

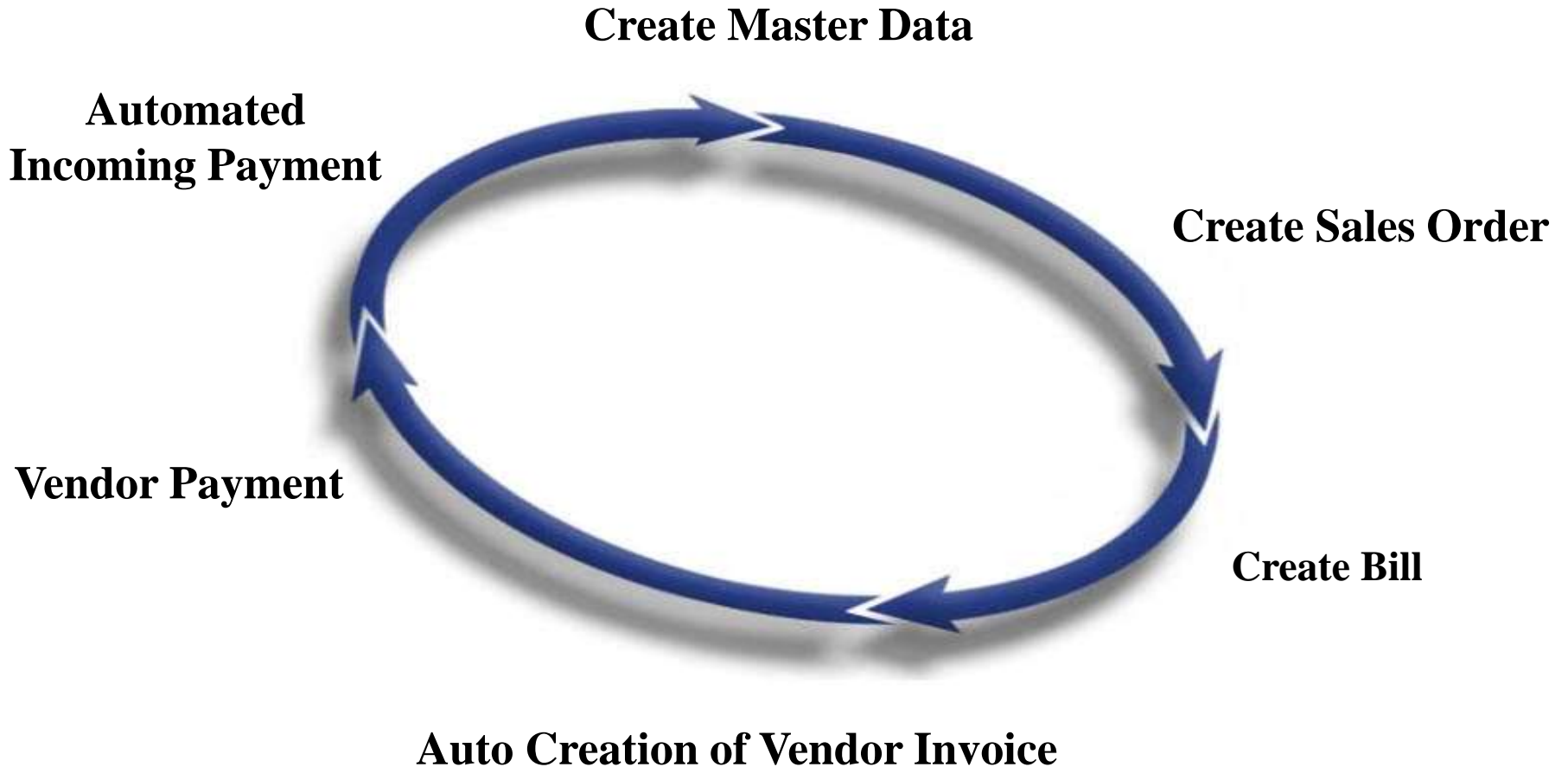


Inter-Agency Billing Process

Department of Finance and Administration
Office of the Mississippi Management and Reporting System



Inter-Agency Billing Lifecycle





Scenario: Vendor ITS provides software development services for Customer DHS

Create Master Data

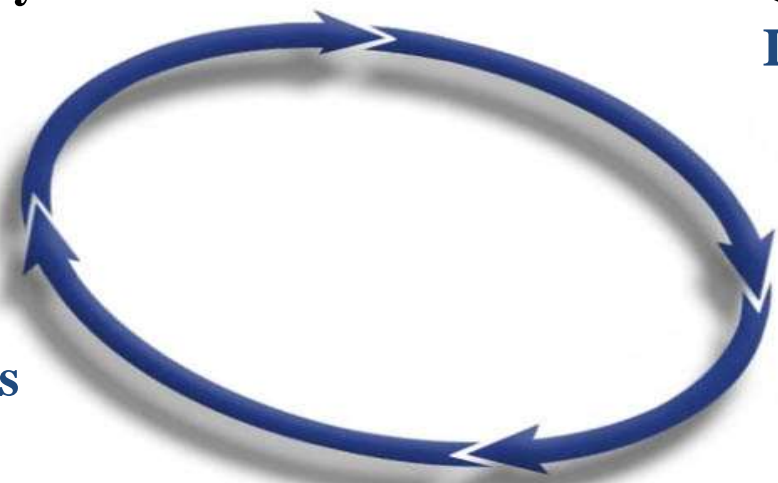
Automated Incoming Payment
ITS posts cash receipt

Create Sales Order
ITS creates order

Vendor Payment
DHS Payment Processes
(warrantless cash trsfr)

