



C2M.CCB v2.6

4.1.1.3a C2M.CCB-PS.Manage A/P Procedures

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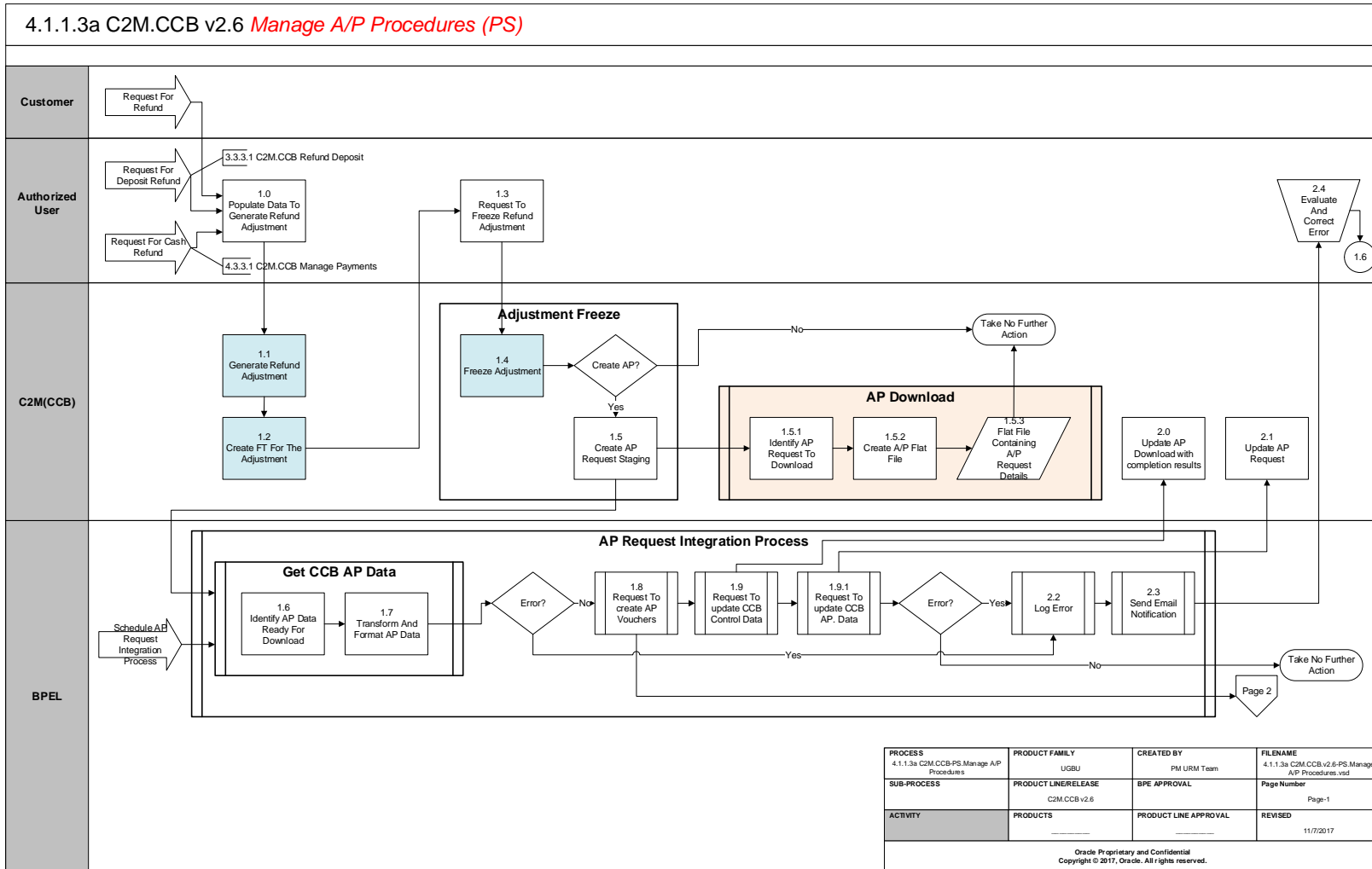
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Brief Description

