

## Listing of COA Business Rules

Reference	Rule	Code
1	Universal	
2	Universal with the ability to specify valid values based on local implementation	
3	IU specific	
4	Needs clarification	
1	*when closing an account, the account expiration date must be the current date or earlier.	
2	*when closing an account, a continuation account is required.	
3	*When updating an account expiration date, the date must be today or later (except for C&G accounts).	
4	*an income stream account is required for accounts in the C&G (CG) and General Fund (GF) fund groups (except for the MPRACT sub-fund group in the general fund fund group).	
5	*a continuation account is required if the expiration date is completed.	
6	*if the sub fund group code is plant fund, construction and major remodeling (PFCMR), the campus and building are required on the description screen for CAMS.	
7	*if the account type code is left blank it will default to NA.	
8	*if the expiration date is earlier than today, guidelines are not required.	
9	*the account number cannot begin with a 3, or with 00.	
10	*in order to close an account, the account must either expire today or already be expired, must have no base budget, must have no pending ledger entries or pending labor ledger entries, must have no open encumbrances, must have no asset, liability or fund balance balances other than object code 9899 (9899 is fund balance for us), and the process of closing income and expense into 9899 must take the 9899 balance to zero.	
11	*only an FIS supervisor can reopen a closed account. (This is the central super user, not an account supervisor).	
12	*on the account screen, if the fund group of the account is CG (contracts & grants) or RF (restricted funds), the restricted status code is set to 'R'. If the fund group is EN (endowment) or PF (plant fund) the value is not set by the system and must be set by the user, for all other fund groups the value is set to 'U'. R being restricted, U being unrestricted.	
13	*when a restricted status code of 'T' (temporarily restricted) is selected, a restricted status date must be supplied.	
14	*the fringe benefit account is required if the fringe benefit code is set to N. The fringe benefit code of the account designated to accept the fringes must be Y.	
15	*the employee type for fiscal officer, account manager, and account supervisor must be 'P' – professional.	
16	*the supervisor cannot be the same as the fiscal officer or account manager.	
17	*valid values for the budget code are account, consolidation, level, object code, mixed, sub-account and no budget.	
18	*an account in the general fund fund group cannot have a budget recording level of mixed. <b>Below extracted from code by bmcgough – could contain duplicates.</b>	
19	On new Accounts acct_effect_date is defaulted to the doc creation date	
20	On new Accounts acct_state_cd is defaulted to the value of "IN"	
21	If a document is enroute that affects the filled in account number then give the user an error indicating that the current account is locked for editing	
22	If acct_off_cmp_ind is not set when they route the document then default it to "N"	
23	If acct_closed_ind is set to "Y" for an account that it was previously set to "N" for	
24	acct_expiration_dt must be set to a date today or earlier	

## Listing of COA Business Rules

Reference	Rule	Code
1	Universal	
2	Universal with the ability to specify valid values based on local implementation	
3	IU specific	
4	Needs clarification	
25	cont_account_nbr must be set - "When closing an Account a Continuation Account Number entered on the Responsibility screen is required."	
26	sub_fund_grp_cd on the account must be set to a valid sub_fund_grp_cd that exists in the ca_sub_fund_grp_t table	
27	On modification to existing accounts if acct_expiration_dt is modified and the fund_group is not "CG" then the acct_expiration_dt must be changed to a date that is today or later	
28	If creating a new account if acct_expiration_dt is set and the fund_group is not "CG" then the acct_expiration_dt must be changed to a date that is today or later	
29	org_cd must be a valid org and active in the ca_org_t table	
30	acct_phys_cmp_cd must be valid campus in the acct_phys_cmp_cd table	
31	acct_state_cd must be valid in the sh_state_t table	
32	acct_zip_cd must be a valid in the sh_zip_code_t table	
33	fdoc_desc must be entered	
34	fin_coa_cd must be entered	
35	account_nbr must be entered	
36	account_nm must be entered	
37	org_cd must be entered	
38	acct_phys_cmp_cd must be entered	
39	acct_effect_dt must be entered	
40	acct_city_nm must be entered	
41	acct_state_cd must be entered	
42	acct_street_addr must be entered	
43	acct_zip_cd must be entered	
44	acct_mgr_unvl_id must be entered	
45	acct_spvsr_unvl_id must be entered	
46	if acct_rvwr_unvl_id is empty it should be set to "N"	
47	if the fund_grp_cd from ca_sub_fund_grp_t where the sub_fund_grp_cd is sub_fund_grp_cd on the doc, is "CG" or if it is "GF" and sub_fund_grp_cd is "MPRACT" then the income_account_nbr must be set	
48	if the fund_grp_cd from ca_sub_fund_grp_t where the sub_fund_grp_cd is sub_fund_grp_cd on the doc, is "CG" or if it is "GF" and sub_fund_grp_cd is "MPRACT" then the income_coa_cd must be set	
49	if the acct_expiration_dt is set then cont_account_nbr and cont_fin_coa_cd must also be set	
50	bdgt_rec_lvl_cd must be entered	
51	acct_sf_cd must be entered	
52	acct_pnd_sf_cd must be entered	
53	fin_ext_enc_sf_cd must be entered	
54	fin_int_enc_sf_cd must be entered	
55	fin_pre_enc_sf_cd must be entered	

## Listing of COA Business Rules

1	Universal	
2	Universal with the ability to specify valid values based on local implementation	
3	IU specific	
4	Needs clarification	
Reference	Rule	Code
56	fin_obj_prsctrl_cd must be entered	
57	if sub_fund_grp_cd is 'PFCMR' then campus_cd must be entered	
58	if sub_fund_grp_cd is 'PFCMR' then bldg_cd must be entered	
59	if acct_typ_cd is left empty it is defaulted to "NA"	
60	sub_fund_grp_cd must be entered	
61	acct_frng_bnft_cd must be entered	
62	fin_hgh_ed_func_cd must be entered	
63	acct_rstrc_stat_cd must be entered	
64	acct_icr_typ_cd must be entered	
65	fin_series_id must be entered	
66	icr_fin_coa_cd must be entered	
67	icr_account_nbr must be entered	
68	cg_cfda_nbr must be entered	
69	acct_exp_gdln_txt must be entered	
70	acct_inc_gdln_txt must be entered	
71	acct_purpose_txt must be entered	
72	acct_purpose_txt must be entered	
73	acct_zip_cd, acct_state_cd, acct_city_nm all are populated by looking up the zip code and getting the state and city from that	
74	acct_expiration_dt can not be before acct_effect_dt	
75	accounts can only be closed if they dont have balances or any pending ledger entries	