

Payment Request (PREQ) with Line Item Detail Data Dictionary

Field Name	Description
ACCT_CLOSED_IND	Indicator field that identifies if the account is closed
ACCT_EXPIR_DT	Expiration date of the account
ACCT_MGR_FIRST_NM	First name of the Account Manager of the account
ACCT_MGR_LAST_NM	Last name of the Account Manager of the account
ACCT_MGR_USER_NM	UH Username of the Account Manager of the account
ACCT_NBR	Account Number
ACCT_NM	Name of the Account
ACCT_SF_CD	Code of the sufficient funds checking method employed on the account
ACCT_SF_NM	Description of the Sufficient Funds code for the account
ACCT_SUP_FIRST_NM	First name of the Account Supervisor of the account
ACCT_SUP_LAST_NM	Last name of the Account Supervisor of the account
ACCT_SUP_USER_NM	UH Username of the Account Supervisor of the account
ACCT_TYP_CD	Account Type code for the account
ACCT_TYP_NM	Description of the Account Type code for the account
ALTERNATE_VENDOR_NBR	Vendor Number for alternate vendor, if specified
ALTERNATE_VENDOR_NM	Vendor Name for the alternate vendor
AP_PROCESSED_DT	Date the payment request was processed in PDP
AP_REQUEST_CANCELLED_ID	User ID of the person who requested to have the Payment request cancelled
BDGT_PLAN_DESC	Description of Budget Plan ID code for the account; Used for budget reporting
BDGT_PLAN_ID	Budget Plan ID code for the account; identifies the budgetary units at which funds are allocated and controlled for internal management reporting purposes
CAPITAL_ASSET_TRAN_TYP_CD	Capital Asset Transaction Type code on the Payment request
CAPITAL_ASSET_TRAN_TYP_DESC	Description of the Capital Asset Transaction Type code on the Payment request
CG_ACCT_ICR_TYP_CD	CG Indirect Cost Recovery Type code for the account
CG_ACCT_ICR_TYP_NM	Description of CG Indirect Cost Recovery Type code for the account
CG_ACCT_RESP_ID	CG Account Responsibility ID (CG Responsible Code) of the account
CG_ACCT_STAT_CD	CG Account Status Code of the account
CG_ACCT_STAT_NM	Description of the CG Account Status Code for the account
CG_ICR_ACCT_NBR	Account number to which indirect cost revenues should be applied
CG_ICR_CHART_CODE	Chart code of the account number where indirect cost revenues are applied
CG_ICR_RATE_ID	Rate ID of the indirect cost recovery method being used for the account
CG_PRPSL_NBR	Proposal number of the account
CHART_CODE	Chart code of the Account number

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CHECK_STUB_NOTE_1	Check Stub Text line 1
CHECK_STUB_NOTE_2	Check Stub Text line 2
CHECK_STUB_NOTE_3	Check Stub Text line 3
CLOSED_PO_IND	Indicator on the payment request that triggers a Close PO
CMP_PLNT_ACCT_NBR	Campus Plant Account Number on the payment request
CMP_PLNT_CHART_CODE	Chart Code for the Campus Plant Account Number on the payment request
CONTINUATION_ACCT_IND	Indicator if payment was posted to the Continuation Account
CONTINUATION_ACCT_NBR	Continuation account number of the account for the GL entry. This account is used in the event the account on the GL entry has past its expiration date
CONTINUATION_CHART_CODE	Chart code of the continuation account for the account
COST_SOURCE_CD	Cost Source Code in the Additional Institutional Info tab
DAGS_APPRN_FUNDS_IND	Indicator field that identifies if the account is associated with a DAGS appropriation
DAGS_FUND_APPRN_CD	DAGS Fund and DAGS Appropriation code of the account; the code is comprised of the DAGS Fund (1 character), the DAGS Appropriation (3 digits), and an optional Appropriation Year (2 digits); code is used for reporting to the State; this is derived from the SSF Fund-Appropriation code
DAGS_FUND_APPRN_DESC	Description of DAGS Fund and DAGS Appropriation Code for the account
DAGS_HELD_BY_STATE	DAGS Object Code for funds held by the state; more detailed level object code for classification of revenue and expenses
DAGS_MEANS_OF_FINANCING	DAGS Means of Financing (MOF) code for the account; this is derived from the DAGS Fund-Appropriation code
DAGS_MEANS_OF_FINANCING_DESC	Description of the DAGS Means of Financing for the account
DAGS_OUTSIDE_STATE	DAGS Object Code for funds held outside of the state treasury; summary level object codes for classification of revenues and expenses
DEPOSITORY_OF_FUNDS_CD	Depository of Funds code for the account; where the funds are actually deposited; this is derived from the UH Fund-Appropriation code on the account
DEPOSITORY_OF_FUNDS_DESC	Description of the Depository of Funds code for the account
DISBURSEMENT_DT	Disbursement (Check/ACH) date, from Disbursement Information drilldown
DISBURSEMENT_NBR	Disbursement number for PDP payment (check number)
DISBURSEMENT_TYP_CD	Disbursement type code (CHCK/ACH)
DISBURSEMENT_TYP_DESC	Description of Disbursement Type code (Check/ACH)
DOCUMENT_BANK_CODE	KFS Bank code on the PREQ
DOCUMENT_DT	Date PREQ was created