Business Process: 4.1.1.3a C2M.CCB-PS.Manage AP Procedures
Process Type: Sub Process
Parent Process: 4.1.1 C2M.CCB Develop Financial Procedures
Sibling Processes: 3.3.3.1 C2M.CCB Refund Deposit, 4.3.3.1 C2M.CCB Manage Payments

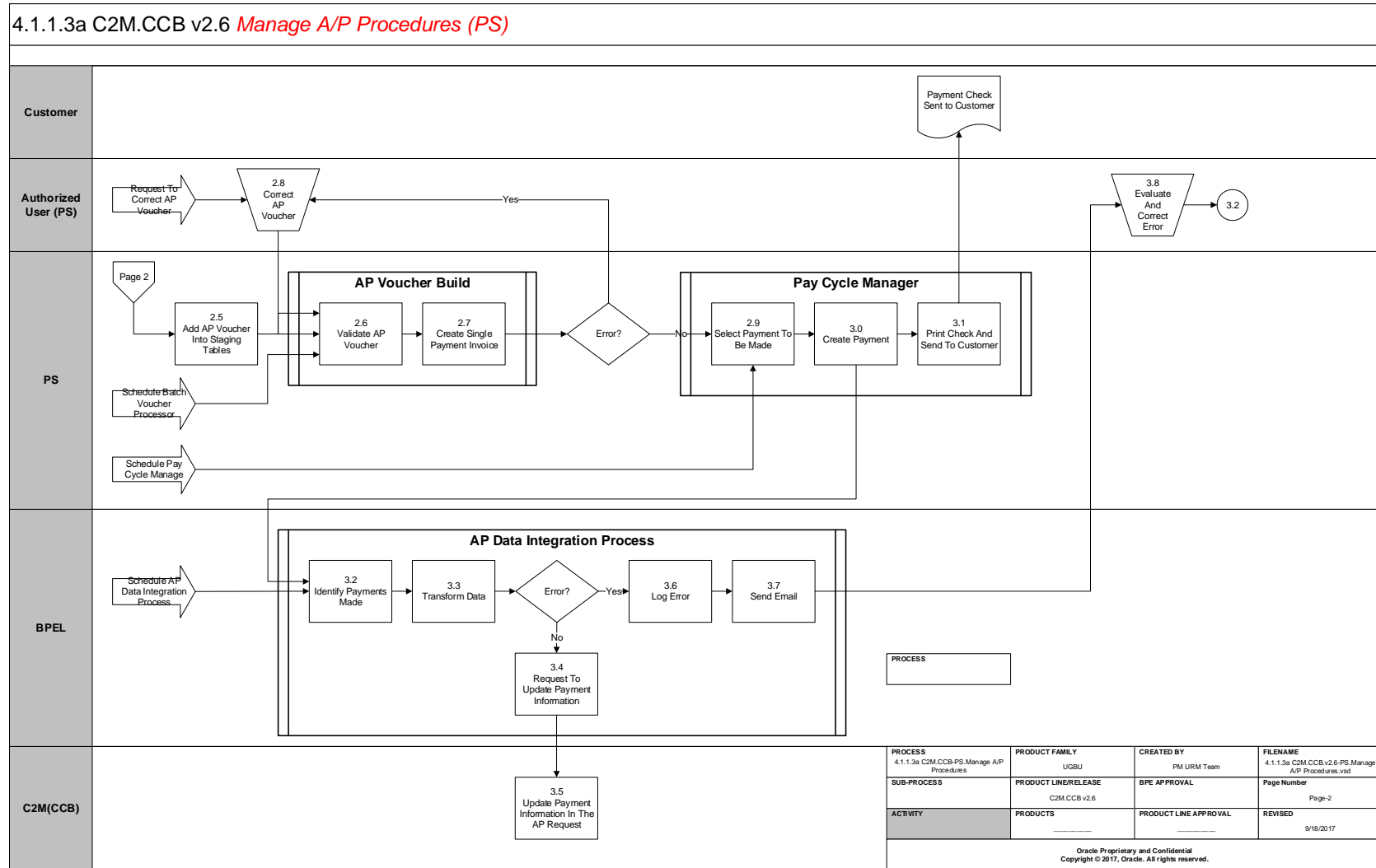
This document describes the process that takes place when refunds are processed in C2M(CCB) and are required to be processed and paid to the Customer through the Oracle PeopleSoft Enterprise Management Accounts Payable system.

