



## III-H History File Reporting

There are three CALSTARS History Files:

- ✦ Weekly Transaction History File
- ✦ Monthly Transaction History File
- ✦ Fiscal Month Back-Up History File.

These files provide a complete audit trail for all accounting transactions. The Weekly Transaction History File contains all transactions that post to CALSTARS from each Saturday through the following Friday. The Monthly Transaction History File contains all transactions that post to CALSTARS from the first of the current calendar month through the end of the previous week. After the Input-Edit-Update-Process (IEUP) is done each Friday, the Weekly History Transaction File is merged with the Monthly History Transaction File. Standard Reports are run against both the Monthly and Weekly History File.

The Fiscal Month Back-Up History File is created on the last processing day of the calendar month. This file contains all transactions that posted to the FM being closed. If the current calendar month is December, for example, the Fiscal Month Back-Up History File for FM 05 (November) would be created on December 31st. This file contains only transactions that posted to FM 05. This file is not available for Standard Reports.

Individual History File records have two financial fields, the transaction amount and the net-document amount. The transaction amount is the amount entered when the accounting transaction is input. The net-document amount may be different than the transaction amount if the amount of Encumbrances, General Ledger (GL) 6150, liquidated from the Document File is different than the transaction amount.

### Online History Shadow File

A search of the Online History Shadow File can be performed through the History Inquiry – Selection screen (Command **I.6**). The Online History File, a condensed version of the History File, contains records that are 480 bytes. Most of the data fields related to internal processing are omitted from the Online History File. For more information about the Online History File, refer to Volume 1, Chapter VII.

A File copy of the entire CALSTARS History File can be requested through Command **G.2**. The History File contains records that are each 1750 bytes long.

**FILE INFORMATION**

History File records contain all detail information related to each transaction as it was entered into CALSTARS. This includes information looked up for each transaction from the various tables.

Detailed descriptions and illustrations of the History File reports are provided on the following pages.

**FILE KEY**

The key to the History File records is comprised of a data type and the transaction identification. Data Type identifies if the transaction is accounting, claim schedule, error correction, external input, etc. The transaction identification is the Organization Code and Batch Header information (Date, Type, Number and Sequence Number).

EXHIBIT III-HB4

<b>REPORT NAME:</b>	<b>Appropriation Transactions Summary Report</b>	<b>REPORT NO:</b>	<b>CSTARHB4</b>
<b>PURPOSE:</b>	Provides a summary of History File records affecting appropriation balances. This report is used to perform the monthly appropriation reconciliation of CALSTARS to SCO balances.		
<b>DESCRIPTION:</b>	The report sorts Appropriation and History File records in a sequence similar to the SCO Agency Reconciliation Report. The HB4 Report is used together with the DB1 Report to perform the SCO/CALSTARS monthly reconciliation. Also see the DB2 and H02 reports to perform an automated SCO/CALSTARS monthly reconciliation		
<b>REPORT REQUEST OPTIONS:</b>			
<b>Report Period:</b>			
<b>FM:</b>	CM, PM or PY		
<b>P:</b>	Not Applicable		
<b>Level of Detail:</b>			
<u>Index (I)</u>	<u>Program (P)</u>	<u>Object/Source (O/S)</u>	<u>Fund (F)</u>
0-No Organization	Not Applicable	Not Applicable	1-Fund
1-Section			2-Fund Detail
<b>Fund Selection:</b> Blank (all Funds) or any valid Fund			
<b>General Ledger Account Number (GLAN) Selection:</b> Any valid 4-digit Enactment Year			
<b>Additional Report Selection Options:</b> Not applicable			
<b>Destination Options:</b> All available output media			
<b>E1 (Electronic Storage) Report Request Options:</b> E1 options are limited to the following:			
Report Period FM:	PM or PY		
Level of Detail:	All options available		
Fund Selection:	Blank only		
<b>FINANCIAL ELEMENTS:</b>			
<b>Expenditures Per SCO (1140):</b> Lists all History File records with a Debit (DR) or Credit (CR) to General Ledger (GL) 1140. Includes expenditures and receipts by Document Number. Should match an entry on the SCO Agency Reconciliation Report. Normal balance is a Debit for expenditures and a Credit for remittances to SCO or cash receipts.			
<b>Expenditures/Revenue/Reimbursement:</b> GL=8000, 8100, 9000, 9811, 9812, 9821, 9822, 9830, 9844 and 9891. Lists all History File records that affect an appropriation for expenditure and receipt transactions. Normal balance may be a Debit or a Credit.			
<b>Accruals and Cash - Debit, Credit:</b> GL=1110, 1115, 1311-1314, 1320, 1330, 1400, 1500, 1730, 1740, 1750, 3010, 3020, 3021, 3110, 3120, 3210, 3220, 3290, 3400 and 6297. Entries in the first two columns are also displayed here when they affect an appropriation with the GLAN displayed after the amount. This detail listing is followed by a summary of all Debits and Credits that affect the appropriation.			

EXHIBIT III-HB4 (Continued)

REPORT NAME: <b>Appropriation Transactions Summary Report</b>	REPORT NO: <b>CSTARHB4</b>
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**FINANCIAL ELEMENTS: (Continued)**

**Budget:** GL=1730, 1740, 1750, 6110, 6230, 6231 and 6270. Sum of History File records for the GLs shown. The column also identifies which Budgetary financial field is posted:

- BUD - Budget
- REV - Revisions
- RES - Reserves
- RVR - Reversions
- ALL - Allocations From Headquarters and Allocations To Units
- EST - Estimated Reimbursements and Estimated Revenues
- ADV - Advances.

Normal balance may be a Debit or a Credit.

The following recap totals appear at the end of each Appropriation record:

- **Beginning Balance Per AP File:** Displays the beginning AP File balance for the appropriation record, calculated as follows:

**Budget:** Sum of AP File Budget, Revisions, Reserve, Reversion, Allocated to Units, Allocated from HQ, Est. Reimbursements, and Est. Revenue.

**Expenditures:** Sum of AP File Net Transfer, Earned Reimbursements, Earned Revenue and Expenditures.

**Encumbrances:** Sum of AP File Encumbrances and Allocated Encumbrances (Annual or Monthly).

**Balance:** Sum of Budget, Expenditures and Encumbrances.

- **Ending Balance (History + AP):** Calculated as the sum of the Beginning Balance Per AP File and the sum of History activity displayed for the appropriation record.

- **Ending Balance Per AP File:** Displays the ending AP File balance for the report record, calculations as noted for the Beginning Balance Per AP File. This line should always equal the Ending Balance (History + AP) line above.

**SPECIAL NOTES:**

All History File Claim Schedule documents are classified as Document Type 50. When the Transaction Code (TC) requires a Claim Schedule Number or the TC has a posting to GL 3020, it is classified as a Claim Schedule document.

History File records are sorted by document number and have a sub-total based on the first two digits of the Document number. The sequence for selecting the sorting document number is:

- If TC requires a Claims Schedule Number, it is used.
- If TC requires a Reference Document Number, it is used.

Otherwise:

- Current Document Number is used.

When the Appropriation Symbol Table has an Account Type of **CA**, the Program/Category field is set to **99** with a title of "Clearing Account".

EXHIBIT III-HB4 (Continued)

REPORT NAME: <b>Appropriation Transactions Summary Report</b>	REPORT NO: <b>CSTARHB4</b>
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**SPECIAL NOTES: (Continued)**

When the Account Type is **PR** the Reference field is displayed as "REF/FFY".

When the History File, AS Table or Appropriation File Reference is **980**, the Reference is set to "000" (all zeros).

Fund 0998 records from the History and Appropriation Files are excluded.

A chart identifying the classification of Appropriation and History File Records for this report follows the report sample.

History records with a Source of **4nnnnn**, **48nnnn** or **9nnnnn** are set to zeros in order to match the Appropriation File record.

**REPORT SORT:**

DATA FIELD	SELECTION OPTIONS	PAGE-BREAK	SUB-TOTAL
Section	Level of Detail: I	Yes	No
Fund	Level of Detail: F	Yes	No
ENY	None	Yes	No
Reference	None	Yes	No
FFY	None	Yes	No
SCO Type	System assigned	Yes	No
Account Type	None	Yes	No
Program/Category/Source	None	Yes	Yes
Document Type	None	No	Yes, on 1 <sup>st</sup> 2 digits
Document Number	None	No	No
Reference Document Number	None	No	No
Batch ID	None	No	No
Record Type <sup>1/</sup>	None	No	No
General Ledger	None	No	No

<sup>1/</sup> Identifies if the record comes from the Appropriation or History File.









EXHIBIT III-HB4 (CONTINUED)  
HB4 REPORT SCO TYPE FILE CLASSIFICATION

SCO Type	HY File Record Selection Criteria <sup>1/</sup>	AP File Record Selection Criteria <sup>2/</sup>
R - Revenue	<p>SCO Type "R - Revenue" assigned when:</p> <p>Fund is NOT 0888 or 0890 <b>AND</b> data is present in the AP File 12, 13, 22, 25 or 28 buckets.</p> <p>If record is not assigned a SCO Type based on AP File buckets then SCO Type is assigned based on a GL evaluation:</p> <p>Fund is NOT 0888 or 0890 <b>AND</b> one of the following:</p> <p style="padding-left: 40px;">GL is 1313, 1314 or 1320.</p> <p style="text-align: center;"><b>OR</b></p> <p style="padding-left: 40px;">GL is 1110, 1115, 1330, 1400, 1500, 3020, 3021, 3110, 3210, 3220 or 3290 <b>AND</b> Source is NOT blank, 000000, 3nnnnn, 58nnnn or 9nnnnn.</p> <p style="text-align: center;"><b>OR</b></p> <p style="padding-left: 40px;">GL is 3400 <b>AND</b> Subsidiary is 3410nnnn or 3430nnnn.</p>	<p>SCO Type "R - Revenue" assigned when:</p> <p>Fund is NOT 0888 or 0890 <b>AND</b> data is present in the 12, 13, 22, 25 or 28 buckets <b>AND</b> Source is NOT 3nnnnn.</p>
D – Disbursement (Expenditures)	<p>SCO Type "D – Disbursement (Expenditures)" assigned when:</p> <p>Expenditures: Data is present in AP File 01, 02, 05, 07, 08, 09, 14, 17, 23, 26 or 32 buckets <b>EXCLUDING</b> records when data is in the AP File 01, 02, 05, 07, 08, or 09 buckets <b>AND</b> Source is NOT blank or 000000 <b>AND</b> Fund is NOT 0890 or 0888.</p> <p style="text-align: center;"><b>OR</b></p> <p>Operating Transfers Out: Data is present in AP File 04 <b>AND</b> Source is blank or 000000.</p> <p>If record is not assigned a SCO Type based on AP File buckets then SCO Type is assigned based on a GL evaluation:</p> <p style="padding-left: 40px;">GL is 1311, 3010, 3110 or 6297.</p> <p style="text-align: center;"><b>OR</b></p> <p style="padding-left: 40px;">GL is 1110, 1115, 1330, 1400, 1500, 3210, 3220 or 3290 <b>AND</b> Source is blank, 000000, or 58nnnn.</p> <p style="text-align: center;"><b>OR</b></p> <p style="padding-left: 40px;">GL is 3020 or 3021 <b>AND</b> Source is blank or 000000</p>	<p>SCO Type "D - Disbursement (Expenditures)" assigned when:</p> <p>Expenditures: Data is present in the 01, 02, 04, 05, 08, 09, 14, 15, 17, 20, 23, 26, 32 or 33 buckets <b>AND</b> Source is NOT 3nnnnn.</p> <p style="text-align: center;"><b>OR</b></p> <p>Operating Transfers Out: Data is present in the 04 financial field <b>AND</b> Source is blank or 000000.</p>

EXHIBIT III-HB4 (Continued)

SCO Type	HY File Record Selection Criteria <sup>1/</sup>	AP File Record Selection Criteria <sup>2/</sup>
<p>F – Reimbursements                      And                      F – Federal Receipts</p>	<p>SCO Type "F - Reimbursements" (Fund is NOT 0888 or 0890) <b>OR</b> SCO Type "F - Federal Receipts" (Fund is 0888 or 0890) assigned when:</p> <p>Source is 9nnnnn</p> <p><b>OR</b></p> <p>Data is present in AP File 10, 11, 21, 24 or 27 buckets.</p> <p><b>OR</b></p> <p>Fund is 0888 or 0890 <b>AND</b> data is present in the AP File 12, 13, 22, 25 or 28 buckets.</p> <p>If record is not assigned a SCO Type based on AP File buckets then SCO Type is assigned based on a GL evaluation:</p> <p>GL is 1312.</p> <p><b>OR</b></p> <p>GL is 1110, 1115, 1330, 1400, 1500, 3020 or 3021 <b>AND</b> Source is 9nnnnn.</p> <p><b>OR</b></p> <p>GL is 3400 <b>AND</b> Subsidiary is 3420nnnn.</p> <p><b>OR</b></p> <p>If Fund is 0888 or 0890 <b>AND</b> one of the following:</p> <p>GL is 1313, 1314 or 1320.</p> <p><b>OR</b></p> <p>GL is 1110, 1115, 1330, 1400, 1500, 3020, 3021, 3110, 3210, 3220 or 3290 <b>AND</b> Source is NOT blank, 000000, 3nnnnn, 58nnnn, or 9nnnnn.</p> <p><b>OR</b></p> <p>GL is 3400 <b>AND</b> Subsidiary is <b>3410nnnn</b> or <b>3430nnnn</b>.</p>	<p>SCO Type "F - Reimbursements" (Fund is NOT 0888 or 0890) <b>OR</b> SCO Type "F - Federal Receipts" (Fund is 0888 or 0890) assigned when:</p> <p>Data is present in the 10, 11, 21, 24 or 27 buckets <b>AND</b> Source is NOT 3nnnnn.</p> <p><b>OR</b></p> <p>Fund is 0888 or 0890 <b>AND</b> data is present in the 12, 13, 22, 25 or 28 buckets <b>AND</b> Source is NOT 3nnnnn.</p>

EXHIBIT III-HB4 (Continued)

SCO Type	HY File Record Selection Criteria <sup>1/</sup>	AP File Record Selection Criteria <sup>2/</sup>
T - Operating Transfers	<p>SCO Type "T - Operating Transfers" (Operating Transfers In) assigned when:</p> <p>Data is in the AP File 01, 02, 05, 07, 08, or 09 buckets <b>AND</b> Source is NOT blank or 000000 <b>AND</b> Fund is NOT 0890 or 0888.</p> <p style="text-align: center;"><b>OR</b></p> <p>Data is in the AP File 04 bucket <b>AND</b> Source is NOT blank or 000000.</p> <p>If record is not assigned a SCO Type based on AP File buckets then SCO Type is assigned based on a GL evaluation:</p> <p>GL is 1110, 1115, 1330, 1400 or 3110 <b>AND</b> Source is <i>3nnnnn</i>.</p>	<p>SCO Type "T - Operating Transfers" (Operating Transfers In) assigned when:</p> <p>Data is in the 01, 02, 03, 05, 08, 09, 10, 11, 12, 13, 14, 15, 17, 20, 21, 22, 23, 24, 26, 27, 28, 32 or 33 buckets <b>AND</b> Source is <i>3nnnnn</i>.</p> <p style="text-align: center;"><b>OR</b></p> <p>Data is in 04 financial field <b>AND</b> Source is NOT blank or 000000.</p>
D – Disbursement (Advances)	<p>SCO Type "D – Disbursement (Advances)" assigned when:</p> <p>Data is in the AP File 03 bucket.</p> <p>If record is not assigned a SCO Type based on AP File buckets then SCO Type is assigned based on a GL evaluation:</p> <p>GL is 1730 <b>AND</b> Source is blank or 000000.</p>	<p>SCO Type "D – Disbursement (Advances)" assigned when:</p> <p>Data is present in 03 financial field <b>AND</b> Source is NOT <i>3nnnnn</i>.</p>

1/ The record selection criteria for History File records may qualify the record for placement under more than one SCO Type. The program analyzes each record using the stated conditions in the following order:

- AP File bucket analysis:
  - Revenue
  - Disbursement (Expenditures)
  - Reimbursements/Federal Receipts
  - Operating Transfers
  - Disbursement (Advance)
- GL analysis:
  - Revenue
  - Disbursement (Expenditures)
  - Reimbursements/Federal Receipts
  - Operating Transfers
  - Disbursement (Advance)

Once a record meets one of the the criteria, it is assigned the corresponding SCO Type and is not analyzed further.

2/ Selection criteria is mutually exclusive and therefore each record can qualify for only one SCO Type.

EXHIBIT III-HB4 (CONTINUED)  
 APPROPRIATION FILE FINANCIAL FIELD NAMES

The following table identifies the names of the financial fields shown on the previous table: HB4 Report SCO Type File Classification.

Field Number	Field Name
01	Budget
02	Revision
03	Reserve
04	Net-Transfer
05	Reversion
07	Appropriation Advance
08	Allocated to Units
09	Allocated from Headquarters
10	Estimated Reimbursements
11	Earned Reimbursements
12	Estimated Revenue
13	Earned Revenue
14	Expenditures
15	Encumbrances
17	Advance
20	Monthly Allocated Encumbrances
21	Accrued Reimbursements
22	Accrued Revenue
23	Unremitted Abatements
24	Unremitted Reimbursements
25	Unremitted Revenue
26	In-Transit Abatements
27	In-Transit Reimbursements
28	In-Transit Revenues
32	Accrued Payables (Abatements)
33	Annual Allocated Encumbrances

EXHIBIT III-HB5

<b>REPORT NAME:</b> <b>Analysis of General Cash Receipts and Disbursements Register</b>	<b>REPORT NO:</b> <b>CSTARHB5</b>																
<b>PURPOSE:</b> Provides detail for the analysis of unremitted General Cash using both the Appropriation and History files. Other reports (H03 and H05) should be used for reconciling General Cash prior to remitting cash to the State Treasurer's Office.																	
<b>DESCRIPTION:</b> This is a detail History and Appropriation File activity report that supports the Appropriation File Unremitted Cash financial fields as shown on the B04 Report. It provides Appropriation File balances for Unremitted Cash and individual History File activity for all GL 1110-General Cash transactions. Financial information covers the fiscal period requested and future fiscal period activity.																	
<b>REPORT REQUEST OPTIONS:</b>  <b>Report Period:</b>  <b>FM:</b> CM, PM or PY  <b>P:</b> Not applicable  <b>Level of Detail:</b>  <table data-bbox="284 955 1307 1081"> <thead> <tr> <th><u>Index (I)</u></th> <th><u>Program (P)</u></th> <th><u>Object/Source (O/S)</u></th> <th><u>Fund (F)</u></th> </tr> </thead> <tbody> <tr> <td>0-No Organization</td> <td>0-Sort by Cur Doc</td> <td>0-CM Deposits Summed</td> <td>1-Fund</td> </tr> <tr> <td>1-Section</td> <td>1-Sort by TID <sup>1/</sup></td> <td>1-CM Deposits Detail</td> <td>2-Fund Detail</td> </tr> <tr> <td></td> <td>2-Sort by LC Deposit</td> <td></td> <td></td> </tr> </tbody> </table> <p style="text-align: center;"><sup>1/</sup> TID: Batch or Transaction Identification Number.</p> <b>Fund Selection:</b> Blank (all Funds) or any valid Fund  <b>GLAN Selection:</b> Not applicable  <b>Additional Report Selection Options:</b> Not applicable  <b>Destination Options:</b> All available output media  <b>E1 (Electronic Storage) Report Request Options:</b> E1 options are limited to the following:  Report Period FM:    PM or PY Level of Detail:     All options available Fund Selection:     Blank only		<u>Index (I)</u>	<u>Program (P)</u>	<u>Object/Source (O/S)</u>	<u>Fund (F)</u>	0-No Organization	0-Sort by Cur Doc	0-CM Deposits Summed	1-Fund	1-Section	1-Sort by TID <sup>1/</sup>	1-CM Deposits Detail	2-Fund Detail		2-Sort by LC Deposit		
<u>Index (I)</u>	<u>Program (P)</u>	<u>Object/Source (O/S)</u>	<u>Fund (F)</u>														
0-No Organization	0-Sort by Cur Doc	0-CM Deposits Summed	1-Fund														
1-Section	1-Sort by TID <sup>1/</sup>	1-CM Deposits Detail	2-Fund Detail														
	2-Sort by LC Deposit																
<b>FINANCIAL ELEMENTS:</b>  <b>BALANCE:</b> This column displays Appropriation File balances for Unremitted Revenue, Reimbursements and/or Abatements. It also contains the calculated adjusted Appropriation File balance.  <b>AMOUNT:</b> This column displays the detail History transaction record amounts with a column sub-total.																	

