



FI\$Cal

Financial Information System for California

Asset Management Business Process Workshop (BPW)

Wave 1 Functionality

October 14, 2014

Agenda

- FI\$Cal Project Overview
- Business Process Workshop Objectives and Approach
- FI\$Cal Solution Overview
- Business Process Area—what is included, not included, in future waves
- Acquire Assets
 - Business Process Overview, Key Terms
 - Process Flows, Screenshots
 - End-User Roles
- Maintain Assets
- Retire Assets
- Depreciate Assets

Agenda

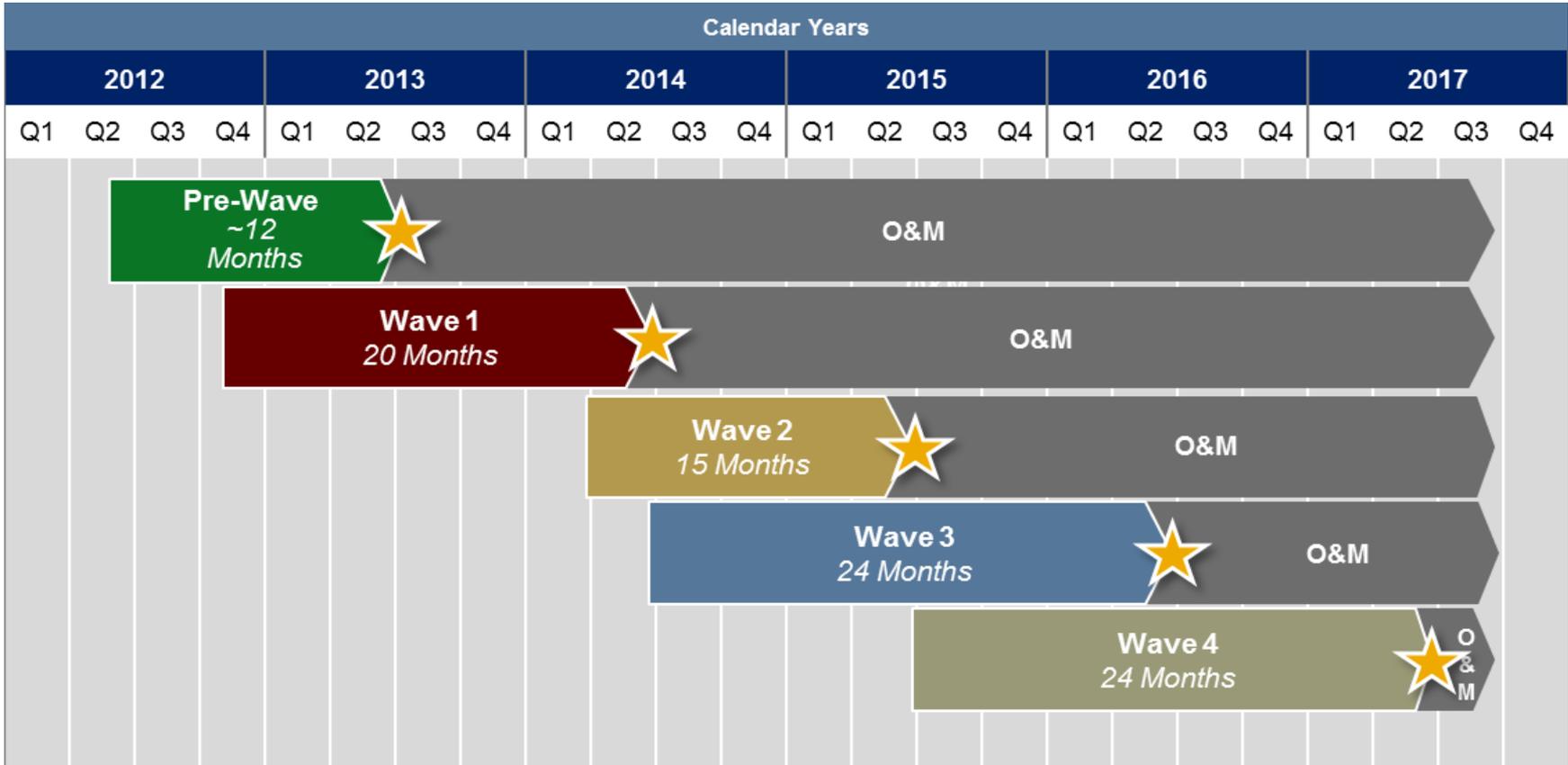
- Month-End Processing
- Technology Considerations
- Change Impact Activity
- Business Process Workshop Next Steps

FI\$Cal Project Overview

- The Financial Information System for California (FI\$Cal) is a business transformation project for the State in the areas of budgeting, accounting, procurement, and cash management. The Project prepares the State to work in an integrated financial management system.

- California's Partner Agencies are working together to form the partnership to support FI\$Cal at the highest level:
 - Department of Finance (DOF)
 - Department of General Services (DGS)
 - State Controller's Office (SCO)
 - State Treasurer's Office (STO)

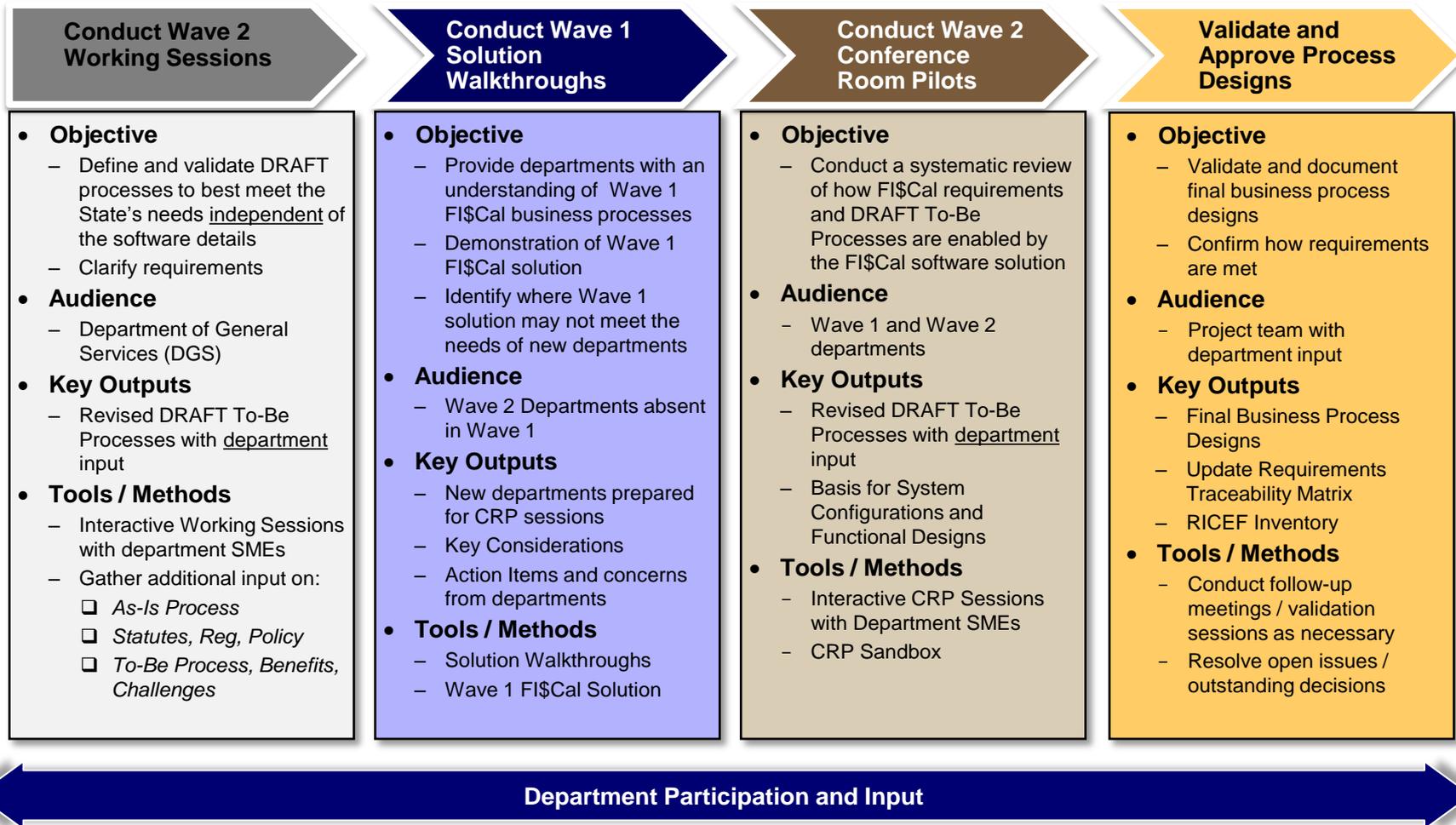
FI\$Cal Wave Timeline



BPW Objectives

- The Business Process Workshops will provide:
 - An overview of the business process, including key terms and functionality being implemented
 - A list of changes with the “To-Be” business process
 - An opportunity to discuss and begin identifying department-specific changes and impacts
 - An explanation of Wave 2 end-user roles
 - A template to capture department-specific changes and impacts
 - An opportunity to begin thinking about updates to internal department processes

FI\$Cal Design Approach



What Comes Next?

- **Role Mapping Working Session** – Workshop to review the FI\$Cal Role Mapping Template, answer any questions about the roles presented in BPWs, and begin assigning end-user roles for Wave 2.
- **Change Workshop** – Workshop to help prepare managers and supervisors for conversations with department end users on the new FI\$Cal business processes and their FI\$Cal end-user roles
- **End-User Training** – Training for department end users that will need to use the System in their assigned FI\$Cal end-user roles



