




Volume No. 2—Classification & Coding Structure	TOPIC NO. 60303—Cardinal
Function No. 60300—FAACS Online	TOPIC FAACS ERROR MESSAGES
	DATE January 2020

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Overview

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. FAACS compares data entry values to corresponding data contained in the Universal Descriptor Table and generates an error when the values do not match. These messages are termed *routine edit error messages*. These error messages generally include the correct format or values 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 that require correction and others merely communicate additional 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. All errors must be corrected by the user before the transaction can be “released” or the system will create an “incomplete” transaction record. Incomplete transactions will not be processed.

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 DOA at faacs@doa.virginia.gov or refer to the Financial Reporting Project Lead listed on the next page.

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.

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Overview, Continued

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.


View Error Message Table in FAACS

The Error Message Table can be accessed in FAACS by clicking the “*FAACS Tables*” menu button and selecting “*Error Message*” from the dropdown listing. Users can then view the Error Message Table onscreen or download the table using the XLS download button. Note: The download option creates an Excel spreadsheet of the Error Message Table that can be sorted or filtered based upon the users’ needs. Leading zeros are dropped whenever the download feature is used. An example of the Error Message Table is shown on page 22 of this CAPP topic. Contact the Department of Accounts if you have questions or need help in viewing the Error Message Table in FAACS.

Contacts


DOA Contact

Financial Reporting Project Lead

 (804) 225-2257

FAX (804) 225-2430

 faacs@doa.virginia.gov

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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	

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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	No Data To Retrieve
No Record Found	No Record On File
No Record For ID	No Record To Delete

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

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 Record
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

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 = MM/DD/YYYY


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

E112: Acquisition Cost Method is Invalid

Valid codes are:

- P - Purchase
- L - Lease (**This should never be used**)
- 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 **"Leased" should never be used in FAACS**
As all leases should be entered in LAS not FAACS

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

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

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 = MM/DD/YYYY

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

The FIPS code is a required field and must contain a valid FIPS number.


E132: FIPS: Code Not Found in FIPS Table

The FIPS code is a required field and must contain a valid FIPS number.

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

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 Universal Descriptor table. A valid agency number must be used.

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 MM/DD/YYYY

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


E140: Acceptance Date Must Be MM/DD/YYYY

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 Universal Descriptor table. A valid agency number must be used.

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Routine Edit Error Messages, Continued

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 Universal Descriptor table. A valid agency number must be used.

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

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 = MM/DD/YYYY The date format is 2-digit month, 2-digit day, and 4-digit year.

E171: Cost Code Invalid The cost code has not been set up in the Universal Descriptor table. A valid cost code number must be used.

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

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. 60105, *Program Codes*.

E201: Service Area Code is invalid

A list of Service Area codes are located in CAPP Topic No. 60105, *Program Codes*.

E211: Element Code is Invalid

A list of Element codes are located in CAPP Topic No. 60105, *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

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 = MM/DD/YYYY 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

**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 = MM/DD/YYYY**

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 = MM/DD/YYYY**

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

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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. Users will also be required to provide an explanation online.

E281: Transaction Code is Invalid or Missing

The transaction code is a required field and must be a valid code listed on the Universal Descriptor Table.

E321: Funding Source Required

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

E330: Asset Value Exceeds System Limitation

[Self-Explanatory]

E331: Transaction Code Invalid

The transaction code is a required field and must be a valid code listed on the Universal Descriptor Table.

E339: Useful Life Less Than Minimum Permitted

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

E340: Useful Life Exceeds Maximum Permitted

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


E351: Project Code Required Program 998

Refers to capital outlay project code only.

E361: Program 998 Required Project Code

Refers to capital outlay project code.


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Routine Edit Error Messages, Continued

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

Note: The actual error messages shown above may appear slightly different in FAACS due to abbreviations or slashes, etc.

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Example of Routine Edit Error Messages in FAACS

FAACS Tables - Error Message Table

Severity Level: Message: Form:

Records 1 - 50 of 565

Severity Level	Error Number	Message	Form	Line	Element	Position
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	1	02	05	0039
E	007	NO CHANGES REQUESTED				
E	009	PRIOR FY CHANGE - CONTACT DOA FOR RELEASE				
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				
E	040	INSTRUCTION PERCENTAGE INVALID				
E	041	RESEARCH PERCENTAGE INVALID				
E	042	SPONS ACTIVITY PERCENTAGE INVALID				
E	043	INST. ACTIVITY PERCENTAGE INVALID				