EXHIBIT III-HB5 (Continued)

REPORT NAME: <b>Analysis of General Cash Receipts and Disbursements Register</b>	REPORT NO: <b>CSTARHB5</b>
<p><b>REPORT FORMAT</b></p> <p><b>GENERAL DESCRIPTION:</b></p> <p>This report has three different formats as follows:</p> <p><b>REPORT FORMAT 1:</b> Includes receipts and disbursements for Revenue (source codes 1nnnnn, 2nnnnn), Transfers In (source code 3nnnnn) and Refunds to Reverted Appropriations (source code 570000)</p> <p><b>REPORT FORMAT 2:</b> Includes receipts and disbursements for the Federal Trust Fund (source code 4nnnnn), Abatement to Expenditures (source code 5nnnnn), Reimbursements (source code 9nnnnn). Also includes receipts that post to GL 3110 <b>without</b> a Source code (Sales Tax)</p> <p><b>REPORT FORMAT 3:</b> Includes receipts and disbursements for Advance Collections (GL 3400), Liabilities for Deposit (GL 3500) and Uncleared Collections (GL 3730)</p> <p><b>SECTIONS COMMON TO ALL REPORT FORMATS</b></p> <p>The report format is divided into several sections, each having a unique title to identify it. The following sections are common to all of the report formats:</p> <p><b>SECTION A: FISCAL MONTH <i>nn</i> REMITTANCE AND DEPOSIT ACTIVITY</b></p> <p>This section contains History File records posted to the fiscal period requested for GL 1110. The <i>nn</i> in the title is the report request Fiscal Month (Example: 02 = August).</p> <p><b>SECTION B: FISCAL MONTH <i>nn</i> ACTIVITY RELATED TO PRIOR MONTHS</b></p> <p>This section contains History File records from the future fiscal period (report Fiscal Month +1) for GL 1110. The records have a Document Date equal to or earlier than the last day of the report request Fiscal Month. This section is not present on a Current Month report. When June is requested as a Prior Month, this section includes Fiscal Month 13 and Fiscal Month 01 History records.</p> <p><b>SECTION C: FISCAL MONTH <i>nn</i> REMAINDER OF REMITTANCE AND DEPOSIT ACTIVITY</b></p> <p>This section contains the remaining History File records for GL 1110 for the future fiscal period that was not displayed in Section B, above. The Document Date is blank or greater than the last day of the report request Fiscal Month. This section is not present on a Current Month or Prior Year report. When June is requested as a Prior Month, this Section includes Fiscal Month 13 and Fiscal Month 01 History records.</p> <p>Section C is not displayed on a PY report.</p> <p>Following the Special Notes is a discussion of the three different report formats. The common sections are identified <b>A, B, or C.</b></p>	

EXHIBIT III-HB5 (Continued)

<b>REPORT NAME: Analysis of General Cash Receipts and Disbursements Register</b>	<b>REPORT NO: CSTARHB5</b>														
<p><b>SPECIAL NOTES:</b></p> <p>Data fields without data are displayed in the heading of the report as spaces and appear blank.</p> <p>The report includes information from multiple accounting periods when requested for a previous fiscal period (PM or PY request). After the agency identification and report title, the next line indicates the period of the report. The first date is the <b>first day</b> of the calendar month for the fiscal period for which the report is requested, followed by the report Run Date. Current Month reports do not have information for future fiscal periods.</p> <p>The GLAN column value is determined by the value in the Source code field in the Transaction as indicated below:</p> <table data-bbox="472 741 959 953"> <thead> <tr> <th><u>GLAN</u></th> <th><u>SOURCE CODE:</u></th> </tr> </thead> <tbody> <tr> <td>8000</td> <td>1nnnnn, 2nnnnn or 4nnnnn</td> </tr> <tr> <td>8100</td> <td>9nnnnn</td> </tr> <tr> <td>9000</td> <td>58nnnn</td> </tr> <tr> <td>9811</td> <td>3nnnnn</td> </tr> <tr> <td>9830</td> <td>51nnnn-55nnnn or 59nnnn</td> </tr> <tr> <td>9891</td> <td>57nnnn</td> </tr> </tbody> </table> <p>GLAN is the GL 1110 offset from the transaction when the Source is not present. If the offset GL is 1115, the GLAN indicated in the TC Title is used. For example, GLAN is 3500 for TC 110.</p> <p>The Subsidiary column contains the Subsidiary from the transaction. If the TC is recording the collection of GLs 1400, 1500, 3400 and 3500, the GLAN is determined by the Source as indicated above and the Subsidiary is from the transaction. For example, when the agency collects for a GL 1400 Revenue document with Source 142500 and Subsidiary 00010000, the GLAN column is 8000 and the Subsidiary is 00010000.</p> <p>The Transaction ID Column contains the Batch Date, Batch Type, Batch Number and Sequence Number of the transaction. The Batch Date Month and Day are shown, but the calendar year is not.</p> <p>Prior Year reports requested during the months of July and August include all of Fiscal Month 13 activity. They also include Fiscal Month 01 activity that has a Document Date prior to June 30th. After August, Prior Year reports only display Fiscal Month 13 activity. They do not contain activity for future fiscal months.</p> <p>A Prior Month report for June includes both Fiscal Month 13 and Fiscal Month 01 data in the future fiscal period. The June headings for Sections <b>B</b> and <b>C</b> are as follows (see Report Format description):</p> <p style="text-align: center;"><b>FISCAL MONTH 13 AND 01 ACTIVITY RELATED TO PRIOR MONTHS.</b>  <b>FISCAL MONTH 13 AND 01 REMAINDER OF REMITTANCE AND DEPOSIT ACTIVITY.</b></p> <p>When the Appropriation File has a zero balance in the Unremitted financial field for the fiscal period prior to the one requested, the first line on the page is not printed.</p> <p>This report does not include Appropriation File records with an AS Table Account Type of <b>CC</b> (as shown on the B03 Report).</p>		<u>GLAN</u>	<u>SOURCE CODE:</u>	8000	1nnnnn, 2nnnnn or 4nnnnn	8100	9nnnnn	9000	58nnnn	9811	3nnnnn	9830	51nnnn-55nnnn or 59nnnn	9891	57nnnn
<u>GLAN</u>	<u>SOURCE CODE:</u>														
8000	1nnnnn, 2nnnnn or 4nnnnn														
8100	9nnnnn														
9000	58nnnn														
9811	3nnnnn														
9830	51nnnn-55nnnn or 59nnnn														
9891	57nnnn														

EXHIBIT III-HB5 (Continued)

<p>REPORT NAME: <b>Analysis of General Cash Receipts and Disbursements Register</b></p>	<p>REPORT NO: <b>CSTARHB5</b></p>
<p><b>SPECIAL NOTES: (Continued)</b></p> <p>If a 700 series TC or any other TC not impacting GL 1110 is used to post directly to the Appropriation File Unremitted Cash financial field, it is included in the AP File Balances shown on the report. However these TCs are not shown as a detail History entry on the report. This may be a reason for differences between the Appropriation File balance and the calculated balance based on History File activity.</p> <p>The Level-of-Detail Program option allows the individual History transactions to be sorted by Current Document Number (Option <b>0</b>) or Transaction ID (Option <b>1</b>) after the Document Date field.</p> <p>The Level-of-Detail Object/Source option allows the individual History transactions with a debit to GL 1110 to be summed as one entry in Section <b>C</b>: Fiscal Month <i>nn</i> Remainder of Remittance and Deposit Activity (Option <b>0</b>) or listed individually (Option <b>1</b>). All transactions with a credit to GL 1110 are listed individually under either option.</p> <p>If more than one GL and financial balance is listed under the first line of the report (Fiscal Month <i>nn</i> AP File Ending Balance on MM/DD/YY), the Appropriation Symbol Number was probably used to record more than one type of receipt. This is considered a <b>mixed appropriation record</b> that can cause problems when performing the SCO/CALSTARS Monthly reconciliation using the HB5 report.</p> <p>When there are no History records for the report, it displays the subtotal lines and the Appropriation File financial data. If all lines are zero, the Appropriation File could contain records with different FFYs that net to zero. This can be verified on the B04 report.</p> <p>If Sales Tax is coded with a PCA, it is included with other Abatements and could cause a difference between the actual and calculated AP balance.</p> <p>When the Appropriation File has financial information in the Unremitted fields <b>and</b> there is no Source (for example, Abatements, Reimbursements, Federal Receipts), the Prior Month "AP File Ending Balance" appears only on the first page that has matching History records. The prior month "AP File Ending Balance" is not included in the subsequent subtotals by individual History Source code. However, it is included in the "Summary of Detailed HY-Source Information" that provides a summarization of the History File Source codes that match the Appropriation File record.</p> <p>Fiscal Month 13 balances from the Appropriation File are not included in the final Appropriation File balance after Section <b>C</b>, until the Year-end Close and Open processes are completed.</p> <p>If GL 3400 and 3500 general cash is not remitted with this report, make a copy of the page or keep a separate listing of this unremitted money. When the specific nominal account is determined for GL 3400 and 3500 money not remitted, include it with current money that is to be remitted. This will not show on this report when reclassified from GL 3400 or 3500 to the nominal account. A notation of the nominal account and the date of actual remittance should be made on the copy of this report or separate listing of GL 3400 and 3500 money not remitted.</p>	

EXHIBIT III-HB5 (Continued)

REPORT NAME: <b>Analysis of General Cash Receipts and Disbursements Register</b>	REPORT NO: <b>CSTARHB5</b>
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**REPORT SORT:**

DATA FIELD	SELECTION OPTIONS	PAGE-BREAK	SUB-TOTAL
Section	Level of Detail: I	Yes	No
Fund	Level of Detail: F	Yes	No
ENY	None	Yes	No
FFY	None	Yes	No
Reference	None	Yes	No
Program/Category	None	Yes	No
Appropriation Symbol	None	Yes	No
AP File Source	None	Yes	Yes
History Source	None	If AP Source & HY Source are blank	If AP Source & HY Source are blank
General Ledger	None	If AS Number is blank	If AS Number is blank
Fiscal Month	None	No	No
Document Date	None	No	No
Current Doc Number	Level of Detail: P	No	No
Reference Doc Number	None	No	No
Transaction ID <sup>1/</sup>	Level of Detail: P	No	No
Location Deposit	Level of Detail: P	No	No

<sup>1/</sup> When the Level-of-Detail Program option is 1 (sort by Transaction ID), individual History records are sorted by Transaction ID, Current Document Number and then Reference Document Number. The placement of this information on the report is not changed.

EXHIBIT III-HB5 (Continued)  
REPORT FORMAT 1

REPORT NAME: <b>Analysis of General Cash Receipts and Disbursements Register</b>	REPORT NO: <b>CSTARHB5</b>
<p><b>SPECIFICATIONS FOR REPORT FORMAT 1:</b></p> <p>When a balance (not zero) is present in the Appropriation File (AP) Unremitted Revenue field from the previous Fiscal Month, the amount is printed in the first line below the header in the <b>BALANCE</b> column. The title of the line is "<b>FISCAL MONTH <i>nn</i> AP FILE ENDING BALANCE ON MM/DD/YY</b>". The <i>nn</i> is the previous Fiscal Month, and the "<b>MM/DD/YY</b>" is the last day of the month prior to the requested Fiscal month.</p> <p>The GLAN is based on the Appropriation File financial field: GL=8000 for Unremitted Revenue. GL=8100 for Unremitted Reimbursements. GL=9000 for Unremitted Abatements.</p> <p><b>Note:</b> Unremitted Abatements and Unremitted Reimbursements are only displayed on this report format when transactions have been erroneously coded (incorrect Appropriation Symbol Number or TC). If this occurs, multiple lines and GL values are displayed.</p> <p><b>SECTION A: FISCAL MONTH <i>nn</i> REMITTANCE AND DEPOSIT ACTIVITY.</b> The transaction amount is printed in the <b>AMOUNT</b> column. It is followed by three sub-totals:</p> <ol style="list-style-type: none"><li>1) <b>FM <i>nn</i> AP-SOURCE <i>nnnnnn</i> - ACTIVITY SUB-TOTAL:</b> Sum of listed History records, printed in the <b>AMOUNT</b> column.</li><li>2) <b>FM <i>nn</i> AP-SOURCE <i>nnnnnn</i> - CALCULATED ENDING BALANCE:</b> Sum of Fiscal Month <i>nn</i> AP File Ending Balance on MM/DD/YY and FM <i>nn</i> AP-SOURCE <i>nnnnnn</i> - Activity Sub-Total, printed in the <b>BALANCE</b> column.</li><li>3) <b>FM <i>nn</i> AP-SOURCE <i>nnnnnn</i> - AP FILE ENDING BALANCE ON MM/DD/YY:</b> Sum of AP File Unremitted Revenue, Unremitted Reimbursements and Unremitted Abatements financial fields for the report Fiscal Month, printed in the <b>BALANCE</b> column. It should match the line above. The "MM/DD/YY" is the last day of the requested Fiscal Month.</li></ol> <p><b>SECTION B: FISCAL MONTH <i>nn</i> ACTIVITY RELATED TO PRIOR MONTHS.</b> The transaction amount is printed in the <b>AMOUNT</b> column followed by two sub-totals:</p> <ol style="list-style-type: none"><li>1) <b>FM <i>nn</i> AP-SOURCE <i>nnnnnn</i> - PRIOR MONTHS ACTIVITY SUB-TOTAL:</b> Sum of listed History transactions, printed in the <b>AMOUNT</b> column.</li><li>2) <b>FM <i>nn</i> AP-SOURCE <i>nnnnnn</i> - ADJUSTED CALCULATED BALANCE:</b> Sum of FM <i>nn</i> AP-Source <i>nnnnnn</i> - AP File Ending Balance on MM/DD/YY and FM <i>nn</i> AP-SOURCE <i>nnnnnn</i> - Prior Months Activity Sub-Total, printed in the <b>BALANCE</b> column. It identifies how much General Cash for the Appropriation remains to be remitted for the requested Fiscal Month and earlier fiscal periods.</li></ol>	

EXHIBIT III-HB5 (Continued)  
REPORT FORMAT 1

REPORT NAME: <b>Analysis of General Cash Receipts and Disbursements Register</b>	REPORT NO: <b>CSTARHB5</b>
<p><b>SPECIFICATIONS FOR REPORT FORMAT 1:</b> (Continued)</p> <p><b>SECTION C: FISCAL MONTH <i>nn</i> REMAINDER OF REMITTANCE AND DEPOSIT ACTIVITY.</b> The TOTAL FM <i>nn</i> DEPOSITS line is followed by three sub-totals:</p> <ol style="list-style-type: none"><li>1) <b>FM <i>nn</i> AP-SOURCE <i>nnnnnn</i> - REMAINDER OF ACTIVITY SUB-TOTAL:</b> Sum of the listed History records, printed in the <b>AMOUNT</b> column.</li><li>2) <b>FM <i>nn</i> AP-SOURCE <i>nnnnnn</i> - CALCULATED ENDING BALANCE:</b> Sum of FM <i>nn</i> AP-Source - Adjusted Calculated Balance and FM <i>nn</i> AP-SOURCE <i>nnnnnn</i> - Remainder of Activity Sub-Total, printed in the <b>BALANCE</b> column. It identifies how much General Cash for the Appropriation remains to be remitted for <b>all</b> Fiscal Months.</li><li>3) <b>FM <i>nn</i> AP-SOURCE <i>nnnnnn</i> - AP FILE ENDING BALANCE ON MM/DD/YY:</b> Sum of the Appropriation File Unremitted Revenue, Unremitted Reimbursements and Unremitted Abatements financial fields for the future Fiscal Month, printed in the <b>BALANCE</b> column. The "<b>MM/DD/YY</b>" is the Report Request Date. This amount should match the amount on the line above.</li></ol>	



EXHIBIT III-HB5 (Continued)  
REPORT FORMAT 2

REPORT NAME: <b>Analysis of General Cash Receipts and Disbursements Register</b>	REPORT NO: <b>CSTARHB5</b>
<p><b>SPECIFICATIONS FOR REPORT FORMAT 2:</b></p> <p>When a balance (not zero) is present in the Appropriation File (AP) Unremitted Revenue, Unremitted Reimbursements or Unremitted Abatements fields from the previous Fiscal Month, the amount is printed in the first line below the header in the <b>BALANCE</b> column. The title of the line is "<b>FISCAL MONTH <i>nn</i> AP FILE ENDING BALANCE ON MM/DD/YY</b>". The <i>nn</i> is the previous Fiscal Month, and the "<b>MM/DD/YY</b>" is the last day of the month prior to the requested Fiscal Month.</p> <p>The GLAN is assigned based on the Appropriation File financial field: GL=8000 for Unremitted Revenue. GL=8100 for Unremitted Reimbursements. GL=9000 for Unremitted Abatements.</p> <p><b>SECTION A: FISCAL MONTH <i>nn</i> REMITTANCE AND DEPOSIT ACTIVITY.</b> The transaction amount is printed in the <b>AMOUNT</b> column. It is followed by one of the following sub-total lines:</p> <p><b>FM <i>nn</i> HY-SOURCE <i>nnnnnn</i> - ACTIVITY SUB-TOTAL:</b> Sum of listed History records with a Source Code, printed in the <b>AMOUNT</b> column.</p> <p style="text-align: center;"><b>OR</b></p> <p><b>FM <i>nn</i> GLAN <i>nnnn</i> - ACTIVITY SUB-TOTAL:</b> Sum of listed History records with a General Ledger Account Number, printed in the <b>AMOUNT</b> column.</p> <p><b>NOTE:</b> This heading is used when Source is not in the transaction, usually special purpose TCs for selected agencies.</p> <p><b>SECTION B: FISCAL MONTH <i>nn</i> ACTIVITY RELATED TO PRIOR MONTHS.</b> The transaction amount is printed in the <b>AMOUNT</b> column. It is followed by one of the following sets of sub-totals:</p> <ol style="list-style-type: none"><li>1) <b>FM <i>nn</i> HY-SOURCE <i>nnnnnn</i> - PRIOR MONTHS ACTIVITY SUB-TOTAL:</b> Sum of listed History records with Source, printed in the <b>AMOUNT</b> column.</li><li>2) <b>FM <i>nn</i> HY-SOURCE <i>nnnnnn</i> - ADJUSTED CALCULATED ACTIVITY SUB-TOTAL:</b> Sum of FM XX HY-Source <i>nnnnnn</i> - Activity Sub-Total and FM <i>nn</i> HY-Source <i>nnnnnn</i> - Prior Months Activity Sub-Total, printed in the <b>BALANCE</b> column. It identifies how much General Cash for the History Source remains to be remitted for the requested Fiscal Month and earlier fiscal periods.</li></ol> <p style="text-align: center;"><b>OR</b></p> <ol style="list-style-type: none"><li>1) <b>FM <i>nn</i> GLAN <i>nnnn</i> - PRIOR MONTHS ACTIVITY SUB-TOTAL:</b> Sum of listed History records with a General Ledger Account Number, printed in the <b>AMOUNT</b> column.</li><li>2) <b>FM <i>nn</i> GLAN <i>nnnn</i> - ADJUSTED CALCULATED ACTIVITY SUB-TOTAL:</b> Sum of FM <i>nn</i> GLAN <i>nnnn</i> - Activity Sub-Total and FM <i>nn</i> GLAN <i>nnnn</i> - Prior Months Activity Sub-Total, printed in the <b>BALANCE</b> column. It identifies how much General Cash for the History GLAN remains to be remitted for the requested Fiscal Month.</li></ol>	

