Georgia*FIRST* Financials V8 Known Issue

KI8043: AP 1099 Query and Report Issues

UPDATE: January 24, 2009

RESOLUTION: This issue has been resolved as part of Release 1.07B, which was applied to all Production databases on January 24, 2009.

POSTED: January 20, 2009

SUBJECT: Known Issue KI8043 – AP 1099 Query and Report Issues

PURPOSE: To notify users at all institutions using Georgia*FIRST* PeopleSoft Financials Version 8.9 of a Known Issue regarding the 1099 BOR_AP_1099_NONRPT_CONSISTENT query and BORRY010 Reportable Transactions Report returning incorrect results.

FUNCTIONAL IMPACT: The BOR_AP_1099_NONRPT_CONSISTENT query is used to provide a listing of transactions that are possibly reportable, and is used as a tool to determine necessary corrections/adjustments. Currently, there are two issues with this query. First, the query is returning duplicate results where the voucher has multiple voucher lines/distributions. Second, the **Withholding Class** field is blank.

The BORRY010 Reportable Transactions Report shows all 1099 reportable transactions, including adjustments. This report is currently excluding 8.9 transactions and printing the incorrect description for Withholding Class '03'.

As a functional workaround, users can use the included instructions to copy and modify the BOR_AP_1099_NONRPT_CONSISTENT query, and create a new query to pull all reportable transactions that can be used in place of the BORRY010 Reportable Transactions Report.

SUPPORTING DOCUMENTATION: The following documentation is available to assist you with this issue.

1. The included **KI8043_AP_1099_Query_and_Report_Issues_Instructions** document contains detailed instructions to copy and modify the BOR_AP_1099_NONRPT_CONSISTENT query, and create a new query to pull all reportable transactions that can be used in place of the BORRY010 Reportable Transactions Report.

2. PSFIN Business Processes are located in the **Business Processes** section of the **Documentation** page on the Georgia*FIRST* Financials web site at: http://www.usg.edu/gafirst-fin/documentation/.

ADDITIONAL OIIT RESOURCES and SUPPORT: Contact the **OIIT HELPDESK** at http://www.usg.edu/customer_services (support request self-service) or e-mail 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).

INSTRUCTIONS FOR RESOLVING AP 1099 QUERY AND REPORT ISSUES in Georgia*FIRST* PeopleSoft Financials Version 8.9

The BOR_AP_1099_NONRPT_CONSISTENT query is used to provide a listing of transactions that are possibly reportable, and is used as a tool to determine necessary corrections/adjustments. Currently, there are two issues with this query. First, the query is returning duplicate results where the voucher has multiple voucher lines/distributions. Second, the **Withholding Class** field is blank.

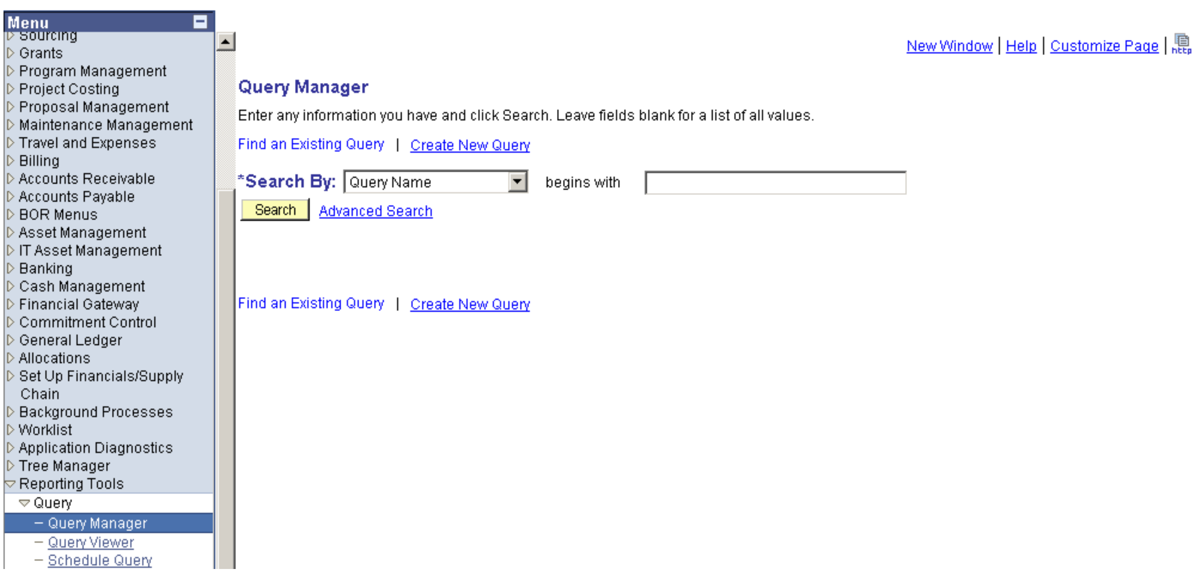
The BORRY010 Reportable Transactions Report shows all 1099 reportable transactions, including adjustments. This report is currently excluding 8.9 transactions and printing the incorrect description for Withholding Class ‘03’.

As a functional workaround, users can use the following instructions to:

1. Copy and modify the BOR_AP_1099_NONRPT_CONSISTENT query; and,
2. Create a new query to pull all reportable transactions that can be used in place of the BORRY010 Reportable Transactions Report.