Create Bill
ITS generates Bill

Auto Creation of Vendor Invoice
DHS posts Vendor Invoice



INTER-AGENCY BILLING PROCESS TRANSACTIONS

- **XK03 - Display Vendor**
- **XD03 - Display Customer**
- **VK12 - Price Condition**
- **VA01 - Create Sales Order**
- **VF01 - Create Bill**
- **FD10N Customer Balances**
- **FB60 - Vendor Invoice**
- **FK10N Vendor Balances**
- **F110 Payment Program**
- **F-28 Posting Incoming Payment to Vendor**
- **FD10N Customer Balances**



Inter-Agency Billing Lifecycle

Create Master Data

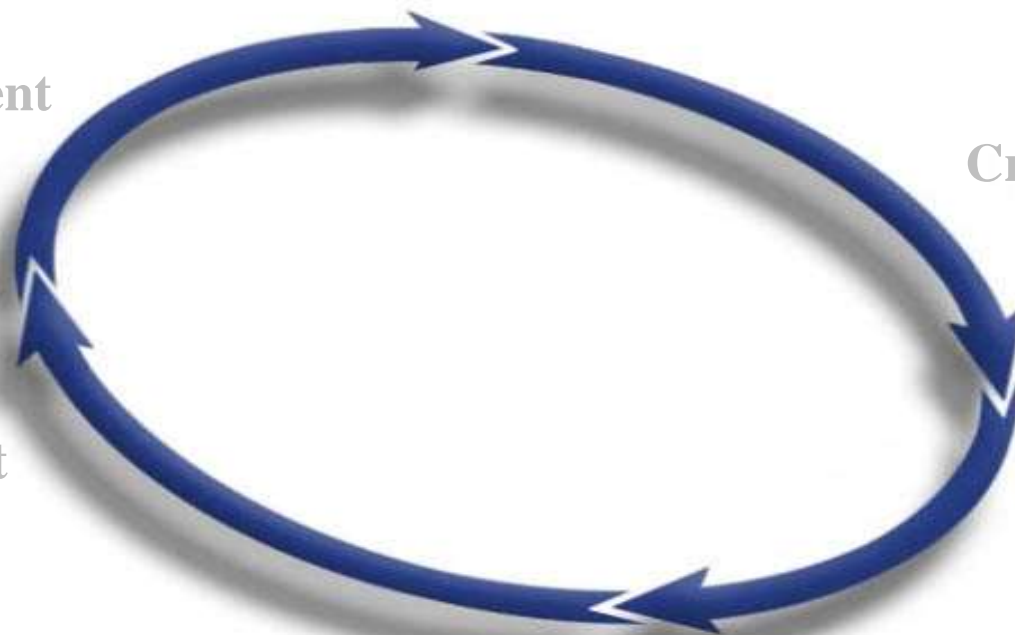
Automated
Incoming Payment

Create Sales Order

Vendor Payment

Create Bill

Auto Creation of Vendor Invoice



Customer Master

Customer Edit Goto Extras Environment System Help

Display Customer: General Data

Other Customer Company Code Data Sales Area Data SOMS Data

Customer 7000000014 Department of Human Services Jackson

Address Control Data

Preview

Name
Title Company
Name Department of Human Services

Search Terms
Search term 1/2 DHS-MIS

Street Address
Street/House number N. State Street 750
Postal Code/City 39216 Jackson
Country US USA Region MS Mississippi

PO Box Address
PO Box
Postal code

Communication
Language EN English Other communication...



Customer Master Reconciliation Account

Customer Edit Goto Extras Environment System Help


Change Customer: Company Code Data

Other Customer General Data Sales Area Data SOMS Data

Customer: 7000000014 Department of Human Services
Company Code: SOMS State of Mississippi

Account Management Payment Transactions Correspondence

Accounting information

Recon. account: 13500000  Sort key:
Authorization: Cash mgmt group:


Interest calculation

Interest indic.: Last key date:
Interest cycle: Last interest run:

Reconciliation acct (1) 4 Entries found

Restrictions

G/L Acct	Long Text
12000000	A/R - Current
13000000	Due from Federal Government
13010000	Due from Other Gov - Current
13500000	Due from Other Funds



Customer Master

Customer 7000000014 Department of Human Services Jackson

Dunning Account Management

Fund

Fund

Additional Data

Cost Center

SOMS Custom Field for default Cost Center on Automated Vendor Invoice



Vendor Master

Change Vendor: Address

Change Vendor: Address

SOMS Data

Vendor: 4000000015

Preview

Name

Title: Company

Name: Information Technology Services
ISS Division

Search Terms

Search term 1/2

Street Address

Street/House number: 3771 Eastwood Dr

Postal Code/City: 39211 Jackson

Country: US USA Region: MS Mississippi

Time zone: CST

PO Box Address

Vendor Master Reconciliation Account


Vendor Edit Goto Extras Environment System Help

Display Vendor: Accounting information Acct

SOMS Data

Vendor: 4000000015 Information Technology Services
Company Code: SOMS State of Mississippi

Accounting information

Recon. account: 21200000  *Sort key*

Head office:
Authorization: Cash mgmnt group:
Minority indic.: Release group:
Certificatn date:

Interest calculation

Interest indic.: Last key date:
Interest freq.: 0 Last interest run:

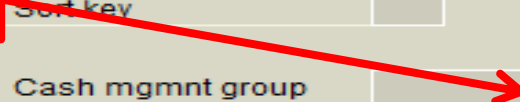
Reference data

Prev.acct no.: Personnel number: 0

Reconciliation acct (1) 3 Entries found

Restrictions

G/L Acct	Long Text
20200000	Accounts Payable
20250000	Due to Subrecipients
21200000	Due to Other Funds