EXHIBIT III-HB5 (Continued)  
REPORT FORMAT 2

REPORT NAME: <b>Analysis of General Cash Receipts and Disbursements Register</b>	REPORT NO: <b>CSTARHB5</b>
<p><b>SPECIFICATIONS FOR REPORT FORMAT 2: (Continued)</b></p> <p><b>SECTION C: FISCAL MONTH <i>nn</i> REMAINDER OF REMITTANCE AND DEPOSIT ACTIVITY.</b> The TOTAL FM <i>nn</i> DEPOSITS line is followed by one of two sets of sub-totals:</p> <ol style="list-style-type: none"><li>1) <b>FM <i>nn</i> HY-SOURCE <i>nnnnnn</i> - REMAINDER OF ACTIVITY SUB-TOTAL:</b> Sum of the listed History records with a Source, printed in the <b>AMOUNT</b> column.</li><li>2) <b>FM <i>nn</i> HY-SOURCE <i>nnnnnn</i> - CALCULATED ENDING ACTIVITY:</b> Sum of FM <i>nn</i> HY-Source <i>nnnnnn</i> - Adjusted Calculated Activity Sub-Total and FM <i>nn</i> HY-Source - Remainder of Activity Sub-Total, printed in the <b>BALANCE</b> column. It identifies how much General Cash for the History Source remains to be remitted for all Fiscal Months as of the report request date.</li></ol> <p style="text-align: center;"><b>OR</b></p> <ol style="list-style-type: none"><li>1) <b>FM <i>nn</i> GLAN <i>nnnn</i> - REMAINDER OF ACTIVITY SUB-TOTAL:</b> Sum of the listed History records with General Ledger Account Number, printed in the <b>AMOUNT</b> column.</li><li>2) <b>GLAN <i>nnnn</i> - COMBINED ACTIVITY TOTAL ON MM/DD/YY:</b> Sum of FM <i>nn</i> GLAN <i>nnnn</i> - Adjusted Calculated Activity Sub-Total and FM <i>nn</i> GLAN <i>nnnn</i> - Remainder of Activity Sub-Total, printed in the <b>BALANCE</b> column. It identifies how much General Cash for the History General Ledger Account remains to be remitted for the requested and future fiscal months. The "MM/DD/YY" is the last day of the requested Fiscal Month.</li></ol> <p><b>Section D: SUMMARY OF DETAIL HY-SOURCE INFORMATION.</b> Provides a summarization of the History File activity listed by History Source Code and General Ledger Account Number without Source on the preceding page(s). This section contains the following financial information:</p> <ol style="list-style-type: none"><li>1) <b>FM <i>nn</i> NO AP-SOURCE - AP FILE ENDING BALANCE ON MM/DD/YY:</b> Sum of the Appropriation File financial fields for Unremitted Revenue, Unremitted Reimbursements and Unremitted Abatements for the previous fiscal period, printed in the <b>BALANCE</b> column. The <i>nn</i> is the Fiscal Month prior to the report request Fiscal Month. The "MM/DD/YY" is the last day of the month prior to the requested Fiscal Month.</li><li>2) <b>FM <i>nn</i> NO AP-SOURCE - ACTIVITY SUB-TOTAL:</b> Sum of the FM <i>nn</i> HY-SOURCE <i>nnnnnn</i> Activity Sub-Total line for each History Source code and FM <i>nn</i> GLAN <i>nnnn</i> - Activity Sub-Total for each General Ledger Account from Section A . It is printed in the <b>AMOUNT</b> column.</li><li>3) <b>FM <i>nn</i> NO AP-SOURCE - CALCULATED ENDING BALANCE:</b> Sum of FM <i>nn</i> NO AP-SOURCE - AP File Ending Balance on MM/DD/YY and FM <i>nn</i> NO AP-SOURCE - Activity Sub-Total lines from this page, printed in the <b>BALANCE</b> column.</li><li>4) <b>FM <i>nn</i> NO AP-SOURCE AP FILE ENDING BALANCE ON MM/DD/YY:</b> Sum of the Appropriation File financial fields for Unremitted Revenue, Unremitted Reimbursements and Unremitted Abatements for the requested Fiscal Month, printed in the <b>BALANCE</b> column. It should match the line above. The "MM/DD/YY" is the last day of the requested Fiscal Month.</li></ol>	

EXHIBIT III-HB5 (Continued)  
REPORT FORMAT 2

REPORT NAME: <b>Analysis of General Cash Receipts and Disbursements Register</b>	REPORT NO: <b>CSTARHB5</b>
<b>SPECIFICATIONS FOR REPORT FORMAT 2: (Continued)</b>  5) <b>FM nn NO AP-SOURCE - PRIOR MONTHS ACTIVITY SUB-TOTAL:</b> Sum of FM <i>nn</i> HY-SOURCE <i>nnnnnn</i> - Prior Months Activity Sub-Total line(s) for each History Source Code and FM <i>nn</i> GLAN <i>nnnn</i> - Prior Months Activity Sub-Total line(s) for each History General Ledger Account from Section B. It is printed in the <b>AMOUNT</b> column.  6) <b>FM nn NO AP-SOURCE - ADJUSTED CALCULATED BALANCE:</b> Sum of the second line for FM <i>nn</i> NO AP-SOURCE - AP File Ending Balance on MM/DD/YY and FM <i>nn</i> NO AP-SOURCE - Prior Months Activity Sub-total lines from this page. It is printed in the <b>BALANCE</b> column. It identifies how much General Cash for the Appropriation remains to be remitted for the requested Fiscal Month and earlier fiscal periods.  7) <b>FM nn NO AP-SOURCE - REMAINDER OF REMITTANCE &amp; DEPOSIT ACTIVITY SUB-TOTAL:</b> Sum of FM <i>nn</i> HY-SOURCE <i>nnnnnn</i> - Remainder of Activity Sub-Total line(s) for each History Source code and FM <i>nn</i> GLAN <i>nnnn</i> - Remainder of Activity Sub-Total line(s) for each History General Ledger Account from Section C. It is printed in the <b>AMOUNT</b> column.  8) <b>FM nn NO AP-SOURCE - CALCULATED ENDING BALANCE:</b> Sum of FM <i>nn</i> NO AP-SOURCE - Adjusted Calculated Balance and FM <i>nn</i> NO AP-SOURCE - Remainder of Remittance & Deposit Activity lines from this page. It is printed in the <b>BALANCE</b> column. It identifies how much General Cash for the Appropriation remains to be remitted for all Fiscal Months as of the Report Request Date.  9) <b>FM nn NO AP-SOURCE - AP FILE ENDING BALANCE ON MM/DD/YY:</b> Sum of the Appropriation File balance for Unremitted Revenue, Unremitted Reimbursements and Unremitted Abatements for the future Fiscal Month, printed in the <b>BALANCE</b> column. It should match the line above. The "MM/DD/YY" is the last day of the requested Fiscal Month.	



EXHIBIT III-HB5 (Continued)  
 REPORT FORMAT 2: Appropriation File record has no Source Code;  
 the History File record has a specific Source Code

CSTARHB5 9990 (DEST: AA SPEC) PM, ,0,0,1,1, \*\*\*\*\* RUN:11/02/10 TIME:06.00  
 FISCAL MONTH: 04 OCTOBER 0(ORG ) 0(DOC ) 1(DET ) 1(FUND ) FUND(ALL )\*\*\*\*\*

DEPARTMENT OF AIR QUALITY  
 ANALYSIS OF GENERAL CASH RECEIPTS AND DISBURSEMENTS  
 FOR 10/01/10 THROUGH 11/02/10

PAGE 52

SECTION :  
 FUND : 0423 DELTA TRIBUTARY WATERSHED SUBACCOUNT  
 ENACTMENT YEAR: 2010  
 REFERENCE : 620 NON BUDGET ACT LOCAL ASSISTANCE  
 PG-EL-CMP-TSK : 10 WATER QUALITY PROGRAM  
 APPN SYMBOL : 145 L/A 96 BOND (9990-620-0423)  
 APPN SOURCE :

\*\*\*\*\*

HISTRY -----TRANSACTION ID-----

SOURCE	GLAN	SUBSIDRY	FM	DOC DATE	CUR	DOC-SFX	REF	DOC-SFX	DATE	TP	NBR	SEQ	D	AMOUNT	BALANCE
FFY	TC	R	INDX	PCA	OD	CHECK	LOC-DEPOSIT	PROJ-WP							
*FM 05	NO	AP-SOURCE	-	PRIOR MONTHS ACTIVITY SUB-TOTAL										0.00	
*FM 04	NO	AP-SOURCE	-	ADJUSTED CALCULATED BALANCE											988.00
*FM 05	NO	AP-SOURCE	-	REMAINDER OF REMITTANCE & DEPOSIT ACTIVITY SUB-TOTAL										0.00	
*FM 05	NO	AP-SOURCE	-	CALCULATED ENDING BALANCE											988.00
*FM 05	NO	AP-SOURCE	-	AP FILE ENDING BALANCE ON 11/02/2010											988.00

EXHIBIT III- HB5 (Continued)  
REPORT FORMAT 3

REPORT NAME: <b>Analysis of General Cash Receipts and Disbursements Register</b>	REPORT NO: <b>CSTARHB5</b>
<p><b>SPECIFICATIONS FOR REPORT FORMAT 3:</b></p> <p><b>SECTION A: FISCAL MONTH <i>nn</i> REMITTANCE AND DEPOSIT ACTIVITY.</b> The transaction amount is printed in the <b>AMOUNT</b> column. It is followed by a sub-total:</p> <p><b>FM <i>nn</i> GLAN <i>nnnn</i> - ACTIVITY SUB-TOTAL:</b> Sum of listed History records for the General Ledger Account, printed in the <b>AMOUNT</b> column.</p> <p><b>SECTION B: FISCAL MONTH <i>nn</i> ACTIVITY RELATED TO PRIOR MONTHS.</b> The transaction amount is printed in the <b>AMOUNT</b> column followed by two sub-totals:</p> <ol style="list-style-type: none"><li>1) <b>FM <i>nn</i> GLAN <i>nnnn</i> - PRIOR MONTHS ACTIVITY SUB-TOTAL:</b> Sum of listed History records for the GLAN, printed in the <b>AMOUNT</b> column.</li><li>2) <b>FM <i>nn</i> GLAN <i>nnnn</i> - ADJUSTED CALCULATED ACTIVITY SUB-TOTAL:</b> Sum of FM <i>nn</i> GLAN <i>nnnn</i> - Activity Sub-Total and FM <i>nn</i> GLAN <i>nnnn</i> - Prior Months Activity Sub-Total, printed in the <b>BALANCE</b> column. It identifies how much General Cash for the General Ledger Account remains to be remitted, as appropriate, for the requested Fiscal Month. It does not include information from earlier fiscal periods.</li></ol> <p><b>SECTION C: FISCAL MONTH <i>nn</i> REMAINDER OF REMITTANCE AND DEPOSIT ACTIVITY.</b> The TOTAL FM <i>nn</i> DEPOSITS line is followed by two sub-totals:</p> <ol style="list-style-type: none"><li>1) <b>FM <i>nn</i> GLAN <i>nnnn</i> - REMAINDER OF ACTIVITY SUB-TOTAL:</b> Sum of listed History records for the GLAN, printed in the <b>AMOUNT</b> column.</li><li>2) <b>GLAN <i>nnnn</i> - COMBINED ACTIVITY TOTAL ON MM/DD/YY:</b> Sum of FM <i>nn</i> GLAN <i>nnnn</i> - Adjusted Calculated Activity Sub-Total and FM <i>nn</i> GLAN <i>nnnn</i> - Remainder of Activity Sub-Total, printed in the <b>BALANCE</b> column. It identifies how much General Cash for the GLAN remains to be remitted for the requested period and future fiscal periods. The "MM/DD/YY" is the last day of the requested Fiscal Month.</li></ol>	

EXHIBIT III- HB5 (Continued)  
REPORT FORMAT 3

\*\*\*\*\*CSTAR  
 HB5 9990 (DEST: AA SPEC) PM, ,0,0,1,1, \*\*\*\*\* RUN:11/02/10 TIME:06.00  
 FISCAL MONTH: 04 OCTOBER 0 (ORG ) 0 (DOC ) 1 (DET ) 1 (FUND ) FUND (ALL ) \*\*\*\*\*  
 DEPARTMENT OF AIR QUALITY  
 ANALYSIS OF GENERAL CASH RECEIPTS AND DISBURSEMENTS  
 FOR 10/01/10 THROUGH 11/02/10

\*\*\*\*\* PAGE 53

SECTION :  
 FUND : 0001 GENERAL FUND  
 ENACTMENT YEAR: 2010  
 REFERENCE :  
 PG-EL-CMP-TSK :  
 APPN SYMBOL :  
 APPN SOURCE :

\*\*\*\*\*

										-----TRANSACTION ID-----						
SOURCE	GLAN	SUBSIDRY	FM	DOC	DATE	CUR	DOC-SFX	REF	DOC-SFX	DATE	TP	NBR	SEQ	D	AMOUNT	BALANCE
----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	-----	-----
FFY	TC	R	INDX	PCA	OD	CHECK	LOC-DEPOSIT	PROJ	WP							
----	----	----	----	----	----	----	----	----	----							
FISCAL MONTH 04 REMITTANCE AND DEPOSIT ACTIVITY																
	3400	34200927	04		2010-14-05	RC050370	00	C5001672		20101025	02	527	00004	0		
2010	109	0550						DPS	0000737569						4,630.00	
*FM 04 GLAN 3400 - ACTIVITY SUB-TOTAL															4,630.00	
FISCAL MONTH 05 ACTIVITY RELATED TO PRIOR MONTHS																
NO HISTORY ACTIVITY																
*FM 05 GLAN 3400 - PRIOR MONTHS ACTIVITY SUB-TOTAL															0.00	
*FM 04 GLAN 3400 - ADJUSTED CALCULATED ACTIVITY SUB-TOTAL																4,630.00
FISCAL MONTH 05 REMAINDER OF REMITTANCE AND DEPOSIT ACTIVITY																
NO HISTORY ACTIVITY																
*FM 05 GLAN 3400 - REMAINDER OF ACTIVITY SUB-TOTAL															0.00	
*GLAN 3400 - COMBINED ACTIVITY TOTAL ON 11/02/2010																4,630.00

EXHIBIT III-HD1

<b>REPORT NAME:</b> ORF Advance Transaction Analysis	<b>REPORT NO:</b> CSTARHD1														
<b>PURPOSE:</b> Provides detail information for the analysis of monthly ORF advance activity in Fund 0998. This report is used primarily for researching specific activity for a specific Vendor.															
<b>DESCRIPTION:</b> The report matches History File records with Document File records. The report provides information on General Ledger Accounts 1190, 1710, 1712 and 1714.															
<b>REPORT REQUEST OPTIONS:</b>  <b>Report Period:</b> <b>FM:</b> CM, PM or PY <b>P:</b> Not applicable  <b>Level of Detail:</b> <table data-bbox="284 808 1307 898"> <tr> <td><u>Index (I)</u></td> <td><u>Program (P)</u></td> <td><u>Object/Source (O/S)</u></td> <td><u>Fund (F)</u></td> </tr> <tr> <td>Not applicable</td> <td>Not applicable</td> <td>Not applicable</td> <td>1-Fund 2-Fund Detail</td> </tr> </table> <b>Fund Selection:</b> Not applicable  <b>GLAN Selection:</b> Blank (all valid GLs), 1190, 1710, 1712 or 1714  <b>Additional Report Selection Options:</b> Not applicable  <b>Destination Options:</b> All available output media  <b>E1 (Electronic Storage) Report Request Options:</b> E1 options are limited to the following: <table data-bbox="332 1228 803 1318"> <tr> <td>Report Period FM:</td> <td>PM or PY</td> </tr> <tr> <td>Level of Detail:</td> <td>All options available</td> </tr> <tr> <td>Fund Selection:</td> <td>Blank only</td> </tr> </table>		<u>Index (I)</u>	<u>Program (P)</u>	<u>Object/Source (O/S)</u>	<u>Fund (F)</u>	Not applicable	Not applicable	Not applicable	1-Fund 2-Fund Detail	Report Period FM:	PM or PY	Level of Detail:	All options available	Fund Selection:	Blank only
<u>Index (I)</u>	<u>Program (P)</u>	<u>Object/Source (O/S)</u>	<u>Fund (F)</u>												
Not applicable	Not applicable	Not applicable	1-Fund 2-Fund Detail												
Report Period FM:	PM or PY														
Level of Detail:	All options available														
Fund Selection:	Blank only														
<b>FINANCIAL ELEMENTS:</b>  <b>Net Document Amount:</b> For the Document File record this is the amount of the transaction that posted as the ORF advance (sum of original and adjustment financial fields). For the History File record this is the transaction amount when posting to the Document File as a Debit (if TC is Reverse, shown as a Credit). Normal balance is a Debit.  <b>Liquidations:</b> For the Document File record this is the amount of the ORF advance that posted as liquidations. For the History File record this is the transaction amount when posting to the Document File as a Credit (if TC is Reverse, shown as a Debit). Normal balance is a Credit.  <b>Document Balance:</b> For the Document File record this is the outstanding document balance, calculated by subtracting Liquidations from the Net Document Amount. The History File record does not display a value in this column. Normal balance is a Debit.  The totals for Document Number, Vendor and GL are based on the Document File information.															

EXHIBIT III-HD1 (Continued)

REPORT NAME: <b>ORF Advance Transaction Analysis</b>	REPORT NO: <b>CSTARHD1</b>
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**SPECIAL NOTES:**

History File information on second line of report displays all activity for the specific Document Number during the period requested.

The HD1 Report contains ONLY Fund 0998 Document and History File records.

When this report is requested at Fund Detail level and Fund Detail is present in the Document File or History File, the report is sorted by Fund Detail. Fund Detail is either keyed in a transaction or is looked up by a PCA.

The Check Number field displays the check number or claim schedule number if it is included in the History transaction.

A "No Document File Record Found" message is issued when the document is established and reversed in the same fiscal month, because it is no longer on the Document File. If the document is established and liquidated in the same fiscal month, it is on the report for that fiscal month.

