

## **6. LOAD PAYABLE - REVISION 006**

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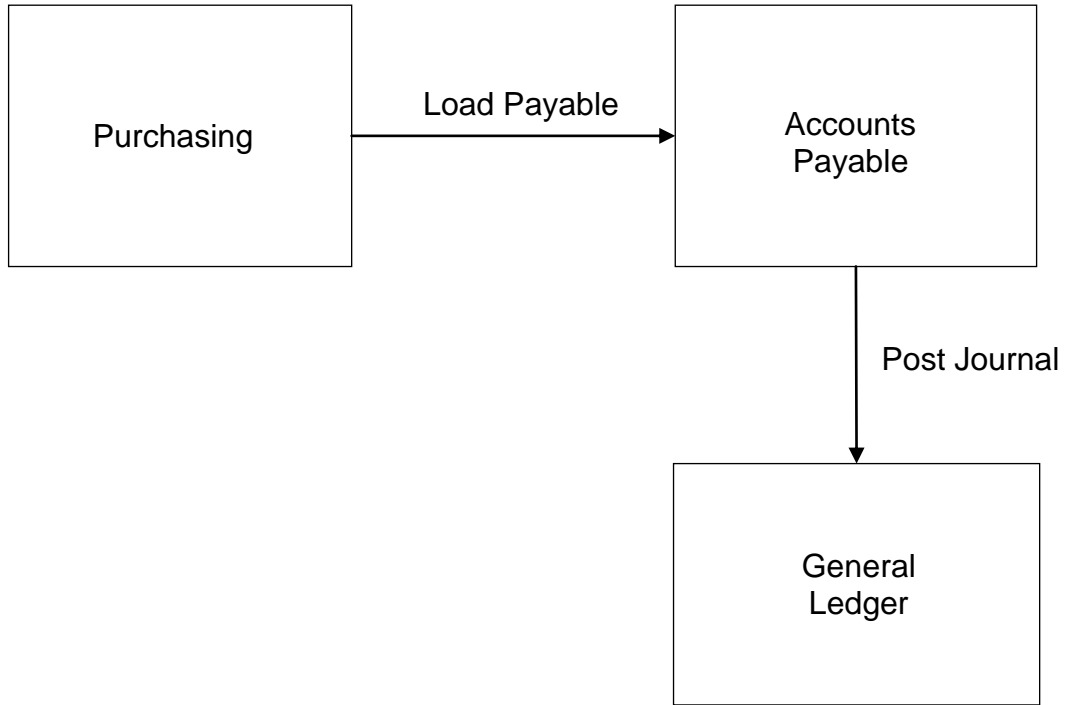
### **6.0 Overview**

This chapter describes the Business Service Request named LOAD PAYABLE, the Verb being LOAD and the Noun being PAYABLE indicating an approved invoice or debit memo.

The purpose of the LOAD PAYABLE Business Object Document is to transmit data to create a payable open item in a payables application from the purchasing information generated in a purchasing application. The LOAD PAYABLE may also update the General Ledger, depending on the specific architecture of the financial applications.

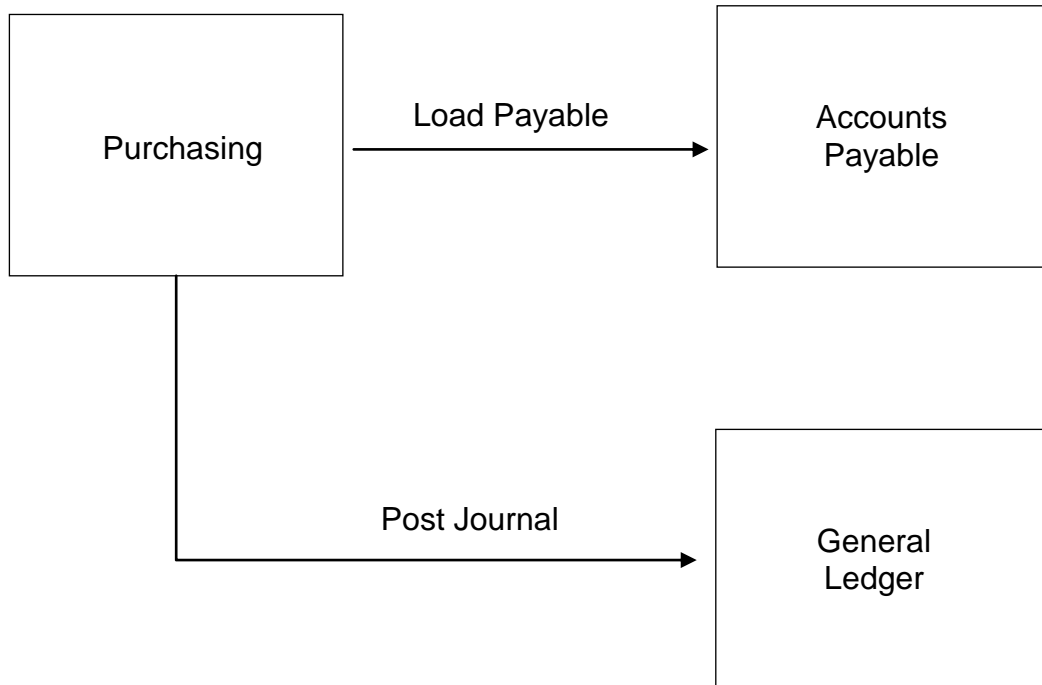
The scope of the LOAD PAYABLE indicates that the supplier's invoice is ready to be paid and has already been approved before the information moves to the accounts payable application. An approved invoice is also known as the voucher. OAGIS will define the scenario of invoices that get matched within the accounts payable application in a separate Business Service Request later.

