



OAKS Business Intelligence

MBE/EDGE Adjustment Module Information Guide

Prepared by:
Navigator Management Partners



OAKS Business Intelligence
MBE/EDGE
Adjustments Module Information Guide

Version History

Version	Date	Author	Major Changes/Updates
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OAKS Business Intelligence MBE/EDGE Adjustments Module Information Guide

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1 Introduction

OAKS BI was contracted to partner with EOD to help streamline the current MBE/EDGE reporting process and automate adjustments to the data collected from state agencies, boards, commissions and 4 year educational institutions. This initiative also provides agencies with the capability to back-date adjustments on their MBE reports through the current OAKS Business Intelligence reporting structure and the custom MBE/EDGE adjustments module in the PeopleSoft BI application.

The adjustments module will allow both the agencies and EOD to update the MBE/EDGE certification flag on selected vouchers – a capability not available in OAKS FIN. Such corrections, which are currently a labor intensive process requiring the rekeying of report data into an Excel spreadsheet for manipulation, will allow agency performance scorecards to more accurately reflect expenditures. Adjustments are often necessary for a variety of reasons including, but not limited to, the following:

- Improper account code use by an agency for procurement
- Account code improperly marked for exclusion from MBE/EDGE reporting
- Vendor improperly marked for exclusion from MBE/EDGE reporting
- Procurement not flagged properly on MBE set aside
- Contract used for procurement not flagged properly as MBE or EDGE
- Post-period adjustment to OAKS eligible budgets

The following steps outline the process of updating a voucher's MBE/EDGE certification flag in the new Adjustments Module:

1. Agency EOD Specialist logs into the OAKS BI PeopleSoft application to select the voucher to be adjusted
2. The specialist is able to select only those vouchers having an accounting date that falls within the current fiscal reporting period (refer to the Adjustment Rules Summary section below for more information on the fiscal reporting period as well as other selection criteria)
3. The selected voucher is displayed along with its MBE/EDGE certification flag value from OAKS FIN and the vendor's certifications
4. The specialist is able to update MBE/EDGE certification flag on voucher, select a reason code for the change and provide comments
5. Both the original OAKS FIN certification flag and the updated (adjusted) certification flag are available for reporting purposes (the original OAKS FIN OWS and MDW data records are not updated by the adjustment process)



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2 Adjustments Module Overview

The MBE/EDGE Adjustments module in the PeopleSoft BI application is comprised of all custom objects: two menus, eleven components, eleven pages, three dozen records and views and an application engine program. The Adjustments Module is accessible from the existing OAKS CUSTOM menu. Two of the new components and pages will provide operators with the ability to update the MBE/EDGE certification flag either on a single voucher or on multiple vouchers. The MBE/EDGE certification flag updates will be maintained in a new custom table - leaving the original OAKS FIN source data in the BI warehouse (OWS and MDW) unchanged.

The remainder of the new components and pages are used to maintain the modules configuration settings, replicate the MBE/EDGE business rules from OAKS FIN and eliminate a significant amount of hard-coding values in PeopleCode. The setup components/pages, which are described in more detail in the *Module Pages Description and Usage* section below, include:

- Maintain Exclude Codes
- MBE/EDGE Account Codes
- Vendor Certification Matrix
- MBE/EDGE User Role Actions
- Adjustment Reason Codes
- Restricted Contract Owners
- MBE/EDGE Vendor Exclusions
- MBE/EDGE Business Unit/Agency Exclusions
- MBE/EDGE Installation Table
- MBE/EDGE Voucher Staging

Adjustments Module Menu in BI:





3 Adjustment Rules Summary

Defining the Population of Eligible Vouchers for Adjustment

A nightly batch job runs the OH_MBE_STG Application Engine program to select the adjustment eligible vouchers from the PS_OH_F_VCHR_LN_DT fact table and stages them for adjustment in the PS_OH_MBE_VCHR_STG table. The following criteria are used to define the general population of eligible vouchers for adjustment.

- **Accounting Date:**
 - The voucher's distribution line Accounting Date must meet one of the following date requirements in order to appear in the adjustments pages. For evaluation purposes, the voucher's first distribution line is assumed to be representative of the entire voucher:
 - Must occur in the current fiscal year
 - Can occur in the prior fiscal year if the adjustment is being made during the first quarter of the current fiscal year
- **Voucher Source:**
 - Vouchers that have a voucher source of Procurement Card ("PROC") will not appear in the adjustment pages.
- **Account Code:**
 - The voucher's account code will be evaluated against a list of EOD-maintained excluded account codes to determine whether or not the voucher is eligible for adjustment. For evaluation purposes, the voucher's first distribution line is assumed to be representative of the entire voucher. If the voucher's account code is classified as excluded from both MBE and EDGE, the entire voucher will not appear in the adjustment pages.
 - Vouchers having an account code classified of "CS" (Excluded from MBE, Included in EDGE) will appear in the adjustment pages and will be eligible for adjustment. The only possible adjustments will be either "EDGE" or "None", which will be based upon the vendor's certification(s) and the adjustor's privileges.
 - Vouchers having an account code that does not appear on the exclusion list will appear in the adjustment pages and will be eligible for adjustment.
- **Vendor:**
 - The voucher's vendor will be evaluated against a list of EOD-maintained excluded vendor codes to determine whether or not the voucher is eligible for adjustment. If the voucher has a vendor code that appears on the list of excluded vendors, it will not appear in the adjustment pages.
 - Vouchers having a vendor code that does not appear on the exclusion list will appear in the adjustment pages and will be eligible for adjustment.
 - If a vendor is not certified during the valid adjustment period and the voucher is flagged as "None" or has a blank certification value, the voucher will not be available for adjustment.



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- **Business Unit/Agency:**

- The voucher's business unit will be evaluated against a list of EOD-maintained excluded business unit/agencies to determine whether or not the voucher is eligible for adjustment. If the voucher has a business unit that appears on the list of excluded business units/agencies, it will not appear in the adjustment pages.
- Vouchers having a business unit that does not appear on the exclusion list will appear in the adjustment pages and will be eligible for adjustment.

Additional Voucher Filtering for Adjustment

Further filtering of the general population of eligible vouchers does occur, but is dependent upon the adjustor's BI security role (EOD vs. Agency) and OAKS FIN business unit row-level security. The following criteria govern the additional filtering of vouchers.

- **OAKS FIN Business Unit Row-Level Security:**

- The business unit row-level security is employed to further filter the population of eligible vouchers for each adjustor. The Adjustors will only see vouchers for which they have been granted business unit row-level security. Furthermore, only a valid list of business units will appear on the search pages.
- The OAKS FIN business unit row-level security is operator-specific and is imported from OAKS FIN on a nightly basis (Monday – Friday).

- **Restricted Contract Owners:**

- If the contract has a "restricted owner" the corresponding voucher will appear in the Single Voucher Adjustment page for agency adjustors to view, but not edit.
- EOD adjustors will have the ability to adjust vouchers associated with restricted owner contracts.
- The list of restricted owners is maintained by EOD.

Adjustment Pages Processing and Controls

Various page processing and controls are in place to restrict an adjustor's ability to adjust otherwise eligible vouchers under certain circumstances.

- The adjustment pages will only display the most current adjustment for a given voucher along with the original OAKS FIN certification flag.
- Once a voucher has been adjusted by an EOD adjustor, the voucher cannot be adjusted by an agency adjustor. The voucher will still appear in adjustment page but the agency adjustor will be unable to update it. Conversely, EOD adjustors can adjust agency-adjusted vouchers.
- If the contract has a "restricted owner" the corresponding voucher will appear in the Single Voucher Adjustment page for agency adjustors to view, but not edit.
 - EOD adjustors will have the ability to adjust vouchers associated with restricted owner contracts.



