

Volume No. 3—Automated Systems Applications	TOPIC NO. 70330—Cardinal
Function No. 70300—FAACS Online	TOPIC ERROR CORRECTION
	DATE January 2020

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Overview

Introduction

FAACS screens contain systems edits that are intended to ensure that all data entered in to FAACS is valid in terms of the requirements for each data element. Invalid data is detected by the screen edits. If any of the required fields have been omitted or if data entered is not valid, the system will generate an error message when you click on **“ACCEPT.”** You will get an error message at the top of the screen and the data element(s) that are incorrect will be highlighted in red. Go to the data elements with incorrect data and correct them. Click on **“ACCEPT”** and this time the message should indicate a successful outcome.

FAACS compares data entry fields to corresponding records contained in the Universal Descriptor Table (UDT). Whenever the data entry does not agree to the UDT, an error message is generated.

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Procedures

Error Corrections

When you log on to FAACS, and click on the Main menu, you will come to the screen that lists pending transactions on the Transaction File or the Summary Financial Data File. Any transactions that have a status of “incomplete” contain errors that must be corrected before being released. See screen below showing an “incomplete” transaction on the Transaction File that must be corrected before it can be released.

FAACS - Main Menu

Please select an option from the left menu.

Transaction File:

There is 1 pending transaction:

- 0 on Hold Status
- 1 Incomplete Transactions

Summary Financial Data:

There are no summary transactions.

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Procedures, Continued

Select Detail Record

Click on the link to the Transaction File containing the ‘incomplete’ transaction and then click the “Detail” button to display the transaction data entry elements.

Transaction File Maintenance
Processing Window

Agency: All Category: All Identification: Status: All Disposal: All View

Records 1 - 1 of 1

	Agency	Category	ID	Status	Action	Description	ACQ Date	Disposal Code	Fund Amount
Detail	151	4 - Equipment	400000005	Incomplete	Add	TEST FOR CAPP	12/01/2019		22,000.00

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Procedures, Continued

Edit Detail Record

The user must then click “Edit Record” to access the data entry fields to make the required corrections. In this example, the program is invalid for the agency and therefore must be corrected.

Processing Window

Transaction File - View Record Detail

Transaction File List Edit Record Delete Record PDF

ERRORS:
E191 - PROGRAM IS INVALID OR MISSING

Agency 151	Category: 4 - Equipment	ID: 400000005	Status: I - Incomplete	Transaction Type: Add
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Asset Description 1 <input type="text" value="TEST FOR CAPP"/>	Asset Description 2 <input type="text"/>	Asset Description 3 <input type="text"/>	Asset Description 4 <input type="text"/>
Building ID <input type="text" value="TEST"/>	FIPS <input type="text" value="760"/>	Wing <input type="text"/>	Floor <input type="text"/>
Room <input type="text"/>	Responsible Position <input type="text" value="TEST MANAGER"/>	Responsible Description <input type="text"/>	
ACQ Basis <input type="text" value="H - Historical Cost"/>	Availability <input type="text" value="U - Unavailable"/>	ACQ Method <input type="text" value="P - Purchase"/>	Ownership Status <input type="text" value="A - By VA Agency (COV)"/>
Condition <input type="text" value="O - Operable"/>	Tag <input type="text" value="Y - Yes"/>	Control Indicator <input type="text" value="Capitalized"/>	Organization <input type="text"/>
ACQ Date <input type="text" value="12/01/2019"/>	Surplus Date <input type="text"/>	Nomenclature <input type="text" value="06400069800"/>	Useful Life <input type="text" value="010"/>
Vendor ID <input type="text"/>	Agency List Number <input type="text"/>	Voucher <input type="text" value="XXXTEST"/>	
PO Number <input type="text"/>	Fiscal Funding Year <input type="text" value="2020"/>	Fiscal Funding Month <input type="text" value="06"/>	Quantity <input type="text" value="1"/>
Last Inventory Date <input type="text" value="12/01/2019"/>	Disposal Date <input type="text"/>	Disposal Proceeds <input type="text"/>	Disposal Code <input type="text"/>
Disposal Quantity <input type="text"/>	Disposal Description <input type="text"/>	Serial Number <input type="text"/>	Model <input type="text"/>
Manufacturer <input type="text"/>	Comp Agy <input type="text"/>	Comp Cat <input type="text"/>	Comp ID <input type="text"/>
Salvage Value <input type="text" value="0.00"/>			

TRN	FUND	PRG	SA	EL	PROJ	CC	AMOUNT	FS	GRANT OR CONTRACT	ORG	ACCUM DEP	DEP EXP
618	1500	299					22,000.00	40	TEST			

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Procedures, Continued

Correct the Error(s) in the Record

The user corrected the error identified in the previous screen and the record is created as a “hold” transaction without errors. The record should then be reviewed by a second user having “release” security access **so that the new asset will immediately get added to the Master File.**

Transaction File - View Record Detail Processing Window

Transaction File List Edit Record Delete Record PDF

Transaction on Hold with no Errors

Agency 151	Category: 4 - Equipment	ID: 400000005	Status: H - Hold	Transaction Type: Add
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Asset Description 1 <input type="text" value="TEST FOR CAPP"/>	Asset Description 2 <input type="text"/>	Asset Description 3 <input type="text"/>	Asset Description 4 <input type="text"/>
--	--	--	--

Building ID <input type="text" value="TEST"/>	FIPS <input type="text" value="760"/>	Wing <input type="text"/>	Floor <input type="text"/>	Room <input type="text"/>	Responsible Position <input type="text" value="TEST MANAGER"/>	Responsible Description <input type="text"/>
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ACQ Basis <input type="text" value="H - Historical Cost"/>	Availability <input type="text" value="U - Unavailable"/>	ACQ Method <input type="text" value="P - Purchase"/>	Ownership Status <input type="text" value="A - By VA Agency (COV)"/>	Condition <input type="text" value="O - Operable"/>
--	---	--	--	---

Tag <input type="text" value="Y - Yes"/>	Control Indicator <input type="text" value="Capitalized"/>	Organization <input type="text"/>	ACQ Date <input type="text" value="12/01/2019"/>	Surplus Date <input type="text"/>
--	--	---	--	---

Nomenclature <input type="text" value="06400069800"/>	Useful Life <input type="text" value="010"/>	Vendor ID <input type="text"/>	Agency List Number <input type="text"/>	Voucher <input type="text" value="XXXTEST"/>
---	--	--	---	--

PO Number <input type="text"/>	Fiscal Funding Year <input type="text" value="2020"/>	Fiscal Funding Month <input type="text" value="06"/>	Quantity <input type="text" value="1"/>	Last Inventory Date <input type="text" value="12/01/2019"/>
--	---	--	---	---

Disposal Date <input type="text"/>	Disposal Proceeds <input type="text"/>	Disposal Code <input type="text"/>	Disposal Quantity <input type="text"/>	Disposal Description <input type="text"/>
--	--	--	--	---

Serial Number <input type="text"/>	Model <input type="text"/>	Manufacturer <input type="text"/>	Comp Agy <input type="text"/>	Comp Cat <input type="text"/>	Comp ID <input type="text"/>	Salvage Value <input type="text" value="0.00"/>
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TRN	FUND	PRG	SA	EL	PROJ	CC	AMOUNT	FS	GRANT OR CONTRACT	ORG	ACCUM DEP	DEP EXP
618	1500	699					22,000.00	40	TEST			

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Contacts

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