**REPORT SORT:**

DATA FIELD	SELECTION OPTIONS	PAGE-BREAK	SUB-TOTAL
Fund	Level of Detail: F	Yes	Yes
General Ledger	GL Selection	Yes	Yes
<u>Document File Data:</u>			
Vendor Name	None	No	Yes
Vendor Number	None	No	No
FFY	None	No	No
Document Number	None	No	Yes
<u>History File Data:</u>			
Transaction ID	None	No	No



EXHIBIT III-HG1

REPORT NAME: <b>General Ledger Analysis Report</b>	REPORT NO: <b>CSTARHG1</b>		
<b>PURPOSE:</b> Provides an analysis of monthly activity by General Ledger Account and Fund.			
<b>DESCRIPTION:</b> The report matches History File records with General Ledger File records. The primary use of this report is for researching reconciliation problems.			
<b>REPORT REQUEST OPTIONS:</b>			
<b>Report Period:</b>			
<b>FM:</b> CM, PM or PY <b>P:</b> S=Summarize Cost Allocation, Labor ,Special Processing, and Year End Batches Blank=No summarization			
<b>Level of Detail:</b>			
<u>Index (I)</u> 0-No Organization 1-Section	<u>Program (P)</u> 0-Sort by Trans ID 1-Sort by Doc No.	<u>Object/Source (O/S)</u> Not applicable	<u>Fund (F)</u> 1-Fund 2-Fund Detail 3-Project
<b>Fund Selection:</b> Blank (all Funds) or any valid Fund			
<b>GLAN Selection:</b> Blank (all GLs) or any valid GL			
<b>Additional Report Selection Options:</b> Not applicable			
<b>Destination Options:</b> All available output media <b>except L</b> (Laser printer)			
<b>E1 (Electronic Storage) Report Request Options:</b> E1 options are limited to the following:			
Report Period FM: PM or PY P: All options available Level of Detail: All options available Fund Selection: Blank only GLAN Selection: Blank only			
<b>FINANCIAL ELEMENTS:</b>			
<b>Beginning Balance per G/L File:</b> This is the first line of data on each report and displays the Prior Period's Ending GL Balance in the Debits or Credits column. Balances are displayed without a sign unless it is an abnormal balance.			
<b>Debits:</b> This column represents the amount that posts as a Debit to a General Ledger Account from the History File. Signs are not used unless the transaction is a Reversal. Then it is displayed with a negative sign.			
<b>Credit:</b> This column represents the amount that posts as a Credit to a General Ledger Account from the History File. Signs are not used unless the transaction is a Reversal. Then it is displayed with a negative sign.			
<b>Total Transactions GLA nnnn:</b> This is the total of the Debits and Credits, respectively, for the General Ledger Account. It includes the Debits and Credits from the History File records.			

EXHIBIT III-HG1 (Continued)

REPORT NAME: <b>General Ledger Analysis Report</b>	REPORT NO: <b>CSTARHG1</b>
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**FINANCIAL ELEMENTS: (Continued)**

The following totals appear after the Total Transactions GLA *nnnn*:

**Ending Balance - G/L File Beginning Balance + Total Transactions:** Calculated as the sum of Debit and Credit History File records that post to the specific GL, plus the Beginning Balance per G/L File.

**Ending Balance - G/L File Ending Balance:** Calculated as the sum of Debits and Credits for the specific GL from the General Ledger File. This amount should always equal the preceding line (Ending Balance - G/L File Beginning Balance + Total Transactions). If not, it is an indication that the History and General Ledger Files are out of synchronization.

**SPECIAL NOTES:**

Report displays 600 and 700 series TCs as a non-add entry. There is a footnote at the bottom of the page when these TCs are included in the report.

Fund Level of Detail **3** will display Project information for GL File when present and History File **ONLY** when PC Table General Ledger Indicator is **1** or **B**.

When the General Ledger is in the 4th pair of the TC (Encumbrances), the Document File information is used instead of the History record input data.

The report excludes the Budgetary offset General Ledger Accounts.

If the Report Period P option is set to 'S', history records with the Batch Types starting with C (Cost Allocation), L (Labor Distribution), S (Special Processes), and Y (Year End) are summarized. These records were summarized by Section, Fund, Fund Detail, Project, General Ledger, Batch Date, Batch Type, Posting Date, FFY, Work Phase, Current Document-Suffix, and Reference Document-Suffix. Section, Fund, Fund Detail, and Project applies only if specified in the IPOF options, Work Phase applies only if the report is ordered by Project.

**REPORT SORT:**

DATA FIELD	SELECTION OPTIONS	PAGE-BREAK	SUB-TOTAL
Section	Level of Detail: I	Yes	No
Fund	Level of Detail: F	Yes	No
Project	Level of Detail: F	Yes	No
GL	GL Selection	Yes	Yes
Record Type <sup>1/</sup>	None	No	No
Transaction ID	Level of Detail: P	No	No

<sup>1/</sup> Record type determines what the Document Number will be when the report is sorted by Document Number. The hierarchy for selecting what Document Number to use is: Claim Schedule or Check Number, Current Document Number, then Reference Document Number.



EXHIBIT III- HP1 (Continued)

REPORT NAME: <b>Project Transaction Analysis Report</b>	REPORT NO: <b>CSTARHP1</b>								
<b>PURPOSE:</b> Used to research activity shown on the Grant Project File reports for the period requested. This report provides detail transaction information that supports data displayed on Grant Project File reports.									
<b>DESCRIPTION:</b> Displays History File activity for Grant Project File postings to Expenditures, Encumbrances, Obligations, Advances, Revenue and Units by ProjectWork Phase that occurred during the report period. This report contains ONLY History records that have a Project and post to one of the mentioned Grant Project financial fields.									
<p><b>REPORT REQUEST OPTIONS:</b></p> <p><b>Report Period:</b></p> <p>    <b>FM:</b>    CM, PM or PY          <b>P:</b>    Not applicable</p> <p><b>Level of Detail:</b></p> <table border="0" data-bbox="284 867 1299 955"> <tr> <td style="text-align: center;"><u>Index (I)</u></td> <td style="text-align: center;"><u>Program (P)</u></td> <td style="text-align: center;"><u>Object/Source (O/S)</u></td> <td style="text-align: center;"><u>Fund (F)</u></td> </tr> <tr> <td style="text-align: center;">Not applicable</td> <td style="text-align: center;">Not applicable</td> <td style="text-align: center;">Not applicable</td> <td style="text-align: center;">0-No Fund 1-Fund &amp; FS</td> </tr> </table> <p><b>Fund Selection:</b> Blank (all Funds) or any valid Fund</p> <p><b>GLAN Selection:</b> Applies to the Obligation+Encumbrance/Accounts Receivable Balance column only.                          Blank = Includes Allocated Encumbrances                          6150 = Excludes Allocated Encumbrances</p> <p><b>Additional Report Selection Options:</b></p> <p>    <b>Index Range:</b>        Enter the Index or range of Indexes. Leave blank for all Indexes.</p> <p>    <b>PCA Range:</b>        Enter the PCA or range of PCAs. Leave blank for all PCAs.</p> <p>    <b>OBJ Range:</b>        Enter the Object Detail or range of Object Details. Leave blank for all Object Details.</p> <p>    <b>FFY Selection:</b>        Not applicable.</p> <p>    <b>PRJ/WP Selection:</b>    Enter the Project and Work Phase independently, or a combination of Project and Work Phase. Leave blank for all Project/Work Phases.</p> <p><b>Destination Options:</b> All available output media <b>except L</b> (Laser printer)</p> <p><b>E1 (Electronic Storage) Report Request Options:</b> E1 options are limited to the following:</p> <p>    Report Period FM:    PM or PY      Level of Detail:      All options available      Fund Selection:      Blank only      GLAN Selection:      Blank only      Additional Report Selection Options: All selections and ranges – Blank only</p>		<u>Index (I)</u>	<u>Program (P)</u>	<u>Object/Source (O/S)</u>	<u>Fund (F)</u>	Not applicable	Not applicable	Not applicable	0-No Fund 1-Fund & FS
<u>Index (I)</u>	<u>Program (P)</u>	<u>Object/Source (O/S)</u>	<u>Fund (F)</u>						
Not applicable	Not applicable	Not applicable	0-No Fund 1-Fund & FS						

EXHIBIT III- HP1 (Continued)

REPORT NAME: <b>Project Transaction Analysis Report</b>	REPORT NO: <b>CSTARHP1</b>
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**FINANCIAL ELEMENTS:**

**EXPENDITURES:**

**Outstanding Prepayments/Advance Collection:** GL=1730, 1740 or 1750. Displays the amount that posted to Advances in the GP File for each applicable History File record. Normal balance is a Debit.

**Expenditures/Revenue Current Month:** GL=9000, 9812, 9822 or 9844. Displays the transaction amount posting to Cash Expenditures in the GP File. Normal balance is a Debit.

**Obligation+Encumbrance/Accounts Receivable Balance:** GL=6150, 6160 or 6170. Displays the transaction amount posting to Encumbrances, Obligations or Allocated Encumbrances in the GP File. However, currently there are no transactions that post Obligations to the GP File, so they are not included in this column. Normal balance is a Debit.

**NOTE:** The amount for GLs in the 4th pair of the TC (Encumbrance liquidations) is the amount available to liquidate (per the Document File balance) up to the amount of the History File transaction. If an **F** Modifier is used, the amount is the remaining balance per the Document File record.

**REVENUE:**

**Outstanding Prepayments/Advance Collection:** Always zero.

**Expenditures/Revenue Current Month:** GL=1312, 1313, 1314, 1330, 1400, 1500, 8000, 8100, 9811, 9821 or 9830. Displays the transaction amount posting to Accrued Receipts or Receipts/Collections in the GP File. Normal balance is a Credit.

**Obligation+Encumbrance/Accounts Receivable Balance:** GL=1312, 1313, 1314, 1330, 1400 or 1500. Displays the transaction amount posting to Accrued Receipts in the GP File. Normal Balance is a Credit.

**UNITS:**

**Outstanding Prepayments/Advance Collection:** Always zero.

**Expenditures/Revenue Current Month:** GL=6902. Displays the transaction amount posting to Units Accumulated in the GP File. Normal balance is a Debit.

**Obligation+Encumbrance/Accounts Receivable Balance:** Always zero.

**REPORT SORT:**

DATA FIELD	SELECTION OPTIONS	PAGE-BREAK	SUB-TOTAL
Project/Work Phase	None	Yes	Yes
Fund	Level of Detail: F	Yes	Yes
Project Type	None	Yes	No
Record Type <sup>1/</sup>	None	Yes	No
Category/Source	None	No	Yes
Transaction ID	None	No	No

<sup>1/</sup> Defines the History and grant Project File records as Expenditure, Revenue or Units.



EXHIBIT III- HP1 (Continued)

CSTARHP1 9990 (DEST: AA SPEC) PM, ,0,0,0,1,0890, , , , 000056-04\*\*\*\*\* RUN:11/14/05 TIME:06.00  
 FISCAL MONTH: 04 OCTOBER \*\*\*\*\* 1(FUND ) FUND(0890) GL(ALL ) SPECIAL SELECT: PROJ WP: 000056-04  
 DEPARTMENT OF AIR QUALITY  
 PROJECT TRANSACTION ANALYSIS REPORT  
 AS OF 10/31/05

\*\*\*\*\* PAGE 49

PROJECT: 000056 CHILD NUTRITION CC-CCFP-LA  
 WORKPHASE: 04 CHILD NUTRITION CC-CCFP L/A  
 FUND: 0890 FEDERAL TRUST FUND  
 PROJECT TYPE: 1 FEDERAL GRANT  
 ENTITLEMENT PERIOD: 10/01/04 - 09/30/05

\*\*\*\*\*

OBJ/REV CODE	TRANSACTION ID	POST DATE	PCA #	APP SYM MD	REF	FS	INDEX	CUR DOC/SFX	REF DOC/SFX	LOC DEPOSIT/ CHK/CL-SCH	T/C	R	M	O
VENDOR NO/SFX		VENDOR NAME		INVOICE NO		OUT PREPAYMENTS/ ADVANCE COLLECTION		EXPENDITURES/REV CURRENT MONTH		ENCUMBRANCE + ALLOC ENC/ A/R BAL				
410558	05101407171000010	05/10/14	00556	718 1	201	F		CR-11028			F38			0.00
410558	05101907179000010	05/10/19	00556	718 1	201	F		CR-11624	0.00	187,773.16-	F38			0.00
410558	05101907179000020	05/10/19	00556	718 1	201	F		CR-11624	0.00	1,178.87-	F38			0.00
410558	05102007026000010	05/10/20	00556	718 1	201	F		JE-17073	0.00	99,906.72-	F38	R		0.00
410558	05102007026000020	05/10/20	00556	718 1	201	F		JE-17073	0.00	164.92	F38			0.00
410558	05103107199000020	05/10/31	00556	718 1	201	F		CR-12643	0.00	164.92-	F38			0.00
410558	05103107199000030	05/10/31	00556	718 1	201	F		CR-12643	0.00	10.00-	F38			0.00
410558	05110207154000010	05/11/02	00556	718 1	201	F		CR-13269	0.00	12,493.97-	F38			0.00
410558	05110207156000010	05/11/02	00556	718 1	201	F		CR-13268	0.00	288.25-	F38			0.00
410558	05110207156000020	05/11/02	00556	718 1	201	F		CR-13268	0.00	456.79-	F38			0.00
410558	05110307003000010	05/11/03	00556	718 1	201	F		JE-20025	0.00	124,296.35-	F38	R		0.00
410558	05110307003000020	05/11/03	00556	718 1	201	F		JE-20025	0.00	286.69	F38			0.00
									0.00	286.69-				0.00
* TOTAL OBJ/REV 410558	*****								0.00		426,404.11-			0.00
* TOTAL REVENUES	*****								0.00		426,404.11-			0.00



EXHIBIT III-H00

REPORT NAME: <b>Transaction Registers</b>	REPORT NO: <b>CSTARH00</b>		
<b>PURPOSE:</b> Provides a complete listing of all accounting transactions posting to the History file for the period requested.			
<b>DESCRIPTION:</b> Contains the individual registers for the Fiscal Month. The report may be requested for a specific register.			
<b>REPORT REQUEST OPTIONS:</b>			
<b>Report Period:</b>			
<b>FM:</b> CM, PM or PY <b>P:</b> Blank or F (See Special Notes section.)			
<b>Level of Detail:</b>			
<u>Index (I)</u> Specific Register <sup>1/</sup>	<u>Program (P)</u> Specific Register <sup>1/</sup>	<u>Object/Source (O/S)</u> Specific Register <sup>1/</sup>	<u>Fund (F)</u> Specific Register <sup>1/</sup>
<sup>1/</sup> See Special Notes section.			
<b>Fund Selection:</b> Not applicable			
<b>GLAN Selection:</b> Not applicable			
<b>Additional Report Selection Options:</b>			
<b>Index Range:</b>	Enter the Index or range of Indexes. Leave blank for all Indexes.		
<b>PCA Range:</b>	Enter the PCA or range of PCAs. Leave blank for all PCAs.		
<b>OBJ Range:</b>	Enter the Object Detail or range of Object Details. Leave blank for all Object Details.		
<b>FFY Selection:</b>	Enter the FFY or leave blank for all FFYs.		
<b>PRJ/WP Selection:</b>	Enter the Project and Work Phase independently, or a combination of Project and Work Phase. Leave blank for all Project/Work Phases.		
<b>Destination Options:</b> All available output media <b>except L</b> (Laser printer)			
<b>E1 (Electronic Storage) Report Request Options:</b> E1 options are limited to the following:			
Report Period FM: PM or PY			
P: F only			
Level of Detail: Blank only			
Additional Report Selection Options: All selections and ranges – Blank only			

EXHIBIT III- H00 (Continued)

REPORT NAME: <b>Transaction Registers</b>	REPORT NO: <b>CSTARH00</b>																																												
<b>FINANCIAL ELEMENTS:</b>																																													
<b>Transaction Amount:</b> The History record transaction amount. This is always displayed as a positive amount.																																													
<b>SPECIAL NOTES:</b>																																													
<p>If the report is requested with a Report Option of F, each record is displayed in a fixed two-line format to accommodate Monarch models. If Blank, each record is displayed in a variable-line format.</p> <p>Report may be requested by one of the following registers in the Level of Detail option:</p> <table style="margin-left: 40px; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left; border-bottom: 1px solid black;">REGISTER NO.</th> <th style="text-align: left; border-bottom: 1px solid black;">DESCRIPTION</th> </tr> </thead> <tbody> <tr><td>1</td><td>Budgetary</td></tr> <tr><td>2</td><td>Claims Filed</td></tr> <tr><td>3</td><td>Office Revolving Fund Disbursements and Receipts</td></tr> <tr><td>4</td><td>Encumbrances</td></tr> <tr><td>5</td><td>Obligations</td></tr> <tr><td>6</td><td>Expenditures/Disbursements</td></tr> <tr><td>7</td><td>Revenue/Receipts</td></tr> <tr><td>8</td><td>Cost Allocation</td></tr> <tr><td>9</td><td>General Journal</td></tr> <tr><td>A</td><td>Agency Performance</td></tr> <tr><td>B</td><td>CFIS Transactions</td></tr> <tr><td>P</td><td>Payroll Interface</td></tr> </tbody> </table> <p>When requesting specific register, enter register number in Level of Detail. There is a limit of 4 specific registers in one day. The register to which a transaction posts is determined by the register indicator for the transaction code. This information may be found in the Transactions Illustrations in Volume 5.</p>		REGISTER NO.	DESCRIPTION	1	Budgetary	2	Claims Filed	3	Office Revolving Fund Disbursements and Receipts	4	Encumbrances	5	Obligations	6	Expenditures/Disbursements	7	Revenue/Receipts	8	Cost Allocation	9	General Journal	A	Agency Performance	B	CFIS Transactions	P	Payroll Interface																		
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<table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <thead> <tr> <th style="width: 25%;">DATA FIELD</th> <th style="width: 30%;">SELECTION OPTIONS</th> <th style="width: 15%;">PAGE-BREAK</th> <th style="width: 30%;">SUB-TOTAL</th> </tr> </thead> <tbody> <tr><td>Fiscal Month</td><td>None</td><td>Yes</td><td>No</td></tr> <tr><td>Register</td><td>Level of Detail: I,P,O,F</td><td>Yes</td><td>No</td></tr> <tr><td>ENY</td><td>None</td><td>Yes</td><td>No</td></tr> <tr><td>FFY</td><td>None</td><td>Yes</td><td>No</td></tr> <tr><td>AS Number</td><td>None</td><td>No</td><td>No</td></tr> <tr><td>Reference</td><td>None</td><td>No</td><td>No</td></tr> <tr><td>Method</td><td>None</td><td>No</td><td>No</td></tr> <tr><td>Fund</td><td>None</td><td>No</td><td>No</td></tr> <tr><td>Fund Source</td><td>None</td><td>No</td><td>No</td></tr> <tr><td>Transaction ID</td><td>None</td><td>No</td><td>No</td></tr> </tbody> </table>		DATA FIELD	SELECTION OPTIONS	PAGE-BREAK	SUB-TOTAL	Fiscal Month	None	Yes	No	Register	Level of Detail: I,P,O,F	Yes	No	ENY	None	Yes	No	FFY	None	Yes	No	AS Number	None	No	No	Reference	None	No	No	Method	None	No	No	Fund	None	No	No	Fund Source	None	No	No	Transaction ID	None	No	No
DATA FIELD	SELECTION OPTIONS	PAGE-BREAK	SUB-TOTAL																																										
Fiscal Month	None	Yes	No																																										
Register	Level of Detail: I,P,O,F	Yes	No																																										
ENY	None	Yes	No																																										
FFY	None	Yes	No																																										
AS Number	None	No	No																																										
Reference	None	No	No																																										
Method	None	No	No																																										
Fund	None	No	No																																										
Fund Source	None	No	No																																										
Transaction ID	None	No	No																																										



