

## GeorgiaFIRST Financials V8 Known Issue

KI8041: EX 2009 Per Diem Updates for Expenses - CONUS

**UPDATE:** February 10, 2009

**RESOLUTION:** OIIT has worked with PeopleSoft to research and resolve this issue, and the functional resolution is shown in the following **EX 2009 Per Diem Updates for Expenses - CONUS Instructions** document.

There are three Expense Types that will need to be updated using the steps shown in this document. Once you have updated these Expense Types, the new rates can be entered into your systems.

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**UPDATE:** February 2, 2009

**STATUS:** OIIT is working with PeopleSoft to develop a fix for the issue regarding the EX 2009 Per Diem Updates for Expenses – CONUS. OIIT will notify institutions when the resolution has been determined and the new rates can be entered into your systems.

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**POSTED:** January 8, 2009

**SUBJECT:** Known Issue KI8041 – EX 2009 Per Diem Updates for Expenses – CONUS

**PURPOSE:** To notify users at all institutions using GeorgiaFIRST PeopleSoft Financials Version 8.9 of a Known Issue regarding the EX 2009 Per Diem Updates for Expenses – CONUS.

**FUNCTIONAL IMPACT:** The updated Expenses Per Diem rates for US travel, or CONUS rates, which are effective as of October 1, 2008, were sent out to all GeorgiaFIRST institutions on December 22, 2008 as noted below.

Users who have been updating the CONUS rates at their institutions using the instructions included in the referenced announcement have reported receiving a PeopleCode error message upon saving the new Per Diem rates.

**Please do not enter the new Per Diem rates until OIIT can research and resolve this issue. OIIT will notify you when you can enter the new rates to your system.**

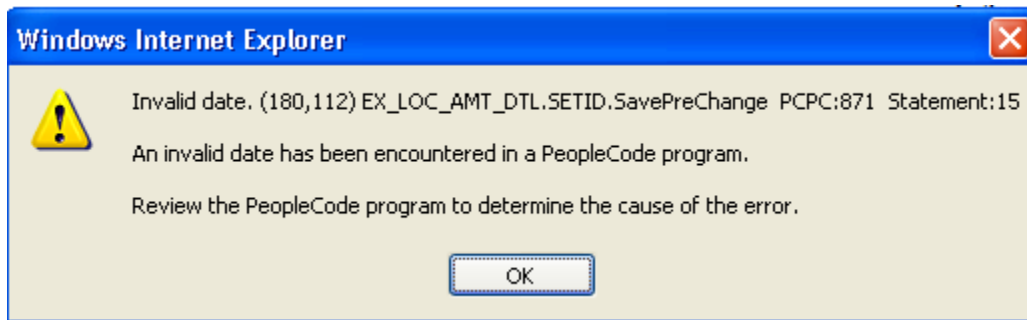
**SUPPORTING DOCUMENTATION:** The 2009 Per Diem Updates for Expenses – CONUS announcement with accompanying instructions was posted on December 22, 2008, and is available at: <http://www.usg.edu/gafirst-fin/announcements/>.

**ADDITIONAL OIIT RESOURCES and SUPPORT:** Contact the **OIIT HELPDESK** at [http://www.usg.edu/customer\\_services](http://www.usg.edu/customer_services) (support request self-service) or e-mail [helpdesk@usg.edu](mailto:helpdesk@usg.edu). For emergency, business interruptions, or production down situations, call the **OIIT HELPDESK** immediately (706-583-2001; or toll free within Georgia 1-888-875-3697).

## UPDATING THE 2009 PER DIEM RATES FOR EXPENSES - CONUS in GeorgiaFIRST PeopleSoft Financials Version 8.9

The updated Expenses Per Diem rates for US travel, or CONUS rates, which are effective as of October 1, 2008, were sent out to all GeorgiaFIRST institutions on December 22, 2008.

Users who have been updating the CONUS rates at their institutions using the instructions included in the referenced announcement have reported receiving following error message upon saving the new Per Diem rates:



OIIT has worked with PeopleSoft to research and resolve this issue, and the functional resolution is shown in the following procedure. The way that PeopleSoft Financials 8.9 is copying effective-dated rows on the **Expense Location Amount** page is causing a PeopleCode Error due to 2008 being a leap year. The system is trying to insert a row for 02/29/2009, but it is looking at the calendar for 2009 and sees that 02/29 is an invalid date for 2009. For those that did updates in 2008, it saved properly because the calendar year was still 2008.

