

Volume No. 2—Classification & Coding Structure	<b>TOPIC NO.</b>	<b>60303</b>
Function No. 60300— FAACS Online	<b>TOPIC</b>	<b>FAACS ERROR MESSAGES</b>
	<b>DATE</b>	August 2012

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## Overview

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### Introduction

This topic provides a list of messages that occur in the FAACS online system’s screens and reports. FAACS users may encounter two types of messages.

FAACS has edit routines designed to ensure all data entered into FAACS master file asset records is valid. One set of errors and related messages results from systems edits that ensure the validity of data entered in FAACS data elements. These messages have assigned code numbers and are contained in the FAACS error message table that is accessed during screen edits of data elements. These messages are termed *routine edit error messages*. Presentation of these error messages generally includes the correct format for valid data for the related data element.

Another set of messages has been made necessary by the use of the online data entry environment. Some of these are error messages, others merely communicate necessary information. These are not contained in the error message table but are an integral part of the online operating environment. They do not have assigned code numbers. These messages may be termed *online environment messages*. These messages are generally self-explanatory.

Up to four messages can be displayed simultaneously on the screens of the FAACS online system.

Since this topic contains only messages that occur frequently, an agency may encounter messages NOT listed in this topic. If this occurs, first determine whether the message provides sufficient explanation to correct the situation. If NOT, contact the Assistant Director, Financial Reporting, whose contact information is shown below.

### Online Environment Error Messages

Online Environment error messages provide a list of errors resulting from the incorrect use of the online system. These error messages appear on screens in the FAACS online system. Some of these represent errors requiring correction, while others represent conditions requiring no action. They have been categorized since many represent similar conditions.

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## Overview, Continued

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**Routine Edit Error Messages** Routine Edit error messages provides a list of coded error messages resulting from the FAACS data element edit function that frequently appear on screens in the FAACS online system and in related reports.

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**View Error Message Table in FAACS** The Error Message Table can be accessed in FAACS by clicking the “*View Tables*” menu button and selecting the “*Error Message Table*” from the dropdown listing. An example of the Error Message Table is shown on page 22. Contact the Department of Accounts if you have questions or need help in viewing the Error Message Table in FAACS.

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## Contacts

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DOA Contact                      Assistant Director, Financial Reporting  
     ☎        (804) 225-2257  
     FAX     (804) 225-2430  
     E-mail: [finrept@doa.virginia](mailto:finrept@doa.virginia)

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## Online Environment Error Messages

### Agency Number

**When an agency has NOT entered an agency number, has NOT entered a correct agency number, or has entered an agency number that they are NOT authorized to use, either of the following online messages may appear:**

Agency Not Valid	Agency Required
Agency Security Not An Auth Agy	Invalid Agency
Invalid Agency - No Security	No Security for Agency
Not Authorized For This Agency Agency	Unauthorized Access
No Authorization To Update Files	

### Assets Added

**If an asset IS ADDED OR IS UPDATED SUCCESSFULLY to the selected file, the following messages may appear:**

Add Successful	Record Added
File Updated	Have Been Updated
Transaction On Transaction File	Asset On Transaction File
Records Successfully Updated	Record On Transaction File
Record Changed	Record Updated
Record Deleted	

### Asset Not Added

**If an asset IS NOT ADDED OR UPDATED SUCCESSFULLY to the selected file, the following messages may appear:**

Add Not Successful  
No Records Changed  
Update Not Successful

### Asset Exists

**If an asset ALREADY EXISTS on one of the system files, the following messages may appear:**

Record Already Exists	Asset On Transaction File
Record Already Exists On Trans File	Record On Transaction File
Transaction On Transaction File	Record On Err File

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## Online Environment Error Messages, Continued

### Asset Does Not Exist

If an asset DOES NOT EXIST on the selected file, the following messages may appear:

Asset Not On File	Asset Not On Transaction File
Asset Not On Master File	Record Does Not Exist On Transaction File
Record Not Found On DE File	Record Not Found On File
Record To Delete NOT On File	Record To Update Not On File
Requested Record Not Found	Transaction Not On Err File
No Record Found	No Record On File
No Record For ID	No Record To Delete
No Data To Retrieve	

### Invalid Data Entry

When invalid data has been entered in a field, the following messages may appear:

Invalid Date Value	Invalid Data - Element
Invalid Data Entry	Invalid Data Entry Value
Invalid Data Length	Invalid Element No.
Invalid Inquiry Value	Invalid Error Correct Value
Invalid Entry Date	Error Exists In Element #
Invalid Release Value	Invalid Status Code
Invalid Status - Must Be: H or R	Invalid User Agency
Useful Life Not Numeric or I	Status Filed Must Be R or H
Invalid Table-80 Value	Invalid Table-81 Value
Invalid Table-82 Value	Invalid Table-83 Value
Invalid Table-84 Value	Invalid Table-85 Value
Invalid Table-87 Value	

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## Online Environment Error Messages, Continued

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### File Status

If the user has reached the **BEGINNING OF FILE, END OF FILE** or there are **NO MORE RECORDS TO DISPLAY**, the following messages may appear:

Beg of File	End of File
End of File for Agency	No More Records
No More Record For ID	No More Record To Display
Reached Beginning of File	Record End of File

---

### Security Invalid

If a user has **NOT** been set up in the **FAACS SECURITY FILE OR DOES NOT HAVE THE APPROPRIATE SECURITY**, the following messages may appear:

No Security For Updating	Security Violation
Status Access Authorization Is Needed Violation	Status Code Security

---

### Deletion Confirmation

To confirm whether **TO DELETE A RECORD OR NOT**, the following messages may appear:

Delete Record (Y or N) Record	Do You Want to Delete The
The Data Entry Record Was Deleted	

---

### Miscellaneous Messages

**Data Item Is Longer Than Allowed** - This message may appear during a data element change, when the data entered for the field is longer than the maximum allowable.

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## Routine Edit Error Messages

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**E060: Funding Source  
Missing or Invalid**

Valid codes for funding source are:

- 10 - General Obligation Bond
- 15 - Revenue Bonds
- 20 - Federal Grant
- 30 - Non-Federal Grant
- 40 - General Fund Revenues
- 45 - Virginia College Building Authority
- 47 - Virginia Public Building Authority
- 48 - Contributed Capital VPBA
- 50 - Special Fund Revenues
- 60 - Gifts/Donations
- 70 - Local Funds
- 80 - Other Funds
- 85 - Treasury Board Financing
- 87 - Other Installment Purchases
- 90 - Higher Education

If the expenditure document specifies fund 0100, Funding Source must be "40." See CAPP Topic No. 60304 for more information on Funding Source Codes.

---

**E108: Asset Category  
Missing or Invalid**

Valid codes for asset category are:

- 1 - Land
  - 2 - Buildings
  - 3 - Improvements other than buildings
  - 4 - Equipment
- 

**E109: Identification  
Number Cannot Be Spaces**

Alpha or other non-numeric characters cannot be entered in the identification number filed.

---

**E110: Acquisition Date  
Must = MMDDYYYY**

The date format is 2-digit month, 2-digit day, and 4-digit year.

---

**E111: Acquisition Cost  
Basis is Invalid**

Valid codes are:

- A - Appraisal
  - E - Estimate
  - H - Historical
- 

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## Routine Edit Error Messages, Continued

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**E112: Acquisition Cost Method is Invalid**

Valid codes are:

- P - Purchase
- L - Lease
- I - Installment Purchase
- C - Construction
- T - Trade-in
- D - Donation or gift
- O - Method other than those listed above
- N - Not applicable

---

**E113: Asset Value < Cap Limit Must Control**

A transaction has been entered as capitalizable with an amount below the cap limit. See also CAPP Topic No. 30305, *Capitalized and Controlled Assets*.