Instructions for Correcting the BOR_AP_1099_NONRPT_CONSISTENT Query

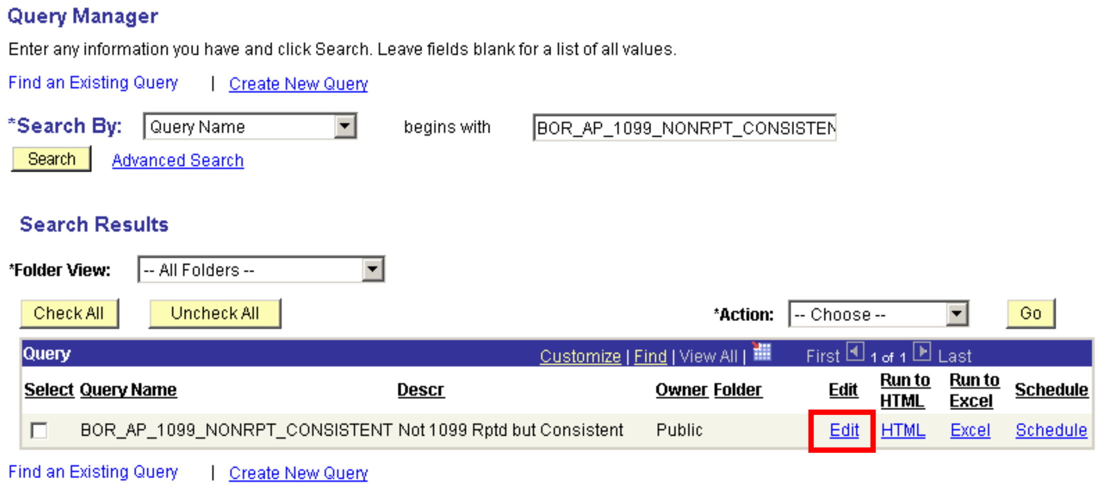
1. Select **Reporting Tools⇒Query⇒Query Manager**. This brings you to the **Query Manager** page.



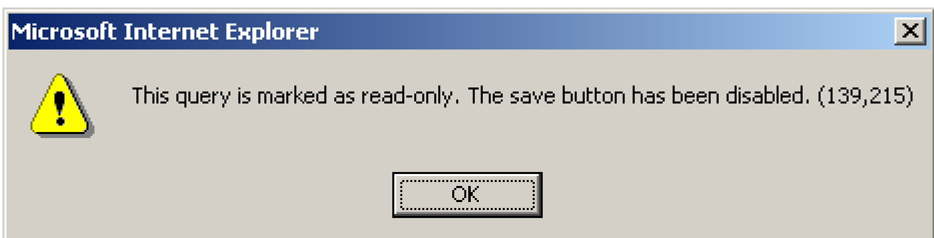
2. Enter or select the **BOR_AP_1099_NONRPT_CONSISTENT** query.

3. Click on 

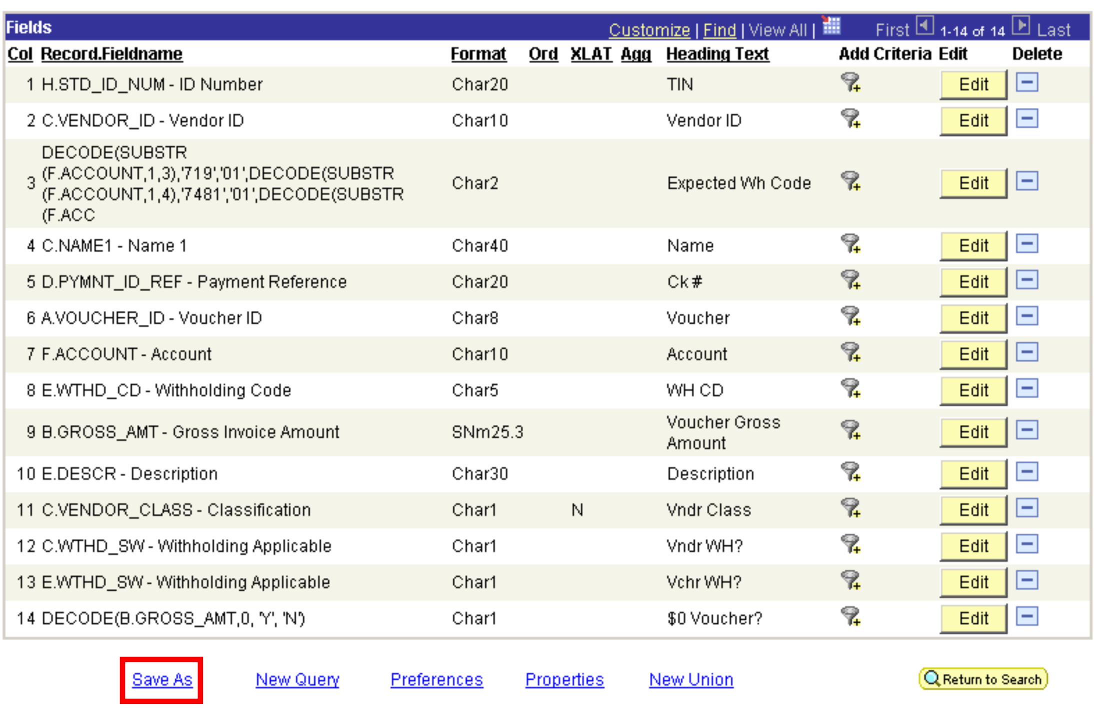
. The **Query** list displays.



