	VAD
		N	N	N	N	N	N	N	N

DMET	APN#	FUN	GLA	AGL	GRN	SUB	PROJ	MUL	DI#
	R	R	N	N					N

VALID DOCUMENT TYPE(S):

BD	CZ								

VALID BATCH TYPE(S):

1	C								

R*STARS Interface Guide

APPENDIX B
R*STARS TRANSACTION DATA ELEMENT REQUIREMENTS

TRANS CODE: 021 AGENCY BUDGET ADJUSTMENT

DESCRIPTION: To adjust the agency budget. Use the reverse code to decrease the agency budget.

TRANSACTION EDIT INDICATORS:

DOCD	DUD	SVDT	CDO	RDO	MODI	AGC	IDX	PCA	COBJ
	N	N	I		N	R			

AOBJ	RVR	PDT	CI	1099	WAR	INVC	VNU	VNA	VAD
		N	N	N	N	N	N	N	N

DMET	APN#	FUN	GLA	AGL	GRN	SUB	PROJ	MUL	DI#
N	R	R	N	N					N

VALID DOCUMENT TYPE(S):

BD									

VALID BATCH TYPE(S):

1									

R*STARS Interface Guide

APPENDIX B
R*STARS TRANSACTION DATA ELEMENT REQUIREMENTS

TRANS CODE: 100 ESTABLISH AN A/R REDUCTION OF EXPENDITURES

DESCRIPTION: To establish an accounts receivable that is a reduction of expenditures.

TRANSACTION EDIT INDICATORS:

DOCDI	DUD	SVDT	CDO	RDO	MODIN	AGC	IDX	PCA	COBJ
I	I		I		N	R	R	R	R

AOBJ	RVR	PDT	CIN	1099	WAR	INVC	VNU	VNA	VAD
	N		N	N	N		R	R	

DMET	APN#	FUN	GLAN	AGL	GRN	SUB	PROJ	MUL	DI#
N	R	R	N						N

VALID DOCUMENT TYPE(S):

AA	AB	AC	AD	AE	AF	AG	AH	AJ	AK

VALID BATCH TYPE(S):

2									

R*STARS Interface Guide

APPENDIX B
R*STARS TRANSACTION DATA ELEMENT REQUIREMENTS

TRANS CODE: 102 ESTABLISH INTERGOV REC (LOCAL)

DESCRIPTION: To establish due from local gov't and accrued revenue.
                     Use T-Code 112 to adjust the receivable.

TRANSACTION EDIT INDICATORS:

DOCD	DUD	SVDT	CDO	RDO	MODI	AGC	IDX	PCA	COBJ
I	I		I	N	N	R	R	R	R

AOBJ	RVR	PDT	CI	1099	WAR	INVC	VNU	VNA	VAD
	N		N	N	N			R	

DMET	APN#	FUN	GLA	AGL	GRN	SUB	PROJ	MUL	DI#
N	R	R	N						N

VALID DOCUMENT TYPE(S):

AL									

VALID BATCH TYPE(S):

2									

R*STARS Interface Guide

APPENDIX B
R*STARS TRANSACTION DATA ELEMENT REQUIREMENTS

TRANS CODE: 103 ESTABLISH AN ACCOUNTS RECEIVABLE-REVENUE

DESCRIPTION: To establish an accounts receivable and accrued revenue. Use T-Code 113 to adjust the receivable.

TRANSACTION EDIT INDICATORS:

DOCD	DUD	SVDT	CDO	RDO	MODI	AGC	IDX	PCA	COBJ
I	I		I	N	N	R	R	R	R

AOBJ	RVR	PDT	CIN	1099	WAR	INVC	VNU	VNA	VAD
	N		N	N	N		R	R	

DMET	APN#	FUN	GLA	AGL	GRN	SUB	PROJ	MUL	DI#
N	R	R	N						N

VALID DOCUMENT TYPE(S):

AA	AB	AC	AD	AE	AF	AG	AH	AJ	AK

VALID BATCH TYPE(S):

2									

R*STARS Interface Guide

APPENDIX B
R*STARS TRANSACTION DATA ELEMENT REQUIREMENTS

TRANS CODE: 104 ESTABLISH AN UNBILLED RECEIVABLE-REVENUE

DESCRIPTION: To record the balance of receivables that are not billed through R*STARS. Once the initial balance of the unbilled receivables has been recorded, use this TC to record any adjustments to the balance. Use TC 190 to record cash receipts on unbilled A/R.

TRANSACTION EDIT INDICATORS:

DOCD	DUD	SVDT	CDO I	RDO	MODI N	AGC R	IDX R	PCA R	COBJ R

AOBJ	RVR	PDT N	CI N	1099 N	WAR N	INVC	VNU	VNA	VAD

DMET N	APN# R	FUN R	GLA N	AGL	GRN	SUB	PROJ	MUL	DI# N

VALID DOCUMENT TYPE(S):

AU									

VALID BATCH TYPE(S):

2	4								

APPENDIX B
R*STARS TRANSACTION DATA ELEMENT REQUIREMENTS

TRANS CODE: 105 ESTABLISH DUE FROM OTHER FUNDS

DESCRIPTION: To establish a due from other funds and accrued revenue.
Use T-Code 115 to record adjustments.

TRANSACTION EDIT INDICATORS:

DOCD	DUD	SVDT	CDO	RDO	MODI	AGC	IDX	PCA	COBJ
I	I		I	N	N	R	R	R	R

AOBJ	RVR	PDT	CI	1099	WAR	INVC	VNU	VNA	VAD
	N		N	N	N			R	

DMET	APN#	FUN	GLA	AGL	GRN	SUB	PROJ	MUL	DI#
N	R	R	N						N

VALID DOCUMENT TYPE(S):

AN	AP	AQ	AR	AS	AT				

VALID BATCH TYPE(S):

2									

APPENDIX B
R*STARS TRANSACTION DATA ELEMENT REQUIREMENTS

TRANS CODE: 109 ESTABLISH DUE NSF CHECK RECEIVABLE

DESCRIPTION: To record an Accrual for Due from the Federal
Government. This doesn't have document level support.

TRANSACTION EDIT INDICATORS:

DOCD	DUD	SVDT	CDO	RDO	MODIN	AGC	IDX	PCA	COBJ
			I		N	R	R	R	R

AOBJ	RVR	PDT	CI	1099	WAR	INVC	VNU	VNA	VAD
		N	N	N	N				

DMET	APN#	FUN	GLA	AGL	GRN	SUB	PROJ	MUL	DI#
N	R	R	N						

VALID DOCUMENT TYPE(S):

AU									

VALID BATCH TYPE(S):

2									

APPENDIX B
R*STARS TRANSACTION DATA ELEMENT REQUIREMENTS

TRANS CODE: 110 ADJUST ACCOUNTS RECEIVABLE-EXPENDITURES

DESCRIPTION: To adjust accounts receivable expenditures in the current year with TC-100. This TC posts to the document financial table.

TRANSACTION EDIT INDICATORS:

DOCD I	DUD N	SVDT N	CDO I	RDO I	MODI N	AGC R	IDX R	PCA R	COBJ R

AOBJ	RVR	PDT	CI N	1099 N	WAR N	INVC	VNU	VNA R	VAD

DMET N	APN# R	FUN R	GLA N	AGL	GRN	SUB	PROJ	MUL	DI# N

VALID DOCUMENT TYPE(S):

AZ									

VALID BATCH TYPE(S):

2									

APPENDIX B
R*STARS TRANSACTION DATA ELEMENT REQUIREMENTS

TRANS CODE: 111 ADJUST INTERGOV RECEIVABLE (FEDERAL)

DESCRIPTION: To adjust due from federal government established in the current year with TC-101. This TC posts to the document financial table.

TRANSACTION EDIT INDICATORS:

DOCD	DUD	SVDT	CDO	RDO	MODI	AGC	IDX	PCA	COBJ
I	N	N	I	I	N	R	R	R	R

AOBJ	RVR	PDT	CI	1099	WAR	INVC	VNU	VNA	VAD
			N	N	N			R	

DMET	APN#	FUN	GLA	AGL	GRN	SUB	PROJ	MUL	DI#
N	R	R	N						N

VALID DOCUMENT TYPE(S):

AZ									

VALID BATCH TYPE(S):

2									

APPENDIX B
R*STARS TRANSACTION DATA ELEMENT REQUIREMENTS

TRANS CODE: 112 ADJUST INTERGOV RECEIVABLE (LOCAL)

DESCRIPTION: To adjust due from federal government established in the current year with TC-102. This TC posts to the document financial table.

TRANSACTION EDIT INDICATORS:

DOCD	DUD	SVDT	CDO	RDO	MODI	AGC	IDX	PCA	COBJ
I	N	N	I	I	N	R	R	R	R

AOBJ	RVR	PDT	CI	1099	WAR	INVC	VNU	VNA	VAD
			N	N	N			R	

DMET	APN#	FUN	GLA	AGL	GRN	SUB	PROJ	MUL	DI#
N	R	R	N						N

VALID DOCUMENT TYPE(S):

AZ									

VALID BATCH TYPE(S):

2									

APPENDIX B
R*STARS TRANSACTION DATA ELEMENT REQUIREMENTS

TRANS CODE: 113 ADJUST ACCOUNTS RECEIVABLE - REVENUE

DESCRIPTION: To adjust accounts receivable established in the current year with TC-103. This TC posts to the document financial table.

TRANSACTION EDIT INDICATORS:

DOCD	DUD	SVDT	CDO	RDO	MODI	AGC	IDX	PCA	COBJ
I	N N	N	I	I	N	R	R	R	R

AOBJ	RVR	PDT	CI	1099	WAR	INVC	VNU	VNA	VAD
			N	N	N			R	

DMET	APN#	FUN	GLA	AGL	GRN	SUB	PROJ	MUL	DI#
N	R	R	N						N

VALID DOCUMENT TYPE(S):

AZ									

VALID BATCH TYPE(S):

2									

APPENDIX B
R*STARS TRANSACTION DATA ELEMENT REQUIREMENTS

TRANS CODE: 115 ADJUST DUE FROM OTHER FUNDS

DESCRIPTION: To adjust due from other funds originally established with T-Code 105. This TC posts to the document financial table. Use the reverse code to record a negative adjustment.

TRANSACTION EDIT INDICATORS:

DOCD	DUD	SVDT	CDO	RDO	MODI	AGC	IDX	PCA	COBJ
I	N	N	I	I	N	R	R	R	R

AOBJ	RVR	PDT	CI	1099	WAR	INVC	VNU	VNA	VAD
			N	N	N			R	

DMET	APN#	FUN	GLA	AGL	GRN	SUB	PROJ	MUL	DI#
N	R	R	N						N

VALID DOCUMENT TYPE(S):

AZ									

VALID BATCH TYPE(S):

2									

R*STARS Interface Guide

APPENDIX B
R*STARS TRANSACTION DATA ELEMENT REQUIREMENTS

TRANS CODE: 120 RECORDS INTEREST/LATE FEES ON A/R EXPEND

DESCRIPTION: To record interest or late fees on accounts receivable (expenditure). Note that this requires a revenue comptroller object.

TRANSACTION EDIT INDICATORS:

DOCD	DUD	SVDT	CDO	RDO	MODI	AGC	IDX	PCA	COBJ
I	N	N	I	I	N	R	R	R	R

AOBJ	RVR	PDT	CI	1099	WAR	INVC	VNU	VNA	VAD
			N	N	N			R	

DMET	APN#	FUN	GLA	AGL	GRN	SUB	PROJ	MUL	DI#
N	R	R	N						N

VALID DOCUMENT TYPE(S):

AV									

VALID BATCH TYPE(S):

2	I								

APPENDIX B
R*STARS TRANSACTION DATA ELEMENT REQUIREMENTS

TRANS CODE: 121 RECORDS INTEREST/LATE FEES ON FEDERAL REC

DESCRIPTION: To record interest or late fees on accounts receivable due from federal government.

TRANSACTION EDIT INDICATORS:

DOCD	DUD	SVDT	CDO	RDO	MODI	AGC	IDX	PCA	COBJ
I	N	N	I	I	N	R	R	R	R

AOBJ	RVR	PDT	CI	1099	WAR	INVC	VNU	VNA	VAD
			N	N	N			R	

DMET	APN#	FUN	GLA	AGL	GRN	SUB	PROJ	MUL	DI#
N	R	R	N						N

VALID DOCUMENT TYPE(S):

AV									

VALID BATCH TYPE(S):

2	I								

APPENDIX B
R*STARS TRANSACTION DATA ELEMENT REQUIREMENTS

TRANS CODE: 122 RECORDS INTEREST/LATE FEES ON LOCAL REC

DESCRIPTION: To record interest or late fees on accounts receivable due from local government.

TRANSACTION EDIT INDICATORS:

DOCD I	DUD N	SVDT N	CDO I	RDO I	MODI N	AGC R	IDX R	PCA R	COBJ R

AOBJ	RVR	PDT	CI N	1099 N	WAR N	INVC	VNU	VNA R	VAD

DMET N	APN# R	FUN R	GLA N	AGL	GRN	SUB	PROJ	MUL	DI# N

VALID DOCUMENT TYPE(S):

AV									

VALID BATCH TYPE(S):

2	I								

APPENDIX B
R*STARS TRANSACTION DATA ELEMENT REQUIREMENTS

TRANS CODE: 123 RECORDS INTEREST/LATE FEES ON ACCOUNT REC

DESCRIPTION: To record interest or late fees on accounts receivable (revenue).

TRANSACTION EDIT INDICATORS:

DOCD	DUD	SVDT	CDO	RDO	MODI	AGC	IDX	PCA	COBJ
I	N	N	I	I	N	R	R	R	R

AOBJ	RVR	PDT	CI	1099	WAR	INVC	VNU	VNA	VAD
			N	N	N			R	

DMET	APN#	FUN	GLA	AGL	GRN	SUB	PROJ	MUL	DI#
N	R	R	N						N

VALID DOCUMENT TYPE(S):

AV									

VALID BATCH TYPE(S):

2	I								

APPENDIX B
R*STARS TRANSACTION DATA ELEMENT REQUIREMENTS

TRANS CODE: 125 RECORDS INTEREST/LATE FEES ON DUE FROM FD

DESCRIPTION: To record interest/late fees on accounts receivable due from other funds.

TRANSACTION EDIT INDICATORS:

DOCD	DUD	SVDT	CDO	RDO	MODI	AGC	IDX	PCA	COBJ
I	N	N	I	I	N	R	R	R	R

AOBJ	RVR	PDT	CI	1099	WAR	INVC	VNU	VNA	VAD
			N	N	N			R	

DMET	APN#	FUN	GLA	AGL	GRN	SUB	PROJ	MUL	DI#
N	R	R	N						N

VALID DOCUMENT TYPE(S):

AV									

VALID BATCH TYPE(S):

2	I								

R*STARS Interface Guide

APPENDIX B
R*STARS TRANSACTION DATA ELEMENT REQUIREMENTS

TRANS CODE: 130 WRITE OFF ACCOUNTS RECEIVABLE - EXPEND

DESCRIPTION: To write off an uncollectable accounts receivable expenditure.

TRANSACTION EDIT INDICATORS:

DOCD	DUD	SVDT	CDO	RDO	MODI	AGC	IDX	PCA	COBJ
I	N	N	I	I	N	R	R	R	R

AOBJ	RVR	PDT	CI	1099	WAR	INVC	VNU	VNA	VAD
			N	N	N			R	

DMET	APN#	FUN	GLA	AGL	GRN	SUB	PROJ	MUL	DI#
N	R	R	N						N

VALID DOCUMENT TYPE(S):

AW									

VALID BATCH TYPE(S):

2									

APPENDIX B
R*STARS TRANSACTION DATA ELEMENT REQUIREMENTS

TRANS CODE: 131 WRITE OFF INTERGOV RECEIVABLE (FEDERAL)

DESCRIPTION: To write off an uncollectable receivable due from the federal government.

TRANSACTION EDIT INDICATORS:

DOCD	DUD	SVDT	CDO	RDO	MODI	AGC	IDX	PCA	COBJ
I	N	N	I	I	N	R	R	R	R

AOBJ	RVR	PDT	CI	1099	WAR	INVC	VNU	VNA	VAD
			N	N	N			R	

DMET	APN#	FUN	GLA	AGL	GRN	SUB	PROJ	MUL	DI#
N	R	R	N						N

VALID DOCUMENT TYPE(S):

AW									

VALID BATCH TYPE(S):

2									

APPENDIX B
R*STARS TRANSACTION DATA ELEMENT REQUIREMENTS

TRANS CODE: 132 WRITE OFF INTERGOV RECEIVABLE (LOCAL)

DESCRIPTION: To write off an uncollectable receivable due from local government.

TRANSACTION EDIT INDICATORS:

DOCD I	DUD N	SVDT N	CDO I	RDO I	MODI N	AGC R	IDX R	PCA R	COBJ R

AOBJ	RVR	PDT	CI N	1099 N	WAR N	INVC	VNU	VNA R	VAD

DMET N	APN# R	FUN R	GLA N	AGL	GRN	SUB	PROJ	MUL	DI# N

VALID DOCUMENT TYPE(S):

AW									

VALID BATCH TYPE(S):

2									

APPENDIX B
R*STARS TRANSACTION DATA ELEMENT REQUIREMENTS

TRANS CODE: 133 WRITE OFF ACCOUNTS RECEIVABLE REVENUE

DESCRIPTION: To write off an uncollectable receivable revenue.

TRANSACTION EDIT INDICATORS:

DOCD I	DUD N	SVDT N	CDO I	RDO I	MODI N	AGC R	IDX R	PCA R	COBJ R

AOBJ	RVR	PDT	CI N	1099 N	WAR N	INVC	VNU	VNA R	VAD

DMET N	APN# R	FUN R	GLA N	AGL	GRN	SUB	PROJ	MUL	DI# N

VALID DOCUMENT TYPE(S):

AW									

VALID BATCH TYPE(S):

2									

APPENDIX B
R*STARS TRANSACTION DATA ELEMENT REQUIREMENTS

TRANS CODE: 135 WRITE OFF RECEIVABLE DUE FROM OTHER FUND

DESCRIPTION: To write off an uncollectable receivable due from other funds.

TRANSACTION EDIT INDICATORS:

DOCD I	DUD N	SVDT N	CDO I	RDO I	MODI N	AGC R	IDX R	PCA R	COBJ R

AOBJ	RVR	PDT	CI N	1099 N	WAR N	INVC	VNU	VNA R	VAD

DMET N	APN# R	FUN R	GLA N	AGL	GRN	SUB	PROJ	MUL	DI# N

VALID DOCUMENT TYPE(S):

AW									

VALID BATCH TYPE(S):

2									

APPENDIX B
R*STARS TRANSACTION DATA ELEMENT REQUIREMENTS

TRANS CODE: 180 COLLECTION A/R BILLED - EXPENDITURES

DESCRIPTION: To record the collection of an accounts receivable that reduces cash expenditures. Use TC 183 if the collection is related to revenues. The use of document type "DU" must be approved by the FMIS office.

TRANSACTION EDIT INDICATORS:

DOCD	DUD	SVDT	CDOC	RDOC	MODI	AGC	IDX	PCA	COBJ
I	T		C I	C I	N	Y R	R	R	R

AOBJ	RVRS	PDT	CIN	1099	WARR	INVC	VNUM	VNAM	VADD
	S N		N	N	R		M	M	D

DMETH	APN#	FUND	GLA	AGL	GRN	SUB	PROJ	MUL	DI#
N	R	D R	N		T	G		T	N

VALID DOCUMENT TYPE(S):

DT	DU								

VALID BATCH TYPE(S):

2									

APPENDIX B
R*STARS TRANSACTION DATA ELEMENT REQUIREMENTS

TRANS CODE: 181 COLLECTION OF INTERGOVE RECEIVABLE (FED)

DESCRIPTION: To record the collection of an accounts receivable due from federal government

TRANSACTION EDIT INDICATORS:

DOCD	DUDT	SVDT	CDOC	RDOC	MODI	AGC	IDX	PCA	COBJ
I	T N	N	C I	C I	N	Y R	R	R	R

AOBJ	RVRS	PDT	CIN	1099	WARR	INVC	VNUM	VNAM	VADD
	S N		N	N	R		M	M R	D

DMETH	APN#	FUND	GLA	AGL	GRNT	SUBG	PROJ	MULT	DI#
N	R	D R	N		T	G		T	N

VALID DOCUMENT TYPE(S):

DT	DU	DY							

VALID BATCH TYPE(S):

2									

R*STARS Interface Guide

APPENDIX B
R*STARS TRANSACTION DATA ELEMENT REQUIREMENTS

TRANS CODE: 182 COLLECTION INTERGOV REC LOCAL

DESCRIPTION: To record the collection of accounts receivable from local government.

TRANSACTION EDIT INDICATORS:

DOCD I	DUD T N	SVDT N	CDOC I	RDOC I	MODI N	AGC Y R	IDX R	PCA R	COBJ R

AOBJ	RVRS N	PDT	CIN	1099 N	WAR R	INVC	VNUM	VNAM R	VADD

DMETH N	APN# R	FUND R	GLAN	AGL	GRNT	SUBG	PROJ	MULT	DI# N

VALID DOCUMENT TYPE(S):

DT	DU								

VALID BATCH TYPE(S):

2									

APPENDIX B
R*STARS TRANSACTION DATA ELEMENT REQUIREMENTS

TRANS CODE: 183 COLLECTION A/R BILLED - REVENUE

DESCRIPTION: To record the collection of an accounts receivable due from revenue earned.

TRANSACTION EDIT INDICATORS:

DOCD	DUDT	SVDT	CDOC	RDOC	MODI	AGC	IDX	PCA	COBJ
I	T N	N	C I	C I	N	Y R	R	R	R

AOBJ	RVRS	PDT	CIN	1099	WARR	INVC	VNUM	VNAM	VADD
	S N		N	N	R		M	M	D

DMETH	APN#	FUND	GLA	AGL	GRNT	SUBG	PROJ	MULT	DI#
H N	R	D R	N		T	G		T	N

VALID DOCUMENT TYPE(S):

DT	DU								

VALID BATCH TYPE(S):

2									

APPENDIX B
R*STARS TRANSACTION DATA ELEMENT REQUIREMENTS

TRANS CODE: 185 COLLECTION RECEIPT DUE FROM OTHER FUNDS

DESCRIPTION: To record the collection of an accounts receivable due from other funds.

TRANSACTION EDIT INDICATORS:

DOCD	DUDT	SVDT	CDOC	RDOC	MODI	AGC	IDX	PCA	COBJ
I	T N	N	C I	C I	N	Y R	R	R	R

AOBJ	RVRS	PDT	CIN	1099	WAR	INVC	VNUM	VNAM	VADD
	S N		N	N	R		M	M R	D

DMETH	APN#	FUND	GLA	AGL	GRN	SUB	PROJ	MUL	DI#
H N	R	D R	N		T	G		T	

VALID DOCUMENT TYPE(S):

DT	DU								

VALID BATCH TYPE(S):

2									

R*STARS Interface Guide

APPENDIX B
R*STARS TRANSACTION DATA ELEMENT REQUIREMENTS

TRANS CODE: 189 REFUND OF SUBGRANTEE PAYMENT - INCREASE ENCUMBRANCE

DESCRIPTION: To record the collection of a refund for payments made earlier as TCode 262.

TRANSACTION EDIT INDICATORS:

DOCD	DUD	SVDT	CDOC	RDO	MODI	AGC	IDX	PCA	COBJ
I	T N	N	C I	C I		Y R	R	R	R

AOBJ	RVR	PDT	CI	1099	WAR	INVC	VNU	VNA	VAD
	S N		N		R		M I	M	D

DMET	APN#	FUN	GLA	AGL	GRN	SUB	PROJ	MUL	DI#
H N	R	D R	N	N	T	G R		T	N

VALID DOCUMENT TYPE(S):

DT									

VALID BATCH TYPE(S):

2									

APPENDIX B
R*STARS TRANSACTION DATA ELEMENT REQUIREMENTS

TRANS CODE: 190 RECEIPT OF REVENUE AGENCY DEPOSIT

DESCRIPTION: To record the receipt and deposit of revenue. Cash and cash revenue are increased.

