



**The California State University**  
OFFICE OF THE CHANCELLOR

# FIRMS Data Submission Guide

Office of the Chancellor  
Administrative Systems Group  
May 2012

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### Conventions Used In This Guide

The following are the typeface conventions used throughout this guide:

**Bold** Indicates either one of the following: emphasis of a specific word or phrase specific selection from a list or option.  
Example: Click on the **OK** button

Names of window screens, directories, pull-down menus, buttons and dialog boxes.  
Example: Click on the **Notify CO** button

**> symbol** Sequence in which you should select a menu option.  
Example select: Click on **Text** > Click on the **Finish** button

### **File Transmission Schedule**

The campus data files will be transmitted electronically to the Chancellor's Office Enterprise Systems Group on a monthly basis for accounting and annually for the activity period 20XX07 adjustments and for the budget submission. Monthly submissions which are not for a month at the end of a quarter (September, December, March, July) are used for cash management purposes and should be submitted approximately the 15<sup>th</sup> of the month. Submissions for the end of a quarter have a strict deadline and are due at the Chancellor's Office by the 10th working day of the month following the end of the quarter. Budget submissions, including the Period 7 adjustments, are due on dates as specified by the Systemwide Budget Department. The Systemwide Financial Standards and Reporting Department is responsible for maintaining up-to-date information on all FIRMS submission deadlines at their website --- see FIRMS Submission Dates & Guidelines at <http://www.calstate.edu/sfsr/>.

### **Input File Naming Convention**

The FIRMS data file must be properly named and formatted for the edit process to execute successfully. The appropriate names for the FIRMS files are as follows:

Accounting:	FIRMS_yyaa.DAT
Auxiliary Organizations:	FIRMS_yy06.AUX
Activity Period 20XX07 Adjustments	FIRMS_yy07.DAT
Budget:	FIRMS_yy08.DAT
IPEDS:	FIRMS_yy10.IPD

where:

yy = last two digits of the applicable year

aa = activity period

Activity Period Description

- 09 = 1<sup>st</sup> quarter accounting
- 12 = 2<sup>nd</sup> quarter accounting
- 03 = 3<sup>rd</sup> quarter accounting
- 06 = 4<sup>th</sup> quarter accounting pre closing  
Auxiliary Organizations
- 07 = Activity Period 20XX07 Adjustments
- 08 = Annual Budget
- 14 = 4<sup>th</sup> quarter accounting post closing
- 16 = GAAP pre closing
- 17 = GAAP closing
- 18 = GAAP post closing

Examples:

FIRMS\_0409.DAT

FIRMS\_0412.DAT

### **Output File Naming Convention**

The output file follows the naming convention similar to the input file. The only difference is the campus code is appended to the output file.

Example:

FIRMS\_0409.DAT\_cc\_10.doc

Where:

cc = two digit campus code

### Overview of FIRMS Campus Data Submissions

The Financial Information Record Management System (FIRMS) is used to transmit a variety of financial information from CSU campuses to the Chancellor's Office. Quarterly accounting reports, activity period 20XX07 adjustments, annual budget data, federal Integrated Postsecondary Education Data System (IPEDS) data, and auxiliary accounting data are transmitted to the Chancellor's Office via FIRMS. The transmission process includes file transfers, edit processes, and quality assurance report generation.

In brief, each campus is expected to extract appropriate data from its local financial systems and format them in a FIRMS compatible electronic data file format. For a list of FIRMS data elements and related definitions, please visit the following URL:

<http://www.calstate.edu/es/intranet/applications/fob/firms/firms-data-element-dictionary/index.shtml>

A campus FIRMS coordinator then uses an electronic secure file transfer process (sftp) to transfer the FIRMS data to a server operated by the Chancellor's Office. Once the data are transferred to the Chancellor's Office server, the campus FIRMS coordinator executes a standard editing program to check for a variety of possible errors. The errors are listed in an automated report on the Chancellor's Office server and is available to the campus FIRMS users. If no errors are identified, the campus FIRMS coordinator notifies the Chancellor's Office that the data are ready for final submission. The Systemwide Financial Operations, at the Chancellor's Office verifies the campus file and loads the campus-submitted data into the corporate FIRMS data table maintained in an Oracle database. In the event that errors are encountered, the campus is expected to correct the errors, transmit a new file, and edit the revised financial data extract. The FIRMS data submitted by the campus are stored in a working table which can be viewed via Hyperion queries to investigate data problems. The cycle of file transmission, editing, report review, and data revision continues until the campus provides a FIRMS data file that is error-free.

### Data Submission Procedures – Accounting & Budget

As of the third quarter of 2002/03 (April 2003), FIRMS data transmission and editing procedures are accessible using Internet Explorer (IE), version 7.0 or higher. Prior to March 2003, both an ftp program and a telnet program were required to transmit and edit FIRMS data. A new procedure for editing FIRMS data eliminates the need for telnet and simplifies the processing menus used in the old system. As of December 2003, file transfers are made using secure ftp (sftp). Server-based ftp transfers are still acceptable; local campus technology staff should be consulted if direct transfer from a campus server is required.

The step-by-step process for submitting FIRMS data using the web-accessible system is as follows-

- 1) Open Internet Explorer. Version 7.0 or higher is required.  
Go to URL: <http://www.calstate.edu/es/intranet/applications/fob/firms/>  
  
Click on **Application Logon Screen**. Confirm installation of the Oracle applet (technical support may be needed to install).
- 2) Log in using FIRMS user ID and password. Click on the **Connect** button. NOTE: you will be required to change your password for the initial log on.
- 3) On the FIRMS Processing Main Screen, click on the **View SFTP Login Info** button to obtain the Unix Identifier (UID) and password. This password will change every seventy days, so it will be necessary to obtain new passwords on a regular basis.

**Data Submission Procedures – Accounting & Budget** (continued)

- 4) If your FIRMS file is on your local computer, you will need to transfer your file to your prod directory on 'coweusftp101.calstate.edu' using a secure file transfer program of your choice. The secure transfer program will be opened independently of the FIRMS form.

If your FIRMS file is on a server, open a connection to 'coweusftp101.calstate.edu' using the campus account number and the password displayed by the **View SFTP Login Info** button. Transfer the required file to your prod directory.

- 5) Enter the User ID and password in the sftp logon screen (see item 3). Click on the **OK** button.  
**Steps 5A through 5C are for Budget submission only**

5A Copy and paste your campus FIRMS record type 01 file to your desktop and import into an Excel spreadsheet. The file name is f\_cc.dat. For example, the file name for Hayward is f\_05.dat. This file contains last year's adjusted budget + allocations for the new year.

5B Each campus must reallocate these amounts in their budget prior to submission. The file must be saved as FIRMS\_yy08.DAT (yy = year).

5C Copy and paste the FIRMS file to be transmitted into the file transfer window. The file transfer window can be left open for further use, or it can be closed.

- 6) Return to the FIRMS Processing Main Screen and click on the **Edit Process** button. Select the Process Type and Activity Period to which the FIRMS file applies. Select the appropriate Data File Format. Enter an email address to receive notification when the edit process completes. Click on the **Run Edit** button.
- 7) When the edit run is complete, an email message will be sent to the address entered in the FIRMS Edit screen.

- 8) To review the edit report, open a new sftp session or return to an open sftp window. Click on Refresh in server window of the secure transfer program to see a current catalog of the campus FIRMS directory. The report file can be copied to a local computer folder and opened with Notepad or Word. Note that the report can also be viewed by double-clicking on it in the server window of most secure transfer applications; a text viewer will be opened that will display the report results. It is important to refresh the server report window to display the current copy of the report.

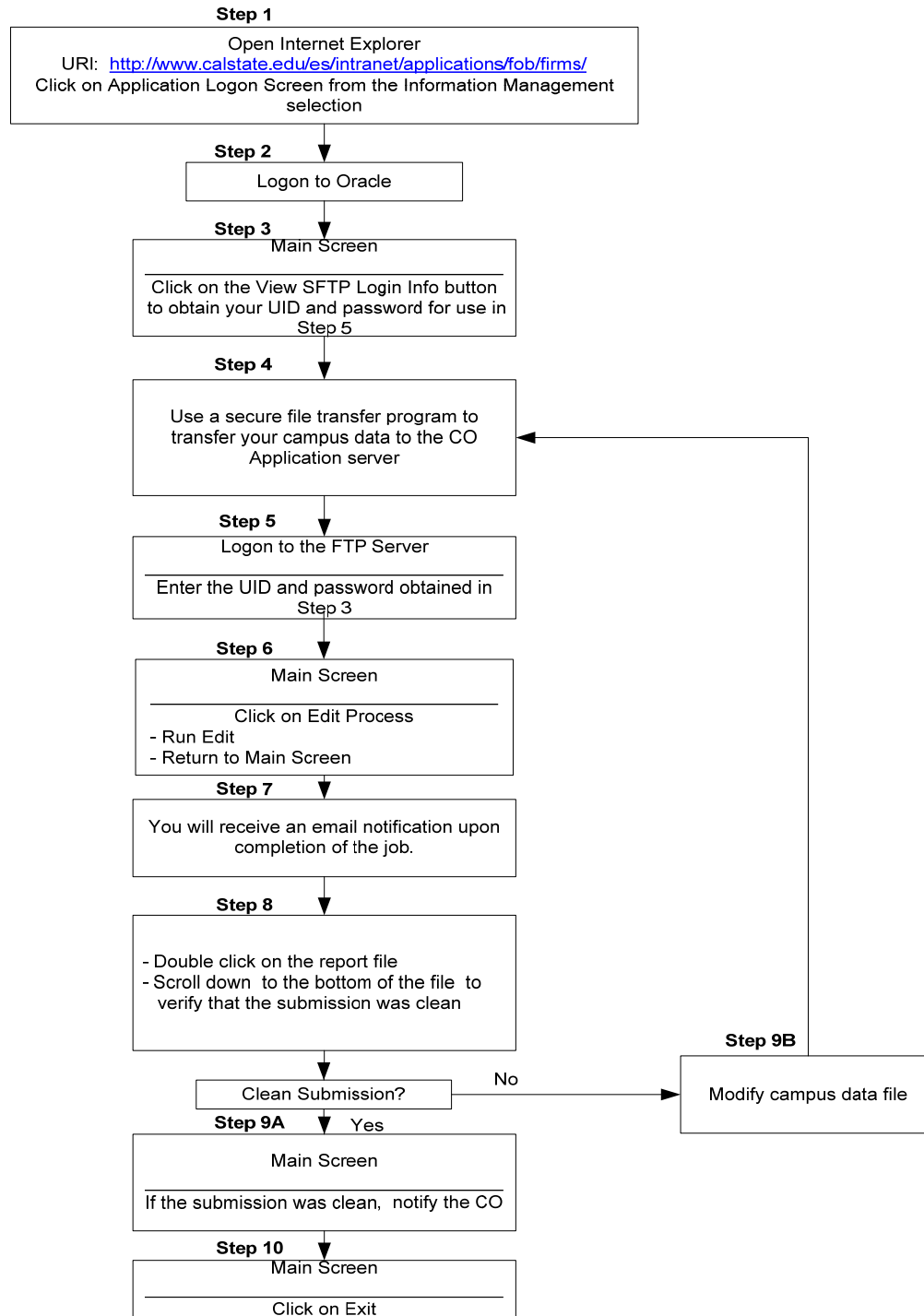
- 9) If the Edit report indicates that no errors were encountered, return to the FIRMS Processing Main Screen and click on the **Notify CO** button. In the next window, select the appropriate process type and activity period and click on the **Send Notification** button.

If errors were encountered, download the report file by copying the file from the sftp window and pasting it into a folder on the desktop computer. The report can be viewed using Notepad or Word. Word is the preferred tool because it preserves more of the formatting in the report file.

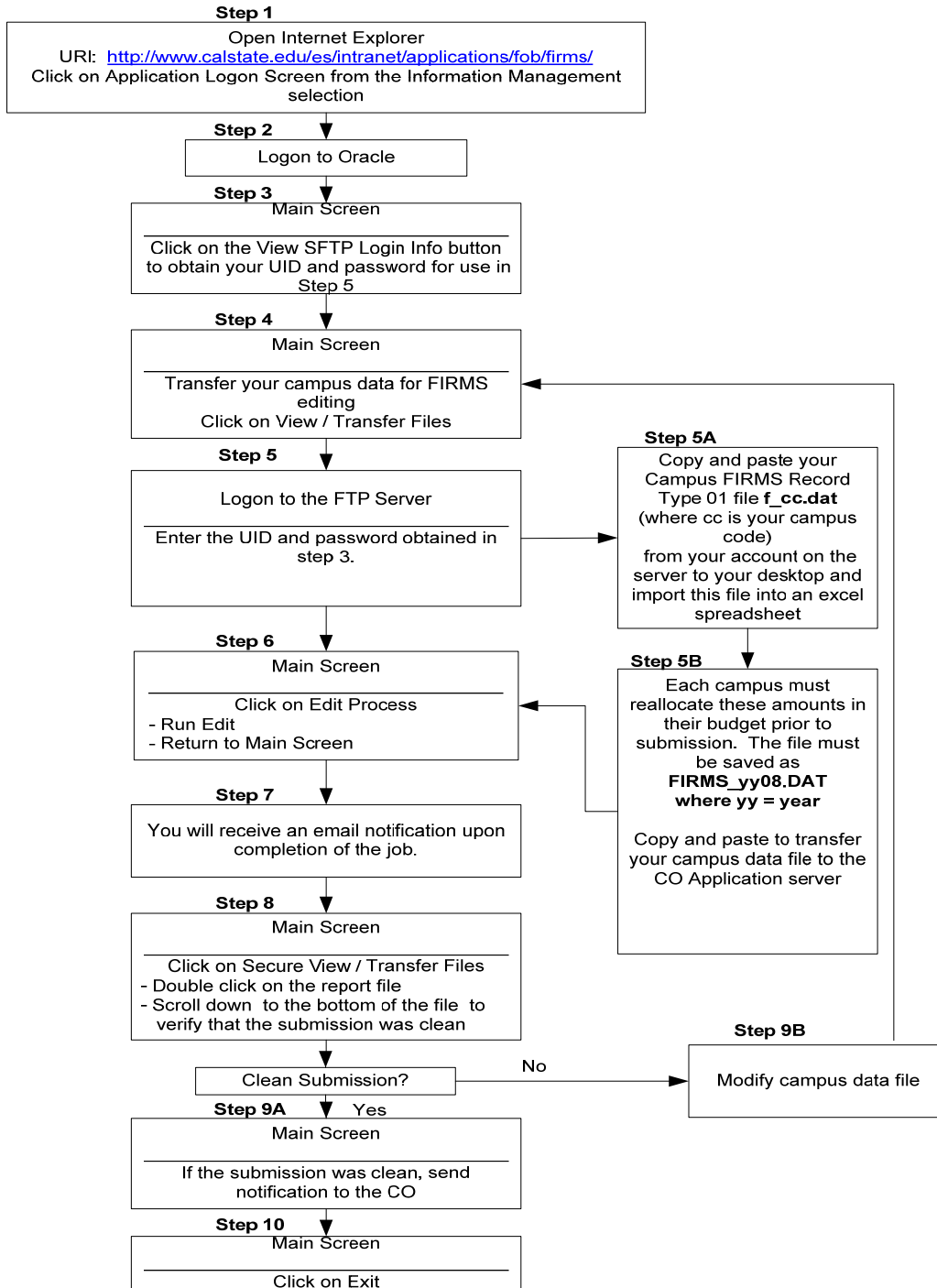
Correct any errors in the FIRMS data file and repeat the process until all errors are corrected and eliminated.

- 10) To close the FIRMS application, click on **Exit** button from the FIRMS Processing Main Screen.

**Data Submission Procedures Accounting & Budget (continued)  
Processing Flow for Accounting**



**Data Submission Procedures Accounting & Budget (continued)**  
**Processing Flow for Budget**



### Campus Transaction Record Layout – Accounting

Record Format: Fixed, Tab Delimited ASCII

Record Length: 100

The FIRMS data file must be properly named and formatted for the edit process to execute successfully. For a list of the valid input file names, refer to the section titled Input File Naming Convention.