Pricing Condition Table

Condition Edit Goto Extras Environment Pricing System Help

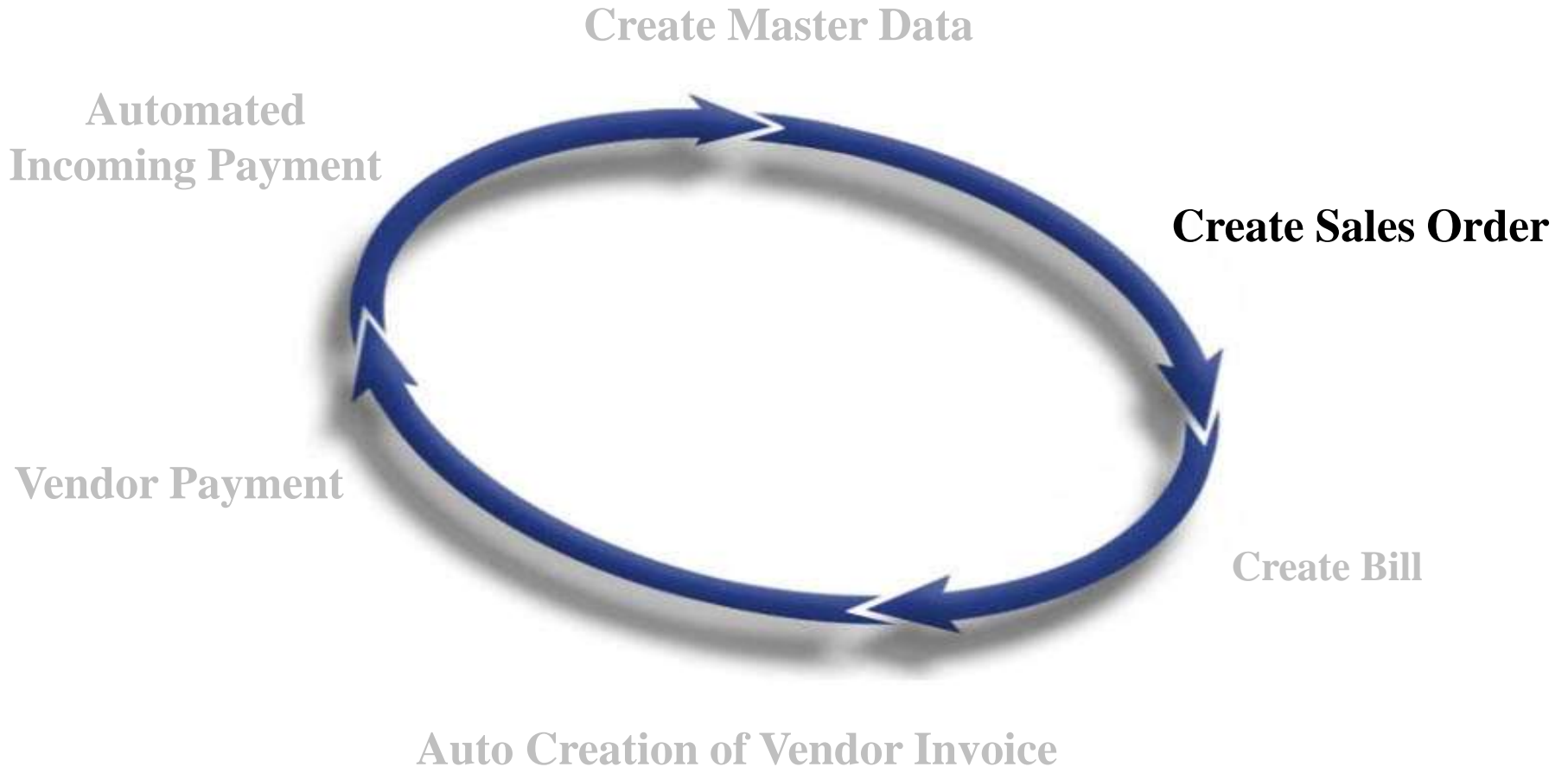
Create Price Condition (ZPR0) : Fast Entry

Sales Organization: SINT Inter Agency Billing
 Distribution Channel: 30 General Sales
Division: 50 ISS - Informatn serv

Material	Description	P...	Amount	Unit	per	U...	C	S...	Valid From	Valid to	D	S...	S...	T...	E...	Pay...	FixValDate	A...
Z160101001	STAFF BILLING CATEGORY A		80.00	USD		1 HR	C		09/04/2012	12/31/9999								
Z160101002	STAFF BILLING CATEGORY B		75.00	USD		1 HR	C		09/04/2012	12/31/9999								
Z160101003	CONTRACTOR BILLING CATEGORY D		85.00	USD		1 HR	C		09/04/2012	12/31/9999								
<input checked="" type="checkbox"/>																		
<input checked="" type="checkbox"/>																		



Inter-Agency Billing Lifecycle





Create Sales Order

Sales document Edit Goto Extras Environment System Help

Create Agency Billing: Overview

Agency Billing Net value 24,400.00 USD

Sold-To Party 7000000014 Department of Human Services / 750 N. State Street / Jackson ...

Ship-To Party 7000000014 Department of Human Services / 750 N. State Street / Jackson ...

PO Number DHS0003 PO date 09/05/2012

Sales Item overview Item detail Ordering party Procurement Shipping Reason for rejection

Req. deliv.date D 09/05/2012 Deliver.Plant

Item	Material	Order Quantity	Un	S	Description	Net price	Net value	ItCa	DGIP	HL	Itm
10	Z160101001	160.0	HR		STAFF BILLING CATEGORY A- James Stevens	80.00	12,800.00	ZTAD			
20	Z160101002	56.0	HR		STAFF BILLING CATEGORY B- Angie Brown	75.00	4,200.00	ZTAD			
30	Z160101003	80.0	HR		CONTRACTOR BILLING CATEGORY D- Ty Warren	85.00	6,800.00	ZTAD			
40	Z160101050		AU		TRAVEL AND DOCUMENTATION COSTS	0.00	600.00	ZTAD			

VA01 mpdea01 INS



Create Sales Order (cont.)