TRANSACTION EDIT INDICATORS:

DOCD	DUD	SVDT	CDOC	RDO	MODI	AGC	IDX	PCA	COBJ
I	T N	N	C I	C	N	Y R	R	R	R

AOBJ	RVR	PDT	CI	1099	WAR	INVC	VNU	VNA	VAD
	S N		N	N	R		M	M	D

DMET	APN#	FUN	GLA	AGL	GRN	SUB	PROJ	MUL	DI#
H	R	D R	N	N	T	G		T	N

VALID DOCUMENT TYPE(S):

DT	DU	DW							

VALID BATCH TYPE(S):

2									

APPENDIX B
R*STARS TRANSACTION DATA ELEMENT REQUIREMENTS

TRANS CODE: 191 RECEIPT REFUND OF EXPENDITURE

DESCRIPTION: To record the deposit of cash received as a refund of an expenditure.

TRANSACTION EDIT INDICATORS:

DOCD	DUDT	SVDT	CDOC	RDOC	MODI	AGC	IDX	PCA	COBJ
I	N	N	I	C	N	Y R	R	R	R

AOBJ	RVRS	PDT	CI	1099	WAR	INVC	VNUM	VNAM	VADD
	N		N		R	N	M	M	D

DMET	APN#	FUND	GLA	AGL	GRN	SUB	PROJ	MUL	DI#
H	R	D R	N	N	T	G		T	N

VALID DOCUMENT TYPE(S):

DT	DU	DW							

VALID BATCH TYPE(S):

2									

APPENDIX B
R*STARS TRANSACTION DATA ELEMENT REQUIREMENTS

TRANS CODE: 192 CASH RECEIPT OF FRINGE BENEFITS COSTS

DESCRIPTION: To record the receipt and deposit of fringe benefits costs. This entry is user by the Dept of Personnel only. User by other agencies should be approved by the FMIS project office.

TRANSACTION EDIT INDICATORS:

DOCD	DUD T	SVDT	CDO C I	RDO C	MODI N	AGC Y R	IDX R	PCA R	COBJ N

AOBJ N	RVR S N	PDT	CI	1099	WAR R	INVC	VNU M	VNA M	VAD D

DMET H	APN# R	FUN D R	GLA N	AGL	GRN T	SUB G	PROJ	MUL T	DI#

VALID DOCUMENT TYPE(S):

DT	DU								

VALID BATCH TYPE(S):

2									

APPENDIX B
R*STARS TRANSACTION DATA ELEMENT REQUIREMENTS

TRANS CODE: 193 REFUND OF SUBGRANTEE ADV- INCREASE ENCUM

DESCRIPTION: To record the receipt of a refund of an advance made to a subgrantee. This transaction also increases encumbrances. Use transaction code 194 if the receipt should not increase encumbrances.

TRANSACTION EDIT INDICATORS:

DOCD	DUDT	SVDT	CDOC	RDOC	MODI	AGCY	IDX	PCA	COBJ
I	T N	N	C I	C I		Y R	R	R	R

AOBJ	RVRS	PDT	CI	1099	WARR	INVC	VNUM	VNAM	VADD
	S N	N	N		R		M I	M	D

DMETH	APN#	FUND	GLA	AGL	GRNT	SUBG	PROJ	MULT	DI#
H N	R	D R	N		T	G R		T	N

VALID DOCUMENT TYPE(S):

DT	DU								

VALID BATCH TYPE(S):

2									

APPENDIX B
R*STARS TRANSACTION DATA ELEMENT REQUIREMENTS

TRANS CODE: 194 REFUND OF SUBGRANTEE ADVANCE

DESCRIPTION: To record the receipt of a refund of an advance made to a subgrantee. This transaction code does not increase encumbrances. Use TC 193 if the receipt should also increase encumbrances.

TRANSACTION EDIT INDICATORS:

DOCD	DUD	SVDT	CDOC	RDOC	MODI	AGC	IDX	PCA	COBJ
I	T N	N	C I	C N	N	Y R	R	R	R

AOBJ	RVRS	PDT	CI	1099	WARR	INVC	VNUM	VNAM	VADD
	S N	N	N		R		M I	M	D

DMETH	APN#	FUND	GLAN	AGL	GRNT	SUBG	PROJ	MULT	DI#
N	R	D R	N		T	G R		T	N

VALID DOCUMENT TYPE(S):

DT	DU								

VALID BATCH TYPE(S):

2									

APPENDIX B
R*STARS TRANSACTION DATA ELEMENT REQUIREMENTS

TRANS CODE: 195 RECEIPTS OF AGENCY FUND DEPOSITS PAYABLE

DESCRIPTION: To record the deposit payable of cash into an agency fund. Cash is increased but revenue is not impacted. This transaction is usually recorded into agency or non-budgeted funds.

TRANSACTION EDIT INDICATORS:

DOCD	DUD	SVDT	CDOC	RDO	MODI	AGC	IDX	PCA	COBJ
I	T N	N	C I	C	N	Y R	R	R	N

AOBJ	RVR	PDT	CI	1099	WAR	INVC	VNU	VNA	VAD
N	S N		N	N	R		M	M	D

DMET	APN#	FUND	GLA	AGL	GRN	SUB	PROJ	MUL	DI#
H N	R	D R	N		T	G		T	N

VALID DOCUMENT TYPE(S):

DT	DU	DW							

VALID BATCH TYPE(S):

2									

R*STARS Interface Guide

APPENDIX B
R*STARS TRANSACTION DATA ELEMENT REQUIREMENTS

TRANS CODE: 196 DEFERRED REVENUE

DESCRIPTION: Deferred revenue.

TRANSACTION EDIT INDICATORS:

DOCD	DUD	SVDT	CDOC	RDO	MODI	AGC	IDX	PCA	COBJ
I	T N	N	C I	C	N	Y R		R	N

AOBJ	RVR	PDT	CI	1099	WAR	INVC	VNU	VNA	VAD
N	S N		N	N	R		M	M	D

DMET	APN#	FUND	GLA	AGL	GRN	SUB	PROJ	MUL	DI#
H N	R	D R	N		T	G		T	N

VALID DOCUMENT TYPE(S):

DT									

VALID BATCH TYPE(S):

2									

R*STARS Interface Guide

APPENDIX B
R*STARS TRANSACTION DATA ELEMENT REQUIREMENTS

TRANS CODE: 199 TREASURER COURTESY DEPOSIT OF REVENUE

DESCRIPTION: To record the receipt and deposit of revenue. Cash and cash revenue are increased.

TRANSACTION EDIT INDICATORS:

DOCD	DUDT	SVDT	CDOC	RDOC	MODI	AGC	IDX	PCA	COBJ
I	T N	N	C I	C N	N	Y R	R	R	R

AOBJ	RVRS	PDT	CI	1099	WAR	INVC	VNU	VNA	VAD
	S N		N	N	R		M	M	D

DMET	APN#	FUND	GLA	AGL	GRN	SUB	PROJ	MUL	DI#
H	R	D R	N	N	T	G		T	N

VALID DOCUMENT TYPE(S):

DC	DU	DI							

VALID BATCH TYPE(S):

2									

APPENDIX B
R*STARS TRANSACTION DATA ELEMENT REQUIREMENTS

TRANS CODE: 200 ESTABLISH A PRE-ENCUMBRANCE

DESCRIPTION: To establish a pre-encumbrance. This TC posts to the document financial table.

TRANSACTION EDIT INDICATORS:

DOCD	DUDT N	SVDT N	CDOC CI	RDOC N	MODI N	AGC Y R	IDX R	PCA R	COBJ R

AOBJ	RVRS N	PDT N	CI N	1099 N	WAR R N	INVC N	VNU M	VNA M	VAD D

DMET H N	APN# R	FUN D R	GLA N	AGL N	GRN T	SUB G	PROJ	MUL T	DI# N

VALID DOCUMENT TYPE(S):

R1	R5	R6	R7	R8	R9	R0	J1	J9	J0

VALID BATCH TYPE(S):

A	3								

APPENDIX B
R*STARS TRANSACTION DATA ELEMENT REQUIREMENTS

TRANS CODE: 201 ADJUST A PRE-ENCUMBRANCE - INCREASE

DESCRIPTION: To adjust a pre-encumbrance. This TC posts to the document financial table to adjust the pre-encumbrance.

TRANSACTION EDIT INDICATORS:

DOCD	DUDT N	SVDT N	CDOC I	RDOC I	MODI	AGCY R	IDX R	PCA R	COBJ R

AOBJ	RVRS	PDT N	CI N	1099 N	WAR R N	INVC N	VNU M	VNA M	VAD D

DMET H N	APN# R	FUN D R	GLA N	AGL N	GRN T	SUB G	PROJ	MUL T	DI#

VALID DOCUMENT TYPE(S):

CO									

VALID BATCH TYPE(S):

A	3								

APPENDIX B
R*STARS TRANSACTION DATA ELEMENT REQUIREMENTS

TRANS CODE: 202 CANCEL PRE-ENCUMBRANCE

DESCRIPTION: To cancel a pre-encumbrance. This TC posts to the document financial table to liquidate the pre-encumbrance.

TRANSACTION EDIT INDICATORS:

DOCD	DUDTN	SVDTN	CDOCI	RDOCI	MODIR	AGCYR	IDXR	PCAR	COBJR
	DUDT N	N	CDOC I	RDOC I	R	Y R	R	R	R

AOBJ	RVRS	PDTN	CI N	1099 N	WARRN	INVCN	VNUM	VNAM	VADD
	S	N			R N	N	M	M	D

DMETHN	APN#R	FUNDR	GLA N	AGL N	GRNT	SUBG	PROJ	MULT	DI#N
H N	R	D R	N	N	T	G		T	N

VALID DOCUMENT TYPE(S):

CO									

VALID BATCH TYPE(S):

A	3								

APPENDIX B
R*STARS TRANSACTION DATA ELEMENT REQUIREMENTS

TRANS CODE: 203 ENCUMBRANCE NOT PRE-ENCUMBERED

DESCRIPTION: To establish an encumbrance. This TC posts to the document financial table to track the encumbrance.

TRANSACTION EDIT INDICATORS:

DOCD	DUD T N	SVDT N	CDOC I	RDOC C	MODI	AGC Y R	IDX R	PCA R	COBJ R

AOBJ	RVR S N	PDT	CI N	1099 N	WAR R N	INVC N	VNU M R	VNA M	VAD D

DMET H N	APN# R	FUN D R	GLA N	AGL N	GRN T	SUB G	PROJ	MUL T	DI# N

VALID DOCUMENT TYPE(S):

P1	P5	P6	P7	P8	PZ	EC	PI	P9	P0

VALID BATCH TYPE(S):

A	3								

APPENDIX B
R*STARS TRANSACTION DATA ELEMENT REQUIREMENTS

TRANS CODE: 205 ADJUST EXISTING ENCUMBRANCE-INCREASE

DESCRIPTION: To adjust an encumbrance established with TC 203 or 204. This TC posts to the document financial.

TRANSACTION EDIT INDICATORS:

DOCD	DUDT N	SVDT N	CDOC I	RDOC I	MODI	AGC Y R	IDX R	PCA R	COBJ R

AOBJ	RVR S	PDT N	CI N	1099 N	WAR R N	INVC N	VNU M R	VNA M	VAD D

DMET H N	APN# R	FUN D R	GLA N	AGL N	GRN T	SUB G	PROJ	MUL T	DI# N

VALID DOCUMENT TYPE(S):

CO	EZ								

VALID BATCH TYPE(S):

A	3								

APPENDIX B
R*STARS TRANSACTION DATA ELEMENT REQUIREMENTS

TRANS CODE: 206 CANCEL ENCUMBRANCE

DESCRIPTION: To cancel an encumbrance established with TCode 203 or 204. This TC posts to the document financial table to liquidate the encumbrance.

TRANSACTION EDIT INDICATORS:

DOCD	DUDTN	SVDTN	CDOC I	RDOC I	MODI R	AGC Y R	IDX R	PCA R	COBJ R

AOBJ	RVRS	PDTN	CI N	1099 N	WARR N	INVC N	VNUM R	VNA M	VADD

DMETHN	APN# R	FUNDR	GLA N	AGL N	GRN T	SUBG	PROJ	MULT	DI# N

VALID DOCUMENT TYPE(S):

CO	EZ								

VALID BATCH TYPE(S):

A	3								

R*STARS Interface Guide

APPENDIX B			
R*STARS TRANSACTION DATA ELEMENT REQUIREMENTS			

TRANS CODE: 207 ADJUST A PRE-ENCUMBRANCE

DESCRIPTION: To decrease a pre-encumbrance.

TRANSACTION EDIT INDICATORS:

DOCD	DUDT N	SVDT N	CDOC I	RDOC R	MODI	AGCY R	IDX R	PCA R	COBJ R

AOBJ	RVRS	PDT N	CI N	1099 N	WARR N	INVC N	VNU M	VNA M	VAD D

DMETH N	APN# R	FUND R	GLA N	AGL N	GRN T	SUB G	PROJ	MUL T	DI#

VALID DOCUMENT TYPE(S):

CO	ZY								

VALID BATCH TYPE(S):

A	3								

APPENDIX B
R*STARS TRANSACTION DATA ELEMENT REQUIREMENTS

TRANS CODE: 208 ADJUST EXISTING ENCUMBRANCE-DECREASE

DESCRIPTION: To decrease an existing encumbrance.

TRANSACTION EDIT INDICATORS:

DOCD	DUDT N	SVDT N	CDOC I	RDOC I	MODI	AGCY R	IDX	PCA R	COBJ R

AOBJ	RVRS	PDT N	CI N	1099 N	WARR N	INVC N	VNUM R	VNAM M	VADD D

DMETH N	APN# R	FUND R	GLA N	AGL N	GRN T	SUB G	PROJ	MUL T	DI# N

VALID DOCUMENT TYPE(S):

CO	EZ								

VALID BATCH TYPE(S):

A	3								

APPENDIX B
R*STARS TRANSACTION DATA ELEMENT REQUIREMENTS

TRANS CODE: 220 CLAIMS PAYABLE-REVENUE REFUND

DESCRIPTION: To issue a warrant for the refund of revenue collected.

TRANSACTION EDIT INDICATORS:

DOCD	DUD T I	SVDT	CDO C I	RDO C N	MODI N	AGC Y R	IDX R	PCA R	COBJ R

AOBJ	RVR S N	PDT R	CI N	1099 N	WAR R N	INVC	VNU M R	VNA M R	VAD D R

DMET H R	APN# R	FUN D R	GLA N	AGL N	GRN T	SUB G	PROJ	MUL T	DI#

VALID DOCUMENT TYPE(S):

VR	D1	V1	V7	D8	V8	D9	V9	D0	V0

VALID BATCH TYPE(S):

A									

APPENDIX B
R*STARS TRANSACTION DATA ELEMENT REQUIREMENTS

TRANS CODE: 222 CLAIMS PAYABLE NOT ENCUMBERED

DESCRIPTION: To issue a warrant for a claim payable.

TRANSACTION EDIT INDICATORS:

DOCD	DUDT I	SVDT R	CDOC I	RDOC C	MODI N	AGCY R	IDX R	PCA R	COBJ R

AOBJ	RVRS	PDT R	CI	1099	WARR N	INVC	VNUM R	VNAM R	VADD R

DMETH R	APN# R	FUND R	GLA N	AGL N	GRN T	SUB G	PROJ	MUL T	DI#

VALID DOCUMENT TYPE(S):

VR	VC	D9	V9	VY	D0	V0	D1	V8	V1

VALID BATCH TYPE(S):

A	4								

R*STARS Interface Guide

APPENDIX B
R*STARS TRANSACTION DATA ELEMENT REQUIREMENTS

TRANS CODE: 225 CLAIMS PAYABLE - ENCUMBERED

DESCRIPTION: To issue warrant for claim payable that was encumbered.

TRANSACTION EDIT INDICATORS:

DOCD	DUDT	SVDT	CDOC	RDOC	MODI	AGCY	IDX	PCA	COBJ
	T	R	C	C	I	Y	R	R	R
	I		I	I		R			

AOBJ	RVRS	PDT	CI	1099	WARR	INVC	VNUM	VNAM	VADD
	S	R			R		M	M	D
					N		R	R	R

DMET	APN#	FUND	GLAN	AGL	GRNT	SUBG	PROJ	MULT	DI#
H	R	D	N	N	T	G		T	
R		R							

VALID DOCUMENT TYPE(S):

VC	VZ	VY	VX	V9	D9	D0	V0	V8	V1

VALID BATCH TYPE(S):

A	4								

APPENDIX B
R*STARS TRANSACTION DATA ELEMENT REQUIREMENTS

TRANS CODE: 227 CLAIMS PAYABLE - DISB OF DEPOSITS PAYABLE

DESCRIPTION: To issue a warrant for the disbursement of funds from deposits payable (GL 1449).

TRANSACTION EDIT INDICATORS:

DOCD	DUD T I	SVDT	CDO C I	RDO C	MODI N	AGC Y R	IDX R	PCA R	COBJ N

AOBJ N	RVR S	PDT R	CI	1099	WAR R N	INVC	VNU M R	VNA M R	VAD D R

DMET H R	APN# R	FUN D R	GLA N	AGL	GRN T	SUB G	PROJ	MUL T	DI#

VALID DOCUMENT TYPE(S):

VR	D1	V1	V7	D8	V8	D9	V9	D0	V0

VALID BATCH TYPE(S):

A									

R*STARS Interface Guide

APPENDIX B
R*STARS TRANSACTION DATA ELEMENT REQUIREMENTS

TRANS CODE: 240 CLAIMS PAYABLE - REVENUE REFUND (R*STARS)

DESCRIPTION: To issue a warrant for the refund of revenue collected that is entered directly in R*STARS. This TCode requires agency personnel to add action code 123 after posting this transaction.

TRANSACTION EDIT INDICATORS:

DOCD	DUD T I	SVDT	CDO C I	RDO C	MODI N	AGC Y R	IDX R	PCA R	COBJ R

AOBJ	RVR S N	PDT R	CI N	1099 N	WAR R N	INVC	VNU M R	VNA M R	VAD D R

DMET H R	APN# R	FUN D R	GLA N	AGL N	GRN T	SUB G	PROJ	MUL T	DI#

VALID DOCUMENT TYPE(S):

VZ	VY	VM							

VALID BATCH TYPE(S):

4									

APPENDIX B
R*STARS TRANSACTION DATA ELEMENT REQUIREMENTS

TRANS CODE: 242 CLAIMS PAYABLE - NOT ENCUMBERED (R*STARS)

DESCRIPTION: To issue a warrant for a claim payable that was not encumbered directly entered in R*STARS. This TC requires agency personnel to add action code 123 after posting this transaction.

TRANSACTION EDIT INDICATORS:

DOCD	DUD T I	SVDT R	CDO C I	RDO C	MODI N	AGC Y R	IDX R	PCA R	COBJ R

AOBJ	RVR S	PDT R	CI	1099	WAR R N	INVC	VNU M R	VNA M R	VAD D R

DMET H R	APN# R	FUN D R	GLA N	AGL N	GRN T	SUB G	PROJ	MUL T	DI#

VALID DOCUMENT TYPE(S):

VZ	VY	VX	VV	VM					

VALID BATCH TYPE(S):

4									

APPENDIX B
R*STARS TRANSACTION DATA ELEMENT REQUIREMENTS

TRANS CODE: 250 CLAIMS PAYABLE - REVENUE REFUND (MANUAL)

DESCRIPTION: To issue a warrant for the refund of revenue collected.

TRANSACTION EDIT INDICATORS:

DOCD	DUD T I	SVDT	CDO C I	RDO C N	MODI N	AGC Y R	IDX R	PCA R	COBJ R

AOBJ	RVR S N	PDT R	CI N	1099 N	WAR R R	INVC	VNU M R	VNA M R	VAD D R

DMET H R	APN# R	FUN D R	GLA N	AGL N	GRN T	SUB G	PROJ	MUL T	DI#

VALID DOCUMENT TYPE(S):

VR	VZ	D1	V1	V8	D8	V9	D9	D0	V0

VALID BATCH TYPE(S):

A	4								

APPENDIX B
R*STARS TRANSACTION DATA ELEMENT REQUIREMENTS

TRANS CODE: 251 CLAIMS PAYABLE - ENCUMBERED (MANUAL)

DESCRIPTION: To issue warrant for claim payable that was encumbered.

TRANSACTION EDIT INDICATORS:

DOCD	DUD T I	SVDT R	CDO C I	RDO C I	MODI I	AGC Y R	IDX R	PCA R	COBJ R

AOBJ	RVR S	PDT R	CI	1099	WAR R R	INVC	VNU M R	VNA M R	VAD D R

DMET H R	APN# R	FUN D R	GLA N	AGL N	GRN T	SUB G	PROJ	MUL T	DI#

VALID DOCUMENT TYPE(S):

VC	VZ	D1	V1	V8	D8	V9	D9	D0	V0

VALID BATCH TYPE(S):

A	4								

APPENDIX B
R*STARS TRANSACTION DATA ELEMENT REQUIREMENTS

TRANS CODE: 252 CLAIMS PAYABLE - NOT ENCUMBERED (MANUAL)

DESCRIPTION: To issue a warrant for a claim payable that was not encumbered.

TRANSACTION EDIT INDICATORS:

DOCD	DUDT	SVDT	CDOC	RDOC	MODI	AGC	IDX	PCA	COBJ
	T	R	C	C	N	Y	R	R	R
	I		I			R			

AOBJ	RVRS	PDT	CI	1099	WAR	INVC	VNUM	VNAM	VADD
	S	R			R		M	M	D
					R		R	R	R

DMET	APN#	FUND	GLA	AGL	GRN	SUB	PROJ	MUL	DI#
H	R	D	N	N	T	G		T	
R		R							

VALID DOCUMENT TYPE(S):

VR	VC	VZ	D8	V8	D9	V9	D0	V0	D1

VALID BATCH TYPE(S):

A	4								

APPENDIX B
R*STARS TRANSACTION DATA ELEMENT REQUIREMENTS

TRANS CODE: 260 ENCUMBRANCE FOR SUBGRANTEE REIM BUDGET

DESCRIPTION: To establish a reimbursable budget for amounts to be made to a subgrantee and to establish a reimbursable budget for subgrantee expenditures.

TRANSACTION EDIT INDICATORS:

DOCD	DUDT	SVDT	CDOC	RDOC	MODI	AGCY	IDX	PCA	COBJ
	T N	N	C I	C		Y R	R	R	R

AOBJ	RVRS	PDT	CI	1099	WAR	INVC	VNUM	VNAM	VADD
	S N	N	N	N	R N	N	I	M	D

DMET	APN#	FUND	GLA	AGL	GRNT	SUBG	PROJ	MULT	DI#
H N	R	D R	N		T R	G R			N

VALID DOCUMENT TYPE(S):

ES	P5	P6	P7	SG					

VALID BATCH TYPE(S):

3	A								

APPENDIX B
R*STARS TRANSACTION DATA ELEMENT REQUIREMENTS

TRANS CODE: 261 SUBGRANTEE ADVANCE ENCUMBERED

DESCRIPTION: To issue a warrant for the advance of cash to a grantee or contractor that is encumbered. Use TC-269 when expenditure report is received from the subgrantee, to reclassify the advance to reported expenditures.