There are three Expense Types that will need to be updated using the steps shown below. Once you have updated these Expense Types, the new rates can be entered into your systems.

1. Select **Set Up Financials/Supply Chain⇒Product Related⇒Expenses⇒Location⇒Expense Location Amount**. This brings you to the **Expense Location Amount – Find an Existing Value** page.

**Expense Location Amount**  
Enter any information you have and click Search. Leave fields blank for a list of all values.

Find an Existing Value | Add a New Value

SetID: = 27000  
Expense Type: begins with  
Currency Code: begins with

Include History  Correct History

Search Clear Basic Search Save Search Criteria

**Search Results**  
View All First 1-3 of 3 Last

SetID	Expense Type	Currency Code
27000	BRKFAST	USD
27000	DINNER	USD
27000	LUNCH	USD

Find an Existing Value | Add a New Value

2. Click on **Search**. A **Search Results** list displays, showing the three Expense Types that need to be corrected.
3. Click the **Correct History** check box ON.
4. Click on the **BRKFAST** link. The **Expense Location Amount** page displays.

**Expense Location Amount**

SetID: 27000 Expense Type: BRKFAST Breakfast Currency: USD

Find | View All First 1 of 1 Last

\*Effective Date: 10/01/2007 \*Status: Active

Customize | Find | View 100 First 1-50 of 3572 Last

*Location	*Start of Season	*End of Season	*Season	Data Source	Active Average Amount	Active High Amount	Active Low Amount
IDNBA Bali, Indonesia	01/01	01/15	None	Runzheimer	21.00 USD	21.00 USD	21.00 USD
KENMK Mt Kenya Area, Kenya	01/01	01/15	None	Runzheimer	12.00 USD	12.00 USD	12.00 USD
KENLA Lamu, Kenya	01/01	01/15	None	Runzheimer	18.00 USD	18.00 USD	18.00 USD
KENMY Malindi, Kenya	01/01	01/15	None	Runzheimer	17.00 USD	17.00 USD	17.00 USD
CAOKH Oakhurst, CA	01/01	01/31	None	Runzheimer	7.00 USD	7.00 USD	7.00 USD
COSLV Silverthorne, CO	01/01	01/31	None	Runzheimer	10.00 USD	10.00 USD	10.00 USD
FLFPR Fort Pierce, FL	01/01	01/31	None	Runzheimer	9.00 USD	9.00 USD	9.00 USD
FLVRB Vero Beach, FL	01/01	01/31	None	Runzheimer	9.00 USD	9.00 USD	9.00 USD
COBRC Breckenridge, CO	01/01	01/31	None	Runzheimer	10.00 USD	10.00 USD	10.00 USD
COEGE Vail/Eagle, CO	01/01	01/31	None	Runzheimer	12.00 USD	12.00 USD	12.00 USD

You will need to update all **02/29 End of Season** dates for the **10/01/2008 Effective Date**.

- **Note:** If there is no 10/01/2008 row, as there is in this example, use the 10/01/2007 row and update the dates. If you have both a 10/01/2008 row and a 10/01/2007 row, both rows will have to be updated.

**\*End of**

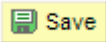
5. Click on **Season**. This sorts the rows in the **Active Amounts** tab by ascending date.
6. Scroll down and locate the **02/29 End of Season** dates.

FLFWB	Fort Walton Beach, FL	01/01	02/29	None	Runzheimer	8.00	USD	8.00	USD	8.00	USD	+	-
AZFLG	Flagstaff, AZ	01/01	02/29	None	Runzheimer	8.00	USD	8.00	USD	8.00	USD	+	-
VTSTW	Stowe, VT	01/01	02/29	None	Runzheimer	12.00	USD	12.00	USD	12.00	USD	+	-
FLMIA	Miami, FL	01/01	02/29	None	Runzheimer	11.00	USD	11.00	USD	11.00	USD	+	-
COSBS	Steamboat Springs, CO	01/01	02/29	None	Runzheimer	10.00	USD	10.00	USD	10.00	USD	+	-
TXGNC	South Padre Island, TX	01/01	02/29	None	Runzheimer	8.00	USD	8.00	USD	8.00	USD	+	-
FLGBZ	Gulf Breeze, FL	01/01	02/29	None	Runzheimer	7.00	USD	7.00	USD	7.00	USD	+	-
ALGUF	Gulf Shores; Baldwin, AL	01/01	02/29	None	Runzheimer	7.00	USD	7.00	USD	7.00	USD	+	-
AZSED	Sedona, AZ	01/01	02/29	None	Runzheimer	12.00	USD	12.00	USD	12.00	USD	+	-
VTWRJ	White River Junction, VT	01/01	02/29	None	Runzheimer	10.00	USD	10.00	USD	10.00	USD	+	-
CATRU	Truckee, CA	01/01	02/29	None	Runzheimer	11.00	USD	11.00	USD	11.00	USD	+	-
FLDFS	De Funiak Springs, FL	01/01	02/29	None	Runzheimer	8.00	USD	8.00	USD	8.00	USD	+	-
FLPFN	Panama City, FL	01/01	02/29	None	Runzheimer	9.00	USD	9.00	USD	9.00	USD	+	-
AZGCN	Grand Canyon, AZ	01/01	02/29	None	Runzheimer	8.00	USD	8.00	USD	8.00	USD	+	-
NHCW	Conway, NH	01/01	02/29	None	Runzheimer	9.00	USD	9.00	USD	9.00	USD	+	-