EXHIBIT III- H01

<b>REPORT NAME:</b> Index Transaction Analysis Report	<b>REPORT NO:</b> CSTARH01								
<b>PURPOSE:</b> This report provides detail transaction information by Index and can be used to research summarized activity on the Operating File reports.									
<b>DESCRIPTION:</b> Display of History records with a posting to the Operating File for Encumbrances (GL 6150), Allocated Encumbrances (GL 6160), Obligations (GL 6170) and Expenditures (GL 9000) by Index Code.									
<b>REPORT REQUEST OPTIONS:</b>  <b>Report Period:</b> <b>FM:</b> CM, PM or PY <b>P:</b> Not applicable  <b>Level of Detail:</b> <table border="0" style="width: 100%;"> <tr> <td style="text-align: center;"><u>Index (I)</u></td> <td style="text-align: center;"><u>Program (P)</u></td> <td style="text-align: center;"><u>Object/Source (O/S)</u></td> <td style="text-align: center;"><u>Fund (F)</u></td> </tr> <tr> <td style="text-align: center;">Not applicable</td> <td style="text-align: center;">Not applicable</td> <td style="text-align: center;">Not applicable</td> <td style="text-align: center;">Not applicable</td> </tr> </table> <b>Fund Selection:</b> Not applicable  <b>GLAN Selection:</b> Applies to the Encumbrances/Allocated Encumbrance/Obligation column only. Blank = Includes Allocated Encumbrances 6150 = Excludes Allocated Encumbrances  <b>Additional Report Selection Options:</b> <b>Index Range:</b> Enter the Index or range of Indexes. Leave blank for all Indexes. <b>PCA Range:</b> Enter the PCA or range of PCAs. Leave blank for all PCAs. <b>OBJ Range:</b> Enter the Object Detail or range of Object Details. Leave blank for all Object Details. <b>FFY Selection:</b> Enter the FFY or leave blank for all FFYs. <b>PRJ/WP Selection:</b> Not applicable. <b>Destination Options:</b> All available output media <b>except L</b> (Laser printer) <b>E1 (Electronic Storage) Report Request Options:</b> E1 options are limited to the following:  Report Period FM: PM or PY GLAN Selection: Blank only Additional Report Selection Options: All selections and ranges – Blank only		<u>Index (I)</u>	<u>Program (P)</u>	<u>Object/Source (O/S)</u>	<u>Fund (F)</u>	Not applicable	Not applicable	Not applicable	Not applicable
<u>Index (I)</u>	<u>Program (P)</u>	<u>Object/Source (O/S)</u>	<u>Fund (F)</u>						
Not applicable	Not applicable	Not applicable	Not applicable						

EXHIBIT III- H01 (Continued)

REPORT NAME: <b>Index Transaction Analysis Report</b>	REPORT NO: <b>CSTARH01</b>																								
<p><b>FINANCIAL ELEMENTS:</b></p> <p><b>Encumbrances/Allocated Encumbrance/Obligation:</b> GL=6150, 6160 and 6170. Displays the History File transaction amount. Normal balance is a Debit.</p> <p><b>NOTE:</b> The amount for GLs in the 4th pair of the TC (Encumbrance liquidations) is the amount available to liquidate (per the Document File balance) up to the amount of the History File transaction. If an <b>F</b> modifier is used, the amount is the remaining balance per the Document file record.</p> <p><b>Expenditures:</b> GL=9000. Displays the History File transaction amount. Normal balance is a Debit</p> <p>A negative sign (-) is printed to the right of the amount when the Reverse Code is <b>R</b> or when an Encumbrance is disencumbered.</p>																									
<p><b>SPECIAL NOTES:</b></p> <p>This report does not include GLs 9812, 9822 or 9844 that are included in the Expenditures column of an Operating File report.</p> <p>This report does not include GL 6151 that is included in the Encumbrances column of an Operating File report.</p>																									
<p><b>REPORT SORT:</b></p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th style="text-align: center;">DATA FIELD</th> <th style="text-align: center;">SELECTION OPTIONS</th> <th style="text-align: center;">PAGE-BREAK</th> <th style="text-align: center;">SUB-TOTAL</th> </tr> </thead> <tbody> <tr> <td>FFY</td> <td>None</td> <td style="text-align: center;">Yes</td> <td style="text-align: center;">No</td> </tr> <tr> <td>Index Code</td> <td>None</td> <td style="text-align: center;">Yes</td> <td style="text-align: center;">Yes</td> </tr> <tr> <td>Object</td> <td>None</td> <td style="text-align: center;">No</td> <td style="text-align: center;">Yes</td> </tr> <tr> <td>Transaction ID</td> <td>None</td> <td style="text-align: center;">No</td> <td style="text-align: center;">No</td> </tr> <tr> <td>Post Date</td> <td>None</td> <td style="text-align: center;">No</td> <td style="text-align: center;">No</td> </tr> </tbody> </table>		DATA FIELD	SELECTION OPTIONS	PAGE-BREAK	SUB-TOTAL	FFY	None	Yes	No	Index Code	None	Yes	Yes	Object	None	No	Yes	Transaction ID	None	No	No	Post Date	None	No	No
DATA FIELD	SELECTION OPTIONS	PAGE-BREAK	SUB-TOTAL																						
FFY	None	Yes	No																						
Index Code	None	Yes	Yes																						
Object	None	No	Yes																						
Transaction ID	None	No	No																						
Post Date	None	No	No																						



EXHIBIT III-H02 (Continued)

<b>REPORT NAME:</b> <b>SCO/CALSTARS Monthly Detail Reconciliation Report</b>	<b>REPORT NO:</b> <b>CSTARH02</b>								
<b>PURPOSE:</b> Used to perform Monthly Reconciliation of posted detail accounting transactions between CALSTARS and the State Controller's Office.									
<b>DESCRIPTION:</b> The report combines data from the CALSTARS History File and the SCO Agency Reconciliation File to perform an automated reconciliation of detailed transactions between SCO and CALSTARS. The reconciliation is by Appropriation Item and Document Number. Records from each file are matched by the SCO Account information as shown on the SCO Agency Reconciliation Report.  For the CALSTARS History File records, the associated SCO Account Information is retrieved from the SCO Account Section of the AS Table. This is necessary since the coding structure for appropriations within the CALSTARS files may not be the same as maintained by SCO.  The report shows one Appropriation Item per page along with a comparison of the detailed accounting transactions between CALSTARS and SCO by Document Number. For each Document Number, a message is printed indicating the status of the detailed transaction comparison.									
<b>REPORT REQUEST OPTIONS:</b>  <b>Report Period:</b>  <b>FM:</b> PM or PY <b>P:</b> Blank - All documents: matched or unmatched, balanced or not balanced B - Matched and balanced documents only U - Unmatched documents and unbalanced documents only  <b>Level of Detail:</b>  <table border="0" style="width: 100%;"> <tr> <td style="text-align: center;"><u>Index (I)</u></td> <td style="text-align: center;"><u>Program (P)</u></td> <td style="text-align: center;"><u>Object/Source (O/S)</u></td> <td style="text-align: center;"><u>Fund (F)</u></td> </tr> <tr> <td style="text-align: center;">Not Applicable</td> <td style="text-align: center;">Not Applicable</td> <td style="text-align: center;">Not Applicable</td> <td style="text-align: center;">Not Applicable</td> </tr> </table> <b>Fund Selection:</b> Blank (all Funds) or any valid Fund  <b>GLAN Selection:</b> Used to select a specific Enactment Year. Blank (all Enactment Years) or any valid 4-digit Enactment Year  <b>Additional Report Selection Options:</b> Not applicable  <b>Destination Options:</b> All available output media  <b>E1 (Electronic Storage) Report Request Options:</b> E1 options are limited to the following:  Report Period FM: All options available P: Blank only Fund Selection: Blank only GLAN Selection: Blank only		<u>Index (I)</u>	<u>Program (P)</u>	<u>Object/Source (O/S)</u>	<u>Fund (F)</u>	Not Applicable	Not Applicable	Not Applicable	Not Applicable
<u>Index (I)</u>	<u>Program (P)</u>	<u>Object/Source (O/S)</u>	<u>Fund (F)</u>						
Not Applicable	Not Applicable	Not Applicable	Not Applicable						

EXHIBIT III-H02 (Continued)

REPORT NAME: <b>SCO/CALSTARS Monthly Detail Reconciliation Report</b>	REPORT NO: <b>CSTARH02</b>
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**FINANCIAL ELEMENTS:**

**HEADER:**

**SCO Account:** This is the SCO Account Information used to match SCO and CALSTARS data by appropriation for this report. This information should agree with the appropriation coding on SCO Agency Reconciliation Report. For the CALSTARS data, the associated SCO Account Information comes from the AS Table. The SCO Account fields displayed are as follows: ORG, FUND, SUB-FD, EY, REF, CAT, PGM, ELEM, COMP, TASK, REV-ACCT, AT, CT.

**CALSTARS Account:** For each Appropriation Item, this report displays the CALSTARS appropriation coding structure as maintained within the CALSTARS Files. This coding structure may be different from the SCO Account Information due to coding difference between SCO and CALSTARS. The following CALSTARS fields are displayed: ORG, SEC, FUND, FD-DTL, EY, REF, CAT, OBJ, OD, PGM, ELEM, COMP, TASK, SOURCE, AT, FFY, APPN-SYM.

For report display purposes, if any of the above CALSTARS fields are not unique within the SCO Account, multiple appropriation coding lines are displayed in the CALSTARS Account segment. This may happen if the AS Table SCO Account section is coded the same on multiple AS Table records. Subsequently, this may cause different appropriation items to use the same SCO Account Information for matching purposes.

In CALSTARS, agencies may use the Section and Fund Detail fields to maintain appropriations at a lower level of detail than SCO. If multiple CALSTARS Section and Fund Detail fields are encountered, the report displays '\*\*\*'. This technique rolls lower level appropriations up to the level maintained by SCO.

For Partial Reappropriations, this report displays the REFERENCE field followed by the last two digits of the FFY (i.e., 00198). Partial Reappropriations in CALSTARS are identified by an Account Type of 'PR'.

For report display purposes, Source Codes **4nnnnn**, **58nnnn**, and **9nnnnn** are shown as blanks.

**SCO RECORDS:** SCO detail transaction activity records are selected from the SCO Agency Reconciliation File if **all** of the following conditions are true:

1. The SCO Account Type is **D**, **F**, **R**, or **T**.
2. The Record Type is **D**.
3. The Enactment Year is **not** 1944 when the Fund is 0890.

The SCO Agency Reconciliation File is received by CALSTARS at the beginning of each month. All selected SCO detail records are summed by Organization, Document Number, and Post Date for display on this report. A total line is displayed when multiple summary records exists for the same document number. Each summarized record is compared against the CALSTARS History File for a match record.

EXHIBIT III-H02 (Continued)

<p>REPORT NAME: <b>SCO/CALSTARS Monthly Detail Reconciliation Report</b></p>	<p>REPORT NO: <b>CSTARH02</b></p>
<p><b>FINANCIAL ELEMENTS: (Continued)</b></p> <p><b>SCO RECORDS: (Continued)</b></p> <p>The following SCO fields are displayed on the report:</p> <p><b>Document Number:</b> This is the SCO Document Number used to match against the CALSTARS History File records.</p> <p><b>Post Date:</b> This is the Transaction Date from the selected SCO record. Note that this is also the date displayed on SCO's Agency Reconciliation Report.</p> <p><b>Amount:</b> The dollar amount of the selected SCO record.</p> <p><b>CALSTARS RECORDS:</b> History File records are selected if <b>one</b> of the following conditions are true:</p> <ol style="list-style-type: none"> <li>1. The transaction impacts GL 1140 and an Appropriation Symbol is found.</li> <li>2. The transaction impacts GL 6110, 6230, or 6231 <b>and</b> the TC is <i>not</i> 600-799 <b>and</b> an Appropriation Symbol is found.</li> <li>3. The transaction impacts GL's 3400 and 8000 or GL's 3400 and 8100 <b>and</b> an Appropriation Symbol is found.</li> </ol> <p>Records that otherwise meet one of the preceding conditions with the Enactment Year of 1944 <b>and</b> the Fund of 0890 are <i>not</i> selected. Each selected CALSTARS History record is summed by Org, Document Number, Batch Date, Batch Type, and Batch Number for display on this report. A total line is displayed when multiple summary records exist for the same document number. The following CALSTARS fields are displayed on the report.</p> <p><b>Document Number:</b> This is the Document Number used to match against the SCO Document Number in SCO Agency Reconciliation File. The Document Number is derived from either the Claim Schedule Number, Current Document Number/Suffix, or Reference Document Number/Suffix. In the order mentioned, the first field with a valid value is used.</p> <p><b>Batch ID:</b> The Batch Date, Batch Type, and Batch Number of the selected History File record is provided to assist agencies in tracing the activity.</p> <p><b>Amount:</b> The dollar amount of the selected History File record. The sign (+/-) is assigned based on the Debit/Credit posting of the selected GL and the Reverse Code field of the History record.</p> <p><b>"MESSAGE" COLUMN TO THE RIGHT OF "CALSTARS RECORDS" COLUMNS:</b> Where there are matching appropriations between SCO and CALSTARS, a comparison is done to match detail records from the two systems by the Document Numbers shown on this report. There is some minor manipulation of the Document Number prior to the comparison. For example, all spaces are zero filled. However, the Document Number as it is shown on the report for both SCO and CALSTARS is reflective of the way this value is coded in the two systems.</p>	

EXHIBIT III-H02 (Continued)

REPORT NAME: <b>SCO/CALSTARS Monthly Detail Reconciliation Report</b>	REPORT NO: <b>CSTARH02</b>
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**FINANCIAL ELEMENTS: (Continued)**

**"MESSAGE" COLUMN: (Continued)**

The following messages may appear in the "Message" column:

<u>MESSAGE</u>	<u>DESCRIPTION</u>
<b>Blank</b>	No message is displayed when detailed records from SCO and CALSTARS are matched by DOCUMENT NUMBER and the transactions amount match.
<b>DOLLAR DIFFERENCE</b>	This message is displayed when detailed records from SCO and CALSTARS are matched by Document Number, but the amounts of the transactions do not match.
<b>NO CALSTARS DOCUMENT</b>	This message is displayed when a detailed record from SCO is unable to find a matching CALSTARS Document Number. The CALSTARS RECORDS column is left blank.
<b>NO SCO DOCUMENT</b>	This message is displayed when a detailed record from CALSTARS is unable to find a matching SCO Document Number. The SCO RECORDS column is left blank.

**MESSAGE AT BOTTOM LEFT OF PAGE:** The report process appends the SCO Account coding from the AS Table to each selected record from the CALSTARS History File. These CALSTARS History File records are then matched against records from the SCO Agency Reconciliation File for reporting. There are four possible results when matching appropriation records between SCO and CALSTARS and the resulting condition is indicated by the message printed on the bottom of the report. The messages are as follows:

<u>MESSAGE</u>	<u>DESCRIPTION</u>
<b>AS TABLE NOT FOUND OR NO CALSTARS SCO ACCOUNT DATA</b>	This message is issued if the process is unable to find an AS Table record for the AS coded in the CALSTARS History File record, or the SCO Account section on the AS Table record was not coded. Under this condition the SCO Account segment on the report page is blank and the CALSTARS segment will show the appropriation coding as it is maintained in CALSTARS. See Special Notes section for a discussion of the report impact. Determine whether or not the AS Table records were inadvertently deleted. If the SCO Account Segment on the AS Table record is not coded, it must be entered if you wish to perform an automated match against the SCO Agency Reconciliation File.
<b>CALSTARS SCO ACCOUNT DATA - FOUND NO SCO DATA</b>	This message is issued if detailed records from the CALSTARS History File are unable to find a matching record in the SCO Agency Reconciliation File. Under this condition both the SCO Account segment and the CALSTARS segment on the report page will show appropriation coding. This appropriation coding comes from the AS Table and the History File record. Determine whether or not the SCO Account coding in the AS Table record is entered correctly.

EXHIBIT III-H02 (Continued)

REPORT NAME: <b>SCO/CALSTARS Monthly Detail Reconciliation Report</b>	REPORT NO: <b>CSTARH02</b>
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**FINANCIAL ELEMENTS: (Continued)**

**SCO ACCOUNT DATA - FOUND NO CALSTARS DATA** This message is issued if detailed records from the SCO Agency Reconciliation File are unable to find a matching record in the CALSTARS History File. Under this condition the SCO Account segment on the report page will show the appropriation coding from the SCO Agency Reconciliation File and the CALSTARS segment will be blank. Determine whether or not the SCO Account coding in the AS Table record is entered correctly.

**MATCHING SCO AND CALSTARS ACCOUNT DATA FOUND** This message is issued if detailed records from the CALSTARS History File finds matching records in the SCO Agency Reconciliation File. Under this condition both the SCO Account segment and the CALSTARS segment on the report page will show appropriation coding.

**SPECIAL NOTES:**

This report first displays CALSTARS records where the SCO Account Segment on the report page is blank. Subsequent records are sorted based on data in the SCO Account Segment of the report. The sort fields within the SCO Account Segment are displayed below.

If an AS Table record does not exist for the selected CALSTARS History File record, or the SCO Account section on the AS Table record was not coded, the SCO Account segment will be blank. In this situation, the CALSTARS Account segment of the report will display the appropriation coding structure as it is maintained in the CALSTARS files. However, a change in any one CALSTARS field value causes a page break to occur rather than an additional appropriation line. For the CALSTARS Section and Fund Detail fields, multiple values will continue to display '\*\*\*' and a page breaking will not occur.

Selected SCO or CALSTARS transactions which net to zero when summed by document number will display on this report. However, no message is printed in the right-most column because no comparison is done when the amounts net to zero. Documents with zero amounts appear only on reports with a Report Period: P option of **Blank** or **B**.

This report excludes TC's in the 600 and 700 series. Yearly JEs to move the ORF advance from the prior year to the current year, when recorded with TC 745 will not display in the CALSTARS Record Section of the report and will display a "No CALSTARS Document" message.

**REPORT SORT:**

SCO DATA FIELD	SELECTION OPTIONS	PAGE-BREAK	SUB-TOTAL
Organization	None	Yes	No
Fund	None	Yes	No
Sub-Fund	None	Yes	No
ENY	None	Yes	No
Reference	None	Yes	No
Category	None	Yes	No
Program	None	Yes	No
Element	None	Yes	No
Component	None	Yes	No
Task	None	Yes	No
Revenue Account	None	Yes	No
Account Type	None	Yes	No
Control Type	None	Yes	No

EXHIBIT III-H02 (Continued)

CSTARH02 9990 (DEST: AA SPEC) PM, ,0,0,0,0,0001, \*\*\*\*\* FND(0001) GL(ALL) \* \*\*\*\*\* RUN:11/07/10 TIME:10:02  
 FISCAL MONTH: 04 OCTOBER

DEPARTMENT OF AIR QUALITY  
 SCO/CALSTARS MONTHLY DETAIL RECONCILIATION REPORT  
 AS OF 10/31/10

\*\*\*\*\* PAGE 5

SCO ACCOUNT:	ORG	FUND	SUB-FD	ENY	REF	CAT	PGM	ELEM	COMP	TASK	REV-ACCT	AT	CT				
	9990	0001		2010	001		99					D	C				
CALSTARS:	ORG	SEC	FUND	FD-DTL	ENY	REF	CAT	OBJ	OD	PGM	ELEM	COMP	TASK	SOURCE	AT	FFY	APPN-SYM
	9990		0001		2010	001								CA	2010	900	

SCO RECORDS

CALSTARS RECORDS

DOCUMENT NUMBER	POST DATE	AMOUNT	DOCUMENT NUMBER	--- BATCH ID ---	AMOUNT	MESSAGE
				DATE TP NBR		
CLO10167	09-02-2010	\$ 492.97-	CLO10167	00 10-05-2010 LG 791	\$ 492.97-	
CLO10169	09-02-2010	\$ 3,092.27-	CLO10169	00 10-05-2010 LG 789	\$ 3,092.27-	
CLO10170	09-02-2010	\$ 3,092.27	CLO10170	00 10-05-2010 LG 788	\$ 3,092.27	
CLO10221	09-23-2010	\$ 7,126.75-	CLO10221	00 10-05-2010 LG 773	\$ 7,126.75-	
CLO10222	09-23-2010	\$ 7,126.75	CLO10222	00 10-05-2010 LG 772	\$ 7,126.75	
CLO10230	09-27-2010	\$ 4,728.10-	CLO10230	00 10-05-2010 LG 768	\$ 4,728.10-	
CLO10231	09-27-2010	\$ 4,728.10	CLO10231	00 10-05-2010 LG 767	\$ 4,728.10	
CRA0002592	09-09-2010	\$ 1.70-	CRA00025	92 10-05-2010 02 098	\$ 1.70-	
CRA0002882	09-16-2010	\$ 10.50-	CRA00028	82 10-05-2010 02 098	\$ 10.50-	
GS05000996	09-13-2010	\$ 7,786.00	GS050009	96 10-06-2010 02 101	\$ 7,786.00	
JE 0009193	09-01-2010	\$ 1,928.47	JE 00027	68 09-27-2010 02 086	\$ 770,317.74-	NO SCO DOCUMENT
PIA0001806	09-13-2010	\$ 5,650.00	PIA00018	06 10-05-2010 02 098	\$ 5,650.00	NO CALSTARS DOCUMENT
PIA0001995	09-27-2010	\$ 2,658.00	PIA00019	95 10-05-2010 02 098	\$ 2,658.00	
0502034	09-01-2010	\$ 53,141.65	0502034	00 10-05-2010 WW 001	\$ 53,141.65	
0502041	09-06-2010	\$ 1,107.60	0502041	00 10-05-2010 WW 001	\$ 1,107.60	
0502042	09-02-2010	\$ 53,416.50	0502042	00 10-05-2010 WW 001	\$ 53,416.50	
0502043	09-01-2010	\$ 2,810.89	0502043	00 10-05-2010 WW 001	\$ 2,810.89	
0502046	09-12-2010	\$ 20,655.98	0502046	00 10-05-2010 WW 001	\$ 20,655.98	
0503058	09-15-2010	\$ 15,105.28	0503058	00 10-05-2010 WW 001	\$ 15,105.28	
0503060	09-16-2010	\$ 138,756.00	0503060	00 10-05-2010 WW 001	\$ 138,756.00	
0503071	09-26-2010	\$ 88,193.94	0503071	00 10-05-2010 WW 001	\$ 88,193.94	

END OF ACCOUNT DATA  
 \*\*\*\*\*  
 MATCHING SCO AND CALSTARS SCO ACCOUNT DATA FOUND  
 \*\*\*\*\*



EXHIBIT III- H03 (Continued)

REPORT NAME: <b>General Cash Receipts and Disbursements Register</b>	REPORT NO: <b>CSTARH03</b>
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**SPECIAL NOTES:** (Continued)

not show on this report when reclassified from GL 3400 or 3500 to the nominal account. A notation of the nominal account and the date of actual remittance should be made on the copy of this report or separate listing of GL 3400 and 3500 money not remitted.