TRANSACTION EDIT INDICATORS:

DOCD	DUDT	SVDT	CDOC	RDOC	MODI	AGCY	IDX	PCA	COBJ
	I		I	I	I	R	R	R	R

AOBJ	RVRS	PDT	CI	1099	WARR	INVC	VNUM	VNAM	VADD
	S	R			N		R	R	R

DMETH	APN#	FUND	GLAN	AGL	GRNT	SUBG	PROJ	MULT	DI#
R	R	R			R	R			N

VALID DOCUMENT TYPE(S):

VC	VS	V6	V7	D7					

VALID BATCH TYPE(S):

4	A								

APPENDIX B
R*STARS TRANSACTION DATA ELEMENT REQUIREMENTS

TRANS CODE: 262 SUBGRANTEE REIMB EXPEND ENCUMBERED

DESCRIPTION: To record a request for expenditure reimbursement from subgrantee that has been encumbered but has not been previously advanced.

TRANSACTION EDIT INDICATORS:

DOCD	DUDT	SVDT	CDOC	RDOC	MODI	AGCY	IDX	PCA	COBJ
	I		I	I	R	R	R	R	R

AOBJ	RVRS	PDT	CI	1099	WAR	INVC	VNUM	VNAM	VADD
	S	R			R		R	R	R
					N				

DMET	APN#	FUND	GLA	AGL	GRNT	SUBG	PROJ	MUL	DI#
H	R	D	N	N	T	G		T	N
R		R			R	R			

VALID DOCUMENT TYPE(S):

VS	VC	V6	V7	D7					

VALID BATCH TYPE(S):

4	A								

APPENDIX B
R*STARS TRANSACTION DATA ELEMENT REQUIREMENTS

TRANS CODE: 264 ADJ ENC FOR SUBGRANTEE REIMB BUDGET

DESCRIPTION: To adjust an encumbrance; which decreases the encumbrance and also decreases the subgrantee reimbursable budget.

TRANSACTION EDIT INDICATORS:

DOCD	DUDT	SVDT	CDOC	RDOC	MODI	AGCY	IDX	PCA	COBJ
	N	N	I	I		R		R	R

AOBJ	RVRS	PDT	CI	1099	WARR	INVC	VNUM	VNAM	VADD
	S	N	N	N	R	N	R	M	D
					N				

DMETH	APN#	FUND	GLA	AGL	GRNT	SUBG	PROJ	MULT	DI#
N	R	R	N	N	T	R		T	N

VALID DOCUMENT TYPE(S):

CO	CS								

VALID BATCH TYPE(S):

3	A								

APPENDIX B
R*STARS TRANSACTION DATA ELEMENT REQUIREMENTS

TRANS CODE: 266 ESTABLISH SUBGRANTEE REIMBURSABLE BUDGET

DESCRIPTION: To establish a subgrantee reimbursable budget.

TRANSACTION EDIT INDICATORS:

DOCD	DUDT	SVDT	CDOC	RDOC	MODI	AGCY	IDX	PCA	COBJ
	N	N	I	C		R	R	R	R

AOBJ	RVRS	PDT	CIN	1099	WAR	INVC	VNUM	VNAM	VADD
	S	N	N	N	R N	N	I	M	D

DMET	APN#	FUND	GLA	AGL	GRN	SUB	PROJ	MUL	DI#
H N	R	D R	N		T R	G I		T	N

VALID DOCUMENT TYPE(S):

JS									

VALID BATCH TYPE(S):

4									

APPENDIX B
R*STARS TRANSACTION DATA ELEMENT REQUIREMENTS

TRANS CODE: 267 SUBGRANTEE ADVANCE NOT ENCUMBERED

DESCRIPTION: To enter a voucher payable for the advance of cash to a subgrantee that is not encumbered.

TRANSACTION EDIT INDICATORS:

DOCD	DUDT	SVDT	CDOC	RDOC	MODI	AGCY	IDX	PCA	COBJ
	I		I	C		R	R	R	R

AOBJ	RVRS	PDT	CI	1099	WARR	INVC	VNUM	VNAM	VADD
	S	R			N		R	R	R

DMET	APN#	FUND	GLA	AGL	GRNT	SUBG	PROJ	MULT	DI#
H R	R	D R	N		T R	G I		T	N

VALID DOCUMENT TYPE(S):

VS	VR	D6	D7	V7					

VALID BATCH TYPE(S):

4	A								

R*STARS Interface Guide

APPENDIX B
R*STARS TRANSACTION DATA ELEMENT REQUIREMENTS

TRANS CODE: 268 SUBGRANTEE EXPENDITURE NOT ENCUMBERED

DESCRIPTION: To enter a voucher payable for the reimbursement of reported expenditures from a subgrantee where an advance was not previously issued.

TRANSACTION EDIT INDICATORS:

DOCD	DUDT	SVDT	CDOC	RDOC	MODIN	AGCY	IDX	PCA	COBJ
	T		C	C	N	Y	R	R	R
	I		I			R			

AOBJ	RVRS	PDT	CI	1099	WARR	INVC	VNUM	VNAM	VADD
	S	R			R		M	M	D
					N		R	R	R

DMETH	APN#	FUND	GLA	AGL	GRNT	SUBG	PROJ	MULT	DI#
H	R	D	N	N	T	G		T	N
R		R			R	I			

VALID DOCUMENT TYPE(S):

VR	VS	V7	D7						

VALID BATCH TYPE(S):

4	A								

APPENDIX B
R*STARS TRANSACTION DATA ELEMENT REQUIREMENTS

TRANS CODE: 269 SUBGRANTEE ADVANCE LIQUIDATION

DESCRIPTION: To liquidate the advance to subgrantee upon receipt of the expenditure report from subgrantee.

TRANSACTION EDIT INDICATORS:

DOCD I	DUD T	SVDT	CDO C I	RDO C	MODI N	AGC Y R	IDX R	PCA R	COBJ R

AOBJ	RVR S	PDT N	CI N	1099 N	WAR R N	INVC	VNU M I	VNA M	VAD D

DMET H	APN# R	FUN D R	GLA N	AGL	GRN T R	SUB G I	PROJ	MUL T	DI# N

VALID DOCUMENT TYPE(S):

JS									

VALID BATCH TYPE(S):

4	5								

R*STARS Interface Guide

APPENDIX B
R*STARS TRANSACTION DATA ELEMENT REQUIREMENTS

TRANS CODE: 301 ALLOCATION OF INDIRECT COSTS - CHARGE

DESCRIPTION: System generated. To allocate indirect costs to other cost centers (PCA).

TRANSACTION EDIT INDICATORS:

DOCD	DUD T N	SVDT N	CDO C I	RDO C N	MODI N	AGC Y R	IDX R	PCA R	COBJ R

AOBJ	RVR S	PDT N	CI N	1099	WAR R N	INVC N	VNU M N	VNA M N	VAD D N

DMET H N	APN# R	FUN D R	GLA N	AGL N	GRN T	SUB G	PROJ	MUL T	DI# N

VALID DOCUMENT TYPE(S):

ZC	CA								

VALID BATCH TYPE(S):

C	4	5	G						

APPENDIX B
R*STARS TRANSACTION DATA ELEMENT REQUIREMENTS

TRANS CODE: 302 ALLOCATION OF INDIRECT COSTS - RECOVERY

DESCRIPTION: System generated. To recover the allocated costs in the indirect cost center (PCA).

TRANSACTION EDIT INDICATORS:

DOCD	DUD T N	SVDT N	CDOC I	RDOC N	MODI N	AGC Y R	IDX R	PCA R	COBJ R

AOBJ	RVRS	PDT N	CI N	1099	WAR R N	INVC N	VNU M N	VNA M N	VAD D N

DMET H N	APN# R	FUN D R	GLA N	AGL N	GRN T	SUB G	PROJ	MUL T	DI# N

VALID DOCUMENT TYPE(S):

ZC	CA								

VALID BATCH TYPE(S):

C	5	G							

APPENDIX B
R*STARS TRANSACTION DATA ELEMENT REQUIREMENTS

TRANS CODE: 410 REVENUE ADJUSTMENT (INCREASE)

DESCRIPTION: To record an adjustment to increase revenue and to increase cash.

TRANSACTION EDIT INDICATORS:

DOCD	DUDT	SVDT	CDOC	RDOC	MODI	AGC	IDX	PCA	COBJ
	T	N	C	C	N	Y	R	R	R
	N		I			R			

AOBJ	RVR	PDT	CI	1099	WAR	INVC	VNU	VNA	VAD
	S		N	N	R		M	M	D
					N				

DMET	APN#	FUN	GLA	AGL	GRN	SUB	PROJ	MUL	DI#
H	R	D	N	N	T	G		T	
		R							

VALID DOCUMENT TYPE(S):

JA	JB	JC	JD	JE	JF	JG	JH	JJ	JP

VALID BATCH TYPE(S):

5	4	G							

APPENDIX B
R*STARS TRANSACTION DATA ELEMENT REQUIREMENTS

TRANS CODE: 411 REVENUE ADJUSTMENT (DECREASE)

DESCRIPTION: To record an adjustment to decrease revenue and to reduce cash.

TRANSACTION EDIT INDICATORS:

DOCD	DUDT N	SVDT N	CDOC I	RDOC C	MODI N	AGC Y R	IDX R	PCA R	COBJ R

AOBJ	RVR S	PDT	CI N	1099 N	WAR R N	INVC	VNU M	VNA M	VAD D

DMET H	APN# R	FUN D R	GLA N	AGL N	GRN T	SUB G	PROJ	MUL T	DI#

VALID DOCUMENT TYPE(S):

JA	JB	JC	JD	JE	JF	JG	JH	JJ	JP

VALID BATCH TYPE(S):

5	4	G							

APPENDIX B
R*STARS TRANSACTION DATA ELEMENT REQUIREMENTS

TRANS CODE: 412 EXPENDITURE ADJUSTMENT (DECREASE)

DESCRIPTION: To record an adjustment to decrease expenditures and increase cash.

TRANSACTION EDIT INDICATORS:

DOCD	DUDT N	SVDT N	CDOC I	RDO C	MODI N	AGC Y R	IDX R	PCA R	COBJ R

AOBJ	RVRS	PDT	CIN	1099 N	WARR N	INVC	VNUM	VNAM	VADD

DMETH	APN# R	FUND R	GLAN	AGLN	GRNT	SUBG	PROJ	MULT	DI# N

VALID DOCUMENT TYPE(S):

JA	JB	JC	JD	JE	JF	JG	JH	JJ	JP

VALID BATCH TYPE(S):

5	4	G	Q						

APPENDIX B
R*STARS TRANSACTION DATA ELEMENT REQUIREMENTS

TRANS CODE: 413 EXPENDITURE ADJUSTMENT (INCREASE)

DESCRIPTION: To record an adjustment to increase expenditures and reduce cash.

TRANSACTION EDIT INDICATORS:

DOCD	DUDT N	SVDT N	CDOC I	RDOC	MODI N	AGC Y R	IDX R	PCA R	COBJ R

AOBJ	RVRS	PDT	CIN	1099 N	WARR N	INVC	VNUM	VNAM	VADD

DMETH	APN# R	FUND R	GLA N	AGL N	GRNT	SUBG	PROJ	MULT	DI# N

VALID DOCUMENT TYPE(S):

JA	JB	JC	JD	JE	JF	JG	JH	JJ	JP

VALID BATCH TYPE(S):

5	4	G	Q						

APPENDIX B
R*STARS TRANSACTION DATA ELEMENT REQUIREMENTS

TRANS CODE: 414 AGY FUND DEPOSIT PAYABLE LIABILITY ADJUSTMENT

DESCRIPTION: To record an adjustment to decrease agency fund deposits and decrease cash.

TRANSACTION EDIT INDICATORS:

DOCD	DUDT N	SVDT N	CDOC I	RDOC C	MODI N	AGCY R	IDX R	PCA R	COBJ N

AOBJ N	RVR S	PDT	CI N	1099 N	WAR R N	INVC	VNU M	VNA M	VAD D

DMET H	APN# R	FUND R	GLA N	AGL	GRN T	SUB G	PROJ	MUL T	DI#

VALID DOCUMENT TYPE(S):

JA	JB	JC	JD	JE	JF	JG	JH	JJ	JP

VALID BATCH TYPE(S):

5	4	G							

R*STARS Interface Guide

TRANS CODE: 416 DEFERRED REVENUE ADJUSTMENT (INCREASE)

DESCRIPTION: To record an adjustment to increase deferred revenue. The original transaction to record deferred revenue is TC-196.

TRANSACTION EDIT INDICATORS:

DOCD	DUDT N	SVDT N	CDOC I	RDOC C	MODI N	AGCY R	IDX	PCA R	COBJ

AOBJ N	RVR S	PDT	CI N	1099 N	WAR R N	INVC	VNU M	VNA M	VAD D

DMET H	APN# R	FUND R	GLA N	AGL	GRN T	SUB G	PROJ	MUL T	DI# N

VALID DOCUMENT TYPE(S):

JA	JB	JC	JD	JE	JF	JG	JH	JJ	JP

VALID BATCH TYPE(S):

5	4	G							

APPENDIX B
R*STARS TRANSACTION DATA ELEMENT REQUIREMENTS

TRANS CODE: 417 ADJUSTMENT OF ACCOUNTS PAYABLE & EXPENDITURES

DESCRIPTION: To record an adjustment to decrease accounts payable and decrease cash.

TRANSACTION EDIT INDICATORS:

DOCD	DUDT R	SVDT	CDOC I	RDOC C	MODI N	AGCY R	IDX R	PCA R	COBJ R
						Y			

AOBJ	RVRS	PDT	CI	1099	WAR R	INVC	VNUM	VNAM	VADD
	S						M	M	D

DMETH	APN# R	FUND R	GLAN	AGL	GRNT	SUBG	PROJ	MULT	DI#
H		D	N		T	G		T	

VALID DOCUMENT TYPE(S):

JA	JB	JC	JD	JE	JF	JG	JH	JJ	JP

VALID BATCH TYPE(S):

5	4	G							

APPENDIX B
R*STARS TRANSACTION DATA ELEMENT REQUIREMENTS

TRANS CODE: 420 INTERAGENCY EXPENDITURE NOT ENCUMBERED

DESCRIPTION: To record an expenditure and decrease cash for an interagency transfer.

TRANSACTION EDIT INDICATORS:

DOCD	DUDT	SVDT	CDOCI	RDOC	MODIN	AGCYR	IDXR	PCAR	COBJR

AOBJ	RVRS	PDT	CI	1099	WARR	INVC	VNUM	VNAM	VADD

DMETH	APN#R	FUNDR	GLAN	AGLN	GRNT	SUBG	PROJ	MULT	DI#

VALID DOCUMENT TYPE(S):

JA	JB	JC	JD	JE	JF	JG	JH	JJ	FX

VALID BATCH TYPE(S):

4	5	G							

APPENDIX B
R*STARS TRANSACTION DATA ELEMENT REQUIREMENTS

TRANS CODE: 421 INTERAGENCY EXPENDITURE ENCUMBERED

DESCRIPTION: To record an expenditure and decrease cash for an interagency transfer.

TRANSACTION EDIT INDICATORS:

DOCD	DUDT	SVDT	CDOC I	RDOC I	MODI	AGCY R	IDX R	PCA R	COBJ R
	T		C	C	I	Y	R	R	R

AOBJ	RVRS	PDT	CI	1099	WARR	INVC	VNUMI	VNAM	VADD
	S				R		M I	M	D

DMETH	APN#	FUND R	GLAN	AGLN	GRNT	SUBG	PROJ	MULT	DI#
H	R	D R	N	N	T	G		T	

VALID DOCUMENT TYPE(S):

JA	JB	JC	JD	JE	JF	JG	JH	JP	JJ

VALID BATCH TYPE(S):

4	G								

APPENDIX B
R*STARS TRANSACTION DATA ELEMENT REQUIREMENTS

TRANS CODE: 430 INTERAGENCY RECEIPT OF REVENUE

DESCRIPTION: To record interagency receipt for revenue. TC-431 should be used if a due from other funds has been previously established.

TRANSACTION EDIT INDICATORS:

DOCD	DUDT	SVDT	CDOC	RDOC	MODI	AGCY	IDX	PCA	COBJ
I	T N	N	C I	C N	N	Y R	R	R	R

AOBJ	RVRS	PDT	CIN	1099	WARR	INVC	VNUM	VNAM	VADD
	S		N	N	R N		M	M	D

DMETH	APN#	FUND	GLAN	AGL	GRNT	SUBG	PROJ	MULT	DI#
H	R	D R	N	N	T	G		T	N

VALID DOCUMENT TYPE(S):

JA	JB	JC	JD	JE	JF	JG	JH	JP	JJ

VALID BATCH TYPE(S):

2	4	G							

R*STARS Interface Guide

TRANS CODE: 431 INTERAGENCY COLLECT DUE FROM OTHER FUNDS

DESCRIPTION: To record interagency receipt for revenue and reduce due from other funds.

TRANSACTION EDIT INDICATORS:

DOCD	DUDT	SVDT	CDOC	RDOC	MODI	AGCY	IDX	PCA	COBJ
I	T N	N	C I	C I	N	Y R	R	R	R

AOBJ	RVRS	PDT	CIN	1099	WARR	INVC	VNUM	VNAM	VADD
	S		N	N	R N		M	M R	D

DMET	APN#	FUND	GLAN	AGL	GRNT	SUBG	PROJ	MULT	DI#
H	R	D R	N		T	G		T	

VALID DOCUMENT TYPE(S):

JA	JB	JC	JD	JE	JF	JG	JH	JP	JJ

VALID BATCH TYPE(S):

2	4	G							

APPENDIX B
R*STARS TRANSACTION DATA ELEMENT REQUIREMENTS

TRANS CODE: 443 LOCKBOX JE A/R BILLED - REVENUE

DESCRIPTION: To record the collection of an accounts receivable that increases revenue. This TC is used to clear a lockbox deposit.

TRANSACTION EDIT INDICATORS:

DOCD	DUDT	SVDT	CDOC	RDOC	MODI	AGC	IDX	PCA	COBJ
I	T	N	C	C	N	Y	R	R	R
	N		I	I		R			

AOBJ	RVRS	PDT	CI	1099	WAR	INVC	VNUM	VNAM	VADD
	S		N	N	R		M	M	D
					N			R	

DMET	APN#	FUND	GLA	AGL	GRN	SUB	PROJ	MUL	DI#
H	R	D	N		T	G		T	N
		R							

VALID DOCUMENT TYPE(S):

JA	JB	JC	JD	JE	JF	JG	JH	JJ	JL

VALID BATCH TYPE(S):

5	4	G							

R*STARS Interface Guide

TRANS CODE: 450 ACCOUNTS RECEIVABLE - HIGHER ED ONLY

DESCRIPTION: To record a debit to cash and a credit to A/R as a re-class entry to A/R. This transaction code is intended for higher education use only.

TRANSACTION EDIT INDICATORS:

DOCD	DUDT	SVDT	CDOCI	RDOC	MODIN	AGCYR	IDX	PCA	COBJN

AOBJN	RVRSN	PDTN	CIN	1099N	WARRN	INVC	VNUM	VNAM	VADD

DMETH	APN#R	FUNDR	GLAN	AGL	GRNT	SUBG	PROJ	MULT	DI#N

VALID DOCUMENT TYPE(S):

JA	JB	JC	JD	JE	JF	JG	JH	JJ	JP

VALID BATCH TYPE(S):

4	5	G							

R*STARS Interface Guide

APPENDIX B
R*STARS TRANSACTION DATA ELEMENT REQUIREMENTS

TRANS CODE: 451 ACCOUNTS RECEIVABLE - HIGHER ED ONLY

DESCRIPTION: To record a debit to A/R and cash. This transaction code is intended for higher education use only.

TRANSACTION EDIT INDICATORS:

DOCD	DUDT	SVDT	CDOCI	RDOC	MODIN	AGCYR	IDX	PCA	COBJN

AOBJN	RVRSN	PDTN	CIN	1099N	WARRN	INVC	VNUM	VNAM	VADD

DMETH	APN#R	FUNDR	GLAN	AGL	GRNT	SUBG	PROJ	MULT	DI#N

VALID DOCUMENT TYPE(S):

JA	JB	JC	JD	JE	JF	JG	JH	JJ	JP

VALID BATCH TYPE(S):

4	5	G							

APPENDIX B
R*STARS TRANSACTION DATA ELEMENT REQUIREMENTS

TRANS CODE: 452 DEPOSIT A/R PAYMENT

DESCRIPTION: To record a deposit against an accounts receivable. This transaction code is intended for higher education use only.

TRANSACTION EDIT INDICATORS:

DOCD	DUDT	SVDT	CDOCI	RDOC	MODIN	AGCYR	IDX	PCA	COBJN
	T		C I	C	N	Y R			N

AOBJN	RVRSN	PDTN	CIN	1099N	WARRN	INVC	VNUM	VNAM	VADD
N	S N	N	N	N	R N		M	M	D

DMETHN	APN#R	FUNDR	GLAN	AGL	GRNT	SUBG	PROJ	MULT	DI#N
H N	R	D R	N		T	G		T	N

VALID DOCUMENT TYPE(S):

DT	DU	DW							

VALID BATCH TYPE(S):

2									

APPENDIX B
R*STARS TRANSACTION DATA ELEMENT REQUIREMENTS

TRANS CODE: 453 DISBURSE ACCOUNTS RECEIVABLE

DESCRIPTION: To record the disbursement of over-collected A/R. This transaction code is intended for higher education use only.

TRANSACTION EDIT INDICATORS:

DOCD	DUD T I	SVDT	CDO C I	RDO C	MODI N	AGC Y R	IDX R	PCA R	COBJ N

AOBJ N	RVR S N	PDT R	CI N	1099 N	WAR R N	INVC	VNU M R	VNA M R	VAD D R

DMET H R	APN# R	FUN D R	GLA N	AGL	GRN T	SUB G	PROJ	MUL T	DI# N

VALID DOCUMENT TYPE(S):

VZ									

VALID BATCH TYPE(S):

4									

R*STARS Interface Guide

TRANS CODE: 454 ADJUST NOTE RECEIVABLE UNBILLED

DESCRIPTION: To record an adjustment to notes receivable unbilled. This transaction code is intended for higher education use only.

TRANSACTION EDIT INDICATORS:

DOCD	DUDT N	SVDT N	CDOC I	RDOC C	MODI N	AGC YR	IDX	PCA	COBJ N

AOBJ N	RVR S	PDT N	CI N	1099 N	WAR R N	INVC	VNU M	VNA M	VAD D

DMET H	APN# R	FUND R	GLA N	AGL	GRN T	SUB G	PROJ	MUL T	DI#

VALID DOCUMENT TYPE(S):

JA	JB	JC	JD	JE	JJ				

VALID BATCH TYPE(S):

4	5	G							

APPENDIX B
R*STARS TRANSACTION DATA ELEMENT REQUIREMENTS

TRANS CODE: 455 DISBURSE NOTES RECEIVABLE

DESCRIPTION: To record the disbursement of notes receivable. This transaction code is intended for higher education use only.