Data Element Name	Element Type	Size	Starting Position	Ending Position
Activity_Period_Number	Char	6	1	6
FIRMS_Record_Type_Code	Char	2	7	8
State_Agency_Code	Char	4	9	12
CSU_Sub_Agency_Code	Char	3	13	15
Organization_Code	Char	6	16	21
State_Legal_Entity_Code	Char	4	22	25
Appropriation_Reference_Number	Char	3	26	28
CSU_Fund_Code	Char	3	29	31
Appropriation_Year_Date	Char	4	32	35
Budget_Year_Date	Char	4	36	39
Project_Code	Char	5	40	44
Program_Code	Char	4	45	48
Object_Code	Char	6	49	54
FIRMS_Amount	Number	16 + or - (12.2)	55	70
FIRM_FTE_Position_Count	Number	8 + (4.2)	71	78
Net_Asset_Cat	Char	3	79	81
Filler	Char	22	82	100



### Campus Transaction Record Layout –Budget

Record Format: Fixed, Tab Delimited ASCII

Record Length: 100

The FIRMS data file must be properly named and formatted for the edit process to execute successfully. For a list of the valid input file names, refer to the section titled Input File Naming Convention.

Data Element Name	Element Type	Size	Starting Position	Ending Position
Activity_Period_Number	Char	6	1	6
FIRMS_Record_Type_Code	Char	2	7	8
State_Agency_Code	Char	4	9	12
CSU_Sub_Agency_Code	Char	3	13	15
Organization_Code	Char	6	16	21
State_Legal_Entity_Code	Char	4	22	25
Appropriation_Reference_Number	Char	3	26	28
CSU_Fund_Code	Char	3	29	31
Appropriation_Year_Date	Char	4	32	35
Budget_Year_Date	Char	4	36	39
Project_Code	Char	5	40	44
Program_Code	Char	4	45	48
Object_Code	Char	6	49	54
FIRMS_Amount	Number	16 + or - (12.2)	55	70
FIRM_FTE_Position_Count	Number	8 + (4.2)	71	78
Filler	Char	22	79	100

## Budget Submissions

### Record Type 01 File Record for Budget

This file can be retrieved from your campus file transfer account as f\_cc.dat (cc is the two digit campus code) and copied to an EXCEL spreadsheet where the amounts will be reallocated. To reallocate the amounts in your budget, the following data element values should be changed where necessary:

Data Field	Length	Format
Activity_Period_Number	6	YYYYXX
CSU_Sub_Agency_Code	4	
Appropriation_Reference_Number	3	
CSU_Fund_Code	3	
Appropriation_Year_Date	4	
Budget_Year_Date	4	
Project_Code	5	
Program_Code	4	
Object_Code	6	
FIRMS_Amount	16	(+/-000000000000.00)
FIRM_FTE_Position_Count	8	(+ 4.2) zero filled

:

After reallocating the amounts, save and name this file FIRMS\_yy08.DAT (yy is the last two digits of the submission year) before you transfer this file to the Chancellor's Office Application server.

The CSU system Budget Office will provide all the budget year changes relative to the campus base budget in their Final Budget Allocation Memorandum. The system Budget Office will input budget year changes for each campus into FIRMS Record Type 01, Program Code 9001 Provisions for Allocation that generally include:

- The change in State University Grants (SUG) that includes:
  - Base Budget SUG adjustment
  - Current Year SUG adjustment
- Remaining Gross State Support Expenditure Adjustment; and,
- State University Fee Revenue Increase / State Support Offset

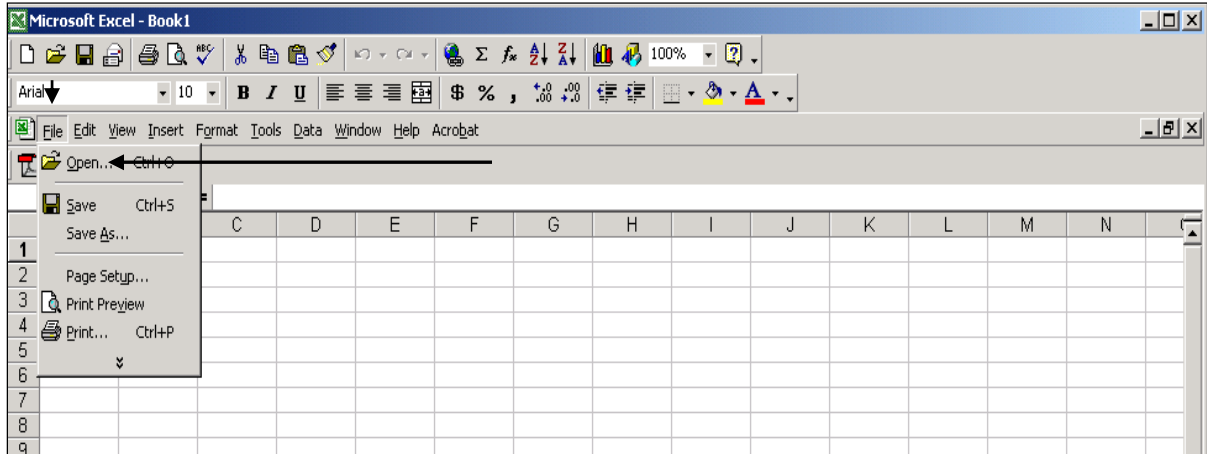
These amounts when combined with the prior final budget will comprise the total general fund expenditure budget for the current budget year.

Campuses must reallocate these amounts in their budget prior to FIRMS final budget submission. The change in campus SUG amounts will be posted to FIRMS Object Code 609002 - State University Grants. The balance of the incremental increased general fund allocation will be posted to FIRMS Object Code 660090 - Expenses Other, and the State University Fee Revenue increase will be posted to FIRMS Object Code 501001.

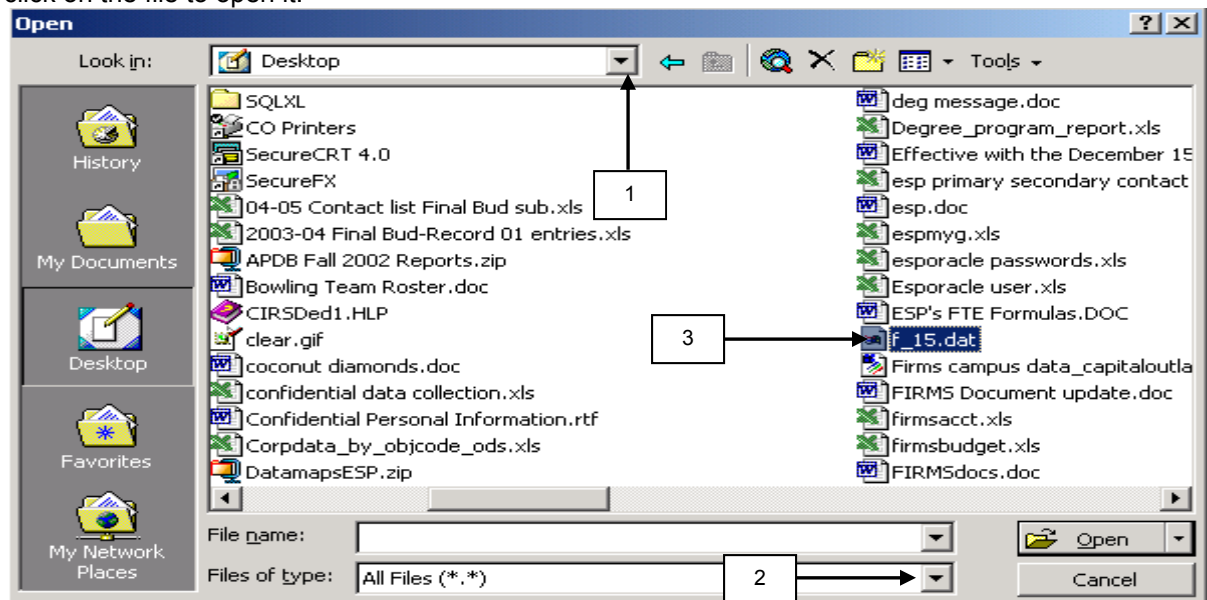
When submitting the campus Final Budget, there should be no remaining dollar values in Program Code 9001, Provisions for Allocation. See campus final budget submission instructions on the Budget Office web page (<http://www.calstate.edu/budget/>) under applicable fiscal year for further requirements.

## To Copy Your Budget Data to an Excel Spreadsheet

Open Excel. Click **Open** from the File Menu.

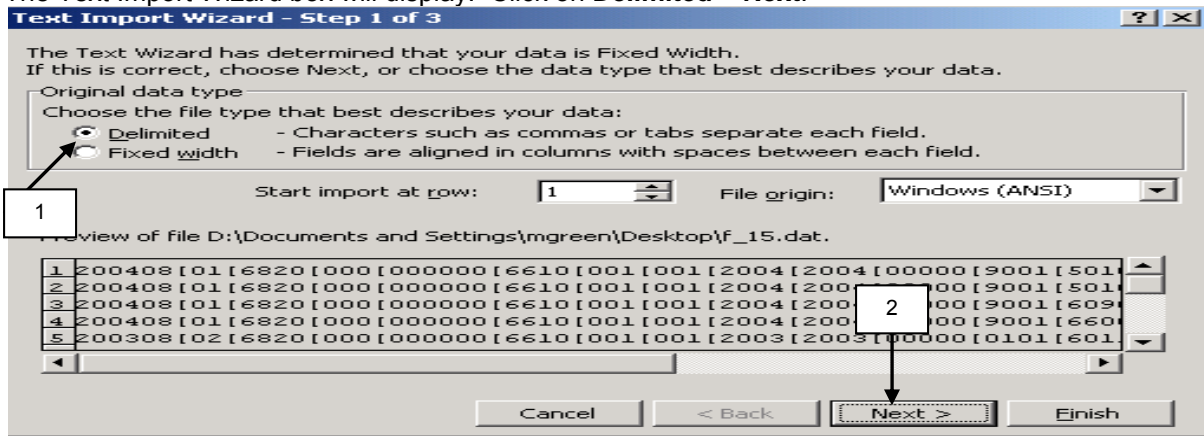


The Open dialog box will display. Click on the **Look in** list box to select where your file is located. Click on the **Files of type** list box and select **All Files (\*.\*)**. Once you've located your file, double click on the file to open it.

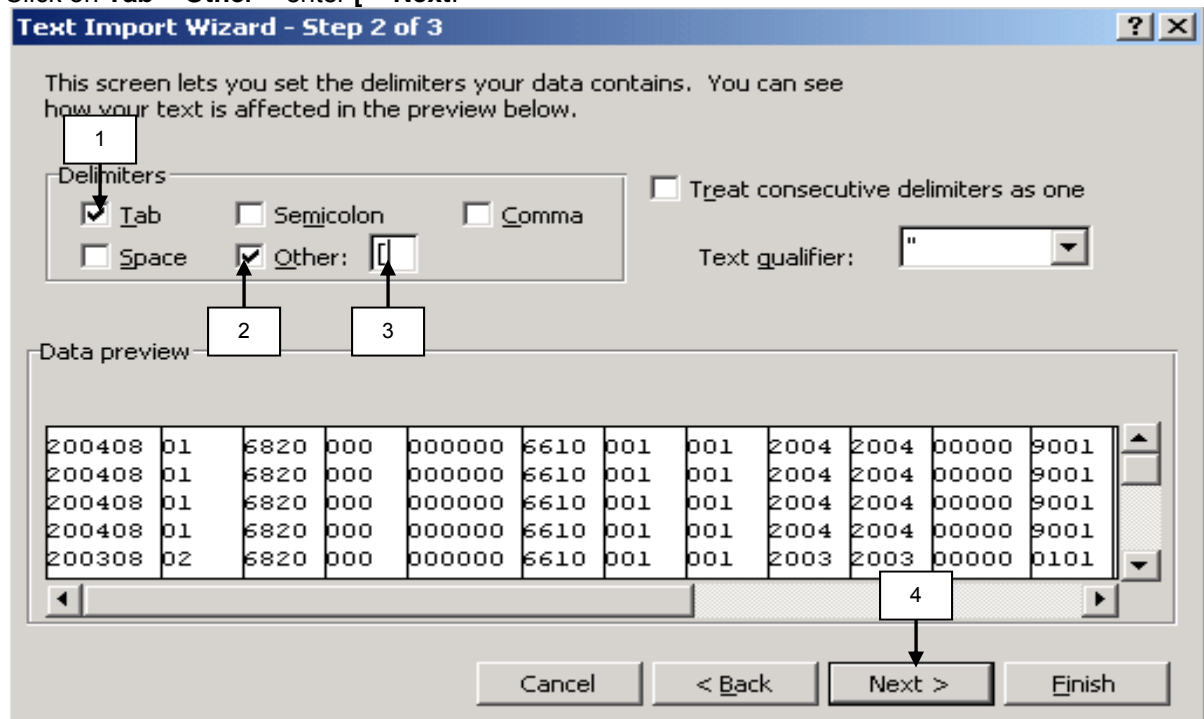


**To Copy Your Budget Data to an Excel Spreadsheet (continued)**

The Text Import Wizard box will display. Click on **Delimited** > **Next**.

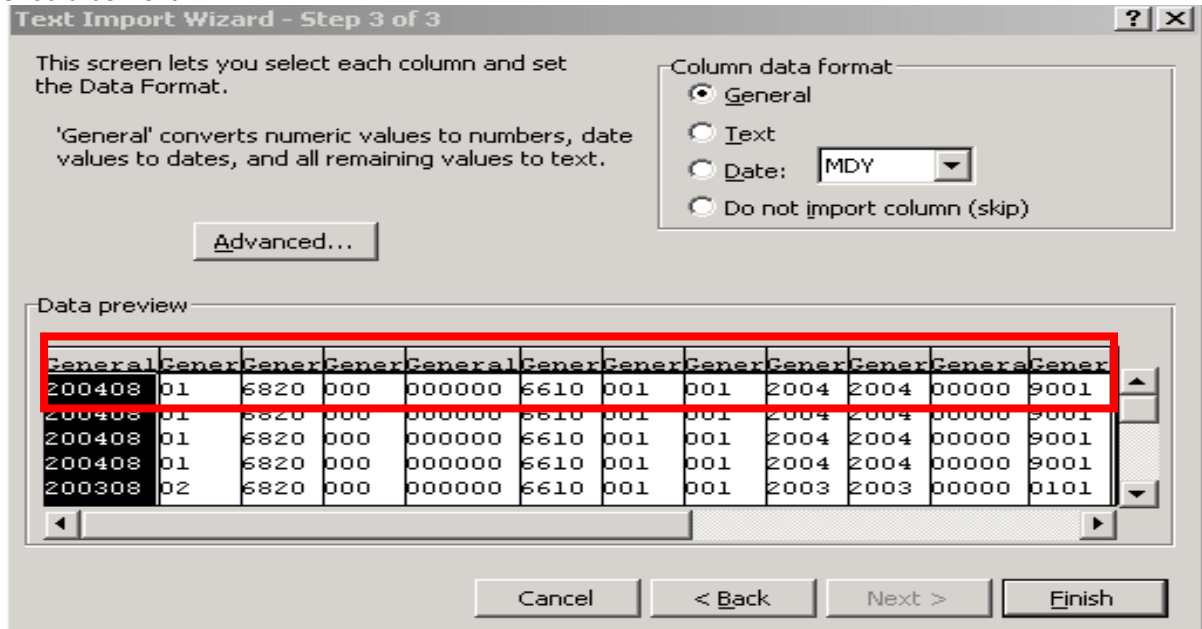


Click on **Tab** > **Other** > enter [ ] > **Next**.