---

**E114: Own Status Code is Missing or Invalid**

Valid codes are:

- A - Owned by an agency of the Commonwealth of Virginia (COV)
- G - owned by COV and the federal government
- S - Federally owned
- F - Jointly owned by COV and another state
- C - Jointly owned by COV and a locality
- P - Jointly owned by COV and a private organization
- O - Other
- L - Leased

---

**E115: Availability Code is Missing or Invalid**

Valid codes are:

- A - Available
- U - Unavailable
- S - Surplus

---

**E116: Condition Code is Missing or Invalid**

Valid codes are:

- A - Available
- U - Unavailable
- S - Surplus

---

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## Routine Edit Error Messages, Continued

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**E117: Tag Indicator is Missing or Invalid**

Valid codes:  
Y - Yes  
N - No

---

**E118: Nomenclature Invalid for Asset Category**

A list of valid nomenclature codes is located in CAPP Topic No. 60302, *Nomenclature Codes*.

---

**E119: Nomenclature Code is Missing or Invalid**

A list of valid nomenclature codes is located in CAPP Topic No. 60302, *Nomenclature Codes*.

---

**E120: Fiscal Year is Not Numeric**

Fiscal year must be a 4-digit number.

---

**E121: Fiscal Month is Not Numeric**

Fiscal month must be a 2-digit number.

---

**E122: Fiscal Month Cannot be Greater Than 12 or Less Than 1**

Fiscal month must be a number between 1 to 12, inclusive.

---

**E123: Acquisition Date Greater Than Current Date**

The acquisition date cannot be greater than the current date.

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## Routine Edit Error Messages, Continued

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**E124: Quantity is Not Numeric**

Quantity is a 6-digit numeric field.

---

**E125: Responsible Position is Missing**

Responsible position is a 12-digit alpha/numeric field.

---

**E126: Last Physical Inventory Date Must = MMDDYYYY**

The date format is 2-digit month, 2-digit day, and 4-digit year.

---

**E128: Location Building ID is Missing**

Building ID is a 5-digit alpha/numeric field.

---

**E130: Acquisition Date Must Be in the Current Fiscal Year**

*When it becomes necessary to enter an asset with a prior year(s) acquisition date, you must contact DOA via email to release this transaction in FAACS.*

---

**E131: Missing/Invalid FIPS Code**

A valid list of FIPS codes is located in CAPP Topic No. 60104, *Agency and FIPS Codes*.

---

**E132: FIPS: Code Not Found in FIPS Table**

A valid list of FIPS codes is located in CAPP Topic No. 60104, *Agency and FIPS Codes*.

---

**E133: Negotiated Use Allowance is Invalid**

This represents the negotiated use allowance granted for an asset in indirect cost pool. The current rates are 2% for buildings and 6 2/3% for equipment.

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## Routine Edit Error Messages, Continued

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**E134: Salvage Value is Not Numeric**

Salvage value is a 12-digit number.

---

**E135: Missing Description Line**

The first description line is required.

---

**E136: Component Agency is Invalid**

The agency code has not been set up in the CARS D09 table. A valid list of agency is located in CAPP Topic No. 60104, *Agency and FIPS Codes*.

---

**E137: Component Category is Invalid**

Valid codes for asset category are:

- 1 - Land
- 2 - Buildings
- 3 - Improvements other than buildings
- 4 - Equipment

---

**E138: Component Identification is Invalid**

Component ID must exist on FAACS master file.

---

**E139: Installation Date Must be MMDDYYYY**

The date format is 2-digit month, 2-digit day, and 4-digit year.

---

**E140: Acceptance Date Must Be MMDDYYYY**

The date format is 2-digit month, 2-digit day, and 4-digit year.

---

**E141: Agency Not Permitted to Input to FAACS**

The agency code has not been set up in the CARS D09 table. A valid list of agency is located in CAPP Topic No. 60104, *Agency and FIPS Codes*.