TRANSACTION EDIT INDICATORS:

DOCD	DUDT	SVDT	CDOC	RDOC	MODIN	AGCY	IDX	PCA	COBJ
	T		C	C	N	Y	R	R	N
	I		I			R			

AOBJ	RVR	PDT	CI	1099	WAR	INVC	VNUM	VNAM	VADD
N	S	R	N	N	R		M	M	D
	N				N		R	R	R

DMET	APN#	FUND	GLA	AGL	GRN	SUB	PROJ	MUL	DI#
H	R	D	N		T	G		T	
R		R							

VALID DOCUMENT TYPE(S):

VZ									

VALID BATCH TYPE(S):

4									

R*STARS DAFRIN TRANSACTION INTERFACE RECORD/LAYOUT

BATCH HEADER RECORD

R*STARS DATA FIELDS COMMON NAME	R*STARS INERNAL FI ELD NAMES	LENGTH	VALUES	COMMENTS
BATCH AGENCY (submitting)	IN-BATCH-DEPARTMENT	X(3)		The agency that submits the batch.
BATCH DATE	IN-BATCH-DATE	X(8)		Current date formatted for a four digit year. Format is YYYYMMDD
BATCH TYPE	IN-BATCH-TYPE	X(1)		Identifies the type of transactions in a batch. Each batch contains only one type of transaction (i.e., Expenditure, Budget, and Journal Voucher). Must be a valid batch type for the transaction code as identified on the 28-B Profile. See Appendix B.
BATCH NO	IN-BATCH-NO	X(3)		A three digit number.
BATCH SEQ NO	IN-BATCH-SEQ-NO	X(5)	'00000'	
USER ID	IN-BATCH-OPERATOR-ID	X(8)	'INTERxxx'	Also valid is PAYMTXXX. XXX is the batch agency identifier.
BATCH OPERATOR NAME	IN-BATCH-OPERATOR-NAME	X(20)	Leave Blank	
BATCH OPERATOR CLASS	IN-BATCH-OPERATOR-CLASS	X(2)	Leave Blank	
BATCH TID	IN-BATCH-TID	X(4)	Leave Blank	
BATCH EFFECTIVE DATE	IN-BATCH-EFFECTIVE-DATE	X(8)	Leave Blank	

Created: July, 1999
Revised: March, 2020

R*STARS DATA FIELDS COMMON NAME	R*STARS INERNAL FI ELD NAMES	LENGTH	VALUES	COMMENTS
BATCH DISB METHOD IND	IN-BATCH-DISB-METHOD-IND	X(1)		DMI = Abbreviation for Disbursement Method Indicator. Valid values are: E = Expedited Disbursement H = Hold Processing of Disbursement M = Manual Disbursement (Made by Manually Typewritten or Manually Handwritten Check) R = Release to Automated Payment Processing Subsystem A Value of Blank is also valid. A Blank value indicated the transaction(s) in not related to a payment (ex. Accounts receivable)
BATCH PAYMENT DISTRIBUTION TYPE	IN-BATCH-PAYMENT-DIST-TYPE	X(2)	Leave Blank	
FAST ENTRY	IN-FAST-ENTRY	X(1)	'N'	
BATCH DOC HOLD FLAG	IN-BATCH-DOC-HOLD-FLAG	X(1)	Leave Blank	
BATCH AMT COUNT ENTERED-IND	IN-BATCH-AMT-COUNT-ENTERED-IND	X(1)	'Y'	
BATCH STATUS	IN-BATCH-STATUS	X(1)	'R'	
BATCH HDR CNT-SW	IN-BATCH-HDR-CNT-SW	X(1)	'Y'	
BATCH LAST SEQ NO USED	IN-BATCH-LAST-SEQ-NO-USED	X(5)		Identifies the highest sequence number used in the batch. For example, if there are 127 transactions in the batch, the last sequence number would be '00127'. All five positions are required and must be left zero filled.

Created: July, 1999
Revised: March, 2020

R*STARS DATA FIELDS COMMON NAME	R*STARS INERNAL FI ELD NAMES	LENGTH	VALUES	COMMENTS
BATCH SYSTEM DATE	IN-BATCH-SYSTEM-DATE	X(5)		Calendar Julian date. YYDDD format. For example, January 5, 1994 would be 94005. Convert the date used above referenced as BATCH DATE.
BATCH MASTER FILE IND-SW	IN-BATCH-MASTER-FILE-IND-SW	X(1)	'0'	Enter zero.
FILLER	FILLER	X(7)	Leave Blank	
ENTERED BATCH COUNT-N	IN-ENTERED-BATCH-COUNT-N	9(5)		Indicates the number of transactions in the batch. For example if there are 127 transactions in the batch, the entered batch count numeric would be '00127'.
ENTERED BATCH AMT-N	IN-ENTERED-BATCH-AMT-N	9(11)V99		The total dollar amount of all the transactions in the batch without regard to debits, credits or reversals. For example, if the total amount of the batch is $562,678.50 then this field would have '0000056267850'
FILLER	FILLER	X(5)	Leave Blank	
COMPUTEDBATCH COUNT-N	IN-COMPUTED-BATCH-COUNT-N	9(5)	'00000'	Enter 5 zeroes.
COMPUTED BATCH AMT-N	IN-COMPUTED-BATCH-AMT-N	9(11)V99	'0000000000000'	Enter 13 zeroes.
APPROVAL REQ TO POST IND	IN-APPROVAL-REQ-TO-POST-IND	X(1)	'N'	
ALL DOCUMENTS APPROVED IND	IN-ALL-DOCUMENTS-APPROVED-IND	X(1)	Leave Blank	
BATCH RTI ERROR IND	IN-BATCH-RTI-ERROR-IND	X(1)	Leave Blank	
FILLER	FILLER	X(618)	Leave Blank	

Created: July, 1999
Revised: March, 2020

BATCH DETAIL RECORD

R*STARS DATA FIELDS COMMON NAME	R*STARS INERNAL FI ELD NAMES	LENGTH	VALUES	COMMENTS
BATCH AGENCY (submitting)	IN-BATCH-DEPARTMENT	X(3)		Same as on the Batch Header record.
BATCH DATE	IN-BATCH-DATE	X(8)		Same as on the Batch Header record.
BATCH TYPE	IN-BATCH-TYPE	X(1)		Same as on the Batch Header record.
BATCH NUMBER	IN-BATCH NO	X(3)		Same as on the Batch Header record.
BATCH SEQUENCE	IN-BATCH-SEQ-NO	X(5)		Start with '00001' for the first transaction in this batch and increment by one for each successive transaction. For example the eighth transaction would be '00008'. Note: the last sequence used in this batch should be equal to the ENTERED-BATCH-COUNT-N in the Batch Header record above. Also note that the first transaction in any batch is '00001'.
USER ID	IN-OPERATOR-ID	X(8)		Same as on the Batch Header record.
BATCH TID	IN-TID	X(4)	Leave Blank	
EFFECTIVE DATE	IN-EFFECTIVE-DATE	X(8)		Determines the fiscal month that the transactions will be effective as. Convert the following months as: July = YYYY0701 Aug = YYYY0801 Sept = YYYY0901 Oct = YYYY1001 Nov = YYYY1101 Dec = YYYY1201 Jan = YYYY0101 Feb = YYYY0201 Mar = YYYY0301 Apr = YYYY0401 May = YYYY0501 June = YYYY0601 Convert YYYY to the appropriate calendar year

Created: July, 1999
Revised: March, 2020

Appendix C
R*STARS Interface Guide

R*STARS DATA FIELDS COMMON NAME	R*STARS INERNAL FI ELD NAMES	LENGTH	VALUES	COMMENTS
APPN YR	IN-APPPN-YEAR	X(2)		Indicate the Appropriation Year to which the transaction relates. For most transactions, this will be equal to the current fiscal year.
DISB METHOD IND	IN-DISB-METHOD-IND	X(1)	Leave Blank	
CAPITALIZE IND	IN-CAPITALIZE-IND	X(1)	Leave Blank	
TRANSACTION CODE	IN-TRANS-CODE	X(3)		The transaction code identifies a unique accounting event to R*STARS. Select the appropriate three digit transaction code from Appendix B.
MODIFIER	IN-MODIFIER	X(1)	Leave Blank	
REVERSE	IN-REVERSE	X(1)		Enter 'R' if the amount is to be treated as a negative amount. Otherwise, leave this field blank. Note: If the transaction code you are using does not allow a Reverse code (refer to Appendix B), then this field must always be left blank.
FINANCIAL AGENCY (Charge Agency)	IN-DEPARTMENT	X(3)		Enter the three character financial agency to which this transaction should post.
RTI	IN-RTI	X(6)	Leave Blank	
INDEX	IN-INDEX	X(5)		Refer to Appendix B to determine if Index Code is required on this transaction. If the Index Code is optional for this transaction, refer to the Fiscal Officer of the Agency to determine if an Index Code should be used. NOTE: An Index Code may be looked up by a Program Cost Account (PCA). R*STARS report DAFQ0240 provides a listing of Index Codes for a Financial Agency.
APPROPRIATION NO	IN-BUDGET-UNIT	X(5)		Refer to Appendix B to determine if Appropriation Number is required on this transaction. If the Appropriation Number is optional for this transaction, refer to the Fiscal Officer of the Agency to determine if an Appropriation Number should be used. NOTE: An Appropriation Number may be looked up by a Program Cost Account (PCA) or by an Index Code. R*STARS report DAFQ0200 provides a listing of Appropriation Numbers for a Financial Agency.

Created: July, 1999
Revised: March, 2020

R*STARS DATA FIELDS COMMON NAME	R*STARS INERNAL FI ELD NAMES	LENGTH	VALUES	COMMENTS
FUND	IN-FUND-DETAIL	X(4)		Refer to Appendix B to determine if Fund is required on this transaction. If Fund is optional for this transaction, refer to the Fiscal Officer of the Agency to determine if a Fund should be used. NOTE: A Fund may be looked up by a Program Cost Account (PCA) or by an Index Code. R*STARS report DAFQD230 provides a listing of Funds for a Financial Agency.
PCA NO	IN-PCA-NO	X(5)		Refer to Appendix B to determine if a Program Cost Account is required on this transaction. If a Program Cost Account is optional for this transaction, refer to the Fiscal Officer of the Agency to determine if a Program Cost Account should be used. NOTE: A Program Cost Account may be looked up by an Index Code. R*STARS report DAFQ0260 provides a listing of Program Cost Accounts (PCA) for a Financial Agency.
COMPTROLLER OBJECT (STATEWIDE SUB-OBJECT)	IN-EXPEND-SUB-OBJECT	X(4)		Refer to Appendix B to determine if a Comptroller Object is required on this transaction. If a Comptroller Object is optional for this transaction, refer to the Fiscal Officer of the Agency to determine if a Comptroller Object should be used. NOTE: A Comptroller Object may be looked up by an Agency Object. R*STARS report DAFQD100 provides a listing of Comptroller Objects (revenue and expenditure) for the State. NOTE: If Agency Object is used, Comptroller Object must be blank.
AGENCY OBJECT	IN-EXPEND-DETAIL	X(4)		Refer to Appendix B to determine if an Agency Object is required on this transaction. If an Agency Object is optional for this transaction, refer to the Fiscal Officer of the Agency to determine if an Agency Object should be used. R*STARS report DAFQD110 provides a listing of Agency Objects (revenue and expenditure) for the Financial Agency. NOTE: If Agency Object is used, Comptroller Object must be blank.

Created: July, 1999
Revised: March, 2020

R*STARS DATA FIELDS COMMON NAME	R*STARS INERNAL FI ELD NAMES	LENGTH	VALUES	COMMENTS
PROJECT NO	IN-PROJ-NO	X(6)		Refer to Appendix B to determine if a Project is required on this transaction. If a Project is optional for this transaction, refer to the Fiscal Officer of the Agency to determine if a Project should be used. R*STARS report DAFQ0270 provides a listing of Projects for the Financial Agency. NOTE: If Project is used, then Project Phase must not be blank. NOTE: Project Number and Project Phase may be looked up by a Program Cost Account (PCA), an Index Code or Grant Number.
PROJECT PHASE	IN-PROJ-PHASE	X(2)		Required, if Project Number is used. Must be left blank if Project Number is not used.
GRANT NO	IN-GRANT-NO	X(6)		Refer to Appendix B to determine if a Grant is required on this transaction. If a Grant is optional for this transaction, refer to the Fiscal Officer of the Agency to determine if a Grant should be used. R*STARS report DAFQ0290 provides a listing of Grants for the Financial Agency. NOTE: If Grant is used, then Grant Phase must not be blank. NOTE: Grant Number and Grant Phase may be looked up by a Program Cost Account (PCA), an Index Code, Project Number or Subgrantee Code.
GRANT PHASE	IN-GRANT-PHASE	X(2)		Required, if Grant Number is used. Must be left blank if Grant Number is not used.
SUB-GRANTEE	IN-SUB-GRNTEE	X(14)		Refer to Appendix B to determine if a Grant is required on this transaction. If a Grant is optional for this transaction, refer to the Fiscal Officer of the Agency to determine if a Grant should be used. R*STARS report DAFQ0290 provides a listing of Grants for the Financial Agency. NOTE: If Grant is used, then Grant Phase must not be blank.
AGENCY CODE 1	IN-FACILITY	X(4)		Optional. Refer to the Fiscal Officer of the Agency to determine if an Agency Code 1 should be used. R*STARS report DAFQD260 provides a listing of Agency Code 1 for the Financial Agency. NOTE: Agency Code 1 can be looked up by a PCA or an INDEX.

Created: July, 1999
Revised: March, 2020

R*STARS DATA FIELDS COMMON NAME	R*STARS INERNAL FI ELD NAMES	LENGTH	VALUES	COMMENTS
AGENCY CODE 2	IN-TASK	X(4)		Optional. Refer to the Fiscal Officer of the Agency to determine if an Agency Code 2 should be used. R*STARS report DAFQD270 provides a listing of Agency Code 2 for the Financial Agency. NOTE: Agency Code 2 can be looked up by a PCA or an INDEX.
AGENCY CODE 3	IN-LOCATION	X(6)		Optional. Refer to the Fiscal Officer of the Agency to determine if an Agency Code 3 should be used. R*STARS report DAFQD360 provides a listing of Agency Code 3 for the Financial Agency. NOTE: Agency Code 3 can be looked up by a PCA or an INDEX.
AGENCY GENERAL LEDGER ACCOUNT NUMBER	IN-SUBSIDIARY-ACCT-NO	X(8)		Refer to Appendix B to determine if an Agency General Ledger Account is required on this transaction. If the Agency General Ledger is optional for this transaction, refer to the Fiscal Officer of the Agency to determine if an Agency General Ledger should be used. R*STARS report DAFQD320 provides a listing of Agency General Ledger Accounts for a Financial Agency.
MULTI-PURPOSE CODE	IN-MULTI-PURPOSE-CODE	X(10)		Refer to Appendix B to determine if Multipurpose Code is required on this transaction. If the Multipurpose Code is optional for this transaction, refer to the Fiscal Officer of the Agency to determine if Multipurpose Code should be used.
GL ACCT NO	IN-GL-ACCT-NO	X(4)	Leave Blank	
VENDOR NO	IN-VENDOR-NO	X(10)		Refer to Appendix B to determine if Vendor Number is required on this transaction. If the Vendor Number is optional for this transaction, refer to the Fiscal Officer of the Agency to determine if Vendor Number should be used. R*STARS screen numbers 3A, 3N, 51, and 34 display valid R*STARS Vendor Numbers. NOTE: If Vendor Number is used, then Vendor Mail Code must be used.
VENDOR MAIL CODE	IN-VENDOR-SUFFIX	X(3)		Identifies a unique address for a vendor with many addresses. NOTE: Required if Vendor Number is used. Must be left blank if Vendor Number is not used.
1099 INDICATOR	IN-IRS-IND	X(1)	Leave Blank	The 1099 indicator is looked up internally by the Object Code and Vendor Number.

Created: July, 1999
Revised: March, 2020

R*STARS DATA FIELDS COMMON NAME	R*STARS INERNAL FI ELD NAMES	LENGTH	VALUES	COMMENTS
INVOICE-NO	IN-INVOICE-NO	X(14)		This is the number on the invoice received from the vendor. Refer to Appendix B to determine if Invoice Number is required on this transaction. If the Invoice Number is optional for this transaction, refer to the Fiscal Officer of the Agency to determine if Invoice Number should be used.
INVOICE-DATE	IN-INVOICE-DATE	X(8)		Optional. Enter the date of the invoice in the format YYYYMMDD.
DOCUMENT DATE	IN-DOC-DATE	X(8)		Refer to Appendix B to determine if Document Date is required on this transaction. If the Document Date is optional for this transaction, refer to the Fiscal Officer of the Agency to determine if Document Date should be used. The format is YYYYMMDD.
CURRENT DOCUMENT NO	IN-CUR-DOC-NO	X(8)		Refer to Appendix B to determine if Current Document Number is required on this transaction. If the Current Document Number is optional for this transaction, refer to the Fiscal Officer of the Agency to determine if Current Document Number should be used. If required, use a 2 character valid document type followed by six digits. The valid document type is found in Appendix B for the above Transaction Code. NOTE: If Current Document Number is used, then Current Document Number Suffix is required.
CURRENT DOCUMENT NO SUFFIX	IN-CUR-DOC-NO-SUFFIX	X(3)		Required if Current Document Number is used. Must be blank if Current Document Number is not used. If used, must be 3 digits.
REFERENCE DOCUMENT NO	IN-REF-DOC-NO	X(8)		Refer to Appendix B to determine if Reference Document Number is required on this transaction. If the Reference Document Number is optional for this transaction, refer to the Fiscal Officer of the Agency to determine if Reference Document Number should be used. An example of a use for this field is to reference an Account Receivable document on a Cash Receipt transaction. NOTE: If Reference Document Number is used, then Reference Document Number Suffix is required. .
REFERENCE DOCUMENT NO SUFFIX	IN-REF-DOC-NO-SUFFIX	X(3)		Required if Reference Document Number is used. Must be blank if Reference Document Number is not used. If used, must be 3 digits.

Created: July, 1999
Revised: March, 2020

R*STARS DATA FIELDS COMMON NAME	R*STARS INERNAL FI ELD NAMES	LENGTH	VALUES	COMMENTS
DUE DATE	IN-DUE-DATE	X(8)		Refer to Appendix B to determine if Due Date is required on this transaction. If the Due Date is optional for this transaction, refer to the Fiscal Officer of the Agency to determine if Due Date should be used. The format is YYYYMMDD. NOTE: Due Date is used to determine aging for Account Receivables.
SERVICE DATE	IN-SERVICE-DATE	X(8)		Refer to Appendix B to determine if Service Date is required on this transaction. If the Service Date is optional for this transaction, refer to the Fiscal Officer of the Agency to determine if Service Date should be used. The format is YYYYMMDD.
WARRANT NO (CHECK/PAYMENT NUMBER)	IN-WARRANT-NO	X(9)		Refer to Appendix B to determine if a Check Number is required on this transaction. If a Check Number is optional for this transaction, refer to the Fiscal Officer of the Agency to determine if a Check Number should be used.
PAYMENT DIST TYPE (SPECIAL HANDLING CODE)	IN-PAYMENT-DIST-TYPE	X(2)		Refer to Appendix B to determine if a Payment Distribution Type (PDT) is required on this transaction. If a Payment Distribution Type is optional for this transaction, refer to the Fiscal Officer of the Agency to determine if a Payment Distribution Type should be used. NOTE: A Payment Distribution Type may be looked up by a Vendor Number. R*STARS uses the same values for PDT that are used in STARS for the Special Handling Code. Refer to the STARS Users Manual for the valid values.
PROPERTY NO	IN-PROP-NO	X(10)	Leave Blank	
DEBT INVESTMENT ISSUE NO	IN-DEBT-INV-ISSUE-NO	X(9)		Refer to Appendix B to determine if the Debt/Investment Issue Number is required on this transaction. If the Debt/Investment Issue Number is optional for this transaction, refer to the Fiscal Officer of the Agency to determine if the Debt/Investment Issue Number should be used.
FUND CONTROL OVERRIDE	IN-FUND-CTL-ORD	X(1)	Leave Blank	
CONTRACT NO	IN-CONTRACT-NO	X(10)	Leave Blank	

Created: July, 1999
Revised: March, 2020

R*STARS DATA FIELDS COMMON NAME	R*STARS INERNAL FI ELD NAMES	LENGTH	VALUES	COMMENTS
TRANS AMT	IN-TRANS-AMT	9(11)V99	TRANS-AMOUNT	The amount of this transaction. For example, if the amount is $562,678.50 then this field would have '0000056267850'. This field is unsigned. Negative amounts are indicated with an "R" in the REVERSE field described above. A negative $827.00 would be '0000000082700'.
DISCOUNT	IN-DISCOUNT-X	9(11)V99	'0000000000000'	Enter 13 zeroes.
INVOICE DESCRIPTION	IN-INVOICE-DESCRIPTION	X(30)		Optional. Enter the description of the invoice.
CASH RCPT PMT TYPE	IN-CASH-RCPT-PMT-TYPE	X(1)	Leave Blank	
BANK NO	IN-BANK-NO	X(13)	Leave Blank	
DISCOUNT DATE	IN-DISCT-DATE	X(8)	Leave Blank	
DISCOUNT TERMS	IN-DISCT-TERMS	X(2)	Leave Blank	
PENALTY DATE	IN-PEN-DATE	X(8)	Leave Blank	
PENALTY TERMS	IN-PEN-TERMS	X(2)	Leave Blank	
INTEREST TERMS	IN-INT-TERMS-X	9(2)V999	'00000'	Enter 5 zeroes.
PENALTY AMOUNT	IN-PENALTY-AMOUNT-X	9(11)V99	'0000000000000'	Enter 13 zeroes.
VENDOR NAME	IN-VENDOR-NAME	X(50)		Refer to Exhibit B to determine if a Vendor Name is required on this transaction. If a Vendor Name is optional for this transaction, refer to the Fiscal Officer of the Agency to determine if a Vendor Name should be used. NOTE: A Vendor Name may be looked up by a Vendor Number.
VENDOR ADDRESS 1	IN-VENDOR-ADDR-1	X(50)		Refer to Exhibit B to determine if a Vendor Address is required on this transaction. If a Vendor Address is optional for this transaction, refer to the Fiscal Officer of the Agency to determine if a Vendor Address should be used. NOTE: A Vendor Address may be looked up by a Vendor Number. NOTE: The maximum length of Address 1 passed to STARS is 24 characters.
VENDOR ADDRESS 2	IN-VENDOR-ADDR-2	X(50)		See VENDOR-ADDR-1 comments.
VENDOR ADDRESS 3	IN-VENDOR-ADDR-3	X(50)		See VENDOR-ADDR-1 comments. This field is not passed to STARS.

Created: July, 1999
Revised: March, 2020

R*STARS DATA FIELDS COMMON NAME	R*STARS INERNAL FI ELD NAMES	LENGTH	VALUES	COMMENTS
VENDOR ADDRESS 4	IN-VENDOR-ADDR-4	X(50)		See VENDOR-ADDR-1 comments. This field is not passed to STARS.
VENDOR CITY	IN-VENDOR-CITY	X(20)		See VENDOR-ADDR-1 comments.
VENDOR STATE	IN-VENDOR-STATE	X(2)		See VENDOR-ADDR-1 comments.
VENDOR ZIP 1-5	IN-VENDOR-ZIP-1-5	X(05)		See VENDOR-ADDR-1 comments.
VENDOR ZIP 6-9	IN-VENDOR-ZIP-6-9	X(04)		See VENDOR-ADDR-1 comments.
DOCUMENT AGENCY	IN-DOC-DEPARTMENT	X(03)		Same as Batch Agency above.
ORIGINAL VENDOR NO	IN-ORIGINAL-VENDOR-NO	X(10)	Leave Blank	
ORIGINAL VENDOR MC	IN-ORIGINAL-VENDOR-SFX	X(03)	Leave Blank	
FILLER	FILLER	X(01)	Leave Blank	
AGY MESSAGE KEYWORD	IN-AGY-MSG-KYWD	X(20)		Leave blank except when used as a keyword identifier for accounts receivable transactions. The keyword must currently exist on the R*STARS 94 Agency Message Profile.
TRANSMITTAL NUMBER (ARCHIVE REFERENCE NO)	IN-TRANSMITTAL-NUMBER	X(08)	Leave Blank	
ABA NUMBER	IN-ABA-TRANSIT-CODE	X(09)	Leave Blank	
BANK ACCOUNT NUMBER	IN-ACCOUNT-NUMBER	X(17)	Leave Blank	
BANK ACCOUNT TYPE	IN-ACCOUNT-TYPE	X(02)	Leave Blank	
FILLER	FILLER	X(12)		
DOCUMENT YEAR	DOC-YEAR	X(02)		Same as the APPROPRIATION YEAR described above.