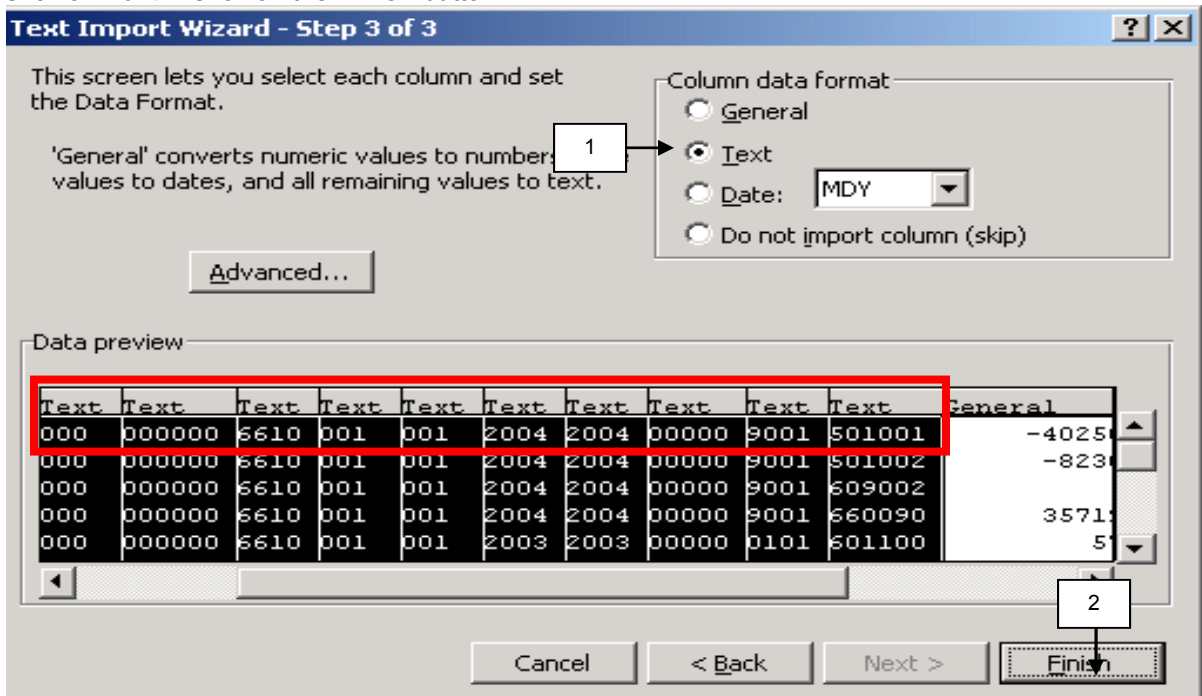


**To Copy Your Budget Data to an Excel Spreadsheet (continued)**

Hold down your Shift key and left click to select the following columns: Activity Period Number, CSU Sub Agency Code, Appropriation Reference Number, CSU Fund Code, Appropriation Year Date, Budget Year Date, Project Code, Program Code and, Object Code. The column data format should be Text.



Click on **Text** > Click on the **Finish** button.



**To Copy Your Budget Data to an Excel Spreadsheet (continued)**

You can now reallocate the amounts. No additional columns can be added to this spreadsheet and all amount fields must contain a value (where blank, use 0 zero).

	A	B	C	D	E	F	G	H	I	J	K	L	M	N
1	200408	01	6820	000	000000	6610	001	001	2004	2004	00000	9001	501001	-4025000
2	200408	01	6820	000	000000	6610	001	001	2004	2004	00000	9001	501002	-8230000
3	200408	01	6820	000	000000	6610	001	001	2004	2004	00000	9001	609002	0
4	200308	02	6820	000	000000	6610	001	001	2003	2003	00000	0101	601100	3571900
5	200308	02	6820	000	000000	6610	001	001	2003	2003	00000	0101	601100	5700
6	200308	02	6820	000	000000	6610	001	001	2003	2003	00000	0101	601100	54621800
7	200308	02	6820	000	000000	6610	001	001	2003	2003	00000	0101	601103	16300
8	200308	02	6820	000	000000	6610	001	001	2003	2003	00000	0101	601201	476500
9	200308	02	6820	000	000000	6610	001	001	2003	2003	00000	0101	601300	9925700
10	200308	02	6820	000	000000	6610	001	001	2003	2003	00000	0101	601301	27300
11	200308	02	6820	000	000000	6610	001	001	2003	2003	00000	0101	601303	1063300
12	200308	02	6820	000	000000	6610	001	001	2003	2003	00000	0101	602001	36100
13	200308	02	6820	000	000000	6610	001	001	2003	2003	00000	0101	603001	3377300
14	200308	02	6820	000	000000	6610	001	001	2003	2003	00000	0101	603003	891000
15	200308	02	6820	000	000000	6610	001	001	2003	2003	00000	0101	603004	4309300
16	200308	02	6820	000	000000	6610	001	001	2003	2003	00000	0101	603005	4133200
17	200308	02	6820	000	000000	6610	001	001	2003	2003	00000	0101	603011	96300
18	200308	02	6820	000	000000	6610	001	001	2003	2003	00000	0101	603012	879800
19	200308	02	6820	000	000000	6610	001	001	2003	2003	00000	0101	603013	112200
20	200308	02	6820	000	000000	6610	001	001	2003	2003	00000	0101	603014	68700
21	200308	02	6820	000	000000	6610	001	001	2003	2003	00000	0101	603015	134800
22	200308	02	6820	000	000000	6610	001	001	2003	2003	00000	0101	604001	77500
23	200308	02	6820	000	000000	6610	001	001	2003	2003	00000	0101	604090	106200
24	200308	02	6820	000	000000	6610	001	001	2003	2003	00000	0101	606001	270800
25	200308	02	6820	000	000000	6610	001	001	2003	2003	00000	0101	606002	392000
26	200308	02	6820	000	000000	6610	001	001	2003	2003	00000	0101	613001	1272000
27	200308	02	6820	000	000000	6610	001	001	2003	2003	00000	0101	616002	672100
28	200308	02	6820	000	000000	6610	001	001	2003	2003	00000	0101	616003	163000
29	200308	02	6820	000	000000	6610	001	001	2003	2003	00000	0101	619001	207000
30	200308	02	6820	000	000000	6610	001	001	2003	2003	00000	0101	619002	496100

After reallocating the amounts, save and name this file FIRMS\_yy08.DAT (yy is the last two digits of the submission year) before you transfer this file to the Chancellor's Office Application server. To save your file, select **Save As** from the File Menu.

	C	D	E	F	G	H	I	J	K	L	M	N	O
1	6820	000	000000	6610	001	001	2004	2004	00000	9001	501001	-4025000	0
2	6820	000	000000	6610	001	001	2004	2004	00000	9001	501002	-8230000	
3	6820	000	000000	6610	001	001	2004	2004	00000	9001	609002	0	
4	6820	000	000000	6610	001	001	2004	2004	00000	9001	660090	3571900	
5	6820	000	000000	6610	001	001	2003	2003	00000	0101	601100	5700	
6	6820	000	000000	6610	001	001	2003	2003	00000	0101	601100	54621800	84
7	6820	000	000000	6610	001	001	2003	2003	00000	0101	601103	16300	
8	6820	000	000000	6610	001	001	2003	2003	00000	0101	601201	476500	
9	6820	000	000000	6610	001	001	2003	2003	00000	0101	601300	9925700	20
10	6820	000	000000	6610	001	001	2003	2003	00000	0101	601301	27300	
11	6820	000	000000	6610	001	001	2003	2003	00000	0101	601303	1063300	
12	6820	000	000000	6610	001	001	2003	2003	00000	0101	602001	36100	

The Save As dialog box will display. This file must be saved as a text tab delimited file and transfer to the Chancellor's Office application server 'coweusftp101.calstate.edu'.

Save As

Save in: Desktop

File name: FIRMS\_yy08.DAT

Save as type: Text (Tab delimited) (\*.txt)

Where yy is the last two digits of the submission year

### **Activity Period 20XX07 Adjustments Data Submission Procedures**

The step-by-step process for submitting activity period 20XX07 adjustment data using the web-accessible system is as follows:

- 1) Open Internet Explorer. Version 7.0 or higher is required.  
Go to URL: <http://www.calstate.edu/es/intranet/applications/fob/firms/>  
  
Click on the link for the **Application Logon Screen**. Confirm installation of the Oracle applet (technical support may be needed to install).
- 2) Log in using your FIRMS user ID and password. Click on the **Connect** button. NOTE: you will be required to change your password for the initial log on.

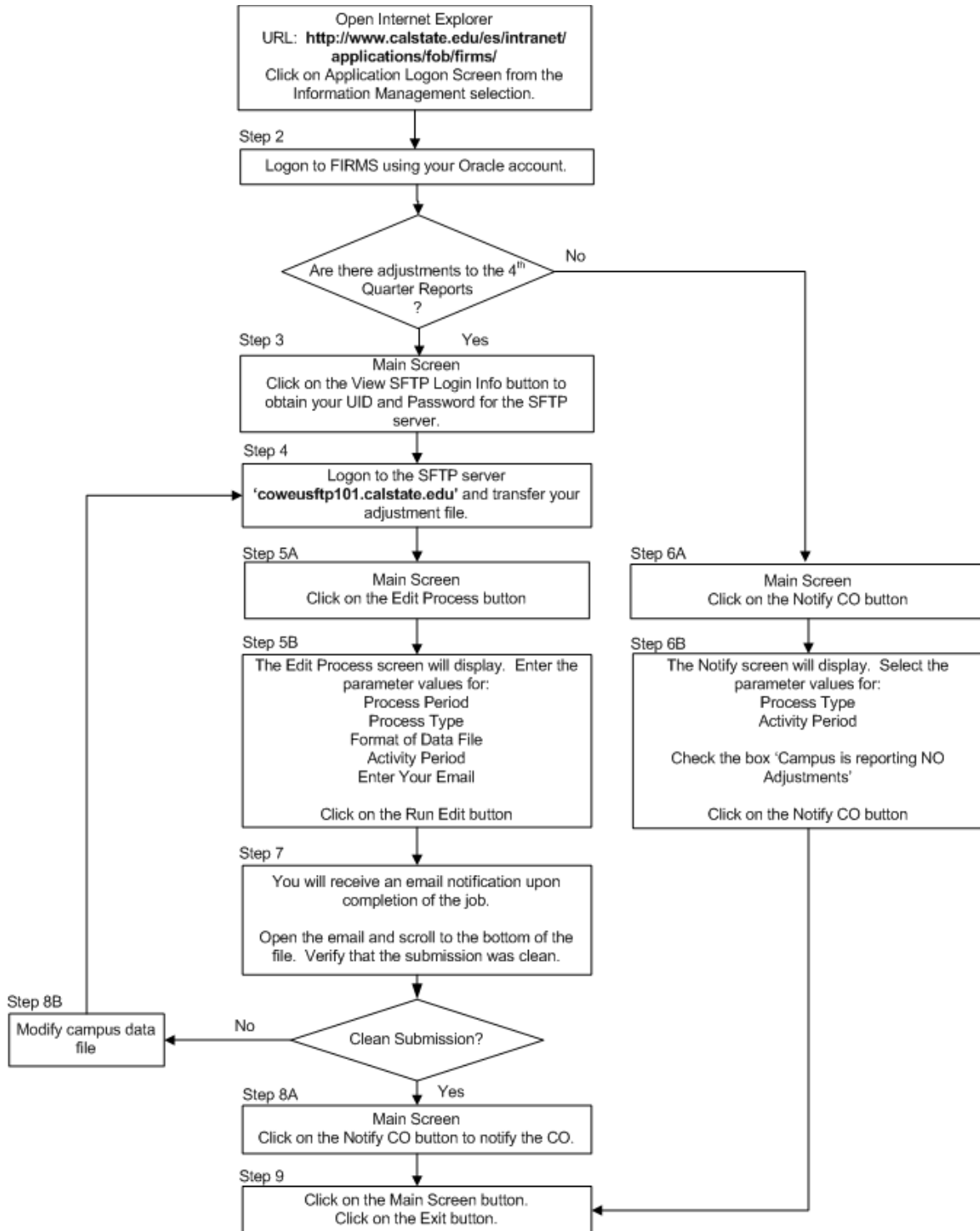
### **Campuses Reporting Activity Period 20XX07 Adjustments**

- 3) On the FIRMS Processing Main Screen, click on the **SFTP Login Info** button to obtain the Unix Identifier (UID) and password. This password will change every seventy days, so it will be necessary to obtain new passwords on a regular basis
- 4) Transfer your file to your prod directory on 'coweusftp101.calstate.edu' using a secure file transfer program of your choice. The secure transfer program will be opened independently of the FIRMS form. NOTE: The file must be in TAB delimited format.
- 5A) Return to the FIRMS Processing Main Screen and click on the **Edit Process** button.
- 5B) The Edit Process screen will display. Select the Process Type and Activity Period for adjustments. The format of the data file defaults to TAB delimited. Enter the email address to receive notification when the edit process completes. Click on the **Run Edit** button.
- 7) When the edit run is complete, an email message will be sent to the address entered in the FIRMS Edit screen. Open the email and review the edit report.
- 8A) If the Edit report indicates no errors were encountered, return to the FIRMS Processing Main Screen and click on the **Notify CO** button. In the next window, select the appropriate process type and activity period and click on the **Notify CO** button.
- 8B) If errors were encountered, correct the errors in the FIRMS data file and repeat the process until all errors are corrected and eliminated.
- 9) To close the FIRMS application, click on **Exit** button from the FIRMS Processing Main Screen.

### **Campuses Reporting NO Activity Period 20XX07 Adjustments**

- 6A) Click on the **Notify CO** button from the Main Screen.
- 6B) Select the Process Type and Activity Period for adjustments. Check the box titled **Campus is reporting NO Adjustments**. Click on the **Notify CO** button.
- 9) To close the FIRMS application, click on **Exit** button from the FIRMS Processing Main Screen.

**Processing Flow for Activity Period 20XX07 Adjustments**





**Record Type 21 File - Record Layout for Activity Period 20XX07 Adjustments**

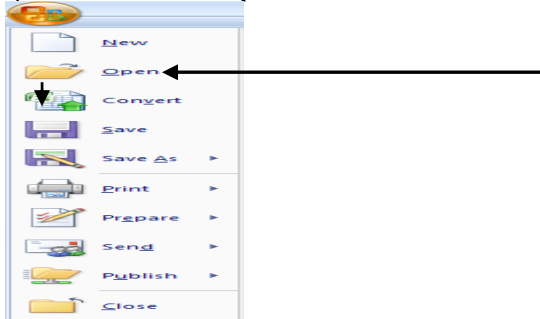
The record layout for the adjustments to the 4<sup>th</sup> quarter accounting reports is shown below. For detailed instructions, please refer to the System Budget Office web page @ <http://www.calstate.edu/budget/>.

Copy your file to EXCEL; save and name the file FIRMS\_yy07.DAT (yy is the last two digits of the submission year) in tab delimited format before you transfer this file to the Chancellor's Office Application server 'coveusftp101.calstate.edu'.

