

# AFNS NEWSLETTER

AFNS Agency Assistance - State Business Systems  
(334) 242-2686      hotline.afns@finance.alabama.gov

VOLUME 1 ISSUE 8

MARCH 2010

## QUARTERLY STATISTICS

OCT—DEC 2009  
Calls: 2,444

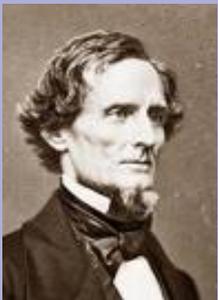
## Upcoming State Holidays:



**Apr 26**  
Confederate Memorial Day



**May 31**  
National Memorial Day



**June 7**  
Jefferson Davis' Birthday



## NOTICE



The Annual AFNS Security audit has begun for our Generic Applications/Agencies. Be on the lookout for important, time sensitive emails from our office regarding this audit.

We highly recommend that all Stand Alone Applications/Agencies conduct their own Security Audit. If assistance is needed to conduct a security audit, please contact our office.

## QUARTERLY QUICK TIP Payment Voucher Modifications continued...

If a voucher does not process during Nightly Cycle (NCYC) and the error message 'PROPERTY NBR ERROR' is found on the 4B error report, the following steps must be taken to correct the voucher to be able to pay the vendor -

1. A \$0.00 payment voucher modification will need to be entered in AFNS
2. Key the original accounting line information into the modification
3. In the description field on the accounting line key the correct Property Number
4. Key 0.00 in the amount field on the accounting line - this is because the amount of the original voucher does not need to be changed
5. Edit and Run the modification

**REMINDER:** Header information can not be changed. If any header information is incorrect the entire transaction will have to be modified to zero and a new transaction entered. However, if the account coding is incorrect, the incorrect line will need to be modified to zero and a new line entered with the correct account coding.



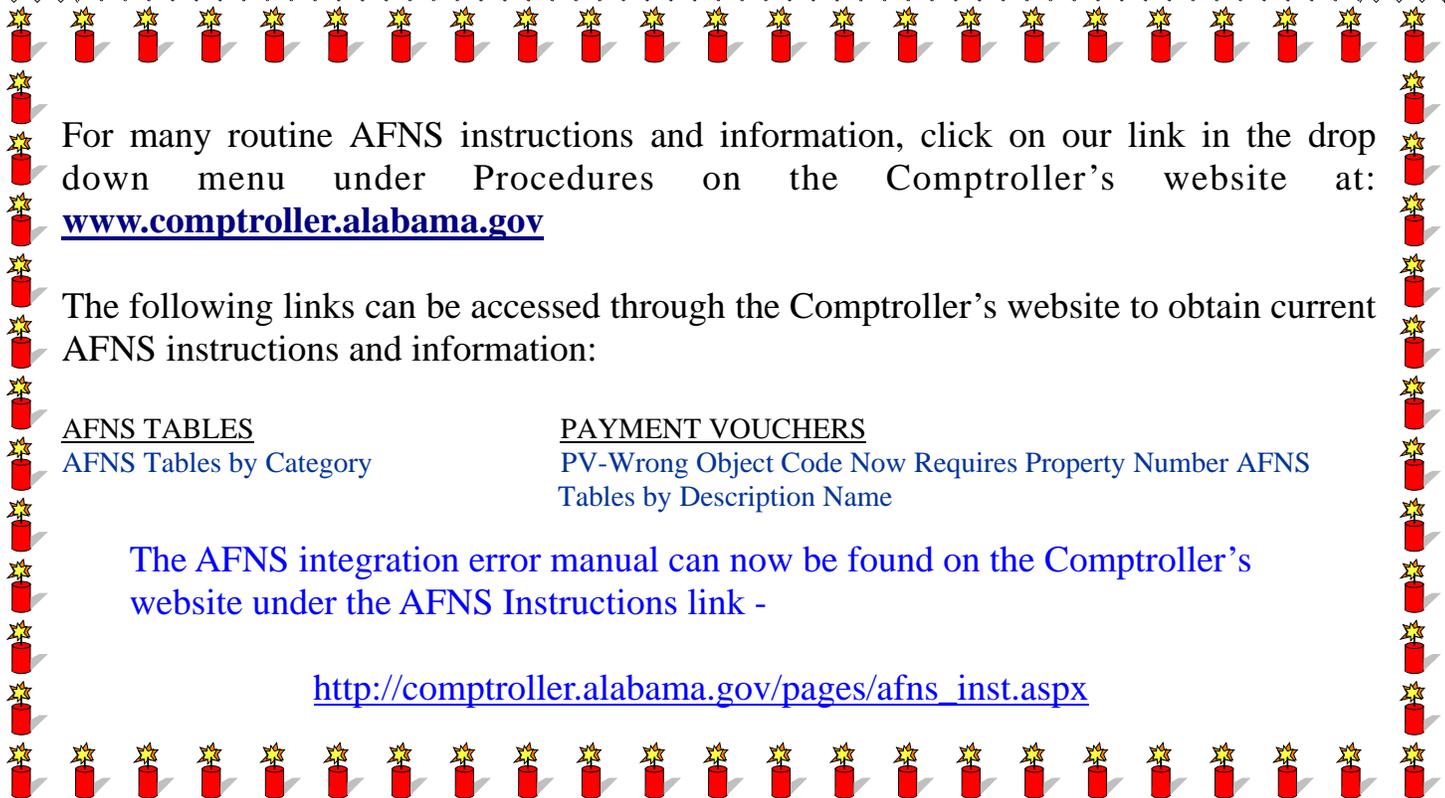
## HOTLINE Q & A

**QUESTION:** What does this error mean on the 4K error report—**Seller Agency Account Info Is Not Compatible With First Invoice?**

**ANSWER:** This error indicates that multiple invoices were referenced on the same Payment Voucher, however each invoice has different account coding on the IFSH table. In order for the invoices to be paid on the same payment voucher, all Invoices on IFSH must have the same account coding on the IFSH table. If the account coding is different, the invoices must be paid on separate vouchers.

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**NOTE:** If you have a question that you would like to see in the Newsletter, contact the AFNS Hotline @ (334) 242-2686 or via email @ Hotline.AFNS@Finance.alabama.gov.



For many routine AFNS instructions and information, click on our link in the drop down menu under Procedures on the Comptroller's website at: [www.comptroller.alabama.gov](http://www.comptroller.alabama.gov)

The following links can be accessed through the Comptroller's website to obtain current AFNS instructions and information:

AFNS TABLES  
AFNS Tables by Category

PAYMENT VOUCHERS  
PV-Wrong Object Code Now Requires Property Number AFNS  
Tables by Description Name

The AFNS integration error manual can now be found on the Comptroller's website under the AFNS Instructions link -

[http://comptroller.alabama.gov/pages/afns\\_inst.aspx](http://comptroller.alabama.gov/pages/afns_inst.aspx)



## REMINDER:

Daylight Savings time begins!!!! Set your clocks forward ONE HOUR at 2 a.m. on March 13th.