Created: July, 1999
Revised: March, 2020

R*STARS STANDARD TRANSACTION INTERFACE COBOL COPYMEMBER DAFRIN

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     ****************************************************************
     *                BEGINNING OF COPY MEMBER DAFRIN             *
     *                STANDARD INPUT INTERFACE TRANSACTION        *
     *                RECORD LENGTH = 750                         *
     *                KEY LENGTH   = 20                           *
     *                RSTARS VERSION 2.0                          *
     *                                                            *
     *NOTE!!! CHANGES MADE IN THIS COPBOOK MUST ALSO BE CHANGED   *
     *         IN WORKING STORAGE OF DAFM356                      *
     ****************************************************************

01  IN-RECORD.
   03   IN-CONTROL-KEY.
     05  IN-TRANS-ID-SEGMENT.
       07  IN-BATCH-ID.
         09  IN-BATCH-DEPARTMENT            PIC X(3).
         09  IN-BATCH-DATE                  PIC X(8).
         09  IN-BATCH-TYPE                  PIC X.
         09  IN-BATCH-NO                    PIC X(3).
       07  IN-BATCH-SEQ-NO                  PIC X(5).
   03  IN-BATCH-REC-1.
     05  IN-BATCH-REC-DATA.

     THE DATA ELEMENTS CONTAINED IN THIS 05-LEVEL ARE
     BLANK IN 'DOCUMENT HEADER' RECORDS:

       07  IN-BATCH-OPERATOR-ID           PIC X(8).
       07  IN-BATCH-OPERATOR-NAME         PIC X(20).
       07  IN-BATCH-OPERATOR-CLASS        PIC X(2).
       07  IN-BATCH-TID                   PIC X(4).
       07  IN-BATCH-EFFECTIVE-DATE        PIC X(8).
       07  IN-BATCH-DISB-METHOD-IND       PIC X(1).
       07  IN-BATCH-PAYMENT-DIST-TYPE     PIC X(2).
       07  IN-FAST-ENTRY                  PIC X(1).
       07  IN-BATCH-DOC-HOLD-FLAG         PIC X(1).
       07  IN-BATCH-AMT-COUNT-ENTERED-IND    PIC X.
       07  IN-BATCH-STATUS                PIC X.
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S:\ASM\MANUAL\RSTARS\Agency Interface Guide\APPD.docx

Created: July, 1999
Revised: February, 2020

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          88  TRANSMIT-AFTER-DATE            VALUE ' '.
          88  DO-NOT-TRANSMIT-HOLD           VALUE 'H'.
          88  TRANSMIT-OVERRIDE              VALUE 'O'.
          88  TRANSMIT-RELEASE              VALUE 'R'.
      07  IN-BATCH-HDR-CNT-SW            PIC X.
          88  BATCH-HDR-CNTS-NOT-CORRECT          VALUE 'N'.
          88  BATCH-HDR-CNTS-ARE-CORRECT          VALUE 'Y'.
      07  IN-BATCH-LAST-SEQ-NO-USED     PIC X(5).
      07  IN-BATCH-SYSTEM-DATE          PIC X(5).
      07  IN-BATCH-MASTER-FILE-IND-SW   PIC X(1).
      07  FILLER                        PIC X(7).
      07  IN-ENTERED-BATCH-COUNT-X      PIC X(5).
      07  FILLER REDEFINES IN-ENTERED-BATCH-COUNT-X.
        09  IN-ENTERED-BATCH-COUNT-N    PIC 9(5).
      07  IN-ENTERED-BATCH-AMT-X        PIC X(13).
      07  FILLER REDEFINES IN-ENTERED-BATCH-AMT-X.
        09  IN-ENTERED-BATCH-AMT-N      PIC 9(11)V99.
      07  FILLER                        PIC X(5).
      07  IN-COMPUTED-BATCH-COUNT-X     PIC X(5).
      07  FILLER REDEFINES IN-COMPUTED-BATCH-COUNT-X.
        09  IN-COMPUTED-BATCH-COUNT-N   PIC 9(5).
      07  IN-COMPUTED-BATCH-AMT-X       PIC X(13).
      07  FILLER REDEFINES IN-COMPUTED-BATCH-AMT-X.
        09  IN-COMPUTED-BATCH-AMT-N     PIC 9(11)V99.
      07  IN-APPROVAL-REQ-TO-POST-IND   PIC X(1).
      07  IN-ALL-DOCUMENTS-APPROVED-IND PIC X(1).
      07  IN-BATCH-RTI-ERROR-IND        PIC X(1).
          88  IN-BATCH-RTI-ERROR                  VALUE 'Y'.
      07  FILLER                        PIC X(198).


    05  IN-DOC-REC-DATA.

*   THE DATA ELEMENTS CONTAINED IN THIS 05-LEVEL ARE
*   BLANK IN 'BATCH HEADER' RECORDS:

      07  IN-DOC-NO-HEADER-KEY.
          09  IN-DOC-NO-DEPARTMENT      PIC X(3).
          09  IN-DOC-NO                 PIC X(8).
          09  IN-DOC-NO-TRANS-YR        PIC X(2).
      07  IN-DOC-NO-COUNT-X             PIC X(5).
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Created: July, 1999
Revised: February, 2020

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    07   FILLER REDEFINES IN-DOC-NO-COUNT-X.
      09   IN-DOC-NO-COUNT-N           PIC 9(5).
    07   IN-DOC-NO-AMT-X               PIC X(13).
    07   FILLER REDEFINES IN-DOC-NO-AMT-X.
      09   IN-DOC-NO-AMT-N             PIC 9(11)V99.
  05 FILLER                           PIC X(01).
  05 IN-ERROR-FLAG-SEGMENT            PIC X(20).
  05 IN-FILLER-3 REDEFINES IN-ERROR-FLAG-SEGMENT.
      10   IN-SEVERITY-IND            PIC X.
      10   FILLER                     PIC X.
      10   IN-ERROR-FLAGS             PIC X(18).
      10   FILLER REDEFINES IN-ERROR-FLAGS.
         15 IN-ERROR-FLAG OCCURS 06 TIMES
                                      PIC XXX.
  05   FILLER                         PIC X(368).


 03  IN-BATCH-REC-2  REDEFINES  IN-BATCH-REC-1.
   05   IN-INPUT-DATA-SEGMENT.
     07   IN-OPERATOR-ID              PIC X(8).
     07   IN-TID                      PIC X(4).
     07   IN-EFFECTIVE-DATE           PIC X(8).
     07   IN-APPN-YEAR                PIC X(2).
     07   IN-DISB-METHOD-IND          PIC X(1).
     07   IN-CAPITALIZE-IND           PIC X(1).
     07   IN-TRANS-CODE               PIC X(3).
     07   IN-MODIFIER                 PIC X.
     07   IN-REVERSE                  PIC X.
     07   IN-DEPARTMENT               PIC X(3).
     07   IN-RTI                      PIC X(6).
     07   IN-INDEX                    PIC X(5).
     07   IN-BUDGET-UNIT              PIC X(5).
     07   IN-FUND-DETAIL              PIC X(4).
     07   IN-PCA-NO                   PIC X(5).
     07   IN-EXPEND-SUB-OBJECT        PIC X(4).
     07   IN-EXPEND-DETAIL            PIC X(4).
     07   IN-PROJ-NO                  PIC X(6).
     07   IN-PROJ-PHASE               PIC X(2).
     07   IN-GRANT-NO                 PIC X(6).
     07   IN-GRANT-PHASE              PIC X(2).
     07   IN-SUB-GRNTEE               PIC X(14).
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07   IN-FACILITY                 PIC X(4).
07   IN-TASK                     PIC X(4).
07   IN-LOCATION                 PIC X(6).
07   IN-SUBSIDIARY-ACCT-NO       PIC X(8).
07   IN-MULTI-PURPOSE-CODE       PIC X(10).
07   IN-GL-ACCT-NO               PIC X(4).
07   IN-VENDOR-NO                PIC X(10).
07   IN-VENDOR-SUFFIX            PIC X(3).
07   IN-IRS-IND                  PIC X.
07   IN-INVOICE-NO               PIC X(14).
07   IN-INVOICE-DATE             PIC X(8).
07   IN-DOC-DATE                 PIC X(8).
07   IN-CUR-DOC-NO               PIC X(8).
07   IN-CUR-DOC-NO-SUFFIX        PIC X(3).
07   IN-REF-DOC-NO               PIC X(8).
07   IN-REF-DOC-NO-SUFFIX        PIC X(3).
07   IN-DUE-DATE                 PIC X(8).
07   IN-SERVICE-DATE             PIC X(8).
07   IN-WARRANT-NO               PIC X(9).
07   IN-PAYMENT-DIST-TYPE        PIC X(2).
07   IN-PROP-NO                  PIC X(10).
07   IN-DEBT-INV-ISSUE-NO        PIC X(09).
07   IN-FUND-CTL-ORD             PIC X.
07   IN-CONTRACT-NO              PIC X(10).
07   IN-TRANS-AMT-X.
  09   IN-TRANS-AMT              PIC 9(11)V99.
07   IN-DISCOUNT-X               PIC X(13).
07   IN-DISCOUNT-N               REDEFINES
     IN-DISCOUNT-X               PIC 9(13).
07   IN-DISCOUNT-D               REDEFINES
     IN-DISCOUNT-X               PIC 9(11)V99.
07   IN-INVOICE-DESCRIPTION      PIC X(30).
07   IN-CASH-RCPT-PMT-TYPE       PIC X.
07   IN-BANK-NO                  PIC X(13).
07   IN-DISCT-DATE               PIC X(8).
07   IN-DISCT-TERMS              PIC X(2).
07   IN-PEN-DATE                 PIC X(8).
07   IN-PEN-TERMS                PIC X(2).
07   IN-INT-TERMS-X              PIC X(5).
07   IN-INT-TERMS-D              REDEFINES
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        IN-INT-TERMS-X                  PIC 9(2)V999.
    07  IN-PENALTY-AMOUNT-X             PIC X(13).
    07  IN-PENALTY-AMOUNT-N             REDEFINES
        IN-PENALTY-AMOUNT-X             PIC 9(13).
    07  IN-PENALTY-AMOUNT-D             REDEFINES
        IN-PENALTY-AMOUNT-X             PIC 9(11)V99.
  05  IN-NAME-AND-ADDRESS-SEGMENT       PIC X(281).
  05  FILLER REDEFINES IN-NAME-AND-ADDRESS-SEGMENT.
    07  IN-VENDOR-NAME                  PIC X(50).
    07  IN-VENDOR-ADDR-1                PIC X(50).
    07  IN-VENDOR-ADDR-2                PIC X(50).
    07  IN-VENDOR-ADDR-3                PIC X(50).
    07  IN-VENDOR-ADDR-4                PIC X(50).
    07  IN-VENDOR-CITY                  PIC X(20).
    07  IN-VENDOR-STATE                 PIC X(2).
    07  IN-VENDOR-ZIP.
      09  IN-VENDOR-ZIP-1-5             PIC X(05).
      09  IN-VENDOR-ZIP-6-9             PIC X(04).
  05  IN-DOC-DEPARTMENT                 PIC X(03).
  05  IN-ORIGINAL-VENDOR-NO             PIC X(10).
  05  IN-ORIGINAL-VENDOR-SFX            PIC X(03).
  05  FILLER                           PIC X(01).
  05  IN-AGY-MSG-KYWD                   PIC X(20).
  05  IN-TRANSMITTAL-NUMBER             PIC X(08).
  05  IN-ABA-TRANSIT-CODE               PIC X(09).
  05  IN-ACCOUNT-NUMBER                 PIC X(17).
  05  IN-ACCOUNT-TYPE                   PIC X(02).
  05  FILLER                           PIC X(12).
**** THE IN-DOC-YEAR IS FOR INTERFACE USE ONLY
**** AND WILL BE IGNORED BY USAS.
  05  IN-DOC-YEAR                       PIC X(02).


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R*STARS DAFRHX TRANSACTION INTERFACE RECORD/LAYOUT

R*STARS DATA FIELDS COMMON NAME	R*STARS INERNAL FI ELD NAMES	LENGTH	COMMENTS
BATCH AGENCY (submitting)	HX-BATCH-DEPARTMENT	X(03)	The agency that submits the batch.
BATCH DATE	HX-BATCH-DATE	X(08)	Current date formatted for a four digit year. Format is YYYYMMDD
BATCH TYPE	HX-BATCH-TYPE	X(01)	Identifies the type of transactions in a batch. Each batch contains only one type of transaction (i.e., Expenditure, Budget, and Journal Voucher). Must be a valid batch type for the transaction code as identified on the 28-B Profile. .
BATCH NO	HX-BATCH-NO	X(03)	A three digit number for uniqueness purposes.
BATCH SEQ NO	HX-BATCH-SEQ-NO	X(05)	A five digit number identifying a single transaction within a batch.
USER ID	HX-OPERATOR-ID	X(08)	ID of the person or interface that submitted the transaction.
TERMINAL ID	HX-TERMINAL-ID	X(04)	For transactions entered on-line, the Terminal ID is the CICS ID for the terminal upon which the user has signed on.
EFFECTIVE DATE	HX-EFFECTIVE-DATE	X(08)	The Transaction Effective Date identifies the accounting period in which the transaction amount was to be posted.

DISBURSEMENT METHOD INDICATOR	HX-DISB-METHOD-IND	X(01)	The Disbursement Method Indicator identifies the status of payment transactions. Valid Values:
			    Blank: Not a Payment Transaction
			    E: Flagged for Expedited Payment
			    H: Held
			    M: Manual Payment
			    R: Released for Payment

CAPITALIZE INDICATOR	HX-CAPITALIZE-IND	X(01)	The Capitalize Indicator identifies whether or not a transaction represents a capitalizable expense. Valid Values:
			Blank: not a controlled asset
			    C: Capitalized
			    I: Inventoried
			    M: Maintenance

Created: July, 1999
Revised: March, 2020

R*STARS DATA FIELDS COMMON NAME	R*STARS INERNAL FI ELD NAMES	LENGTH	COMMENTS
TRANSACTION CODE	HX-TRANS-CODE	X(3)	The Transaction Code identifies the accounting activity being performed with the given transaction. For example, Recording an Encumbrance or Recording an Expenditure.

MODIFIER	HX-MODIFIER	X(1)	The Transaction Modifier identifies the effect the transaction activity is to have on the associated document. Valid Values:
			   Blank: Modifier not applicable
			     A: Activate/Re-Activate the Document
			     C: Cancellation/Closure of the Document
			     F: Final Payment/Liquidation of the Document
			     P: Partial Payment/Liquidation of the Document

REVERSE	HX-REVERSE	X(1)	The Transaction Reverse Code identifies whether the sign of the transaction amount should be reversed or not. Valid values:
			   Blank: Do not change the sign of the Transaction Amount
			    R: Reverse the sign of the Transaction Amount

RTI	HX-RTI	X(6)	
INDEX	HX-INDEX	X(5)	The Index Code is a short-hand code used in transaction data entry. When looked up in the Index Code Table, several other required classification elements are automatically retrieved. Valid Values: Must be defined in the Index Code Table (Screen 24).
APPROPRIATION NO	HX-BUDGET-UNIT	X(5)	The Appropriation Number identifies the specific appropriation against which the transaction is being posted. Valid Values: Must be defined in the Appropriation Number Table (Screen 20).
FUND	HX-FUND-DETAIL	X(4)	A Fund is the lowest level level in the hierarchy for fund reporting purposes. It infers both the state fund strucutre and the GAAP fund structure. Valid Values: Must be defined in the Fund Profile (Screen D23).
PCA NO	HX-PCA-NO	X(5)	The Program Cost Account (PCA) is a five digit code that looks up the program structure. The PCA functions as a coding reduction tool and can look up the following codes: Function, Fund, Organization (Index), Grant/ph, Project/ph, Multi-purpose code, and Agency Code 1, 2, and 3. Valid Values: Must be defined in the Program Cost Account Table (Screen 26).

Created: July, 1999
Revised: March, 2020

Appendix E
R*STARS Interface Guide

R*STARS DATA FIELDS COMMON NAME	R*STARS INERNAL FI ELD NAMES	LENGTH	COMMENTS
COMPTROLLER SOURCE GROUP	HX-COMPT-SRCE-GRP	X(04)	The Comptroller's Source Group defines a group of Objects maintained by the central control agency (usually the comptroller). Valid Values: Must be defined in the Comptroller's Source Group Table (Screen D09).
COMPTROLLER OBJECT (STATEWIDE SUB-OBJECT)	HX-SUB-OBJECT	X(04)	The Comptroller's Object identifies categories of expenditures and revenues used for reporting accounting information to the central controlling Agency (usually the Comptroller). Valid Values: Must be defined in the Comptroller's Object profile (Screen D10).
AGENCY OBJECT	HX-OBJECT-DETAIL	X(04)	The Agency Object is a four digit code that may be used by an agency to identify a type of revenue, expenditure, transfer, or statistical accounting transaction. Valid Values: Must be defined in the Agency Object Table (Screen D11).
GRANT OBJECT	HX-GRANT-OBJECT	X(06)	The Grant Object is a six digit code used to group comptroller objects or agency objects. It provides greater flexibility in grant budgeting and reporting. Valid Values: Must be defined in the Grant Object Profile (Screen D48).
PROJECT NUMBER	HX-PROJ-NO	X(06)	The Project Number is a six character code used to identify an account for projects and interagency agreements in R*STARS. Valid Values: Must be Defined in the Project Number Profile (Screen D42).
PROJECT PHASE	HX-PROJ-PHASE	X(02)	This data element is used to identify phases within a project. This allows the user to capture financial information by project phase as well as project. Valid Values: Must exist in Project Control Profile (Screen 27).
GRANT NO	HX-GRANT-NO	X(06)	The Grant Number is a six character code. Valid Values: Must be defined in Grant Control Profile (Screen 29).
GRANT PHASE	HX-GRANT-PHASE	X(02)	The grant phase is a two digit code that may be used to uniquely identify time periods such as federal fiscal year (Screen 29).
SUB-GRANTEE	HX-SUB-GRNTEE	X(14)	Specifies agencies, localities, etc. who receive portions of pass-through grants. Valid Values: Must be defined in the Subgrantee Control Profile (Screen 31).
AGENCY CODE 1	HX-FACILITY	X(4)	General purpose code available for agency use. Valid Values: Must be defined in the D26 Agency Code 1 table.

Created: July, 1999
Revised: March, 2020

R*STARS DATA FIELDS COMMON NAME	R*STARS INERNAL FI ELD NAMES	LENGTH	COMMENTS
AGENCY CODE 2	HX-TASK	X(04)	General purpose code available for agency use. Valid Values: Must be defined in the D27 Agency Code 2 Profile.
AGENCY CODE 3	HX-LOCATION	X(06)	General purpose code available for agency use. Valid Values: Must be defined in the D36 Agency Code 3 Profile.
AGENCY GENERAL LEDGER ACCOUNT NUMBER	HX-SUBSIDIARY-ACCT-NO	X(08)	An eight character code used to identify the Agency General Ledger Account. The Agency General Ledger provides a lower level of detail for the Comptroller General Ledger. This code must exist in D32 Agency General Ledger Profile.
MULTI-PURPOSE CODE	HX-MULTI-PURPOSE-CODE	X(10)	General use code used most often to pass data through to another system.
GL ACCT NO	HX-GL-ACCT	X(04)	The General Ledger Account is a four digit code that defines the Comptroller's General Ledger Accounts. This is the lowest level of the general ledger structure for Systemwide Accounting purposes. Valid Values: Must be defined in the Comptroller GL Account Profile (D31).
VENDOR NO	HX-VENDOR-NO-X	9(10)	The Vendor Number may be up to 10 characters. This number usually represents the vendor's federal tax ID or Social Security Number. Valid Values: Systemwide vendors: defined in the Systemwide Vendor Profile (52) Agency vendors: defined in the Agency Vendor Profile (34) and the first character must be '0'.
VENDOR MAIL CODE	HX-VENDOR-SUFFIX	X(03)	The Vendor Mail Code is a three character code used to identify multiple mail addresses for a single vendor. A mail code of '000' is established by the system when a vendor record is entered on the Systemwide Vendor Profile (52). Additional Systemwide Vendor Mail Codes are added through the Vendor Mail Code Profile (51). Agency vendors and mail codes are added through the Agency Vendor Profile (34).
1099 INDICATOR	HX-IRS-IND	X(01)	1099 edit indicator.

Created: July, 1999
Revised: March, 2020

R*STARS DATA FIELDS COMMON NAME	R*STARS INERNAL FI ELD NAMES	LENGTH	COMMENTS
INVOICE-NO	HX-INVOICE-NO	X(14)	The invoice number is generally an optional data element used to a transaction to a specific vendor invoice. When the invoice number is used on an accounts payable transaction, it is printed on the associated remittance advice.
INVOICE-DATE	HX-INVOICE-DATE	X(08)	Invoice date is an optional field that can be used to identify the vendor's billing date.
DOCUMENT DATE	HX-DOC-DATE	X(08)	The date the document was created.
CURRENT DOCUMENT NO	HX-CUR-DOC-NO	X(08)	The Current Document Number may be up to eight characters. It provides a means for categorizing documents.
CURRENT DOCUMENT NO SUFFIX	HX-CUR-DOC-NO-SUFFIX	X(03)	The Current Document Number suffix is three digits. It is used to identify transactions within a document.
REFERENCE DOCUMENT NO	HX-REF-DOC-NO	X(08)	The Reference Document Number is an eight character code used during data entry to reference a pre-existed document. For example, to liquidate an encumbrance the encumbrance document number is entered in the Reference Document Number field.
REFERENCE DOCUMENT NO SUFFIX	HX-REF-DOC-NO-SUFFIX	X(03)	A three digit suffix used to identify specific transactions within the reference document.
DUE DATE	HX-DUE-DATE	X(08)	Identifies the date that the payment processing subsystem will generate a warrant or direct deposit payment. If the due date is left blank the payment processing subsystem will immediately generate a payment. This date can also be used to identify the date accounts receivables are due.
SERVICE DATE	HX-SERVICE-DATE	X(08)	Identifies the date on which goods and services are received or rendered.

WARRANT NO (CHECK/PAYMENT NUMBER)	HX-WARRANT-NO	X(09)	The payment number is usually a system generated number. If the disbursement method indicator for the expenditure transaction is set to 'M' for manual payment, the payment number must be entered with transaction. Valid Values:
			  9 digit warrant number
			  7 digit direct deposit number

PROPERTY NO	HX-PROP-NO	X(10)	A ten character number used to identify each specific Fixed Asset.
DEBT INVESTMENT ISSUE NO	HX-DEBT-INV-ISSUE-NO	X(09)	This data element provides an identification number for the Debt/Investment Issue.

Created: July, 1999
Revised: March, 2020

R*STARS DATA FIELDS COMMON NAME	R*STARS INERNAL FI ELD NAMES	LENGTH	COMMENTS

FUND CONTROL OVERRIDE	HX-FUND-CTL-ORD	X(01)	The Security Fund Control Override determines if the user has the security to override fund control edits. Valid Values:
			   Blank: No Fund Override allowed
			     0: Agency Level Fund Override allowed
			     1: Statewide Level Fund Override allowed

CONTRACT NO	HX-CONTRACT-NO	X(10)	The Contract Number is ten digits and is part of the key to the Contract Profile.
APPROPRIATED NUMBER RELATED	HX-APPN-NO-RELATED	X(05)	Not currently being used. Value: Located on the Appropriation Number Profile (screen 20).
TRANS AMT	HX-TRANS-AMT	S9(11)V99 COMP-3	The amount of this transaction. For example, if the amount is $562,678.50 then this field would have '0000056267850'. This field is unsigned. Negative amounts are indicated with an "R" in the REVERSE field described above. A negative $827.00 would be '0000000082700'.
DISCOUNT	HX-DISCOUNT-AMT	S9(11)V99 COMP-3	Discount amount is used to identify the amount of a discount taken. This field is used strictly for information purposes only. It is not used by the system to reduce the amount of the payment. If the amount is $827.00 then this field would be '0000000082700'.
INVOICE DESCRIPTION	HX-INVOICE-DESCRIPTION	X(30)	This is an optional 30 character field. The agencies may use this field enter information concerning the transaction. If it is used on an Accounts Payable transaction, the description will be printed on the vendor's remittance advice.
CASH RCPT PMT TYPE	HX-CASH-RCPT-PMT-TYPE	X(01)	Not currently being used.
BANK TRANSIT CODE/ABA NO	HX-BANK-TRANSIT-CODE	X(09)	Identifies the routing number/ABA Number for the specific bank. This information is used to track deposits of cash receipts and make payments via direct deposit, and is located on the 52 Systemwide Vendor Profile. For security purposed, will not be displayed on file.
BANK ACCOUNT NUMBER	HX-BANK-ACCOUNT-NO	X(17)	Identifies the specific account within the Bank. This information is used to track deposits of cash receipts and make payments via direct deposit, and is located on the 52 Systemwide Vendor Profile. For security purposed, will not be displayed on file.