Business Process Model Page1

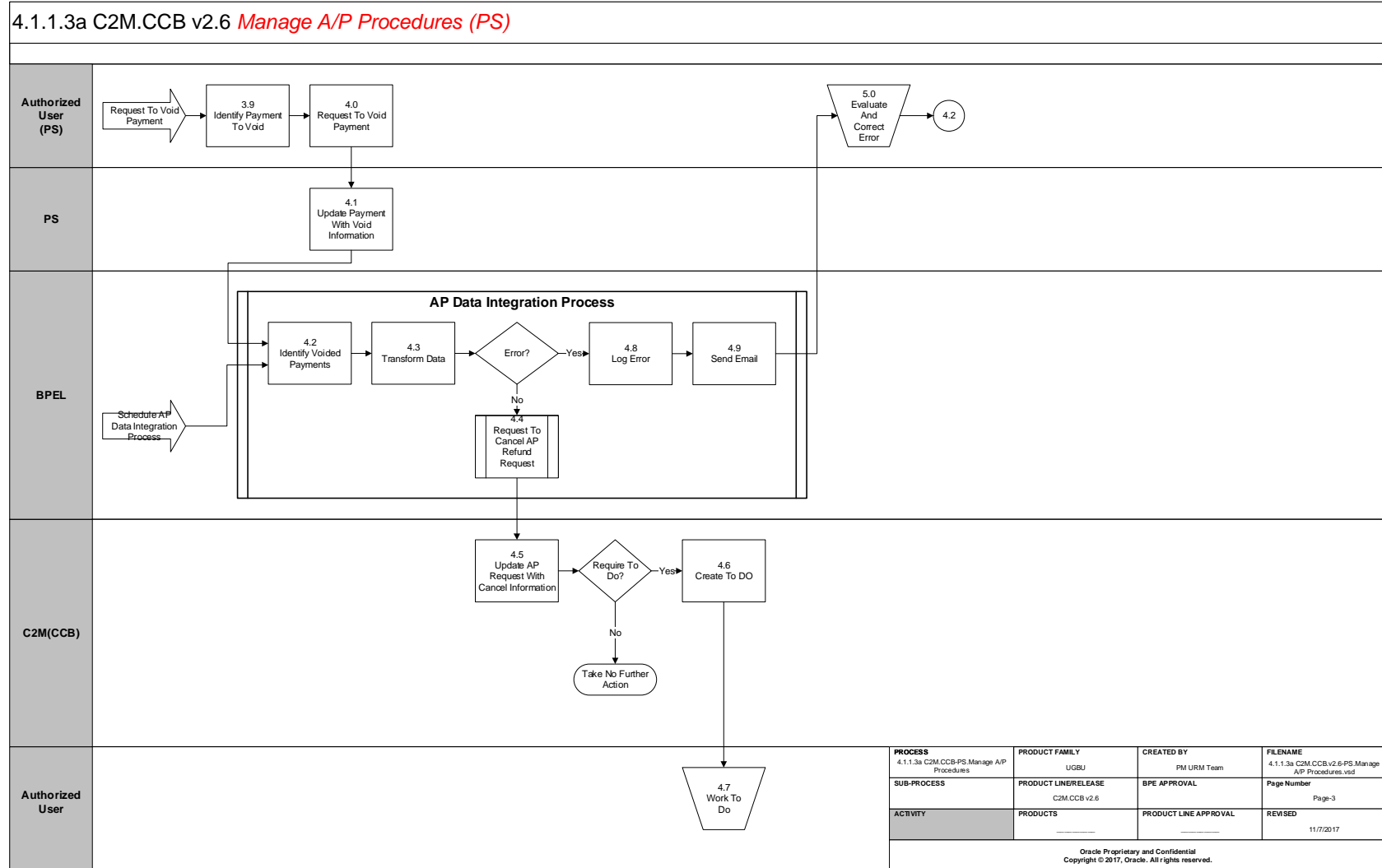


Business Process Model Page2