Sales document Edit Goto Extras Environment System Help

Create Agency Billing: Item Data

Sales Document Item: 10 Item category: ZTAD Agency Service
Material: Z160101001 STAFF BILLING CATEGORY A- James Stevens

Sales A | Sales B | Shipping | Billing Document | Conditions | Account assignment | Schedule lines | Partners | Texts | Order Data | Status

Account assignment

Business Area: 1601

Profit Center: [] Order: []

WBS Element: IT.00002 Profit Segment: []

Data relevant for cost accounting

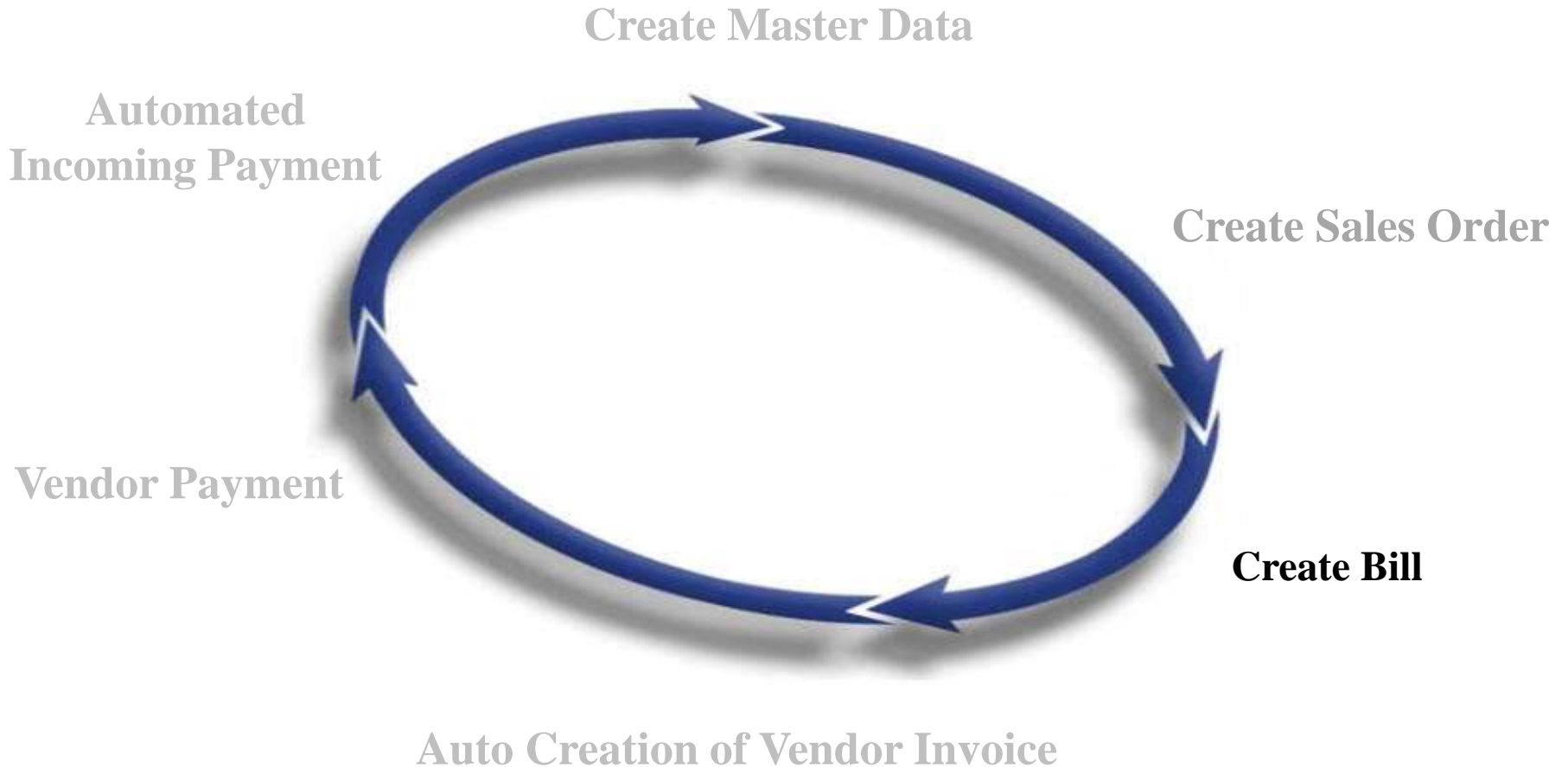
Costing sheet: []

Overhead key: []

FM AccAssign



Inter-Agency Billing Lifecycle



Inter Agency Bill

Billing document | Edit | Goto | Environment | System | Help

SOMS Agency Billing 90000021 (ZF2) Change Billing Document

Billing items | Accounting

Billing document:

More Search Criteria

Document Number

Company Code

Fiscal Year

Reference

List of Documents in Accounting

Documents in Accounting

Doc. Numb...	Object type text	Ld
0100000162	Accounting document	
0100001179	Controlling Document	
0100000635	Funds Management doc	
0090000021	Grants Mgm. Doc.	



Inter Agency Bill - FI Entry

VF01 - Create Bill						
Post Key	GL Account	Description	Bus Area	Fund	Debit	Credit
01	13500000	Due from Other Funds	1601	2131000000	\$ 24,400.00	
50	43210000	Charges for Services - Between State Agencies	1601	2131000000		\$ 12,800.00
50	43210000	Charges for Services - Between State Agencies	1601	2131000000		\$ 4,200.00
50	43210000	Charges for Services - Between State Agencies	1601	2131000000		\$ 6,800.00
50	43210000	Charges for Services - Between State Agencies	1601	2131000000		\$ 600.00



Customer Line Item Display

List Edit Goto Extras Environment Settings System Help

Navigation icons: Home, Back, Forward, Print, Refresh, etc.

