

**From:** [sceis-ast@sceis.sc.gov](mailto:sceis-ast@sceis.sc.gov)

**To:** AST Leads, Procurement Managers, Finance Directors (All Live SCEIS Agencies)

**CC:** SCEIS BW Team, SCEIS Finance Team, SCEIS MM Team, SCEIS EC&C Team, SCEIS Agency Advocates, SCEIS AST

**Subject:** Modifications to BW Open Encumbrance Report

**Attachment:** FM\_Document\_Type\_Example.pdf

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Dear Finance Directors, Procurement Managers, and AST Leads:

Beginning at 5 PM on Wednesday, July 14, 2010 modifications will be made to the BW Open Encumbrance report to be in effect on Thursday, July 15, 2010. Please note the following changes that will be in place as a result of this work.

- FM Document Type will be added as a free characteristic. This will give agencies the option to include Document Type on the report as well as filtering capability to include or exclude document types as appropriate.
- A new column will be added called Goods Receipt Valuated which will list Inventory P.O's (document type ZINV).
- Amount types "300" and "350" for yearend closing (Previous year carry forward commitments and Following Year Carry forward Commitments) will be added to the Adjustments column.

If you have any questions, please contact the SCEIS Service Desk at [SCEISHelpDesk@sceis.sc.gov](mailto:SCEISHelpDesk@sceis.sc.gov) or (803) 896-0001 (select option 1 for SCEIS Help).

Thank you,  
The SCEIS Team