Dear Atlas Users,

This document contains a brief summary of all the changes that have been made to the Atlas system as part of Release 2.9. Links to additional instructions been included where appropriate.

Functional modifications were made to the following modules (click hyperlink below):

- Accounts Receivable
- Billing
- Projects/Grants Management
- Reports

No functional modifications were made to the following modules:

- Accounts Payable
- Commitment Control
- General Ledger
- Global Payroll
- Human Resources / Base Benefits
- Purchasing/Procurement
- Treasury

Regards,

The ATLAS Team
## Accounts Receivable

<table>
<thead>
<tr>
<th>Tracker ID #</th>
<th>Modification / Enhancement</th>
<th>Impact of Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>1170</td>
<td>Deposits recorded in an accounting period which is closed, which are left as unapplied, can no longer be applied to the related pending item, in the current year. An error message that “Accounting period is not open” appears. An application engine program was developed which: -identifies all payments appearing under ‘Correct Posting Errors’ wherein the error relates to ‘Accounting period is not open’; -modifies the accounting date in two deposit-related AR tables, leaving the deposit’s payment table intact with the original accounting date, so as not to cause any exchange rate conversion or bank reconciliation differences. -replaces the accounting date falling under the closed period with the first date available in the open period. -re-sets the Payment Action button to ‘POST NOW’</td>
<td>Deposits created in a closed prior period may now be applied in the current year. User intervention is eliminated and the applied deposit is picked up in the next run of the AR_Update batch process. Click here for more instructions….</td>
</tr>
<tr>
<td>N/A</td>
<td>With the application of the recent PS AR patch upgrade, direct journals now have the Project link available, which also includes the option to enter the PCBU, Project No. and Activity.</td>
<td>When miscellaneous AR receipts are recorded, a user may credit an expenditure account directly, but must always enter the required Project details (PCBU, Project number, Activity). Failure to do so would cause the Direct Journal accounting entries to error out when journal generated to GL. The use of the 21020 and 14075 accounts is now discontinued. Click here for more instructions…</td>
</tr>
<tr>
<td>N/A</td>
<td>As a result of the PS AR patch upgrade, the ‘Deposit Description’ field in the Payment page of a Deposit was eliminated. The Description field is needed by the users to identify the deposit. A customization was developed to provide the ‘Description’ field.</td>
<td>The ‘Description’ field in the deposit’s Payment page is now again available. Click here for more instructions…</td>
</tr>
</tbody>
</table>

## Billing

<table>
<thead>
<tr>
<th>Tracker ID #</th>
<th>Modification / Enhancement</th>
<th>Impact of Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>1179</td>
<td>The Acctg-AR Offset page and the Line List with the Project link was made available for users to modify the chart fields including the project information, for invoices that fail the combination edit check or the budget check.</td>
<td>The users are now able to modify the chart fields because the Acctg-AR-Offset page and Line List page with the required Project link were not available as delivered. Click here for more instructions…</td>
</tr>
</tbody>
</table>
A customization was developed in order for the process to check at the line sequence level of a bill, instead of the Business unit and Invoice level, which causes an error when multiple operating units and multiple funds are entered in the same invoice. Click here for more instructions...

Billing Specialist, Billing Finalizer and Billing Processor were provided to the relevant users. All general users may now enter bill lines while finalized of bills will be limited to Managers 1, 2 and 3. Click here for more instructions...

**Projects / Grants Management**

<table>
<thead>
<tr>
<th>Tracker ID #</th>
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<th>Impact of Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>915</td>
<td>Custom Pages and Performance Monitoring Reports for GEF (Enhancement to the Project Management Functionality)</td>
<td>This facility will allow GEF to keep track of the different phases of the lifecycle of a GEF project, provide reports for GEF management and Secretariat, and retire their old PIMS system by migrating all historical data to Atlas.</td>
</tr>
<tr>
<td>N/A</td>
<td>Allow UNFPA users to enter Project Ids on the Generate Award Page, with sufficient validation to prevent users from creating duplicate project ids.</td>
<td>Ensures data integrity of the system by not allowing the existence of duplicate Project Ids across all Business Units.</td>
</tr>
</tbody>
</table>

**Reports**

<table>
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<tr>
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<th>Modification / Enhancement</th>
<th>Impact of Change</th>
</tr>
</thead>
</table>
| N/A          | A new version of the CDR has been launched, which includes the following enhancements:  
- A new option to the CDR has been added to run it for activity-level details. This can be done by selecting the Activity-level detail option when generating the report.  
- Removed CDR without encumbrance option  
- Date range has been fixed to ensure that the CDR shows expenditures ONLY for the selected date range (some users reported that it also included expenditure from the first day of the next month in certain cases) | Project and Finance users can now view activity level details on CDR. Date range selected data is now accurate. |
| 1152         | The Service Clearing Report – Global (UNAP538A) was updated to include the IOV customization. | Newly customized agency reference fields were added to the output file |
ACCOUNTS RECEIVABLE CUSTOMIZATIONS - DETAILED INFORMATION

A. Deposits Recorded in a Closed Accounting Period:

Issue: For deposits recorded in an accounting period which is closed that are left as unapplied, these deposit can no longer be applied to the related pending item, in the current year. An error message that “Accounting period is not open” appears.

Customization Developed: An application engine program was developed which:

- Identifies all payments appearing under ‘Correct Posting Errors’ wherein the error relates to ‘Accounting period is not open’;
- Modifies the accounting date in two deposit-related AR tables, leaving the deposit’s payment table intact with the original accounting date, so as not to cause any exchange rate conversion or bank reconciliation differences.
- Replaces the accounting date falling under the closed period with the first date available in the open period.
- Re-sets the Payment Action button to ‘POST NOW’

As a result of the above, user intervention is eliminated and the applied deposit is picked up in the next run of the AR_Update batch process.