- Page controls will ensure that a voucher can only be adjusted to a certification value that is consistent with a vendor’s certifications (refer to the Vendor-to-Voucher Adjustments Matrix below).
 - An adjustor can change the voucher to any certification value that is consistent with the vendor’s certification, regardless of how the voucher is currently flagged.
 - Only EOD adjustors can set a voucher to a certification of “None” when the vendor is certified as MBE and/or EDGE.

Vendor-to-Voucher Adjustments Matrix

The following matrix illustrates the voucher adjustment values available to adjustors based upon a vendor’s certification (government certification source).

Vendor Cert	Voucher Adjustments Values		
	MBE	EDGE	None
MBE	Yes	No	Yes (EOD Only)
EDGE	No	Yes	Yes (EOD Only)
MBE & EDGE	Yes	Yes	Yes (EOD Only)
None	No	No	N/A

Caveats:

- If the vendor is certified at any time during the valid adjustment period, that certification will be available for use on the voucher. This certification eligibility is regardless of whether or not the voucher’s accounting date falls within the vendor’s certification begin and end dates.
- An adjustor can change the voucher to any certification value that is consistent with the vendor’s certification, regardless of how the voucher is currently flagged.
- Only EOD adjustors can set a voucher to a certification of “None” when the vendor is certified as MBE and/or EDGE.
- If the vendor isn’t certified during the valid adjustment period and the voucher is flagged as “None”, the voucher will not be available for adjustment.



4 Module Setup Pages Description and Usage

Maintain Exclude Codes Page

Navigation: Main Menu > OAKS CUSTOM > MBE/EDGE Adjustments Module > MBE/EDGE Adjustments Setup > Maintain Exclusion Codes

Search Dialogue: SetID, Account Exclusion Code

Usage: This EOD maintained page enables operators to create, update, activate and inactive the exclusion codes used on the MBE/EDGE Account Codes page. The exclusion codes are used to identify which account codes are eligible for adjustment as well as the applicable certification.

Excluded Codes

SetID: STATE MBE/EDGE Account Exclusion Code: E

Exclude Code Description Find | View All First 1 of 1 Last

*Effective Date: 01/01/1901 Active Status: Active

*Description: Excluded from Both MBE and EDGE

Last Update User ID:

Last Update Date/Time:

Page Field Explanation:

Field Label	Explanation
SetID	Table set control value. Currently 'STATE' for all records.
MBE/EDGE Account Exclusion Code	Currently Define Exclusion Codes: <ul style="list-style-type: none"> E: Excluded from Both MBE and EDGE CS: Excluded from MBE, Included in EDGE X: Code Not Excluded From MBE or EDGE
Effective Date	The effective date of the record
Active Status	The status of the record – active or inactive
Description	Free-form text field



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Last Update User ID	Stores the operator ID of the last operator to update the record
Last Update Date/Time	Stores the date and time of the last update to the record



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MBE/EDGE Account Codes Page

Navigation: Main Menu > OAKS CUSTOM > MBE/EDGE Adjustments Module > MBE/EDGE Adjustments Setup > MBE/EDGE Account Codes

Search Dialogue: SetID

Usage: This EOD maintained page is used to associate account code with an MBE/EDGE exclusion code. Presently, EOD employs codes to excluded account codes from both MBE and EDGE ('E'), to exclude account codes from MBE, but not EDGE ('CS') and to not excluded account codes from either MBE or EDGE ('X'). Per EOD, if an account code is not listed on this page it is considered to be not excluded from either MBE or EDGE. The voucher staging AE will exclude vouchers having an account code flagged with an 'E' from the population of vouchers available for adjustment. Adjustment page controls (record PeopleCode) enforces the business rules around the 'CS' exclusion code.

Note: In order for updates to the account code exclusions to take effect, execution of the voucher staging AE is required.

MBE/EDGE Account Codes									
Restore All Prior Exclusion Codes									
SetID	Account	Account Description	Exclusion Code	Prior Exclusion Code	Code Description	Procurement Category	Last Update User ID	Last Update Date/Time	
1 STATE	101000	CASH EQUITY-TOS-LEGAL BASIS	E		Excluded from Both MBE and EDGE	N/A			+ -
2 STATE	102700	INTERFUND RECEIVABLE	E		Excluded from Both MBE and EDGE	N/A			+ -
3 STATE	102900	ACCOUNTS RECEIVABLE	E		Excluded from Both MBE and EDGE	N/A			+ -
4 STATE	102905	ACCOUNTS RECEIVABLE-DELINQUENT	E		Excluded from Both MBE and EDGE	N/A			+ -
5 STATE	200000	ACCTS PAY-CLEARING	E		Excluded from Both MBE and EDGE	N/A			+ -
6 STATE	200001	PAYROLLS PAYABLE-CLEARING	E		Excluded from Both MBE and EDGE	N/A			+ -
7 STATE	313400	BEGINNING FUND BALANCE, JULY 1	E		Excluded from Both MBE and EDGE	N/A			+ -
8 STATE	391100	CASH FUND BALANCE	E		Excluded from Both MBE and EDGE	N/A			+ -
9 STATE	452527	REFUND EXPEND-CURR BIENN-REFE	E		Excluded from Both MBE and EDGE	N/A			+ -
10 STATE	452528	WARRANT CANCELLATION	E		Excluded from Both MBE and EDGE	N/A			+ -
11 STATE	452529	REFUND EXPEND PRIOR BIENN-REVE	E		Excluded from Both MBE and EDGE	N/A			+ -
12 STATE	452530	REFUND EXPEND-OFFSET ADJUSTMT	E		Excluded from Both MBE and EDGE	N/A			+ -
13 STATE	470603	REFUNDS/DEFUNCT APPROPRISTV	E		Excluded from Both MBE and EDGE	N/A			+ -
14 STATE	470604	RECOVERIES/ISTV	E		Excluded from Both MBE and EDGE	N/A			+ -
15 STATE	501000	WORK PERFORMED	E		Excluded from Both MBE and EDGE	N/A			+ -

Page Field Explanation:

Field Label	Explanation
SetID	Table set control value. Currently 'STATE' for all records.
Account	Account code for classification
Account Description	Free-form text field
Exclusion Code	Drop-down list populated with values defined through the Maintain Exclusion Codes page
Prior Exclusion Code	This field is used to track the prior exclusion code value. When the operator changes the Exclusion Code, PeopleCode populates this field with



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	the previous Exclusion Code value. EOD uses this field as a visual reminder that an Account code's classification has been changed.
Code Description	Exclusion Code description from the Maintain Exclusion Codes page
Procurement Category	Free-form text field. Its purpose is reference only on this page
Last Update User ID	Stores the operator ID of the last operator to update the record
Last Update Date/Time	Stores the date and time of the last update to the record
Restore All Prior Exclusion Codes	This link enables the operator to globally restore all prior exclusion codes. In order for a prior value to be restored, a value must be present in the Prior Exclusion Code field. If an account code's Prior Exclusion Code value is blank, no change will be made to the current Exclusion Code value.