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## Routine Edit Error Messages, Continued

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**E142: Asset is Not Owned and Not Controlled**

Asset has an ownership status code of "L" and does not have the controlled indicator set to "C."

---

**E143: Control Indicator Must be a "C" or Blank**

A "C" in this field indicates that the agency wishes to control the asset within FAACS, and that it does not meet the Comptroller's criteria for asset capitalization. Otherwise this field should be blank.

---

**E144: Nomenclature Code is Not Numeric**

A list of valid nomenclature codes is located in CAPP Topic No. 60302, "Nomenclature Codes."

---

**E145: Agency Loan To Code is Invalid**

The agency code has not been set up in the CARS D09 table. A valid list of agency is located in CAPP Topic No. 60104, *Agency and FIPS Codes*.

---

**E146: Replacement Index Not Numeric**

Replacement index must be a 12-digit number.

---

**E147: Asterisk Invalid for Description 1**

An asterisk cannot be placed in the description field when adding an asset.

---

**E149: Last Physical Inventory Date Greater Than Current Date**

Last physical inventory date cannot be greater than current date.

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## Routine Edit Error Messages, Continued

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**E150: Useful Life Less Than 2 Years Must be Controlled**                      Asset should be controlled, if useful life is less than 2 years

---

**E151: GFAAG Fund Disallowed for Agency**                      Fund code 15 is not allowed for this agency

---

**E160: Component ID Not Found in Masterfile**                      Component ID must exist on the FAACS master file.

---

**E169: Nomenclature Code Not Found in Tables**                      A list of valid nomenclature codes is located in CAPP Topic No. 60302, *Nomenclature Codes*.

---

**E170: Acquisition Date Must = MMDDYYYY**                      The date format is 2-digit month, 2-digit day, and 4-digit year.

---

**E171: Cost Code Invalid**                      A valid list of cost codes is located in CAPP Topic No. 60105, *Cost Codes*.

---

**E179: Acquisition Date is Not Numeric**                      The date format is 2-digit month, 2-digit day, and 4-digit year.

---

**E180: Zero Not Allowed for Asset Quantity**                      The quantity cannot be zero.

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## Routine Edit Error Messages, Continued

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**E181: Fund Code is Invalid or Missing**

Valid codes are 1500, or codes in 0300 series, 0500 series, 0600 series, or 0700 series.

---

**E189: Salvage Value Equals or Exceeds Acquisition Cost**

Salvage value cannot *be greater than or equal to* the acquisition cost.

---

**E191: Program is invalid or missing**

A list of Program codes are located in CAPP Topic No. 60107, *Program Codes*.

---

**E201: Service Area Code is invalid**

A list of Service Area codes are located in CAPP Topic No. 60107, *Program Codes*.

---

**E211: Element Code is Invalid**

A list of Element codes are located in CAPP Topic No. 60107, *Program Codes*.

---

**E231: Funding Code is Invalid**

Funding source code is invalid. For list of valid funding source, see error message E060.

---

**E239: Surplus Date Required For Surplus Code**

The date format is 2-digit month, 2-digit day, and 4-digit year.

---

**E240: Surplus Code Required for Surplus Date**

A surplus code of "S" in the availability code field is required if a surplus date is entered.



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## Routine Edit Error Messages, Continued

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**E241: Funding Amount is Not Numeric** Funding amount is a 12-digit number

---

**E249: Disposal Info Requires Disposal Code** Disposal information field is required if a disposal code is entered.

---

**E250: Disposal Date Must = MMDDYYYY** The date format is 2-digit month, 2-digit day, and 4-digit year.

---

**E251: Disposal Date is Missing** The date format is 2-digit month, 2-digit day, and 4-digit year.

---

**E252: Disposal Proceeds Not Numeric** Disposal proceeds is a 12-digit number.

---

**E253: Disposal Code is Invalid** Valid codes are:  
S - Sale or Trade-in  
A - Abandoned  
L - Lost or Stolen  
T - Transfer  
C - Casualty Loss  
K - Cannibalized

---

**E254: Disposal Quantity Exceeds Asset Quantity** Disposal quantity cannot exceed the asset quantity.

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## Routine Edit Error Messages, Continued

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**E263: Replacement Basis  
Code is Invalid**

Valid codes are:

- S - System calculated
- A - Appraisal
- E - Estimated

---

**E264: Actual Value is Not  
Numeric**

Actual value is a 12-digit number.