4. Click on the **Edit** link. The following Windows Internet Explorer dialog box displays.



5. Click on OK. The **Fields** page displays.



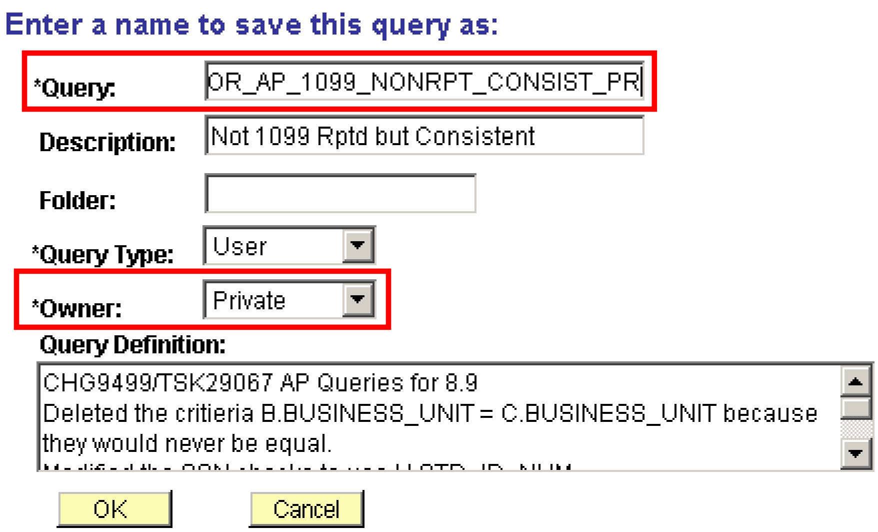
Fields — Customize | Find | View All | First 1-14 of 14 Last

Col	Record.Fieldname	Format	Ord	XLAT	Agg	Heading Text	Add Criteria	Edit	Delete
1	H.STD_ID_NUM - ID Number	Char20				TIN		Edit	
2	C.VENDOR_ID - Vendor ID	Char10				Vendor ID		Edit	
3	DECODE(SUBSTR (F.ACCOUNT,1,3),'719','01',DECODE(SUBSTR (F.ACCOUNT,1,4),'7481','01',DECODE(SUBSTR (F.ACC	Char2				Expected Wh Code		Edit	
4	C.NAME1 - Name 1	Char40				Name		Edit	
5	D.PYMNT_ID_REF - Payment Reference	Char20				Ck #		Edit	
6	A.VOUCHER_ID - Voucher ID	Char8				Voucher		Edit	
7	F.ACCOUNT - Account	Char10				Account		Edit	
8	E.WTHD_CD - Withholding Code	Char5				WH CD		Edit	
9	B.GROSS_AMT - Gross Invoice Amount	SNm25.3				Voucher Gross Amount		Edit	
10	E.DESCR - Description	Char30				Description		Edit	
11	C.VENDOR_CLASS - Classification	Char1		N		Vndr Class		Edit	
12	C.WTHD_SW - Withholding Applicable	Char1				Vndr WH?		Edit	
13	E.WTHD_SW - Withholding Applicable	Char1				Vchr WH?		Edit	
14	DECODE(B.GROSS_AMT,0, 'Y', 'N')	Char1				$0 Voucher?		Edit	

Save As | New Query | Preferences | Properties | New Union | Return to Search

6. Scroll down and click on the **Save As** link. The **Enter a name to save this query as** page

displays.