Customer Line Item Display

Navigation icons: Previous, Next, Home, etc.

Buttons: Selections, Dispute Case

Customer 7000000014
 Company Code SOMS
 Name Department of Human Services
 City Jackson

Stat	Type	Doc. Date	Net due dt	Clearing	Amt in loc. cur.	LCurr	DocumentNo
<input type="checkbox"/>	RV	09/04/2012	09/04/2012		520.00	USD	100000151
<input type="checkbox"/>	RV	09/04/2012	09/04/2012		29,431.34	USD	100000157
<input type="checkbox"/>	RV	09/05/2012	09/05/2012		100.00	USD	100000161
<input type="checkbox"/>	RV	09/05/2012	09/05/2012		24,400.00	USD	100000162
<input type="checkbox"/>	DR	09/04/2012	09/04/2012	09/04/2012	150.00	USD	1800000060
++ Account 7000000014					54,901.34	USD	

Customer *
 Company Code *
 Name *
 City *

Stat	Type	Doc. Date	Net due dt	Clearing	Amt in loc. cur.	LCurr	DocumentNo
***					54,901.34	USD	

Project Revenue

Report Edit Goto View Extras Settings System Help



Act/Com/Total/Plan



Variation: Object

- PRJ IT.00002 ITS- ISS Development for DHS
 - WBS IT.00002 ITS- ISS Development for DHS (
 - WBS IT.00002 ITS- ISS Development for DI

Act/Com/Total/Plan As of: 09/05/2012 Page: 2 / 6

Column 1 / 4

Object PRJ IT.00002 ITS- ISS Developmen
Name of Person Resp.

From Fiscal Year 1900 To Fiscal Year 2013
From Period 1 To Period 12

Cost Elements	Actual	Commitments	Total	Plan
43210000 Chg/Srv - Betw ST Ag	24,400.00-		24,400.00-	24,400.00-
* All Cost Elements	24,400.00-		24,400.00-	24,400.00-

JB100411 09/05/2012



Inter-Agency Billing Lifecycle

Create Master Data

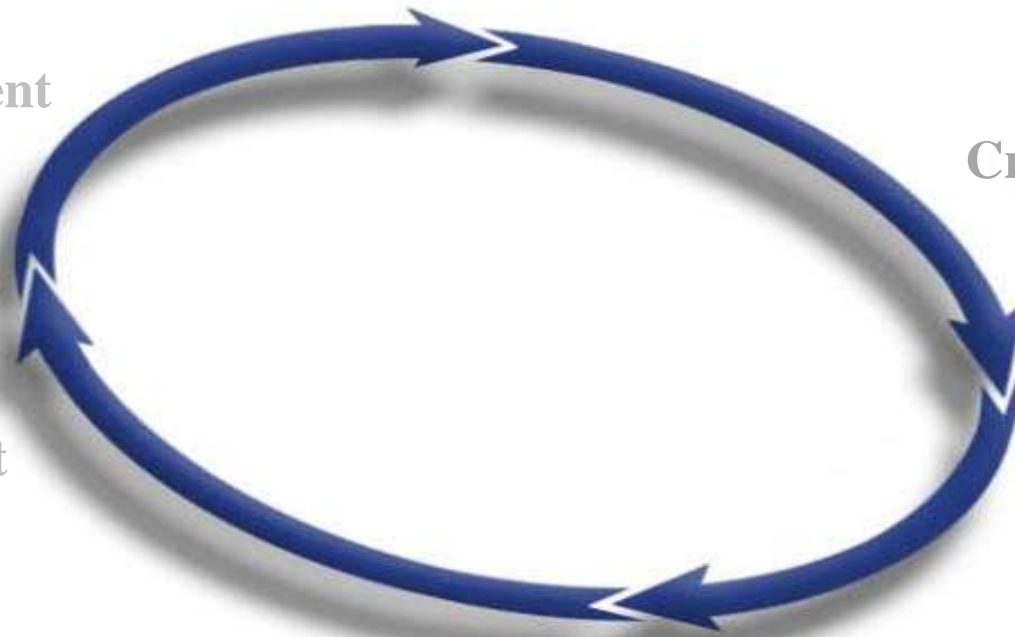
Automated
Incoming Payment

Create Sales Order

Vendor Payment

Create Bill

Auto Creation of Vendor Invoice





Vendor Invoice Entry (will be automated)

Document Edit Goto Extras Settings Environment System Help

Enter Vendor Invoice: Company Code SOMS

Tree on Company Code Hold Simulate Park Editing options

Transactn R Invoice Bal. 0.00

Basic data Payment Details Tax Withholding tax Notes

Vendor 4000000015 SGL Ind
 Invoice date 09/05/2012 Reference
 Posting Date 09/05/2012
 Cross-CC no.
 Amount 24400 USD Calculate tax
 Tax Amount 10 10 (A/P sales tax, 0%)
 Text
 Company Code SOMS State of Mississippi Jackson
 Lot No.