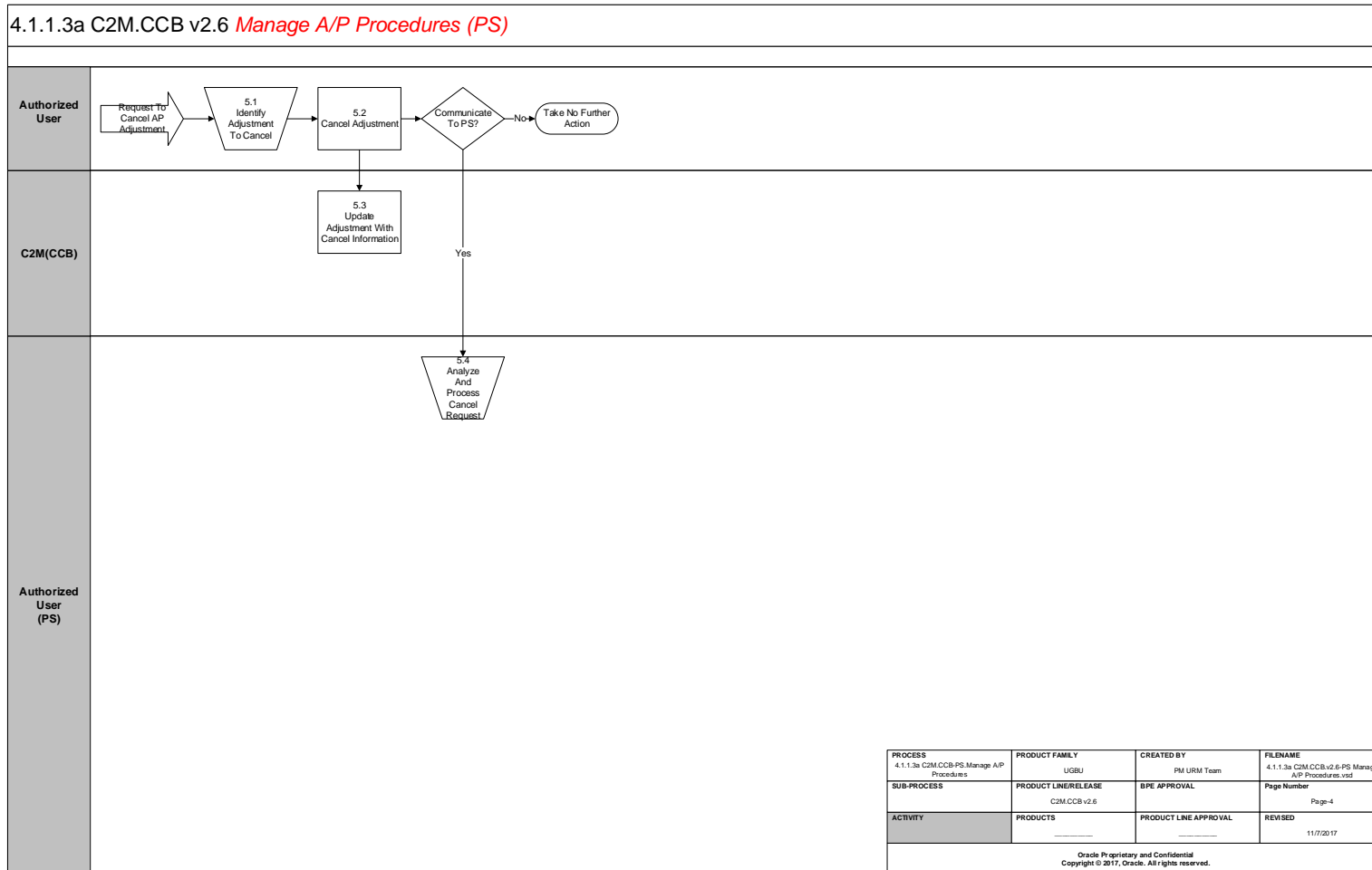
4.1.1.3a C2M.CCB v2.6 *Manage A/P Procedures (PS)*