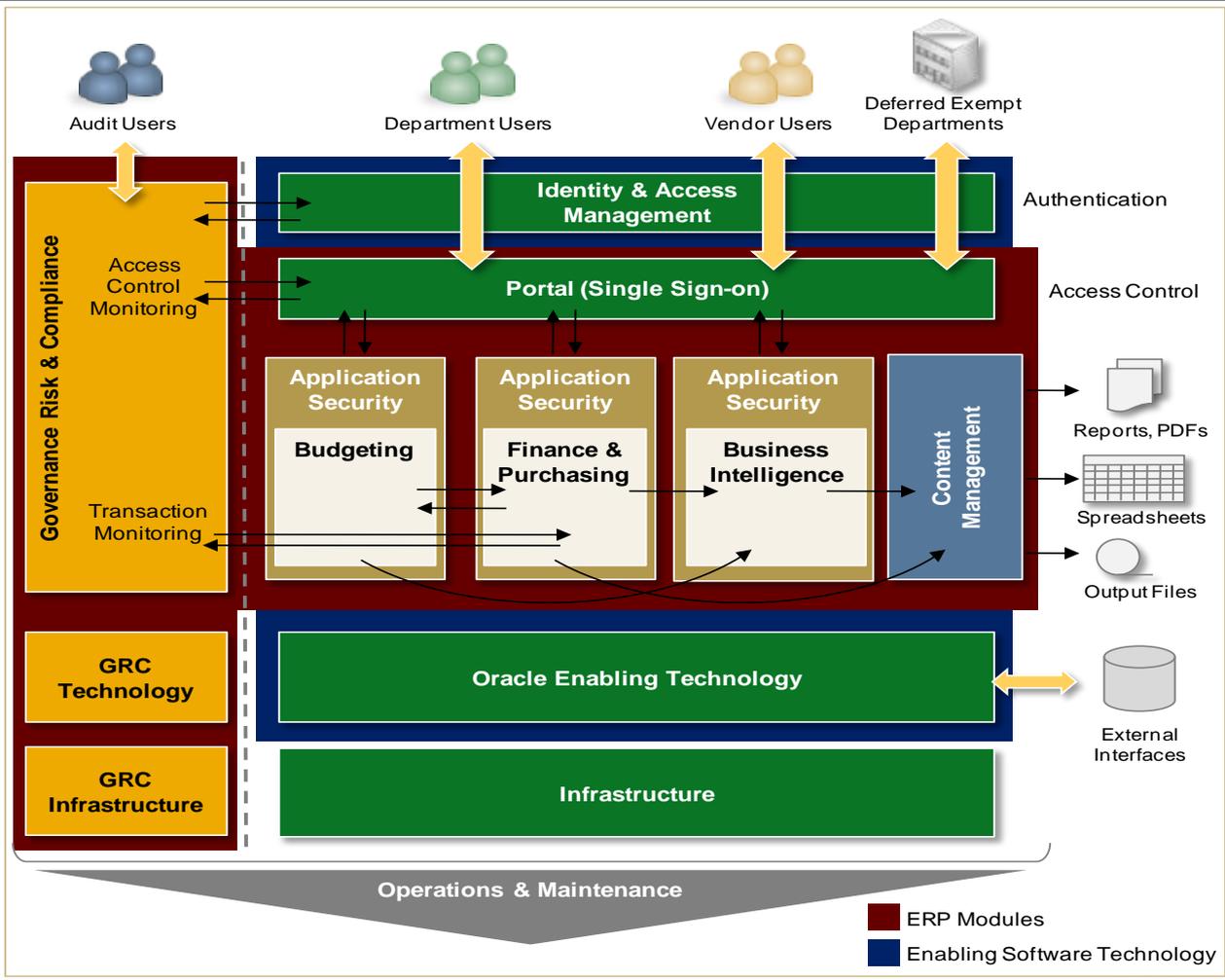
Ground Rules & Guiding Principles

- **Challenge** how the State does things today
- **Perspective** – Adopt a “Statewide” perspective
- **Silence is Consent** – Speak and share your thoughts
- **There are no Bad Questions** – Better to question, than assume
- **Consider Best Practices** and business process changes
- **Think of the data** and information you require

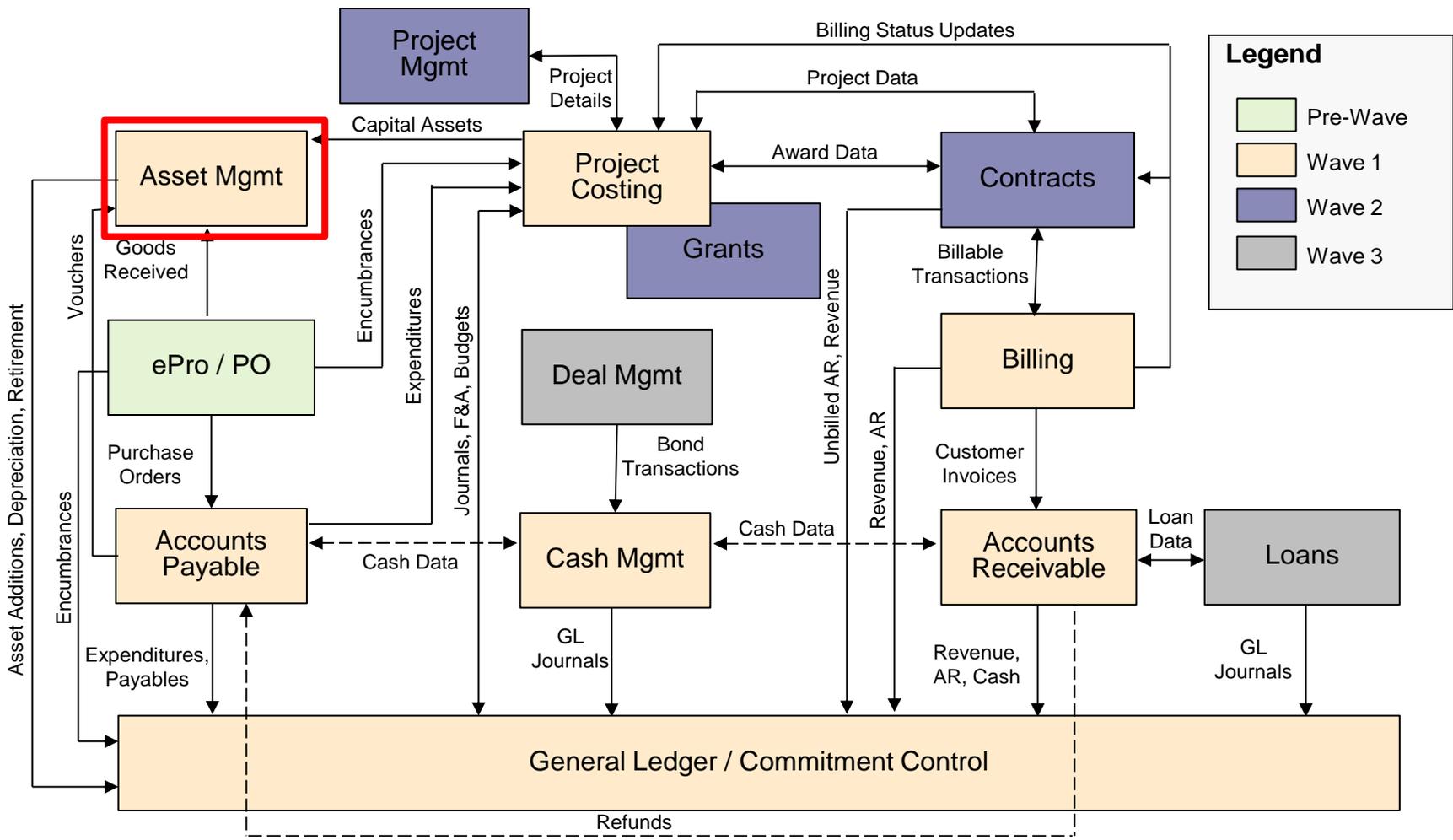
What You Should Take Away

- Process overview level understanding of the Wave 1 FI\$Cal business processes. For this session, the business processes are:
 - Acquire Assets
 - Maintain Assets
 - Retire Assets
 - Depreciate Assets
 - Month-End Processing
- BPW Change Impact Tool for your department used to identify and manage department-specific impacts
- Understanding of the FI\$Cal end-user roles for participation in the Wave 2 Role Mapping Workshop

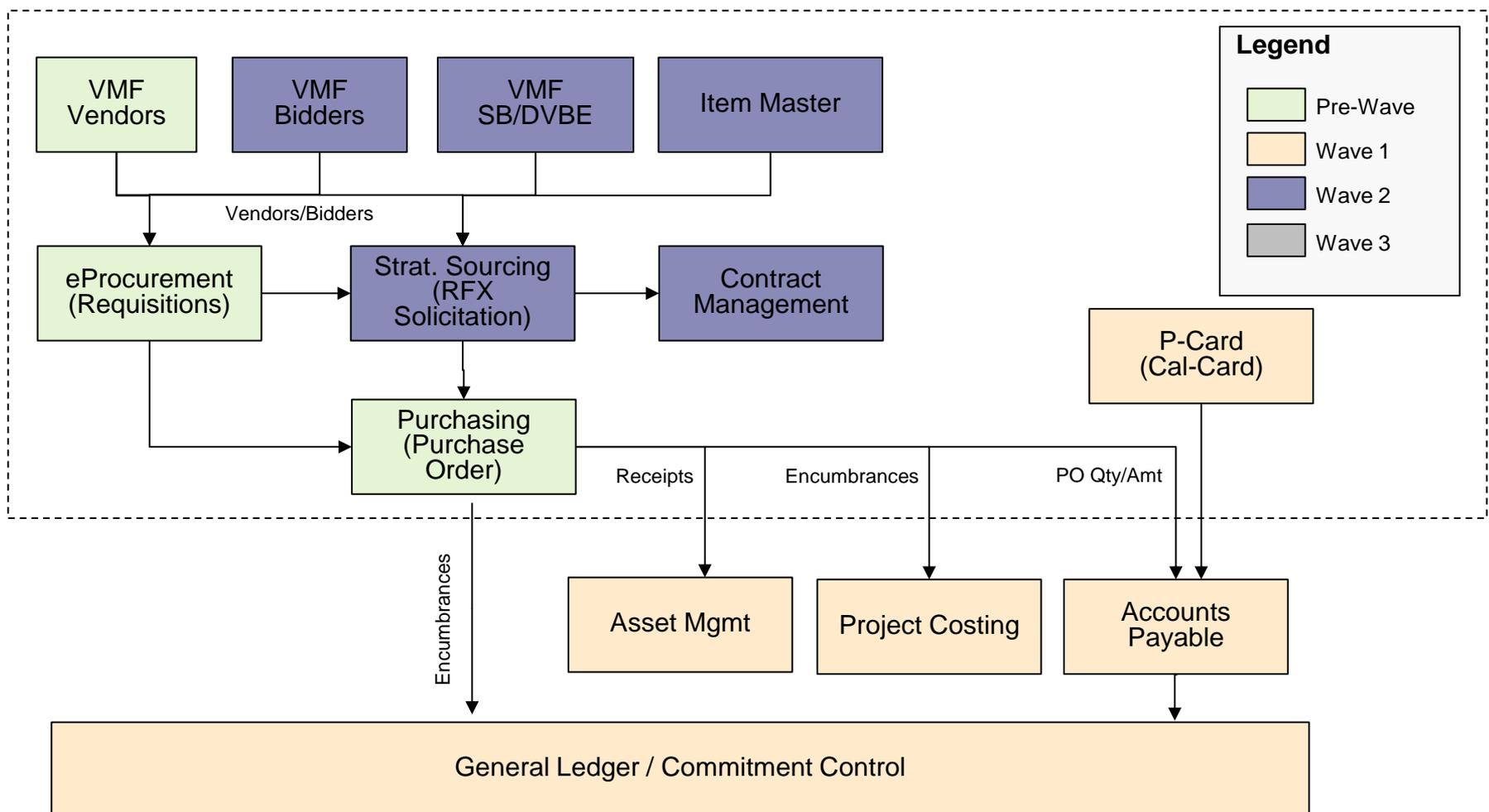
FI\$Cal Solution Overview



FI\$Cal Accounting Solution



FI\$Cal Procurement Solution



Asset Management Overview

- The Asset Management process includes:
 - **Acquire Assets:** Process for entering assets in FI\$Cal
 - **Maintain Assets:** Entering and updating the physical information associated with an asset in FI\$Cal
 - **Retire Assets:** Physical and financial removal of an asset
 - **Depreciate Assets:** Calculation of Accumulated Depreciation and Depreciation Expense
 - **Month-End Processing:** Preparing Accounting Entries to be sent to the General Ledger

What is included in Wave 1

- FI\$Cal will be the State's system of record for capital and non-capital assets for Wave 1 departments.
- Assets will primarily be added to Asset Management (AM) via integration with the Purchasing (PO) and Accounts Payable (AP) modules. In some cases, assets can be added directly into AM.
- All assets added to FI\$Cal using Statewide Asset Profiles to standardize useful lives and asset classification for CAFR reporting purposes.
- Depreciation is calculated and stored for each individual asset in FI\$Cal.
- Accounting Entries for financial transactions will be created (nightly) in batch and automatically sent to General Ledger.
- Departments are responsible for processing Depreciation Close (month-end depreciation expense).