7. Change all 02/29 **End of Season** dates to **02/28**.

- **Note:** PeopleSoft stores the dates as Julian dates behind the scenes, so using a script was risky to update these dates.

FLFWB	Fort Walton Beach, FL	01/01	02/28	None	Runzheimer	8.00	USD	8.00	USD	8.00	USD	+	-
AZFLG	Flagstaff, AZ	01/01	02/28	None	Runzheimer	8.00	USD	8.00	USD	8.00	USD	+	-
VTSTW	Stowe, VT	01/01	02/28	None	Runzheimer	12.00	USD	12.00	USD	12.00	USD	+	-
FLMIA	Miami, FL	01/01	02/28	None	Runzheimer	11.00	USD	11.00	USD	11.00	USD	+	-
COSBS	Steamboat Springs, CO	01/01	02/28	None	Runzheimer	10.00	USD	10.00	USD	10.00	USD	+	-
TXGNC	South Padre Island, TX	01/01	02/28	None	Runzheimer	8.00	USD	8.00	USD	8.00	USD	+	-
FLGBZ	Gulf Breeze, FL	01/01	02/28	None	Runzheimer	7.00	USD	7.00	USD	7.00	USD	+	-
ALGUF	Gulf Shores; Baldwin, AL	01/01	02/28	None	Runzheimer	7.00	USD	7.00	USD	7.00	USD	+	-
AZSED	Sedona, AZ	01/01	02/28	None	Runzheimer	12.00	USD	12.00	USD	12.00	USD	+	-
VTWRJ	White River Junction, VT	01/01	02/28	None	Runzheimer	10.00	USD	10.00	USD	10.00	USD	+	-
CATRU	Truckee, CA	01/01	02/28	None	Runzheimer	11.00	USD	11.00	USD	11.00	USD	+	-
FLDFS	De Funiak Springs, FL	01/01	02/28	None	Runzheimer	8.00	USD	8.00	USD	8.00	USD	+	-
FLPFN	Panama City, FL	01/01	02/28	None	Runzheimer	9.00	USD	9.00	USD	9.00	USD	+	-
AZGCN	Grand Canyon, AZ	01/01	02/28	None	Runzheimer	8.00	USD	8.00	USD	8.00	USD	+	-
NHCW	Conway, NH	01/01	02/28	None	Runzheimer	9.00	USD	9.00	USD	9.00	USD	+	-


8. Click on  **Save** to save your changes.

9. Click on the  to add a new effective-dated row.


Find

\*Effective Date:   \*Status:

10. Enter **10/01/2008** in the Effective Date field.

11. Click on .

- **Note:** If you inserted a 10/01/2008 row last year, both rows will have to be updated as shown in Steps 5 through 8.

12. Click on . This brings you back to the **Expense Location Amount – Find an Existing Value** page.

13. Repeat Steps 4 through 11 to update the **LUNCH** and **DINNER** Expense Types.

Once you have updated these Expense Types, the new rates can be entered into your systems.

**ADDITIONAL OIIT RESOURCES and SUPPORT:** Contact the **OIIT HELPDESK** at [http://www.usg.edu/customer\\_services](http://www.usg.edu/customer_services) (support request self-service) or e-mail [helpdesk@usg.edu](mailto:helpdesk@usg.edu). For emergency, business interruptions, or production down situations, call the **OIIT HELPDESK** immediately (706-583-2001; or toll free within Georgia 1-888-875-3697).