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Vendor Certification Matrix Page

Navigation: Main Menu > OAKS CUSTOM > MBE/EDGE Adjustments Module > MBE/EDGE Adjustments Setup > Vendor Certification Matrix

Search Dialogue: SetID

Usage: This EOD maintained page enables operators to identify the valid voucher MBE/EDGE certification value for a given vendor certification. Furthermore, this page allows for the differentiation of the adjustment options between EOD and Agency operators. For example, presently EOD operators can change a voucher’s certification to ‘None’, whereas Agency operator cannot. The vendor certification values are maintained in the OAKS FIN Government Cert Source table and flow to BI via a nightly ETL job.

*Vendor Certification	Description	EOD MBE	EOD EDGE	EOD None	Agency MBE	Agency EDGE	Agency None	Last Update User ID	Last Update Date/Time		
1 EDGE	Encouraging Diversity Growth and Equity	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>				
2 MBE	Minority Business Enterprise	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
3 NONE	None	<input type="checkbox"/>	<input type="checkbox"/>								

Page Field Explanation:

Field Label	Explanation
SetID	Table set control value. Currently 'STATE' for all records
Vendor Certification	Valid vendor government certifications values from the PS_GOV_CERTSRC_TBL table, via a custom view
Description	Government certification description
EOD MBE	MBE certification flag for EOD operators
EOD EDGE	EDGE certification flag for EOD operators
EOD None	None certification flag for EOD operators
Agency MBE	MBE certification flag for agency operators
Agency EDGE	EDGE certification flag for agency operators
Agency None	None certification flag for agency operators
Last Update User ID	Stores the operator ID of the last operator to update the record
Last Update Date/Time	Stores the date and time of the last update to the record



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MBE/EDGE User Role Action Page

Navigation: Main Menu > OAKS CUSTOM > MBE/EDGE Adjustments Module > MBE/EDGE Adjustments Setup > MBE/EDGE User Role Action Page

Search Dialogue: None

Usage: This OAKS EPM maintained page is used to associate a PeopleTools security role with an MBE/EDGE business role, eliminating the need to hard-code PeopleTools security roles in PeopleCode. Presently, the valid business role action values are Agency and EOD. The Adjustments Module uses to the role action to accomplish the following:

- Identify whether a voucher was adjusted by an agency or EOD operator
- Prevent an agency operator from adjusting a voucher previously adjusted by an EOD operator
- Enforce the agency and EOD vendor-voucher certification matrix rules
- Enforce the restricted contract rules on agency operators

MBE/EDGE User Role Actions				
Role Name	Description	Role Action	Last Update User ID	Last Update Date/Time
1 OH_AP_EPM_MBE_ADJ	Adjustment Module Editor	Agency		
2 OH_AP_EPM_MBE_ADJ_ADMIN	EOD Adjustment Module Superusr	EOD		

Page Field Explanation:

Field Label	Explanation
Role Name	PeopleTools security role to be associated with the specified MBE/EDGE business role
Description	Role description
Role Action	MBE/EDGE business role: Agency or EOD, XLAT table maintained in BI
Last Update User ID	Stores the operator ID of the last operator to update the record
Last Update Date/Time	Stores the date and time of the last update to the record



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Adjustment Reason Codes Page

Navigation: Main Menu > OAKS CUSTOM > MBE/EDGE Adjustments Module > MBE/EDGE Adjustments Setup > Adjustment Reason Codes

Search Dialogue: SetID, Adjustment Reason Code

Usage: This EOD maintained page enables operators to create, update, activate and inactive the adjustment reason codes used on the MBE/EDGE adjustment pages. The adjustment reason codes are used to identify the reason for the adjustment.

Adjustment Reason Codes

SetID: STATE **Adjustment Reason Code:** ACCT

Adjustment Reason Code Description Find | View All First ◀ 1 of 1 ▶ Last

*Effective Date: *Active Status:

*Description:

*Short Description:

Last Update User ID:

Last Update Date/Time:

Page Field Explanation:

Field Label	Explanation
SetID	Table set control value. Currently 'STATE' for all records.
Adjustment Reason Code	Four character code identifying the reason for the adjustment
Effective Date	The effective date of the record
Active Status	The status of the record – active or inactive
Description	Free-form text field
Short Description	Free-form text field, defaults to the first 30 characters of the Description
Last Update User ID	Stores the operator ID of the last operator to update the record
Last Update Date/Time	Stores the date and time of the last update to the record



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Restricted Contract Owners Page

Navigation: Main Menu > OAKS CUSTOM > MBE/EDGE Adjustments Module > MBE/EDGE Adjustments Setup > Restricted Contract Owners

Search Dialogue: SetID, Contract Owner

Usage: This EOD maintained page enables operators to add, update, activate and inactive the restricted contract owners used by the MBE/EDGE adjustment component PeopleCode to prevent agency operators from adjusting vouchers associated with contracts having restricted owners. Presently, EOD has identified all contract owners as restricted in BI. The contract owner values are maintained in the OAKS FIN XLAT table and flow to BI via a nightly ETL job.

MBE Contract Owner

SetID: STATE Contract Owner: ADJ

Contract Owners Description
Find | View All First ◀ 1 of 1 ▶ Last

*Effective Date: 31 Active Status: + -

Description: Adjutant General

Last Update User ID:

Last Update Date/Time:

Page Field Explanation:

Field Label	Explanation
SetID	Table set control value. Currently 'STATE' for all records.
Contract Owner	Contract owner, XLAT table maintained in OAKS FIN
Effective Date	The effective date of the record
Active Status	The status of the record – active or inactive
Description	XLAT long description
Last Update User ID	Stores the operator ID of the last operator to update the record
Last Update Date/Time	Stores the date and time of the last update to the record



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MBE/EDGE Vendor Exclusions Page

Navigation: Main Menu > OAKS CUSTOM > MBE/EDGE Adjustments Module > MBE/EDGE Adjustments Setup > MBE/EDGE Vendor Exclusions

Search Dialogue: SetID

Usage: This EOD maintained page is used to identify the vendors excluded from MBE and EDGE. Vouchers associated with vendors listed on this page will not be available for adjustment. The voucher staging AE will exclude vouchers having a vendor listed on this page from the population of vouchers available for adjustment.

Note: In order for updates to the vendor exclusions to take effect, execution of the voucher staging AE is required.

MBE Exclude Vendors						
SetID	*Vendor ID	Name 1	Last Update User ID	Last Update Date/Time		
1 STATE	0000000590	OHIO PENAL INDUSTRIES			+	-
2 STATE	0000000663	OHIO STATE UNIVERSITY REFERENCE LAB			+	-
3 STATE	0000000678	THE OHIO STATE UNIVERSITY			+	-
4 STATE	0000001132	JOHN J MURPHY			+	-
5 STATE	0000001932	BIOTAGE LLC			+	-
6 STATE	0000002174	NELS E NELSON			+	-
7 STATE	0000003584	ACS GOVERNMENT SOLUTIONS			+	-
8 STATE	0000003688	CA INC			+	-
9 STATE	0000003857	SANOFI PHARMACEUTICALS INC			+	-
10 STATE	0000003877	IHS REGULATORY PRODUCTS INC			+	-
11 STATE	0000004203	SUSAN GRODY RUBEN			+	-
12 STATE	0000004429	VITAFLO USA LLC			+	-
13 STATE	0000005708	WORK LOSS DATA INSTITUTE			+	-
14 STATE	0000005718	THOMSON REUTERS HEALTHCARE INC			+	-
15 STATE	0000006536	LARSA INC			+	-
16 STATE	0000006902	FASHION CLEANERS INC			+	-
17 STATE	0000009732	SUNGARD AVAILABILITY SERVICES			+	-



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Page Field Explanation:

Field Label	Explanation
SetID	Table set control value. Currently 'STATE' for all records.
Vendor ID	The ID of the vendor to be excluded from adjustment
Name 1	The vendor Name 1 value from the PS_VENDOR table, via a custom view
Last Update User ID	Stores the operator ID of the last operator to update the record
Last Update Date/Time	Stores the date and time of the last update to the record



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MBE/EDGE BU/Agency Exclusions Page

Navigation: Main Menu > OAKS CUSTOM > MBE/EDGE Adjustments Module > MBE/EDGE Adjustments Setup > MBE/EDGE BU/Agency Exclusions

Search Dialogue: None

Usage: This EOD maintained page is used to identify the business units excluded from MBE and EDGE. Vouchers associated with business units listed on this page will not be available for adjustment. The voucher staging AE will exclude vouchers having a business unit listed on this page from the population of vouchers available for adjustment.