---

**E265: Actual Value Basis  
Code is Invalid**

Valid codes are:

- S - System calculated
- A - Appraisal
- E - Estimated
- H - Historical

---

**E266: Insurance Expiration  
Must = MMDDYYYY**

The date format is 2-digit month, 2-digit day, and 4-digit year.

---

**E267: Insurance Policy  
Type Code is Invalid**

Valid codes are:

- S — Self-insured
- B — Blanket policy
- I — Individual policy

---

**E277: Disposal Quantity is  
Not Numeric**

Disposal quantity is a 6-digit number.

---

**E278: Last Appraisal Date  
Must = MMDDYYYY**

The date format is 2-digit month, 2-digit day, and 4-digit year.

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## Routine Edit Error Messages, Continued

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**E279: Disposal Date Must Be in the Current Fiscal Year**

*When it becomes necessary to dispose of an asset with a prior year(s) disposal date, you must contact DOA via email to release this transaction in FAACS.*

---

**E281: Transaction Code is Invalid or Missing**

Valid transaction codes located in CAPP Topic No. 60103, *Transaction Codes*.

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**E321: Funding Source Required**

[Refer to Error Message E060 for a list of valid funding source codes.]

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**E330: Asset Value Exceeds System Limitation**

[Self-Explanatory]

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**E331: Transaction Code Invalid**

Valid transaction codes located in CAPP Topic No. 60103, *Transaction Codes*.

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**E339: Useful Life Less Than Minimum Permitted**

Useful life varies by more than 20% from that permitted by nomenclature code.

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**E340: Useful Life Exceeds Maximum Permitted**

Useful life varies by more than 20% from that permitted by nomenclature code

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**E351: Project Code Required Program 998**

Refers to capital outlay project code only.

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**E361: Program 998 Required Project Code**

Refers to capital outlay project code.

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*Continued on next page*

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	<b>DATE</b>	August 2012

**Routine Edit Error Messages, Continued**

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**E971: Change Not Allowed on Disposed Asset** [Self-Explanatory]

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## Example of Routine Edit Error Messages

3/23/2009 1:23:41 PM

Fixed Asset Accounting and Control System  
View Error Message Table

SEVERITY	ERROR NUMBER	ERROR MESSAGE	KEY	POSITION LENGTH
E	001	ACTION CODE MUST BE A 1, 2, OR 3		
E	002	DELETE AND RECORD NOT FOUND		
E	003	ACTION CODE ADD & RECORD ON FILE		
E	004	CHANGE AND RECORD NOT FOUND		
E	005	FORM CODE MISSING OR INVALID		
E	006	ASSET VALUE > CAP LIMIT MUST CAP	10205	0039
E	010	OPTION CODE MISSING OR INVALID		
E	020	FED COST CATEGORY MISSING/INVALID		
E	021	ASSET CATEGORY MISSING/INVALID		
E	022	MAJOR NOMENCLATURE MISSING/INV.		
E	023	AGENCY MISSING/INVALID		
E	024	OBJECT MISSING/INVALID		
E	025	GEN LEDGER ACCT MISSING/INVALID		
E	026	MIN-NOMEN / AGENCY CONFLICT		
E	027	MINOR NOMENCLATURE MISSING/INV.		
E	028	MAJOR NOMENCLATURE DOES NOT EXIST		
E	029	DEPRECIATION TYPE INVALID		
E	030	USE ALLOWANCE RATE MISSING/INV.		
E	031	USEFUL LIFE MISSING/INVALID		
E	033	DESCRIPTION MISSING		