What is included in Wave 2

- Basic Capital/Operating Leases
- Ability to link asset to a Procurement Contract for reference purposes
- New use of Department Configurable Asset Attributes
- Submission and approval of the STD Form 158 for Inter-Unit transfers including workflow approval
- Physical Inventory / Barcode Scanning
 - Integrated scanning solution Asset Advantage is now available
 - Departments with existing technology (scanners) may choose to develop own process for integrating with FI\$Cal
 - Manual Counts are supported

What is not changing Overall

- DGS will continue to use CA Surplus Property System (CSPS) to manage the approval process for forms STD 152
 - Process will be revisited in Wave 4
- DGS will continue to be responsible for managing Real Property leases throughout the State
 - Real Property Leases will now be in FI\$Cal as Procurement Contracts
 - Assets may be added as needed if the lease needs to be amortized
 - This process will include manual asset addition

Acquire Assets Overview

- The **Acquiring Assets process** covers all activities related to entering assets in FI\$Cal.
- This includes the following sub-processes:
 - **Adding an Asset through a PO/Receipt/PO Voucher**
 - **Add an Asset through Project Costing (WIP)**
 - **Entering an Asset manually through the Asset Management module**

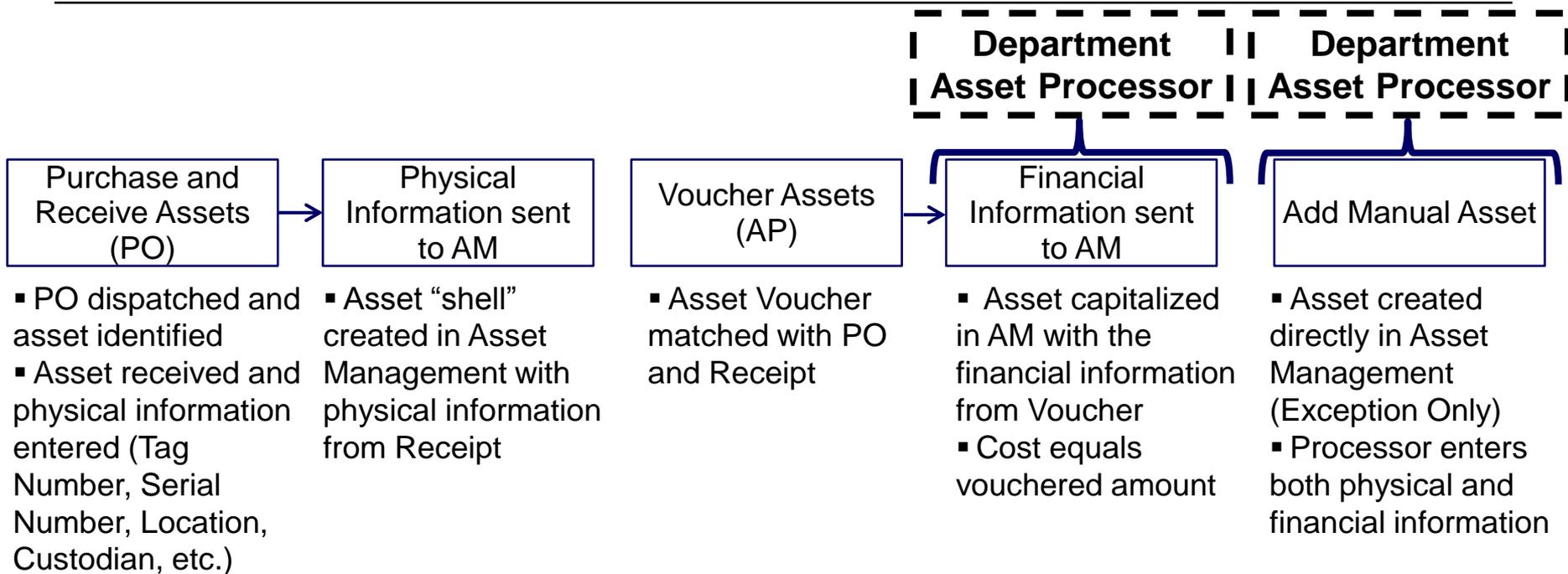
Acquire Assets Key Terms

Term	Definition
Capital Asset	<p>State property that has a normal useful life of at least one year, costs \$5,000 or greater, and is used to conduct State business. Capital assets must be recorded in FI\$Cal for both financial reporting and property tracking purposes.</p>
Non-Capital Asset	<p>State property that does not meet the State's capitalization criteria, typically based on the cost threshold, but in which property records are still required to be maintained. Non-Capital assets must be recorded in FI\$Cal for property tracking purposes.</p>

Acquire Assets Key Terms

Term	Definition
Transaction Types	Identifies the type of transaction that occurs in Asset Management. Transaction types are used to determine which accounts to use when creating journal entries and include: <ul style="list-style-type: none"> • ADD – Additions • ADJ – Adjustments
Asset Profile	Template that stores standard depreciation criteria for a type of asset and the corresponding asset books for defaulting. Profiles determine all related accounting and depreciation information
Unitize	Procedure to break down multiple quantity POs into individual assets.

Acquire Assets Summary Flow



Key Impacts

- Asset Management integrated with PO and AP modules
- Assets are created using physical information from Receipt and financial information from Voucher
- Assets may be directly added in Asset Management (donated assets, corrections, etc.)

Acquire Assets – Illustration

- Screenshot of PO with multiple quantity – description

[Favorites](#) | [Main Menu](#) > [Purchasing](#) > [Purchase Orders](#) > [Add/Update POs](#)
[Home](#) | [Worklist](#)

New Wind

Maintain Purchase Order

Purchase Order

Business Unit: 0820 **PO Status:** Approved ✖
PO ID: 0000000167 **Budget Status:** Valid
Copy From: **Hold From Further Processing**

Header

***PO Date:** 04/15/2014 [Vendor Search](#)
***Vendor:** ACCENTURE-001 [Vendor Details](#)
***Vendor ID:** 0000000001 [ACCENTURE LLP](#)
***Buyer:** Z_DEPT_PO_BUYEF [Department Buyer](#)
PO Reference:

Doc Tol Status: Valid
***Acquisition Type:** NON-IT Goods [Acquisition Sub -Type:](#)
***Acquisition Method:** Master Purcha [Acquisition Sub-Method:](#)
DGS Billing Code: 1

Receipt Status: Not Recvd
***Dispatch Method:** Print

Amount Summary

Merchandise:	1,000,000.00	
Freight/Tax/Misc.:	0.00	<input type="button" value="Calculate"/>
Total Amount:	1,000,000.00	USD
Encumbrance Balance:	Not Available	USD

Add Items From **Select Lines To Display**

[Purchasing Kit](#) [Catalog](#) [Item Search](#) Line: To:

Lines [Personalize](#) | [Find](#) | [View All](#) | | First 1 of 1 Last

Line	Item	Description	PO Qty	*UOM	Category	Price	Merchandise Amount	Status
1	<input type="text"/>	agriculture equipment <input type="text"/>	10.0000	EA <input type="text"/>	10131508 <input type="text"/>	100,000.00000	1,000,000.00	Approved

Acquire Assets – Illustration

- Schedule of PO with Asset profile

[Favorites](#) > [Main Menu](#) > [Purchasing](#) > [Purchase Orders](#) > [Add/Update POs](#)

FI\$Cal

Maintain Purchase Order

Distributions for Schedule 1

Unit: 0820 **Vendor:** ACCENTURE-001
PO ID: NEXT **Item:** test
Line: 1
Schedule: 1 **Status:** Active

***Distribute By:** **Schedule Qty:** 10.0000
SpeedChart: [Multi-SpeedCharts](#) **Merchandise Amount:** 1,000,000.00 USD
 Doc. Base Amount: 1,000,000.00 USD

Distribution											
Chartfields	Details/Tax	Asset Information	Req Detail	Statuses	Budget Information	Personalize Find View All					
Dist	Status	Percent	AM Unit	Profile ID	CAP #	Sequence	Tag Number	Empl ID	Capitalize	Cost Type	Description
1	Open	100.0000	0820	AGRI_EQUIP					<input type="checkbox"/>		

Acquire Assets – Illustration

- Receipt – serialize button

[Favorites](#) | [Main Menu](#) > [Purchasing](#) > [Receipts](#) > [Add/Update Receipts](#)
[Home](#) | [Worklist](#)

FI\$Cal New Window

Maintain Receipts

Receiving

Business Unit: 0820 Receipt Status: Open ✘
 Receipt ID: NEXT [Add Header Comments](#) [Activities](#)

[Header Details](#)

▷ [Header](#)

[Select Purchase Order](#) [Close Short All Lines](#) [Print Delivery Report](#) [Run PO Receipt Accrual](#)

Receipt Lines [More Details](#) [Links and Status](#) [Item / Mfg Data](#) [Optional Input](#) [Source Information](#) [Personalize](#) | [Find](#) | [View All](#) | [Print](#) First 1 of 1 Last

Line	Item	Description	Receipt Qty	*Recv UOM	Receipt Price	Accept Qty	Status	Close Short	Serial	Device Track	Stock UOM	AM Status	Device Track
1		agriculture equipment	10.0000	EA 	100000.00000	10.0000	Open	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	EA 	Pending	Device Track

[Interface Receipt](#) [Run Close Short](#) [Interface Asset Information](#)

[Save](#) [Notify](#) [Refresh](#) [Add](#) [Update/Display](#)

Acquire Assets – Illustration

- Receipt unitized assets page

[Favorites](#) > [Main Menu](#) > [Purchasing](#) > [Receipts](#) > [Add/Update Receipts](#)

FI\$Cal

Maintain Receipts

Asset Management Information for Line 1

Business Unit: 0820 Status: Open
 Receipt ID: NEXT Item: agriculture equipment
 Receipt Line: 1 Standard UOM: EA

Next Asset ID

Distribution Information Find | View All First 1 of 1 Last

Distribution Line: 1 Capitalize: Non Cap
 Business Unit: 0820 CAP Sequence:
 Profile ID: AGRI_EQUIP Employee ID:
 CAP #: Distributed Quantity: 10.0000
 Cost Type: Merchandise Amount: 1000000.00

Apply to Details

Select Action: Assign Tag Ids Multiplier: 1
 Enter Starting Number: *Start Row: 1

Overwrite existing numbers

Asset Details Personalize | Find | View 3 | First 1-10 of 10 Last

Dist Seq	AM Business Unit	Status	Quantity	Tag Number	Serial ID	Asset ID	Next Asset ID	Number	Profile ID
1	0820	Open	1.0000			NEXT			AGRI_EQUIP
2	0820	Open	1.0000			NEXT			AGRI_EQUIP
3	0820	Open	1.0000			NEXT			AGRI_EQUIP
4	0820	Open	1.0000			NEXT			AGRI_EQUIP
5	0820	Open	1.0000			NEXT			AGRI_EQUIP
6	0820	Open	1.0000			NEXT			AGRI_EQUIP

Acquire Assets – Illustration

- Voucher – Asset information

Invoice Lines Find | View All First 1 of 1 Last

Line: 1 Item: UOM: EA

*Distribute by: Quantity Unit Price: 100,000.00000 Quantity: 10.0000

Ship To: 3980000001 Line Amount: 1,000,000.00 Force Price

SpeedChart: Description: agriculture equipment One Asset

[Purchase Order & Receiver Info](#)

[Associate Receiver\(s\)](#)