Note: In order for updates to the business unit/agency exclusions to take effect, execution of the voucher staging AE is required.

MBE Exclude Business Units					
Customize Find View All First 1-66 of 66 Last					
	*Business Unit/Agency	Description	Last Update User ID	Last Update Date/Time	
1	ADJ01	Adjutant General			+ -
2	AFC01	Cultural Facilities Commission			+ -
3	AGO01	Attorney General			+ -
4	AIR01	Air Quality Dev Authority			+ -
5	ART01	Ohio Arts Council			+ -
6	AUD01	Auditor of State			+ -
7	BGU01	Bowling Green State Univ			+ -
8	BTC01	Belmont Tech College			+ -
9	CCC01	Cuyahoga Community College			+ -
10	CLA01	Court of Claims			+ -
11	CLS01	Cleveland State University			+ -
12	CLT01	Clark State Community College			+ -
13	COT01	Central Ohio Technical College			+ -
14	CSR01	Capital Square Review & Adv Bd			+ -
15	CSU01	Central State University			+ -
16	CTC01	Cincy State Community College			+ -
17	CTI01	Cols State Community College			+ -

Find | First 1-66 of 66 Last



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Page Field Explanation:

Field Label	Explanation
Business Unit	Business unit value to be excluded from adjustment
Description	Description from the BUS_UNIT_TBL_FS table
Last Update User ID	Stores the operator ID of the last operator to update the record
Last Update Date/Time	Stores the date and time of the last update to the record



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MBE/EDGE Installation Table Page

Navigation: Main Menu > OAKS CUSTOM > MBE/EDGE Adjustments Module > MBE/EDGE Adjustments Setup > MBE/EDGE Installation Table

Search Dialogue: None

Usage: This OAKS EPM maintained page maintains the Adjustment Module's defaults and configuration settings.

MBE/EDGE Installation Page

MBE/EDGE Module Defaults

*SetID:

*Account Classification to Exclude Acct From Both MBE & EDGE:

MBE/EDGE Module Controls

*Multi-Voucher Adjustment Page Row Limit:

*Administrator Role Action:

Audit

Last Update User ID:

Last Update Date/Time:

Page Field Explanation:

Field Label	Explanation
SetID	Default SetID value used in the Adjustment Module
Account Classification to Exclude Acct from Both MBE & EDGE	The voucher staging AE will exclude vouchers having an account code flagged with this value from the population of vouchers available for adjustment
Multi-Voucher Adjustment Page Row Limit	This is the voucher search result record limit for the Multiple Vouchers Adjustments page. Voucher searches that exceed this limit will not have the results loaded into the page.
Administrator Role Action	This value is used by the Adjustments Module to identify a role action



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	(only one) as EOD super user. Adjustment component PeopleCode uses this value to determine whether a voucher was adjusted by an agency or EOD operator and to prevent an agency operator from adjusting a voucher previously adjusted by an EOD operator.
Last Update User ID	Stores the operator ID of the last operator to update the record
Last Update Date/Time	Stores the date and time of the last update to the record



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MBE/EDGE Voucher Stage Page

Navigation: Main Menu > OAKS CUSTOM > MBE/EDGE Adjustments Module > MBE/EDGE Adjustments Setup > MBE/EDGE Voucher Stage

Search Dialogue: Run Control ID

Usage: This is the run control page for the MBE/EDGE voucher staging Application Engine program (OH_MBE_STG). Only OAKS EPM has access to this page.

MBE/EDGE Voucher Stage

Run Control ID: TEST

[Report Manager](#) [Process Monitor](#) Run

Page Field Explanation:

Field Label	Explanation
Run Control ID	The voucher stage Application Engine run control ID value. Note: The OHBATCH_BI operator uses the run control ID of Batch_BI_OH_MBE_STG_AE.



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5 Module Adjustment Pages Description and Usage

Single Voucher Adjustments Page

Navigation: Main Menu > OAKS CUSTOM > MBE/EDGE Adjustments Module > Single Voucher Adjustments

Search Dialogue: Business Unit, Voucher ID, Vendor ID, Accounting Date, Contract Number, Original MBE/EDGE Certification Flag

Usage: This page enables operators to update (adjust) the MBE/EDGE certification flag on a single voucher. This page will be display-only for agency an operator if the selected voucher either was previously adjusted by an EOD operator or is associated with a restricted owner contract. The source of the voucher records for this page is the PS_OH_MBE_VCHR_STG table, which is reloaded nightly by the voucher stage AE program. The PS_OH_SJT_OPR_BU table is incorporated into the search record (view) to ensure that business unit row level security is enforced. Adjustment records are written to the PS_OH_MBE_EDGE_ADJ table.

Adjustment Options Tab

Single Voucher Adjustment

Business Unit: AGE01	Voucher ID: 00010378	Total Amount: \$7273.09
Vendor: 0000052423	RESOURCE ONE COMPUTER SYSTEMS INC	Certification: MBE
Contract Number: ACQ1002		

Adjustment

Adjustment Options
Adjustor Detail
EEB

Voucher Detail	Original Cert Flag	Adjusted Cert Flag	Reason Code	Comments
00010378	MBE	▼	🔍	



OAKS Business Intelligence MBE/EDGE Adjustments Module Information Guide

Adjustor Detail Tab

Single Voucher Adjustment

Business Unit: AGE01	Voucher ID: 00010378	Total Amount: \$7273.09
Vendor: 0000052423 RESOURCE ONE COMPUTER SYSTEMS INC	Certification: MBE	
Contract Number: ACQ1002		

Adjustment

Adjustment Options
Adjustor Detail
▶

Adjustment Type	Adjustor Type	Last Update User ID	Last Update Date/Time

Voucher Details Hyperlink/Subpage

MBE/EDGE Voucher Details

Business Unit: AGE01	Voucher ID: 00010378
-----------------------------	-----------------------------

Voucher Detail

Customize | Find | | | First 1 1-4 of 4 Last

Line	Distrib Line	Distrib Amount	Account	Fund Code	Dept ID	Program Code
1	1	\$1018.233	537400	3M40	AGE924000	2300C
1	2	\$3854.738	537400	3C40	AGE924000	2321C
1	3	\$1672.811	537400	GRF	AGE924000	2490C
1	4	\$727.309	537400	3M40	AGE924000	2400C



OAKS Business Intelligence MBE/EDGE Adjustments Module Information Guide

Page Field Explanation:

Field Label	Explanation
Business Unit	Voucher business unit
Voucher ID	Voucher ID
Total Amount	The sum of VCHR_AMT from the PS_OH_F_VCHR_LN_DT table
Vendor	Vendor ID and Name 1
Certification	The vendor's certification during the current fiscal period – if any
Contract Number	Associated contract number – if any
Adjustment Options	Tab
Voucher Detail	Voucher ID hyperlink to the Voucher Detail subpage
Original Cert Flag	The voucher's original MBE/EDGE certification
Adjusted Cert Flag	Adjusted MBE/EDGE certification: MBE, EDGE, None, XLAT table maintained in BI. The operator's selection will be validated against the vendor-voucher matrix based upon the operator's role action (required).
Reason Code	The code from the MBE/EDGE Adjustment Reason Code table corresponding to the reason for the change (required)
Comments	Free-form text field (required)
Adjustor Detail	Tab
Adjustment Type	The component defaults in 'S' for single voucher adjustment
Adjustor Type	The component defaults in the code for the operator's role action, 'A' or 'E'
Last Update User ID	Stores the operator ID of the last operator to update the record
Last Update Date/Time	Stores the date and time of the last update to the record
Voucher Detail	Hyperlink /Subpage
Business Unit	Voucher business unit
Voucher ID	Voucher ID
Line	Voucher line number from the PS_OH_F_VCHR_LN_DT table
Distrib Line	Distribution line number from the PS_OH_F_VCHR_LN_DT table
Distrib Amount	Distribution amount from the PS_OH_F_VCHR_LN_DT table
Account	Account code from the PS_OH_F_VCHR_LN_DT table
Fund Code	Fund code from the PS_OH_F_VCHR_LN_DT table
Dept ID	Department ID from the PS_OH_F_VCHR_LN_DT table
Program code	Program code from the PS_OH_F_VCHR_LN_DT table



OAKS Business Intelligence MBE/EDGE Adjustments Module Information Guide

Multiple Vouchers Adjustments Page

Navigation: Main Menu > OAKS CUSTOM > MBE/EDGE Adjustments Module > Multiple Vouchers Adjustments

Search Dialogue: None

Usage: This page enables operators to update (adjust) the MBE/EDGE certification flag on one-to-many vouchers. This page incorporates a search capability to enable the operator to search for the desired voucher(s) by Business Unit, Voucher ID, Vendor ID, Accounting Date range, Contract Number and Original MBE/EDGE Certification Flag. The PS_OH_SJT_OPR_BU table is incorporated into the search record (view) to ensure that business unit row level security is enforced. Only operators assigned the OH_AP_EPM_MBE_ADJ_ADMIN role (i.e. EOD super users) have access to this page. The source of the voucher records for this page is the PS_OH_MBE_VCHR_STG table, which is reloaded nightly by the voucher stage AE program. Adjustment records are written to the PS_OH_MBE_EDGE_ADJ table.

Adjustment Options Tab

The screenshot displays the 'Multiple Vouchers Adjustment' interface. It includes a search section with fields for Business Unit (ADA01), Voucher ID, Voucher Original Cert Flag, Voucher Accounting Line Date Between, Contract Number, and Vendor ID (0000167161). Below the search is a 'Mass Voucher Adjustments' section with an 'Update Vouchers' button, a 'Cert Flag' dropdown, a 'Reason Code' field, and a 'Comments' field. At the bottom, there is an 'Adjustments' table with columns for BU, Voucher Detail, Voucher Amount, Contract, Vendor, Vendor Certification, Original Cert Flag, Adjusted Cert Flag, Reason Code, and Comments. The table shows two rows of adjustments for BU ADA01.

BU	Voucher Detail	Voucher Amount	Contract	Vendor	Vendor Certification	Original Cert Flag	Adjusted Cert Flag	Reason Code	Comments
<input type="checkbox"/>	ADA01 00018243	\$3200.00		0000167161	MBE,EDGE	MBE	<input type="text"/>	<input type="text"/>	
<input type="checkbox"/>	ADA01 00018244	\$12250.00		0000167161	MBE,EDGE	MBE	<input type="text"/>	<input type="text"/>	



OAKS Business Intelligence MBE/EDGE Adjustments Module Information Guide

Adjustor Details Tab

Multiple Vouchers Adjustment

Voucher Search

Business Unit: ADA01
Voucher ID:
Voucher Original Cert Flag:

Voucher Accounting Line Date Between:
And

Contract Number:
Vendor ID: 0000167161

Mass Voucher Adjustments

Cert Flag
Reason Code
Comments

[Select All](#) [Clear All](#)

Adjustments

Customize | Find | View All | | First 1-2 of 2 Last

	BU	Voucher Detail	Voucher Amount	Adjustment Type	Adjustor Type	Last Update User ID	Last Update Date/Time
<input checked="" type="checkbox"/>	ADA01	00018243	\$3200.00				
<input checked="" type="checkbox"/>	ADA01	00018244	\$12250.00				

Voucher Details Hyperlink/Subpage

MBE/EDGE Voucher Details

Business Unit: ADA01 **Voucher ID:** 00018243

Voucher Detail

Customize | Find | | First 1 of 1 Last

Line	Distrib Line	Distrib Amount	Account	Fund Code	Dept ID	Program Code
1	1	\$3200.000	537100	3H80	ADA113000	2180C



OAKS Business Intelligence MBE/EDGE Adjustments Module Information Guide

Page Field Explanation:

Field Label	Explanation
Voucher Search	Group Box
Business Unit	Search by the voucher's business unit
Voucher ID	Search by the voucher's ID
Voucher Original Cert Flag	Search by the voucher's original MBE/EDGE certification
Voucher Accounting Line Date Between	Search by the voucher's accounting date within a specified date range
Contract Number	Search by the contract number associated with the voucher
Vendor ID	Search by the voucher's vendor ID
Search	This button will execute a search against the PS_OH_MBE_VCHR_STG table using the specified search criteria. The maximum number records returned by the search are limited by the value specified in the Adjustment Row Limit field on the MBE/EDGE Installation page. Searches returning results that exceed this limit will be discarded.
Mass Voucher Adjustments	Group Box
Update Vouchers	<p>This button will apply the specified Cert Flag, Reason Code and Comments values to the selected (check box checked) vouchers in the Adjustments grid, overwriting any existing adjustment values. The Update Vouchers logic does not require all three voucher adjustment values to be specified in order to adjust the selected vouchers. For values that are left blank, the corresponding values on the vouchers will not be updated.</p> <p>Note: Vendor-voucher certification matrix verification is not performed during the Update Vouchers processing, but will be performed when the component is saved.</p>
Cert Flag	Adjusted MBE/EDGE certification: MBE, EDGE, None, XLAT table maintained in BI
Reason Code	The code from the MBE/EDGE Adjustment Reason Code table corresponding to the reason for the change
Comments	Free-form text field
Adjustment Options	Tab
Check Box	When checked, it indicates that the voucher has been selected for mass adjustment. This box can be checked by clicking on the box, by clicking on the "Select All" hyperlink or by directly updating one of the voucher's adjustment columns in the grid. When unchecked, the voucher mass adjustments will not be applied to the voucher.
BU	Voucher business unit
Voucher Detail	Voucher ID hyperlink to the Voucher Detail subpage
Voucher Amount	The sum of VCHR_AMT from the PS_OH_F_VCHR_LN_DT table
Contract	Associated contract number – if any
Vendor	Voucher vendor ID



