



	No. 16-07
Subject: Updated G.2 Screen - FI\$Cal Data for July 2017 Release Departments	Date Issued: 10/14/2016
References: Supersedes COM 16-01	Expires: 7/1/2017

PURPOSE:

This COM is to inform departments that (FI\$Cal Data) on the G.2 Request File Copy screen has been updated for departments included in FI\$Cal’s July 2017 Release to request data files from CALSTARS for the FI\$Cal data conversion process.

BACKGROUND:

FI\$Cal is requiring participating departments to provide conversion data as they prepare to transition to FI\$Cal. FI\$Cal has provided layouts for the data required.

When the department enters D – File Data option, it generates all of the files listed for the department in Comma Delimited File format and are available for download via department’s default dataset output media. The naming conventions of the files are listed below:

Vendor File	CSXXXX.CNVAP001.TXT.DYYYYMMDD
Unreconciled AP Payments	CSXXXX.CNVAP004.TXT.DYYYYMMDD
1099 Reportable Payments	CSXXXX.CNVAP005.TXT.DYYYYMMDD
Customers	CSXXXX.CNVAR001.TXT.DYYYYMMDD
Open Receivables	CSXXXX.CNVAR002.TXT.DYYYYMMDD
Project	CSXXXX.CNVPC02A.TXT.DYYYYMMDD
Project Activity	CSXXXX.CNVPC02B.TXT.DYYYYMMDD
Purchase Orders	CSXXXX.CNVPO107.TXT.DYYYYMMDD

NOTE: These files are for department review and correction before transferring to FI\$Cal data conversion templates.

DEPARTMENT ACTION:

Departments working on FI\$Cal data conversion may use this option to order CALSTARS files required by FI\$Cal. The department then reviews and cleanses the data before transferring to FI\$Cal data conversion templates. CALSTARS does not have all of the required data for some of the files. The missing or incomplete fields for each file will need to be filled or changed manually. This is one of several ways that a department can collect the conversion data. The department can use Monarch to extract the data from existing CALSTARS reports. The department can also manually input data into the data conversion templates provided by FI\$Cal. Departments will decide on which method to use.

GENERAL INFORMATION:

Vendor File:

This file includes all vendors in the CALSTARS Vendor Edit (VE) table that are active and have a purge indicator greater than 1. The DEFAULT_CLASS information is retrieved from the current Reportable Payments (RP) File. The file does not include state employees (vendor type 1).

Note: This file will not be used to load into the FISCAL Vendor conversion file. However, FISCAL Conversion team uses vendor information from this file to match with department's Purchase Order file and 1099 Payment file.

Unreconciled AP Payments:

This file includes all outstanding checks issued by a department. Electronic Fiscal Input Transaction System (eFITS) reference posted in the check number field will not be captured. The file may not be applicable to your department if CALSTARS A.2 Check Reconciliation screen is not utilized.

1099 Reportable Payments:

This file includes 1099 data summarized from the CALSTARS Reportable Payments (RP) file by vendor number, vendor suffix, withholding class, withholding type and amount.

Customers:

This file includes all vendor and employee numbers from CALSTARS Vendor Edit (VE) table that have open documents in the CALSTARS Document File (DF) with general ledger accounts 13XX, 14XX, and 15XX.

Open Receivables:

This file includes records from the CALSTARS Document File (DF) for general ledger (GL) accounts 13XX, 14XX and 15XX having a non-zero balance.

There are 2 records for each document. The A record provides the GL account from the Document File (DF) and the U record provides the corresponding GL account based on the following table:

Open Receivables GL table

A entry GL	Source	U entry GL
1311		9000
1312		8100
1313		8000
1314		8000
1315		1600
1316		1600
1319		1600
1320		8000
1330		9830
1340		1600
1380		1600
1390		1390
1400	blank	1140
1400	1XXXXX	8000
1400	2XXXXX	8000
1400	3XXXXX	9811
1400	52XXXX	9830
1400	57XXXX	9891
1400	58XXXX	9000
1400	9XXXXX	8100
1500	1XXXXX	8000
1500	2XXXXX	8000
1500	53XXXX	9830
1500	57XXXX	9891
1500	58XXXX	9000
1500	9XXXXX	8100
1500	4XXXXX	8000

NOTE: If the U entry GL is blank, departments will have to review the transaction code used to set up the accounts receivable to determine the GL account and fill out the U entry manually.

Project:

This file includes all projects from the CALSTARS Project Control (PC) table. The start date is from the project/work phase with the earliest start date and the end date is from the project/work phase with the latest end date. The description comes from the work phase with the latest end date.

Project Activity:

This file includes all project/work phase combinations from the CALSTARS Project Control (PC) table.

Purchase Orders:

This file is all records from the CALSTARS Document File (DF) having a general ledger of 6150 – Encumbrances which includes but not limited to contracts, purchase orders, etc. Since FI\$Cal will carry data at a detail level, many of the fields will have to be filled out from the department purchasing systems, original purchase orders or contracts. The FI\$Cal Purchase Order Reference (PO_REF) field contains the CALSTARS document number (DF-DOC-NO) and document suffix number (DF-DOC-NO-SUFFIX). The PO Distribution Information fields contain ultimate fund distribution information derived from the CALSTARS PCA table and AS table. The document amount is allocated based on the ultimate fund breakdown.

If you have any questions, please e-mail CALSTARS System Support Unit at CALSTARS@dof.ca.gov.

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