

# AFNS NEWSLETTER

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

VOLUME 1 ISSUE 6

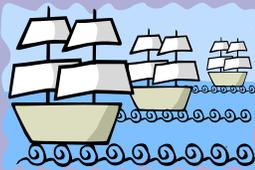
SEPTEMBER 2009

## QUARTERLY STATISTICS

APR—JUN 2009

Calls: 2,227

## Upcoming State Holidays:



October 12  
Columbus Day



November 11  
Veteran's Day



November 26  
Thanksgiving Day

## A FEW YEAR-END REMINDERS:

**AFNS** - **Sept 17** is the deadline to have all APJVs completed — In order for these journal vouchers to be reversed, code "09 30 09" in the reversal date field. If 09 30 09 is not keyed in the reversal date field, the agency will be required to manually enter the reversal journal vouchers and the expenditures on the monthly reports will be overstated.

**Sept 30** is the deadline to have all AA/EB/RB transactions processed

## BBAL TABLE (BALANCE SHEET ACCOUNT CODES) CLEANUP

Look in both systems (AFNS & CAS)

- **1215** Bad Checks Receivable,
- **7941** Third Party Refund due Employees,
- **7947** Insurance Refund Due Employer,
- **9050** Salary Refunds Payable, &
- **9051** Flex Plan Refund Payable

**\*\*These BBAL balances should be zero by Sept. 30<sup>th</sup>.\*\***



**CAS** system will go down at 5:00 pm on September 28, 2009  
**AFNS** system will go down at 1:00 pm on September 30, 2009  
**BOTH** systems will be back online October 1, 2009 at 7:00 am

For many routine AFNS instructions and information, click on our link 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:

JOURNAL VOUCHERS  
[Account Types for JVs](#)

YEAR END MEMOS

PAYMENT VOUCHERS  
[Future Dating a Document](#)

INTEGRATION  
[Crosswalk Instructions](#) (PDF)



## HOTLINE

### Q & A

**QUESTION:** I entered a payment voucher yesterday referencing multiple invoices and the voucher did not print today. I have received my agency's 4K error report (INTERFUND PAYMENT VOUCHER ERROR REPORT) with the error: **Seller Agency Account Info Is Not Compatible With First Invoice.** What does this error mean?

**ANSWER:** The account coding on all the invoices referenced on the payment voucher are not the same. In order for the invoices to be paid on the same payment voucher, all Invoices on IFSH must have the same account coding. If the account coding is different, the invoices must be paid on separate vouchers.

**NOTE:** If you have a question that you would like to see in the Newsletter, please email us and let us know.



## Daylight Saving Time Ends

**Remember to set your clocks back ONE HOUR at 2 a.m. on November 1st. (or before going to bed on Oct. 31st)**