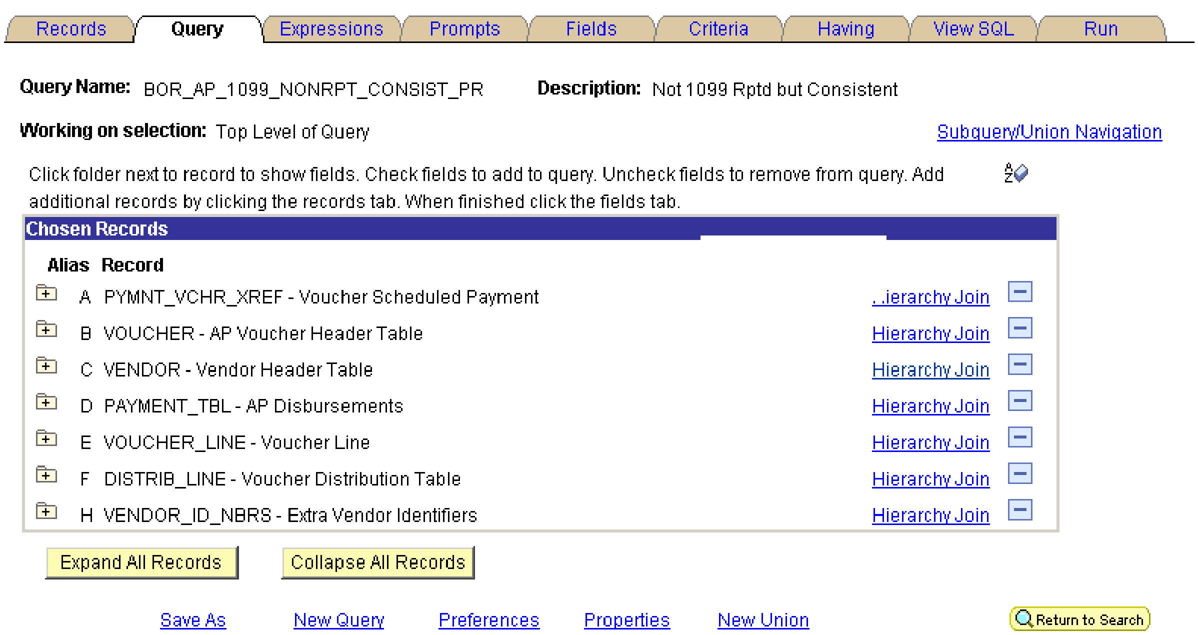


7. Change the **Query** name to an appropriate name for your modified query.

8. Select **Private** as the **Owner**.

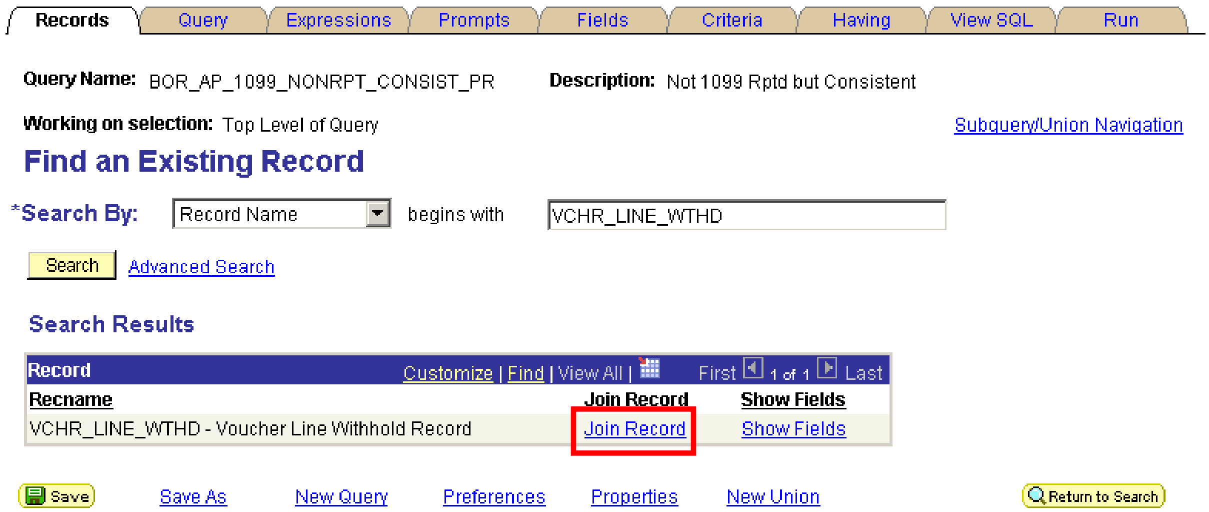
9. Click on OK. This brings you back to the **Fields** page.

10. Click on the **Query** tab. The **Query** page displays. Your query should look like this:



Now that you have created your private copy of the query, you will modify it to correct the two issues of duplicate results being returned where the voucher has multiple voucher lines/distributions, and the **Withholding Class** field being blank.

11. Click on the **Records** tab. The **Records** page displays.



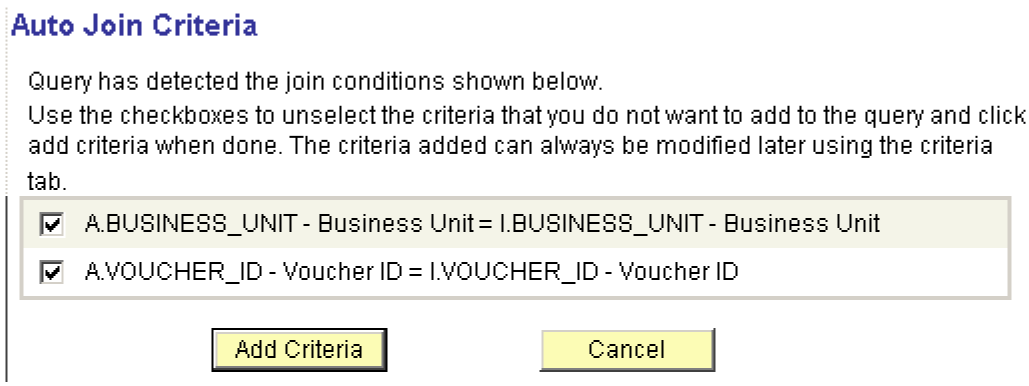
12. Enter or select **VCHR_LINE_WTHD** in the **Record Name** field.

13. Click on Search. The **Search Results Record** list displays.

14. Click on the **Join Record** link. The **Select join type…** page displays.

15. Verify that the **Standard Join** radio button is selected in the **Join Type** group box.

16. Select **A = PYMNT_VCHR_XREF – Voucher Scheduled Payment** in the **Join Record** group box. The **Auto Join Criteria** page displays.



17. Click on Add Criteria. The **Query** page displays.

18. Scroll down and click the **WTHD_CLASS** check box ON in the Fields group box for the VCHR_LINE_WTHD record.
    - **Note:** This will correct the query so that it will now populate the currently blank **Withholding Class** field.

19. Click on the **Fields** tab. The **Fields** page displays.

Records | Query | Expressions | Prompts | **Fields** | Criteria | Having | View SQL | Run

Query Name: BOR_AP_1099_NONRPT_CONSIST_PR **Description:** Not 1099 Rptd but Consistent

Working on selection: Top Level of Query Subquery/Union Navigation

View field properties, or use field as criteria in query statement. Reorder / Sort

Fields Customize | Find | View All | First 1-15 of 15 Last

Col	Record.Fieldname	Format	Ord	XLAT	Agg	Heading Text	Add Criteria	Edit	Delete
1	H.STD_ID_NUM - ID Number	Char20				TIN		Edit	
15	I.WTHD_CLASS - Withholding Class	Char5				Class		Edit	

20. Verify that **WTHD_CLASS – Withholding Class** has been added to the **Fields** group box.

21. Click on Reorder / Sort. A new page displays for you to reorder the columns in the **Edit Field Ordering** group box to the order you wish the fields to appear.

Edit Field Ordering Customize | Find | View All | First 1-15 of 15 Last

New Column	Column	Record.Fieldname	Order By Descending	New Order By
1	1	H.STD_ID_NUM - ID Number		
2	2	C.VENDOR_ID - Vendor ID		
3	3	DECODE(SUBSTR(F.ACCOUNT,1,3),'719','01',DECODE (SUBSTR(F.ACCOUNT,1,4),'7481','01',DECODE (SUBSTR(F.ACC		
4	4	C.NAME1 - Name 1		
5	5	D.PYMNT_ID_REF - Payment Reference		
6	6	A.VOUCHER_ID - Voucher ID		
7	7	F.ACCOUNT - Account		
8	8	E.WTHD_CD - Withholding Code		
10	9	B.GROSS_AMT - Gross Invoice Amount		
11	10	E.DESCR - Description		
12	11	C.VENDOR_CLASS - Classification		
13	12	C.WTHD_SW - Withholding Applicable		
14	13	E.WTHD_SW - Withholding Applicable		
15	14	DECODE(B.GROSS_AMT,0, 'Y', 'N')		
9	15	I.WTHD_CLASS - Withholding Class		

OK Cancel

22. Enter the **column ordering numbers** in the **New Column** fields.

23. Click on OK. This brings you back to the **Fields** page.

24. Click on the **Criteria** tab. The **Criteria** page displays so you can review your query

changes.