0 Items (No entry variant selected)

St...	GL acct	D/C	Amount in doc.curr.	Text	Lo...	Co...	Bus...	Cost center	Order	WBS element
	61120000	S De...	24400			SOMS		1651000000		
		S De...				SOMS				
		S De...				SOMS				
						SOMS				
						SOMS				
						SOMS				
						SOMS				
						SOMS				

From Material on Sales Order

From Customer Master Data Record



Vendor Invoice FI Posting

FB60 - Vendor Invoice						
Post Key	GL Account	Description	Bus Area	Fund	Debit	Credit
40	61120000	Professional Fees and Services (PO Not Required)	1651	1651000000	\$ 24,400.00	
31	21200000	Due to Other Funds	1651	1651000000		\$ 24,400.00



Vendor Balance Display

List Edit Goto Extras Environment Settings System Help



Vendor Line Item Display



Vendor 4000000015
 Company Code SOMS

Name Information Technology Services
 City Jackson

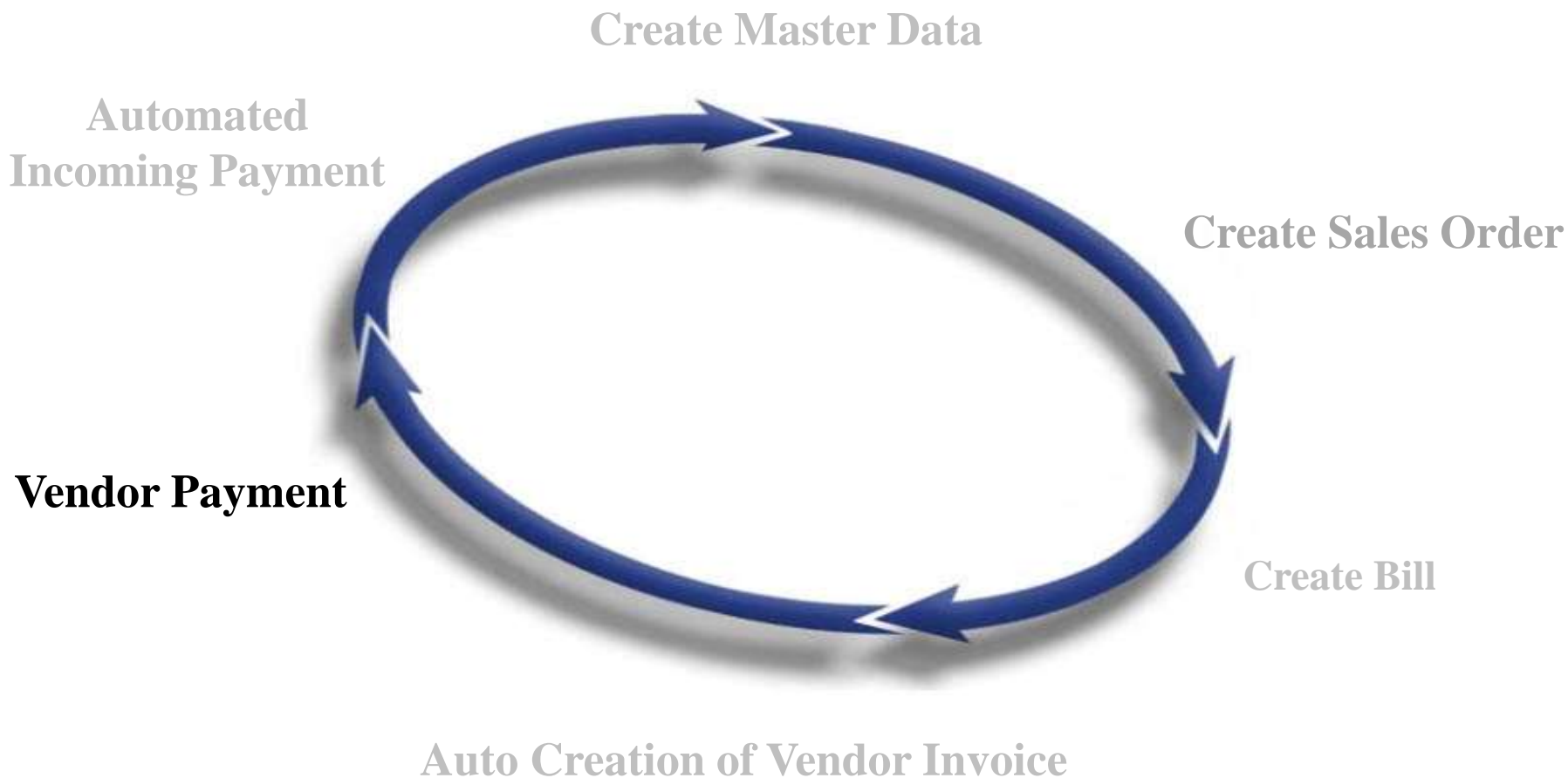
St	Type	Doc. Date	Net due dt	Clearing	Amount in local cur.	LCurr	DocumentNo
<input type="checkbox"/>	<input checked="" type="radio"/> KR	09/05/2012	09/05/2012		24,400.00-	USD	1900000187

Vendor 4000000015
 Company Code SOMS

Name Information Technology Services



Inter-Agency Billing Lifecycle



Vendor Payment

Job log Edit System Help

Job Log Entries for F110-20120905-AP-03 -X / 15341700

Long text Previous Page Next page

Job log overview for job: F110-20120905-AP-03 -X / 15341700

Date	Time	Message text	Message class	Message no.	Message type
09/05/2012	15:34:17	Job started	00	516	S
09/05/2012	15:34:17	Step 001 started (program SAPF110S, variant &0000000000170, user ID JB100411)	00	550	S
09/05/2012	15:34:17	Log for proposal run for payment on 09/05/2012, identification AP-03	FZ	402	S
09/05/2012	15:34:18	Starting CC lines collection function of Cash Control	FMCCAFC	401	S
09/05/2012	15:34:18	Starting CC object check function of Cash Control	FMCCAFC	401	S
09/05/2012	15:34:18	Overall available cash exceeded by 53,831.34 USD (Cash Control source 0L) for document item 000002	FMCCAFC	015	W
09/05/2012	15:34:18	>	FZ	693	S
09/05/2012	15:34:18	> Additional log for vendor 4000000015 company code SOMS	FZ	691	S
09/05/2012	15:34:18	>	FZ	693	S
09/05/2012	15:34:18	> Posting documents additional log	FZ	798	S
09/05/2012	15:34:18	> Document F110000001 company code SOMS currency USD payment method I	FZ	741	S
09/05/2012	15:34:18	> LIt PK Acct RA Amount Tax	FZ	743	S
09/05/2012	15:34:18	>	FZ	744	S
09/05/2012	15:34:18	> 001 25 4000000015 24,400.00 0.00	FZ	744	S
09/05/2012	15:34:18	> 002 50 0010020009 24,400.00 0.00	FZ	744	S
09/05/2012	15:34:18	>	FZ	744	S
09/05/2012	15:34:18	End of log	FZ	398	S
09/05/2012	15:34:18	Job finished	00	517	S



