

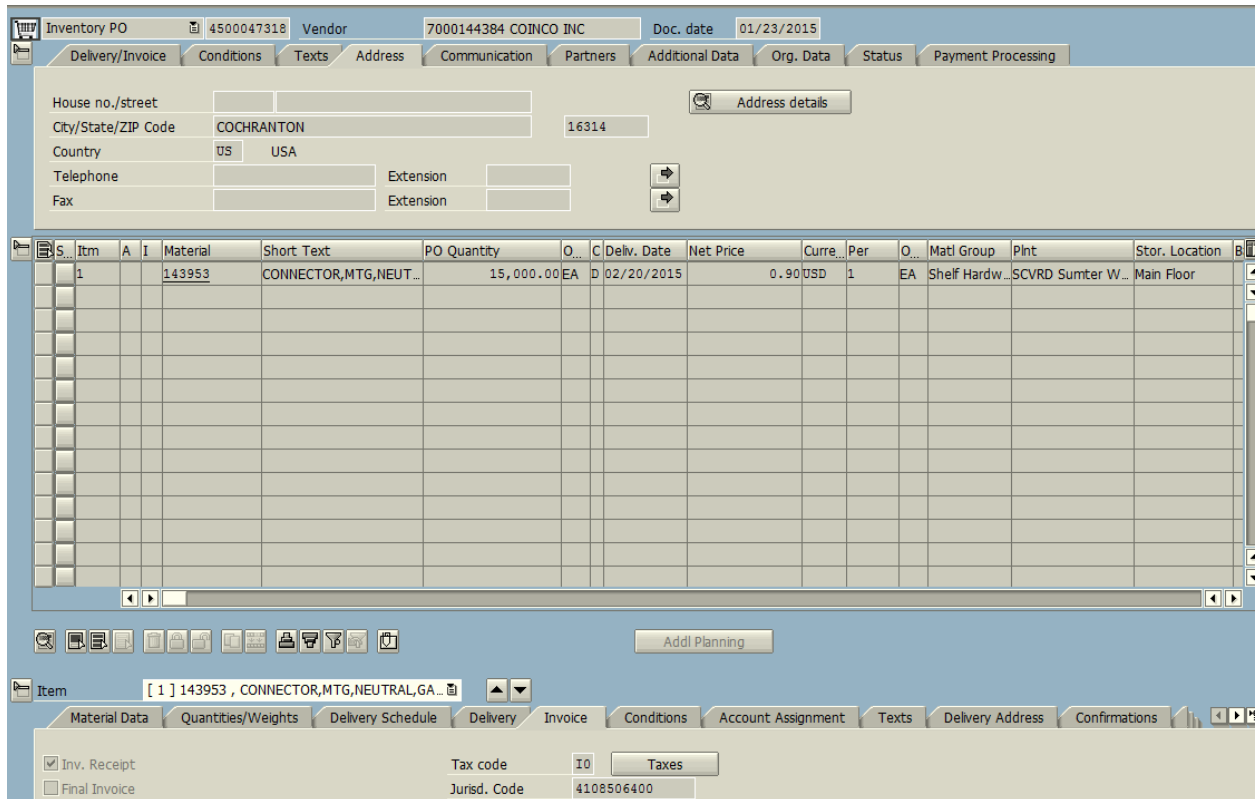
Instructions for Inventory Purchase Orders that need to be carried forward

Scenario 1 – PO was created in current fiscal year for a quantity of 15,000 and the agency did not receive the goods before 06/30/XXXX

- Contact the vendor to ensure that the agency will still receive the merchandise, if so,
- The agency will need to carry forward the purchase order to the new fiscal year

Example:

PO 4500047318 was created 01/22/2015 for a quantity of 15,000 and a total value of \$13,500.00.



The value is still on the purchase order. To view this, in ME23N, click on Environment > AC Commitment Document

Document Journal

FM Area SC01
Year Commitment Item 2015
Commitment Item
Funds Center
Fund
Layout /FM PUR REQ

User SCOYNER
Date/Time 07/16/2015 19:32:41

Val.type text	VT	FM pstg d.	RefDocNo	Item	Amt type	Amt type	Σ Payment budget	Year	G/L	Fun
Purchase Orders	51	01/23/2015	4500047318	1	0100	Original	14,421.73	2015		H73
Purchase Orders	51	01/23/2015	4500047318		0150	Change	921.73-			H73
							▪	13,500.00		
							▪▪	13,500.00	2015	
							▪▪▪	13,500.00		

The decision was made to carry forward the PO to the new fiscal year. Use transaction ZFMJ2 and fill in all of the required fields (in yellow).