Some financial applications have the general ledger and accounts payable databases tightly integrated where updates to the accounts payable application are automatically reflected in the general ledger balances. The following model depicts this situation:



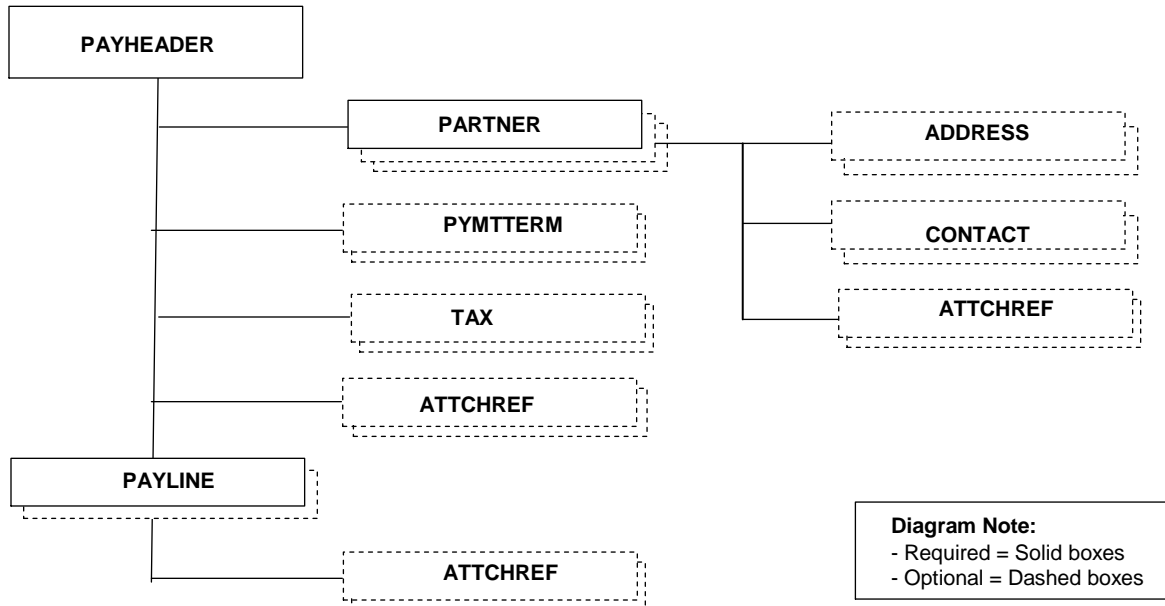
The LOAD PAYABLE BOD will transmit all information needed for both the accounts payable and the general ledger.

Other applications allow the general ledger balances to be updated separately from the accounts payable. The second model illustrates that the combination of the LOAD PAYABLE and POST JOURNAL BOD will accomplish this scenario.



## 6.1 LOAD PAYABLE

The LOAD PAYABLE is a common activity between purchasing and payables



applications. The LOAD PAYABLE consists of the following components:

The Business Service Request LOAD PAYABLE uses several Data Types:

1. **PAYHEADER** - Information that applies to the entire payable document. This Data Type is required.
2. **PARTNER** - Partner information such as payment method or currency. The SUPPLIER partner is required. The REMITTO partner is optional.
3. **ADDRESS** - Partner location information. **ADDRESS** is optional.
4. **CONTACT** - Name, telephone and other information to contact people associated with the PARTNER. The **CONTACT** is optional.
5. **PYMTTERM** - Payment terms for the invoice. This Data Type is optional.
6. **TAX** - Tax information for the document. **TAX** is optional.
7. **ATTCHREF** – References of supporting documents. This is for reference and management of binary/non-XML documents such as spreadsheets, CAD files, graphics, etc. This Data Type is optional.
8. **PAYLINE** - Lines on the payable document. Invoice line or credit memo line are examples of a PAYLINE. At least one occurrence of this Data Type is required for each occurrence of the PAYHEADER Data Type.