Created: July, 1999
Revised: March, 2020

R*STARS DATA FIELDS COMMON NAME	R*STARS INERNAL FI ELD NAMES	LENGTH	COMMENTS
BANK ACCOUNT TYPE	HX-BANK-ACCOUNT-TYPE	X(02)	This data element describes the type of bank account (e.g. checking, savings, certificate of deposit, etc.). This information is used to track deposits of cash receipts and make payments via direct deposit, and is located on the 52 Systemwide Vendor Profile. For security purposed, will not be displayed on file.
DISCOUNT DATE	HX-DISCT-DATE	X(08)	This element is used to identify the date the discount was taken.
DISCOUNT TERMS	HX-DISCT-TERMS	X(02)	The two digit discount percentage that is available if payment is made by the discount date.
PENALTY DATE	HX-PEN-DATE	X(08)	The date after which a penalty payment will be required.
PENALTY TERMS	HX-PEN-TERMS	X(02)	The two digit penalty percentage that is applied if the payment is not made on time.
INTEREST TERMS	HX-INT-TERMS	9(2)V999	The percentage of interest to be applied to the principal Debt/Investment.
PENALTY AMOUNT	HX-PENALTY-AMT	9(11)V99 COMP-3	The amount of late payment penalties paid.
VENDOR NAME	HX-VENDOR-NAME	X(50)	A fifty character field used to record the vendor's name.
VENDOR ADDRESS 1	HX-VENDOR-ADDR-1	X(50)	The first line of the vendor's street address.
VENDOR ADDRESS 2	HX-VENDOR-ADDR-2	X(50)	The second line of the vendor's street address.
VENDOR ADDRESS 3	HX-VENDOR-ADDR-3	X(50)	The third line of the vendor's street address.
VENDOR ADDRESS 4	HX-VENDOR-ADDR-4	X(50)	The fourth line of the vendor's street address.
VENDOR CITY	HX-VENDOR-CITY	X(20)	The vendor's city.
VENDOR STATE	HX-VENDOR-STATE	X(02)	The vendor's state abbreviation code. Standard state abbreviations.
VENDOR ZIP 1-5	HX-VENDOR-ZIP-1-5	X(05)	The first five digits of the vendor's zip code
VENDOR ZIP 6-9	HX-VENDOR-ZIP-6-9	X(04)	The last four digits of the vendor's zip code if used.

Created: July, 1999
Revised: March, 2020

R*STARS DATA FIELDS COMMON NAME	R*STARS INERNAL FI ELD NAMES	LENGTH	COMMENTS
VENDOR TYPE	HX-VENDOR-TYPE	X(01)	The Vendor Type is a one digit required field. Valid Values: 1: Employee 2: Federal Agency 3: State Agency 4: Local Government 5: Vendor - Business 6: Vendor - Individual 7: Other
PAYMENT DISTRIBUTION TYPE (PDT)	HX-PAY-DIST-TYPE	X(02)	This indicator describes the method of payment distribution.
PROCESS DATE	HX-PROC-DATE	X(08)	The date that the batch cycle processed the transaction.
PROCESS TIME	HX-PROC-TIME	X(04)	The time that the batch cycle processed the transaction.
ENCUMBRANCE DOCUMENT MATCH LEVEL FROM AGENCY CONTROL PROFILE	HX-OC-ENC-DOC-MATCH-LVL	X(01)	The Encumbrance Document Match Level Indicator indicates at which level a match is required for documents liquidating an encumbrance. Valid Values: 0: None, No Match Required 1: Match Appropriation Only 2: All, Match Document to all input coding elements on the encumbrance
PRE-EMCUBRANCE DOCUMENT MATCH LEVEL FROM AGENCY CONTROL PROFILE	HX-OC-PRE-ENC-DOC-MATCH-LVL	X(01)	The Pre-Encumbrance Document Match Level indicator determines at which level a match is required for documents liquidating a pre-encumbrance. Valid Values: 0: No Match Required 1: Match Appropriation Only 2: All, Match Documents to all input coding elements on the pre-encumbrance
PROGRAM CODE	HX-PROGRAM-CODE	X(04)	The Program Code identifies programs which receive funding. The Program Code profile allows a hierarchical tree-structured Program organization.
PROGRAM LEVEL 1	HX-PROGRAM-LEVEL1	X(04)	The Level 1 Program Code associated with the posted Program Code.
PROGRAM LEVEL 2	HX-PROGRAM-LEVEL2	X(04)	The Level 2 Program Code associated with the posted Program Code.
PROGRAM LEVEL 3	HX-PROGRAM-LEVEL3	X(04)	The Level 3 Program Code associated with the posted Program Code.

Created: July, 1999
Revised: March, 2020

R*STARS DATA FIELDS COMMON NAME	R*STARS INERNAL FI ELD NAMES	LENGTH	COMMENTS
PROGRAM LEVEL 4	HX-PROGRAM-LEVEL4	X(04)	The Level 4 Program Code associated with the posted Program Code.
PROGRAM LEVEL 5	HX-PROGRAM-LEVEL5	X(04)	The Level 5 Program Code associated with the posted Program Code.
PROGRAM LEVEL 6	HX-PROGRAM-LEVEL6	X(04)	The Level 6 Program Code associated with the posted Program Code.
PROGRAM LEVEL 7	HX-PROGRAM-LEVEL7	X(04)	The Level 7 Program Code associated with the posted Program Code.
PROGRAM LEVEL 8	HX-PROGRAM-LEVEL8	X(04)	The Level 8 Program Code associated with the posted Program Code.
PROGRAM LEVEL 9	HX-PROGRAM-LEVEL9	X(04)	The Level 9 Program Code associated with the posted Program Code.
AGENCY BUDGET PROGRAM LEVEL	HX-PA-AL-PGM-LEVEL-IND	X(01)	The Agency Budget Program Level Indicator determines the level of program detail posted to the Agency Budget Financial Table. Valid Values: 0: No Program 1: Program Level 1 2: Program Level 2 3: Program Level 3 4: Program Level 4 5: Program Level 5 6: Program Level 6 7: Program Level 7 8: Program Level 8 9: Program Level 9
APPROPRIATION - OBJECT LEVEL INDICATOR	HX-BU-AP-OBJ-LEVEL-IND	X(01)	This indicator is used to identify the level of object that will be used in State appropriations.
APPROPRIATION ORG LEVEL	HX-BU-AP-ORG-LEVEL-IND	X(01)	This indicator is used to identify the level of organization that will be used in State appropriations.
APPROPRIATION PROGRAM LEVEL	HX-BU-AP-PGM-LEVEL-IND	X(01)	This indicator is used to identify the level of program that will be used in State appropriations.

Created: July, 1999
Revised: March, 2020

R*STARS DATA FIELDS COMMON NAME	R*STARS INERNAL FI ELD NAMES	LENGTH	COMMENTS
PROGRAM OBJECT BUDGET OBJECT LEVEL	HX-BU-PGM-OBJ-BUD-OBJ-LVL-IND	X(01)	This indicator is used to determine the level of object posting. Valid Values: 0 No Object posting 1 Comptroller Source/Group 2 Comptroller Object 3 Object If this indicator is left blank, the system defaults the value to '0'
AGENCY BUDGET OBJECT LEVEL	HX-BU-AL-OBJ-LEVEL-IND	X(01)	The Agency Budget Object Level Indicator controls the posting of the object to the control key of the Agency Budget Financial Table. Valid Values: 0: No Object Postings 1: Comptroller Source/Group 2: Comptroller Object 3: Object 4: Agency Object Group 5: Agency Object
FINANCIAL AGENCY	HX-DEPARTMENT	X(03)	The R*STARS financial agency. Valid Values are located on the 25 Agency Control Profile.
ORGANIZATION CODE	HX-ORG-CODE	X(04)	The Organization Code identifies organizational units within an Agency.
ORGANIZATION LEVEL 2	HX-ORG-LEVEL2	X(04)	The Level 2 Org Code associated with the posted Org Code. Level 2 is the first organizational grouping below the Agency level.
ORGANIZATION LEVEL 3	HX-ORG-LEVEL3	X(04)	The Level 3 Org Code associated with the posted Org Code.
ORGANIZATION LEVEL 4	HX-ORG-LEVEL4	X(04)	The Level 4 Org Code associated with the posted Org Code.
ORGANIZATION LEVEL 5	HX-ORG-LEVEL5	X(04)	The Level 5 Org Code associated with the posted Org Code.
ORGANIZATION LEVEL 6	HX-ORG-LEVEL6	X(04)	The Level 6 Org Code associated with the posted Org Code.
ORGANIZATION LEVEL 7	HX-ORG-LEVEL7	X(04)	The Level 7 Org Code associated with the posted Org Code.
ORGANIZATION LEVEL 8	HX-ORG-LEVEL8	X(04)	The Level 8 Org Code associated with the posted Org Code.
ORGANIZATION LEVEL 9	HX-ORG-LEVEL9	X(04)	The Level 9 Org Code associated with the posted Org Code.
ORGANIZATION LEVEL 10	HX-ORG-LEVEL10	X(04)	The Level 10 Org Code associated with the posted Org Code.
AGENCY BUDGET ORG LEVEL	HX-IC-AL-ORG-LEVEL-IND	X(01)	The Allotment Organization Level Indicator determines the level of the organization structure at which the agency budget is controlled. Valid Values: 0: No Organization Level 1: Agency Level 1 2: Organization Level 2

Created: July, 1999
Revised: March, 2020

R*STARS DATA FIELDS COMMON NAME	R*STARS INERNAL FI ELD NAMES	LENGTH	COMMENTS
PROJECT EXPENDITURE POST LEVEL	HX-PC-EXP-POST-LEVEL-IND	X(01)	The Expenditure Post Level Indicator determines the level that expenditure transactions post to the Project Financial Table. Valid Values: 0: No Object 1: Comptroller Object 2: Agency Object 3: Agency Object Group A: Fund and no Object B: Fund and Comptroller Object C: Fund and Agency Object D: Fund and Agency Object Group
GRANT EXPENDITURE POST LEVEL	HX-GC-EXP-POST-LEVEL-IND	X(01)	The Expenditure Post Level Indicator determines the level that expenditure transactions post to the Grant Financial Table. Valid Values: 0: No Object 1: Comptroller Object 2: Agency Object 3: Agency Object Group A: Fund and no Object B: Fund and Comptroller Object C: Fund and Agency Object D: Fund and Agency Object Group
GRANT CASH CONTROL LEVEL	HX-GC-CC-GRANT-LEVEL-IND	X(01)	The grant level at which cash control will be applied. Valid Values: Y - Yes exercise cash control by grant phase N - No do not exercise cash control by grant phase
APPROPRIATED FUND CASH CONTROL LEVEL	HX-D22-CC-POST-LEVEL-IND	X(01)	This indicator is used to determine if cash control should be exercised by the appropriated fund. Valid Values: 0 Do not control by Appropriated Fund 1 Control by Appropriated Fund
APPROPRIATED FUND	HX-D23-FUND	X(04)	The Appropriated Fund identifies the Fund designators associated with the legislative budget.

Created: July, 1999
Revised: March, 2020

R*STARS DATA FIELDS COMMON NAME	R*STARS INERNAL FI ELD NAMES	LENGTH	COMMENTS
AGENCY BUDGET FUND LEVEL	HX-D23-AL-FUND-LVL-IND	X(01)	The Agency Budget Fund Level indicator determines whether no fund, the appropriated fund, or the fund is posted to the control key of the Agency Budget Financial Table. Valid Values: 0: None 1: Appropriated Fund 2: Fund
APPROPRIATION FUND LEVEL	HX-D23-AP-FD-DET-LVL-IND	X(01)	This indicator identifies which level of the fund hierarchy will be used for appropriation control.
CASH CONTROL FUND LEVEL	HX-D23-CC-FUND-LEVEL-IND	X(01)	This indicator is used to determine the level of fund control in regards to cash. Valid Values: 0 None 1 Appropriated Fund 2 Fund
PROJECT/PHASE BUDGET INDICATOR	HX-D42-PROJ-PH-BUD-IND	X(01)	This one character indicator is used to determine the level of budgetary control to be applied to the project. Valid Values: Y - Yes control project budget by phase N - No control project budget at project level only
GRANT/PHASE BUDGET INDICATOR	HX-D47-GR-PH-BUD-IND	X(01)	The Grant Phase Budget Level Indicator controls the posting of the phase to the Grant, Cash Control, and Cash Balance Financial Tables. Valid Values: Y: Grant Budget and Cash Control is at phase level N: Grant Budget and Cash Control is at grant level
TRANSACTION REGISTER NO	HX-TD-REGISTER-IND	X(01)	Specifies the transaction register on which the transaction is to be printed.
FISCAL MONTH	HX-FISCAL-MONTH	X(02)	Identifies the number of the month within the fiscal year (e.g. July to June fiscal year, July is fiscal month 01). Valid Values: 01 thru 12 13 fiscal year end adjustment period
FISCAL YEAR	HX-TRANS-YR	X(02)	The Fiscal Year identifies a specific year for which books are kept.
APPROPRIATION YEAR	HX-APPN-YEAR	X(02)	The Appropriation Year identifies the year associated with a particular appropriation cycle.

Created: July, 1999
Revised: March, 2020

Appendix E
R*STARS Interface Guide

R*STARS DATA FIELDS COMMON NAME	R*STARS INERNAL FI ELD NAMES	LENGTH	COMMENTS
WARRANT WRITTEN DATE	HX-WARRANT-WRITTEN-DATE	X(08)	The date that the warrants/checks were printed
WARRANT WRITING INDICATOR	HX-WARRANT-WRITING-IND	X(01)	The Warrant Writing Indicator classifies the type of expenditure or warrant transaction. Valid Values: 0: Not a payment transaction (No warrant) 1: Warrant (Positive Amount) 2: Credit Memo 3: Payments for Payees w/Limits 4: Payments for Direct Deposit Amounts 5: Payroll - Gross Pay (with Employee Number) 6: Payroll - Net Pay (to Employee) 7: ERS and Other Miscellaneous Deduction Payments 8: 401K Amounts 9: 401K Deductions (for the 401K Administrator)
INTERFACE TRANSACTION CODE	HX-TD-FACTS-TC	X(03)	Not currently being used.
INTERFACE INDICATORS	HX-TD-INTERFACE-IND	X(01)	Indicators identifying the transaction as either a Payment, Journal Entry, or Receipt.
DOCUMENT FINAL APPROVAL DATE	HX-FINAL-APPROVAL-DATE	X(08)	The date the document was approved
ARCHIVE REFERENCE NUMBER (ARN)	HX-ARCHIVE-REF-NO	X(08)	The system assigns a unique Archive Reference Number to each new transmittal.
CURRENT EFFECTIVE DATE	HX-CURRENT-EFFECTIVE-DATE	X(08)	The Transaction Effective Date identifies the accounting period in which the transaction amount is to be posted.
TRANSACTION TYPE	HX-TRAN-TYPE	X(01)	Not currently being used.
TRANSACTION TYPE ID	HX-TRAN-TYPE-ID	X(01)	Not currently being used.
PAYMENT TYPE	HX-PAYMENT-TYPE	X(01)	Not currently being used.
FILLER	FILLER	X(02)	
CONVERTED AGENCY OBJECT	HX- CONV-OBJECT-DETAIL	X(15)	The converted R*STARS agency object code

Created: July, 1999
Revised: March, 2020

CONVERTED APPROPRIATED FUND	HX-CONV-FUND	X(15)	The converted R*STARS appropriated fund.
CONVERTED AGENCY	HX-CONV-DEPARTMENT	X(15)	The converted R*STARS agency
CONVERTED PCA	HX-CONV-PCA	X(15)	The converted R*STARS program cost account code.
CONVERTED APPROPRIATION NO	HX-CONV-BUDGET-UNIT	X(15)	The converted R*STARS appropriation number.
CONVERTED COMPTROLLER OBJECT	HX-CONV-SUBOBJECT	X(15)	The converted R*STARS comptroller object.
CONVERTED INDEX	HX-CONV-INDEX	X(15)	The converted R*STARS index code.
CONVERTED TRANSACTION CODE	HX-CONV-TC	X(15)	The converted R*STARS transaction code.
DOCUMENT AGENCY	HX-DOC-DEPARTMENT	X(03)	The posting agency for a document.
LIQUIDATION AMOUNT	HX-LIQ-AMOUNT	9(11)V99	If applicable, amount used for purposes of document liquidation.
FILLER	FILLER	X(208)	

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R*STARS STANDARD TRANSACTION INTERFACE COBOL COPYMEMBER DAFRHX

```
    ****************************************************************
    *                  BEGINNING OF COPY MEMBER DAFRHX            *
    *                  HISTORY HX FILE                            *
    *                  RECORD LENGTH = 1200                       *
    *                  KEY LENGTH    = 20                         *
    *                                                            *
    ****************************************************************


01  HX-RECORD.
  03  HX-CONTROL-KEY.
    05  HX-TRANSACTION-ID.
        10  HX-BATCH-ID.
            15  HX-BATCH-DEPARTMENT     PIC X(03).
            15  HX-BATCH-DATE           PIC X(08).
            15  FILLER REDEFINES HX-BATCH-DATE.
                20  HX-BATCH-YR         PIC X(04).
                20  HX-BATCH-MO         PIC X(02).
                20  HX-BATCH-DAY        PIC X(02).
            15  HX-BATCH-TYPE           PIC X(01).
            15  HX-BATCH-NO             PIC X(03).
        10  HX-BATCH-SEQ-NO             PIC X(05).
  03  HX-INFORMATION-ELEMENTS.
    05  HX-OPERATOR-ID                  PIC X(08).
    05  HX-TERMINAL-ID                  PIC X(04).
    05  HX-EFFECTIVE-DATE               PIC X(08).
    05  HX-DISB-METHOD-IND              PIC X(01).
    05  HX-CAPITALIZE-IND               PIC X(01).
    05  HX-TRANS-CODE                   PIC X(03).
    05  HX-MODIFIER                     PIC X(01).
    05  HX-REVERSE                      PIC X(01).
    05  HX-RTI                          PIC X(06).
    05  HX-INDEX                        PIC X(05).
    05  HX-BUDGET-UNIT                  PIC X(05).
    05  HX-FUND-DETAIL                  PIC X(04).
    05  HX-PCA-NO                       PIC X(05).
    05  HX-COMPT-SRCE-GRP               PIC X(04).
    05  HX-SUB-OBJECT                   PIC X(04).
```

S:\ASM\MANUAL\RSTARS\Agency Interface Guide\Appendix F.docx

Created: July, 1999
Revised: March, 2020

```
05   HX-OBJ-DETAIL                   PIC X(04).
05   HX-GRANT-OBJECT                 PIC X(06).
05   HX-PROJ-NO                      PIC X(06).
05   HX-PROJ-PHASE                   PIC X(02).
05   HX-GRANT-NO                     PIC X(06).
05   HX-GRANT-PHASE                  PIC X(02).
05   HX-SUB-GRNTEE                   PIC X(14).
05   HX-FACILITY                     PIC X(04).
05   HX-TASK                         PIC X(04).
05   HX-LOCATION                     PIC X(06).
05   HX-SUBSIDIARY-ACCT-NO           PIC X(08).
05   HX-MULTI-PURPOSE-CODE           PIC X(10).
05   HX-GL-ACCT                      PIC X(04).
05   HX-VENDOR-NO-X                  PIC X(10).
05   HX-VENDOR-NO-N                  REDEFINES
     HX-VENDOR-NO-X                  PIC 9(10).
05   HX-VENDOR-SUFFIX                PIC X(03).
05   HX-IRS-IND                      PIC X(01).
05   HX-INVOICE-NO                   PIC X(14).
05   HX-INVOICE-DATE                 PIC X(08).
05   HX-DOC-DATE                     PIC X(08).
05   HX-CUR-DOC-NO                   PIC X(08).
05   HX-CUR-DOC-NO-SUFFIX            PIC X(03).
05   HX-REF-DOC-NO                   PIC X(08).
05   HX-REF-DOC-NO-SUFFIX            PIC X(03).
05   HX-DUE-DATE                     PIC X(08).
05   HX-SERVICE-DATE                 PIC X(08).
05   HX-WARRANT-NO                   PIC X(09).
05   HX-PROP-NO                      PIC X(10).
05   HX-DEBT-INV-ISSUE-NO            PIC X(09).
05   HX-FUND-CTL-ORD                 PIC X(01).
05   HX-CONTRACT-NO                  PIC X(10).
05   HX-APPN-NO-RELATED              PIC X(05).
05   HX-TRANS-AMT                    PIC S9(11)V99 COMP-3.
05   HX-DISCOUNT-AMT                 PIC S9(11)V99 COMP-3.
05   HX-INVOICE-DESCRIPTION          PIC X(30).
05   HX-CASH-RCPT-PMT-TYPE           PIC X(01).
05   HX-BANK-TRANSIT-CODE            PIC X(09).
05   HX-BANK-ACCOUNT-NO              PIC X(17).
05   HX-BANK-ACCOUNT-TYPE            PIC X(02).
```

```
05   HX-DISCT-DATE                     PIC X(08).
05   HX-DISCT-TERMS                    PIC X(02).
05   HX-PEN-DATE                       PIC X(08).
05   HX-PEN-TERMS                      PIC X(02).
05   HX-INT-TERMS                      PIC 9(02)V999.
05   HX-PENALTY-AMT                    PIC S9(11)V99 COMP-3.
05   HX-VENDOR-NAME                    PIC X(50).
05   HX-VENDOR-ADDRESS-SEGMENT.
     10   HX-VENDOR-ADDR-1             PIC X(50).
     10   HX-VENDOR-ADDR-2             PIC X(50).
     10   HX-VENDOR-ADDR-3             PIC X(50).
     10   HX-VENDOR-ADDR-4             PIC X(50).
     10   HX-VENDOR-CITY               PIC X(20).
     10   HX-VENDOR-STATE              PIC X(02).
     10   HX-VENDOR-ZIP.
          15   HX-VENDOR-ZIP-1-5       PIC X(05).
          15   HX-VENDOR-ZIP-6-9       PIC X(04).
05   HX-VENDOR-TYPE                    PIC X(01).
05   HX-PAY-DIST-TYPE                  PIC X(02).
05   HX-PROC-DATE                      PIC X(08).
05   HX-PROC-TIME                      PIC X(04).
05   HX-OC-ENC-DOC-MATCH-LVL           PIC X(01).
05   HX-OC-PRE-ENC-DOC-MATCH-LVL       PIC X(01).
05   HX-PROGRAM-CODE                   PIC X(04).
05   HX-PROGRAM-LEVELS.
     10   HX-PROGRAM-LEVEL1            PIC X(04).
     10   HX-PROGRAM-LEVEL2            PIC X(04).
     10   HX-PROGRAM-LEVEL3            PIC X(04).
     10   HX-PROGRAM-LEVEL4            PIC X(04).
     10   HX-PROGRAM-LEVEL5            PIC X(04).
     10   HX-PROGRAM-LEVEL6            PIC X(04).
     10   HX-PROGRAM-LEVEL7            PIC X(04).
     10   HX-PROGRAM-LEVEL8            PIC X(04).
     10   HX-PROGRAM-LEVEL9            PIC X(04).
05   HX-PA-AL-PGM-LEVEL-IND            PIC X(01).
05   HX-BU-AP-OBJ-LEVEL-IND            PIC X(01).
05   HX-BU-AP-ORG-LEVEL-IND            PIC X(01).
05   HX-BU-AP-PGM-LEVEL-IND            PIC X(01).
05   HX-BU-PGM-OBJ-BUD-OBJ-LVL-IND     PIC X(01).
05   HX-BU-AL-OBJ-LEVEL-IND            PIC X(01).
```