▼ Distribution Lines Personalize | Find | View All First 1 of 1 Last

GL Chart	Exchange Rate	Statistics	Assets	Copy Down	Line	PO Percent	Percent	Merchandise Amt	Quantity	Asset	Business Unit	Profile ID	Asset ID
			<input type="checkbox"/>	<input type="checkbox"/>	1	100.0000	100.0000	1,000,000.00	10.0000	<input checked="" type="checkbox"/>	0820	AGRI_EQUIP	NEXT

Acquire Assets – Illustration

- Basic info - Drill back page

Acquisition Details

Payables Acquisition	
AP Unit:	<input type="text" value="0820"/>
Voucher ID:	<input type="text" value="00000770"/>
Vchr Line:	<input type="text"/>
Distrib Line:	<input type="text"/>
Vendor ID:	<input type="text" value="0000000001"/> ACCENTURE LLP
PS/Accounts Payable Drilldown	
Invoice Number:	<input type="text"/>
Invoice Date:	<input type="text"/>

Purchasing	Receiving
PO Unit:	BU Recv:
<input type="text" value="0820"/>	<input type="text" value="0820"/>
PO No.:	Receipt No.:
<input type="text" value="0000000167"/>	<input type="text" value="0000000126"/>
PO Line:	Receipt Line:
<input type="text" value="1"/>	<input type="text" value="1"/>
Sched Num:	Ship Seq:
<input type="text" value="1"/>	<input type="text" value="1"/>
Distrib Line:	Distrib Ln:
<input type="text" value="1"/>	<input type="text" value="1"/>
PS/Purchasing Drilldown PS/PO Receiving Drilldown	

Project Cost Acquisition	
PC Bus Unit:	<input type="text"/>
Project:	<input type="text"/>
Activity:	<input type="text"/>
Source Type:	<input type="text"/>
PS/Projects Drilldown	

Acquire Assets – Illustration

- Defining WIP Asset in Project Costing

Favorites ▾ Main Menu ▾ > Project Costing ▾ > Assets ▾ > Define Assets

FI\$Cal

Define Assets

Asset Business Unit: 0840 Description: State Controller
 Asset Identification: 000000000078

Asset Detail

*Profile:	BUILDINGS	Description:	Blue Building
Quantity:	1.0000	Short Description:	Blue Build
Transaction Date:	04/23/2014	Reporting Structure:	
Accounting Date:	04/23/2014	Cost Type:	W
In Service Date:	04/23/2014	Category:	
<input type="checkbox"/> Parent Asset		Location:	
Parent:		Model:	
Group:		Manufacturer:	
Tag Number:	<input type="text"/>	Load Type:	Financial & Physical Add
Serial ID:	<input type="text"/>		
<input type="checkbox"/> Enable Book Processing			

Relate by Asset

Acquire Assets – Illustration

- Express Add

Cost / Asset Information

Asset Information

Unit:	0820	Asset ID:	NEXT
Profile ID:	<input type="text"/>	Trans Date:	04/15/2014
Description:	<input type="text"/>	Acctg Date:	04/15/2014
Location:	<input type="text"/>	Trans Code:	<input type="text"/>
Tag Number:	<input type="text"/>	Currency:	USD
	<input type="checkbox"/> Accum Depr in Current Pd	Rate Type:	CRRNT <input type="text"/>

Asset Cost Information Find | View All 1 of 1

Book Name	Quantity	Cost	Salvage
CAPITAL	1.0000 <input type="text"/>	<input type="text"/> 0.00 USD	<input type="text"/> 0.00 USD
Category	Cost Type	Accum Depr	YTD Depr
<input type="text"/>	<input type="text"/>	<input type="text"/> 0.00	<input type="text"/> 0.00 USD <input type="button" value="Default Profile"/>

Chartfields Personalize | Find | View All 1 of 1

Reference	Fund	ENY	Program	Project	Rptg Structure	Svc Loc	Agency Use
<input type="text"/>							

▶ Asset Additional Information

Acquire Assets Department Roles

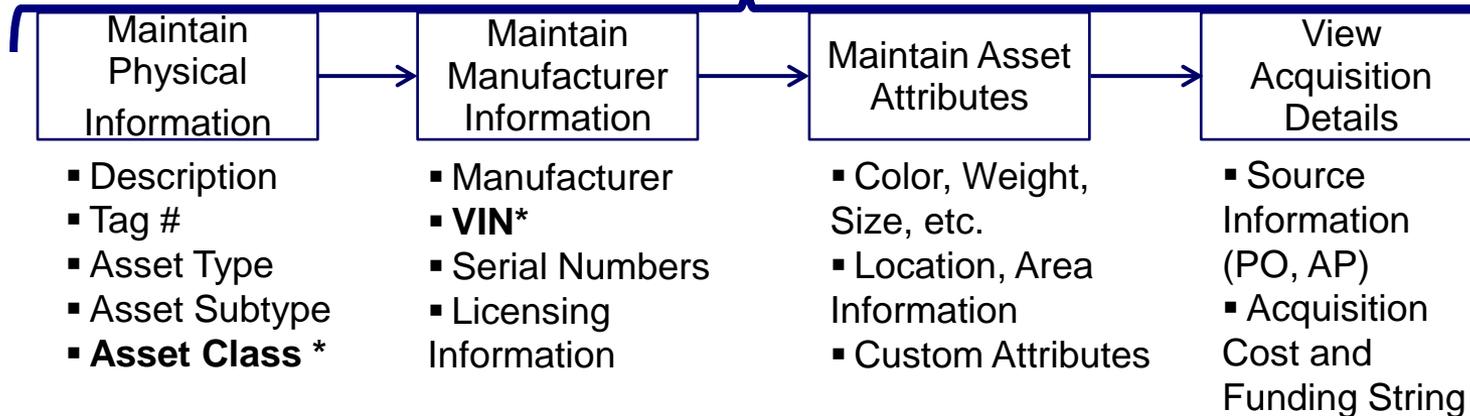
FI\$Cal End-User Role	Description
Department Asset Processor	The department end user who processes assets originating from Purchasing, Accounts Payable, and/or Project Costing, as well as enters assets directly in the Asset Management module

Maintain Assets Overview

- The Maintain Asset Process covers all activities related to entering and updating the information associated with an asset in FI\$Cal.
- This includes the following sub-processes:
 - Maintain Physical Information
 - Maintain Confidential Information

Maintain Assets

Department Asset Processor
 Department Asset Maintainer
 Confidential Asset Maintainer



Key Impacts

- Detailed asset information can be entered, updated, and maintained in FI\$Cal once asset is received
- Asset information is searchable and reportable
- Acquisition details provide traceability back to Purchase Order, Receipt, and Voucher
- * indicates confidential field

Maintain Assets – Illustration

- General Information (Asset Class) – Seen from a Confidential User

[Favorites](#) > [Main Menu](#) > [Asset Management](#) > [Asset Transactions](#) > [Owned Assets](#) > [Basic Add](#)
[Home](#)

FI\$Cal

[General Information](#) | [Location/Comments/Attributes](#) | [Manufacture/License/Custodian](#)

Unit: 0820 **Asset ID:** 000000000566 **Combat Vehicle** **Tag:** **In Service**

Asset Information

Description:	Combat Vehicle	Short Desc:	Combat Veh
CAP #:	<input type="text"/>	Seq #:	<input type="text"/>
	<input checked="" type="checkbox"/> Taggable Asset	Tag Number:	<input type="text"/>
Asset Class:	ARMD_VEH	Armored Vehicle	Auction Status: Allowed to be Auctioned
Asset Type:	Fleet		Region Code: <input type="text"/>
Asset Subtype:	COMB VEHICLE	Combat Vehicle	<input checked="" type="checkbox"/> Capitalized Asset
*Asset Status:	In Service		<input checked="" type="checkbox"/> New Asset
Acquisition Date:	04/29/2014		<input type="checkbox"/> Available For Use
Placement Date:	04/29/2014		<input type="checkbox"/> In Physical Use
Collateral Asset:	<input type="text"/>		<input type="checkbox"/> Composite Asset
*Acquisition Code:	Purchased		Composite Asset ID: <input type="text"/>
FERC Code:	<input type="text"/>		Asset Condition: <input type="text"/>
Financing Code:	<input type="text"/>		<input type="checkbox"/> Reasonable Accomodation(ADA)
Fair Value:	0.000		
Replacement Cost:	<input type="text"/>	Appraisal Date:	<input type="text"/>
Index Name:	<input type="text"/>	Last Update:	<input type="text"/>
SubIndex Name:	<input type="text"/>		

Maintain Assets – Illustration

- Asset Location

[Favorites](#) > [Main Menu](#) > [Asset Management](#) > [Asset Transactions](#) > [Owned Assets](#) > [Basic Add](#)

FI\$Cal

[General Information](#) | [Location/Comments/Attributes](#) | [Manufacture/License/Custodian](#)

Unit: 0820 **Asset ID:** 00000000560 **LAW ENFORMENT** **Tag:** 123456789997 **In Service**

Location Find | View All First 1 of 1 Last

Effective Date:	<input type="text" value="04/21/2014"/>	Effective Sequence:	<input type="text"/>
Location:	<input type="text" value="0820000001"/>	0820-AGO-SACRAMENTO	
Area ID:	<input type="text" value="0820000001"/>	AGO-SACRAMENTO	
Address:	1300 I Street		
City:	Sacramento		
County:	SACRAMENTO	Jurisdiction:	
State:	CA	Sector:	
Country:		Postal:	95814
Geocode:			
Document:	<input type="text"/>		
Building:		Longitude:	
Floor #:	1	Latitude:	
Room#:			

Authorization

Status:	<input type="text"/>	Date:	<input type="text"/>
Name:	<input type="text"/>		

Maintain Assets – Illustration

[Favorites](#) > [Main Menu](#) > [Asset Management](#) > [Asset Transactions](#) > [Owned Assets](#) > [Basic Add](#)



[General Information](#) | [Asset Acquisition Detail](#) | [Location/Comments/Attributes](#) | [Manufacture/License/Custodian](#)

Unit: 0820 **Asset ID:** 000000026107 **Law Enforcement** **Tag:** 879798888 **In Service**

Effective Date: 

Color:

Height: **Height Units:** 

Width: **Width Units:** 

Length: **Length Units:** 

Weight: **Weight Units:** 

Capacity: **Capacity Units:** 

Power Rating: **Power Rating Units:** 

Custom Attributes [Personalize](#) | [Find](#) | [View All](#) |  |  First  1 of 1  Last

Attribute	Attribute Name	Value	UOM	
<input type="text" value="LIC_PLATE"/> 	License Plate Number	<input type="text" value="4RTD86"/>	<input type="text"/> 	 

Maintain Assets – Illustration

- Asset Manufacturer (VIN) – Seen from a Confidential User

[Favorites](#) > [Main Menu](#) > [Asset Management](#) > [Asset Transactions](#) > [Owned Assets](#) > [Basic Add](#)

FI\$Cal

[General Information](#) | [Location/Comments/Attributes](#) | **[Manufacture/License/Custodian](#)**

Unit: 0820 **Asset ID:** 00000000566 **Combat Vehicle** **Tag:** **In Service**

Manufacturer Information

Serial ID:
 Manufacturer ID:
 Manufacturer Name:
 Model:
 Product Version: Production Date:
 Plant: Contact:
VIN: SKU:

License Information

Custodian Information Find | View All First 1 of 1 Last

Effective Date: Effective Sequence: This Asset is Offsite
 Custodian:
 Empl ID:

Authorization

Status: Date:
 Name:

Maintain Assets Department Roles

FI\$Cal End-User Role	Description
Department Asset Maintainer	The department end user who manages the physical information associated with assets under their control (Locations, Tag Numbers, Custodians, etc.). This user is not responsible for the recording of any financial information (change in funding).