Records | Query | Expressions | Prompts | Fields | **Criteria** | Having | View SQL | Run

Query Name: BOR_AP_1099_NONRPT_CONSIST_PR **Description:** Not 1099 Rptd but Consistent

Working on selection: Top Level of Query Subquery/Union Navigation

Add Criteria | Group Criteria | Reorder Criteria

Criteria Customize | Find | First 1-33 of 33 Last

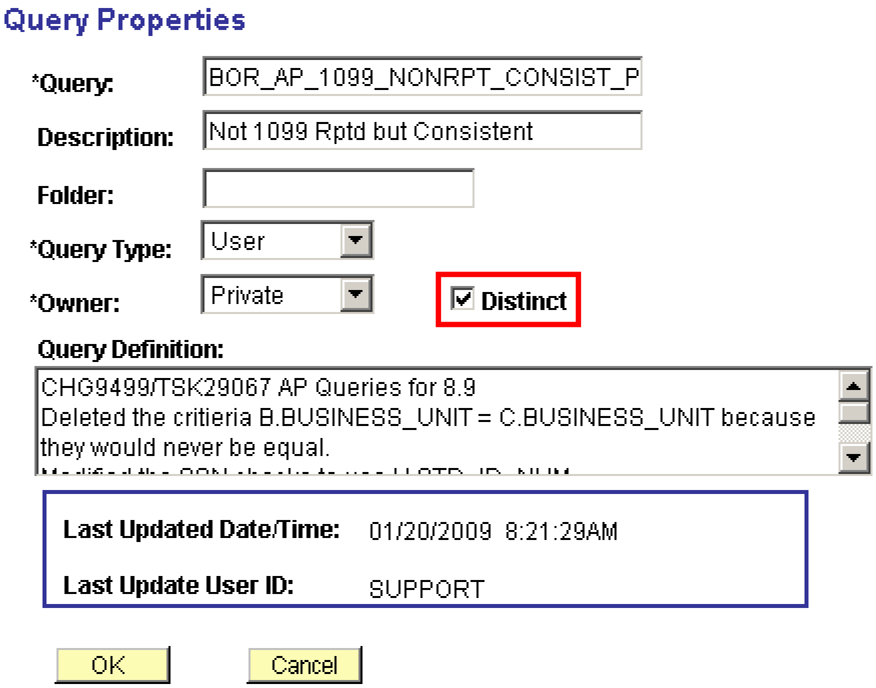
Logical	Expression1	Condition Type	Expression 2	Edit	Delete
	A.BUSINESS_UNIT - Business Unit	equal to	B.BUSINESS_UNIT - Business Unit	Edit	
AND	A.VOUCHER_ID - Voucher ID	equal to	B.VOUCHER_ID - Voucher ID	Edit	
AND	C.VENDOR_ID - Vendor ID	equal to	B.VENDOR_ID - Vendor ID	Edit	
AND	D.BANK_SETID - Bank SetID	equal to	A.BANK_SETID - Bank SetID	Edit	
AND	D.BANK_CD - Bank Code	equal to	A.BANK_CD - Bank Code	Edit	
AND	D.BANK_ACCT_KEY - Bank Account	equal to	A.BANK_ACCT_KEY - Bank Account	Edit	
AND	D.PYMNT_ID - Payment Number	equal to	A.PYMNT_ID - Payment Number	Edit	
AND	B.BUSINESS_UNIT - Business Unit	equal to	E.BUSINESS_UNIT - Business Unit	Edit	
AND	B.VOUCHER_ID - Voucher ID	equal to	E.VOUCHER_ID - Voucher ID	Edit	
AND	E.BUSINESS_UNIT - Business Unit	equal to	F.BUSINESS_UNIT - Business Unit	Edit	
AND	E.VOUCHER_ID - Voucher ID	equal to	F.VOUCHER_ID - Voucher ID	Edit	
AND	E.VOUCHER_LINE_NUM - Voucher Line Number	equal to	F.VOUCHER_LINE_NUM - Voucher Line Number	Edit	