OAKS Business Intelligence MBE/EDGE Adjustments Module Information Guide

Vendor Certification	The vendor's certification during the current fiscal period – if any
Original Cert Flag	The voucher's original MBE/EDGE certification
Adjusted Cert Flag	Adjusted MBE/EDGE certification: MBE, EDGE, None, XLAT table maintained in BI. The operator's selection will be validated against the vendor-voucher matrix based upon the operator's role action (required).
Reason Code	The code from the MBE/EDGE Adjustment Reason Code table corresponding to the reason for the change (required)
Comments	Free-form text field (required)
Adjustor Detail	Tab
Check Box	When checked, it indicates that the voucher has been selected for mass adjustment. This box can be checked by clicking on the box, by clicking on the "Select All" hyperlink or by directly updating one of the voucher's adjustment columns in the grid. When unchecked, the voucher mass adjustments will not be applied to the voucher.
BU	Voucher business unit
Voucher Detail	Voucher ID hyperlink to the Voucher Detail subpage
Voucher Amount	The sum of VCHR_AMT from the PS_OH_F_VCHR_LN_DT table
Adjustment Type	The component defaults in 'S' for single voucher adjustment
Adjustor Type	The component defaults in the code for the operator's role action, 'A' or 'E'
Last Update User ID	Stores the operator ID of the last operator to update the record
Last Update Date/Time	Stores the date and time of the last update to the record
Voucher Detail	Hyperlink /Subpage
Business Unit	Voucher business unit
Voucher ID	Voucher ID
Line	Voucher line number from the PS_OH_F_VCHR_LN_DT table
Distrib Line	Distribution line number from the PS_OH_F_VCHR_LN_DT table
Distrib Amount	Distribution amount from the PS_OH_F_VCHR_LN_DT table
Account	Account code from the PS_OH_F_VCHR_LN_DT table
Fund Code	Fund code from the PS_OH_F_VCHR_LN_DT table
Dept ID	Department ID from the PS_OH_F_VCHR_LN_DT table
Program code	Program code from the PS_OH_F_VCHR_LN_DT table
Grid Control Hyperlinks	
Select All	This hyperlink will cause the check box for all of the vouchers in the grid to become checked.
Clear All	This hyperlink will cause the check box for all of the vouchers in the grid to become unchecked. Additionally, the Adjusted Cert Flag, Reason Code and Comments values will be restored to their last saved values.



6 Adjustments Module Record Group for TableSet Control

The custom record group 'OH_01' has been established to group the related control tables and views for the Adjustments Module; enabling TableSet sharing and applying it consistently across all related tables and views used in the module. While 'STATE' is the predominant SetID value in BI, there are vendor records with the SetID of 'OHALL' in the warehouse. For all set control values, except for 'MODEL' and 'SHARE', the SetID of 'STATE' has been established for the 'OH_01' record group.

Record Group

Record Group ID: OH_01

Description:

Short Description: Force Use of Default SetID

Records in Group		Customize	Find	View 10	First	1-15 of 15	Last
*Record (Table) Name	Record Description						
<input type="text" value="OH_ADJ_REASONS"/> 🔍	OH Adjustment Reasons CD Table						<input type="button" value="+"/> <input type="button" value="-"/>
<input type="text" value="OH_ADJ_REASON_S"/> 🔍	OH Adjustment Reasons CD Srch						<input type="button" value="+"/> <input type="button" value="-"/>
<input type="text" value="OH_ADJ_REASON_V"/> 🔍	OH Adjust Reasons Prompt Table						<input type="button" value="+"/> <input type="button" value="-"/>
<input type="text" value="OH_GV_CRTSRC_VW"/> 🔍	OH Gov't Sources Search View						<input type="button" value="+"/> <input type="button" value="-"/>
<input type="text" value="OH_MBE_ACCT_CD"/> 🔍	OH MBE Account Exclusion Rules						<input type="button" value="+"/> <input type="button" value="-"/>
<input type="text" value="OH_MBE_BU_EXCLD"/> 🔍	OH MBE Exclude Business Units						<input type="button" value="+"/> <input type="button" value="-"/>
<input type="text" value="OH_MBE_CA_OWNER"/> 🔍	OH Contract Owner Maintenance						<input type="button" value="+"/> <input type="button" value="-"/>
<input type="text" value="OH_MBE_CA_OWN_S"/> 🔍	OH Contract Owner Search View						<input type="button" value="+"/> <input type="button" value="-"/>
<input type="text" value="OH_MBE_CA_SRCH"/> 🔍	OH MBE/EDGE Contracts Srch Vw						<input type="button" value="+"/> <input type="button" value="-"/>
<input type="text" value="OH_MBE_EXCLD_CD"/> 🔍	OH Exclusion Code Maintenance						<input type="button" value="+"/> <input type="button" value="-"/>
<input type="text" value="OH_MBE_EXCLD_SR"/> 🔍	OH Exclusion Code Search View						<input type="button" value="+"/> <input type="button" value="-"/>
<input type="text" value="OH_MBE_EXCLD_VW"/> 🔍	OH Exclusion Code Prompt View						<input type="button" value="+"/> <input type="button" value="-"/>
<input type="text" value="OH_MBE_VND_EXCL"/> 🔍	OH MBE Vnd Exclude from Adjust						<input type="button" value="+"/> <input type="button" value="-"/>
<input type="text" value="OH_VENDOR_SRCH"/> 🔍	OH Vendor Search View						<input type="button" value="+"/> <input type="button" value="-"/>
<input type="text" value="OH_VNDR_CERT_MX"/> 🔍	OH Vendor Certification Matrix						<input type="button" value="+"/> <input type="button" value="-"/>



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7 Custom Message Set for the Adjustments Module

The custom Message Set 29000 has been established in the BI message catalog for use in the MBE/EDGE Adjustments Module.

Message Number	1	Severity	Error
Message Text	Adjustment Code of %1 is not valid for the vendor's certification.		
Description	Select an Adjustment Code that is both valid for the Vendor's certification and the operator's Adjustor Type. Refer to the Vendor Certification Matrix for a listing of valid Adjustment Codes.		
Usage	<p>This message appears in the Single Voucher and Multiple Voucher Adjustment components when the operator has specified a voucher certification that is not consistent with the vendor's certification (Vendor-Voucher Certification Matrix).</p> <p>Called by: OH_MBE_ADJ_WS.OH_ADJ_CERT_FLG.FieldChange OH_MBE_ADJ_WS.OH_ADJ_CERT_FLG.SaveEdit</p>		

Message Number	2	Severity	Message
Message Text	The Contract Owner has been classified as "Restricted" by EOD. Voucher cannot be adjusted.		
Description	Vouchers associated with contracts that have owners classified as restricted by EOD cannot be adjusted by agencies.		
Usage	<p>This message appears in the Single Voucher Adjustment component when an agency operator has selected a voucher that is associated with a restricted contract.</p> <p>Called by: OH_MBE_EDGE_ADJ_S.GBL.PostBuild</p>		

Message Number	3	Severity	Message
Message Text	No rows have been selected for updating - no vouchers have been adjusted.		
Description	In order for a voucher to be adjusted with the specified values, it must be selected for update.		
Usage	<p>This message appears in the Multiple Voucher Adjustment component when the operator has click on the Update Vouchers button without selecting any of the vouchers in the Adjustment grid.</p> <p>Called by: OH_MBE_ADJ_WRK.OH_UPDATE_PB.FieldChange</p>		

Message Number	4	Severity	Error
Message Text	Your search criteria returns %1 rows, which exceeds the set page limit of %2 rows.		
Description	Please refine your search criteria and try your search again.		
Usage	<p>This message appears in the Multiple Voucher Adjustment component when the operator has initiated a voucher search whose results exceed the row limit established on the MBE/EDGE Installation page.</p> <p>Called by: OH_MBE_ADJ_WRK.SEARCH_PB.FieldChange</p>		