The Document Date (or Fiscal Month if Document Date is blank) of each remittance transaction (TC = C05, F09, F10, 103, 105, 124) is evaluated to determine if the remittance transaction should be included in the report:

If the remittance transaction's Document Date is zero or blank **and** the Fiscal Month is the same as the report request Fiscal Month, the transaction is included.

If the remittance transaction's Document Date (month and year) matches the report As Of Date (month and year), the transaction is included.

**NOTE:** The Document Date on the remittance transaction should be the last day of the month to which the remittance applies (e.g., when remitting June cash use Document Date of 06/30/200*n*. This allows remittances recorded in the subsequent fiscal month to appear on the June report.

**REPORT SORT:**

DATA FIELD	SELECTION OPTIONS	PAGE-BREAK	SUB-TOTAL
Disbursing Org	None	Yes	Yes
Fund	Level of Detail: F	Yes	Yes
Record Type <sup>1/</sup>	None	Yes	Yes
ENY	None	Yes	No
Reference	None	Yes	No
Fed Catalog Number	None	Yes	No
Appn Program	None	Yes	No
Revenue/Object	None	No	Yes
AS Number	None	No	No
FFY	None	No	No
Current Doc Number	None	No	No
Transaction ID	None	No	No

<sup>1/</sup> Record type is assigned as follows (listed in sort order):

**Payroll Accounts Receivable:** Source is **580100**.

**Abatements:** Source is **58nnnn**, omitting **580100**.

**Reimbursements:** Source is **9nnnnn**.

**Revenue:** Source is **1nnnnn**, **2nnnnn**, **3nnnnn**, **51nnnn**, **52nnnn**, **53nnnn** or **59nnnn**.

**Federal Funds:** Source is **4nnnnn** and Fund is 0890.

**Federal Funds Reverted Appropriations:** Source is **57nnnn** AND Fund is 0890.

**Refunds to Reverted Appropriations:** Source is **57nnnn**.

**Uncleared Collections:** Offset GLAN is 3730 or TC is C05.

**Deposits/Advance Collections:** Offset GLAN is 3400 or 3500 or TC is 103 or 105.

**Other:** All others not classified.



EXHIBIT III- H04

<b>REPORT NAME:</b> <b>Claims in Process and Filed Activity Report</b>	<b>REPORT NO:</b> <b>CSTARH04</b>								
<b>PURPOSE:</b> Used to verify that Claims in Process has a zero balance at the end of the Fiscal Month.									
<b>DESCRIPTION:</b> Summary of History records with GL 3021 for Claims in Process and Claims Filed for the fiscal month.									
<b>REPORT REQUEST OPTIONS:</b>  <b>Report Period:</b>  <b>FM:</b> CM, PM or PY <b>P:</b> Not applicable  <b>Level of Detail:</b>  <table border="0" style="width: 100%;"> <tr> <td style="text-align: center;"><u>Index (I)</u></td> <td style="text-align: center;"><u>Program (P)</u></td> <td style="text-align: center;"><u>Object/Source (O/S)</u></td> <td style="text-align: center;"><u>Fund (F)</u></td> </tr> <tr> <td style="text-align: center;">Not applicable</td> <td style="text-align: center;">Not applicable</td> <td style="text-align: center;">Not applicable</td> <td style="text-align: center;">Not applicable</td> </tr> </table> <b>Fund Selection:</b> Blank (all Funds) or any valid Fund  <b>GLAN Selection:</b> Not applicable  <b>Additional Report Selection Options:</b> Not applicable  <b>Destination Options:</b> All available output media  <b>E1 (Electronic Storage) Report Request Options:</b> E1 options are limited to the following:  Report Period FM: PM or PY Fund Selection:    Blank only		<u>Index (I)</u>	<u>Program (P)</u>	<u>Object/Source (O/S)</u>	<u>Fund (F)</u>	Not applicable	Not applicable	Not applicable	Not applicable
<u>Index (I)</u>	<u>Program (P)</u>	<u>Object/Source (O/S)</u>	<u>Fund (F)</u>						
Not applicable	Not applicable	Not applicable	Not applicable						
<b>FINANCIAL ELEMENTS:</b>  <b>Claims Filed:</b> GL=3020. Displays the amount of Claims Filed transactions entered (TC 360). Normal balance is a Debit.  <b>Claims in Process:</b> GL=3021. Displays the amount of claim schedule expenditures entered. Normal balance is a Credit.  <b>Balance:</b> Calculated as the sum of Claims Filed and Claims in Process.  <b>NOTE:</b> At the end of a Fiscal Month, the Balance column should be zero. If it is not, research the records to determine why there is a balance. Appropriate entries should then be made in CALSTARS to bring the balance to zero.									

EXHIBIT III- H04 (Continued)

REPORT NAME: <b>Claims in Process and Filed Activity Report</b>	REPORT NO: <b>CSTARH04</b>
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**SPECIAL NOTES:**

Only the first seven digits of the Claim Schedule number are used on the report. When the TC has GL 3021, the batch Claim Schedule number is used. The Current Document Number field is used for TC 360.

Section and Fund information is at the Appropriation level of control. Section is present on the report when the AS Table Appropriation Organization Level Indicator is **1** **OR** the IC Table General Ledger Organization Level Indicator is **1**.

Project information is displayed **only** when the PC Table General Ledger Posting Level indicator is **1** or **B**.

When the AS Table Account Type is **PR** the Reference field is displayed as "REF/FFY".

**REPORT SORT:**

DATA FIELD	SELECTION OPTIONS	PAGE-BREAK	SUB-TOTAL
Section	None	Yes	Yes
Fund	None	Yes	Yes
ENY	None	Yes	Yes
Claim Number	None	No	Yes
FFY	None	No	No
Fund Source	None	No	No
Method	None	No	No
AS Number	None	No	No
Reference	None	No	No
Program	None	No	No
Category	None	No	No
Project/Work Phase	None	No	No
Source	None	No	No



EXHIBIT III-H05

<b>REPORT NAME:</b> <b>SCO Remittance Advice Worksheet</b>	<b>REPORT NO:</b> <b>CSTARH05</b>														
<b>PURPOSE:</b> Worksheet to be used when preparing the SCO Remittance Advice. This is a summary of the data on the H03: General Cash Receipts and Disbursements Register.															
<b>DESCRIPTION:</b> Summary of History File records that post to GL 1110-General Cash.															
<b>REPORT REQUEST OPTIONS:</b>  <b>Report Period:</b> <b>FM:</b> CM, PM or PY <b>P:</b> Not applicable  <b>Level of Detail:</b> <table border="0" style="width: 100%;"> <tr> <td style="text-align: center;"><u>Index (I)</u></td> <td style="text-align: center;"><u>Program (P)</u></td> <td style="text-align: center;"><u>Object/Source (O/S)</u></td> <td style="text-align: center;"><u>Fund (F)</u></td> </tr> <tr> <td style="text-align: center;">Not applicable</td> <td style="text-align: center;">Not applicable</td> <td style="text-align: center;">Not applicable</td> <td style="text-align: center;">1-Fund 2-Fund Detail</td> </tr> </table> <b>Fund Selection:</b> Blank (all Funds) or any valid Fund <b>GLAN Selection:</b> Not applicable <b>Additional Report Selection Options:</b> Not applicable <b>Destination Options:</b> All available output media <b>E1 (Electronic Storage) Report Request Options:</b> E1 options are limited to the following: <table border="0" style="width: 100%;"> <tr> <td>Report Period FM:</td> <td>PM or PY</td> </tr> <tr> <td>Level of Detail:</td> <td>All options available</td> </tr> <tr> <td>Fund Selection:</td> <td>Blank only</td> </tr> </table>		<u>Index (I)</u>	<u>Program (P)</u>	<u>Object/Source (O/S)</u>	<u>Fund (F)</u>	Not applicable	Not applicable	Not applicable	1-Fund 2-Fund Detail	Report Period FM:	PM or PY	Level of Detail:	All options available	Fund Selection:	Blank only
<u>Index (I)</u>	<u>Program (P)</u>	<u>Object/Source (O/S)</u>	<u>Fund (F)</u>												
Not applicable	Not applicable	Not applicable	1-Fund 2-Fund Detail												
Report Period FM:	PM or PY														
Level of Detail:	All options available														
Fund Selection:	Blank only														
<b>FINANCIAL ELEMENTS:</b>  <b>Amount:</b> GL=1110. Displays the sum of History File amount for records posting to these GLs. Normal balance is a Debit. A negative sign (-) is displayed to the right of the amount when the transaction has posted as a Credit to General Cash.															
<b>SPECIAL NOTES:</b>  <p>This report provides information for two purposes: completing the Remittance Advice (RA) and entering the accounting transactions to record the remittance to the Treasurer.</p> <p>The fields under the heading "CALSTARS REMITTANCE INFO" are used when completing the Remittance Advice. This gives agencies most of the data required for this purpose.</p> <p>The fields under the heading "INPUT INFO" provide coding to record the check transaction in CALSTARS for the Remittance Advice.</p>															

EXHIBIT III- H05 (Continued)

REPORT NAME: **SCO Remittance Advice Worksheet**

REPORT NO: **CSTARH05**

**SPECIAL NOTES: (Continued)**

If GL 3400 and 3500 general cash is not remitted with this report, make a copy of the page or keep a separate listing of this unremitted money. When the specific nominal account is determined for GL 3400 and 3500 money not remitted, include it with current money that is to be remitted. This will not show on this report when reclassified from GL 3400 or 3500 to the nominal account. A notation of the nominal account and the date of actual remittance should be made on the copy of this report or separate listing of GL 3400 and 3500 money not remitted.

The Document Date field is evaluated for all General Cash transactions to determine if it should be included in the report. Future fiscal month entries (TCs) for remittance of General Cash are evaluated for inclusion in the report. The following is the evaluation performed on the Document Date field to determine if a transaction should be included on the report:

When requested as PY fiscal month option the report does not include transactions that recorded cash already remitted to the Treasurer for June that might have been posted to FM 13.

If the document month is zero or blank and the Fiscal Month is the same as the agency's report request Fiscal Month, the transaction is included.

If the TC is C05, F09, F10, 103, 105, or 124 and the document month and year match the report As Of Date (Month and Year), the transaction is included. This allows remittances recorded in the subsequent fiscal month to appear on the report.

The report excludes History File records when the TC is 6XX or 7XX.

The Description column displays the following information:

Document Number and Vendor Number, when present, for Payroll Accounts Receivables.

Source Code title for all other types of records.

Records classified as "Uncleared Collections" or "Other" on the H03 Report are excluded from this report.

When the AS Table Account Type is **PR**, the FFY is printed after the Reference number as REF/FY.

EXHIBIT III- H05 (Continued)

REPORT NAME: **SCO Remittance Advice Worksheet** REPORT NO: **CSTARH05**

**REPORT SORT:**

DATA FIELD	SELECTION OPTIONS	PAGE-BREAK	SUB-TOTAL
Fund	Level of Detail: F	Yes	Yes
Disbursing Org	None	Yes	Yes
Record Type *	None	Yes	Yes
RA Info:			
ENY	None	Yes	No
Reference	None	Yes	No
Fed Catalog No.	None	Yes	No
Category	None	No	No
Program	None	No	No
Revenue/Object	None	No	No
Input Info:			
Source	None	No	No
AS Number	None	No	No
FFY	None	No	No
Object	None	No	No

\* Record type is assigned as follows (listed in sort order):

**Deposits/Advance Collections:** Offset GL is 3400 or 3500 or TC is 103 or 105.

**Payroll Accounts Receivable:** Source Code is 580100.

**Abatements:** Source Code is 58nnnn, omitting 580100.

**Reimbursements:** Source Code is 9nnnnn.

**Revenue:** Source Code is 1nnnnn, 2nnnnn, 3nnnnn, 51nnnn, 52nnnn, 53nnnn or 59nnnn.

**Federal Funds:** Source Code is 4nnnnn and Fund is 0890.

**Federal Funds Reverted appropriations:** Source Code is 57nnnn AND Fund is 0890.

**Refunds to Reverted Appropriations:** Source Code is 57nnnn.



EXHIBIT III- H06

<b>REPORT NAME:</b> <b>Cash Receipts and Disbursements Register</b>	<b>REPORT NO:</b> <b>CSTARH06</b>		
<b>PURPOSE:</b>	This report lists all checks and deposits. It is used to reconcile the agency's bank account.		
<b>DESCRIPTION:</b>	Lists History File records that affect agency cash, General Ledger Accounts 1110, 1120 and 1130 for all funds. It excludes History entries with TCs 191, 403, 404, 406, 508, 520, 521, 524-534, 539, 600-799, 917, and 951-953.		
<b>REPORT REQUEST OPTIONS:</b>			
<b>Report Period:</b>			
<b>FM:</b>	CM, PM or PY		
<b>P:</b>	Not applicable		
<b>Level of Detail:</b>			
<u>Index (I)</u>	<u>Program (P)</u>	<u>Object/Source (O/S)</u>	<u>Fund (F)</u>
0-No Total on Check Nbr/Cur Doc Nbr	Not applicable	Not applicable	0-No Fund
1-Total on Check Nbr/Cur Doc Nbr			1-Fund
2-Total on Location Deposit Nbr			2-Fund Detail
<b>Fund Selection:</b> Blank (all Funds) or any valid Fund			
<b>GLAN Selection:</b> Not applicable			
<b>Additional Report Selection Options:</b> Not applicable			
<b>Destination Options:</b> All available output media			
<b>E1 (Electronic Storage) Report Request Options:</b> E1 options are limited to the following:			
Report Period FM:	PM or PY		
Level of Detail:	All options available		
Fund Selection:	Blank only		
<b>FINANCIAL ELEMENTS:</b>			
<b>Amount:</b> Displays the History File record amount that represents either the cash deposits or checks written against the Bank account.			
<b>Total Deposits:</b> Calculated as the sum of all deposits made during the report period. History File records included in this section <b>do not</b> have a Check Number. Normal balance is a Debit. When a reversal entry is made, a negative sign (-) is displayed to the right of the amount field.			
<b>Total Checks:</b> Calculated as the sum of all checks issued during the report period. History File records included in this section have a Check Number. Normal balance is a Credit. When a reversal entry is made, the amount is displayed without the negative sign (-).			
<b>Total Fund:</b> Calculated as the sum of Total Deposits and Total Checks. Balance may be either a Debit or a Credit.			

EXHIBIT III- H06 (Continued)

REPORT NAME: <b>Cash Receipts and Disbursements Register</b>	REPORT NO: <b>CSTARH06</b>
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**SPECIAL NOTES:**

When requested as PY Fiscal Month option, the report includes only transactions that posted to FM 13. For purposes of performing the Bank reconciliation, this report should be combined with the FM 12 report.

If an agency records cash into more than one fund or uses the Office Revolving Fund (0998), it is recommended that the H06 Report be requested by Fund.

The totals on Check Number and Current Document Number occur when the Index Level of Detail Option is set to 1. The totals are on the Check Number, when present. If Check Number is not present in the record, then the total is on the Current Document Number.

Stop payment entry for uncashed or stale dated checks (TC 196) appears as a receipt instead of a disbursement.

**REPORT SORT:**

DATA FIELD	SELECTION OPTIONS	PAGE-BREAK	SUB-TOTAL
Fund	Level of Detail: F	Yes	Yes
GL Indicator <sup>1/</sup>	None	No	No
Check number	Level of Detail: I	No	No <sup>2/</sup>
Location Deposit Nbr	Level of Detail: I	No	No <sup>3/</sup>
Current Doc Number	Level of Detail: I	No	No <sup>2/</sup>
Reference Doc Nbr	None	No	No
Transaction ID	None	No	No

<sup>1/</sup> GL Indicator identifies the record as having a Check Number (Checks) or not (Deposits).

<sup>2/</sup> When Index Level-of-Detail is 1, there is a sub-total on both Check Number and Current Document Number.

<sup>3/</sup> When Index Level-of-Detail is 2, there is a sub-total on Location Deposit Number.

<sup>4/</sup> The Deposit or Check Number field sorts first by numeric values and secondly by alpha values (per CALSTARS News 1-7-05).