Business Process Model Page3



Business Process Model Page4



Detail Business Process Model Description

1.0 Populate Data to Generate Refund Adjustment

Actor/Role: Authorized User (C2M(CCB))

Description:

Authorized User initiates Refund Adjustment creation upon request from the Customer, Deposit being refunded, or a Cash refund being processed in C2M(CCB).

1.1 Generate Refund Adjustment

Actor/Role: C2M(CCB)

Description:

An adjustment is created in C2M(CCB) to refund money to the customer via an AP check request.

Configuration required Y	Entities to Configure:	Adjustment Type
		Installation Options - Framework
		AP Request Type

Note: Adjustment type for the created adjustment must reference an AP Request Type.

Process Plug-in enabled Y	Available Algorithm(s):	ADJG-RT - Adjustment Generation - Apply Rate
		C1-ADI-INFO - Adjustment Information (Algorithm Type)

Business Object Y	Business Object:	C1-Adjustment - Adjustment - Read Main Details
		C1-AdjustmentType - Adjustment Type - Main Details

1.2 Create FT for the Adjustment

Actor/Role: C2M(CCB)

Description:

C2M(CCB) creates the financial transaction for the adjustment.

Process Plug-in enabled Y **Available Algorithm:**

ADJT-AC - Payoff=Current=Adj Amount (Cash Accounting)
ADJT-AD - Payoff=Current=Adj Amount (Cash Accounting)
ADJT-CA - Payoff Amt = 0 / Current Amt = Adj Amount (no GL)
ADJT-GL - Payoff=Current=0 (GL only)
ADJT-NM - Payoff=Current=Adj Amount
ADJT-RA - Payoff=Adj Amt/Current=0, No GL (Conversion Only)
ADJT-TA - Payoff Amt = Adj / Current Amt = 0
ADJT-TC - Payoff=Adj Amt/Current=0 (Cash Accounting)
C1-FTGL-AD - Deferred Accrual WriteDown-Affects Payoff, Curr,GL
C1-FTGL-ADAC - Deferred Accrual Adj - Affects Payoff,Current & GL
C1-FTGL-ADTC - Deferred Accrual Adj - Affects Payoff & GL
C1-SETL-ADJ - FT GL Creation for Settlement Adjustments
C1-AC-TFHDBL - Payoff=Current=Adj Amount (Cash Acctg) Xfer Hldng
C1-ADJT-CL - Payoff=Current=Adj Amt (Calc Line Dist Code Source)
C1-FTGL-ADNM - Process Holding Account Amounts

1.3 Request to Freeze Refund Adjustment

Actor/Role: Authorized User (C2M(CCB))

Description:

Authorized User uses the Adjustment Page in C2M(CCB) to freeze the refund adjustment created in C2M(CCB).

1.4 Freeze Adjustment Group: Adjustment Freeze

Actor/Role: C2M(CCB)

Description:

Adjustment is frozen in C2M(CCB).

Note: Adjustment must be frozen in order for it to be interfaced to the Accounts Payable system.

Process Plug-in enabled Y **Available Algorithm:**

ADFR-CRTODO - Adjustment Freeze - Create To Do Entry (Algorithm Type).
--

1.5 Create AP Request Staging Group: Adjustment Freeze**Actor/Role:** C2M(CCB)**Description:**

C2M(CCB) generates AP Request Data in Non Selected for Payment Status.

