
Announcement

TO: PeopleSoft Financials Users

POSTED: June 29, 2017

SUBJECT: FY2017 Transparency in Government Act (TIGA) Reporting Information

- I. Please see the note below regarding TIGA information and submittals for FY2017 reporting.
 1. The collection for salaries and travel data will begin July 10, 2017 and the deadline to submit is August 15, 2017.
 2. The collection for payments and obligations data will open August 1, 2017 and the deadline to submit is October 16, 2017.
- II. ITS has updated both of the TIGA User Guides and they are available on the GeorgiaFIRST Financials website at http://www.usg.edu/gafirst-fin/documentation/category/doaa_reporting:
 - TIGA Reporting User's Guide
 - Salary Data for TIGA Reporting
- III. Note the Summary of Changes for Current Fiscal Year 2017:

TIGA Reporting User's Guide (p. 4):

1. New P-Card Works Open Georgia Report: All institutions are required to submit a new Works Open Georgia report to the Department of Audits and Accounts.
2. The BOR_CAUDIT_ACCOUNT tree associated with the Load Payroll for TIGA process has been updated to exclude account 539100 (Joint Employment – Faculty) from the salary range.
3. The Travel Errors report has been updated to exclude account 641539 (Travel – Joint Employment).
4. The TIGA Vendor Obligation/Payment reports (BORIF37A and BORIF37B) were updated to look for both SSN and TIN Supplier Types.
5. A sub-section entitled Instructions for Submitting Non-AP Payments to DOAA For FY2017 has been added to The TIGA Reporting User's Guide (p. 31).

Salary Data for TIGA Reporting User's Guide (p.4):

1. The TIGA Report of Salary and Travel, BORIF01B, can be run after the TIGA Payroll Report. Instructions for running this report can be found in the *TIGA Reporting User's Guide* in Section 2, Step 2 (pg. 12).

Year-end close reminder: GeorgiaFIRST institutions are reminded that you should reconcile Salary and Travel to the general ledger prior to closing June in the event any FY2017 corrections/adjustments are required.

BUSINESS IMPACT EMERGENCY ISSUES CONTACT ITS HELPDESK IMMEDIATELY
706-583-2001, or 1-888-875-3697 (toll free within Georgia)

ALL OTHER NON-URGENT ISSUES contact ITS Helpdesk via Self-service support website
http://www.usg.edu/customer_services (requires a User ID and password, email
helpdesk@usg.edu to obtain credentials)E-mail: helpdesk@usg.edu

ADDITIONAL RESOURCES

ITS Maintenance Schedule and Service Level Guidelines:
http://www.usg.edu/customer_services/service_level_guidelines/