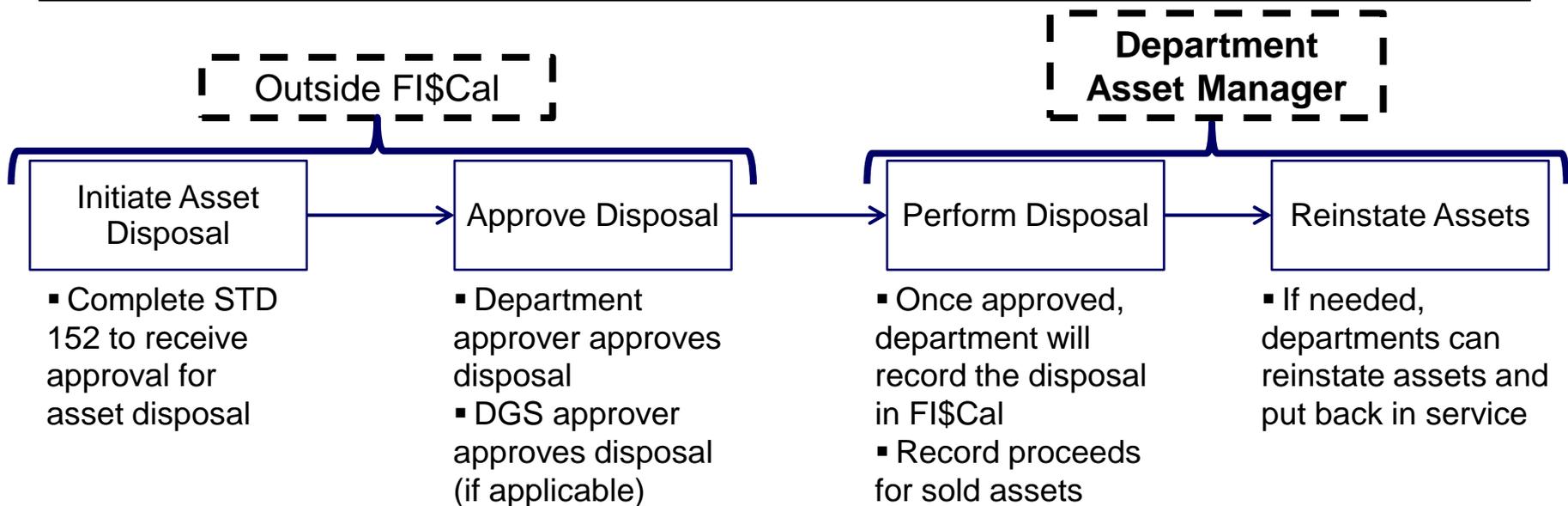
Retire Assets Overview

- The Retire Assets process covers all activities related to physical and financial removal of an asset.
- This includes the following sub-processes:
 - Retiring an asset manually
 - Retiring assets through a worksheet
 - Reinstating an asset

Retire Asset Key Terms

Term	Definition
Transaction Types	Identifies the type of transaction that occurs in Asset Management. Transaction types are used to determine which accounts to use when creating journal entries and include: <ul style="list-style-type: none"> • RET – Retirements • REI – Reinstatement
Asset Retirement	The physical and financial removal of the asset from the department’s possession and the department’s accounting records

Retire/Reinstate Assets



Key Impacts

- Once approved, Asset Disposals are performed in FI\$Cal
- If proceeds received for an asset, the asset should remain in FI\$Cal until proceed amount is determined
- An asset can be reinstated back to the point in time when it was disposed

Retire Assets – Illustration

■ Retire/Reinstate Asset

[Favorites](#) > [Main Menu](#) > [Asset Management](#) > [Asset Transactions](#) > [Asset Disposal](#) > Retire/Reinstate Asset
 [Home](#)

Retire Assets | [Other Options](#) | [By Chartfield](#)

Unit: 0820 **Asset ID:** 000000000560 **LAW ENFORMENT** **Tag:** 123456789997 **In Service**
Trans Date: 04/21/2014 **Acctg Date:** 04/21/2014 **Rate Type:** CRRNT **In Physical Use**

Book [Find](#) | [View All](#) First 1 of 2 Last

Book Name: CAPITAL Capital Book **Base Currency:** USD **As Of:** 04/21/2014
Retire As: Retirement by Sale **Quantity:** 1.0000
 Copy Changes to Other Books **Cost:** 5,000.00

Retirement [Find](#) | [View All](#) First 1 of 1 Last

Date/Time: 04/21/14 11:45:55AM **Ret Status:** New
***Disposal Code:** Retirement by Sale
Quantity: -1.0000 **Retirement Amt:** -5,000.00 USD
Removal Cost: 0.00 **RC Curr:** USD **Base Removal Cost:** 0.00
Proceeds: 0.00 **Pr Curr:** USD **Base Proceeds:** 0.00
Convention: Actual Month **Accum Depr:** 0.00
Trans Code: **Gain/Loss:** 0.00
Retire Option: Calculate Gain/Loss **Override Accum**

Retire Assets – Illustration

- Disposal worksheet

[Favorites](#) > [Main Menu](#) > [Asset Management](#) > [Asset Transactions](#) > [Asset Disposal](#) > [Disposal Worksheet](#)

FI\$Cal

Disposal Worksheet

[Asset Search Criteria](#)
 Rows 201 - 274 Of 274 [View Ownership Details](#)

Asset Action
 Disposal Code **Retire Dt** **Accounting Dt**

Search Results [Personalize](#) | [Find](#) | | [First](#) 1-74 of 74 [Last](#)

Dispose	Asset ID	Description	Tag Number	Category	Serial ID
<input type="checkbox"/>	0000000231	Dell PowerEdge 2650	781	EQUIP	TEST
<input checked="" type="checkbox"/>	00000000560	LAW ENFORMENT	123456789997	EQUIP	12341516171819101019
<input type="checkbox"/>	00000000545	Monitor		EQUIP	
<input type="checkbox"/>	00000000544	mouse		EQUIP	
<input type="checkbox"/>	00000000543	PC		EQUIP	
<input type="checkbox"/>	00000000541	AGRI_EQUIP		EQUIP	
<input type="checkbox"/>	00000000530	Computer KV		EQUIP	
<input type="checkbox"/>	00000000499	Computer 2	11Q	EQUIP	11Q
<input type="checkbox"/>	00000000498	Computer Motherboard		EQUIP	

Retire Assets Department Roles

FI\$Cal End-User Role	Description
Department Asset Manager	The department end user who enters asset retirements and reinstatements

Depreciate Assets Overview

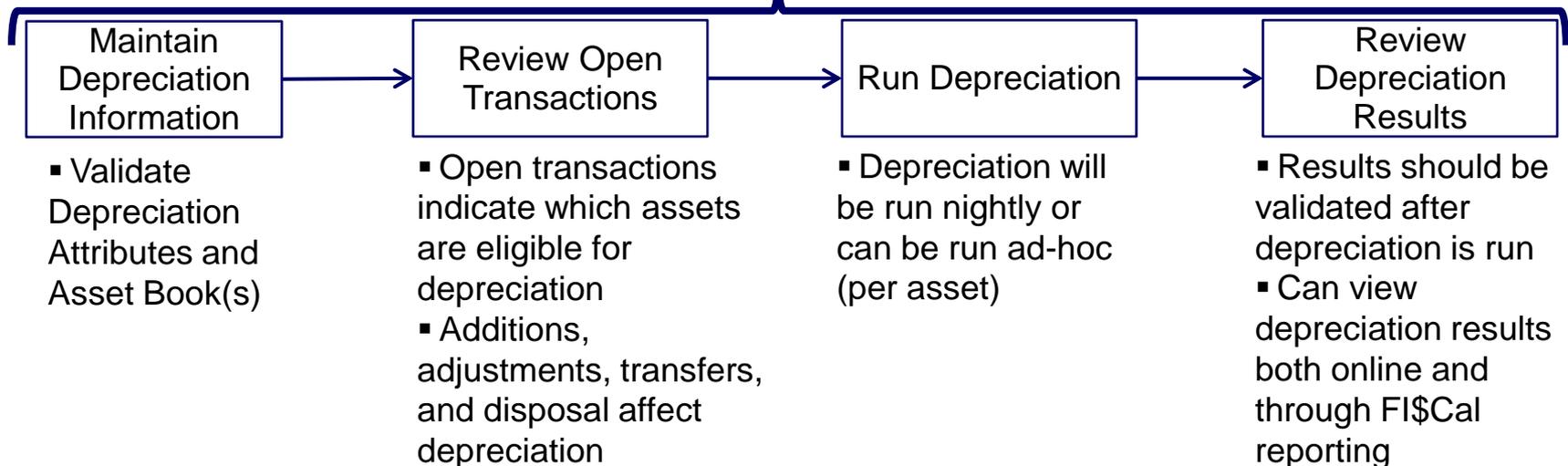
- The **Depreciation Process** covers all activities related to Allocating cost of the asset to future periods.
- This includes the following sub-processes:
 - **Maintain Depreciation Attributes**
 - **Depreciation Calculation**

Depreciate Assets Key Terms

Term	Definition
Transaction Types	Identifies the type of transaction that occurs in Asset Management. Transaction types are used to determine which accounts to use when creating journal entries and include: <ul style="list-style-type: none"> • DPR – Depreciation • PDP – Prior Depreciation (“catch-up” adjustment)
Depreciation Calculation (AMDPCALC)	Process to allocate the cost of an asset over the estimated life of the asset. Depreciation is based on several factors including the depreciation method, the estimated life of the asset and the in-service date of the asset.
Useful Life	Number of periods in which that asset will remain in use. Utilized for depreciation purposes. Defaults from the Asset Profile.