Year-End Closing: Carryforward of Open Items



FM Area

Sender Fiscal Year

Budget Category

- Payment Budget
- Commitment Budget

Restriction on FM Account Assignments

Grant	<input type="text"/>	to	<input type="text"/>	<input type="button" value="→"/>
Fund	<input type="text"/>	to	<input type="text"/>	<input type="button" value="→"/>
Funds Center	<input type="text" value="h7300000"/>	to	<input type="text" value="h730zzzzzz"/>	<input type="button" value="→"/>
Commitment Item	<input type="text"/>	to	<input type="text"/>	<input type="button" value="→"/>
Functional Area	<input type="text"/>	to	<input type="text"/>	<input type="button" value="→"/>
Funded Program	<input type="text"/>	to	<input type="text"/>	<input type="button" value="→"/>

Restriction According to Attributes

Multiple Selection FM Account Assignm...

Variant Name

Restriction at Document Level

Value Type	<input type="text" value="51"/>	to	<input type="text"/>	<input type="button" value="→"/>
Company Code	<input type="text"/>	to	<input type="text"/>	<input type="button" value="→"/>
Document Number	<input type="text" value="4500047318"/>	to	<input type="text"/>	<input type="button" value="→"/>

FI Documents

FI doc.no.fisc.year

Process Control


- Test Run
- Process with Dialog
- Block Documents
- Detail List
- Availability Control

Layout

Execute  in test mode

FM Area	SC01	Date	07/16/2015
Fiscal Year	2015	Time	19:37:08
No. of FYC Documents	1	Mode	Test Run

Log: Carryforward of Open Items														
DocumentNo	RfItem	Acct...	Status	Open Amt.FMA CrCy	Open Amt. Trans.Cry	TCurr	Val.Type Text	Ref.Org Un	CoCd	Fis...	Sender Ledger	S ...	Receiver Ledger	R
4500047318	1		OO	13,500.00	13,500.00	USD	Purchase Orders		SC01		Payment Budget		Payment Budget	

This is showing that the 13,500 will be picked up to carry forward to the new fiscal year. Green arrow back , remove the test run and then execute. You should receive a green light and the Update Run should be in green.

Year-End Closing: Carryforward of Open Items

FM Area	SC01	Date	07/16/2015
Fiscal Year	2015	Time	19:38:52
No. of FYC Documents	1	Mode	Update Run

Log: Carryforward of Open Items														
DocumentNo	RfItem	Acct...	Status	Open Amt.FMA CrCy	Open Amt. Trans.Cry	TCurr	Val.Type Text	Ref.Org Un	CoCd	Fis...	Sender Ledger	S ...	Receiver Ledger	R
4500047318	1		OO	13,500.00	13,500.00	USD	Purchase Orders		SC01		Payment Budget		Payment Budget	

To see the movement of the FM document, go back to ME23N in ECC; double click on the Goods Receipt document.

Document Journal

FM Area SC01
Year Commitment Item 2015
Commitment Item
Funds Center
Fund
Layout /FM PUR REQ
User SCOYNER
Date/Time 07/16/2015 19:39:34

Val.type text	VT	FM pstg d.	RefDocNo	Item	Amt type	Amount type	Payment budget	Year	G/L	Funds Center	Func. Area
Purchase Orders	51	06/30/2015	4500047318	1	0300	Previous Year Carryforward (Commitmen	13,500.00-	2015		H730FBD020	H730_0007
Purchase Orders	51	01/23/2015	4500047318		0100	Original	14,421.73			H730FBD020	H730_0007
Purchase Orders	51	01/23/2015	4500047318		0150	Change	921.73-			H730FBD020	H730_0007
							0.00				
							0.00				
							0.00				
Purchase Orders	51	07/01/2015	4500047318	1	0350	Following year carryforward (commitme	13,500.00	2016		H730FBD020	H730_0007
							13,500.00				
							13,500.00				
							13,500.00				

And you will see that the value moved from FY15 to FY16. The invoice can now be paid out of FY16 funds.