

From: SCEIS AST

To: Finance Directors, Procurement Directors and SCEIS Interface Contacts (Affected Agencies)

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Subject: Action Required By October 22nd: Changes to IF383A and IF389 Interfaces

Attachments: IF383A_I OG-AP_Direct_Pay_Invoices_Inbound_Interface.doc, IF389_I OG-AP_Outbound_Interface.doc

Good Afternoon:

Please ensure this information reaches the functional and IT personnel in your agency who are responsible for configuring and maintain your agency's SCEIS interfaces as soon as possible.

In July, the SCEIS Team sent you a detailed memo, along with updated Interface Operational Guides (IOGs), to assist your agencies in making changes to the IF383A AP Direct Pay Invoices Inbound Interface and the IF389 Accounts Payable (AP) Outbound Interface. These changes are necessary to ensure your agency is able to receive the updated interface files that will be used after the State Treasurer's Office converted processing of Contingent Checks from STARS to SCEIS. The date for this conversion was originally set for August 24th, but was postponed.

The SCEIS Team is pleased to announce that a new conversion date has been identified: Friday, October 19, 2012. This means that we will begin using the new IF383A and IF389 file formats on Monday, October 22, 2012.

To help you finalize your preparations to begin utilizing the new file formats, we have provided links to all pertinent information, which is available on the SCEIS website. In addition to this information, we have also included additional details about how check numbers are formatted in the revised IF389 interface files, and a screen shot to help illustrate this information.

Information Available on the SCEIS Website

You may access all communications related to the conversion of State Treasurer's Office Contingent Check functionality on the SCEIS website's STO Contingent Check Go-Live 2012 web page:

<http://www.sceis.sc.gov/page.aspx?id=236>.

You will find interface information near the bottom of this page, under the heading "Changes to IF383A and IF389 Accounts Payable Interfaces". This memo will also be posted in that location, so you may refer to this information there, along with the rest.

Here are direct links to pertinent items:

- [July 16 Memo: Changes to IF383A and IF389 Interfaces – Action Required Before August 27 for Agencies Currently Using These Interfaces](#) (93kb PDF)
- [IF383A IOG - AP Direct Pay Invoices Inbound Interface](#) (466kb - MS Word)
- [IF389 IOG - AP Outbound Interface](#) (1.1mb - MS Word)

Additional Details on Check Number Formats in IF389 Files

- Check Payments will only receive a Check Number:**
 - ED I Reference Number and ED I Trace Number will be blank.
- ACH Payments will receive an ED I Reference Number and ED I Trace Number:**
 - Check Number will be blank.
- ED I Reference Number will be the same for all payments on one Payment Run and ED I Trace Number will be unique for each payment within that Payment Run.**
- Check/ED I Date and Check/ED I Amount will be used for both Check and ACH Payments.**

	A	B	AM	AN	AO	AP	AQ	AR
1	Status	Document Number	Clearing document number	Check Number	Check/ED I Date	Check/ED I Amount	ED I Ref Number	ED I Trace Number
1051	3	3003017724	3402791666	140000280	20120630	30.00		
1052	3	3003017724	3402791666	140000280	20120630	30.00		
1053	3	3003017725	3402791579		20120713	75.00	1000025614	121000240000586
1054	3	3003017725	3402791579		20120713	75.00	1000025614	121000240000586
1055	3	3003017726	3402792013	140000361	20120630	15.00		
1056	3	3003017726	3402792013	140000361	20120630	15.00		
1057	3	3003017727	3402792086	140000382	20120630	15.00		
1058	3	3003017727	3402792086	140000382	20120630	15.00		
1059	3	3003017728	3402791987		20120713	2,997.00	1000025614	121000240000627
1060	3	3003017728	3402791987		20120713	2,997.00	1000025614	121000240000627
1061	3	3003017729	3402791569	140000250	20120630	15.00		
1062	3	3003017729	3402791569	140000250	20120630	15.00		
1063	3	3003017730	3402791118	140000158	20120630	15.00		
1064	3	3003017730	3402791118	140000158	20120630	15.00		
1065	3	3003017731	3402791653	140000276	20120630	30.00		
1066	3	3003017731	3402791653	140000276	20120630	30.00		
1067	3	3003017733	3402791740	140000284	20120630	15.00		
1068	3	3003017733	3402791740	140000284	20120630	15.00		
1069	3	3003017734	3402791952	140000344	20120630	30.00		
1070	3	3003017734	3402791952	140000344	20120630	30.00		
1071	3	3003017735	3402791645	140000272	20120630	30.00		
1072	3	3003017735	3402791645	140000272	20120630	30.00		
1073	3	3003017736	3402792881	140000576	20120630	15.00		
1074	3	3003017736	3402792881	140000576	20120630	15.00		
1075	3	3003017737	3402791996	140000358	20120630	15.00		
1076	3	3003017737	3402791996	140000358	20120630	15.00		
1077	3	3003017739	3402791993	140000357	20120630	15.00		
1078	3	3003017739	3402791993	140000357	20120630	15.00		
1079	3	3003017740	3402792051	140000375	20120630	15.00		
1080	3	3003017740	3402792051	140000375	20120630	15.00		
1081	3	3003017741	3402791987		20120713	2,997.00	1000025614	121000240000627
1082	3	3003017741	3402791987		20120713	2,997.00	1000025614	121000240000627

If you have any questions specifically about the changes to the IF383A and IF389 interfaces, please contact the SCEIS Team at interfaces@sceis.sc.gov. If you have any other questions about the conversion of Contingent Check functionality from STARS to SCEIS, please contact the SCEIS Service Desk at (803) 896-0001 (select option 1 for SCEIS help) or use the email form at the following link: <http://www.sceis.sc.gov/requests/>.

Thank you,
The SCEIS Team