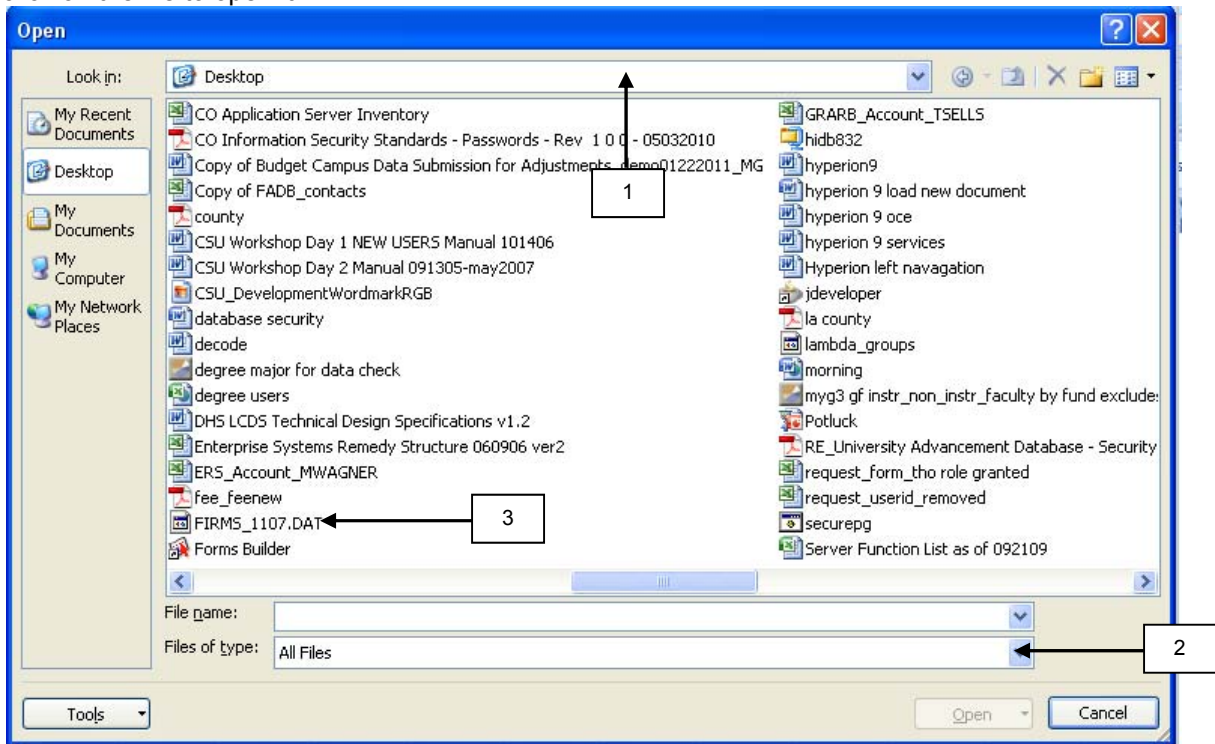
Data Field	Length	Format
Activity_Period_Number	6	YYYYXX
FIRMS_Record_Type_Code	2	
State_Agency_Code	4	
CSU_Sub_Agency_Code	3	
Organization_Code	6	
State_Legal_Entity_Code	4	
Appropriation_Reference_Number	3	
CSU_Fund_Code	3	
Appropriation_Year_Date	4	
Budget_Year_Date	4	
Project_Code	5	
Program_Code	4	
Object_Code	6	
FIRMS_Amount	16 + or - (12.2)	(+/-000000000000.00)
FIRM_FTE_Position_Count	8 + (4.2)	(+ 4.2) zero filled
Filler	6	

### To Copy Your Activity Period 20XX07 Adjustments to an Excel Spreadsheet

Open Excel. Click **Open** from the File Menu.

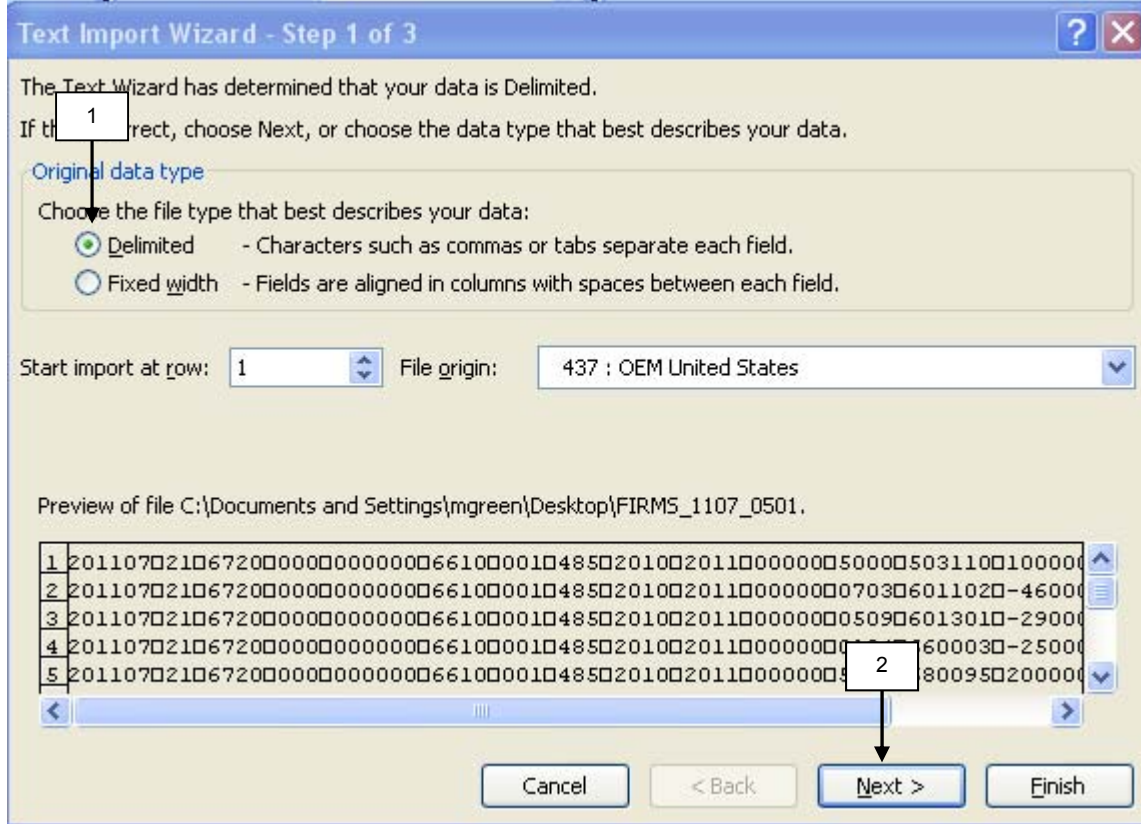


The Open dialog box will display. Click on the **Look in** list box to select where your file is located. Click on the **Files of type** list box and select **All Files (\*.\*)**. Once you've located your file, double click on the file to open it.

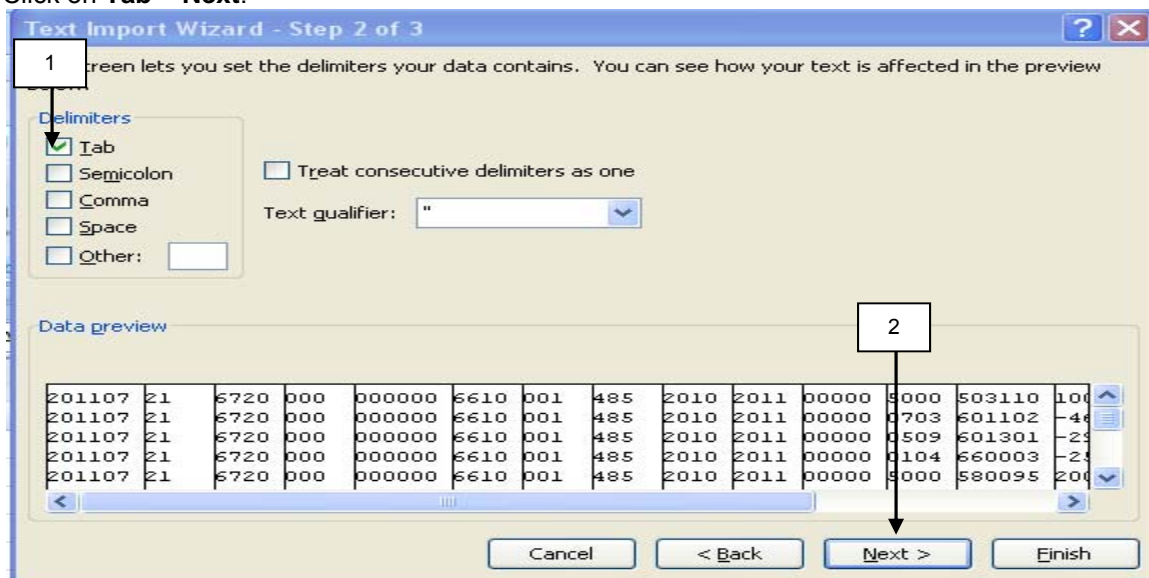


**To Copy Your Activity Period 20XX07 Adjustments to an Excel Spreadsheet (continued)**

The Text Import Wizard box will display. Click on **Delimited > Next**.

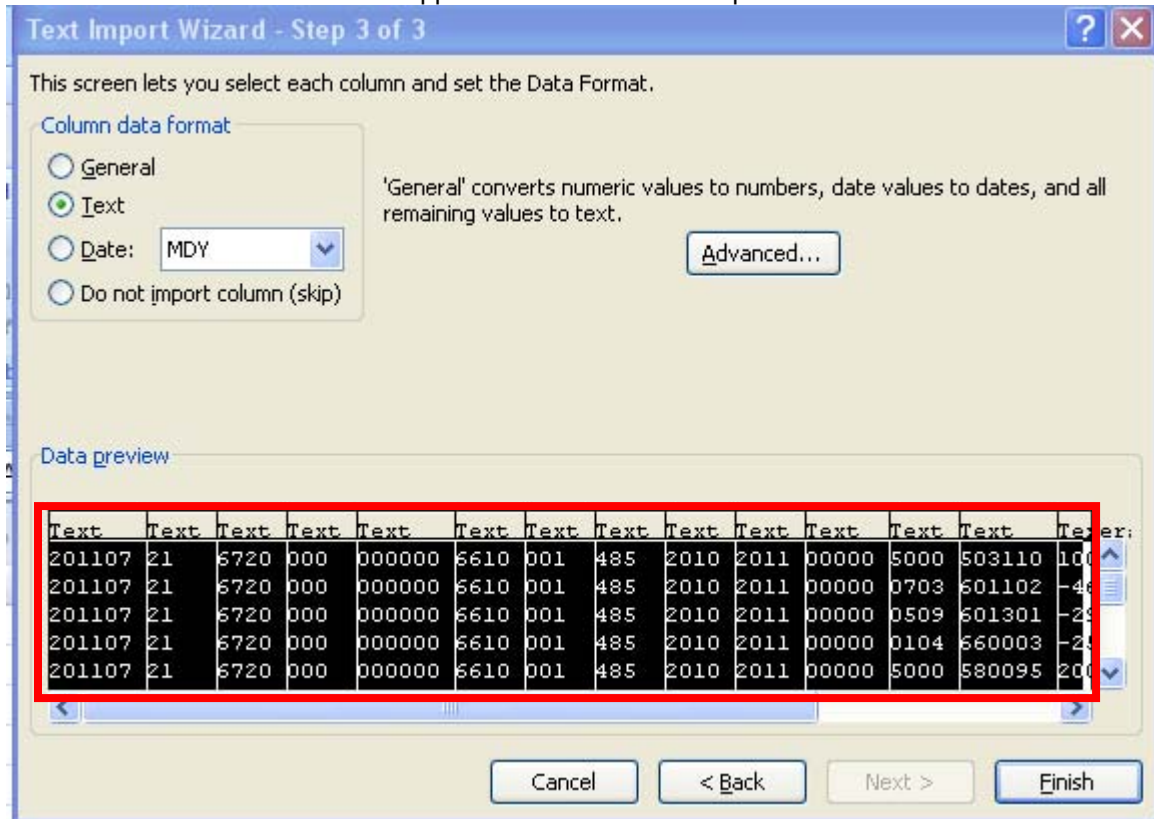


Click on **Tab > Next**.



**To Copy Your Activity Period 20XX07 Adjustments to an Excel Spreadsheet** (continued)

Hold down your Shift key and left click to select the following columns: Activity Period Number, CSU Sub Agency Code, Appropriation Reference Number, CSU Fund Code, Appropriation Year Date, Budget Year Date, Project Code, Program Code and, Object Code. Click on **Text** > Click on the **Finish** button. The Save As dialog box will display. Save this file as a text tab delimited file and transfer to the Chancellor's Office application server 'coweusftp101.calstate.edu'.

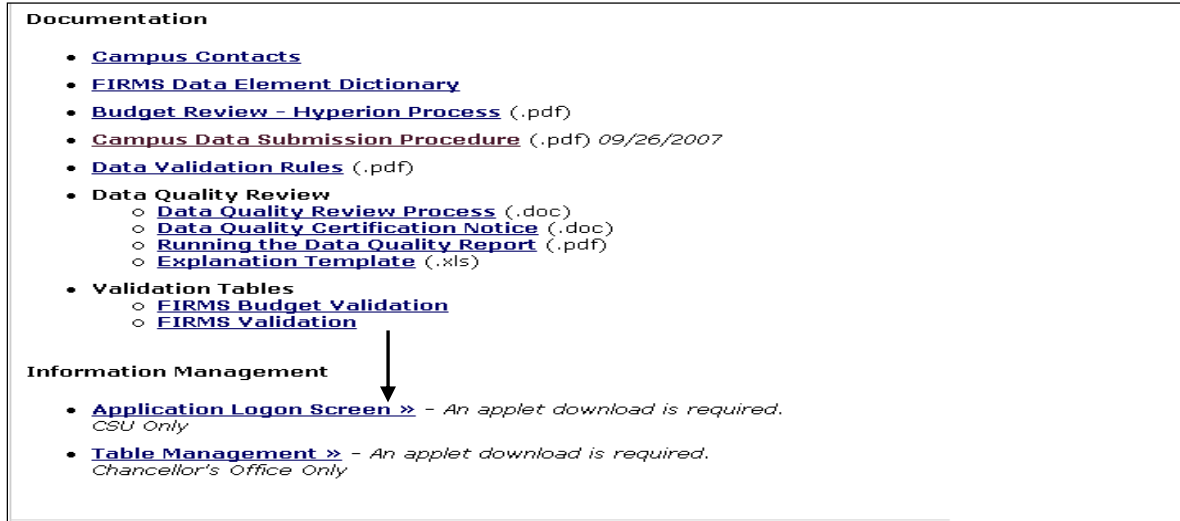


### Access FIRMS Screens

Open Internet Explorer and type in the following

URL:<http://www.calstate.edu/es/intranet/applications/fob/firms/>

The FIRMS page will display. Click on **Application Logon Screen**.



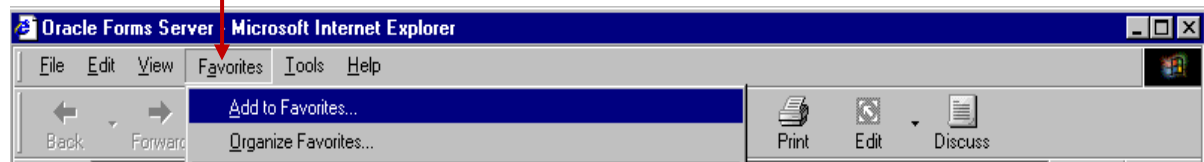
**Documentation**

- [Campus Contacts](#)
- [FIRMS Data Element Dictionary](#)
- [Budget Review - Hyperion Process](#) (.pdf)
- [Campus Data Submission Procedure](#) (.pdf) 09/26/2007
- [Data Validation Rules](#) (.pdf)
- **Data Quality Review**
  - [Data Quality Review Process](#) (.doc)
  - [Data Quality Certification Notice](#) (.doc)
  - [Running the Data Quality Report](#) (.pdf)
  - [Explanation Template](#) (.xls)
- **Validation Tables**
  - [FIRMS Budget Validation](#)
  - [FIRMS Validation](#)

**Information Management**

- [Application Logon Screen >>](#) - An applet download is required.  
*CSU Only*
- [Table Management >>](#) - An applet download is required.  
*Chancellor's Office Only*

To eliminate typing this URL repeatedly, use the **Add to Favorites** feature under the **Favorites** menu in Internet Explorer.



### NOTE:

The first time this URL is accessed from a desktop computer, a Java Runtime Environment (JRE) version will need to be downloaded and installed. Click on the following URL for instructions to download the applet: <http://www.calstate.edu/es/java-runtime-environment.shtml> . NOTE: To properly install the applet, technical support may be needed to provide you with 'administrator privileges'.

### Oracle Logon

A Logon window will open and prompt you for your Oracle Username and Password. Enter your **FIRMS user ID** and **password**. Click on the **Connect** button.

NOTE: The first time you log on, you will be asked to change your password.

The screenshot shows a window titled "Logon" with a blue header. Inside the window, there are two input fields: "Username:" and "Password:". To the right of the "Username:" field is a small box containing the number "1", with an arrow pointing to the text input field. To the right of the "Password:" field is a small box containing the number "2", with an arrow pointing to the text input field. Below the input fields are three buttons: "Change Password", "Connect", and "Logoff and Exit". Below the "Connect" button is a small box containing the number "2", with an arrow pointing up to the "Connect" button.

**FIRMS Submission Screen**

The FIRMS Campus Data Submission screen will enable you to access your file transfer logon information, edit your campus file, and send an email to notify the Chancellor’s Office that your file is ready for review.