Depreciate Assets

Department Asset Depreciation Processor



Key Impacts

- FI\$Cal calculates depreciation on an asset-by-asset basis using standardized useful life, depreciation method, and depreciation convention
- Departments validate depreciation calculations in preparation for sending to the General Ledger at month-end

Depreciate Assets – Illustration

- Review Open Transactions

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 [Main Menu](#) >
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 [Depreciation](#) >
 [Open Transactions](#) >
 [Review](#)
[Home](#)



Open Transaction Detail

[Open Transaction Detail](#)

[Find](#) |
 [View All](#) |
 First 1 of 1 Last

Business Unit:	0820	Department of Justice FDM Test			
Asset Identification:	000000000560				
Asset Book Name:	CAPITAL	Capital Book			
Transaction Date:	04/21/2014	Accounting Date:	04/21/2014	Date/Time Stamp:	04/21/2014 10:52:50AM
Transaction Type:	ADD Asset Addition			Transaction In/Out:	
Transfer Unit:		Transfer Asset ID:		Transfer From Book:	
Depreciation Calc Status:	Pending	Acctg Entry Creation Status:	Pending		
Reporting Process Status:	Pending	Group Consolidation Status:	Never		
Open Transaction ID:	561				
User ID:	Z_FUNC_SUPER_USER	Function Super User			

Depreciate Assets – Illustration

- Depreciation Book page

[Favorites](#) > [Main Menu](#) > [Asset Management](#) > [Depreciation](#) > [Review Depreciation Info](#) > [Asset Depreciation](#)

FI\$Cal

[Asset](#) | [Depreciation](#) | [Period Depreciation](#)

Unit: 0820 **Asset ID:** 000000000560 **LAW ENFORMENT** **Status:** In Service

Asset Information

Profile ID: LAW_ENFORC LAW ENFORCEMENT
Asset Class: HANDGUN
Tag Number: 123456789997
Acquisition Code: P
Acquisition Date: 04/21/2014

Book Personalize | Find | | First 1-2 of 2 Last

Book	Description	Currency	Method	Convention
1 CAPITAL	Capital Book	USD	Straight Line	AM
2 STATE	Statewide Book	USD	Straight Line	AM

[Save](#) [Return to Search](#) [Notify](#)

[Asset](#) | [Depreciation](#) | [Period Depreciation](#)

Depreciate Assets – Illustration

- Annual Depreciation Schedule

[Favorites](#) > [Main Menu](#) > [Asset Management](#) > [Depreciation](#) > [Review Depreciation Info](#) > [Asset Depreciation](#)

FI\$Cal

[Asset](#) | [Depreciation](#) | [Period Depreciation](#)

Unit: 0820 **Asset ID:** 000000000560 **LAW ENFORMENT** **Status:** In Service

Book [Find](#) | [View All](#) First 1 of 2 Last

Book Name: CAPITAL Capital Book **Currency:** USD **Stop Depr when NBV < Salvage:** Y

[Depreciation Attributes](#)

Net Book Value

Cost: 5,000.00 **As Of Fiscal Year:** 2013 **Period:** 10
Salvage Value: 0.00
Accum Depr: 27.78 [Calculate NBV](#)
Net Book Value: 4,972.22

Yearly Depreciation [Personalize](#) | [Find](#) | [Print](#) | [Calendar](#) First 1-16 of 16 Last

Year	Depreciation Amt	Reference	Fund	ENY	Program	PC Business Unit	Project	Activity
2013	83.33		0001	2013	0435019			
2014	333.33		0001	2013	0435019			
2015	333.33		0001	2013	0435019			
2016	333.33		0001	2013	0435019			
2017	333.33		0001	2013	0435019			
2018	333.33		0001	2013	0435019			
2019	333.34		0001	2013	0435019			

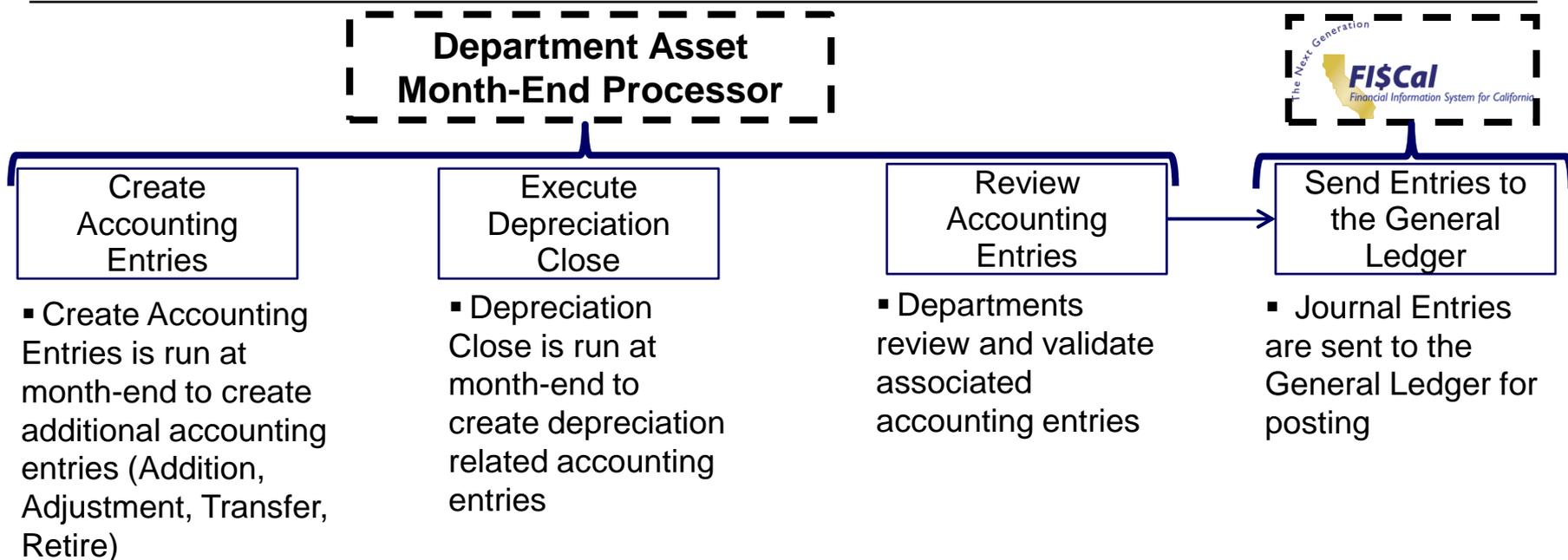
Depreciate Assets Department Roles

FI\$Cal End-User Role	Description
Department Asset Depreciation Processor	The department end user who reviews and validates the depreciation calculations for their department, including changing the depreciation attributes, as needed, and running depreciation on an ad hoc basis

Month-End Processing Overview

- The **Month-End Process** covers all activities related to preparing information to be sent to the General Ledger.
- This includes the following sub-processes:
 - **Creating accounting Entries for Financial Transactions (AMAEDIST)**
 - **Depreciation Close (AMDPCLOS)**

Asset Month-End Processing



Key Impacts

- FI\$Cal creates the accounting entries to be sent to the General Ledger for asset additions, adjustments, depreciation, and retirements
- Journal entries will be sent to the General Ledger for reporting purposes

Month-End Processing – Illustration

- Reviewing Accounting Entries

[Favorites](#) > [Main Menu](#) > [Asset Management](#) > [Accounting Entries](#) > [Review Financial Entries](#)

FI\$Cal

[List](#) | [Detail](#)

Unit: 0820 **Asset ID:** 000000000560 **LAW ENFORMENT** **Tag:** 123456789997 **In Service**

Book [Find](#) | [View All](#) First ◀ 1 of 1 ▶ Last

Book Name: CAPITAL Capital Book **Base Currency:** USD

Accounting Entries [Personalize](#) | [Find](#) | | First ◀ 1-2 of 2 ▶ Last

Accounting Lines	Chartfields	Journal					
Acctg Date	Trans Type	Appropriation Reference	Fund	Year of Enactment	Account	Amount	Detail
1 04/21/2014	ADD		0001	2013	1605000	5,000.00	Detail
2 04/21/2014	ADD		0001	2013	5362399	-5,000.00	Detail

[Save](#) [Return to Search](#) [Notify](#) [Refresh](#)

[List](#) | [Detail](#)

Month-End Processing Department Roles

FI\$Cal End-User Role	Description
Department Asset Month-End Processor	The department end user who executes and validates month-end processes for Asset Management

Additional Asset Department Roles

FI\$Cal End-User Role	Description
Assets Viewer	The central and department end user who can view both financial and physical asset information. Department end users will only view assets within their business unit.
Department Asset Configuration Maintainer	The department end user who updates and maintains configuration values that are designated as being maintained by departments

Technology Considerations – Interfaces

Interface	Definition
Interface with External Systems	<p>An outbound interface from FI\$Cal to departments is available, if needed, to extract asset transactional data into a flat file for use by departments.</p> <p>Interface has been enhanced for Wave 2 with additional parameters and additional fields.</p>
Inbound Transaction Interface	<p>A new interface is available to mass-update assets. Addition, Adjustment, Recat, Book Change, Transfer, Information Update are all supported. Retire and Inter-Unit transfer are reserved for DGS control only.</p>
Outbound Physical Inventory	<p>Query extract for manual or department specific scanners.</p>
Inbound Physical Inventory	<p>Import of Inventory results for manual or department specific scanners</p>

Technology Considerations – Conversions

Conversion	Definition
Assets	Asset Conversion includes all: <ul style="list-style-type: none"> <input type="checkbox"/> Active (non-retired) assets <input type="checkbox"/> Capital (over \$5,000) and non-capital (under \$5,000) assets <input type="checkbox"/> Tangible and intangible assets used in government operations <input type="checkbox"/> Excluding: <ul style="list-style-type: none"> <input type="checkbox"/> Retired/decommissioned assets <input type="checkbox"/> Asset that are considered work-in-process (WIP) and have not been put in-service

Next Steps

- Share BPW materials at your department
- Complete the BPW Change Impact Tool
- Review with your FI\$Cal CMO Department Readiness Coordinator
 - Identify and work on updating internal department policies, processes, and documentation
- Prepare for:
 - Role Mapping Working Session – November 2014
 - Change Workshop – February 2015

Role Mapping Working Session

- 2-hour facilitation session Intended for Wave 1 and Wave 2 Department Implementation Team (DIT) members
- FI\$Cal will provide DITs with detailed instructions on how to fill out the Role Mapping Tool for their department
 - “Do’s and Don’ts” of the Role Mapping Template
 - To take place at:

FI\$Cal Project site
2000 Evergreen Street
Jade Auditorium
Thursday, November 6, 2014
9:00 a.m. – 11:00 a.m.

*Remote Dial-In will be available to those geographically dispersed

Asset Management Change Impact Activity

- Description:
 - FI\$Cal walk through one example change impact
 - At your table, discuss how the FI\$Cal business processes and related change impacts may affect your department
 - Document **three impacts** in your BPW Change Impact Tool
- Roles:
 - **Facilitator** – Helps lead the discussion with your department on the FI\$Cal business processes and change impacts
 - **Recorder(s)** – Captures the department-specific impacts from the activity in your BPW Change Impact Tool
- Time:
 - You will have 30 minutes for this activity.

Question and Answer



FI\$Cal Project Information:

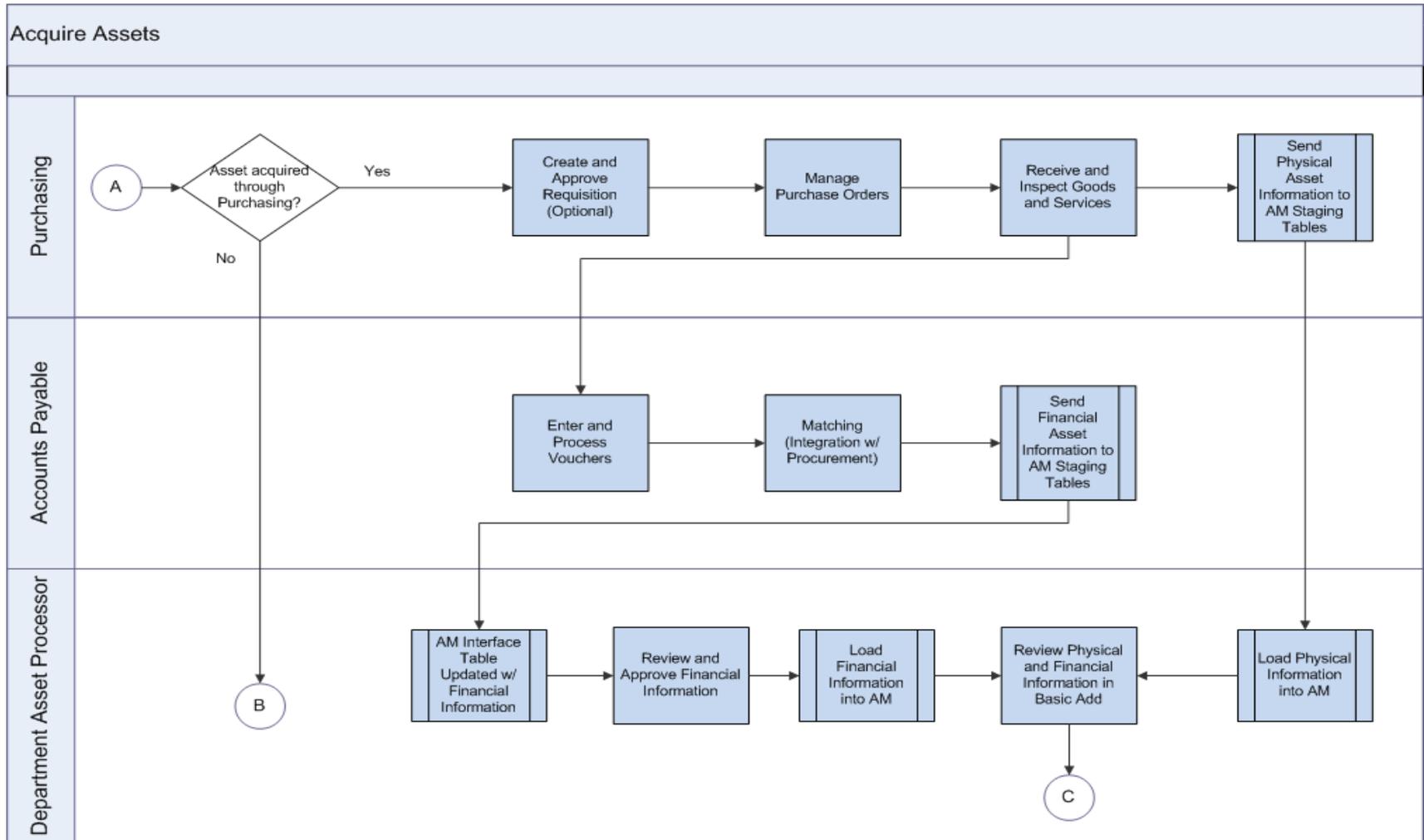
<http://www.fiscal.ca.gov/>

or e-mail the FI\$Cal Project Team at:

fiscal.cmo@fiscal.ca.gov

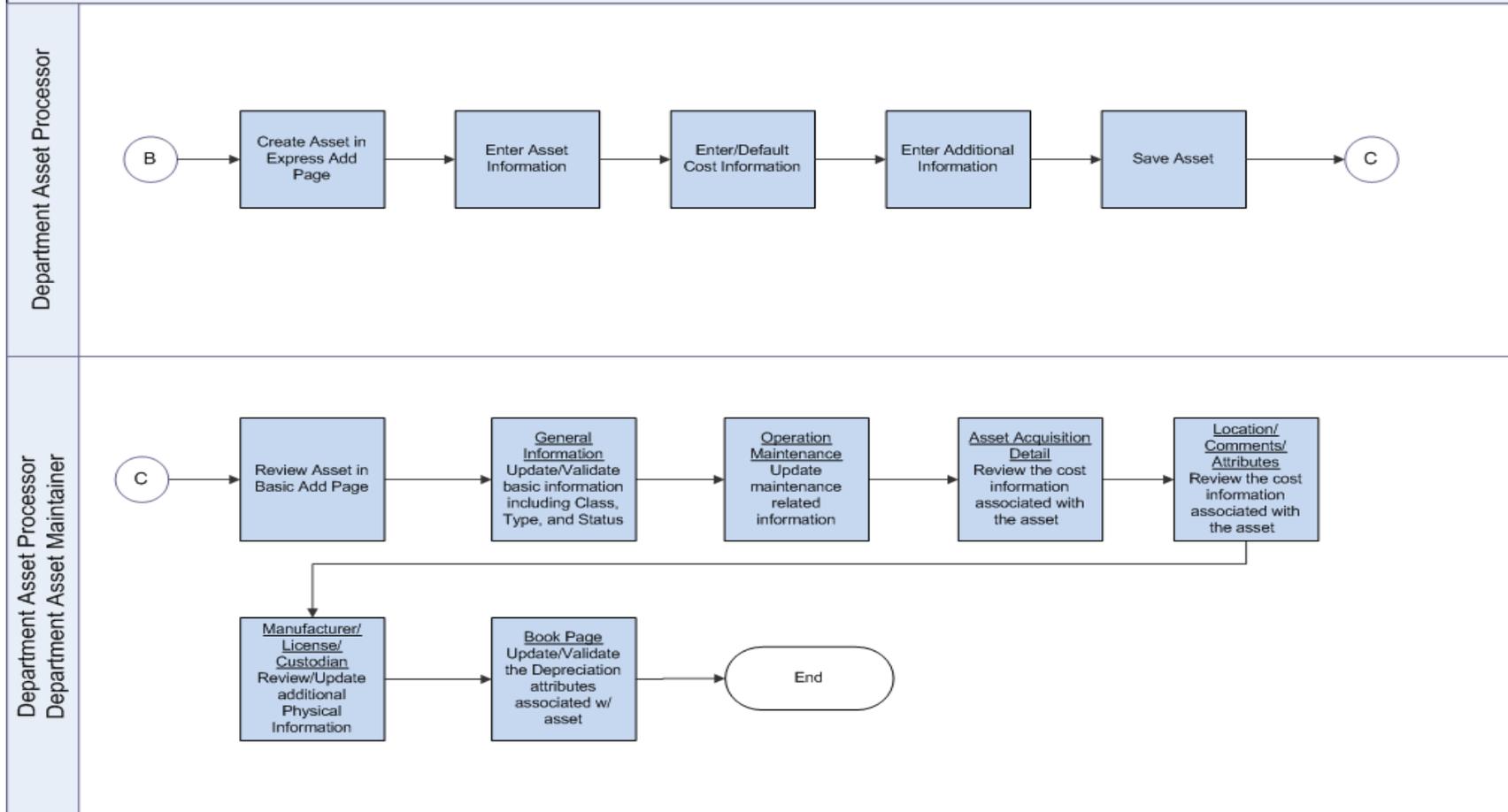
Appendix: Asset Management Process Flows

