



IT General Ledger Code Changes Beginning July 1, 2017



- In FY2017, new GLs were created to capture IT costs. The GLs previously used for this purpose remained in place.
- Throughout FY2017, many agencies continued to use the old GLs for capturing IT costs. Efforts to review IT costs and make knowledgeable statewide IT decisions have been difficult.

- ④ SCEIS has been tasked with “blocking” the old IT GLs to prevent their use in FY2018.
- ④ Due to the nature of the State’s year-end, with two years open at one time, “blocking” was not an option on July 1, 2017.
- ④ SCEIS has created validation rules to allow FI transactions to post in FY2017 only.

- 🕒 Impact on FI documents: July 1 – July 24, 2017
 - Posting Date 06/30/2017 - payments made as Direct Pays or PO invoices, payments against FRs, FBs or JEs processed using an old IT GL will post as usual.
 - Posting Date 07/01/2017 or later – all FI transactions processed using an old IT GL will receive the following error:



- ④ The SCEIS validation checks FI documents only; non-inventory goods receipts are not FI documents. They will post in FY2018.
- ④ Any non-inventory goods receipts posted to a PO line with an old IT GL will need to be reversed and re-entered as a receipt of a new line on the PO with a new IT GL.

- ⌚ Agencies will have the ability to reduce POs, FRs, FBs with old IT GLs until the old IT GLs are “blocked.”
- ⌚ SCEIS plans to “block” old IT GLs at COB on July 24, 2017.
- ⌚ After July 24, agencies will not be able to correct encumbrance lines on POs, FRs, FBs that have old IT GLs.

- After July 24, any attempt to process a transaction with an old IT GL will receive the following error:



- ④ Agencies are advised to run the BW “Open Encumbrance Report” to search for any encumbrances with an old IT GL and make needed changes now.
- ④ SCEIS FI will monitor the “Open Encumbrance Report” and contact Finance and Procurement Directors as needed.

Old IT GLs

5020070000	Data Process Services-Other
5020070001	DP Serv-Hardware Maintenance
5020070002	DP Serv-Software Maintenance
5020070003	DP Serv-Software Licenses
5020070004	Data Processing Serv-State Agency
5020070005	Data Processing Serv – Consulting
5020070006	DP Hardware Warranties
5030060000	Data Processing Supplies
5030060001	Data Proc Supplies – Minor Equipment
5030060002	Data Processing Supplies - Software

- ④ Current (new) IT GLs can be found on the SCEIS website, by clicking on the box entitled, “Real Estate and IT GL Documents”

A blue rectangular button with rounded corners, containing the text "Real Estate and IT GL Documents" in white, centered.

Real Estate and IT GL
Documents

- ④ And selecting “IT GL Codes”

A white rectangular button with rounded corners and a subtle drop shadow, containing the text "IT GL Codes in Excel (2,135kb .xls)" in purple, centered.

IT GL Codes in Excel (2,135kb .xls)