FIRMS EDIT SUBMISSION

---

**CSU** The California State University  
IAS - Enterprise Systems Group

**FIRMS**  
**Campus Data Submission Process**

Campus Code and Agency is:   California State University, Headquarters (C.O. Operations)

CAMPUS	CHANCELLOR'S OFFICE
DATA SUBMISSION PROCESS	ADMIN REVIEW PROCESS
<input type="button" value="Edit Process"/> <input type="button" value="Notify CO"/>	Options are unavailable for campus user

Version: 02/10/09- FIRMS\_RUNEDIT esdvl

### UNIX Login Identifier and

To access your campus account on the Chancellor’s Office server (i.e., to view or transfer files) you must identify yourself as a valid user. Click on the **View SFTP Login Info** button to display the password and user ID associated with your account. Please note that a new password will be generated every seventy days.

The screenshot shows the 'FIRMS Campus Data Submission Process' interface. At the top, it displays the CSU logo and 'IAS - Enterprise Systems Group'. Below this, the title 'FIRMS Campus Data Submission Process' is centered. A form contains 'Campus Code and Agency is:' with input fields for '01' and '6620', and the text 'California State University, Headquarters (C.O. Operations)'. A button labeled 'View SFTP Login Info' is highlighted with a black arrow pointing to it. To the right is an 'Exit' button. Below the form is a table with two columns: 'CAMPUS' and 'CHANCELLOR'S OFFICE'. Under 'CAMPUS', there are 'DATA SUBMISSION PROCESS' and 'ADMIN REVIEW PROCESS' sections, with 'Edit Process' and 'Notify CO' buttons. Under 'CHANCELLOR'S OFFICE', there is an 'ADMIN REVIEW PROCESS' section and the text 'Options are unavailable for campus user'. At the bottom, a version string reads 'Version: 02/10/09- FIRMS\_RUNEDIT esdvi'.

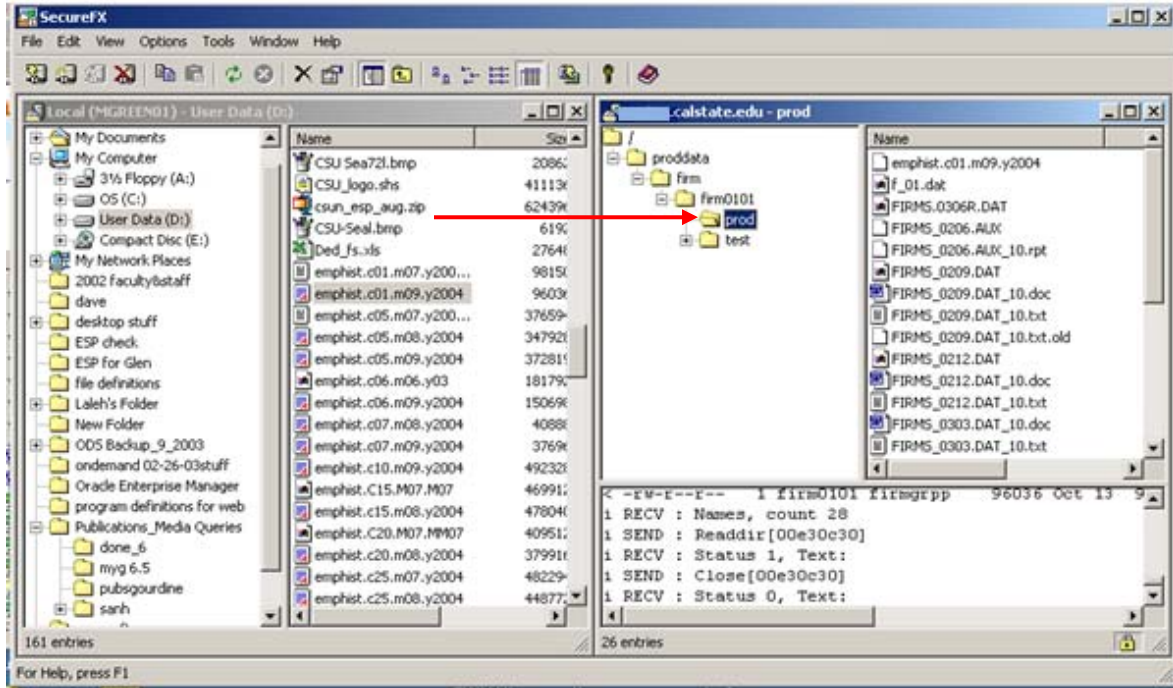
Your user ID and password will display. Click on the **Hide SFTP Login Info** button to clear the values displayed.

This screenshot shows the same interface as the previous one, but with the 'View SFTP Login Info' button now labeled 'Hide SFTP Login Info' and highlighted with a black arrow. The 'UID' field now displays 'firm0101' and the 'PWD' field is visible. The 'Exit' button remains to the right. The rest of the interface, including the table and version string, is identical to the previous screenshot.



### Transfer Your File To The CO Server

Before you can edit your file, you must move it to the prod folder on 'coweusftp101.calstate.edu' using a secure file transfer program. The secure transfer program will be opened independently of the FIRMS form to transfer the file.



### Edit a FIRMS Submission

This selection will allow you edit your campus FIRMS file. Click on the **Edit Process** button.

FIRMS EDIT SUBMISSION

**CSU** The California State University  
IAS - Enterprise Systems Group

**FIRMS**  
Campus Data Submission Process

Campus Code and Agency is:   California State University, Headquarters (C.O. Operations)

CAMPUS	CHANCELLOR'S OFFICE
DATA SUBMISSION PROCESS	ADMIN REVIEW PROCESS
<input type="button" value="Edit Process"/> <input type="button" value="Notify CO"/>	Options are unavailable for campus user

Version: 02/10/09- FIRMS\_RUNEDIT esdvi

The Edit Screen will display.

FIRMS EDIT SUBMISSION

**Campus FIRMS Data Submission - Edit Process**

Campus Code and Agency:

PROCESS PERIOD	PROCESS TYPE	FORMAT OF DATA FILE
<input checked="" type="radio"/> Quarterly ( FIRMS ) <input type="radio"/> Monthly ( Cash Flow )	<input checked="" type="radio"/> ACCOUNTING <input type="radio"/> AUXILIARY <input type="radio"/> IPEDS <input type="radio"/> ADJUSTMENTS <input type="radio"/> BUDGET	<input checked="" type="radio"/> FIRMS Format <input type="radio"/> TAB Delimited
Activity Period (YMMM): <input type="text"/> <input type="button" value="List"/>		
Enter your e-mail address (to notify you of edit completion) <input type="text"/>		

**Edit a FIRMS Submission** (continued)

To edit your campus data file, select a process type and data file format. Click on the **List** button to select the activity period. The system requires an email address so that the appropriate campus contact will be notified when the edit has completed processing (the edit can take up to half an hour to complete). Click on the **Run Edit** button to run your edit.

**Campus FIRMS Data Submission - Edit Process**

Campus Code and Agency:

PROCESS PERIOD	PROCESS TYPE	FORMAT OF DATA FILE
<input checked="" type="radio"/> Quarterly ( FIRMS ) <input type="radio"/> Monthly (Cash Flow)	<input type="radio"/> ACCOUNTING <input type="radio"/> AUXILIARY <input type="radio"/> IPEDS <input checked="" type="radio"/> ADJUSTMENTS <input type="radio"/> BUDGET	<input type="radio"/> FIRMS Format <input checked="" type="radio"/> TAB Delimited

Activity Period (YMMM):

Enter your e-mail address (to notify you of edit completion)

Callouts: 1 points to PROCESS TYPE, 2 points to FORMAT OF DATA FILE, 3 points to Activity Period (YMMM) List button, 4 points to e-mail address input, 5 points to Run Edit button.

Text box: Defaults to TAB Delimited when ADJUSTMENTS is selected for the process type.

You will receive a message when the job has been submitted. Click on the **OK** button to clear this message then click on the **Main Screen** button. Should you receive an error message, correct the problem by selecting the proper process type, format of the data file, the activity period, or FIRMS data file.

**Campus FIRMS Data Submission - Edit Process**

Campus Code and Agency:

PROCESS PERIOD	PROCESS TYPE	FORMAT OF DATA FILE
<input checked="" type="radio"/> Quarterly (FIRMS) <input type="radio"/> Monthly (Cash Flow)	<input type="radio"/> ACCOUNTING <input type="radio"/> AUXILIARY <input type="radio"/> IPEDS <input checked="" type="radio"/> ADJUSTMENTS <input type="radio"/> BUDGET	<input type="radio"/> FIRMS Format <input checked="" type="radio"/> TAB Delimited

Activity Period (YMMM):

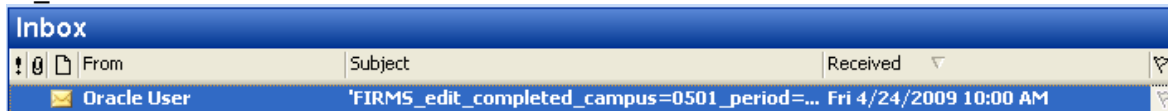
Enter your e-mail address (to notify you of edit completion)

Confirmation Dialog Box: FIRMS EDIT JOB REQUEST SUBMITTED. You will receive an email when the job completes.

Callouts: 1 points to OK button, 2 points to Main Screen button.

**Edit a FIRMS Submission** (continued)

An email message indicating the status of the edit run will be mailed to the email address entered. A successful edit will generate a report file available for viewing and/or downloading. The naming convention for all reports, except budget, is the FIRMS data file name suffixed by 'cc\_10.doc'. For budget, the report file is suffixed by 'cc\_02.doc' and the budget adjustment is suffixed by 'cc\_07.doc'.



```

Liab+Fund Eq+Rev+Exp =          0.00

Liability              =          0.00
Fund Equity            =          0.00
Budgetary              =          0.00
Revenue                =          0.00
Expenditure            =          0.00
-----
BALANCING BY CSU FUND completed.
-----

Total rows returned was 3659.

Thank you for your clean submission.
Before sending the CO a notice of submission, please run Brio queries to ensure the data submitted is consistent with other reports (SAM07, SAM99).
The data is now available for querying from the web at http://peterson.calstate.edu:8080/Hyperion/browse/login
Your data will be loaded after your notice of submission is received by the CO.
-----
This is a automated message - Do not reply to this message.

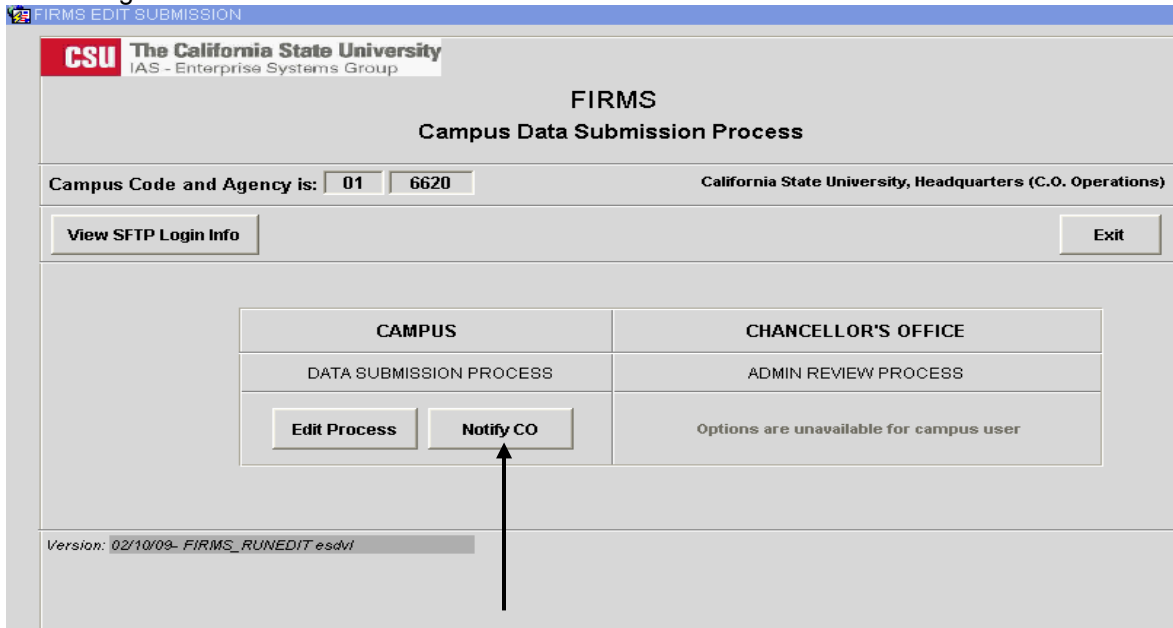
```

For example:  
data file name      FIRMS\_yyaa.DAT  
report file name    FIRMS\_yyaa.DAT\_cc\_10.doc

where:  
yy = last two digits of the applicable year  
aa = activity period  
cc = two digit campus code

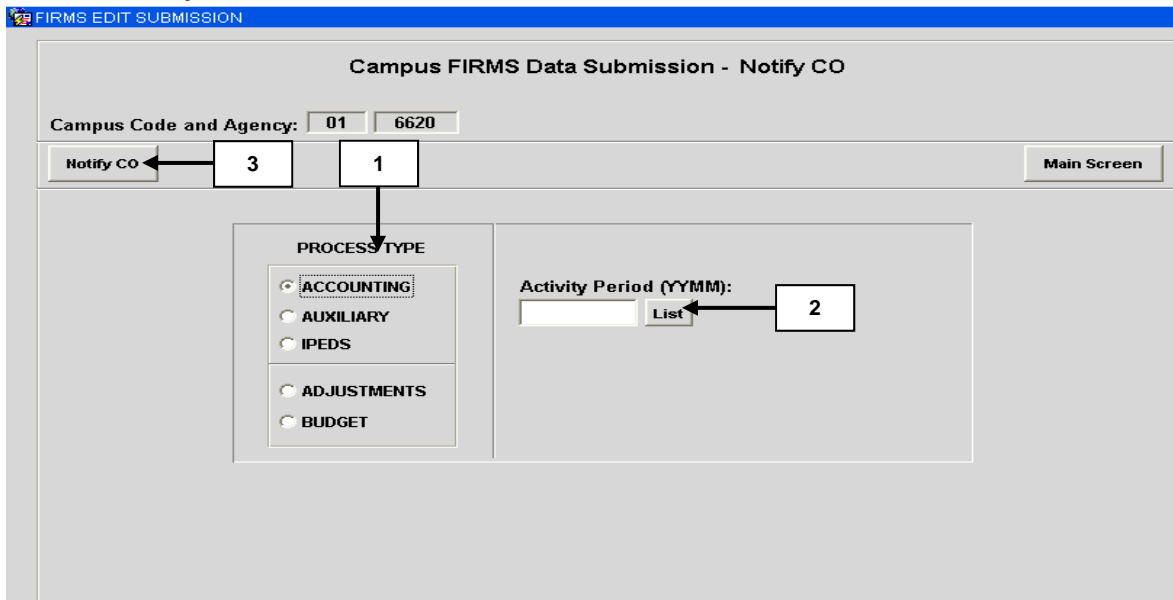
### Notify CO of the FIRMS Submission

You are ready to notify the Chancellor’s Office (CO) when your FIRMS edit report is error-free. The CO, upon notification, will move the campus data from the Work Table to the FIRMS Review Table and notify you when this occurs. To send notification, click on the **Notify CO** button from the FIRMS Processing Main Screen.



### Accounting and Budget

The Notify CO of your FIRMS Submission screen will display. Select the Process Type and Activity Period for the adjustments. An automated email message will be sent to the Chancellor Office staff when the 'Notify CO' button is selected.



**Notify CO of the FIRMS Submission** (continued)

**Adjustments for Activity Period 20XX07**

The Notify CO of your FIRMS Submission screen will display. Select ADJUSTMENTS as the Process Type and the Activity Period applicable to the notification. By selecting adjustments as the process type, an additional flag is activated. Check this flag if there are 'NO adjustments' to report. Click on the **Notify CO** button. An automated email message will be sent to the Chancellor Office.