Release Date: October 2005

Screenshot Sample: Accounting date is modified to 01/01/2005 (the next open period).
B. Direct Journals with Project link

Issue: Prior to the PS AR patch upgrade, users were unable to directly credit an expenditure account for miscellaneous AR deposits received. Although a project field was available for data entry of project numbers, there was no page to enter the PCBU and Activity which are required when uploading the journal generated expenditure to Project Resource.

The project field was therefore hidden and users were advised to use a clearing account (21020 or 14075) to record miscellaneous AR deposits, then immediately prepare a GLJE to reclassify the receipt to the correct expenditure account with the complete project data.

Patch Upgrade: With the application of the recent PS AR patch upgrade, direct journals now have the Project link available, which also includes the option to enter the PCBU, Project No. and Activity.

Business Process Change: As a result of the above upgrade, when miscellaneous AR receipts are recorded, a user may credit an expenditure account directly, but must always enter the required Project details (PCBU, Project number, Activity). Failure to do so would cause the Direct Journal accounting entries to error out when journal generated to GL. The use of the 21020 and 14075 accounts is now discontinued.

Release Date: October 2005

Screenshot Sample: The Project link is now available:
Project data that is required for expenditure accounts:
C. Deposit Payment page with Description Field

**Issue:** As a result of the PS AR patch upgrade, the ‘Deposit Description’ field in the Payment page of a Deposit was eliminated. The Description field is needed by the users to identify the deposit.

**Customization Developed:** A customization was developed to display the Description field.

**Release Date:** October 2005
BILLING CUSTOMIZATIONS - DETAILED INFORMATION

A. Correct Staged Accounting Errors:

Issue: CRN/CRU bills which are processed through the Billing Preload batch process can fail combination edit checks due to incorrect chart fields on the debit (expenditure) side such as FUND, PROJECTS. The users however, are unable to modify the chart fields because the Acctg-AR-Offset page and Line List page with the required Project link are not available as delivered.

Customization Developed: The Acctg-AR Offset page and the Line List with the Project link was made available for users to modify the chart fields including the project information.

Release Date: October 2005

Screen Shot:

Acctg-AR Offset page:
Line List page with Project link:

Project Information:
B. Correct Budget Check Errors:

Issue: CRN/CRU bills which are processed through the Billing Commitment Control batch process can fail budget check due to budget or funds unavailability for chart fields entered on the debit (expenditure) side. The users however, are unable to modify the chart fields because the Acctg-AR-Offset page and Line List page with the required Project link are also not available as delivered.

Customization Developed: The Acctg-AR Offset page and the Line List with the Project link was made available for users to modify the chart fields including the project information.

Release Date: October 2005

Screen Shot:

Acctg-AR Offset page:
Line List page:
Project Information:

Projects Information

PC Business Unit: NUSDY 0
Project: 00236367
Activity ID: ACTIVITY 0
Resource Type: 
Resource Category: 
Resource SubCategory: 

OK Cancel
C. Multiple Operating Unit/Multiple Fund in the same invoice:

Issue: When the billing module was re-implemented in July 2005 for CRN and CRU bill types, the invoice would error out when multiple Operating Units and multiple Funds where entered on the expenditure (Acctg-AR Offset) page of the same bill. The same invoice could be used to charge only one Operating Unit and one Fund.

Customization Developed: A customization was developed in order for the process to check at the line sequence level of a bill instead of the Business unit and Invoice level, which caused the error.

Release Date: October 2005

Screen Shot:

Acctg-AR Offset page with multiple operating units and multiple funds:
**D. Billing Security Roles:**

**Issue:** There is a misconception that the Billing module is limited only to country office finance users. The Billing implementation however was intended for all service providers to create a bill line and the designated officer to review and finalize the bills created.

**Security Access:** The Security Administrator was advised to provide security access to all relevant users as per the matrix below.

**Release Date:** October 2005

**Matrix:**

<table>
<thead>
<tr>
<th>Role</th>
<th>Purpose</th>
<th>CO</th>
<th>HQs</th>
</tr>
</thead>
<tbody>
<tr>
<td>UN_BI_SPECIALIST</td>
<td>Can enter a new bill for a service.</td>
<td>CO_EMPLOYEE</td>
<td>HQ_FINANCE</td>
</tr>
<tr>
<td></td>
<td></td>
<td>CO_BUYER</td>
<td>HQ_BUDGET</td>
</tr>
<tr>
<td></td>
<td></td>
<td>CO_FIN_TREASURY</td>
<td>HQ HR ROLES</td>
</tr>
<tr>
<td></td>
<td></td>
<td>CO_HR_ROLES</td>
<td>HQ_GEN_USER</td>
</tr>
<tr>
<td></td>
<td></td>
<td>CO_GEN_USER</td>
<td></td>
</tr>
<tr>
<td>UN_BI_FINALIZER</td>
<td>Makes bills effective (creates income)</td>
<td>CO_SENIOR MGR</td>
<td>HQ_SENIOR MGR</td>
</tr>
<tr>
<td></td>
<td></td>
<td>CO_MGR1</td>
<td>HQ_MGR1</td>
</tr>
<tr>
<td>UN_BI_PRCSR</td>
<td>Runs ad-hoc batch</td>
<td>HQ_FINANCE</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>HQ_BUDGET</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>HQ HR ROLES</td>
<td></td>
</tr>
</tbody>
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