## 6.2 PAYHEADER

The Data Type, "PAYHEADER", is the first of several Data Types the Business Service Request "LOAD PAYABLE" uses. For each payable document represented in the Business Data Area, there must only be one occurrence of the PAYHEADER Data Type.

Listed are all the Field Identifiers and Segments that are valid for use within the PAYHEADER Data Type. The first table represents required data.

REQUIRED PAYHEADER DATA	
NAME	APPENDIX
AMOUNT(DOCUMENT)(T)	D
DATETIME(DOCUMENT)	D
GLENTITYS	C
ORIGREF	C

### Processing Note:

The ORIGREF field represents the voucher or approved invoice identifier.

The second table describes data that is optional.

OPTIONAL PAYHEADER DATA	
NAME	APPENDIX
ACCTPERIOD	C
ACCTYEAR	C
AMOUNT(DOCUMENT)(F)	D
DATETIME(ACCOUNTING)	D
DESCRIPTN	C
DOCTYPE	C
LEDGER	C
PAYMETHOD	C
REF1 - REF999	C
REMITTANCE	C
USERAREA	C
USERID	C

## 6.3 PARTNER

The Data Type "**PARTNER**" represents the business partner. Several examples of PARTNER are those business partners that products are sold to, bought from, or delivered by. For each PAYHEADER, there must be at least one occurrence of the PARTNER Data Type. Listed are all the Field Identifiers and Segments that are valid for use within the PARTNER Data Type.

The first table represents required data.

REQUIRED PARTNER DATA	
NAME	APPENDIX
NAME1	C
ONETIME	C
PARTNRID	C
PARTNRTYPE	C

The occurrence of the PARTNER with the PARTNRTYPE "SUPPLIER" is required. Other PARTNRTYPE values that are allowed in other occurrences of PARTNER in the LOAD RECEIVABLE are:

1. EMPLOYEE
2. REMITTO
3. SUPPLIER

The second table describes data that is optional.

OPTIONAL PARTNER DATA	
NAME	APPENDIX
CURRENCY	C
DESCRIPTN	C
NAME2 - NAME9	C
TAXEXEMPT	C
TAXID	C
USERAREA	C

Optional PARTNER data is typically only used for one-time business partners or as overrides for this specific transaction.

## 6.4 ADDRESS

The Data Type “**ADDRESS**” represents the data concerning the location of the business partner. For each PARTNER of the LOAD PAYABLE, there can be multiple occurrences of the ADDRESS Data Type. Listed are all the Field Identifiers and Segments that are valid for use within the ADDRESS Data Type. All data for the ADDRESS Data Type is optional.

OPTIONAL ADDRESS DATA	
NAME	APPENDIX
ADDRLINE1 - ADDRLINE9	C
ADDRTYPE	C
CITY	C
COUNTRY	C
COUNTY	C
DESCRIPTN	C
FAX1 - FAX9	C
POSTALCODE	C
REGION	C
STATEPROVN	C
TAXJRSCTN	C
TELEPHONE1 - TELEPHONE9	C
URL	C
USERAREA	C

## 6.5 CONTACT

The Data Type “**CONTACT**” represents people associated with the PARTNER and various ways to contact them, such as telephone or fax. The CONTACT is an optional Data Definition Area. Listed are all the Field Identifiers and Segments that are valid for use within the CONTACT Data Type.

The first table represents required data.

REQUIRED CONTACT DATA	
NAME	APPENDIX
NAME1	C

The second table describes data that is optional.

OPTIONAL CONTACT DATA	
NAME	APPENDIX
CONTCTTYPE	C
DESCRIPTN	C
EMAIL	C
FAX1 - FAX9	C
NAME2 - NAME9	C
TELEPHONE1 -TELEPHONE9	C
USERAREA	C

## 6.6 PYMTTERM

The Data Type "**PYMTTERM**" represents the payment due dates and payment discount information. The PYMTTERM is an optional Data Definition Area for the LOAD PAYABLE. Listed are all the Field Identifiers and Segments that are valid for use within the PYMTTERM Data Type. Although all these attributes are optional, the data other than the TERMID is typically sent as overrides for this specific transaction against any previously established payment terms indicated by the TERMID.