**Campus Reporting Adjustments**

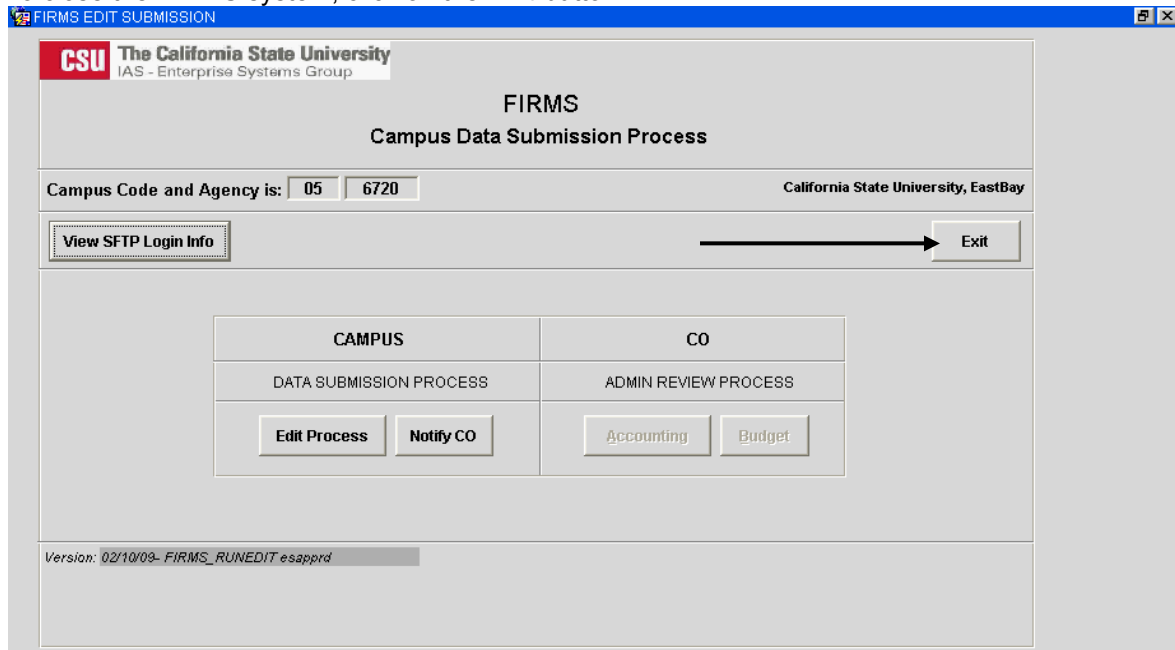
The screenshot shows a web application window titled "FIRMS EDIT SUBMISSION". The main content area is titled "Campus FIRMS Data Submission - Notify CO". At the top, there are input fields for "Campus Code and Agency" with values "01" and "6620". Below this is a "Notify CO" button (indicated by a box labeled "4") and a "Main Screen" button. The central part of the screen is divided into two sections. On the left, under "PROCESS TYPE", there are radio buttons for "ACCOUNTING", "AUXILIARY", "IPEDS", "ADJUSTMENTS" (which is selected, indicated by a box labeled "1"), and "BUDGET". On the right, there is an "Activity Period (YYMM):" field with the value "1107" and a "List" button (indicated by a box labeled "2"). Below the "ADJUSTMENTS" radio button, there is a checkbox labeled "Campus is reporting 'No Adjustments'", which is currently unchecked. A box labeled "3" with the text "Leave this flag blank" has an arrow pointing to this checkbox.

**Campus Reporting No Adjustments**

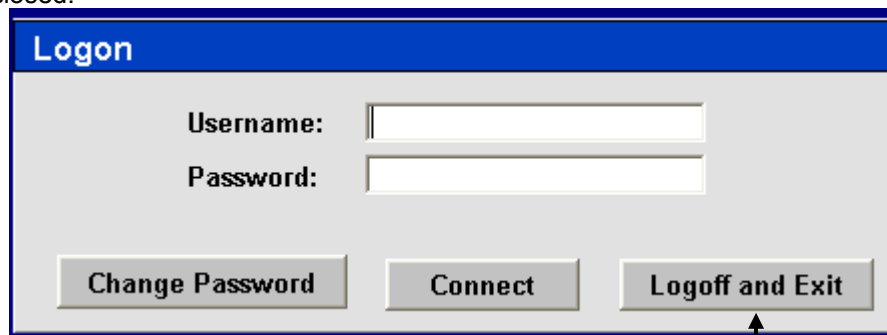
This screenshot is identical to the one above, but the checkbox "Campus is reporting 'No Adjustments'" is now checked. A box labeled "3" with the text "Check this flag to report NO adjustment" has an arrow pointing to the checked checkbox.

### Closing the FIRMS System

To close the FIRMS system, click on the **Exit** button.

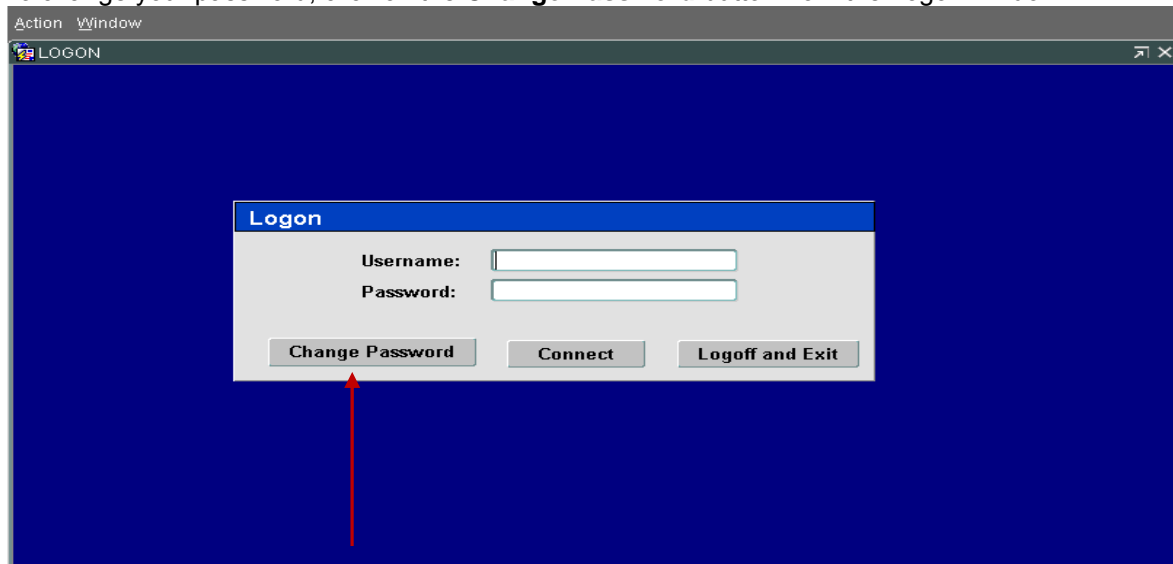


The logon screen will display. Click on the **Logoff and Exit** button. The browser window should not be closed before the Logon screen is closed. Once the Logon screen closed, the browser can then be closed.



### Change Password

To change your password, click on the **Change Password** button from the Logon window.

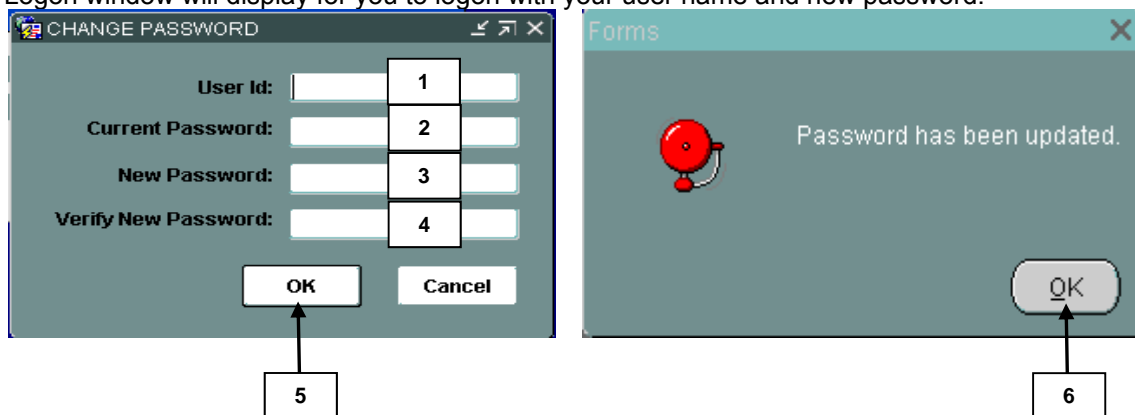


The Change Password dialog box will display. Enter your Oracle User Id > current password > a new password. Re-enter the new password to confirm your entry.

The password must adhere to the following requirements:

- Must be different from the old password by at least 3 characters
- Must contain at least three (3) out of the four (4) following character types:
  - At least one uppercase alphabetic character (A-Z)
  - At least one lowercase alphabetic character (a-z)
  - At least one special character. The special character should be an underscore ‘\_’
  - At least one number (0-9)

Click on the **OK** button. If the two new password entries agree a confirming message will be displayed when the password is successfully changed. Click the **OK** button on the message. The Logon window will display for you to logon with your user name and new password.





**Data Validation**

The FIRMS programs edit each campus submission by checking the required data elements for valid values, data integrity and compliance with established business rules. An invalid value will either cause a reject or warning message for the submission. The system will print a 'reject' error message for values not accepted by the edit program, or a 'warning' message for values that will be defaulted or passed as determined by the business rules.

Currently, there are two types of validation edits: validation of codes and the validation of the business rules for both the accounting and the budget departmental processes. The format of the error code is as follows:

**XNNNNN-DD**

where:

- X** Identifies the message type
  - E = Reject
  - W = Warning

**NNNNN** The number associated with the error code

- DD** Identifies the department/process for which the message is applicable
  - A = Accounting Error
  - B = Budget Error
  - AB = Accounting and Budget Error

Examples:

- E0003-AB = This reject code applies to both accounting and budget
- W0009-A = This warning code applies only to accounting
- W0097A-A = This warning code applies only to accounting

Error Code	Error Message	Comments
<b>E0003-AB</b>	Amount %s must be numeric	
<b>E0004-AB</b>	FTE %s must be numeric	
<b>E0005-AB</b>	Activity period XXXXXX does not correspond with the name of the data file	
<b>E0006-AB</b>	Agency Code %s is not the agency code %s of person who ran this	
<b>E0007-AB</b>	Data in Firms Format needs 22 blank spaces or zeros at the end of the record.	
<b>E0008-AB</b>	Found Error on first record. Program Terminated.	
<b>E0009-A</b>	The total current appropriations budget (Record Type 05) reported by your campus CANNOT BE NEGATIVE for any appropriation years.	Error in the 4th qtr.
<b>E0009-AB</b>	Scholarship and fellowship should contain specific objects.	
<b>W0009-A</b>	The total current appropriations budget (Record Type 05) reported by your campus CANNOT BE NEGATIVE for any appropriation years.	Warning 1 <sup>st</sup> , 2 <sup>nd</sup> & 3 <sup>rd</sup> qtr.
<b>E0010-A</b>	Records with the current approp year %s cannot be of record type 11.	Error in the 4th qtr.

**Data Validation** (continued)

Error Code	Error Message	Comments
<b>W0010-A</b>	Records with the current approp year %s cannot be of record type 11.	Warning 1 <sup>st</sup> , 2 <sup>nd</sup> & 3 <sup>rd</sup> qtr
<b>E0010-AB</b>	The object code must be for Scholarship and fellowship program only	
<b>E0011-AB</b>	Expenditures can only be reported in the appropriate exp programs	
<b>E0012-AB</b>	FTE can not be positive when dollar amount is 0 or negative.	
<b>W0012-AB</b>	FTE can not be positive when dollar amount is 0 or negative.	
<b>E0013-AB</b>	Positive FTE is required when there is Dollar Amount	Error in the 4th qtr
<b>W0013-AB</b>	Positive FTE is required when there is Dollar Amount	Warning 1 <sup>st</sup> , 2 <sup>nd</sup> & 3 <sup>rd</sup> qtr
<b>E0014-A</b>	Unclassified Salaries and Wages not allowed for Last Quarter.	Error in the 4th qtr
<b>E0014-AB</b>	Invalid use of the Program Code 9001.	
<b>E0015-AB</b>	Invalid use of the Program Code 9001	
<b>E0016-A</b>	The total current appropriations budget (Record Type 05) reported by your campus is different than allocations provided to you by the Systemwide Budget Administration Office (BAO) for the following appropriations:	Error in the 4th qtr
<b>W0016-A</b>	The total current appropriations budget (Record Type 05) reported by your campus is different than allocations provided to you by the Systemwide Budget Administration Office (BAO) for the following appropriations:	Warning 1 <sup>st</sup> , 2 <sup>nd</sup> & 3 <sup>rd</sup> qtr
<b>E0017-AB</b>	Line no: %d. Obsolete or Not a valid activity period	
<b>E0018-AB</b>	Line no: %d. Obsolete or Not a valid record type:%s	
<b>E0019-AB</b>	Line no: %d. Obsolete or Not a valid agency:%	
<b>E0020-AB</b>	Line no: %d. Obsolete or Not a valid sub agency:%	
<b>E0021-AB</b>	Line no: %d. Obsolete or Not a valid appropriation ref:%	
<b>E0022-AB</b>	Line no: %d. Obsolete or Not a valid organization Code:%	
<b>E0023-AB</b>	Line no: %d. Obsolete or Not a valid CSU Fund:%	
<b>E0024-AB</b>	Line no: %d. Obsolete or Not a valid appropriation year:%	
<b>E0025-AB</b>	Line no: %d. Obsolete or Not a valid budget year:%	
<b>E0026-AB</b>	Line no: %d. Obsolete or Not a valid budget year:%	
<b>E0027-AB</b>	Line no: %d. Obsolete or Not a valid Program code:%	
<b>E0028-AB</b>	Line no: %d. Obsolete or Not a valid Object code:%	

**Data Validation (continued)**

Error Code	Error Message	Comments
<b>E0029-AB</b>	Reimbursed activities expenditures is not equal to Reimbursements	Error in the 4th qtr
<b>W0029-AB</b>	Reimbursed activities expenditures is not equal to Reimbursements	Warning 1 <sup>st</sup> , 2 <sup>nd</sup> & 3 <sup>rd</sup> qtr
<b>E0030-A</b>	Prior Yr Close Period Not found on table firms_act_per_valid for activity period %s.	
<b>E0031-AB</b>	Invalid CSU Fund, Program code data combination.	
<b>E0032-AB</b>	Invalid Fund,Program,Object data combination.	
<b>E0033-AB</b>	Invalid Fund,Program,Object data combination.	
<b>E0034-AB</b>	Line no: %d Prgm Grp Code not found for Prgm Code:	
<b>E0035-AB</b>	Invalid Fund,Program Code data combination.	
<b>E0035A-AB</b>	Prgm Grp Code not found in table firms_program for Prgm Code:	
<b>E0035B-AB</b>	Invalid Fund,Program Code data combination.	
<b>E0036-AB</b>	Object code %s not found for the CSU Fund %	
<b>E0037-AB</b>	GAAP Obj Category code %s not found for the CSU Fund %s	
<b>E0038-AB</b>	FTE can only be reported for Salaries & Wages objects or FTE for overtime (obj cd 601301) should not be reported.	Error in the 4th qtr
<b>E0038-B</b>	Amount %s must be a whole number (no fractions allowed).	
<b>W0038-A</b>	FTE can only be reported for Salaries & Wages objects or FTE for overtime (obj cd 601301) should not be reported.	Warning 1 <sup>st</sup> , 2 <sup>nd</sup> & 3 <sup>rd</sup> qtr
<b>E0039-A</b>	Current activity period %s for record type 11, prior Approp yr %s total amount is not equal to Last Years activity period for record type 10, prior Approp yr Total Amount.	Error in the 4th qtr
<b>E0039A-B</b>	Budget campus data submission should have record type 02.	Budget Processing only
<b>E0039B-B</b>	Adjustments campus data submission should have record type 21.	Budget Adjustments only
<b>W0039-A</b>	Current activity period %s for record type 11, prior Approp yr %s total amount is not equal to Last Years activity period for record type 10, prior Approp yr Total Amount.	Warning 1 <sup>st</sup> , 2 <sup>nd</sup> & 3 <sup>rd</sup> qtr
<b>E0041-B</b>	Unclassified Salaries and Wages not allowed.	
<b>E0042-A</b>	Total amount of Budgetary for CSU Fund %s is not equal to zero, it is %12.2f	
<b>E0042-B</b>	Revenue objects should be used only in the revenue program code 5000.	
<b>E0043-A</b>	Net Total for Debits & Credits should be zero for all Budgetary Accounts%10s Amount=%20s	
<b>E0043-B</b>	FTE can only be reported for Salaries & Wages objects with the exception of overtime.	