1.5.1 Identify AP Request to Download Group: AP Download**Actor/Role:** C2M(CCB)**Description:**

The custom process selects all AP Request data ready for download to the interfacing system.

Customizable process Y **Process Name:** **Configuration required Y** **Entities to Configure:** Note: The base package is supplied with a skeletal background process (referred to by the process ID of **APDL**) that must be populated with logic to format the records in the format compatible with your accounts payable system.**1.5.2 Create AP Flat File Group: AP Download****Actor/Role:** C2M(CCB)**Description:**

The custom process creates a flat file containing check requests.

Customizable process Y **Process Name:** **Configuration required Y** **Entities to Configure:** **1.5.3 Flat File containing AP Request Details Group: AP Download****Actor/Role:** C2M(CCB)**Description:**

The created flat file is interfaced to the Accounts Payable System.

Customizable process Y **Process Name:** **Configuration required Y** **Entities to Configure:**

1.6 Identify AP Data ready for Download Group: Get C2M(CCB) AP Data**Actor/Role:** BPEL**Description:**

The first task in the AP Request Integration is to extract all AP Request Data generated by C2M(CCB). These are data stored in the Adjustment - AP Request Staging created when an adjustment is created using an adjustment type that references an AP Request Type.

Customizable process N**Process Name:**

GetCCBAPData Note: Invoked from CCBToPSAPBPELProcess

1.7 Transform and Format AP Data Group: Get C2M(CCB) AP Data**Actor/Role:** BPEL**Description:**

The extracted AP Request data are consolidated and transformed into AP Voucher Data format based on the mapping XSLT.

Customizable process N**Process Name:**

GetCCBAPData Note: Invoked from CCBToPSAPBPELProcess

Note: It is important for both C2M(CCB) and PeopleSoft Enterprise Financial Management to have been initially configured for the integration to be successful. Please refer to attachment for required configuration.

1.8 Request to Create AP Vouchers Group: AP Request Integration Process**Actor/Role:** BPEL**Description:**

If no exceptions occur during data translation, BPEL loads the formatted AP Voucher data into the PeopleSoft AP Voucher Build Interface Tables.

Customizable process N**Process Name:**

CCBToPSAPBPELProcess

1.9 Request to Update C2M(CCB) Control Data Group: AP Request Integration Process**Actor/Role:** BPEL**Description:**

BPEL updates the C2M(CCB) Batch Run Number to indicate that the AP Request Data have been extracted and loaded to PeopleSoft successfully.

Customizable process N**Process Name:**

UpdateCCBAPControlTable - Calls from CCBToPSAPBPELProcess
--

1.9.1 Request to Update C2M(CCB) AP Data Group: AP Request Integration Process

Actor/Role: BPEL

Description:

BPEL updates the C2M(CCB) AP Adjustment Request to indicate that the AP Request Data have been extracted and loaded to PeopleSoft successfully.

Customizable process N

Process Name:

UpdateCCBAPAdjReqTable
Note: Invoked from CCBToPSAPBPELProcess

2.0 Update AP Download with Completion Results

Actor/Role: C2M(CCB)

Description:

Batch Run Number is and will be stamped on the next set of AP Request Data to be downloaded.

2.1 Update AP Request

Actor/Role: C2M(CCB)

Description:

The process updates the Payment Selection Status in the C2M(CCB) AP Adjustment Request Table for the provided AP Request ID.

Configuration required Y

Entities to Configure:

A/P Request Type

2.2 Log Error Group: AP Request Integration Process

Actor/Role: BPEL

Description:

If errors occur during extraction of the AP Request Data from Oracle Utilities Customer Care and Billing tables or during loading these transactions into Oracle PeopleSoft Enterprise AP Voucher Build tables, BPEL inserts the error into an error log table.

Customizable process N

Process Name:

CCBToPSAPBPELProcess

2.3 Send Email Group: AP Request Integration Process

Actor/Role: BPEL

Description:

Error notification process, if configured, will notify user by email of an error and the details associated with that error condition.