OPTIONAL PYMTTERM DATA	
NAME	APPENDIX
AMOUNT(DISCNT1-9)(T)	D
AMOUNT(DISCNT1-9)(F)	D
DATETIME(DISCNT1-9)	D
DATETIME(DUE)	D
DATETIME(PYMTTERM)	D
DESCRIPTN	C
TERMID	C
USERAREA	C

## 6.7 TAX

The Data Type, "**TAX**", will contain any tax information such as the taxable amounts and the tax codes. The TAX is an optional Data Definition Area for the LOAD PAYABLE and is used to summarize tax amounts across all PAYLINEs. The TAX Data Type is used to summarize tax information that is reported elsewhere in the PAYLINE DDA. The principal intent of this data type is for use as a memo item. Listed are all the Field Identifiers and Segments that are valid for use within the TAX Data Type. The first table represents required data.

REQUIRED TAX DATA	
NAME	APPENDIX
AMOUNT(TAX)(T)	D
AMOUNT(TAXBASE)(T)	D

The second table describes data that is optional.

OPTIONAL TAX DATA	
NAME	APPENDIX
AMOUNT(TAX)(F)	D
AMOUNT(TAXBASE)(F)	D
DESCRIPTN	C
TAXCODE	C
USERAREA	C

## 6.8 ATTCHREF

The Data Type "**ATTCHREF**" represents binary data files that may be included within a BOD. These files replace the paper specifications and drawings attached to a BOD definition to clearly communicate design requirements. This Data Type is optional.

ATTCHREF usage is further defined by its position in the LOAD PAYABLE.



Listed are all the Field Identifiers and Segments that are valid for use within the ATTCHREF Data Type. The first table represents required data.

REQUIRED ATTCHREF DATA	
NAME	APPENDIX
FILENAME	C
URI	C

**Processing Notes:**

Of the following required fields, only one must be present, not all are required to be present.

- 1) FILENAME or,
- 2) URI

The second table describes data that is optional.

OPTIONAL ATTCHREF DATA	
NAME	APPENDIX
CMPRSNTYPE	C
CMPRSNID	C
DATETIME(CREATION)	C
DESCRIPTN	C
FILETYPE	C
NOTES1 - NOTES9	C
QUANTITY(FILESIZE)	C
TITLE	C
USERAREA	C

**Processing Notes:**

This data type references files associated with a BOD using two methods – explicit binary files delivered at the same time as the BOD (FILENAME) and using a URI location of the file. Using either method, the file may be within a compressed file package as identified by CMPRSNID. DATETIME(CREATION) and QUANTITY(FILESIZE) provide simple file checks.

## 6.9 PAYLINE

The Data Type "PAYLINE" represents the detail lines of the payables document. At least one PAYLINE is required for each PAYHEADER. Listed are all the Field Identifiers and Segments that are valid for use within the PAYLINE Data Type. Typically, there will be at least two occurrences given the common accounting rule of every debit requiring an equally balancing credit. The first table represents required data. The first table represents required data.

REQUIRED PAYLINE DATA	
NAME	APPENDIX
AMOUNT(EXTENDED)(T)	D
GLNOMACCT	C
OPENITEM	C

Note that the accumulation of all the PAYLINE AMOUNT(EXTENDED)(T) must balance. Balance, in the accounting use of the term, means that the total debits must equal the total credits. If functional amounts are also reported, i.e. AMOUNT(EXTENDED)(F), these functional amounts must also balance. Also note that the AMOUNT(EXTENDED)(T) is not tax inclusive. This implies that if the LOAD PAYABLE includes tax amounts, then additional PAYLINE instances will report those tax amounts.

The second table describes data that is optional.

OPTIONAL PAYLINE DATA	
NAME	APPENDIX
AMOUNT(EXTENDED)(F)	D
AMOUNT(TAXBASE)(F)	D
AMOUNT(TAXBASE)(T)	D
BUSNAREA	C
CHARGEID	C
COSTCENTER	C
DEPARTMENT	C
DESCRIPTN	C
DIVISION	C
ELEMENT1 - ELEMENT999	C
EMPCATEGORY	C
EMPLOYEEID	C
FUND	C
GEOGRAPHY	C
GLENTITYD	C

<b>OPTIONAL PAYLINE DATA</b>	
<b>NAME</b>	<b>APPENDIX</b>
ITEM	C
ITEMTYPE	C
OILINENUM	C
OPERAMT(UNIT)(F)	D
OPERAMT(UNIT)(T)	D
POID	C
PORELEASE	C
PRODCTLINE	C
PRODORDER	C
PROFITCTR	C
PROJACTVTY	C
PROJECT	C
PROJRESEL1 - PROJRESEL9	C
QUANTITY(ITEM)	D
REF1 - REF999	C
TAXCODE	C
TAXLINE	C
TAXWHEXMPT	C
UNIT	C
UPC	C
USERAREA	C
WAREHOUSE	C
WORKORDER	C