EXHIBIT III- H07

<b>REPORT NAME:</b> Letter of Credit Drawdown Remittance Advice Worksheet	<b>REPORT NO:</b> CSTARH07																																																								
<b>PURPOSE:</b> Assists in the preparation of the Letter of Credit Drawdown Remittance Advice to the SCO.																																																									
<b>DESCRIPTION:</b> Lists History File records that post to GL 9000; have a Fund Source of <b>F</b> (Federal Trust Fund); and have the PC Table Billing Cycle set to <b>1</b> .																																																									
<b>REPORT REQUEST OPTIONS:</b>  <b>Report Period:</b> <b>FM:</b> CM, PM or PY <b>P:</b> Not applicable  <b>Level of Detail:</b> <table style="width: 100%; border: none;"> <tr> <td style="text-align: center;"><u>Index (I)</u></td> <td style="text-align: center;"><u>Program (P)</u></td> <td style="text-align: center;"><u>Object/Source (O/S)</u></td> <td style="text-align: center;"><u>Fund (F)</u></td> </tr> <tr> <td style="text-align: center;">Not applicable</td> <td style="text-align: center;">Not applicable</td> <td style="text-align: center;">Not applicable</td> <td style="text-align: center;">Not applicable</td> </tr> </table> <b>Fund Selection:</b> Not applicable <b>GLAN Selection:</b> Not applicable <b>Additional Report Selection Options:</b> Not applicable <b>Destination Options:</b> All available output media <b>E1 (Electronic Storage) Report Request Options:</b> E1 options are limited to the following: Report Period FM: PM or PY		<u>Index (I)</u>	<u>Program (P)</u>	<u>Object/Source (O/S)</u>	<u>Fund (F)</u>	Not applicable	Not applicable	Not applicable	Not applicable																																																
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Not applicable	Not applicable	Not applicable	Not applicable																																																						
<b>FINANCIAL ELEMENTS:</b>  <b>Amount:</b> The History File record amount. Normal balance is a Debit.																																																									
<b>SPECIAL NOTES:</b>  This report is produced on a daily basis when an agency has History File activity that meets the selection criteria for the report. The report may also be requested for the entire month from the Report Request Table.  Reference is shown as REF/FFY when the AS Table Account Type is <b>PR</b> .																																																									
<b>REPORT SORT:</b>  <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <thead> <tr> <th style="padding: 5px;">DATA FIELD</th> <th style="padding: 5px;">SELECTION OPTIONS</th> <th style="padding: 5px;">PAGE-BREAK</th> <th style="padding: 5px;">SUB-TOTAL</th> </tr> </thead> <tbody> <tr><td style="padding: 5px;">Disbursing Org</td><td style="padding: 5px;">None</td><td style="padding: 5px;">Yes</td><td style="padding: 5px;">No</td></tr> <tr><td style="padding: 5px;">Fed Catalog Number</td><td style="padding: 5px;">None</td><td style="padding: 5px;">Yes</td><td style="padding: 5px;">Yes</td></tr> <tr><td style="padding: 5px;">ENY</td><td style="padding: 5px;">None</td><td style="padding: 5px;">Yes</td><td style="padding: 5px;">No</td></tr> <tr><td style="padding: 5px;">Section</td><td style="padding: 5px;">None</td><td style="padding: 5px;">Yes</td><td style="padding: 5px;">No</td></tr> <tr><td style="padding: 5px;">Fund</td><td style="padding: 5px;">None</td><td style="padding: 5px;">Yes</td><td style="padding: 5px;">No</td></tr> <tr><td style="padding: 5px;">Fund Source</td><td style="padding: 5px;">None</td><td style="padding: 5px;">Yes</td><td style="padding: 5px;">No</td></tr> <tr><td style="padding: 5px;">Method</td><td style="padding: 5px;">None</td><td style="padding: 5px;">Yes</td><td style="padding: 5px;">No</td></tr> <tr><td style="padding: 5px;">Reference</td><td style="padding: 5px;">None</td><td style="padding: 5px;">Yes</td><td style="padding: 5px;">No</td></tr> <tr><td style="padding: 5px;">AS Number</td><td style="padding: 5px;">None</td><td style="padding: 5px;">No</td><td style="padding: 5px;">No</td></tr> <tr><td style="padding: 5px;">Program</td><td style="padding: 5px;">None</td><td style="padding: 5px;">No</td><td style="padding: 5px;">Yes</td></tr> <tr><td style="padding: 5px;">GL</td><td style="padding: 5px;">None</td><td style="padding: 5px;">No</td><td style="padding: 5px;">No</td></tr> <tr><td style="padding: 5px;">Process Date</td><td style="padding: 5px;">None</td><td style="padding: 5px;">No</td><td style="padding: 5px;">No</td></tr> <tr><td style="padding: 5px;">Transaction ID</td><td style="padding: 5px;">None</td><td style="padding: 5px;">No</td><td style="padding: 5px;">No</td></tr> </tbody> </table>		DATA FIELD	SELECTION OPTIONS	PAGE-BREAK	SUB-TOTAL	Disbursing Org	None	Yes	No	Fed Catalog Number	None	Yes	Yes	ENY	None	Yes	No	Section	None	Yes	No	Fund	None	Yes	No	Fund Source	None	Yes	No	Method	None	Yes	No	Reference	None	Yes	No	AS Number	None	No	No	Program	None	No	Yes	GL	None	No	No	Process Date	None	No	No	Transaction ID	None	No	No
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Process Date	None	No	No																																																						
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EXHIBIT III- H08

<b>REPORT NAME:</b> Receipts Transaction Register	<b>REPORT NO:</b> CSTARH08								
<b>PURPOSE:</b> Provides the detail of History records that supports the monthly activity shown on the Q25 Report: Summary of Receipts by Appropriation as well as abatement records not shown on the Q25.									
<b>DESCRIPTION:</b> Lists the History File records for Revenues, Reimbursements earned, Abatements, Operating Transfers-In, Other Sources and Refunds To Reverted Appropriations.									
<b>REPORT REQUEST OPTIONS:</b>  <b>Report Period:</b> <b>FM:</b> CM, PM or PY <b>P:</b> Not applicable  <b>Level of Detail:</b> <table data-bbox="284 808 1307 898"> <tr> <td><u>Index (I)</u></td> <td><u>Program (P)</u></td> <td><u>Object/Source (O/S)</u></td> <td><u>Fund (F)</u></td> </tr> <tr> <td>Not applicable</td> <td>Not applicable</td> <td>Not applicable</td> <td>1-Fund 2-Fund Detail</td> </tr> </table> <b>Fund Selection:</b> Blank (all Funds) or any valid Fund <b>GLAN Selection:</b> Not applicable  <b>Additional Report Selection Options:</b> <b>Index Range:</b> Enter the Index or range of Indexes. Leave blank for all Indexes. <b>PCA Range:</b> Enter the PCA or range of PCAs. Leave blank for all PCAs. <b>OBJ Range:</b> Not applicable. <b>FFY Selection:</b> Enter the FFY or leave blank for all FFYs. <b>PRJ/WP Selection:</b> Not applicable.  <b>Destination Options:</b> All available output media  <b>E1 (Electronic Storage) Report Request Options:</b> E1 options are limited to the following: Report Period FM: PM or PY Level of Detail: All options available Fund Selection: Blank only Additional Report Selection Options: All selections and ranges – Blank only		<u>Index (I)</u>	<u>Program (P)</u>	<u>Object/Source (O/S)</u>	<u>Fund (F)</u>	Not applicable	Not applicable	Not applicable	1-Fund 2-Fund Detail
<u>Index (I)</u>	<u>Program (P)</u>	<u>Object/Source (O/S)</u>	<u>Fund (F)</u>						
Not applicable	Not applicable	Not applicable	1-Fund 2-Fund Detail						

EXHIBIT III- H08 (Continued)

REPORT NAME: <b>Receipts Transaction Register</b>	REPORT NO: <b>CSTARH08</b>																																																
<b>FINANCIAL ELEMENTS:</b>																																																	
<p><b>Transaction Amount:</b> GL=8000, 8100, 9000 (for source code 580nnn), 9811, 9830, and 9891.          Normal balance is a Debit. When the transaction is a refund or a reversal, it is shown as a Credit. When the transaction is the reverse of a cash receipt refund, it is shown as a Debit.</p>																																																	
<b>SPECIAL NOTES:</b>																																																	
Information in the Header depends on the Appropriation File Control indicators.																																																	
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DATA FIELD	SELECTION OPTIONS	PAGE-BREAK	SUB-TOTAL																																														
ENY	None	Yes	Yes																																														
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Transaction ID	None	No	No																																														



EXHIBIT III- H09

<b>REPORT NAME:</b>	<b>History File Expenditure Records Supporting the Q12 Report</b>	<b>REPORT NO:</b>	<b>CSTARH09</b>
<b>PURPOSE:</b>	Lists History File records that support the Current Month Expenditure column on the Q12 Report.		
<b>DESCRIPTION:</b>	Provides a detailed listing of all transactions posting to the Operating File GLs 9000, 9812, 9822 and 9844. The report is sorted by Organization, then Program. Totals for each Category/Object/Object Detail/Agency Object match the applicable Q12 Report line when requested at the same level of detail.		
<b>REPORT REQUEST OPTIONS:</b>			
<b>Report Period:</b>			
<b>FM:</b>	CM, PM or PY		
<b>P:</b>	C=Current Fiscal Year, P=Prior Fiscal Year, Blank=all Fiscal Years		
<b>Level of Detail:</b>			
<u>Index (I)</u>	<u>Program (P)</u>	<u>Object/Source (O/S)</u>	<u>Fund (F)</u>
0-No Organization	0-No Program	0-No Object	0-No Fund
1-Section	1-Program	1-Category	1-Fund
2-Sub-Section	2-Element	2-Object	2-Fund Detail
3-Unit	3-Component	3-Object Detail	3-Not used
4-Sub-Unit	4-Task	4-Agency Object	4-Fund after Index
5-Sub-Sub-Unit	5-PCA		5-Fund Detail after Index
6-Index			
<b>Fund Selection:</b>	Blank (all Funds) or any valid Fund		
<b>GLAN Selection:</b>	Not applicable		
<b>Additional Report Selection Options:</b>			
<b>Index Range:</b>	Enter the Index or range of Indexes. Leave blank for all Indexes.		
<b>PCA Range:</b>	Enter the PCA or range of PCAs. Leave blank for all PCAs.		
<b>OBJ Range:</b>	Enter the Object Detail or range of Object Details. Leave blank for all Object Details.		
<b>FFY Selection:</b>	Enter the FFY or leave blank for all FFYs.		
<b>PRJ/WP Selection:</b>	Not applicable.		
<b>Destination Options:</b>	All available output media <b>except L</b> (Laser printer)		
<b>E1 (Electronic Storage) Report Request Options:</b> E1 options are limited to the following:			
Report Period FM:	PM or PY		
P:	Blank only		
Level of Detail:	All options available		
Fund Selection:	Blank only		
Additional Report Selection Options: All selections and ranges – Blank only			

EXHIBIT III- H09 (Continued)

REPORT NAME: <b>History File Expenditure Records Supporting the Q12 Report</b>	REPORT NO: <b>CSTARH09</b>
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**FINANCIAL ELEMENTS:**

**Cur Month Exp:** GL=9000, 9812, 9822, and 9844. The transaction amount for the month being reported. Normal balance is a Debit.

**Special Notes:**

Subtotals for the Organization, Program and Category structure occur only at the I, P, and O/S Level of Detail requested. There are no additional hierarchial subtotals.

If Fund Level of Detail **4** or **5** is requested, Fund, Fund Detail and Fund Source appear after Index in the heading.

Depending on the level requested this could be a *very large* report.

History records with an alpha Batch Type **NOT AN** (Reverse Year End Adjusting entries) or **WA** (Claim Schedule TC 360/361) are summarized for display on the report. The invoice field describes those batches as:

<u>Batch Type</u>	<u>Invoice Field</u>
LA and LG	Labor Distrib
CB to CK	Cost Alloc
YO to YZ	Year End

The alpha batches are summarized by FFY, Fund, Fund Detail, Fund Source, Program structure, Organization structure, Category structure, Invoice, Document Date, Reference Document/Suffix, Current Document/Suffix, and Batch Header (no sequence number). When the sum of the History File records equals zero, the record is not printed. This could result in a printed subtotal of zero for a Category/Object/Object Detail/Agency Object with no History File records shown.

Subtotals appear at the level requested for Fund, Organization, Program and Category only. There are no hierarchial subtotals.

**REPORT SORT:**

DATA FIELD	SELECTION OPTIONS	PAGE-BREAK	SUB-TOTAL
FFY	Report Period: P	Yes	Yes
Fund	Level of Detail: F	Yes	Yes
Organization	Level of Detail: I	Yes	Yes
Program	Level of Detail: P	No	Yes
Category	Level of Detail: O/S	No	Yes
Invoice	None	No	No
Document Date	None	No	No
Reference Doc	None	No	No
Current Doc	None	No	No
Claim Schedule No.	None	No	No
Batch Header	None	No	No
Process Date	None	No	No
TC	None	No	No
Reverse	None	No	No

EXHIBIT III- H09 (Continued)

CSTARH09 9990 (DEST: AA SPEC) PM,C,6,5,4,1,0001, \*\*\*\*\* RUN:03/27/06 TIME:06.27  
 FISCAL MONTH: 08 FEBRUARY 6(INDEX) 5(PCA ) 4(AGYOBJ) 1(FUND ) FUND(0001) GL(ALL )

DEPARTMENT OF AIR QUALITY  
 HISTORY FILE EXPENDITURE RECORDS SUPPORTING THE Q12 REPORT  
 AS OF 02/28/06

\*\*\*\*\* PAGE 16

FFY: 05  
 FUND: 0001 GENERAL FUND  
 FUND SOURCE: D CLEARING ACCOUNT  
 INDEX: 20-10-00-00-00-2040 OFFICE OF FINANCIAL MANAGEMENT

\*\*\*\*\*

PG EL CMP TSK PCA DESCRIPTION C OB OD AO DESCRIPTION

-----  
 INVOICE DOC DATE REF DOC SX CUR DOC SX CLAIM NO BATCH HDR PR DATE TC R VENDOR NAME CUR MONTH EXP  
 -----

20 10 000 000 20100 LABOR RELATIONS ADMINISTRATION 3 11 223 00 LIBRARY PURCH/SUBSCRIPT  
 COST ALLOC 060316CJ 215.11-  
 29652 01/20/06 LP05801400 LP05801400 0508233 06022104258 02/21/06 231 EMPLOYERS GROUP 215.11

\*TOTAL AGENCY OBJECT 00 LIBRARY PURCH/SUBSCRIPT 0.00

20 10 000 000 20100 LABOR RELATIONS ADMINISTRATION 3 14 268 20 OPERATING EXPENSE - POSTAGE/OV  
 COST ALLOC 060316CJ 9.46-  
 0000989074066 02/11/06 0508238 06022404263 02/24/06 231 UNITED PARCEL SERVICE, INC 9.46

\*TOTAL AGENCY OBJECT 20 OPERATING EXPENSE - POSTAGE/OV 0.00

20 10 000 000 20100 LABOR RELATIONS ADMINISTRATION 3 26 418 00 OTHER EXTERNAL SVS  
 COST ALLOC 060316CJ 9,033.00-  
 INV303153 01/12/06 S053000201 S053000201 0508222 06020604245 02/06/06 232 COOPERATIVE PERSONNEL SERVICES 9,033.00

\*TOTAL AGENCY OBJECT 00 OTHER EXTERNAL SVS 0.00

\*TOTAL PCA 20100 LABOR RELATIONS ADMINISTRATION 0.00

\*TOTAL INDEX 2040 OFFICE OF FINANCIAL MANAGEMENT 0.00

EXHIBIT III- H1A

<b>REPORT NAME:</b> <b>PCA Transaction Analysis Report</b>	<b>REPORT NO:</b> <b>CSTARH1A</b>		
<b>PURPOSE:</b> Used to research summarized activity that appears on Operating File reports by PCA.			
<b>DESCRIPTION:</b> Displays History File activity for Expenditures, Encumbrances, and Obligations by Program Cost Account (PCA). The report contains information from History File records with a posting to GLs 6150, 6160, 6170, 9000, 9812, 9822, or 9844.			
<b>REPORT REQUEST OPTIONS:</b>			
<b>Report Period:</b>			
<b>FM:</b> CM, PM or PY <b>P:</b> Not applicable			
<b>Level of Detail:</b>			
<u>Index (I)</u> Not applicable	<u>Program (P)</u> Not applicable	<u>Object/Source (O/S)</u> Not applicable	<u>Fund (F)</u> Not applicable
<b>Fund Selection:</b> Not applicable			
<b>GLAN Selection:</b> Applies to the Budgetary/Encumbrance/Allocated Encumbrance/Obligation column.			
Blank = Includes Allocated Encumbrances 6150 = Excludes Allocated Encumbrances			
<b>Additional Report Selection Options:</b>			
<b>Index Range:</b>	Enter the Index or range of Indexes. Leave blank for all Indexes.		
<b>PCA Range:</b>	Enter the PCA or range of PCAs. Leave blank for all PCAs.		
<b>OBJ Range:</b>	Enter the Object Detail or range of Object Details. Leave blank for all Object Details.		
<b>FFY Selection:</b>	Enter the FFY or leave blank for all FFYs.		
<b>PRJ/WP Selection:</b>	Enter the Project and Work Phase independently, or a combination of Project and Work Phase. Leave blank for all Project/Work Phases.		
<b>Destination Options:</b> All available output media <b>except L</b> (Laser printer)			
<b>E1 (Electronic Storage) Report Request Options:</b> E1 options are limited to the following:			
Report Period FM: PM or PY GLAN Selection: Blank only Additional Report Selection Options: All selections and ranges – Blank only			

EXHIBIT III- H1A (Continued)

REPORT NAME: <b>PCA Transaction Analysis Report</b>	REPORT NO: <b>CSTARH1A</b>
---	----------------------------

**FINANCIAL ELEMENTS:**

**Budgetary/Encumbrance/Allocated Encumbrance/Obligation:** GL=6150, 6160 and 6170.  
 Displays History File record amount for these GLs. Normal balance is a Debit.

**NOTE:** The amount for GLs in the 4th pair of the TC (Encumbrance liquidations) is the amount available to liquidate (per the Document File balance) up to the amount of the History File transaction. If an **F** modifier is used, the amount is the remaining balance per the Document File record.

**Expenditures:** GL 9000, 9812, 9822 or 9844. Displays History File record amount for these GLs.  
 Normal balance is a Debit.

**REPORT SORT:**

DATA FIELD	SELECTION OPTIONS	PAGE-BREAK	SUB-TOTAL
ENY	None	Yes	No
FFY	None	Yes	No
PCA	None	Yes	Yes
Index	None	No	Yes
Object	None	No	Yes
Post Date	None	No	No
Transaction ID	None	No	No



EXHIBIT III- H10

<b>REPORT NAME:</b>	<b>History File Expenditure Records Supporting the Q16 Report</b>	<b>REPORT NO:</b>	<b>CSTARH10</b>
<b>PURPOSE:</b>	Lists History records that support the Current Month Expenditure column on the Q16 Report.		
<b>DESCRIPTION:</b>	Provides a detailed listing of all transactions posting to the Operating File GLs 9000, 9812, 9822 and 9844. The report is sorted by Program, then Organization. Totals for a Category/Object/Object Detail/Agency Object match the applicable Q16 Report line when requested at the same level of detail.		
<b>REPORT REQUEST OPTIONS:</b>			
<b>Report Period:</b>			
<b>FM:</b>	CM, PM or PY		
<b>P:</b>	C=Current Fiscal Year, P=Prior Fiscal Year, Blank=all Fiscal Years		
<b>Level of Detail:</b>			
<u>Index (I)</u>	<u>Program (P)</u>	<u>Object/Source (O/S)</u>	<u>Fund (F)</u>
0-No Organization	0-No Program	0-No Object	0-No Fund
1-Section	1-Program	1-Category	1-Fund
2-Sub-Section	2-Element	2-Object	2-Fund Detail
3-Unit	3-Component	3-Object Detail	3-Not used
4-Sub-Unit	4-Task	4-Agency Object	4-Fund after PCA
5-Sub-Sub-Unit	5-PCA		5-Fund Detail after PCA
6-Index			PCA
<b>Fund Selection:</b>	Blank (all Funds) or any valid Fund		
<b>GLAN Selection:</b>	Not applicable		
<b>Additional Report Selection Options:</b>			
<b>Index Range:</b>	Enter the Index or range of Indexes. Leave blank for all Indexes.		
<b>PCA Range:</b>	Enter the PCA or range of PCAs. Leave blank for all PCAs.		
<b>OBJ Range:</b>	Enter the Object Detail or range of Object Details. Leave blank for all Object Details.		
<b>FFY Selection:</b>	Enter the FFY or leave blank for all FFYs.		
<b>PRJ/WP Selection:</b>	Not applicable.		
<b>Destination Options:</b>	All available output media <b>except L</b> (Laser printer)		
<b>E1 (Electronic Storage) Report Request Options:</b> E1 options are limited to the following:			
Report Period FM:	PM or PY		
P:	Blank only		
Level of Detail:	All options available		
Fund Selection:	Blank only		
Additional Report Selection Options: All selections and ranges – Blank only			

EXHIBIT III- H10 (Continued)

REPORT NAME: <b>History File Expenditure Records Supporting the Q16 Report</b>	REPORT NO: <b>CSTARH10</b>
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**FINANCIAL ELEMENTS:**

**Cur Month Exp:** GL=9000, 9812, 9822, and 9844. The transaction amount for the month being reported. Normal balance is a Debit.