Vendor Payment- FI Posting

F110 - Vendor Payment						
Post Key	GL Account	Description	Bus Area	Fund	Debit	Credit
31	21200000	Due to Other Funds	1651	1651000000	24400	
40	10020009	State Treasury - Other Items	1651	1651000000		24400

Vendor Balance Display

List Edit Goto Extras Environment Settings System Help



Vendor Line Item Display

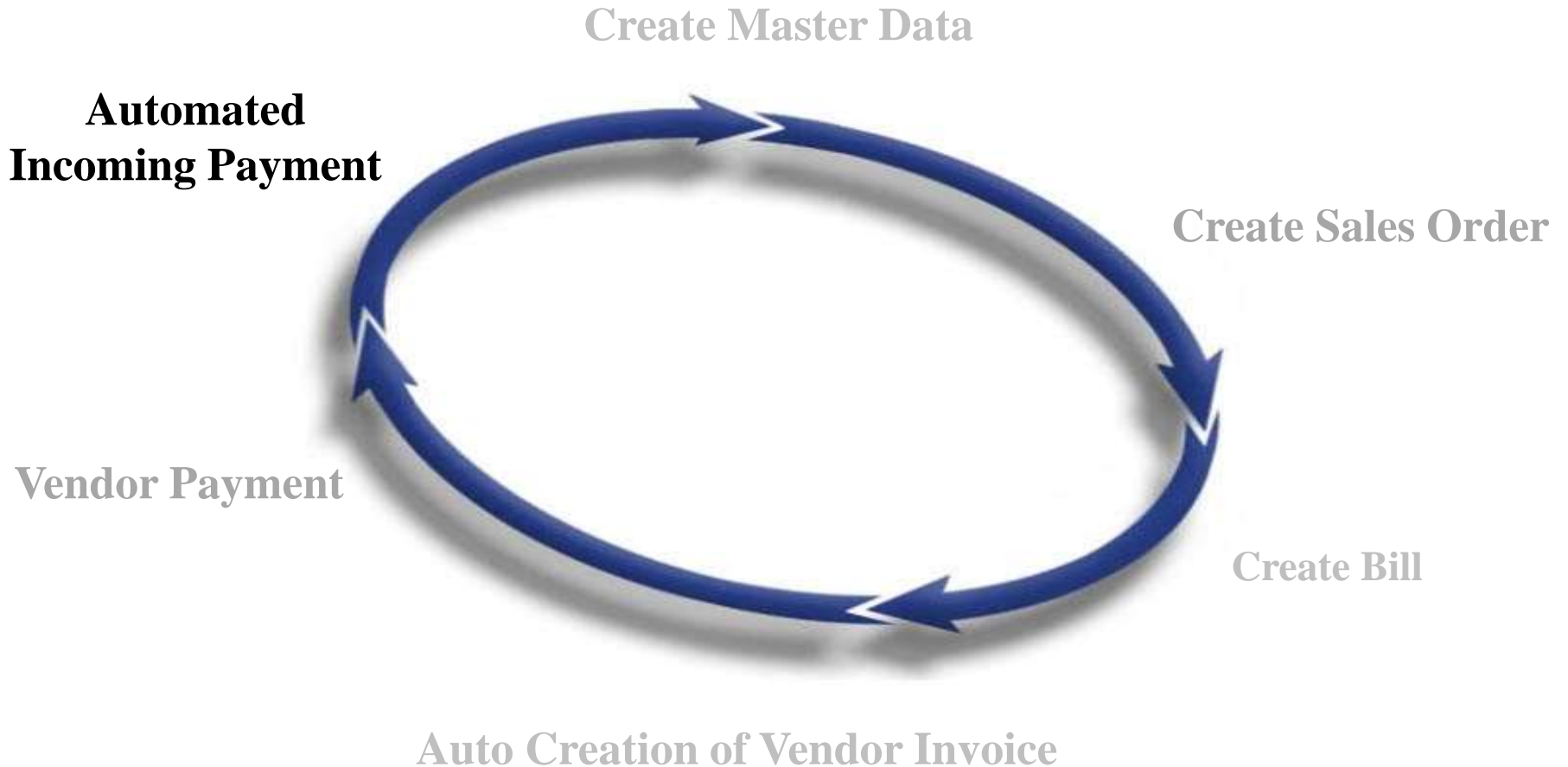


Vendor 4000000015
 Company Code SOMS
 Name Information Technology Services
 City Jackson

St	Type	Doc. Date	Net due dt	Clearing	Amount in local cur.	LCurr	DocumentNo
<input type="checkbox"/>	ZP	09/05/2012	09/05/2012	09/05/2012	29,431.34	USD	2000000076
<input type="checkbox"/>	ZP	09/05/2012	09/05/2012	09/05/2012	24,400.00	USD	2000000077
* Account 4000000015					53,831.34	USD	



Inter-Agency Billing Lifecycle





ITS –Posting Incoming Payment

Document Edit Goto Settings System Help

Post Incoming Payments: Header Data

Process open items

Document Date	09/05/2012	Type	DZ	Company Code	SOMS
Posting Date	09/05/2012	Period	3	Currency/Rate	USD
Document Number		Translatn Date			
Reference		Cross-CC no.			
Doc.Header Text		Trading Part.BA			
Clearing text					