**Data Validation** (continued)

Error Code	Error Message	Comments
<b>E0044-A</b>	Sum total of Object Code 506040 is not equal to zero (0) It is equal to %12.2f.	
<b>E0044-B</b>	Expenditure amounts reported in object code %6s must be positive.	
<b>E0045-A</b>	Sum total of Object Code 506041 is not equal to zero (0) It is equal to %12.2f.	
<b>E0045-B</b>	Your file is not in the correct FIRMS format. Make sure all the fields except\nfor the amount and the FTE have their leading zeros" )	
<b>E0046-A</b>	Sum total of Object Code 680040 is not equal to zero (0) It is equal to %12.2f.	
<b>E0046-B</b>	Total Revenue not equal to total Expenditure.	
<b>E0047-A</b>	Sum total of Object Code 680041 is not equal to zero (0) It is equal to %12.2f.	
<b>E0047-B</b>	Net General Fund is incorrect.	
<b>E0048-B</b>	SUGS Amt must be greater than or equal to systemwide allocation.	
<b>E0049-B</b>	EOP Amt must be greater than or equal to systemwide allocation.	
<b>E0050-B</b>	Overall total Net General Fund in CO is incorrect for SWO & IP.	
<b>E0051-B</b>	Net General Fund is incorrect for SWO.	
<b>E0052-B</b>	Net General Fund is incorrect for IP.	
<b>E0053-B</b>	Provision for allocation should have been zeroed out.	
<b>E0054-B</b>	Auxiliary Organization Revenue not equal to Aux Org Expenditure.	
<b>E0074-A</b>	Fee Revenue Object Code should be reported only in CSU Fund 085	
<b>W0077-AB</b>	Revenue objects should be used only in the revenue program and accordingly will be reclassified to the revenue program code 5000.	
<b>E0083-AB</b>	Line no: %d GAAP_Acct_type not found for Object Code:%s Rec Typ:%2s Amt:%s FTE:%s	
<b>W0097A-A</b>	Line no: %d. Not a valid object code - use only object codes 19000 for Total Assets,25004 for Liabilities,305021 for Retained Earnings,503108 for Misc Fed Funds,504090 for Sales and Services Aux Org,580090 for Revenue Others, 660090 if rec type = 10 and csu fund code = 900.	Aux Org IPEDS Warning 4 <sup>th</sup> qtr
<b>E0097E-A</b>	Data should not include Reverted appropriation accounts.	
<b>E0097F-A</b>	Obj cd 690004 should only be used in General Fund.	
<b>E0097G-A</b>	Object code 690003, should only be used in State Funds 0001 and 0498.	
<b>E0151A-A</b>	Objects 105027 and 202027 must balance within each state fund.	
<b>E0151B-A</b>	Due Froms (105xxx) and Due Tos (202xxx) BETWEEN STATE FUNDS are not balancing.	Error in the 4th qtr

**Data Validation** (continued)

Error Code	Error Message	Comments
<b>W0151B-A</b>	Due Froms (105xxx) and Due Tos (202xxx) BETWEEN STATE FUNDS are not balancing.	Warning 1 <sup>st</sup> , 2 <sup>nd</sup> & 3 <sup>rd</sup> qtr
<b>E0151D1-A</b>	Objects 506026 and 680026 must balance within each state fund.	
<b>E0151D2-A</b>	Object 506051 and 680051 must balance within each state fund.	
<b>E0151D3-A</b>	Objects 506000 and 680000 must balance within each state fund.	
<b>E0151E-A</b>	Transfers In (506xxx) and Transfers Out (680xxx) BETWEEN STATE FUNDS are not balancing.	
<b>E0190-A</b>	Total Amount of record type 05 minus total of rec typ 10,11,15 and 16 for the appropriation year %s is negative %2f.	Error in the 4th qtr
<b>W0190-A</b>	Total Amount of record type 05 minus total of rec typ 10,11,15 and 16 for the appropriation year %s is negative %2f.	Warning 1 <sup>st</sup> , 2 <sup>nd</sup> & 3 <sup>rd</sup> qtr
<b>E0200-A</b>	Project(%5s) is obsolete and should not be used.	
<b>E0202-A</b>	Ending %12.2f and beginning %12.2f of csu fund %s object codes %s do not equal to 0.	
<b>E0205-A</b>	Sum of firms object 690004 Transfers between appropriations in state fund 0001 is not = 0. It is %12.2f.	
<b>E0206-A</b>	Sum total of firms object 690003 in State Funds 0001 and 0498 does not = 0.	
<b>E0206B-A</b>	Sum total of firms object 690003 in State Fund 0001 for appropriation years >= 2006 and 0948 does not = 0	Error in all qtrs
<b>E0207-A</b>	Total amount of Expenditure (%12.2f) and Revenue (%12.2f) in State Fund 0498 do not equal to 0.	Error in the 4th qtr
<b>W0207-A</b>	Total amount of Expenditure (%12.2f) and Revenue (%12.2f) in State Fund 0498 do not equal to 0.	Warning 1 <sup>st</sup> , 2 <sup>nd</sup> & 3 <sup>rd</sup> qtr
<b>E0213-A</b>	A/C receivable object (%s), CSU fund (%s) must be positive (+). Instead the balance is negative (%12.2f).	Error in the 4th qtr
<b>E0213A-A</b>	Data not found for object (%s) in table firms_ar_validation	Error in all qtrs
<b>E0214-A</b>	A/R allowance object (%s), CSU fund (%s) must be negative (-). Instead the balance is positive (%12.2f).	
<b>E0215-A</b>	A/R deferral object (%s), CSU fund (%s) must be negative (-). Instead the balance is positive (%12.2f).	Error in the 4th qtr
<b>W0215-A</b>	A/R deferral object (%s), CSU fund (%s) must be negative (-). Instead the balance is positive (%12.2f).	Warning 1 <sup>st</sup> , 2 <sup>nd</sup> & 3 <sup>rd</sup> qtr
<b>E0216-A</b>	Corresponding A/R receivable object 109001 in CSU fund (%s) is missing for the reported A/R allowance/deferral object 104%s/106%s.	

**Data Validation (continued)**

Error Code	Error Message	Comments
<b>E0217-A</b>	Corresponding A/R receivable object 103%s in CSU fund (%s) is missing for the reported A/R allowance/deferral object 104%s/106%s.	
<b>E0218-A</b>	Accounts receivables %s (%12.2f) is less than the sum of allowances %s plus deferrals %s (%12.2f), CSU_fund (%s).	Error in the 4th qtr
<b>W0218-A</b>	Accounts receivables %s (%12.2f) is less than the sum of allowances %s plus deferrals %s (%12.2f), CSU_fund (%s).	Warning 1 <sup>st</sup> , 2 <sup>nd</sup> & 3 <sup>rd</sup> qtr
<b>E0219-A</b>	The object code 305022 balance of campus (%12.2f) is not equal with the Chancellor's Office(6620) balance in the amount of (%12.2f) in STATE FUND (%s).	Error in the 4th qtr
<b>W0219-A</b>	The object code 305022 balance of campus (%12.2f) is not equal with the Chancellor's Office(6620) balance in the amount of (%12.2f) in STATE FUND (%s).	Warning 1 <sup>st</sup> , 2 <sup>nd</sup> & 3 <sup>rd</sup> qtr
<b>W0308A-A</b>	Encumbrance (obj cd 403001) must be established at Pre Closing	Warning in only 4 <sup>th</sup> qtr
<b>W0308B-A</b>	Reserve for Encumbrances (obj cd 403002) must be established at pre closing.	Warning in the 4 <sup>th</sup> qtr
<b>E0315-A</b>	Auxiliary Organization Pre Closing Trial Balance not equal to zero.	
<b>E0328B-AB</b>	Transfer objects 5060XX and 6800XX should only be recorded in program code 1301.	
<b>E0328C-AB</b>	Transfer objects 5061XX and 6801XX should only be recorded in program code 1302.	
<b>E0345-A</b>	You are using a discontinued program Prog Code.	
<b>E0355-A</b>	State Revolving fund 0998 balance must be closed and moved to General Fund.	Error in the 4th qtr
<b>E0430-A</b>	Object codes 601000 thru 680199 should NOT be used in CSU fund 085.	
<b>E0435A-A</b>	Object code 503201 should only be recorded in CSU fund 421.	
<b>E0435B-A</b>	Object code 503202 should only be recorded in CSU fund 422.	
<b>E0437A-A</b>	Sum of A/C receivable objects 103XXX and/or 109001, CSU fund (%s) must be positive (+). Instead the balance is negative (%12.2f).	Error in the 4th qtr
<b>W0437A-A</b>	Sum of A/C receivable objects 103XXX and/or 109001, CSU fund (%s) must be positive (+). Instead the balance is negative (%12.2f).	Warning 1 <sup>st</sup> , 2 <sup>nd</sup> & 3 <sup>rd</sup> qtr
<b>E0437B-A</b>	Sum of A/R allowance objects 104XXX, CSU fund (%s) must be negative (-). Instead the balance is positive (%12.2f).	

**Data Validation** (continued)

Error Code	Error Message	Comments
<b>E0437C-A</b>	Sum of A/R deferral objects 106XXX, CSU fund (%s) must be negative (-). Instead the balance is positive (%12.2f).	Error in the 4th qtr
<b>W0437C-A</b>	Sum of A/R deferral objects 106XXX, CSU fund (%s) must be negative (-). Instead the balance is positive (%12.2f).	Warning 1 <sup>st</sup> , 2 <sup>nd</sup> & 3 <sup>rd</sup> qtr
<b>E0437D-A</b>	Sum of accounts receivables 103XXX and/or 109001 (%12.2f) is less than the sum of allowances 104XXX plus deferrals 106XXX (%12.2f), CSU_fund (%s).\	Error in the 4th qtr
<b>W0437D-A</b>	Sum of accounts receivables 103XXX and/or 109001 (%12.2f) is less than the sum of allowances 104XXX plus deferrals 106XXX (%12.2f), CSU_fund (%s).\	Warning 1 <sup>st</sup> , 2 <sup>nd</sup> & 3 <sup>rd</sup> qtr
<b>E0504-A</b>	Object code (505XXX) should not be used with csu fund 085.	
<b>E0505A-A</b>	In CSU FUND %s the total of each asset types must be equal or greater than the corresponding accumulated depreciation object codes. Asset object 110002 (%12.2f) is less than its corresponding depreciation object 110003 (%12.2f)	
<b>E0505B-A</b>	In CSU FUND %s the total of each asset types must be equal or greater than the corresponding accumulated depreciation object codes. Asset object 110004 (%12.2f) is less than its corresponding depreciation object 110005	
<b>E0505C-A</b>	In CSU FUND %s the total of each asset types must be equal or greater than the corresponding accumulated depreciation object codes. Asset object 110006 (%12.2f) is less than its corresponding depreciation object 110007 (%12.2f).\n	
<b>E0505D-A</b>	In CSU FUND %s the total of each asset types must be equal or greater than the corresponding accumulated depreciation object codes. Asset object 110009 (%12.2f) is less than its corresponding depreciation object 110010 (%12.2f).\	
<b>E0505E-A</b>	In CSU FUND %s the total of each asset types must be equal or greater than the corresponding accumulated depreciation object codes. Asset object 110011 (%12.2f) is less than its corresponding depreciation object 110012 (%12.2f).	

**Data Validation** (continued)

Error Code	Error Message	Comments
<b>E0506A-A</b>	If object code starts with 6xxxxx and the project code is not Exxxx, then only object codes starting with 607xxx or 680xxx or 690002 can be used for capital outlay funds.	
<b>E0506B-A</b>	If object code starts with 6xxxxx and the project code is Exxxx, then only object codes 607009, 616001,616002,616003,619002,660003, and 680xxx can be used for capital outlay funds.	
<b>E0507-A</b>	Object code (%s) should not be recorded in CSU fund 501	
<b>E0508-A</b>	Invalid Object Code - GAAP Processing Object Codes must start with a 7 (e.g. 7xxxxx).	GAAP Error
<b>E0509-A</b>	For GAAP Processing, The total sum of firms_amount is not = 0. It is %12.2f.	GAAP Error
<b>E0510A-A</b>	Invalid Record Type - GAAP Pre-closing activity period must have record types either 30 or 31 or 32 only.	GAAP Error
<b>E0510B-A</b>	Invalid Record Type - GAAP closing activity period must have record type 38 only.	GAAP Error
<b>E0510C-A</b>	Invalid Record Type - GAAP post-closing activity period must have record type 39 only	GAAP Error
<b>E0511-A</b>	The total sum of firms_amount in each object(%s) in 714xxx must be zero. It is %12.2f	GAAP Error
<b>E0512-A</b>	Invalid Object Code - For record types 30 and 39 the only object codes allowed are 711xxx,712xxx, and 713xxx.	GAAP Error
<b>E0513A-A</b>	For activity period xxx%s, the sum of dollar amounts by each object code (%s) must be greater than or equal to 0. The amount is	GAAP Error
<b>E0513B-A</b>	For activity period xxx%s, the sum of dollar amounts by each object code (%s) must be less than or equal to 0. The amount is:	GAAP Error
<b>E0514-A</b>	For CSU Fund %s, the total sum of firms_amount in object codes 30401x and 304099 must be zero. It is %12.2f	
<b>E0515A-A</b>	Invalid Object Code - Object codes 5xxxxx and 6xxxxx are not allowed in Activity Period xxxx14	Error only at post closing
<b>E0515B-A</b>	Invalid Record Type (%s) - Only record type 10 is allowed in activity period xxxx14	Error only at post closing
<b>W0517-A</b>	For GAAP processing, object codes starting with 721xxx should have prog code 5000. It was %4s but will be automatically reclassified to 5000.	GAAP Warning
<b>E0518-A</b>	Post Closing (xxxx14) and Pre Closing (xxxx06) do not agree.	Error in the 4th qtr
<b>E0520A-A</b>	State Fund Number not found in firms_csu_fund for csu fund	



**Data Validation** (continued)

Error Code	Error Message	Comments
<b>E0520B-A</b>	If state fund is 0578 then if object code starts with 3 then object code must = 304001.	
<b>E0523A-A</b>	State Fund Number not found in firms_csu_fund for csu fund	
<b>E0523B-A</b>	CSU Fund %s State fund %s. is not valid for Obj Code	
<b>E0540-A</b>	For GAAP processing, program codes must be xx00(i.e., the valid program code must have 00 in the last two digit.	GAAP Error
<b>0541A-AB</b>	State Fund Number not found in firms_csu_fund for csu fund	
<b>0541B-AB</b>	No transfers are allowed in General fund. Object codes (%s) is not allowed in state fund (%s) in record type (%s).	
<b>E0542-A</b>	The sum of the amount (%12.2f) in object code 690004 with state fund 0001 must net to zero in record type (%2s).	
<b>E0543-A</b>	For activity period xxxx16, the sum of dollar amounts in program code 3000 within each csu fund code must net to zero.	GAAP Error
<b>E0550A-AB</b>	The object code %6s must be for Scholarship and fellowship program (prog code 08xx) only.	
<b>E0550B-AB</b>	Scholarship and fellowship (prog code 08xx) should contain specific objects.	
<b>E0576-A</b>	Amount in Object code %6 (Due FROM/TO Revolving Fund) must be zero in the fourth quarter submission.	Error 4 <sup>th</sup> quarter
<b>E0577-A</b>	Object Code %6 is not allowed in any CSU FUND for record type (%2s).	
<b>E0578A-A</b>	State Fund Number not found in firms_csu_fund for csu fund	
<b>E0578B-A</b>	Object code %6s is not allowed in state fund 0001.	
<b>E0579A-A</b>	Within each STATE FUND the sum of object codes 101001,101002 and 101003 may not be negative.	
<b>W0579A-A</b>	Within each STATE FUND the sum of object codes 101001, 101002,101003 may not be negative.	Warning for all qtrs
<b>E0579B-A</b>	Within each STATE FUND the sum of each object code 101004,101005,101006,101007,101008,101009 and 101003 may not be negative.	
<b>W0579B-A</b>	Within each STATE FUND the sum of each object code 101004, 101005, 01006,101007,101008,101009 and 101003 may not be negative. Please review and correct it before your next data submission.	Warning for all qtrs
<b>W0579C-A</b>	Within each CSU FUND the sum of the object code 101100 may not be negative. Please review and correct it before your next data submission.	Warning for all qtrs

