

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>
--	----------------------------

**FINANCIAL ELEMENTS:**

**Expenditures:** GL=9000. Displays History file transaction amount. Normal balance is a Debit.

**Special Notes:**

Entries in Fund 0997 must have Fund Detail to identify the Fund that purchased the equipment or incurred the Capital Outlay expenditure.

The report excludes all History File records with an alpha batch type.

**REPORT SORT:**

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

<sup>1/</sup> Index is included in the sort order when Index Level of Detail = **0**.  
When Index Level of Detail = **1**, 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.



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.									