25. Click on the **View SQL** tab. The **View SQL** page displays.

```
  AND D.PYMNT_ID = A.PYMNT_ID
  AND B.BUSINESS_UNIT = E.BUSINESS_UNIT
  AND B.VOUCHER_ID = E.VOUCHER_ID
  AND E.BUSINESS_UNIT = F.BUSINESS_UNIT
  AND E.VOUCHER_ID = F.VOUCHER_ID
  AND E.VOUCHER_LINE_NUM = F.VOUCHER_LINE_NUM
  AND A.PYMNT_TYPE IN ('E','M','R')
  AND A.POST_STATUS_AP = 'P'
  AND C.VENDOR_ID = A.REMIT_VENDOR
  AND D.PYMNT_STATUS = 'P'
  AND D.PYMNT_DT > TO_DATE(:1,'YYYY-MM-DD')
  AND D.PYMNT_DT < TO_DATE(:2,'YYYY-MM-DD')
  AND H.STD_ID_NUM > :3
  AND H.STD_ID_NUM < :4
  AND ( C.WTHD_SW = 'Y'
  AND E.WTHD_SW = 'Y'
  AND C.VENDOR_ID IN (SELECT G.VENDOR_ID
 FROM PS_VENDOR_WTHD G
 WHERE G.EFFDT =
    (SELECT MAX(G_ED.EFFDT) FROM PS_VENDOR_WTHD G_ED
    WHERE G.SETID = G_ED.SETID
     AND G.VENDOR_ID = G_ED.VENDOR_ID
     AND G.VNDR_LOC = G_ED.VNDR_LOC
     AND G_ED.EFFDT <= SYSDATE)
  AND G.VENDOR_ID = C.VENDOR_ID)
  OR ( F.ACCOUNT LIKE '751%'
  OR F.ACCOUNT LIKE '7278%'
  OR F.ACCOUNT LIKE '719%'
  OR F.ACCOUNT LIKE '7481%'))
  AND C.SETID = H.SETID
  AND C.VENDOR_ID = H.VENDOR_ID
  AND H.STD_ID_NUM_QUAL = 'TIN'
  AND E.WTHD_SETID = :5
  AND A.BUSINESS_UNIT = I.BUSINESS_UNIT
  AND A.VOUCHER_ID = I.VOUCHER_ID
```

Save | Save As | New Query | Preferences | Properties | New Union | Return to Search

26. Scroll down and click on the Properties link. The **Query Properties** page displays.



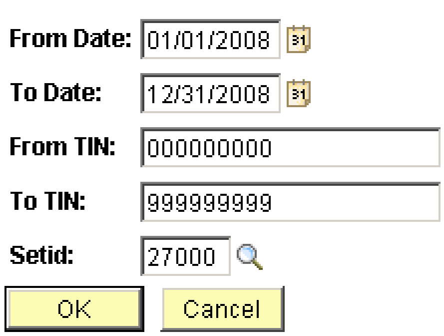
27. Click the **Distinct** check box ON.
   - **Note:** This will correct the issue of the query returning duplicate results where a voucher has multiple lines/distributions.

28. Click on OK. This brings you back to the **View SQL** page.

29. Click on Save to save your changes.

Now that you have modified your copy of the BOR_AP_1099_NONRPT_CONSISTENT query, you should run the query.

30. Click on the **Run** tab. A new page displays to enter your query run criteria.



31. Enter the following run criteria:

- **From Date: 01/01/2008**
- **To Date: 12/31/2008**
- **From TIN: 000000000**
- **To TIN: 999999999**
- **Setid: Enter or select your Set ID.**

32. Click on 

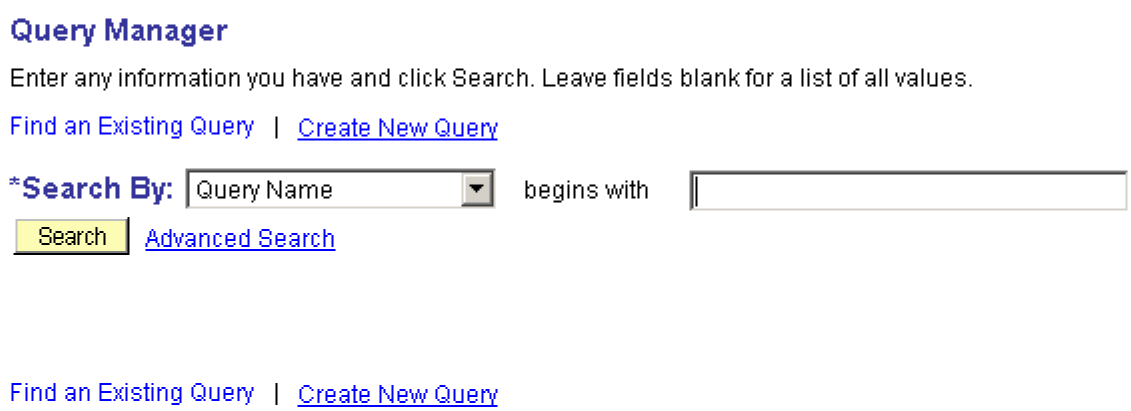
. The query runs and provides a listing of transactions that are charged to a typically reportable account or to a vendor that is marked as withholding that may require corrections or adjustments in order to be reported.

    Now that you have modified your copy of the BOR_AP_1099_NONRPT_CONSISTENT query, you will create a new query to pull all reportable transactions that can be used in place of the BORRY010 Reportable Transactions Report.

Instructions for Creating a New Query to Pull All Reportable Transactions that Can Be Used in Place of the BORRY010 Reportable Transactions Report

When you run the Post Withholding process (AP.080.020), it populates all of the reportable transactions in the WTHD_TRXN_TBL. You can query this table to see all of the transactions that are marked as withholding. The data from such a query can be used in place of the BORRY010 Reportable Transactions Report.