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DOCUMENT_NBR	KFS eDoc number
DOCUMENT_ORG_DOC_NBR	Organization Document Number on the payment request
DOCUMENT_STATUS	KFS Workflow status (SAVED, ENROUTE, DISAPPROVED, etc)
DOCUMENT_TYP	Document Type Code (PREQ)
DOCUMENT_TYP_CD	Description of the Document Type Code (Payment Request)
EXT_ENCUM_SF_IND	Indicator if account has sufficient funds checking for external encumbrances
FO_CODE	FO Code of the account; the 3-digit FO code is based on the school/department rather than the person
FO_DESC	School/Department for the account
FO_FIRST_NM	First name for the Fiscal Officer of the account
FO_LAST_NM	Last name for the Fiscal Officer of the account
FO_USER_NM	UH username of the Fiscal Officer for the account
FUND_GRP_CD	Fund Group code assigned to the account; this is derived from the Sub-Fund Group code on the account
FUND_GRP_DESC	Description of the Fund group code for the account
FUNDING_YR	UH Funding Year for the account; identifies the year the funds were appropriated, awarded or granted to the UH
FUNDING_YR_END_DT	Identifies the date that the funding period ends or when the funds will lapse if applicable, for the account
GOODS_RECEIVED_DT	Goods/Services Received Date from the Invoice Info tab
GRAND_TOTAL	Total amount of payment request
HIGHER_ED_FUNC_CD	Higher Education Function code for the account; used to classify the purpose of the account for reporting purposes; was the Expenditure Function code in FMIS
HIGHER_ED_FUNC_DESC	Description of the Higher Education Function code for the account
IMMEDIATE_PAY_IND	Indicator that identifies if the payment request was flagged for immediate payment
INVOICE_DT	Invoice Date from the Invoice Info tab
INVOICE_NBR	Invoice number of PDP payment
INVOICE_RECEIVED_DT	Invoice Received Date from the Invoice Info tab
ITEM_ACCT_LINE_PCT	Account percentage distribution on the item line
ITEM_ACCT_TOT_AMT	Total amount for item account
ITEM_ASSIGNED_TO_TRADE_IN	Assigned to Trade In field on item line
ITEM_CAPITAL_ASSET_NOTE_TXT	Capital Asset note text in the item line
ITEM_CATALOG_NBR	Catalog # field on item line

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ITEM_DESC	Description field on item line
ITEM_EXTENDED_COST	Extended cost for item line (Quantity * Unit Cost for Quantity items or Unit Cost for No Quantity items)
ITEM_INVOICE_QUANTITY	Quantity on item line
ITEM_LINE_NBR	Item Line Number
ITEM_TYP	Item Line Type (e.g., NO QUANTITY, TRADE IN, MISCELLANEOUS, FREIGHT)
ITEM_TYP_CD	Item Line Type Code (e.g., SRVC, TRDI, MISC, FRHT)
ITEM_UNIT_COST	Unit Cost on item line
ITEM_UNIT_OF_MEASURE_CD	Unit of Measure Code on item line (e.g., EA, BX)
ITEM_UNIT_OF_MEASURE_NM	Description of the Unit of Measure Code on item line (e.g., EA, BX)
LEGAL_AUTHORITY	Legal Authority for the account; used for grouping appropriated funds by the legal statute for reporting purposes
LEGAL_AUTHORITY_DESC	Description of the Legal Authority for the account
NRA_EXEMPT_OTHER_CD	Exempt Under Other Code field from the Nonresident Alien Tax tab
NRA_EXEMPTION_CD	Exemption Code field from the Nonresident Alien Tax tab
NRA_FEDERAL_TAX_RATE	Federal Tax Rate field the Nonresident Alien Tax tab
NRA_FOREIGN_SOURCE_IND	Foreign Source indicator on the Nonresdeint Alien Tax tab
NRA_GROSS_UP_PAYMENT	Gross Up Payment indicator on the Nonresident Alien Tax tab
NRA_INCOME_CD	Income Code on the Nonresident Alien Tax tab
NRA_LAST_UPDATE_DATE	Last Update Date field on the Nonresident Alien Tax tab
NRA_NQI_ID	NQI ID field on the Nonresident Alien Tax tab; Not used by UH
NRA_OWNERSHIP_TYP_CATEGORY	Ownership Type Category field on the Nonresident Alien Tax tab
NRA_OWNERSHIP_TYP_CD	Ownership Type Code field on the Nonresident Alien Tax tab
NRA_RESIDENT_COUNTRY_CD	Resident Country Code field on the Nonresident Alien Tax tab
NRA_SPECIAL_W4_AMT	Special W-4 amount field from the Nonresident Alien Tax tab; Not used by UH
NRA_STATE_TAX_PCT	State Tax Percent field from the Nonresident Alien Tax tab
NRA_TREATY_EXEMPT	Treaty exempt indicator in the Nonresident Alien Tax tab
NRA_USAID_PER_DIEM	USAID Per Diem indicator in Nonresident Alien Tax tab
NRA_VISA_TYP	VISA Type field in Nonresident Alien Tax tab
NRA_WITHHOLDING_REASON	Withholding Reason Code field on Nonresident Alien Tax tab
OBJECT_CD	Object code of the GL transaction; classifies the type of transaction
OBJECT_CD_NM	Object code description
OBJECT_CHART_CODE	Chart code for the object code

