

USAS Interface - Vendor Holds

USAS Interface - Vendor HUB

USAS Interface - State Accts Payable cycle

OIT automates the file download from the State every Wed.

File is run through a program to validate info. and update FRS and vendor hold flag (screen 103)

OIT FTP's to TX Bldg & Proc. website to download HUB file

File is moved to RISC for formatting

OIT edits file for vendors contained in FRS

The file is uploaded for processing by the FRS Acct. Pay. cycle

File contains vendor#, ethnicity, gender

Purchasing creates a PO on a State acct. and sets the 'feed to USAS' flag

Invoice and receiving are entered

Accounting sends voucher parms. to OIT

Nightly AP cycle creates USAS file and voucher printout

Does the file need to be modified?

Yes -> Accting sends a request to OIT for changes and OIT makes changes with a text editor

No -> 1:30pm a FTP script sends the file to the State (they process at 2pm)

Accting contacts OIT with error report and OIT researches the problem

The batch and the USAS daily reports appear in USAS the next day.

Do the reports indicate errors occurred?

Yes -> Was entire batch rejected?

No -> Accounting balances the batch. Controller/Assist. Controller releases the batch in USAS

Accting researches problem and makes changes online in USAS

Accounting balances the batch. Controller/Assist. Controller releases the batch in USAS