S:\ASM\MANUAL\RSTARS\Agency Interface Guide\Appendix F.docx

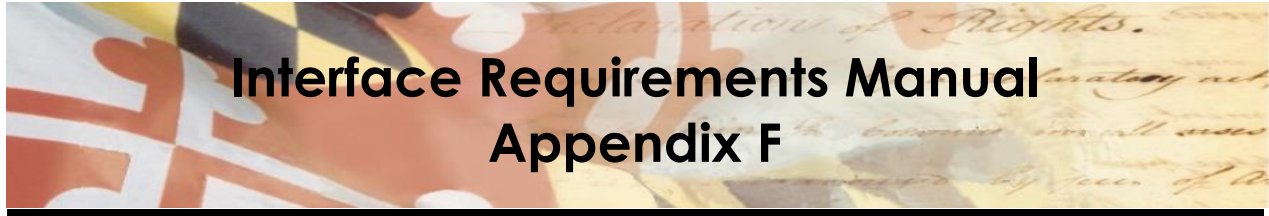**Created:** July, 1999
Revised: March, 2020

```
05   HX-DEPARTMENT                    PIC X(03).
05   HX-ORG-CODE                      PIC X(04).
05   HX-ORG-LEVELS.
     10   HX-ORG-LEVEL2               PIC X(04).
     10   HX-ORG-LEVEL3               PIC X(04).
     10   HX-ORG-LEVEL4               PIC X(04).
     10   HX-ORG-LEVEL5               PIC X(04).
     10   HX-ORG-LEVEL6               PIC X(04).
     10   HX-ORG-LEVEL7               PIC X(04).
     10   HX-ORG-LEVEL8               PIC X(04).
     10   HX-ORG-LEVEL9               PIC X(04).
     10   HX-ORG-LEVEL10              PIC X(04).
05   HX-IC-AL-ORG-LEVEL-IND           PIC X(01).
05   HX-PC-EXP-POST-LEVEL-IND         PIC X(01).
05   HX-GC-EXP-POST-LEVEL-IND         PIC X(01).
05   HX-GC-CC-GRANT-LEVEL-IND         PIC X(01).
05   HX-D22-CC-POST-LEVEL-IND         PIC X(01).
05   HX-D23-FUND                      PIC X(04).
05   HX-D23-AL-FUND-LVL-IND           PIC X(01).
05   HX-D23-AP-FD-DET-LVL-IND         PIC X(01).
05   HX-D23-CC-FUND-LEVEL-IND         PIC X(01).
05   HX-D42-PROJ-PH-BUD-IND           PIC X(01).
05   HX-D47-GR-PH-BUD-IND             PIC X(01).
05   HX-TD-REGISTER-IND               PIC X(01).
05   HX-FISCAL-MONTH                  PIC X(02).
05   HX-TRANS-YR                      PIC X(02).
05   HX-APPN-YEAR                     PIC X(02).
05   HX-WARRANT-WRITTEN-DATE          PIC X(08).
05   HX-WARRANT-WRITING-IND           PIC X(01).
05   HX-TD-FACTS-TC                   PIC X(03).
05   HX-TD-INTERFACE-INDS.
     10   HX-TD-INTERFACE-IND
                     OCCURS 20 TIMES PIC X(01).
05   HX-FINAL-APPROVAL-DATE           PIC X(08).
05   HX-ARCHIVE-REF-NO                PIC X(08).
05   HX-CURRENT-EFFECTIVE-DATE        PIC X(08).
05   HX-TRANSACTION-TYPE.
     10   HX-TRAN-TYPE                 PIC X(01).
     10   HX-TRAN-TYPE-ID              PIC X(01).
     10   HX-PAYMENT-TYPE              PIC X(01).
```

```
       10  FILLER                      PIC X(02).
   05  HX-CONVERSION-ELEMENTS.
       10 HX-CONV-OBJECT-DETAIL        PIC X(15).
       10 HX-CONV-FUND                 PIC X(15).
       10 HX-CONV-DEPARTMENT           PIC X(15).
       10 HX-CONV-PCA                  PIC X(15).
       10 HX-CONV-BUDGET-UNIT          PIC X(15).
       10 HX-CONV-SUBOBJECT            PIC X(15).
       10 HX-CONV-INDEX                PIC X(15).
       10 HX-CONV-TC                   PIC X(15).
   05  HX-DOC-DEPARTMENT               PIC X(03).
   05  HX-LIQ-AMOUNT                   PIC 9(11)V99.
   05  FILLER                          PIC X(208).
*****************************************************************
*                                                               *
*               END OF COPY MEMBER DAFRHX                        *
*                                                               *
*****************************************************************
```

APPENDIX G
R*STARS DAFRIN LAYOUT FIELD POSITIONS

Record Key

1-3	X(3)	Batch Agency
4-11	X(8)	Batch Date
12-12	X(1)	Batch Type
13-15	X(3)	Batch Number
16-20	X(5)	Batch Sequence Number

Batch Header Fields

21-28	X(8)	User ID
29-48	X(20)	Operator Name
49-50	X(2)	Operator Class
51-54	X(4)	Batch TID
55-62	X(8)	Effective Date
63-63	X(1)	Disb Method Indicator
64-65	X(2)	Payment Dist Type
66-66	X(1)	Fast Entry
67-67	X(1)	Doc Hold Flag
68-68	X(1)	Amt Count Entered Ind
69-69	X(1)	Status
70-70	X(1)	Header Count Sw
71-75	X(5)	Last Sequence Number Used
76-80	X(5)	System Date (Julian)
81-81	X(1)	Master File Ind Sw
82-88	X(7)	Filler
89-93	X(5)	Entered Batch Count
94-106	9(13)	Entered Batch Amount
107-111	X(5)	Filler
112-116	X(5)	Computed Batch Count
117-129	9(13)	Computed Batch Amount
130-130	X(1)	Approval Req to Post Ind
131-131	X(1)	All Documents Approved Ind
132-132	X(1)	Batch RTI Error Ind
133-750	X(618)	Filler

Batch Detail Fields

21-28	X(8)	Operator ID
29-32	X(4)	TID
33-40	X(8)	Effective Date
41-42	X(2)	Appn Year
43-43	X(1)	Disb Method Ind
44-44	X(1)	Capitalize Ind
45-47	X(3)	Transaction Code
48-48	X(1)	Modifier
49-49	X(1)	Reverse
50-52	X(3)	Agency
53-58	X(6)	RTI
59-63	X(5)	Index
64-68	X(5)	Appropriation Number

R*STARS Agency Interface Requirements Manual   1

69-72	X(4)	Fund
73-77	X(5)	PCA
78-81	X(4)	Comptroller Object
82-85	X(4)	Agency Object
82-91	X(6)	Project Number
92-93	X(2)	Project Phase
94-99	X(6)	Grant Number
100-101	X(2)	Grant Phase
102-115	X(14)	Sub-Grantee
116-119	X(4)	Agency Code 1
120-123	X(4)	Agency Code 2
124-129	X(6)	Agency Code 3
130-137	X(8)	Agency General Ledger Account Number
138-147	X(10)	Multi-Purpose Code
148-151	X(4)	General Ledger Account Number
152-161	X(10)	Vendor Number
162-164	X(3)	Vendor Mail Code
165-165	X(1)	IRS 1099 Indicator
166-179	X(14)	Invoice Number
180-187	X(8)	Invoice Date
188-195	X(8)	Document Date
196-203	X(8)	Current Document Number
204-206	X(3)	Current Document Number Suffix
207-214	X(8)	Reference Document Number
215-217	X(3)	Reference Document Number Suffix
218-225	X(8)	Due Date
226-233	X(8)	Service Date
234-242	X(9)	Warrant Number
243-244	X(2)	PDT
245-254	X(10)	Property Number
255-263	X(9)	Debt/Investment Issue Number
264-264	X(1)	Fund Control Override
265-274	X(10)	Contract Number
275-287	X(13)	Transaction Amount
288-300	X(13)	Discount Amount
301-330	X(30)	Invoice Description
331-331	X(1)	Cash Receipt Payment Type
332-344	X(13)	Bank Number
345-352	X(8)	Discount Date
353-354	X(2)	Discount Terms
355-362	X(8)	Penalty Date
363-364	X(2)	Penalty Terms
365-369	X(5)	Interest Terms
370-382	X(13)	Penalty Amount
383-432	X(50)	Vendor Name
433-482	X(50)	Vendor Address Line 1
483-532	X(50)	Vendor Address Line2
533-582	X(50)	Vendor Address Line 3
583-632	X(50)	Vendor Address Line 4
633-652	X(20)	Vendor City
653-654	X(2)	Vendor State
655-659	X(5)	Vendor Zip 1-5

660-663	X(4)	Vendor Zip 6-9
664-666	X(3)	Document Agency
667-676	X(10)	Original Vendor Number
677-679	X(3)	Original Vendor Number Mail Code
680-748	X(69)	Filler
749-750	X(2)	Document Year

APPENDIX H
R*STARS TO STARS CROSSWALK FOR INTERFACED TRANSACTION CODES

R*STARS TCODE	REVERSE	TITLE	STARS TCODE
170		RECEIPT OF AGY FUND OTHER INVESTMENTS	131
171		DEPOSIT FRINGE BENEFITS PAYABLE	063
172		COLLECTION LOAN OR NOTE RECEIVABLE	092
173		RECEIPT OF EMPLOYEE PAYROLL DEDUCTIONS	066
180		COLLECTION OF A/R BILLED - EXPEND	121
181		COLLECTION OF INTERGOV REC (FED)	081
182		COLLECTION OF INTERGOV REC (LOCAL)	081
183		COLLECTION OF A/R BILLED - REVENUE	081
185		COLLECTION OF REC DUE FROM OTH FUNDS	081
186		COLLECTION DUE FROM OTHER FUNDS EXPEND	121
189		COLLECTION NSF CHECK RECEIVABLE	081
190		RECEIPT OF REVENUE AGENCY DEPOSIT	081
191		RECEIPT REFUND OF EXPENDITURE	121
192		CASH RECEIPT OF FRINGE BENEFITS COSTS	063
193		REFUND OF SUBGR ADV - INCREASE ENCUM	121
194		REFUND OF SUBGRANTEE ADVANCE	121
195		RECEIPT DEPOSITS PAYABLE	080
196		DEFERRED REVENUE	088
220		CLAIMS PAYABLE - REVENUE REFUND	256
222		CLAIMS PAYABLE NOT ENCUMERED	251
222	R	CLAIMS PAY NOT ENCUMERED (REVERSE)	263
225		CLAIMS PAYABLE ENCUMBERED	251
225	R	CLAIMS PAY ENCUMBERED (REVERSE)	263
227		VOUCHER DEPOSIT PAYABLE	260
228		DISBURSE FRINGE BENEFITS PAYABLE	254
228	R	DISBURSE FRINGE BENEFITS PAYABLE	254R
229		CLAIMS PAYABLE -REVERSAL OF PY ACCRUAL	251
230		CLAIMS PAYABLE - PURCHASE OF INVESTMENT	261
231		CLAIMS PAYABLE - DISB OF ACCOUNTS PAYABLE	260
232		VOUCHERS PAYABLE - DISB OF PROV FOR REFUND	278
233		DISB EMPLOYEE PAYROLL DEDUCTION	248
233	R	DISB EMPLOYEE PAYROLL DEDUCTION	248
234		DISB EMPLOYEE PAYROLL DEDUCTION	245
234	R	DISB EMPLOYEE PAYROLL DEDUCTION	245R
240		CLAIMS PAYABLE - REVENUE REFUND	256
242		CLAIMS PAYABLE NOT ENCUMBERED(R*STARS)	251
242	R	CLAIMS PAYABLE NOT ENCUMBERED (R*STARS)	263
247		CLAIMS PAYABLE - DISB OF DEPOSITS PAYABLE	260
261		SUBGRANTEE ADVANCE ENCUMBERED	251
261	R	SUBGRANTEE ADVANCE ENCUMBERED	263
262		SUBGRANTEE REIMB EXPEND ENCUMBERED	251
262	R	SUBGRANTEE REIMB EXPEND ENCUMBERED	263
267		SUBGRANTEE ADVANCE NOT ENCUMBERED	251
267	R	SUBGRANTEE ADVANCE NOT ENCUMBERED	263
268		SUBGRANTEE EXPEND NOT ENCUM NO ADVANCE	251

Appendix H   Revised: 09/06

268	R	SUBGRANTEE EXPEND NOT ENCUM NO ADVANCE	251
272		ADJUST SUBGRANTEE EXPEND AND ENCUMB	237
272	R	ADJUST SUBGRANTEE EXPEND AND ENCUMB	237R
301		COST ALLOCATION INCREASE EXPENDITURES	237
301	R	COST ALLOCATION DECREASE EXPENDITURES	237R
302		COST ALLOCATION DECREASE EXPENDITURES	237R
302	R	COST ALLOCATION INCREASE EXPENDITURES	237
311		COST ALLOCATION CHARGE CASH EXPEND	237
311	R	COST ALLOCATION CHARGE CASH EXPEND	237R
312		COST ALLOCATION CREDIT CASH EXPEND	237R
312	R	COST ALLOCATION CREDIT CASH EXPEND	237
315		ALLOCATION OF INDIRECT REVENUE INCREASE	087
315	R	ALLOCATION OF INDIRECT REVENUE INCREASE	087R
316		ALLOCATION OF INDIRECT REVENUE DECREASE	087R
316	R	ALLOCATION OF INDIRECT REVENUE DECREASE	087
400		OPERATING TRANSFER IN	305
400	R	OPERATING TRANSFER IN	305R
401		OPERATING TRANSFER OUT	305R
401	R	OPERATING TRANSFER OUT	305
405		RECEIPT OF EMPLOYEE PAYROLL DEDUCTIONS	066
405	R	RECEIPT OF EMPLOYEE PAYROLL DEDUCITONS	066R
409		FRINGE BENEFITS PAYABLE ADJUSTMENT	367
409	R	FRINGE BENEFITS PAYABLE ADJUSTMENT	367R
410		REVENUE ADJUSTMENT INCREASE	087
410	R	REVENUE ADJUSTMENT INCREASE (REVERSE)	087R
411		CASH RECEIPT ADJ OF REVENUE DECREASE	087R
411	R	CASH RECEIPT ADJ OF REVENUE DECREASE (REVERSE)	087
412		ADJUSTMENT OF EXPENDITURE DECREASE	237R
412	R	ADJUSTMENT OF EXPENDITURE DECR (REVERSE)	237
413		ADJUSTMENT OF EXPENDITURE DECREASE	237
413	R	ADJUSTMENT OF EXPENDITURE DECREASE (REVERSE)	237R
414		DEPOSIT PAYABLE ADJUSTMENT	257
415		ESTABLISH ACCOUNTS PAYABLE AND ACC EXP	361
416		DEFERRED REVENUE ADJUSTMENT	077
416	R	DEFERRED REVENUE ADJUSTMENT (REVERSE)	077R
417		CASH RECEIPT OF REVENUE	077R
417	R	CASH RECEIPT OF REVENUE (REVERSE)	077
418		PROVISION FOR REFUNDS - GAAP ADJUSTMENT	057
418	R	PROVISION FOR REFUNDS - GAAP ADJUSTMENT	057R
419		INCREASE INVESTMENTS AND DEPOSIT LIAB	331
419	R	INCREASE INVESTMENTS AND DEPOSIT LIAB	331R
440		LOCKBOX JE A/R BILLED - EXPENDITURES	237R
440	R	LOCKBOX JE A/R BILLED - EXPENDITURES	237
441		LOCKBOX JE OF INTERGOV RECEIVABLE (FED)	087
441	R	LOCKBOX JE OF INTERGOV RECEIVABLE (FED)	087R
442		LOCKBOX JE OF INTERGOV RECEIVABLE LOCAL	087
442	R	LOCKBOX JE OF INTERGOV RECEIVABLE LOCAL	087R
443		LOCKBOX A/R BILLED REVENUE	087
443	R	LOCKBOX A/R BILLED REVENUE	087R
445		LOCKBOX JE RECEIPT DUE FROM OTHER FUNDS	087
445	R	LOCKBOX JE RECEIPT DUE FROM OTHER FUNDS	087R

Appendix H   Revised: 09/06

449		LOCKBOX JE NSF CHECK RECEIVABLE	087
449	R	LOCKBOX JE NSF CHECK RECEIVABLE	087R
450		ACCOUNTS RECEIVABLE - HIGHER EDUCATION	097
451		ACCOUNTS RECEIVABLE - HIGHER EDUCATION	097R
452		DEPOSIT ACCOUNTS RECEIVABLE PAYMENT	083
453		DISBURSE ACCOUNTS RECEIVABLE	262
454		ADJUST NOTE RECEIVABLE PAYMENT	107
454	R	ADJUST NOTE RECEIVABLE PAYMENT	107R
455		ISSUE LOAN DISBURSEMENT	274

Note: Reverse Code "R" causes the general ledger impact in R*STARS and STARS to be reversed.

R*STARS Agency Interface Guide

Appendix I – R*STARS "DAFRIN" Transaction Interface Record Layout for 1099 Reporting

BATCH HEADER RECORD

R*STARS DATA FIELDS COMMON NAMES	R*STARS INTERNAL FIELD NAMES	LENGTH	VALUES	COMMENTS
BATCH AGENCY (submitting)	BATCH-AGY	X(3)		The agency that submits the batch.
BATCH DATE	BATCH-DATE	X(8)		Current date formatted for a four digit year. Format is YYYYMMDD
BATCH TYPE	BATCH-TYPE	X(1)		Must be '4'. This will insure the records are picked up for 1099 processing
BATCH NO	BATCH-NO	X(3)		A three digit number.
BATCH SEQ NO	BATCH-SEQ-NO	X(5)	'00000'	
USER ID	BATCH-OPERATOR-ID	X(8)	'1099xxx'	xxx is the batch agency identifier.
BATCH OPERATOR NAME	BATCH-OPERATOR-NAME	X(20)	Leave blank	
BATCH OPERATOR CLASS	BATCH-OPERATOR-CLASS	X(2)	'75'	Must be entered. This is the only user class with the ability to post the 1099 transaction code.
BATCH TID	BATCH-TID	X(4)	Leave blank	
BATCH EFFECTIVE DATE	BATCH-EFFECTIVE-DATE	X(8)	Leave Blank	
BATCH DISB METHOD IND	BATCH-DISB-METHOD-IND	X(1)	Leave blank	
BATCH PAYMENT DISTRIBUTION TYPE	BATCH-PAYMENT-DIST-TYPE	X(2)	Leave Blank	

BATCH HEADER RECORD

R*STARS DATA FIELDS COMMON NAMES	R*STARS INTERNAL FIELD NAMES	LENGTH	VALUES	COMMENTS
FAST ENTRY	FAST-ENTRY	X(1)	'N'	
BATCH DOC HOLD FLAG	BATCH-DOC-HOLD-FLAG	X(1)	Leave blank	
BATCH AMT COUNT ENTERED-IND	BATCH-AMT-COUNT-ENTERED-IND	X(1)	'Y'	
BATCH STATUS	BATCH-STATUS	X(1)	'R'	
BATCH HDR CNT-SW	BATCH-HDR-CNT-SW	X(1)	'Y'	
BATCH LAST SEQ NO USED	BATCH-LAST-SEQ-NO-USED	X(5)		Identifies the highest sequence number used in the batch. For example, if there are 127 transactions in the batch, the last sequence number would be '00127'. All five positions are required and must be left zero filled.
BATCH SYSTEM DATE	BATCH-SYSTEM-DATE	X(5)		Calendar Julian date. YYDDD format. For example, January 5, 1994 would be 94005. Convert the date used above referenced as BATCH DATE.
BATCH MASTER FILE IND-SW	BATCH-MASTER-FILE-IND-SW	X(1)	'0'	Enter zero.
FILLER	FILLER	X(7)	Leave blank	
ENTERED BATCH COUNT-N	ENTERED-BATCH-COUNT-N	9(5)		Indicates the number of transactions in the batch. For example if there are 127 transactions in the batch, the entered batch count numeric would be '00127'.
ENTERED BATCH AMT-N	ENTERED-BATCH-AMT-N	9(11)V99		The total dollar amount of all the transactions in the batch without regard to debits, credits or reversals. For example, if the total amount of the batch is $562,678.50 then this field would have '0000056267850'

BATCH HEADER RECORD

R*STARS DATA FIELDS COMMON NAMES	R*STARS INTERNAL FIELD NAMES	LENGTH	VALUES	COMMENTS
FILLER	FILLER	X(5)	Leave blank	
COMPUTEDBATCH COUNT-N	COMPUTED-BATCH-COUNT-N	9(5)	'00000'	Enter 5 zeroes.
COMPUTED BATCH AMT-N	COMPUTED-BATCH-AMT-N	9(11)V99	'0000000000000'	Enter 13 zeroes.
APPROVAL REQ TO POST IND	APPROVAL-REQ-TO-POST-IND	X(1)	'N'	
ALL DOCUMENTS APPROVED IND	ALL-DOCUMENTS-APPROVED-IND	X(1)	Leave blank	
BATCH RTI ERROR IND	BATCH-RTI-ERROR-IND	X(1)	Leave blank	
FILLER	FILLER	X(618)	Leave blank	

BATCH DETAIL RECORD

R*STARS DATA FIELDS COMMON NAMES	R*STARS INTERNAL FIELD NAMES	LENGTH	VALUES	COMMENTS
BATCH AGENCY (submitting)	BATCH-AGY	X(3)		Same as on the Batch Header record.
BATCH DATE	BATCH-DATE	X(8)		Same as on the Batch Header record.
BATCH TYPE	BATCH-TYPE	X(1)		Same as on the Batch Header record.
BATCH NUMBER	BATCH NUMBER	X(3)		Same as on the Batch Header record.
BATCH SEQUENCE	BATCH-SEQUENCE	X(5)		Start with '00001' for the first transaction in this batch and increment by one for each successive transaction. For example the eighth transaction would be '00008'. Note: the last sequence used in this batch should be equal to the ENTERED-BATCH-COUNT-N in the Batch Header record above. Also note that the first transaction in any batch is '00001'.
OPERATOR ID	OPERATOR-ID	X(8)		Same as on the Batch Header record.
TID	BATCH-TID	X(4)	Leave Blank	

BATCH DETAIL RECORD

R*STARS DATA FIELDS COMMON NAMES	R*STARS INTERNAL FIELD NAMES	LENGTH	VALUES	COMMENTS
EFFECTIVE DATE	EFFECTIVE-DATE	X(8)		Determines the fiscal month that the transactions will be effective as. Convert the following months as: July = YYYY0701 Aug = YYYY0801 Sept = YYYY0901 These transactions need to effective dated in Oct = YYYY1001 calendar year 1999 Nov = YYYY1101 Dec = YYYY1201 Jan = YYYY0101 Feb = YYYY0201 Mar = YYYY0301 Apr = YYYY0401 May = YYYY0501 June = YYYY0601 Convert YYYY to the appropriate calendar year
APPN YR	APPN-YR	X(2)	Required	Indicate the Appropriation Year that the transaction relates to. For most transactions, this will be equal to the current fiscal year.
DISB METHOD IND	DISB-METHOD-IND	X(1)	Leave Blank	
CAPITALIZE IND	CAPITALIZE-IND	X(1)	Leave Blank	
TRANSACTION CODE	TRANS-CODE	X(3)	'Z99'	This transaction code identifies transactions as 1099
MODIFIER	MODIFIER	X(1)	Leave Blank	