Acquire Assets

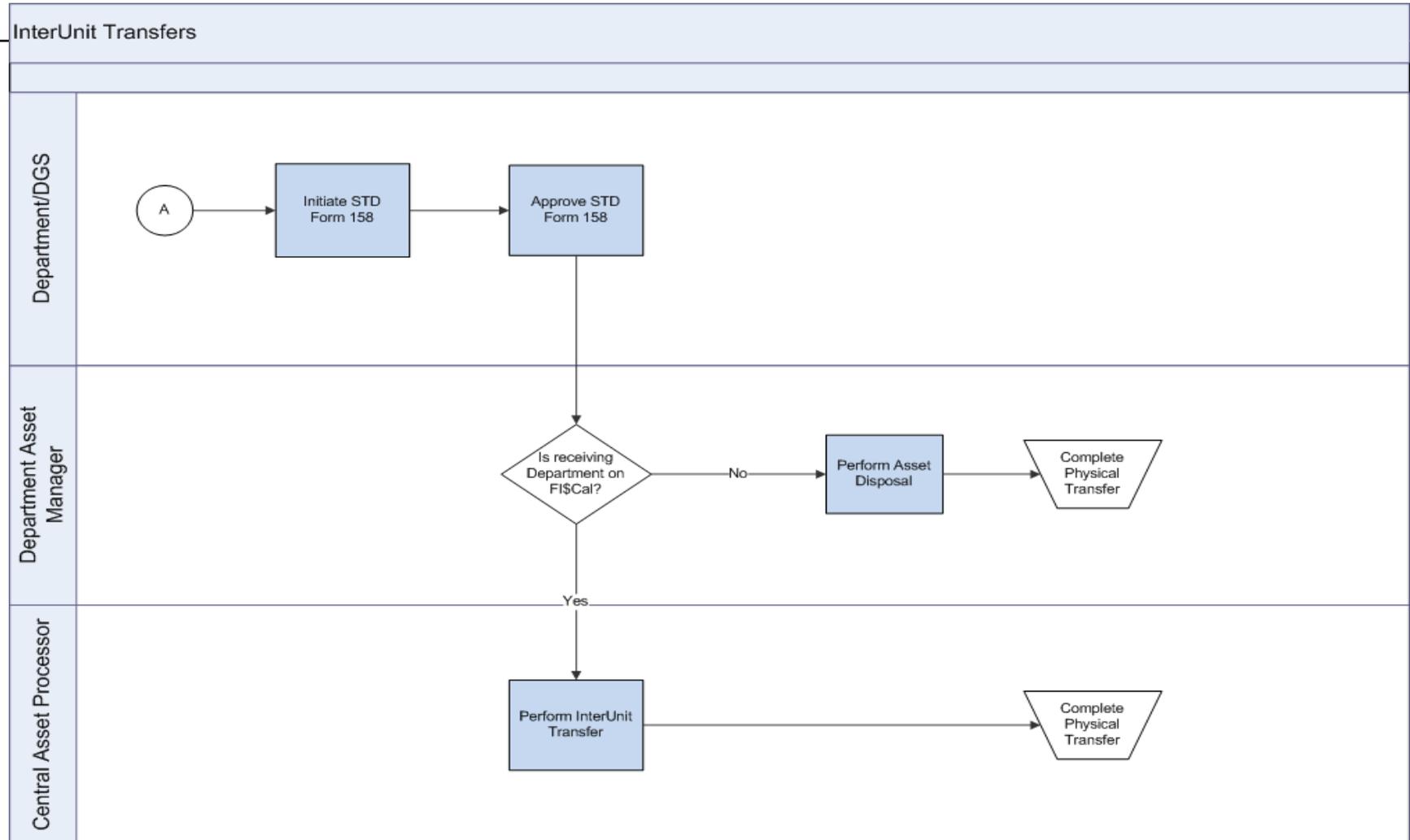


Maintain Assets

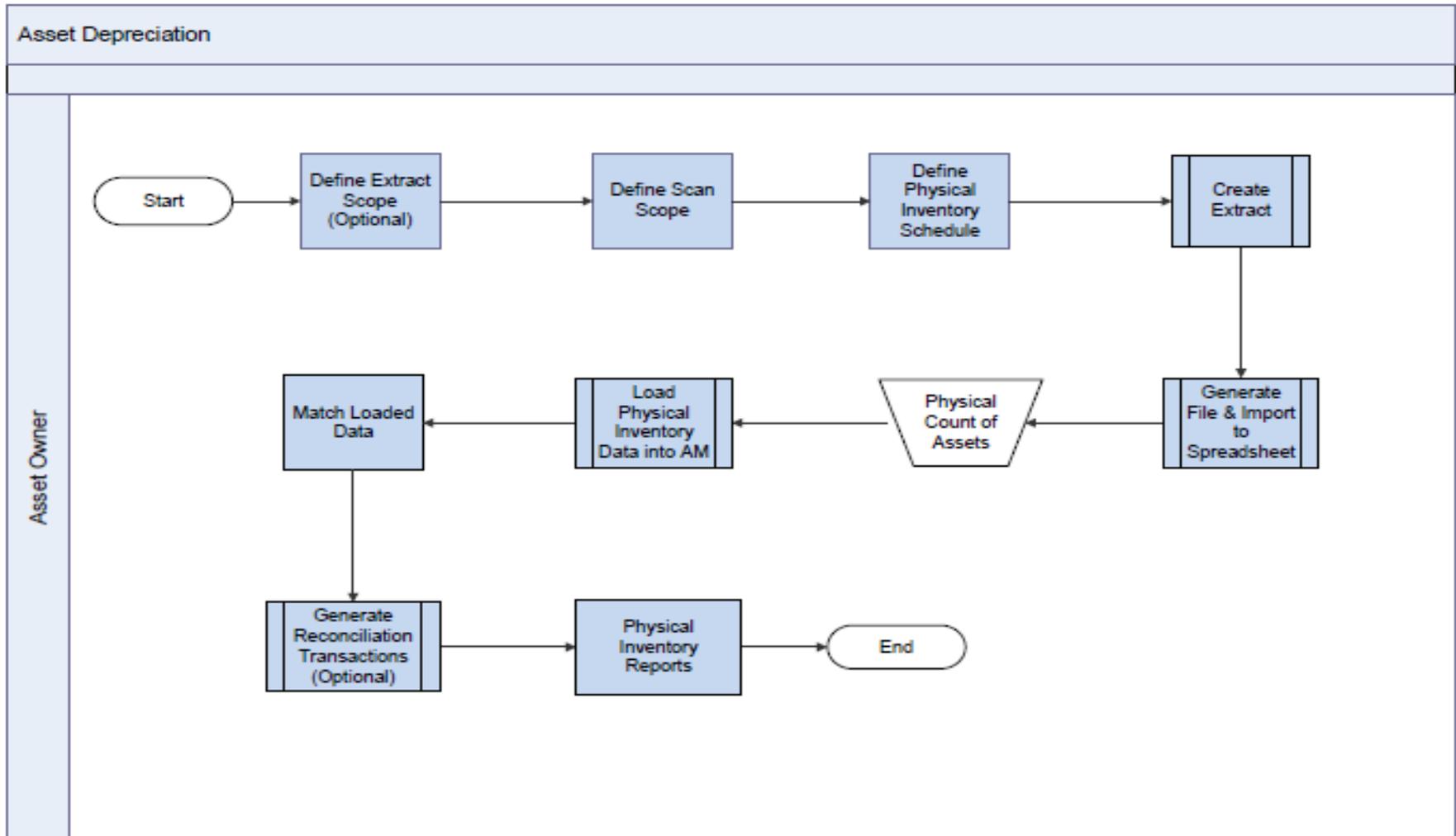
Manual Asset Add and Maintain Asset



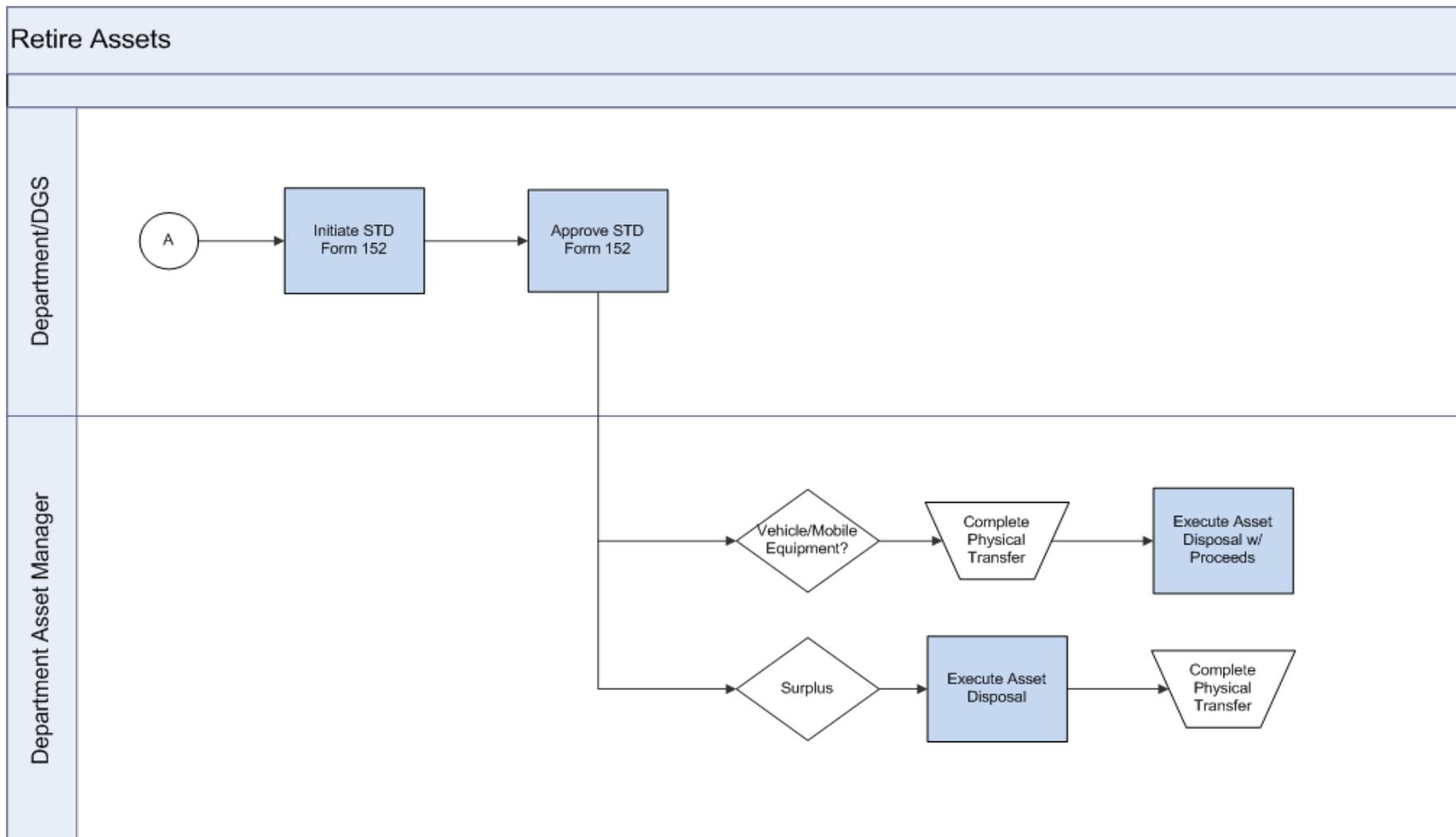
Transfer Assets



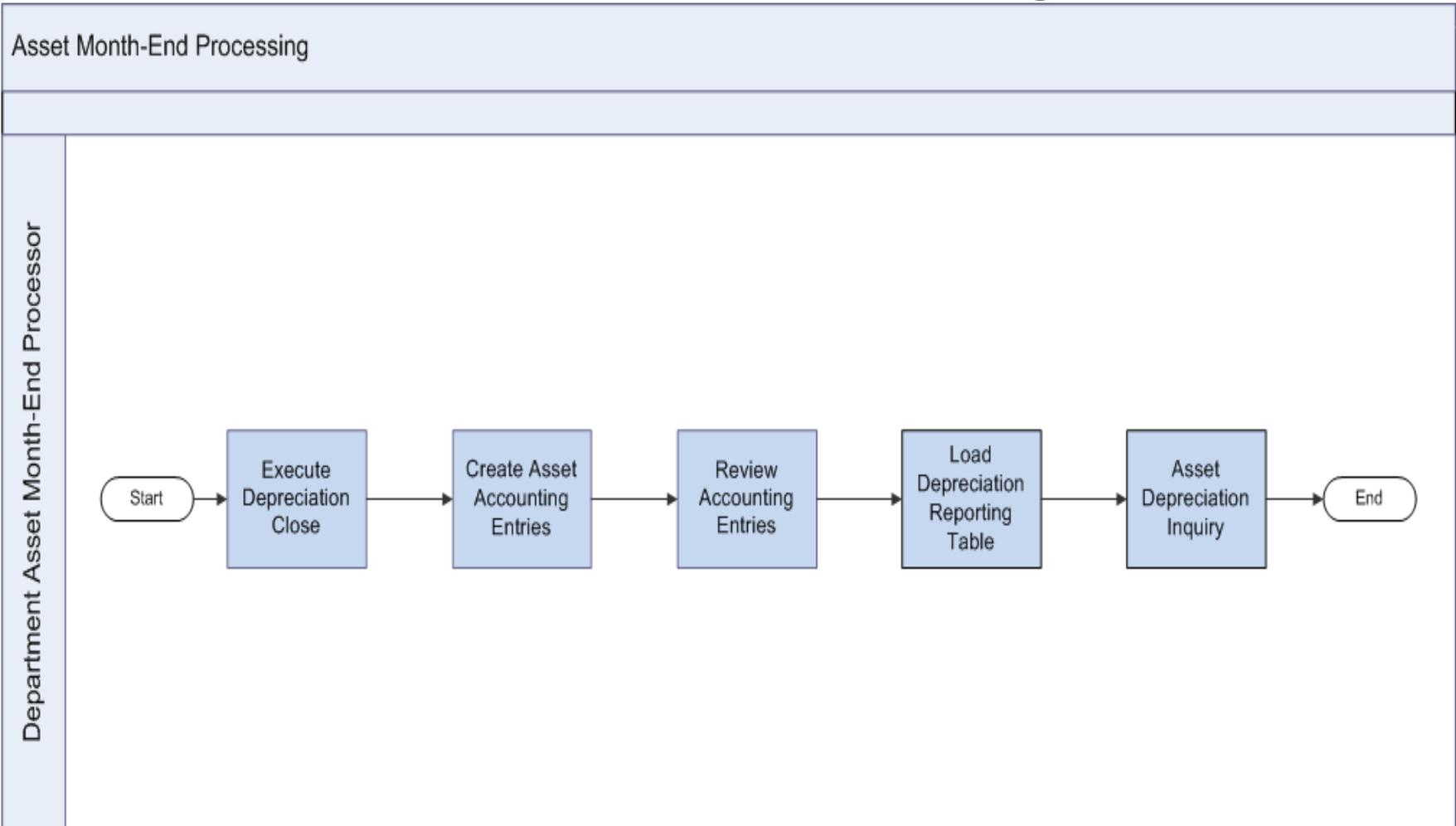
Asset Depreciation



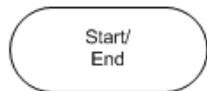
Retire Assets



Asset Month-End Processing



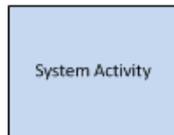
Guide to Symbols in Flows



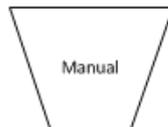
Start/End - Indicates point at which the process begins or ends. Does not represent any activity.



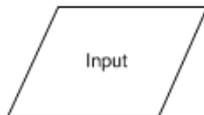
Decision - shows a decision point, such as yes/no. Each path emerging from the diamond is labeled with one of the possible answers.



System Task - Represents an individual step or activity in FI\$Cal.



Manual Task - Represents an individual step or activity in the process that is made out of FI\$Cal.



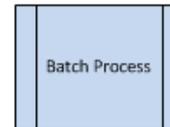
Input Documents - A paper document (or email) that is used for entering data in the process. For electronic data the Interface shape is used.



Connector - On/Off-Page Connector. Used to avoid complex overlapping connector lines or to continue a process on a subsequent page. Connectors are labeled with UPPER CASE letters.



Interface - Data conversion from one electronic system to another.



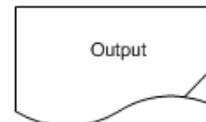
Batch Process - Represents a batch process within FI\$Cal.



Flow Arrow



Intra Integration Process - A input or Output to some other process within the same capability



Output Documents - An electronic document that is created by the process and can be printed (for example - any kind of report).

ChartField / UCM Codes Cross-reference