Bank data		Business Area	
Account	10020001	Business Area	
Amount	24400	Amount in LC	
Bank charges		LC bank charges	
Value Date	09/05/2012	Profit Center	
Text		Assignment	

Open item selection		Additional selections	
Account	7000000014	<input checked="" type="radio"/> None	
Account Type	D <input type="checkbox"/> Other accounts	<input type="radio"/> Amount	
Special G/L ind	<input checked="" type="checkbox"/> Standard Ols	<input type="radio"/> Document Number	
Pmnt advice no.		<input type="radio"/> Posting Date	
<input type="checkbox"/> Distribute by age		<input type="radio"/> Dunning Area	
<input type="checkbox"/> Automatic search		<input type="radio"/> Others	

ITS Posting Incoming Payment

Document Edit Goto Settings Environment System Help

Post Incoming Payments Process open items

Distribute diff. Charge off diff. Editing options Cash Disc. Due

Standard Partial Pmt Res.items Withhdg tax

Account items 7000000014 Department of Human Services

Document...	D	Document...	P...	Bus...	Day...	USD Gross	CashDiscount	CDPer.
100000151	RV	09/04/2012	01		1	520.00		
100000157	RV	09/04/2012	01		1	29,431.34		
100000161	RV	09/05/2012	01		0	0.00		
100000162	RV	09/05/2012	01		0	24,400.00		

Processing Status

Number of items	4	Amount entered	24,400.00
Display from item	1	Assigned	24,400.00
Reason code		Difference postings	
Display in clearing currency		Not assigned	0.00



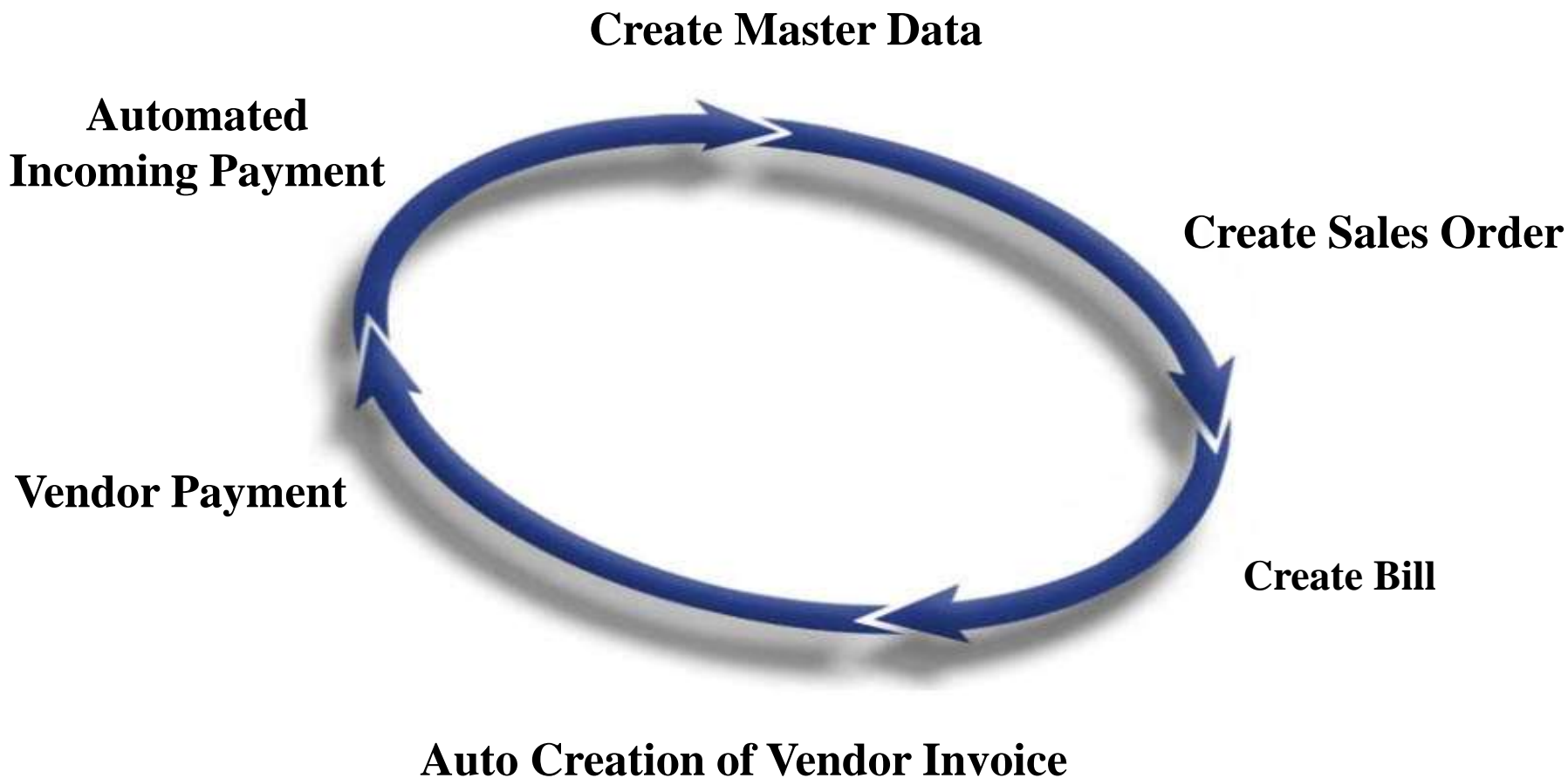
Incoming Payment FI Posting

F-28 - Incoming Payment

Post Key	GL Account	Description	Bus Area	Fund	Debit	Credit
40	10020001	State Treasurer Reg Deposit	1601	2131000000	\$ 24,400.00	
15	13500000	Due from Other Funds	1601	2131000000		\$ 24,400.00



Inter-Agency Billing Lifecycle



Questions

For more Questions and Answers contact us at the following:

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