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OBJECT_CONSOL_CD	Code used to consolidate object codes into preset categories; Consolidates Object Level codes
OBJECT_LVL_CD	Code used to consolidate Object codes into preset categories; consolidates Object codes
OBJECT_SUB_TYP_CD	Code used to further classify the type of object
OBJECT_SUB_TYP_NM	Description of the Object Sub-Type code
OBJECT_TYP_CD	Object Type code
OBJECT_TYP_NM	Object Type code name
ORG_CD	Organization Code of the account
ORG_NM	Name of the Organization code
ORG_PLNT_ACCT_NBR	Plant Account number associated with the Organization code
ORG_PLNT_CHART_CODE	Chart code of the Organization Plant Account Number
ORG_REF_ID	Org Ref ID field from the accounting line
ORIGINAL_VENDOR_NBR	Original Vendor Number if alternate Vendor Number is used
ORIGINAL_VENDOR_NM	Name of the Orginal Vendor on the PO if alternate vendor number is used
ORS_ACCOUNT_IND	Indicator field that identifies accounts that are under the responsibility of ORS; is derived from the Sub-Fund Group code on the account
PAID_DT	Pay Date on the payment request
PAYMENT_ATTACHED_IND	Indicator if payment request has attachments
PAYMENT_HOLD_IND	Indicator if payment request is on hold
PAYMENT_METHOD_CD	Payment method code for the payment request (P - Check/ACH)
PAYMENT_TERM_CD	Payment terms on the payment request (from the Vendor)
PDP_EXTRACT_DT	Date the payment request was extracted to PDP
PDP_STATUS	Payment processing status from the Pre-Disbursement Processor (PDP)
PDP_STATUS_DESC	Description of the PDP Status code
PO_FISCAL_YR	Fiscal year of the Purchase Order
PO_NBR	Purchase Order number of PDP payment
PREQ_CANCEL_IND	Indicator if payment request was cancelled
PREQ_FISCAL_PERIOD	Fiscal period when the payment request was posted; Based on the AP approval date.
PREQ_FISCAL_YR	Fiscal year when the payment request was posted; Based on the AP approval date.
PREQ_NBR	Payment Request number
PREQ_PAY_DT	Pay Date on the payment request
PREQ_STATUS	Payment request document status