1. Select **Reporting Tools⇒Query⇒Query Manager**. This brings you to the **Query Manager** page.

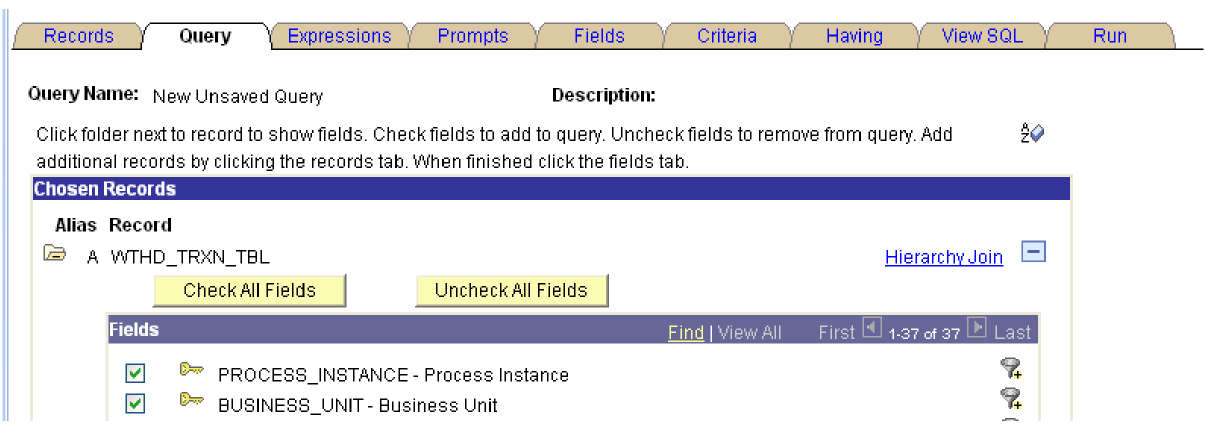


2. Click on the **Create New Query** link. The **Find an Existing Record** page displays.

3. Enter **WTHD_TRXN_TBL** in the **Search By** field.

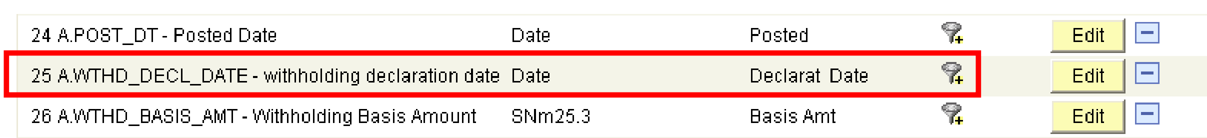
4. Click on Search. The **Search Results** list displays.

5. Click on the **Add Record** link. The **Query** page displays.

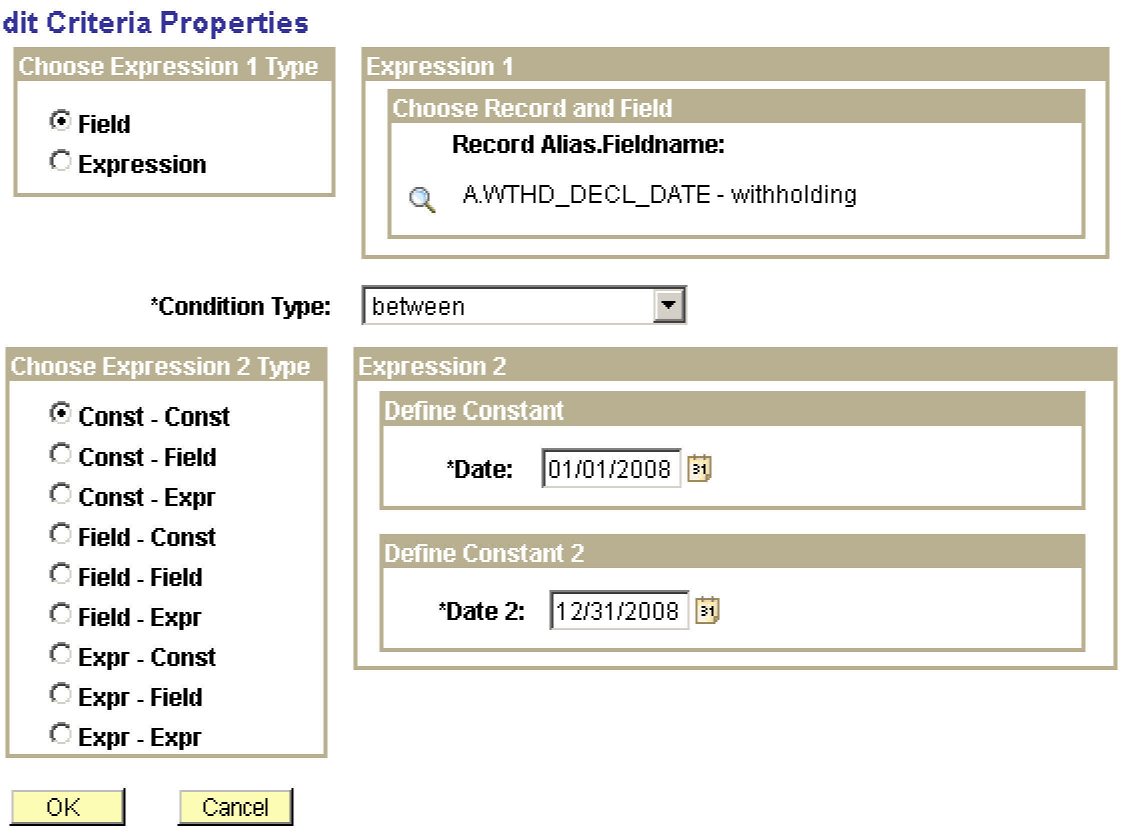


6. Click on Check All Fields. All the check boxes in the **Fields** group box will be ON.

7. Click on the **Fields** tab. The **Fields** page displays.



8. Click on the for the **WTHD_DECL_DATE – withholding declaration date** field. The **Edit Criteria Properties** page displays.



9. Select **between** as the **Condition Type**. A new **Define Constant 2** box with the **Date 2** field appears in the **Expression 2** group box.

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

11. Enter **12/31/2008** in the **Date 2** field.

12. Click on OK. This brings you back to the **Fields** page.

13. Click on Reorder / Sort. A new page displays for you to reorder the columns in the **Edit Field Ordering** group box to the order you wish the fields to appear.

