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General Ledger encumbrance accounting

Setup

1.1 Define Reserve for Encumbrance account for each set of books.

When you post encumbrance transactions, General Ledger automatically posts offset amounts to this account.

1.2. Enable Budgetary Control for your set of books to automatically create encumbrance entries from Oracle Purchasing and Oracle Payables. However, you need not define budgetary control options for your detail or summary accounts nor must you define budgetary control groups.

2. Open encumbrance years to enter and post encumbrance entries to future periods. Your initial encumbrance year is opened automatically when you open your first period for your set of books. General Ledger uses the first period of your latest open encumbrance year to determine how far to calculate your project-to-date encumbrance balances.

3.1 Define Encumbrance Types

3.2 Define Budget

3.3 Define Budget Organization

3.4 Define Budgetary Control Groups

3.5 Assign Budgetary Control Groups

4. Define financial encumbrance options in Purchasing and Payables in the Financials Options window.

Process

1. Entering Budget

Budget entries can be entered either through the Enter Budget Amounts form or through the Enter Budget Journals form.

Budget journals needs to be posted to GL.

2. Encumbrance Accounting Flow from Purchasing

Requisition Encumbrance

You may enable this option to encumber funds for requisitions. If you enable this option, Purchasing creates journal entries and transfers them to General Ledger to encumber funds for purchase requisitions.

If you enable Use Requisition Encumbrance, you must select an encumbrance type by which you can identify your requisition encumbrance journal entries. Purchasing assigns this encumbrance type to the encumbrance journal entries it creates for purchase requisitions. If you enable Use Requisition Encumbrance, you can indicate whether you want requisition preparator to have the option to reserve funds. If you do not enable this option, only requisition approvers will have the option to reserve funds.

PO Encumbrance

Enable this option to encumber funds for purchase orders, purchase order and receipt matched invoices, and basic invoices (not matched). If you enable this option, Purchasing encumbers funds for purchase orders and Payables encumbers funds for variances during Payables Invoice Validation for purchase order and receipt matched invoices. If you enable this option and enter a non-purchase order matched invoice, Payables will encumber funds for it during Payables Invoice Validation. All Payables encumbrances are reversed when you create accounting entries. If you enable Use Requisition Encumbrance, you must also enable this option.

If you enable Use Purchase Order Encumbrance, select a purchase order encumbrance type by which you can identify your purchase order encumbrance journal entries. Purchasing assigns this encumbrance type to the encumbrance journal entries it creates for purchase requisitions and purchase orders. If you use purchase order encumbrance, select an invoice encumbrance type by which you can identify your invoice encumbrance journal entries. Payables module assigns this encumbrance type to the encumbrance journal entries that it creates. It is recommended that you use an encumbrance type different from the Purchasing encumbrance type so you can identify invoice encumbrances.

2.1 Users can enter, approve, and reserve Funds for Requisitions.

Navigation: Requisitions -> Requisitions.

Create a requisition, reserve and approve the requisition. When approved users can do a funds check in GL and this should be in requisition phase, provided requisition is the type of encumbrance Users have attached at requisition level in Financial options. Reserving the requisition kicks off the funds checker program and encumbrance line gets created in the table GL_BC_PACKETS. The encumbrance journal entries get created when the program - Create Journal Entries is run from GL.

The data in GL_BC_PACKETS table would get deleted, only when the Create Journal Program in GL is run and the journal gets posted.

The Transaction Created can have the following feature

Balance Type = E (Encumbrance)

Encumbrance Type = REQ (Requisition)

CCID = CCID given in Requisition Distribution

2.2 Navigation: Auto Create

Find your requisition. Select the requisition and go to automatic. Make sure that the supplier information is entered and select create. This creates the PO. Complete, reserve and approve the PO. When approved users can do a funds check and this should be in PO phase, assuming PO encumbrance is the type attached at PO level.

No journal entries are created at this stage but similar to the previous step Users can create encumbrance entries by Create Journal Entry program. While using PO Encumbrance, users cannot change price, quantity, shipment or currency once a PO has been reserved and approved, the only way to deal with such a situation is to cancel the existing PO and create a new one when a PO is cancelled system takes care of adjusting encumbrance.

The encumbrance created on Requisition is rolled when the PO encumbrance is created and Funds are reserved for the PO.

NOTE: The important point over here is that if a user creates the PO manually, it can lead to the duplication of reservation of funds for the same transaction. This is because system treats PO as a separate transaction and the user can end up having double reservation for the same transaction one at requisition level and other at PO level. Hence it is suggested to use only Auto-Create mode to create a PO, while using Encumbrance Accounting.

The Transaction Created can have the following feature:

Balance Type = E (Encumbrance)

Oracle General Ledger Encumbrance Manual R1

Patrick Vollmar



Oracle General Ledger Encumbrance Manual R1:

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