Note: No user interface is currently provided for the Error Log Table.

Customizable process N Process Name:

2.4 Evaluate and Correct Error

Actor/Role: Authorized User (C2M(CCB))

Description:

The recipient of the email looks through the information sent in the email detailing the records with error. Error correction is done manually. After error is corrected, AP Request Integration Process is invoked.

2.5 Add AP Voucher

Actor/Role: PS

Description:

Transformed AP Request Data is added into the AP Voucher Build Tables.

2.6 Validate AP Voucher Group: AP Voucher Build

Actor/Role: PS

Description:

The process validates the AP Vouchers entered into the system.

Customizable process N Process Name:

2.7 Create Single Payment Invoice Group: AP Voucher Build

Actor/Role: PS

Description:

The process creates single payment vouchers in the system.

Customizable process N Process Name:

2.8 Correct AP Voucher

Actor/Role: Authorized User (PS)

Description:

In cases of exceptions, authorized user manually corrects the error using the Quick Invoice Page.

2.9 Select Payment to be made Group: Pay Cycle Manager

Actor/Role: PS

Description:

The process selects the invoices created.

Customizable process N **Process Name:**

3.0 Create Payment Group: Pay Cycle Manager

Actor/Role: PS

Description:

The process creates the payment for the customer.

Customizable process N **Process Name:**

3.1 Print Check Group: Pay Cycle Manager

Actor/Role: PS

Description:

The process writes the check to be sent to the customer for payment.

Customizable process N **Process Name:**

Note: Additional information regarding the Pay Cycle Manager process will be provided later on.

3.2 Identify Payments Made Group: AP Data Integration

Actor/Role: BPEL

Description:

The process extracts all payments created during the pay cycle process.

Customizable process N **Process Name:**

3.3 Transform Data Group: AP Data Integration

Actor/Role: BPEL

Description:

The process transforms the extracted payment information using standard XSLT shipped with the product.

Customizable process N **Process Name:**

3.4 Request to Update Payment Information Group: AP Data Integration

Actor/Role: BPEL

Description:

The process sends the payment information to be updated in C2M(CCB).

Customizable process N **Process Name:**

3.5 Update Payment Information in the AP Request

Actor/Role: C2M(CCB)

Description:

The Adjustment that initiated the AP Request is updated with the payment information from PeopleSoft.

3.6 Log Error Group: AP Data Integration

Actor/Role: BPEL

Description:

If errors occur during extraction of the payment information from PS, BPEL inserts the error into an error log table.

Customizable process N

Process Name:

PSToCCBAPDataBPELProcess

3.7 Send Email Group: AP Data Integration

Actor/Role: BPEL

Description:

Error notification process, if configured, will notify user by email of an error and the details associated with that error condition.

Note: No user interface is currently provided for the Error Log Table.

Customizable process N

Process Name:

PSToCCBAPDataBPELProcess

3.8 Evaluate and Correct Error

Actor/Role: Authorized User (PS)

Description:

The recipient of the email looks through the information sent in the email detailing the records with error. Error correction is done manually. After error is corrected, AP Data Integration Process is invoked.

3.9 Identify Payment to Void

Actor/Role: Authorized User (PS)

Description:

Authorized User selects payment intended to be cancelled.

4.0 Request to Void Payment

Actor/Role: Authorized User (PS)

Description:

Authorized User goes to the Payables Cancel Payment Page to populate void details and initiate the void request.

4.1 Update Payment with Void Information

Actor/Role: PS

Description:

The system cancels the payment with the information provided by the Authorized User.

4.2 Identify Voided Payments Group: Payment Cancellation Integration

Actor/Role: BPEL

Description:

The process extracts all payments canceled after the last successful integration run.

Customizable process N

Process Name:

PSToCCBAPDataBPELProcess

4.3 Transform Data Group: AP Data Integration

Actor/Role: BPEL

Description:

The process transforms the extracted cancelled payment information using standard XSLT shipped with the product.