	Field		Sort Order
	9 A.VENDOR_ID - Vendor ID		1
	10 A.VNDR_LOC - Vendor Location		
	11 A.ADDRESS_SEQ_NUM - Address Sequence Number		
	12 A.BANK_SETID - Bank SetID		
	13 A.BANK_CD - Bank Code		
	14 A.BANK_ACCT_KEY - Bank Account		
	15 A.PYMNT_METHOD - Payment Method		
	16 A.PYMNT_ID - Payment Number		
	17 A.BU_REGIST_ID - BU Tax Identification Number		
	18 A.VNDR_REGIST_ID - Vendor Tax ID		
	19 A.CURRENCY_CD - Currency Code		
	20 A.CUR_RT_TYPE - Exchange Rate Type		
	21 A.RATE_MULT - Rate Multiplier		
	22 A.RATE_DIV - Rate Divisor		
	23 A.PYMNT_DT - Payment Date		2

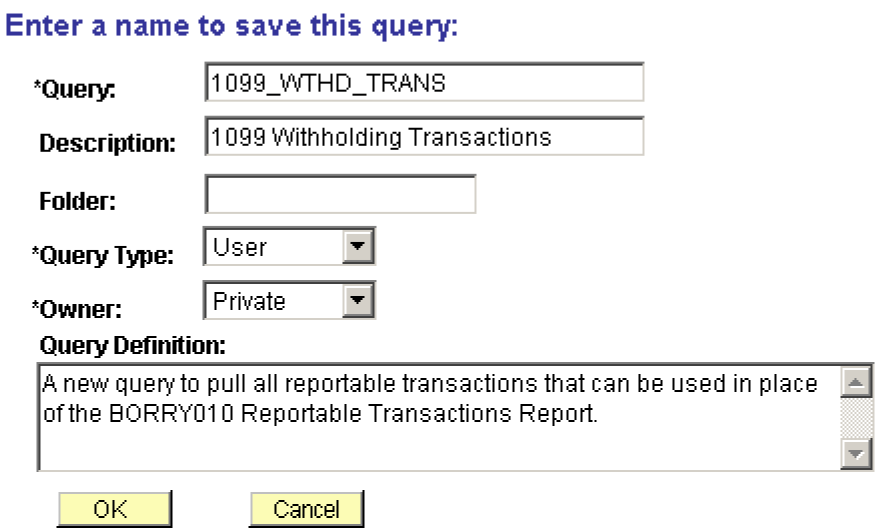
14. Sort the results by **VENDOR_ID** (1) and **PYMNT_DT** (2).

15. Click on OK. This brings you back to the **Fields** page.

16. Click on the **Run** tab to run the query. You may wish to download the query results to Excel so you can subtotal, sort, and perform other operations on these results.

	A	B	C	D	E	F	G	H	I	J	K	L	P	W	X
1		1636													
2	Instance	Unit	Entity	Type	Jurisdiction	Class	Rule	Vndr SetID	Vendor	Location	Location	SetID	Payment	Date	Posted
3	32806	54000	IRS	1099	FED	07	RULE1	54000	0000000150	MAIN	1	54000	0000177212	6/26/2008	1/13/20
4	32806	54000	IRS	1099	FED	07	RULE1	54000	0000000150	MAIN	1	54000	0000178579	7/29/2008	1/13/20
5	32806	54000	IRS	1099	FED	07	RULE1	54000	0000000150	MAIN	1	54000	0000182312	8/15/2008	1/13/20
6	32806	54000	IRS	1099	FED	07	RULE1	54000	0000000150	MAIN	1	54000	0000182558	8/21/2008	1/13/20
7	31617	54000	IRS	1099	FED	07	RULE0	54000	0000000150	MAIN	2	54000	0000184164	10/2/2008	1/7/20
8	31617	54000	IRS	1099	FED	07	RULE0	54000	0000000150	MAIN	1	54000	0000000387	11/5/2008	1/7/20
10									**0000000150 Total**						
11	32806	54000	IRS	1099	FED	02	RULE2	54000	0000000393	MAIN	1	54000	0000173128	5/9/2008	1/13/20
12	32806	54000	IRS	1099	FED	02	RULE2	54000	0000000393	MAIN	1	54000	0000175977	6/10/2008	1/13/20
13	31617	54000	IRS	1099	FED	02	RULE0	54000	0000000393	MAIN	1	54000	0000184343	10/6/2008	1/7/20
14									**0000000393 Total**						
15	32806	54000	IRS	1099	FED	02	RULE2	54000	0000000396	MAIN	1	54000	0000173162	5/9/2008	1/13/20
16	32806	54000	IRS	1099	FED	02	RULE2	54000	0000000396	MAIN	1	54000	0000175711	6/4/2008	1/13/20
17	32806	54000	IRS	1099	FED	02	RULE2	54000	0000000396	MAIN	1	54000	0000175710	6/4/2008	1/13/20
18									**0000000396 Total**						

17. Click on Save. A new page displays to enter a name and other information for this query.



18. Enter **1099_WTHD_TRANS** or another appropriate name in the **Query** field,

19. Enter **1099 Withholding Transactions** or another appropriate description in the **Description** field.

20. Select **Public** or **Private** as the **Owner**, depending on the situation at your institution.

21. Enter an appropriate **Query Definition**.

22. Click on .

Now that you have created your new 1099_WTHD_TRANS query, you should complete the following business processes to generate the **1099 Withhold to Send Detail** report.

- **AP.080.100 – Run Withholding Report Post**
- **AP.080.110 – Generate Withholding Reports**
- **AP.070.195 – Run 1099 Withholding to Send Detail Report**

You can use the results of the new query you created on the **WTHD_TRXN_TBL** to compare to the **1099 Withhold to Send Detail Report** to confirm that the expected reportable transactions are included in the report. Differences should be vendors that fall below the minimum reportable amounts based on the Withholding Class.

ADDITIONAL OIIT RESOURCES and SUPPORT: Contact the **OIIT HELPDESK** at http://www.usg.edu/customer_services (support request self-service) or e-mail 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).