**SPECIAL NOTES:**

Subtotals for the Organization, Program and Category structure occur only at the I, P, and O/S Level of Detail requested. There are no additional hierarchial subtotals.

If Fund Level of Detail **4** or **5** is requested, Fund, Fund Detail and Fund Source appear after PCA in the heading.

Depending on the level requested this could be a *very large* report.

History records with an alpha Batch Type **NOT AN** (Reverse Year End Adjusting entries) or **WA** (Claim Schedule TC 360/361) are summarized for display on the report. The invoice field describes those batches as:

<u>Batch Type</u>	<u>Invoice Field</u>
LA and LG	Labor Distrib
CB to CK	Cost Alloc
YO to YZ	Year End

The alpha batches are summarized by FFY, Fund, Fund Detail, Fund Source, Program structure, Organization structure, Category structure, Invoice, Document Date, Reference Document/Suffix, Current Document/Suffix, and Batch Header (no sequence number). When the sum of the History records equals zero, the record is not printed. This could result in a printed subtotal of zero for a Category/Object/Object Detail/Agency Object with no History records shown.

Subtotals appear at the level requested for Fund, Program, Organization and Category only. There are no hierarchial subtotals.

**REPORT SORT:**

DATA FIELD	SELECTION OPTIONS	PAGE-BREAK	SUB-TOTAL
FFY	Report Period: P	Yes	Yes
Fund	Level of Detail: F	Yes	Yes
Program	Level of Detail: P	Yes	Yes
Organization	Level of Detail: I	No	Yes
Category	Level of Detail: O/S	No	Yes
Invoice	None	No	No
Document Date	None	No	No
Reference Doc	None	No	No
Current Doc	None	No	No
Claim Schedule No	None	No	No
Batch Header	None	No	No
Process Date	None	No	No
TC	None	No	No
Reverse	None	No	No



EXHIBIT III- H11

<b>REPORT NAME:</b> <b>Property Transaction Analysis Report</b>	<b>REPORT NO:</b> <b>CSTARH11</b>		
<b>PURPOSE:</b> Used to determine which items of equipment and Capital Outlay should be recorded in Fund 0997. This is a worksheet to assist in preparing and reconciling inventory and property records.			
<b>DESCRIPTION:</b> Displays expenditures related to equipment and Capital Outlay purchases. The report contains information about each transaction with the identifying source document.  History File records are selected when the Object Code is: 226, 445, 446, or 451 through 488; or the AS Table Character is 3. These Object Codes are considered Equipment. History File records that have their AS Table Character set to 3 are considered Capital Outlay.			
<b>REPORT REQUEST OPTIONS:</b>			
<b>Report Period:</b>			
<b>FM:</b> CM, PM or PY <b>P:</b> Not applicable			
<b>Level of Detail:</b>			
<u>Index (I)</u> 0-By Index 1-Not by Index	<u>Program (P)</u> 0-Equipment Only 1-Equipment & Capital Outlay	<u>Object/Source (O/S)</u> Not applicable	<u>Fund (F)</u> Not Applicable
<b>Fund Selection:</b> Not applicable			
<b>GLAN Selection:</b> Not applicable			
<b>Additional Report Selection Options:</b>			
<b>Index Range:</b>	Enter the Index or range of Indexes. Leave blank for all Indexes.		
<b>PCA Range:</b>	Enter the PCA or range of PCAs. Leave blank for all PCAs.		
<b>OBJ Range:</b>	Enter the Object Detail or range of Object Details. Leave blank for all Object Details.		
<b>FFY Selection:</b>	Enter the FFY or leave blank for all FFYs.		
<b>PRJ/WP Selection:</b>	Not applicable.		
<b>Destination Options:</b>	All available output media		
<b>E1 (Electronic Storage) Report Request Options:</b> E1 options are limited to the following:			
Report Period FM: PM or PY			
Level of Detail: All options available			
Additional Report Selection Options: All selections and ranges – Blank only			

EXHIBIT III- H11 (Continued)

REPORT NAME: <b>Property Transaction Analysis Report</b>	REPORT NO: <b>CSTARH11</b>																										
<b>FINANCIAL ELEMENTS:</b>																											
<p><b>Expenditures:</b> GL=9000. Displays History file transaction amount. Normal balance is a Debit.</p>																											
<b>Special Notes:</b>																											
<p>Entries in Fund 0997 must have Fund Detail to identify the Fund that purchased the equipment or incurred the Capital Outlay expenditure.</p> <p>The report excludes all History File records with an alpha batch type.</p>																											
<b>REPORT SORT:</b>																											
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 25%;">DATA FIELD</th> <th style="width: 25%;">SELECTION OPTIONS</th> <th style="width: 25%;">PAGE-BREAK</th> <th style="width: 25%;">SUB-TOTAL</th> </tr> </thead> <tbody> <tr> <td>FFY</td> <td>None</td> <td>Yes</td> <td>Yes</td> </tr> <tr> <td>Index</td> <td>Level of Detail: I</td> <td>Yes <sup>1/</sup></td> <td>Yes <sup>1/</sup></td> </tr> <tr> <td>Object</td> <td>None</td> <td>No</td> <td>Yes</td> </tr> <tr> <td>Post Date</td> <td>None</td> <td>No</td> <td>No</td> </tr> <tr> <td>Transaction ID</td> <td>None</td> <td>No</td> <td>No</td> </tr> </tbody> </table>				DATA FIELD	SELECTION OPTIONS	PAGE-BREAK	SUB-TOTAL	FFY	None	Yes	Yes	Index	Level of Detail: I	Yes <sup>1/</sup>	Yes <sup>1/</sup>	Object	None	No	Yes	Post Date	None	No	No	Transaction ID	None	No	No
DATA FIELD	SELECTION OPTIONS	PAGE-BREAK	SUB-TOTAL																								
FFY	None	Yes	Yes																								
Index	Level of Detail: I	Yes <sup>1/</sup>	Yes <sup>1/</sup>																								
Object	None	No	Yes																								
Post Date	None	No	No																								
Transaction ID	None	No	No																								
<p><sup>1/</sup> Index is included in the sort order when Index Level of Detail = <b>0</b>.                  When Index Level of Detail = <b>1</b>, Index Code is found only in the body of the report and is not part of the sort order. Therefore, no page-break occurs and no sub-total is displayed.</p>																											



EXHIBIT III- H12

<b>REPORT NAME:</b> <b>Socially and Economically Disadvantaged (SED) Transaction Analysis</b>	<b>REPORT NO:</b> <b>CSTARH12</b>								
<b>PURPOSE:</b> Worksheet used to compile statistics and dollar amounts for the quarterly "Monitoring Report Socially and Economically Disadvantaged (SED) Participation in State Government Contracting", Std Form 810.									
<b>DESCRIPTION:</b> Displays History File records with an alpha-numeric character in the Minority or Small Business Indicator positions of the VE Table. Blanks or special characters are not selected. The VE Table indicators reflect the value at the time the transaction posts to the History File. Small Business vendors should have a value of <b>S</b> (Small), <b>Q</b> (Qualified) or <b>Y</b> (Yes) in the VE Table Small Business indicator.									
<b>REPORT REQUEST OPTIONS:</b>  <b>Report Period:</b>  <b>FM:</b> CM, PM or PY <b>P:</b> Not applicable  <b>Level of Detail:</b>  <table border="0" data-bbox="284 934 1388 1081"> <tr> <td style="text-align: center;"><u>Index (I)</u></td> <td style="text-align: center;"><u>Program (P)</u></td> <td style="text-align: center;"><u>Object/Source (O/S)</u></td> <td style="text-align: center;"><u>Fund (F)</u></td> </tr> <tr> <td style="text-align: center;">0-No Resequencing of Ethnic Code 1-Resequencing Code</td> <td style="text-align: center;">Not Applicable</td> <td style="text-align: center;">Not Applicable</td> <td style="text-align: center;">0-No Fund (default) 1-Federal Funds are separated from other funds</td> </tr> </table> <b>Fund Selection:</b> Not applicable  <b>GLAN Selection:</b> Not applicable  <b>Additional Report Selection Options:</b> Not applicable.  <b>Destination Options:</b> All available output media  <b>E1 (Electronic Storage) Report Request Options:</b> E1 options are limited to the following:  Report Period FM: PM or PY Level of Detail: All options available		<u>Index (I)</u>	<u>Program (P)</u>	<u>Object/Source (O/S)</u>	<u>Fund (F)</u>	0-No Resequencing of Ethnic Code 1-Resequencing Code	Not Applicable	Not Applicable	0-No Fund (default) 1-Federal Funds are separated from other funds
<u>Index (I)</u>	<u>Program (P)</u>	<u>Object/Source (O/S)</u>	<u>Fund (F)</u>						
0-No Resequencing of Ethnic Code 1-Resequencing Code	Not Applicable	Not Applicable	0-No Fund (default) 1-Federal Funds are separated from other funds						
<b>FINANCIAL ELEMENTS:</b>  <b>Amount:</b> GL= 9000. History File record transaction amount for selected records. Normal balance is a Debit.  <b>Report Recap Including Small Business:</b> Provides totals by Purchased Category: Transaction Count (total of History records summarized in report); Vendor Count (total number of Vendors in report); and Dollars (total of amount field for each purchase category).  <b>Total Small Business Only:</b> Provides totals by purchased category for Small Business only (Minority Businesses are excluded). The three sub-totals are as described above.									

EXHIBIT III- H12 (Continued)

REPORT NAME: <b>Socially and Economically Disadvantaged (SED) Transaction Analysis</b>	REPORT NO: <b>CSTARH12</b>
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**Special Notes:**

Index Level of Detail **1** should be used by agencies who have adopted the ethnic codes that are on STD Form 810. All others should use **0**.

Fund Level of Detail **1** produces two reports: one for Federal Funds (Fund Source = **F**) and a second for all other funds. If set to **0**, there is one report for all funds.

The following table identifies how the History File records are identified to a specific purchase category on the report:

**PURCHASE CATEGORY CONVERSION TABLE**

<u>OBJECT OF EXPENDITURE RANGE</u>	<u>DESCRIPTION</u>
000 - 200	Services
201 - 250	Commodities
251 - 450	Services
451 - 505	Commodities
801 - 843	Construction
851 - 855	Commodities
861	Construction
All Others	Unclassified

**REPORT SORT:**

DATA FIELD	SELECTION OPTIONS	PAGE-BREAK	SUB-TOTAL
Fund	Level of Detail: F	Yes	No
Ethnic Code	Level of Detail: I	Yes	No
Purchase Category	None	No	Yes
Small Business	None	No	No
Vendor Number	None	No	No



EXHIBIT III- H13

<b>REPORT NAME:</b>	<b>History File Expenditure Records Including Project Supporting the Q16 Report</b>	<b>REPORT NO:</b>	<b>CSTARH13</b>
<b>PURPOSE:</b>	Lists History File records including Project that support the Current Month Expenditure column on the Q16 Report. (For a similar report without project, see the H10 Report.)		
<b>DESCRIPTION:</b>	Provides a detailed listing of all transactions posting to the Operating File GLs 9000, 9812, 9822 and 9844. The report is sorted by Program, Organization, Object, then Project. Totals for a Category/Object/Object Detail/Agency Object match the applicable Q16 Report line when requested at the same level of detail.		
<b>REPORT REQUEST OPTIONS:</b>			
<b>Report Period:</b>			
<b>FM:</b> CM, PM or PY			
<b>P:</b> C=Current Fiscal Year, P=Prior Fiscal Year, Blank=all Fiscal Years			
<b>Level of Detail:</b>			
<u>Index (I)</u>	<u>Program (P)</u>	<u>Object/Source (O/S)</u>	<u>Fund (F)</u>
0-No Organization	0-No Program	0-No Object	0-No Fund
1-Section	1-Program	1-Category	1-Fund
2-Sub-Section	2-Element	2-Object	2-Fund Detail
3-Unit	3-Component	3-Object Detail	3-Not used
4-Sub-Unit	4-Task	4-Agency Object	4-Fund after PCA
5-Sub-Sub-Unit	5-PCA		5-Fund Detail after PCA
6-Index			PCA
<b>Fund Selection:</b> Blank (all Funds) or any valid Fund			
<b>GLAN Selection:</b> Not applicable			
<b>Additional Report Selection Options:</b>			
<b>Index Range:</b>	Enter the Index or range of Indexes. Leave blank for all Indexes.		
<b>PCA Range:</b>	Enter the PCA or range of PCAs. Leave blank for all PCAs.		
<b>OBJ Range:</b>	Enter the Object Detail or range of Object Details. Leave blank for all Object Details.		
<b>FFY Selection:</b>	Enter the FFY or leave blank for all FFYs.		
<b>PRJ/WP Selection:</b>	Not applicable.		
<b>Destination Options:</b> All available output media <b>except L</b> (Laser printer)			
<b>E1 (Electronic Storage) Report Request Options:</b> E1 options are limited to the following:			
Report Period FM:	PM or PY		
	P: Blank only		
Level of Detail:	All options available		
Fund Selection:	Blank only		
Additional Report Selection Options: All selections and ranges – Blank only			

EXHIBIT III- H13 (Continued)

REPORT NAME: <b>History File Expenditure Records Including Project Supporting the Q16 Report</b>	REPORT NO: <b>CSTARH13</b>
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**FINANCIAL ELEMENTS:**

**Cur Month Exp:** GL=9000, 9812, 9822, and 9844. The transaction amount for the month being reported. Normal balance is a Debit.

**SPECIAL NOTES:**

Subtotals for the Organization, Program and Category structure occur only at the I, P, and O/S Level of Detail requested. There are summary totals by Fund Source, Fund and Funding Fiscal Year.

If Fund Level of Detail **4** or **5** is requested, Fund, Fund Detail and Fund Source appear after PCA in the heading.

Depending on the level requested this could be a *very large* report.

History records with an alpha Batch Type **NOT AN** (Reverse Year End Adjusting entries) or **WA** (Claim Schedule TC 360/361) are summarized for display on the report. The invoice field describes those batches as:

<u>Batch Type</u>	<u>Invoice Field</u>
LA and LG	Labor Distrib
CB to CK	Cost Alloc
YO to YZ	Year End

The alpha batches are summarized by FFY, Fund, Fund Detail, Fund Source, Program structure, Organization structure, Category structure, Invoice, Document Date, Reference Document/Suffix, Current Document/Suffix, and Batch Header (no sequence number). When the sum of the History records equals zero, the record is not printed. This could result in a printed subtotal of zero for a category/object/object detail with no History records shown.

Subtotals appear at the level requested for Fund, Fund Source, Program, Organization and Category only. There are no hierarchial subtotals.

**REPORT SORT:**

DATA FIELD	SELECTION OPTIONS	PAGE-BREAK	SUB-TOTAL
FFY	Report Period: P	Yes	Yes
Fund	Level of Detail: F	Yes	Yes
Fund Source	None	Yes	Yes
Program	Level of Detail: P	Yes	Yes
Organization	Level of Detail: I	No	Yes
Category	Level of Detail: O/S	No	Yes
Project Work-Phase	None	No	No
Invoice	None	No	No
Document Date	None	No	No
Reference Doc	None	No	No
Current Doc	None	No	No
Claim Schedule Nbr	None	No	No
Batch Date & Type	None	No	No



**EXHIBIT III- H14**

<b>REPORT NAME:</b>	<b>Encumbrance Reclassification Report For SCO</b>	<b>REPORT NO:</b>	<b>CSTARH14</b>
<b>PURPOSE:</b>	Year-End Report Summarizing Reclass Of Encumbrance Transactions By General Ledger. Provides a summary of Encumbrance Reclass Transactions to be used by SCO as a keying document to reclass encumbrance entries in the SCO system.		
<b>DESCRIPTION:</b>	Summarizes TC 517 and TC 519 by Fund, Fund Detail, and General Ledger. Total of General Ledgers 3114, 3115, 3210, 3220, and 3290 is displayed as General Ledger 3010 figure.		
<b>REPORT REQUEST OPTIONS:</b>			
<b>Report Period:</b>			
<b>FM:</b>	PY		
<b>P:</b>	Blank=all Fiscal Years		
<b>Level of Detail:</b>			
<u>Index (I)</u>	<u>Program (P)</u>	<u>Object/Source (O/S)</u>	<u>Fund (F)</u>
Not Applicable	Not Applicable	Not Applicable	2-Fund Detail
<b>Fund Selection:</b> Blank (all Funds) or any valid Fund			
<b>GLAN Selection:</b> Not applicable			
<b>Additional Report Selection Options:</b>			
<b>Index Range:</b>	Not applicable.		
<b>PCA Range:</b>	Not applicable.		
<b>OBJ Range:</b>	Not applicable		
<b>FFY Selection:</b>	Not applicable.		
<b>PRJ/WP Selection:</b>	Not applicable.		
<b>Destination Options:</b> All available output media			
<b>E1 (Electronic Storage) Report Request Options:</b> E1 options are limited to the following:			
Report Period FM:	PY		
	P: Blank only		
Level of Detail:	0002		
Fund Selection:	Any Valid Fund		
Additional Report Selection Options: All selections and ranges – Blank only			

EXHIBIT III- H14 (Continued)

REPORT NAME: <b>Encumbrance Reclassification Report For SCO</b>	REPORT NO: <b>CSTARH14</b>																						
<b>FINANCIAL ELEMENTS:</b>																							
<p><b>Totals for:</b> GL 3114, GL 3115, GL 3210, GL 3220 and GL 3290. The summary of all GLs is totaled and labeled as GL 3110. Normal balance is a Debit.</p>																							
<b>SPECIAL NOTES:</b>																							
<p>Subtotals appear at the level requested for Fund and Fund Detail/Sub-Fund only. There are no hierarchial subtotals.</p>																							
<b>REPORT SORT:</b>																							
<table border="1" style="width:100%; border-collapse: collapse; text-align: center;"> <thead> <tr> <th style="width:25%;">DATA FIELD</th> <th style="width:25%;">SELECTION OPTIONS</th> <th style="width:25%;">PAGE-BREAK</th> <th style="width:25%;">SUB-TOTAL</th> </tr> </thead> <tbody> <tr> <td>Fund</td> <td>None</td> <td>Yes</td> <td>Yes</td> </tr> <tr> <td>Fund Detail</td> <td>None</td> <td>Yes</td> <td>Yes</td> </tr> <tr> <td>Sub Fund</td> <td>None</td> <td>Yes</td> <td>Yes</td> </tr> <tr> <td>General Ledger Number</td> <td>None</td> <td>No</td> <td>Yes</td> </tr> </tbody> </table>				DATA FIELD	SELECTION OPTIONS	PAGE-BREAK	SUB-TOTAL	Fund	None	Yes	Yes	Fund Detail	None	Yes	Yes	Sub Fund	None	Yes	Yes	General Ledger Number	None	No	Yes
DATA FIELD	SELECTION OPTIONS	PAGE-BREAK	SUB-TOTAL																				
Fund	None	Yes	Yes																				
Fund Detail	None	Yes	Yes																				
Sub Fund	None	Yes	Yes																				
General Ledger Number	None	No	Yes																				