Customizable process N

Process Name:

PSToCCBAPDataBPELProcess

4.4 Request to Cancel Payment Information Group: AP Data Integration

Actor/Role: BPEL

Description:

The integration process calls the BPEL wrapper to call the Adjustment Maintenance web service in C2M(CCB) to initiate cancel of the Adjustment with ID corresponding to the AP Request ID for the given payment.

Customizable process N

Process Name:

CCBCancellationWebService

4.5 Update AP Request with Cancel Information

Actor/Role: C2M(CCB)

Description:

The Adjustment that initiated the AP Request is updated with the cancel information from PeopleSoft and the refund adjustment is cancelled.

4.6 Create To Do

Actor/Role: C2M(CCB)

Description:

If applicable, a To Do is created upon cancellation of the adjustment.

Process Plug-in enabled Y

Available Algorithm:

ADCA-CRTODO - Adjustment Cancellation - Create To Do Entry

4.7 Work To Do

Actor/Role: Authorized User (C2M(CCB))

Description:

Authorized user works the assigned to do for the cancelled adjustment.

4.8 Log Error Group: AP Data Integration

Actor/Role: BPEL

Description:

If errors occur during extraction of the payment information from PS, BPEL inserts the error into an error log table.

Customizable process N

Process Name:

PSToCCBAPDataBPELProcess

4.9 Send Email Group: AP Data Integration

Actor/Role: BPEL

Description:

Error notification process, if configured, will notify user by email of an error and the details associated with that error condition.

Note: No user interface is currently provided for the Error Log Table.

Customizable process N

Process Name:

PSToCCBAPDataBPELProcess

5.0 Evaluate and Correct Error

Actor/Role: Authorized User (PS)

Description:

The recipient of the email looks through the information sent in the email detailing the records with error. Error correction is done manually. After error is corrected, AP Data Integration Process is invoked.

5.1 Identify Adjustment to Cancel

Actor/Role: Authorized User (C2M(CCB))

Description:

Authorized User, upon request, selects the AP Adjustment to cancel.

5.2 Cancel Adjustment

Actor/Role: Authorized User (C2M(CCB))

Description:

Authorized User cancels the selected adjustment and populates required information.

5.3 Update Adjustment with Cancel Information

Actor/Role: C2M(CCB)

Description:

Process cancels the adjustment and updates it with the cancel information.

Process Plug-in enabled Y	Available Algorithm(s):	ADCA-CRTODO - Adjustment Cancellation - Create To Do Entry
		C1-CANSUSADJ (Algorithm Type) - Cancel Suspense Adjustment

Configuration required Y	Entities to Configure:	Installation Options-Framework,
		Installation Options-Framework, Algorithms, System Event: Control Central Alert
		Zones

5.4 Analyze and Process Cancel Request

Actor/Role: Authorized User (PS)

Description:

Authorized User checks on the cancel request and works on it manually.

Note: Integration at this point has no automatic process to deal with cancellation of AP Adjustment in C2M(CCB) once the payment has been made in PeopleSoft.

Test Documentation related to the Current Process

ID	Document Name	Test Type

Document Control

Change Record

Date	Author	Version	Change Reference
12/29/2009	Rochelle Cister	Draft 1a	Initial Version
10/21/2010	Geir Hedman		Updated Title and Conteny page
11/08/2010	Yoko Iwahiro		Update business objects and algorithms
2/8/2011	Geir Hedman		Updated Document and Visio
1/10/2014	Muhssin Suliman		CC&B v2.4 Update
01/27/2014	Galina Polonsky		Review, Approve
08/20/2015	Jane Cuenco Tan		Updated Document and Visio
09/08/2015	Galina Polonsky		Review, Approve
08/16/2017	Ekta Dua		Updated Document and Visio to v2.6
09/15/2017	Genti Kondili		Update review and update details pertaining to the following actor/roles (Authorized User (C2M(CCB)) and C2M(CCB).
09/30/2017	Galina Polonsky		Review, Approve

Attachments:

AP Integration Configuration



AP Integration
Configuration for CC&