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Message Number	5	Severity	Message
Message Text	Do you want to proceed with restoring all prior exclusion codes?		
Description	This action will restore all exclusion codes to their prior values from the Prior Exclusion Code column (if any). It will also reset the Prior Exclusion Code column values to blanks.		
Usage	<p>This message appears in the MBE/EDGE Account Codes component when the operator has clicked on the 'Restore All Prior Exclusion Codes' hyperlink.</p> <p>Called by: OH_MBE_ADJ_WRK.OH_RESTORE_PB.FieldChange</p>		

Message Number	6	Severity	Message
Message Text	Do you want to overwrite the existing prior value?		
Description	Click 'Yes' to overwrite the existing value in the Prior Exclusion Code column. Click 'No' to keep the existing value in the Prior Exclusion Code column.		
Usage	<p>This message appears in the MBE/EDGE Account Codes component when the operator tries to update the Exclusion Code for an account that has had its Exclusion Code previously changed (a value already exists in the 'Prior Exclusion Code' column).</p> <p>Called by: OH_MBE_ACCT_CD.OH_MBE_EXCLUDE_CD.FieldChange</p>		

Message Number	7	Severity	Message
Message Text	Fiscal Period Begin Date is %1.		
Description	This is the fiscal period begin date used by the OH_MBE_STG AE.		
Usage	<p>This message appears in the message log of the voucher staging AE. It records the start date of the fiscal period used by the AE.</p> <p>Called by: OH_MBE_STG.INIT.Step020</p>		

Message Number	8	Severity	Message
Message Text	Account Code Exclusion Code is %1.		
Description	This account code exclusion code is used by the OH_MBE_STG AE to exclude vouchers from adjustment with an account code flagged with this exclusion code.		
Usage	<p>This message appears in the message log of the voucher staging AE. It records the account exclusion code used by the AE to exclude vouchers having an account code flagged with this exclusion code.</p> <p>Called by: OH_MBE_STG.INIT.Step025</p>		



8 Adjustment Module Operator Security

Access to the MBE/EDGE Adjustments Module is currently maintained through three permission lists. Each permission list is associated with a single role.

OH_AP_EPM_MBE_ADJ (Adjustment Module Editor):

- This permission list is intended for agency operators.
 - Adjustments are through the Single Voucher Adjustment component only.
 - Has limited display-only access to some of the setup components.
- This associated role does not require central approval and is available statewide.
- Assigned to Role: OH_AP_EPM_MBE_ADJ

OH_AP_EPM_MBE_APJ_ADMIN (EOD Super User):

- This permission list is intended for EOD (super) users.
 - Adjustments can be made through either the Single Voucher Adjustment component or the Multiple Voucher Adjustment component.
 - Has full access to most of the setup components.
- The associated role requires central approval is not available statewide. The role is limited to the EOD operators only (approximately 7 users).
- Assigned to Role: OH_AP_EPM_MBE_APJ_ADMIN

OH_AP_EPM_MBE_MODULE_ADMIN (Adjustment Module Administrator):

- This permission list is intended for OAKS EPM Team and OAKS BI Project Team users.
 - Display-only access to the Single Voucher Adjustment component and Multiple Voucher Adjustment component.
 - Has full access to all of the setup components.
- Assigned to Role: OH_EPM_ALLPAGES

Module Component/Page Access by Permission List

Single Voucher Adjustments

- OH_AP_EPM_MBE_APJ_ADMIN: Full access
- OH_AP_EPM_MBE_ADJ: Full access
- OH_AP_EPM_MBE_MODULE_ADMIN: Display-only access

Multiple Voucher Adjustments

- OH_AP_EPM_MBE_APJ_ADMIN: Full access
- OH_AP_EPM_MBE_ADJ: No access
- OH_AP_EPM_MBE_MODULE_ADMIN: Display-only access

Maintain Exclude Codes

- OH_AP_EPM_MBE_APJ_ADMIN: Full access
- OH_AP_EPM_MBE_ADJ: Display-only access
- OH_AP_EPM_MBE_MODULE_ADMIN: Full access



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MBE/EDGE Account Codes

- OH_AP_EPM_MBE_APJ_ADMIN: Full access
- OH_AP_EPM_MBE_ADJ: Display-only access
- OH_AP_EPM_MBE_MODULE_ADMIN: Full access

Vendor Certification Matrix

- OH_AP_EPM_MBE_APJ_ADMIN: Full access
- OH_AP_EPM_MBE_ADJ: No access
- OH_AP_EPM_MBE_MODULE_ADMIN: Full access

MBE/EDGE User Role Actions

- OH_AP_EPM_MBE_APJ_ADMIN: No access
- OH_AP_EPM_MBE_ADJ: No access
- OH_AP_EPM_MBE_MODULE_ADMIN: Full access

Adjustment Reason Codes

- OH_AP_EPM_MBE_APJ_ADMIN: Full access
- OH_AP_EPM_MBE_ADJ: No access
- OH_AP_EPM_MBE_MODULE_ADMIN: Full access

Restricted Contract Owners

- OH_AP_EPM_MBE_APJ_ADMIN: Full access
- OH_AP_EPM_MBE_ADJ: No access
- OH_AP_EPM_MBE_MODULE_ADMIN: Full access

MBE/EDGE Vendor Exclusions

- OH_AP_EPM_MBE_APJ_ADMIN: Full access
- OH_AP_EPM_MBE_ADJ: Display-only access
- OH_AP_EPM_MBE_MODULE_ADMIN: Full access

MBE/EDGE BU/Agency Exclusions

- OH_AP_EPM_MBE_APJ_ADMIN: Full access
- OH_AP_EPM_MBE_ADJ: No access
- OH_AP_EPM_MBE_MODULE_ADMIN: Full access

MBE/EDGE Installation Table

- OH_AP_EPM_MBE_APJ_ADMIN: No access
- OH_AP_EPM_MBE_ADJ: No access
- OH_AP_EPM_MBE_MODULE_ADMIN: Full access

MBE/EDGE Voucher Stage

- OH_AP_EPM_MBE_APJ_ADMIN: No access
- OH_AP_EPM_MBE_ADJ: No access
- OH_AP_EPM_MBE_MODULE_ADMIN: Full access



9 Voucher Staging Application Engine

Overview

One of the challenges of bolting a transaction-based module onto the BI application is ensuring reasonable online performance for the users of the module. In the case of the Adjustments Module, the source of the voucher information is the voucher line detail fact table (PS_OH_F_VCHR_LN_DT), which presently contains over *76 million* rows of data. Through the filtering action of EOD's policies and business practices (refer to the *Adjustment Rules Summary* section of this document), the initial population of source vouchers is reduced to less than 17,000 rows of usable data. As a result, it is not practical to incorporate all of the necessary business logic – with the requisite exceptions – into a well-performing search view.

The solution to this online performance challenge is to stage only the applicable vouchers for adjustment processing. By staging the vouchers, much of the business logic, and subsequent filtering of the vouchers, is accomplished through the staging process itself. The result is a significantly smaller population of vouchers to perform online searches and transactional processing against.

The Application Engine (AE) program (OH_MBE_STG) is responsible for staging the adjustment eligible vouchers. The AE is schedule through UC4 to run on a nightly basis (Monday-Friday). On an ad-hoc basis, the AE can also be run through the MBE/EDGE Voucher Stage component in the module.

Design Considerations

In an effort to isolate the Adjustments Module as much as possible from the vagaries of the PS_OH_F_VCHR_LN_DT table and its associated processing, the decision was made to destructively reload the Adjustment Module's staging table (PS_OH_MBE_VCHR_STG) rather than update it incrementally. Furthermore, with the passing of each fiscal adjustment period the vouchers associated with past periods will never again be eligible for adjustment. Subsequently, there is no business need to accumulate and retain vouchers from prior adjustment periods in the staging table.



