

**MINISIS USERS' GROUP
MEETING 1991**

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This series includes meeting documents, internal reports, and preliminary technical documents that may later form the basis of a formal publication. A Manuscript Report is given a small distribution to a highly specialized audience.

La présente série est réservée aux documents issus de colloques, aux rapports internes et aux documents techniques susceptibles d'être publiés plus tard dans une série de publications plus soignées. D'un tirage restreint, le rapport manuscrit est destiné à un public très spécialisé.

Esta serie incluye ponencias de reuniones, informes internos y documentos técnicos que pueden posteriormente conformar la base de una publicación formal. El informe recibe distribución limitada entre una audiencia altamente especializada.

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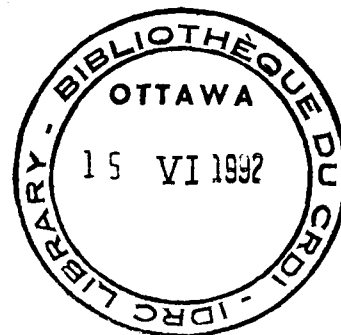
MUG '91

United Nations Economic Council for Latin America and the Caribbean (UN-ECLAC)
and the University of the West Indies (UWI)

le Conseil économique des Nations Unies pour l'Amérique latine et les Caraïbes
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Authors

IMF Fund Accounting System

Susan Turner and John Nesbitt

Introduction

The objective of this system is to replace an existing fund accounting system in LOTUS which massages data from the Joint Bank Fund Library's (JL) acquisitions data base (JLA).

The first solution that we considered was a dedicated acquisitions processor, but this proved not to be feasible. The JL application was too late in its system life cycle to justify developing a custom processor that might not be easily transportable to the next acquisitions system.

We decided not to change the acquisitions system, but to do fund accounting "downstream" from it in a separate data base (BUDGET). This data base is not updated directly, but rather by processing each day's transaction log from JLA.

BUDGET Data Base

As I indicated, the BUDGET data base is a conventional MINISIS data base. The handout includes a data definition listing.

Each record contains header fields which identify the budget centre and account number (5), category codes and descriptive information. There are group fields for each category of material (monographs, standing orders, periodicals, inter-library loans, gifts and miscellaneous).

We track such things as commitments, expenses, cancellations and titles and copies by month and year-to-date.

Each budget centre/account combination is stored in a group of records, one for each month of the fiscal year of the relevant institution (the Bank and Fund have different fiscal years) and for an accrual period after the end of the fiscal year.

Daily Transaction Log

All acquisitions (JLA) transactions are logged. At the end of each day, that day's log file is closed and is available for processing to update the BUDGET data base.

Only certain fields will be of interest to the BUDGET update process. For instance, we are interested in changes to fields which indicate a payment or new order. Other fields are of no fund accounting interest, such as title or publisher. Still other field changes have ambiguous meanings. For instance, a price change has no interest if there is no order outstanding, but indicates a change in commitment if there is an active order.

Transaction Extraction and Generation

This process looks at every JLA transaction (ie. every field add, change or delete) with reference to a set of rules. For example, if order status changes from "new" to "order", this indicates that an order was issued and therefore generates a new commitment transaction for the fund accounting system.

For each JLA transaction, the process retrieves the affected JLA record in order to examine other fields needed to complete the transaction (eg. whether this was an order for a monograph, a periodical or a standing order).

The process generates a review list of questionable or ambiguous transactions. For example, if an account number changes in a JLA record, manual review is required because the scope of the transaction is beyond the capabilities of this system.

The process creates a file of update transactions to the fund accounting data base.

Update

The update program selects the appropriate BUDGET record(s) and applies the transactions generated in the previous step. It will update past, current or future month records or a range of records depending on the transaction's effective date.

The program writes reports of both successful and unsuccessful transactions.

In addition, successful transactions are posted to a journal file and unsuccessful transactions to a suspense file where they can be edited and re-submitted to the update.

Adjustment

One of our design objectives was, to the greatest degree possible, to eliminate the need for users to use MINISIS UPDATE to modify BUDGET. By doing all updating through application programs, we could prevent incorrectly formed updates and log all transactions in a useful form.

It was therefore necessary to provide an adjustment mechanism to correct the data base. This program lets users add, change or delete commitments or payments and adjust the budget and balance fields. Since many fields are related, a single change takes effect in several places or across several records. The adjustment program ensures that these changes

are correctly applied.

The user enters change information online. The adjustment program then creates transactions which are processed automatically by the update program.

Data Entry

The same constraint with respect to updating applies to the data entry process. Records must be created exactly right to be useful. In addition, there is one record per month of the fiscal year plus accrual period (currently 16 months in all) for each budget centre/account number combination. This runs to tens of thousands of records created each year.