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Field Name	Description
PROGRAM_ID_CD	Program ID on the Budget Plan ID of the account
PROGRAM_ID_DESC	Description of the Program ID on the Budget Plan ID
PROJECT_CD	Project Code on the accounting line
REOPEN_PO_IND	Indicator if PO was reopened by payment request
REVENUE_FUNC_CD	Revenue Function code for the account; 3-digit code used to determine the source of the revenues for the account
REVENUE_FUNC_DESC	Description of the Revenue Function code for the account
RPTS_TO_ORG_SEARCH	Organization hierarchy for the org code on the account
SPECIAL_HANDLING_INST_LINE1	Special Handling Instructions line 1
SPECIAL_HANDLING_INST_LINE2	Special Handling Instructions line 2
SPECIAL_HANDLING_INST_LINE3	Special Handling Instructions line 3
SUB_ACCT_NBR	Sub Account Number on the PDP transaction; The Sub Account Number may be 1-5 characters
SUB_ACCT_NM	Name of the Sub Account
SUB_ACCT_TYP_CD	Sub Account Type code of the sub account; CS for cost share sub accounts, EX for all other sub accounts
SUB_FUND_GRP_CD	Code that indicates the Sub-Fund Group; used to further break down the fund type of an account
SUB_FUND_GRP_DESC	Description of the sub-fund group of the account
SUB_FUND_GRP_TYP_CD	Type code that further groups the Sub-Fund Groups together
SUB_OBJECT_CD	Sub Object code of the GL transaction
SUB_OBJECT_NM	Name of the Sub Object code
TAXABLE_PAYMENT_IND	Indicator specifying if PDP payment is taxable (Y/N)
TRANS_PROCESS_SUFF_CD	Indicator if account has sufficient funds checking
UH_FUND_APPRN_CD	UH Fund and Appropriation Code of the account; the code is comprised of the UH Fund (1 character), the UH Appropriation (3 digits), and an optional Appropriation Year (2 digits)
UH_FUND_APPRN_DESC	Description of the UH Fund and Appropriation Code of the account
USER_ROLLUP_CODE_1	User specified consolidation/roll up code 1; used for reporting purposes
USER_ROLLUP_CODE_2	User specified consolidation/roll up code 2; used for reporting purposes
USER_ROLLUP_CODE_3	User specified consolidation/roll up code 3; used for reporting purposes
VENDOR_ADDR_1	Vendor Address Line 1
VENDOR_ADDR_2	Vendor Address Line 2

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VENDOR_ADDR_INTL_PROV_NM	Vendor Address International Province
VENDOR_ADDR_TYP_CD	Type Code of the Vendor Address
VENDOR_ATTENTION_NM	Attention field in the Vendor tab
VENDOR_CITY	Vendor Address City
VENDOR_COUNTRY	Vendor Address Country Code
VENDOR_DEBARRED_IND	Debarred Indicator on the Vendor
VENDOR_DEFAULT_ADDR_IND	Indicator if the Vendor Address used is the default address
VENDOR_EXEMPT_CD	Exemption Code on the Vendor NRA tab
VENDOR_EXEMPT_DESC	Description of the Exemption Code on the Vendor NRA tab
VENDOR_FIRST_LAST_NM_IND	Indicator if the Vendor Name has a firstname and lastname (i.e., proper name)
VENDOR_FOREIGN_IND	Indicator if the Vendor is a foreign vendor
VENDOR_INACTIVE_REASON_CD	Inactive Reason code on the Vendor
VENDOR_INCOME_CD	Income Code on the Vendor NRA tab
VENDOR_INVOICE_AMT	Vendor invoice amount
VENDOR_NBR	Vendor Number
VENDOR_NM	Vendor Name
VENDOR_OWNERSHIP_TYP_CATEGORY	Vendor Ownership Type Category Code on the Vendor
VENDOR_OWNERSHIP_TYP_CD	Vendor Ownership Type Code on the Vendor
VENDOR_PARENT_IND	Indicator if the Vendor is the Parent Vendor record
VENDOR_RECIPIENT_COUNTRY_CD	Recipient Country Code for the Vendor NRA tab
VENDOR_REMIT_NM	Remittance Name on the Vendor
VENDOR_RESTRICTED_DT	Restricted Date on the Vendor
VENDOR_RESTRICTED_IND	Restricted Indicator on the Vendor
VENDOR_RESTRICTED_PERSON_ID	Restricted Person Name on the Vendor
VENDOR_RESTRICTED_REASON	Restricted Reason on the Vendor
VENDOR_STATE_CD	Vendor Address State Code
VENDOR_TAX_RATE	Tax Rate on Vendor NRA tab
VENDOR_TIN_NM	TIN Name on Vendor
VENDOR_TYP_CD	Vendor Type Code (e.g., DV, PO)
VENDOR_VISA_DESC	Description of VISA on Vendor NRA tab
VENDOR_VISA_TYP	VISA code on Vendor NRA tab
VENDOR_W8_BEN_RECEIVED_IND	W-8 Received indicator on Vendor
VENDOR_W9_RECEIVED_IND	W-9 Received indicator on Vendor

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Field Name	Description
VENDOR_WITHHOLDING_DESC	Description of Withholding Reason Code on Vendor NRA tab
VENDOR_WITHHOLDING_REASON	Withholding Reason Code on Vendor NRA tab
VENDOR_ZIP_CD	Vendor Address Zip Code