BATCH DETAIL RECORD

R*STARS DATA FIELDS COMMON NAMES	R*STARS INTERNAL FIELD NAMES	LENGTH	VALUES	COMMENTS
REVERSE	REVERSE	X(1)	Optional	Enter 'R' if the amount is to be treated as a negative amount. Otherwise, leave this field blank. Note: If the transaction code you are using does not allow a Reverse code (refer to Appendix B), then this field must always be left blank.
FINANCIAL AGENCY (Charge Agency)	AGENCY	X(3)	Required	Enter the three character financial agency that this transaction should post to.
RTI	RTI	X(6)	Leave Blank	
INDEX	INDEX	X(5)	Leave Blank	
APPROPRIATION NO	APPN-NUM	X(5)	Leave Blank	
FUND	FUND	X(4)	Required	The fund must be entered and be entered as '0096'
PCA NO	PCA-NO	X(5)	Leave Blank	
COMPTROLLER OBJECT (STATEWIDE SUB-OBJECT)	COMPTROLLER-OBJECT	X(4)	Required	The comptroller object will determine the appropriate form and box number for reporting the transaction amount
AGENCY OBJECT	AGENCY-OBJECT	X(4)	Optional	
PROJECT NO	PROJ-NO	X(6)	Leave Blank	
PROJECT PHASE	PROJ-PHASE	X(2)	Leave Blank	

BATCH DETAIL RECORD

R*STARS DATA FIELDS COMMON NAMES	R*STARS INTERNAL FIELD NAMES	LENGTH	VALUES	COMMENTS
GRANT NO	GRANT-NO	X(6)	Leave Blank	
GRANT PHASE	GRANT-PHASE	X(2)	Leave Blank	
SUB-GRANTEE	SUB-GRANTEE	X(14)	Leave Blank	
AGENCY CODE 1	AGENCY-CODE-1	X(4)	Optional	
AGENCY CODE 2	AGENCY-CODE-2	X(4)	Optional	
AGENCY CODE 3	AGENCY-CODE-3	X(6)	Optional	
AGENCY GENERAL LEDGER ACCOUNT NUMBER	AGENCY-GL-ACCOUNT	X(8)	Leave Blank	
MULTI-PURPOSE CODE	MULTI-PURPOSE-CODE	X(10)	Leave Blank	
GL ACCT NO	GL-ACCT-NO	X(4)	Leave Blank	
VENDOR NO	VENDOR-NO	X(10)	Required	The vendor number must exist on the 52 System Vendor Profile
VENDOR MAIL CODE	VENDOR-MC	X(3)	Required	Enter '000'
1099 INDICATOR	IRS-IND	X(1)	Leave Blank	The 1099 indicator is looked up internally by the Object Code
INVOICE-NO	INVOICE-NO	X(14)	Leave Blank	

BATCH DETAIL RECORD

R*STARS DATA FIELDS COMMON NAMES	R*STARS INTERNAL FIELD NAMES	LENGTH	VALUES	COMMENTS
INVOICE-DATE	INVOICE-DATE	X(8)		Optional. Enter the date of the invoice in the format YYYYMMDD.
DOCUMENT DATE	DOC-DATE	X(8)	Required	Enter in the format YYYYMMDD.
CURRENT DOCUMENT NO	CUR-DOC-NO	X(8)	'TZ'	Enter the 'TZ' Document Type followed by a six (6) digit document identifier. These documents are not tracked; therefore the same number can be used for multiple transactions.
CURRENT DOCUMENT NO SUFFIX	CUR-DOC-NO-SUFFIX	X(3)	Required	Must be three (3) digits.
REFERENCE DOCUMENT NO	REF-DOC-NO	X(8)	Optional	This will be for internal tracing only. Accounting information will not be evoked from the reference document
REFERENCE DOCUMENT NO SUFFIX	REF-DOC-NO-SUFFIX	X(3)		Required if Reference Document Number is used. Must be blank if Reference Document Number is not used. If used, must be 3 digits.
DUE DATE	DUE-DATE	X(8)	Leave Blank	
SERVICE DATE	SERVICE-DATE	X(8)	Leave blank	
WARRANT NO (CHECK NUMBER)	PAYMENT-NO	X(9)		Optional. For internal tracking purposes only.
PAYMENT DIST TYPE (SPECIAL HANDLING CODE)	PAYMENT-DIST-TYPE	X(2)	Leave Blank	
PROPERTY NO	PROP-NO	X(10)	Leave Blank	
DEBT INVESTMENT ISSUE NO	DEBT-INV-ISSUE-NO	X(9)	Leave blank	

BATCH DETAIL RECORD

R*STARS DATA FIELDS COMMON NAMES	R*STARS INTERNAL FIELD NAMES	LENGTH	VALUES	COMMENTS
FUND CONTROL OVERRIDE	FUND-CTL-ORD	X(1)	Leave Blank	
CONTRACT NO	CONTRACT-NO	X(10)	Leave Blank	
TRANS AMT	TRANS-AMT	9(11)V99	TRANS-AMOUNT	The amount of this transaction. For example, if the amount is $562,678.50 then this field would have '0000056267850'. This field is unsigned. Negative amounts are indicated with an "R" in the REVERSE field described above. A negative $827.00 would be '0000000082700'.
DISCOUNT	DISCOUNT-D	9(11)V99	'0000000000000'	Enter 13 zeroes.
INVOICE DESCRIPTION	INVOICE-DESCRIPTION	X(30)	Optional	Enter the description of the invoice.
CASH RCPT PMT TYPE	CASH-RCPT-PMT-TYPE	X(1)	Leave Blank	
BANK NO	BANK-NO	X(13)	Leave Blank	
DISCOUNT DATE	DISCT-DATE	X(8)	Leave Blank	
DISCOUNT TERMS	DISCT-TERMS	X(2)	Leave Blank	
PENALTY DATE	PEN-DATE	X(8)	Leave Blank	
PENALTY TERMS	PEN-TERMS	X(2)	Leave Blank	

N:\MANUAL\Agency Interface Guide\APPI.DOC

Created: July, 1999
Revised: May, 2010

BATCH DETAIL RECORD

R*STARS DATA FIELDS COMMON NAMES	R*STARS INTERNAL FIELD NAMES	LENGTH	VALUES	COMMENTS
INTEREST TERMS	INT-TERMS	9(002)V999	'00000'	Enter 5 zeroes.
PENALTY AMOUNT	PENALTY-AMOUNT	9(11)V99	'0000000000000'	Enter 13 zeroes.
VENDOR NAME	VENDOR-NAME	X(50)		Refer to Exhibit B to determine if a Vendor Name is required on this transaction. If a Vendor Name is optional for this transaction, refer to the Fiscal Officer of the Agency to determine if a Vendor Name should be used. NOTE: A Vendor Name may be looked up by a Vendor Number.
VENDOR ADDRESS 1	VENDOR-ADDR-1	X(50)		Refer to Exhibit B to determine if a Vendor Address is required on this transaction. If a Vendor Address is optional for this transaction, refer to the Fiscal Officer of the Agency to determine if a Vendor Address should be used. NOTE: A Vendor Address may be looked up by a Vendor Number. NOTE: The maximum length of Address 1 passed to STARS is 24 characters.
VENDOR ADDRESS 2	VENDOR-ADDR-2	X(50)		See VENDOR-ADDR-1 comments.
VENDOR ADDRESS 3	VENDOR-ADDR-3	X(50)		See VENDOR-ADDR-1 comments. This field is not passed to STARS.
VENDOR ADDRESS 4	VENDOR-ADDR-4	X(50)		See VENDOR-ADDR-1 comments. This field is not passed to STARS.
VENDOR CITY	VENDOR-CITY	X(20)		See VENDOR-ADDR-1 comments.
VENDOR STATE	VENDOR-STATE	X(2)		See VENDOR-ADDR-1 comments.

N:\MANUAL\Agency Interface Guide\APPI.DOC

Created: July, 1999
Revised: May, 2010

BATCH DETAIL RECORD

R*STARS DATA FIELDS COMMON NAMES	R*STARS INTERNAL FIELD NAMES	LENGTH	VALUES	COMMENTS
VENDOR ZIP 1-5	VENDOR-ZIP-1-5	X(5)		See VENDOR-ADDR-1 comments.
VENDOR ZIP 6-9	VENDOR-ZIP-6-9	X(4)		See VENDOR-ADDR-1 comments.
DOCUMENT AGENCY	DOC-DEPARTMENT	X(3)		Same as Batch Agency above.
ORIGINAL VENDOR NO	ORIGINAL-VENDOR-NO	X(10)	Leave Blank	
ORIGINAL VENDOR MC	ORIGINAL-VENDOR-SFX	X(3)	Leave Blank	
FILLER	FILLER	X(1)	Leave Blank	
AGENCY MESSAGE KEYWORD	AGY-MSG-KYWD	X(20)	Leave Blank	
TRANSMITTAL NUMBER	TRANSMITTAL-NUMBER	X(8)	Leave Blank	
ABA TRANSIT NUMBER	ABA-TRANSIT-CODE	X(9)	Leave Blank	
ACCOUNT NUMBER	ACCOUNT-NUMBER	X(17)	Leave Blank	
ACCOUNT-TYPE	ACCOUNT-TYPE	X(2)	Leave Blank	
FILLER	FILLER	X(12)	Leave Blank	
DOCUMENT YEAR	DOC-YEAR	X(2)		Same as the APPROPRIATION YEAR described above.

N:\MANUAL\Agency Interface Guide\APPI.DOC

Interface Requirements Manual

Appendix K

R*STARS "DAFRVE" BATCH AGENCY VENDOR UPDATE INTERFACE FILE LAYOUT

FIELD	POS	FORMAT	VALUE	FIELD DESCRIPTION	REQUIRED?
1	1-10	X(10)		VENDOR NUMBER	Required
2	11-13	X(3)		VENDOR NUMBER SUFFIX	Required
3	14-16	X(3)		DEPARTMENT	Required
4	17-36	X(20)		SEARCH NAME	Required
5	37	X(1)		CUSTOMER TYPE	Required
6	38-87	X(50)		VENDOR NAME	Required
7	88-137	X(50)		VENDOR ADDRESS 1	Required
8	138-187	X(50)		VENDOR ADDRESS 2	
9	188-237	X(50)		VENDOR ADDRESS 3	
10	238-287	X(50)		VENDOR ADDRESS 4	
11	288-307	X(20)		VENDOR CITY	Required
12	308-309	X(2)		VENDOR STATE	Required
13	310-314	X(5)		VENDOR ZIP CODE 1-5	Required
14	315-318	X(4)		VENDOR ZIP CODE 6-9	
15	319-321	X(3)		VENDOR PHONE NUMBER AREA CODE	
16	322-324	X(3)		VENDOR PHONE NUMBER PREFIX	
17	325-328	X(4)		VENDOR PHONE NUMBER	
18	329	X(1)		OWNERSHIP CODE	Required
19	330-331	X(2)		PMT DISTRIBUTION CODE	Required
20	332-334	X(3)		HOLD REASON CODE	
21	335-343	X(9)		ABA TRANSIT CODE	Leave Blank
22	344-360	X(17)		ACCOUNT NUMBER	Leave Blank
23	361-362	X(2)		ACCOUNT TYPE	Leave Blank
24	363	X(1)		TAX OFFSET EXEMPT	Required
25	364	X(1)		T99 INDICATOR	Required
26	365	X(1)		FEI OR SSN INDICATOR	Required
27	366-369	X(4)		BU EFF DATE YEAR	Leave Blank
28	370-371	X(2)		BU EFF DATE MONTH	Leave Blank
29	372-373	X(2)		BU EFF DATE DAY	Leave Blank
30	374-377	X(4)		W9 REQUEST DATE YEAR	Leave Blank
31	378-379	X(2)		W9 REQUEST DATE MONTH	Leave Blank
32	380-381	X(2)		W9 REQUEST DATE DAY	Leave Blank
33	382-385	X(4)		CHANGE REASON CODE	Required
34	386	X(1)		SECURITY TYPE	
35	387-389	X(3)		SECURITY SOURCE	
36	390-393	X(4)		DIRECT DEPOSIT DATE YEAR	Leave Blank

N:\MANUAL\Agency Interface Guide\APPK.docx

Created: June, 2002
Revised: July, 2014

FIELD	POS	FORMAT	VALUE	FIELD DESCRIPTION	REQUIRED?
37	394-395	X(2)		DIRECT DEPOSIT DATE MONTH	Leave Blank
38	396-397	X(2)		DIRECT DEPOSIT DATE DAY	Leave Blank
39	398	X(1)		STATUS CODE	Required
43	399-402	X(4)		EFFECTIVE START DATE YEAR	
44	403-404	X(2)		EFFECTIVE START DATE MONTH	
45	405-406	X(2)		EFFECTIVE START DATE DAY	
46	407-410	X(4)		EFFECTIVE END DATE YEAR	
47	411-412	X(2)		EFFECTIVE END DATE MONTH	
48	413-414	X(2)		EFFECTIVE END DATE DAY	
49	415-422	X(8)		USER ID	Required
50	423-442	X(20)		COUNTRY NAME	
51	443-447	X(5)		UPDATE NUMBER	
52	448-467	X(20)		ERROR MESSAGE 1	
53	468-487	X(20)		ERROR MESSAGE 2	
54	488-507	X(20)		ERROR MESSAGE 3	
55	508-527	X(20)		ERROR MESSAGE 4	
56	528-547	X(20)		ERROR MESSAGE 5	
57	548-567	X(20)		ERROR MESSAGE 6	
58	568-700	X(133)		FILLER (for future use)	

Required Edits for Batch Agency Vendor Update

1. Department, required, must be a financial (not a batch) agency	Q16
2. Effective Start Date, if entered, must be in mmddyyyy format.	DB9
3. Effective End Date, if entered, must be in mmddyyyy format and must be equal to or greater than the Effective Start Date.	DC1
4. First digit of Vendor Number must be "0" to add or change	DJM
5. Status Code must equal A or I.	DS0
6. Ownership Code, if entered, must be "I", "E", "S", "P", "T", "A", "C", "O", "G", "F", "R", or "N"	V02
7. Vendor Suffix - required. Must be numeric.	V04
8. Account Type must be blank	V07
9. Account Number must be blank	V08
10. Direct Deposit Date must be blank	V10
11. Vendor Number, required	V11
12. Vendor Mail Code must be numeric.	V12
13. Search Name required. (First 3 characters must not be blank)	V15
14. Vendor Name required. (First 3 characters must not be blank)	V16
15. Vendor address 1 required.	V17
16. Vendor City Required.	V20
17. Vendor State required must be a valid state abbreviation.	V21
18. Zip Code - characters 1-5 required and must be numeric; characters 6-9 blank or numeric	V22
19. Vendor Name first three characters cannot be blank.	V23
20. Phone Number must be a 10 digit number or all blanks.	V24
21. ABA Transit Code must be blank	V26
22. Hold Reason, if entered, must exist in D53, Titles with a key of '5200'.	V36
23. Vendor Type must equal 1-7.	V49
24. Update Reason Code is required if name or address has changed or if a new mail code is added. Must exist in D53. with a key of 'VURC'.	014
25. Payment Distribution may be blank or must exist in D50 when Status Code equal to 'A'.	015
26. Invalid Payment Distribution Type (payment method code equals 'X' - wire transfer).	016
27. Tax Offset Exempt must be equal 'Y' or 'N'.	017
28. W9 Requested Date must be blank	022

N:\MANUAL\Agency Interface Guide\APPK.docx

Created: June, 2002
Revised: July, 2014

For calendar year 1999 1099 Reporting, Agencies will have the ability to enter 1099 reportable transactions occurring outside of R*STARS into R*STARS via on-line entry or via interface creation. Presented below are the requirements for both types of entry.

ONLINE
On-line entry will require that an agency receive the security from ASM to enter 1099 specific transactions. The Agency will need to be able to post and release batches under a user class of '75'. This User Class is the only User Class that has access to the 'Z99' Transaction Code. This Transaction Code has been developed specifically for capturing 1099 reportable transactions that have occurred outside of R*STARS. Agencies have the ability to enter transactions via the 500 screen in Edit Mode '2' with a Batch Type of '4'. The Batch Type is critical for determining whether the transaction is selected for 1099 reporting purposes.

Once into the 505 Screen, the Current Document must be entered and begin with the Document Type of 'TZ'. This is the only valid Document Type accepted by the Z99 Transaction Code. The six characters following the Document Type can be used to uniquely identify each transaction. These documents are not tracked; therefore, an agency can choose to use the same document number for all of its transactions. The Transaction Code must be 'Z99'. This TCODE identifies the transaction as a 1099 reportable payment made outside of R*STARS. The Appropriation Year must be entered along with the Comptroller Object designated for 1099 entry. The fund must be entered as 0096. This combination will determine the Form Type and Box Number for reporting the transaction amount. The Vendor Number and Mail Code must be entered and be valid in the 51/52 Vendor Profile screens. The agency has the option to complete other financial information for internal tracking and information purposes. Of course, any specific financial information will be edited for validity.

INTERFACE
Attached is the interface document layout modified for interfacing specific1099 transactions into R*STARS. The attachment is divided into two sections, the Batch Header record and the Batch Detail Record. The fields are labeled as Required, Leave Blank, and Optional. The agency must take care to follow the instructions for populating the data fields else risk the chance of transactions being rejected or errored off in the batch.

The interface has been designed in order to give the agencies submitting transactions a wide range of data field choices. The Batch Header will identify the Batch Agency submitting the file. GAD or the Financial Agency may use this information to investigate vendor inquiries at a detail level. The Batch Detail Record contains many optional financial fields, which may or may not be populated by the agency, depending upon the level of detail entered by the agency. However, there are some specific fields in the detail record, which must be entered in order for the 1099 transactions to post. These fields will be discussed below

The BATCH NUMBER must be equal to '4'. This will ensure that the transactions are processed during the 1099 extract process.
The USER ID must be '1099XXX', with XXX representing the Batch Agency submitting the file. This User ID will contain the necessary security to post the 'Z99' Transaction Code.
The OPERATOR CLASS must be '75'. Again, the '75' User Class will be the only User Class with the necessary security to post the 'Z99' Transaction Code.
The EFFECTIVE DATE of the transactions must be in the calendar year of 1099 reporting. For instance, if an agency decides to submit a file in January 2000 for calendar year 1999 reporting, then the Effective Date of the transactions must be in calendar year 1999, i.e. December 01, 1999. If the Effective Date is in January 2000, then the transactions will be reportable for *calendar year 2000 1099 processing.* In addition, the month must still be open for processing, i.e. December.
The TRANSACTION CODE for 1099 reporting is 'Z99'. This Transaction Code will identify the transaction as a vendor payment made outside of R*STARS.

1

The COMPTROLLER OBJECT is used to determine the Form Type and Box Number for 1099 reporting. Special objects have been designated for 1099 entry use only. Each object is associated with a specific form type and box number.

The FUND must be entered as 0096. This is the only fund allowed for 1099 entry.

The VENDOR NUMBER and MAIL CODE must exist in the Vendor Profiles. Those agencies which need to add vendors can either enter the vendors on-line into the 52/51 Vendor Profiles or submit a file through the Batch Vendor Interface.

The CURRENT DOCUMENT NUMBER and SUFFIX must begin with the Document Type 'TZ'. This is the only valid Document Type accepted by the Z99 Transaction Code. The six characters following the Document Type can be used to uniquely identify each transaction. These documents are not tracked, therefore, an agency can choose to use the same document number for all of its transactions.

Any agency that wishes to use an interface file to enter transactions into R*STARS must arrange security with ASM. Also, all interfaces must first be tested in UAT prior to being accepted into PRD. Agencies can contact the Help Desk to receive more information regarding the specific requirements for setting up interface files into PRD.

```
      ******************************************************************
      *        THIS COPY IS USED FOR THE FIXED ASSET AGENCY INTERFACE   *
      *        FILE . RECORD LENGTH IS 300 BITES .                      *
      *                                                                 *
      *                                                                 *
      ******************************************************************
       01  WS-INTERFACE-LAYOUT.
           05     IN-DEPARTMENT              PIC  X(03).Pos (1-3)
           05     IN-PROPERTY-NUMBER         PIC  X(10).Pos (4-13)
           05     IN-PROPERTY-SUFFIX         PIC  X(02).Pos (14-15)
           05     IN-FA-DESCRIPTION          PIC  X(40).Pos (16-55)
           05     IN-QUANTITY                PIC  X(04).Pos (56-59)
           05     IN-TRANSACTION-AMOUNT      PIC  9(11)V99.Pos (60-72)
           05     IN-CAPITALIZE-IND          PIC  X(01). POS (73)
           05     IN-FA-TRANSACTION-CODE     PIC  X(03). POS (74-76)
           05     IN-CURRENT-DOC-NUMBER      PIC  X(08). POS (77-84)
           05     IN-CURRENT-DOC-SUFFIX      PIC  X(03). Pos (85-87)
           05     IN-EFFECTIVE-DATE          PIC  X(08). FormMMDDCCYY(88-95)
           05     IN-FA-LOCATION-1           PIC  X(04). POS (96-99)
           05     IN-FA-LOCATION-2           PIC  X(04). POS (100-103)
           05     IN-FA-LOCATION-3           PIC  X(06). POS (104-109)
           05     IN-USEFUL-LIFE             PIC  X(03). POS (110-112)
           05     IN-IN-SERVICE-DATE         PIC  X(08). FormMMDDCCYY(113-120)
           05     IN-VENDOR-NUMBER           PIC  X(10). Pos (121-130)
           05     IN-VENDOR-SUFFIX           PIC  X(03). Pos (131-133)
           05     IN-APPROPRIATION-YEAR      PIC  X(02). Pos (134-135)
           05     IN-INDEX                   PIC  X(05). Pos (136-140)
           05     IN-FUND                    PIC  X(04). Pos (141-144)
           05     IN-APPR-NO                 PIC  X(05). Pos (145-149)
           05     IN-FA-CLASS                PIC  X(03). Pos (150-152)
           05     IN-FA-SUB-CLASS            PIC  X(03). Pos (153-155)
           05     IN-ACQUISITION-METHOD      PIC  X(01). Pos (156)
           05     IN-DISPOSTION-METHOD       PIC  X(01). Pos (157)
           05     IN-DISP-APPROVAL-NO        PIC  X(15). Pos (158-172)
           05     IN-DISPOSAL-DATE           PIC  X(08). FormMMDDCCYY(173-180)
           05     IN-MODEL-YEAR              PIC  X(04). Pos (181-184)
           05     IN-TITLE-NUMBER            PIC  X(20). Pos (185-204)
           05     IN-MANUFACTURER-NAME       PIC  X(25). Pos (205-229)
           05     IN-SOURCE-CODES-PERCENTS.
                  10   IN-SOURCE-CODE-1       PIC  X(02). Pos (230-231)
                  10   IN-SOURCE-PERCENT-1    PIC  X(03). Pos (232-234)
                  10   IN-SOURCE-CODE-2       PIC  X(02). Pos (235-236)
                  10   IN-SOURCE-PERCENT-2    PIC  X(03). Pos (237-239)
                  10   IN-SOURCE-CODE-3       PIC  X(02). Pos (240-241)
                  10   IN-SOURCE-PERCENT-3    PIC  X(03). Pos (242-244)
                  10   IN-SOURCE-CODE-4       PIC  X(02). Pos (245-246)
                  10   IN-SOURCE-PERCENT-4    PIC  X(03). Pos (247-249)
                  10   IN-SOURCE-CODE-5       PIC  X(02). Pos (250-251)
                  10   IN-SOURCE-PERCENT-5    PIC  X(03). Pos (252-254)
           05  IN-SALVAGE-VALUE              PIC  9(11)V99. Pos (255-267)
           05  IN-LESSEE-DUE-AMT             PIC  9(11)V99. Pos (268-280)
           05  IN-ACCT-OFFICER               PIC  X(05). Pos (281-285)
           05  IN-PURCHASE-DATE              PIC  X(08).FormMMDDCCYY(286-293)
           05  FILLER                        PIC  X(07).Pos (294-300)
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