We developed a data entry program which prompts for and checks various fields, assigns default values to other fields and creates the set of records for a budget centre/account number combination for a fiscal year.

Month- and Year-End Processing

At month-end, we transfer budget balance and year-to-date information from the current month to the next month and write month-end reports.

At year-end, we close the current year, write year-end reports and create and populate the records for the new fiscal year.

Most of this is done using the standard MINISIS processors. There is a small amount of programming involved.

Reporting

The various programs which run in batch to update the BUDGET data base each generate reports of their activities.

For all other reports, we follow the same philosophy that we followed in developing the other IMF processors. That is, we use the MINISIS processors to generate reports. This is an effective solution because MINISIS can generally produce the desired reports and it is possible to change existing reports and create new ones without programming.

PAGE 1

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*** Database : BUDGET.LIBRARY

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Account type (0 or S)	ACNTYP	A100	-1	1	Y	Y	B	1	2	TYPE	Y
Requestor type (L, O, or J)	RTYPE	A110	-1	1	Y	Y	B	1	2	TYPE	Y
Overhead account number - Books	BACCT	A200	-1	20	Y	Y	B	1	20	ACCT	Y
Overhead account no. - Periodicals	PACCT	A300	-1	20	Y	Y	B	1	20	ACCT	Y
Overhead acct. no. - Books & Pers	BPACCT	A310	-1	20	Y	Y	B	1	20	ACCT	Y
Supplementary account no.	SACCT	A400	-1	20	Y	Y	B	1	20	ACCT	Y
Requestor	RKEY	A500	-1	20	Y	Y	B	1	20	RQST	Y
Requestor name	RNAME	A510	-1	100	Y					Y	
Requestor room number	RROOM	A520	-1	100	Y					Y	
Department (###)	DEPT	A530	-1	4	Y					Y	
Division (##)	DIVN	A540	-1	2	Y					Y	
Notes (Supplemental)	NOTES	A550	-1	100	Y					Y	
Entry Date	ENTDT	A560	-1	10	Y					Y	
Organization (B or F)	ORG	A600	-1	4	Y	Y	B	1	4	BUDG	Y
Fiscal year	FY	A700	-1	4	Y	Y	B	1	4	FSYR	Y
Total budget - original	ORIBUD	A800	-1	12 Y 2	Y					Y	
Monographs	MONO	M100	-1	200	Y					Y	
Mono - Month	MMNTH	M101	-1	20	Y	Y	B	1	20	MNTH	Y
Mono - Orders this month	OMNCR	M102	-1	12 Y 2	Y					Y	
Mono - Commitments YTD	CMNYTD	M103	-1	12 Y 2	Y					Y	
Mono - Expenses this month	EMNCR	M104	-1	12 Y 2	Y					Y	
Mono - Expenses YTD	EMNYTD	M105	-1	12 Y 2	Y					Y	
Mono - Est. costs this month	EMNECR	M106	-1	12 Y 2	Y					Y	
Mono - Cancellations this month	XMNCR	M107	-1	12 Y 2	Y					Y	
Standing orders	SO	S100	-1	500	Y					Y	
SO - Month	SOMTH	S101	-1	20	Y					Y	
SO - New orders this month	SOCUR	S102	-1	12 Y 2	Y					Y	
SO - Commitments YTD	CSOYTD	S103	-1	12 Y 2	Y					Y	
SO - Expenses this month	ESOCUR	S104	-1	12 Y 2	Y					Y	
SO - Expenses YTD	ESOYTD	S105	-1	12 Y 2	Y					Y	
SO - Cancellations this month	XSICUR	S107	-1	12 Y 2	Y					Y	
Periodicals	PERIOD	P100	-1	500	Y					Y	
Per - Month	PRMTH	P101	-1	20	Y					Y	
Per - New orders this month	OPRCOR	P102	-1	12 Y 2	Y					Y	
Per - Commitments YTD	CPRYTD	P103	-1	12 Y 2	Y					Y	
Per - Expenses this month	EPRCUR	P104	-1	12 Y 2	Y					Y	
Per - Expenses YTD	EPRYTD	P105	-1	12 Y 2	Y					Y	
Per - Cancellations this month	XPRCUR	P107	-1	12 Y 2	Y					Y	
ILL Payments	ILL	I100	-1	500	Y					Y	
ILL - Month	ILMTH	I101	-1	20	Y					Y	
ILL - Expenses this month	EILCUR	I104	-1	12 Y 2	Y					Y	
ILL - Expenses YTD	EILYTD	I105	-1	12 Y 2	Y					Y	
Miscellaneous payments	MISC	L100	-1	500	Y					Y	
Misc. - Month	MSMTH	L101	-1	20							