**Data Validation** (continued)

Error Code	Error Message	Comments
<b>E0586A-A</b>	State Fund Number not found in firms_csu_fund for csu fund %s.	
<b>E0586B-A</b>	Object code (%6) is not allowed in State Fund %s.	
<b>W0586B-A</b>	Object code (%6) is not allowed in State Fund %s.	
<b>E0606A-A</b>	No matching Due to found for Due From.	Error in the 4th qtr
<b>W0606A-A</b>	No matching Due to found for Due From.	Warning 1 <sup>st</sup> , 2 <sup>nd</sup> & 3 <sup>rd</sup> qtr
<b>E0606B-A</b>	Due from should have a positive (+) balance.	Error in the 4th qtr
<b>W0606B-A</b>	Due from should have a positive (+) balance.	Warning 1 <sup>st</sup> , 2 <sup>nd</sup> & 3 <sup>rd</sup> qtr
<b>E0606C-A</b>	Due to should have a negative (-) balance.	Error in the 4th qtr
<b>W0606C-A</b>	Due to should have a negative (-) balance.	Warning 1 <sup>st</sup> , 2 <sup>nd</sup> & 3 <sup>rd</sup> qtr
<b>E0606D-A</b>	The balance in Due from and Due to do not match.	Error in the 4th qtr
<b>W0606D-A</b>	The balance in Due from and Due to do not match.	Warning 1 <sup>st</sup> , 2 <sup>nd</sup> & 3 <sup>rd</sup> qtr
<b>E0606E-A</b>	No matching Due from found for Due to.	Error in the 4th qtr
<b>W0606E-A</b>	No matching Due from found for Due to.	Warning 1 <sup>st</sup> , 2 <sup>nd</sup> & 3 <sup>rd</sup> qtr
<b>E0606F-A</b>	Due to should have a negative (-) balance.	Error in the 4th qtr
<b>W0606F-A</b>	Due to should have a negative (-) balance.	Warning 1 <sup>st</sup> , 2 <sup>nd</sup> & 3 <sup>rd</sup> qtr
<b>E0606G-A</b>	Due from should have a positive (+) balance.	Error in the 4th qtr
<b>W0606G-A</b>	Due from should have a positive (+) balance.	Warning 1 <sup>st</sup> , 2 <sup>nd</sup> & 3 <sup>rd</sup> qtr
<b>E0607A-A</b>	No matching Transfer out found for Transfer in.	Error in all qtrs
<b>E0607B-A</b>	Transfer in should have a negative (-) balance.	Error in all qtrs
<b>E0607C-A</b>	Transfer out should have a positive (+) balance.	Error in all qtrs
<b>E0607D-A</b>	The balance in Transfer in and Transfer out do not match.	Error in all qtrs
<b>E0607E-A</b>	No matching Transfer in found for Transfer out.	Error in all qtrs
<b>E0607F-A</b>	Transfer out should have a positive (+) balance.	Error in all qtrs
<b>E0607G-A</b>	Transfer in should have a negative (-) balance.	Error in all qtrs
<b>E0609A-B</b>	Line no: %d CSU Fund (%3s) can not be allowed other than object code 690003 in program code 1304.	Error in all qtrs
<b>E0609B-B</b>	Line no: %d CSU Fund (%3s) can not be used. Reject budget campus submissions in CSU Fund 085 (Higher Ed Fees and Income) and CSU Fund 499 (new fund for accounting submissions only)	Error in all qtrs
<b>E0609C-B</b>	Line no: %d Program Code (%4s) can only contain Object Codes 590005 and 690005. Object Codes 590005 and 690005 can only be reported in Program Code 1305	Error in all qtrs

**Data Validation (continued)**

Error Code	Error Message	Comments
<b>E0609D-B</b>	Line no: %d Object Code (%6s) can only be reported in Program Code 1305. Object Codes 590005 and 690005 (new) can only be reported in Program Code 1305.	Error in all qtrs
<b>E0609E-AB</b>	Line no: %d Object Code (%6s) should only be reported in Program Code 1304. Program Code 1304 (new) can only contain Object Code 690003.	Error in 4 <sup>th</sup> qtr
<b>W0609E-AB</b>	Line no: %d Object Code (%6s) should only be reported in Program Code 1304.	Warning 1 <sup>st</sup> , 2 <sup>nd</sup> & 3 <sup>rd</sup> qtr
<b>E0609E-B</b>	Line no: %d Object Code (%6s) can only be reported in Program Code 1304.	
<b>E0609F-AB</b>	Line no: %d Program Code (%4s) can only contain Object Code 690003.	Error in 4 <sup>th</sup> qtr
<b>W0609F-AB</b>	Line no: %d Program Code (%4s) can only contain Object Code 690003. Object Code 690003 can only be reported in Program 1304.	Warning 1 <sup>st</sup> , 2 <sup>nd</sup> & 3 <sup>rd</sup> qtr
<b>E0609G-B</b>	Firms amount not found for Prgm Code %s. Firms sum amount in Program Code (1305) Offset is not found.	Error in all qtrs
<b>E0609H-B</b>	Firms amount in Program Code (1305) must offset to Zero.	Error in all qtrs
<b>W0609F-AB</b>	Program (%4) can only contain Object Code 690003.	Warning 1 <sup>st</sup> , 2 <sup>nd</sup> & 3 <sup>rd</sup> qtr
<b>E00616-A</b>	Data not found in table firms_act_per_validation.	Error in all qtrs
<b>E0622A-B</b>	Total Sum of Firms amount in CSU Fund 485 Program 1304 Object 690003 is not equal to amount provided by the system Budget Office validation table. Campus Amt: XXX Validation Table Amt: XXX.	Budget Processing Only
<b>E0622B-B</b>	Total Sum of Firms amount in CSU Fund 001 Program 1304 Object 690003 is not equal to amount provided by the system Budget Office validation table. Campus Amt: XXX Validation Table Amt: XXX.	Budget Processing Only
<b>E0646-AB</b>	Transfer objects 506100 and 680100 should only be recorded in program code 1305.	Error in all qtrs
<b>E0689A-B</b>	Object Code (%6s) can only be reported in Program Code 9003 for record types 02 and 05. Program Code 9003 Object Code 404011 should be used together or prg.cd 9003 should be used only in 404011 and vice versa.	
<b>E0689B-B</b>	Program Code (%4s) can only contain Object Code 40401for record types 02 and 05.	

**Data Validation (continued)**

Error Code	Error Message	Comments
<b>E0697A-A</b>	No matching Transferout found for Transferin.	
<b>E0697B-A</b>	Transferin should have a negative(-) balance.	
<b>E0697C-A</b>	Transferout should have a positive(+) balance.	
<b>E0697D-A</b>	The balance in Transferin and Transferout do not match.	
<b>E0697F-A</b>	Transferout should have a positive(+) balance.\	
<b>E0697G-A</b>	Transferin should have a negative(-) balance.	
<b>E0697E-A</b>	No matching Transferin found for Transferout	
<b>E0709A-A</b>	Total in Object Code 130000 should have a positive (+) balance.	Error in all qtrs
<b>E0709B-A</b>	No matching Object Code 230000 record found for 130000.	Error in all qtrs
<b>E0709C-A</b>	Total in Object Code 130000 should have a positive (+) balance.	Error in all qtrs
<b>E0709D-A</b>	Total in Object Code 230000 should have a negative (-) balance.	Error in all qtrs
<b>E0709E-A</b>	Object Code 130000 and 230000 within each csu fund do not balance.	Error in all qtrs
<b>E0709F-A</b>	Total in Object Code 230000 should have a negative (-) balance.	Error in all qtrs
<b>E0709G-A</b>	No matching Transferin found for Transfersout.	Error in all qtrs
<b>E0710A-A</b>	Total in Object Code 570000 should have a negative (-) balance.	Error in all qtrs
<b>E0710B-A</b>	No matching Object Code 670000 record found for 570000.	Error in all qtrs
<b>E0710C-A</b>	Total in Object Code 570000 should have a negative (-) balance.	Error in all qtrs
<b>E0710D-A</b>	Total in Object Code 670000 should have a positive (+) balance.	Error in all qtrs
<b>E0710E-A</b>	Object Codes 570000 and 670000 within each csufund do not balance.	Error in all qtrs
<b>E0710F-A</b>	Total in Object Code 670000 should have a positive (+) balance.	Error in all qtrs
<b>E0710G-A</b>	No matching Transferin found for Transferout	Error in all qtrs
<b>E0711A-A</b>	No matching Dueto found for Duefrom	Error in all qtrs
<b>E0711B-A</b>	Duefrom should have a positive (+) balance	Error in all qtrs
<b>E0711C-A</b>	Duefrom should have a negative (-) balance	Error in all qtrs
<b>E0711D-A</b>	The balance in Duefrom and Dueto do not match	Error in all qtrs
<b>E0711E-A</b>	No matching Duefrom found for Dueto	Error in all qtrs
<b>E0711F-A</b>	Dueto should have a negative (-) balance	Error in all qtrs
<b>E0711G-A</b>	Duefrom should have a positive (+) balance	Error in all qtrs
<b>E0712A-A</b>	Object code %6s is not allowed in statefund 0948	Error in 4 <sup>th</sup> qtr
<b>W0712A-A</b>	Object code %6s is not allowed in statefund 0948	Warning 1 <sup>st</sup> , 2 <sup>nd</sup> & 3 <sup>rd</sup> qtr
<b>E0712B-A</b>	Object code %6s is not allowed in state fund 0948	Error in 4 <sup>th</sup> qtr
<b>W0712B-A</b>	Object code %6s is not allowed in state fund 0948	Warning 1 <sup>st</sup> , 2 <sup>nd</sup> & 3 <sup>rd</sup> qtr
<b>E0713A-A</b>	Object code %6s is not allowed in Csu Fund	Error in 4 <sup>th</sup> qtr

**Data Validation (continued)**

Error Code	Error Message	Comments
<b>W0713B-A</b>	Object code %6s is not allowed in Csu Fund	Warning 1 <sup>st</sup> , 2 <sup>nd</sup> & 3 <sup>rd</sup> qtr
<b>E0714A-A</b>	Object code %6s is not allowed in any FIRMS submissions	Error in 4 <sup>th</sup> qtr
<b>W0714A-A</b>	Object code %6s is not allowed in any FIRMS submissions	Warning 1 <sup>st</sup> , 2 <sup>nd</sup> & 3 <sup>rd</sup> qtr
<b>E0714B-A</b>	Object code %6s is allowed only in CSU Fund 461	Error in 4 <sup>th</sup> qtr
<b>W0714B-A</b>	Object code %6s is allowed only in CSU Fund 461	Warning 1 <sup>st</sup> , 2 <sup>nd</sup> & 3 <sup>rd</sup> qtr
<b>E0714C-A</b>	Object code %6s is allowed only in CSU Fund 463	Error in 4 <sup>th</sup> qtr
<b>W0714C-A</b>	Object code %6s is allowed only in CSU Fund 463	Warning 1 <sup>st</sup> , 2 <sup>nd</sup> & 3 <sup>rd</sup> qtr
<b>E0715A-AB</b>	Object codes 570XXX and 670XXX should only be recorded in program code 1301	Error in 4 <sup>th</sup> qtr
<b>W0715A-AB</b>	Object codes 570XXX and 670XXX should only be recorded in program code 1301	Warning 1 <sup>st</sup> , 2 <sup>nd</sup> & 3 <sup>rd</sup> qtr
<b>E0715B-AB</b>	Object codes 571XXX and 671XXX should only be recorded in program 1302	Error in 4 <sup>th</sup> qtr
<b>W0715B-AB</b>	Object codes 571XXX and 671XXX should only be recorded in program 1302	Warning 1 <sup>st</sup> , 2 <sup>nd</sup> & 3 <sup>rd</sup> qtr
<b>E0716A-A</b>	Line no: %d Object Code 501000 may not be used for CSU Sub Agency Code 000	Error in 4 <sup>th</sup> qtr
<b>W0716B-A</b>	Line no: %d Object Code 501000 may not be used for CSU Sub Agency Code 000	Warning 1 <sup>st</sup> , 2 <sup>nd</sup> & 3 <sup>rd</sup> qtr
<b>E0716C-A</b>	Line no: %d CSU Sub Agency is not found in firms_sub_agency	Error in all qtr
<b>E0736-A</b>	A Total amount (%12.2) in the objectcode %s within csufund %s should be zero.	
<b>E0766A-AB</b>	Line no:%d Object Code 580098 should only be used in CSU Fund 537.	Error in 4 <sup>th</sup> qtr
<b>W0766B-AB</b>	Line no:%d Object Code 580098 should only be used in CSU Fund 537.	Warning 1 <sup>st</sup> , 2 <sup>nd</sup> & 3 <sup>rd</sup> qtr
<b>E0768A-A</b>	Within each CSU FUND the sum of object codes 108090 and 108091 should not be negative.	Error in 4 <sup>th</sup> qtr
<b>W0768A-A</b>	Within each CSU FUND the sum of object codes 108090 and 108091 should not be negative.	Warning 1 <sup>st</sup> , 2 <sup>nd</sup> & 3 <sup>rd</sup> qtr
<b>E0773-B</b>	The object Code %6s can't be used in Fund 485.	
<b>E0775-B</b>	The program group code %2s -Intra CSU Transfers should be associated with Object Code 690003 only.	
<b>E0784A-A</b>	No matching campus ITT record found for object code %s.	Error in 4 <sup>th</sup> qtr
<b>W0784A-A</b>	No matching campus ITT record found for object code %s.	Warning 1 <sup>st</sup> , 2 <sup>nd</sup> & 3 <sup>rd</sup> qtr
<b>E0784B-A</b>	CO ITT and campus record sum firms amount do not balance.	Error in 4 <sup>th</sup> qtr
<b>W0784B-A</b>	CO ITT and campus record sum firms amount do not balance.	Warning 1 <sup>st</sup> , 2 <sup>nd</sup> & 3 <sup>rd</sup> qtr
<b>E0784C-A</b>	No matching CO ITT record found for campus interagency record.	Error in 4 <sup>th</sup> qtr

**Data Validation** (continued)

Error Code	Error Message	Comments
<b>W0784C-A</b>	No matching CO ITT record found for campus interagency record.	Warning 1 <sup>st</sup> , 2 <sup>nd</sup> & 3 <sup>rd</sup> qtr
<b>E0785A-B</b>	CONTRA object codes (%6s) should not be used in budget submissions.	
<b>E0785B-B</b>	Program Group code 13 should not be associated with Expenditure Object Code in any funds.	
<b>E0786-AB</b>	Line no: %d Program Code 0x00 (%4s) is not allowed in record type %2s. Prog.code 0x00 is not allowed in act.per.xxxx08, xxxx09, xxxx12, xxxx03, or xxxx06 and in Record Type is 02, 10, or 15.	
<b>E0787A-B</b>	Adjustments must be associated with Revenue Object Codes(5xxxxx) and Expenditure ObjectCodes(6xxxxx) only.	Budget Adjustments only
<b>E0787B-B</b>	Adjustments must report transactions in csu fund 485 only.	Budget Adjustments only
<b>E0788-A</b>	For all GAAP processing, GAAP natural class object code 71XXXX must use program group code 90 and 72XXXX must not use program group code 90	Error for all GAAP activity periods 16, 17 & 18.
<b>E0789A-A</b>	Line no: %d Csu Fund Number %s is obsolete or not found in firms_csu_fund table	
<b>E0789B-A</b>	Line no: %d Legal Edit Key is not found in firms_legal_edits table for csu fund	
<b>E0789C-A</b>	Line no: %d. Not a valid Fund Proc Type	