

GeorgiaFIRST Financials V8

Announcement

POSTED: October 13, 2009

SUBJECT: Updated Information on SB300 Vendor Obligation and Payment Submissions

PURPOSE: To notify users at all institutions using GeorgiaFIRST PeopleSoft Financials Version 8.9 of updated information on SB300 Vendor Obligation and Payment Submissions (Open GA Data Collection) that has been provided by the Department of Audits and Accounts (DOAA).

FUNCTIONAL IMPACT: The following updated information on SB300 Vendor Obligation and Payment Submissions (Open GA Data Collection) was received from the Department of Audits and Accounts (DOAA) on Tuesday, October 13, 2009. **Please note that the deadline for data submission has been extended to October 30th.**

The following email is to clarify some things regarding Open GA data collection. There have been some questions regarding the FEI number or SS#. Although this number shows up in the website, it will not be displayed or used anywhere on the Open.ga.gov website. We display this number for your reference in the confirmation process so you can see the data on the data collection screen. When it is stored in our database it is encrypted. We have changed the language on the confirmation page to add clarification that FEI/SS# will be excluded on the Open GA website.

Also there have been several deletions from the system that our auditors have had to look into. Our system only lets you delete items that are for confidential reason or duplicate reasons. We had some items that were being deleted that did not appear to be for confidential reasons. It was brought to our attention that some of the payments were already included in the salary travel report and therefore should not be included in the Open GA information and needed to be deleted for other reasons. Therefore, we are making a change to our system whereby you will be able to choose "other" for the reason and supply an appropriate description in the blank space as to the reason why you will need to delete the item. This change to the system should be available starting on Thursday Oct 15th. Some of you will need to go back and fix the items that were deleted in error and either add them back or use the other deletion reason. You should not delete a record for confidential reasons just because the individual's SS# is displayed. As mentioned above, the SS# is not displayed anywhere on the Open.GA website.

Also employee benefits paid from funds withheld from employees' checks

should not be included but you should keep the employer portion of the payment in the Open GA data submission.

If you have already confirmed and you need to add back some items that you have deleted that should not have been deleted or if you need to change the reason for the deletion to other, we will need to change your status back from confirmed to started. To do this, you will need to call our helpdesk number at 404-732-9100.

Also we have extended the deadline for data submission for Open GA data collection to October 30th. If you have any questions, please let me know.

Thanks for your cooperation.

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SUPPORTING DOCUMENTATION: N/A

ADDITIONAL OIIT RESOURCES and SUPPORT: To create a new or update an existing production down, business interrupting (emergency) support request, call the **OIIT HELPDESK** immediately (706-583-2001; or toll free within Georgia 1-888-875-3697). For anything else, contact the **OIIT HELPDESK** at http://www.usg.edu/customer_services (support request self-service) or e-mail helpdesk@usg.edu. (Note: Self-service requires login using a user ID and password. Contact the **OIIT HELPDESK** at helpdesk@usg.edu to obtain self-service login credentials.