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OH_MBE_STG AE Program Flow - Start

MAIN:

Step 010: Call INIT section to initialize the program

INIT:

Step 010: Default the fiscal begin date to system date, store it in the AET table

Step 020: Derive the current fiscal begin date from the PS_D_DET_PERIOD table. If the current fiscal period is less than 4 (1st quarter) use the period 1 begin date from the prior fiscal year, else use the period 1 begin date for the current fiscal year. Store it in the AET table and write it out to the message log.

Step 025: Get the Account code exclusion code from the MBE/EDGE module's installation table, PS_OH_INSTALL_MBE, presently 'E'. Store it in the AET table and write it out to the message log.

Step 030: Truncate the PS_OH_MBE_STG_TMP table.

Step 040: Drop the PS_OH_MBE_STG_TMP index. If an Oracle error occurs, ostensibly because the index does not exist, suppress the error and continue processing.

Step 050: Drop the custom index IDX_OH_MBE_STG_PS_F_PO_LINE from the PS_F_PO_LINE table. If an Oracle error occurs, ostensibly because the index does not exist, suppress the error and continue processing.

Step 020: Call LDSTGTMP section to load the temporary staging table, PS_OH_MBE_STG_TMP

LDSTGTMP:

Step 010: Load the PS_OH_MBE_STG_TMP table from the voucher line detail fact table, PS_OH_F_VCHR_LN_DT. The selection criteria from the voucher line detail fact include:

- Excludes vouchers having an account code flagged as "excluded" (presently 'E') on the Account Code Exclusion table, PS_OH_MBE_ACCT_CD
- Excludes vouchers having a voucher source of 'PROC'
- Includes only those vouchers with a source system ID of 'FSCM'
- Includes only those vouchers with an accounting date greater than or equal to the derived fiscal begin date

Step 030: Call DELBUNIT section to delete vouchers with excluded business units

DELBUNIT:

Step 010: Delete vouchers from the PS_OH_MBE_STG_TMP having business units that exist on the Business Unit Exclusion table, PS_OH_MBE_BU_EXCLD



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Step 040: Call DELSUPLR section to delete vouchers with excluded suppliers/vendors

DELSUPLR:

Step 010: Delete vouchers from the PS_OH_MBE_STG_TMP having suppliers/vendors that exist on the Vendor Exclusion table, PS_OH_MBE_VND_EXCL

Step 045: Call DELNOCRT section to delete vouchers with an uncertified supplier/vendor and a MBE/EDGE certification of 'N' or blank

DELNOCRT:

Step 010: Delete vouchers from the PS_OH_MBE_STG_TMP having an MBE/EDGE certification value that is either blank or 'N' and a supplier/vendor who isn't certified during the fiscal year

Step 050: Call UPDEXCLD section to update the Account code exclusion code ('CS' and 'X') from the Account Code Exclusion table

UPDEXCLD:

Step 010: Update the Account Code Exclusion Code for the remaining vouchers in the PS_OH_MBE_STG_TMP table from the PS_OH_MBE_ACCT_CD table. A value of 'X' (for not excluded) is defaulted to all records when the temp stage table is loaded to ensure that a valid code is present for account codes not listed in the exclusion table.

Step 060: Call UPDSPLR section to update the supplier/vendor information (vendor SetID, vendor ID, vendor short name and name1)

UPDSPLR:

Step 010: Update the supplier/vendor information for the remaining vouchers in the PS_OH_MBE_STG_TMP table from the PS_D_SUPPLIER table.

Step 070: Call UPDBUNIT section to update the business unit information (business unit)

UPDBUNIT:

Step 010: Update the business unit value for the remaining vouchers in the PS_OH_MBE_STG_TMP table from the PS_D_BUSINESS_UNIT table using the BU type of 'AP'.



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Step 080: Call UPCNTRCT section to update the contract information (contract SID, contract SetID, contract number and contract owner)

UPCNTRCT:

Step 001: Recreate the custom index IDX_OH_MBE_STG_PS_F_PO_LINE on the PS_F_PO_LINE table (columns PO_BU_SID, PO_ID and PO_LN_NBR). This is accomplished in a PeopleCode action employing a Try-Catch block. The purpose of the Try-Catch block is to look for the 'ORA-01408' Oracle error (column list is already indexed), in the event that an index on the specified columns is added to the table in the future. If the CREATE INDEX fails due to an ORA-01408 error, a message is written to the message log and processing is permitted to continue. For all other errors, an exception is thrown to terminate processing.

Step 010: Update the contract information (if any) for the remaining vouchers in the PS_OH_MBE_STG_TMP table. This accomplished through a JOIN between the PS_F_PO_LINE table and the PS_OH_F_CNTRCT_HDR table.

Step 020: Drop the custom index IDX_OH_MBE_STG_PS_F_PO_LINE.

Step 090: Call TRUNCSTG section to truncate the voucher staging table, PS_OH_MBE_VCHR_STG

TRUNCSTG:

Step 010: Truncate the PS_OH_MBE_VCHR_STG table.

Step 020: Drop the PS_OH_MBE_VCHR_STG index.

Step 110: Call LDVCHSTG section to load the voucher staging table from the temporary staging table

LDVCHSTG:

Step 010: Load the PS_OH_MBE_VCHR_STG table from the PS_OH_MBE_STG_TMP table. The SELECT from the PS_OH_MBE_STG_TMP table partitions the vouchers by business unit and voucher ID and orders them by voucher line number, distribution line number and accounting date (descending) and returns only the first voucher line number and distribution line number for each voucher (per EOD, the first voucher line number and distribution line number are representative of the entire voucher).

Step 120: Call STGINDEX section to recreate the unique index PS_OH_MBE_VCHR_STG on the voucher staging table, PS_OH_MBE_VCHR_STG

STGINDEX:

Step 010: Recreate the PS_OH_MBE_VCHR_STG index.

OH_MBE_STG AE Program Flow - End



10 DataStage ETL and UC4 Impacts

With the deployment of the MBE/EDGE Adjustments module changes were made to both DataStage and UC4 in order to support the module.

DataStage

The custom OH_MSEQ_FMS_Setup_OWS_Tables master sequence was updated to include the delivered SEQ_J_Stage_PS_GOV_CERTSRC_TBL sequence. This sequence is responsible for the incremental updates to the PS_GOV_CERTSRC_TBL table in the OWS from OAKS FIN. The source table presently contains two records and in all likelihood will not be updated in the foreseeable future – if ever.

UC4

A new UC4 job was created for the purpose of running the OH_MBE_STG Application Engine program as part of the nightly batch. The job, JOBS.EPM9_MBE_EDGE_PS.BATCH_BI_OH_MBE_STG_AE, was added to the 1B job plan, JOBP.EPM9_FMS_P2P_COREJOBPLAN with the following processing attributes:

- Predecessor: JOBS.EPM9_BI_OH_MSEQ_FMS_SPEND_MART_MDW
 - This predecessor job in part runs the update of the PS_OH_F_VCHR_LN_DT table, which the Adjustment Module is dependent upon for the latest OAKS FIN voucher information.
- Successor: None
 - There are no downstream batch processes dependent upon the successful completion of the MBE/EDGE voucher staging AE.
- Operator: OHBATCH_BI
- Run Control ID: Batch_BI_OH_MBE_STG_AE
- Server: PSNT
 - Process Scheduler on PBIAPP1