

Location Intelligence
Infrastructure Asset Management

Confirm®

Financial Interface Specification

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Specifications

The following sections outline all the Specifications that exist within the Confirm functionality.

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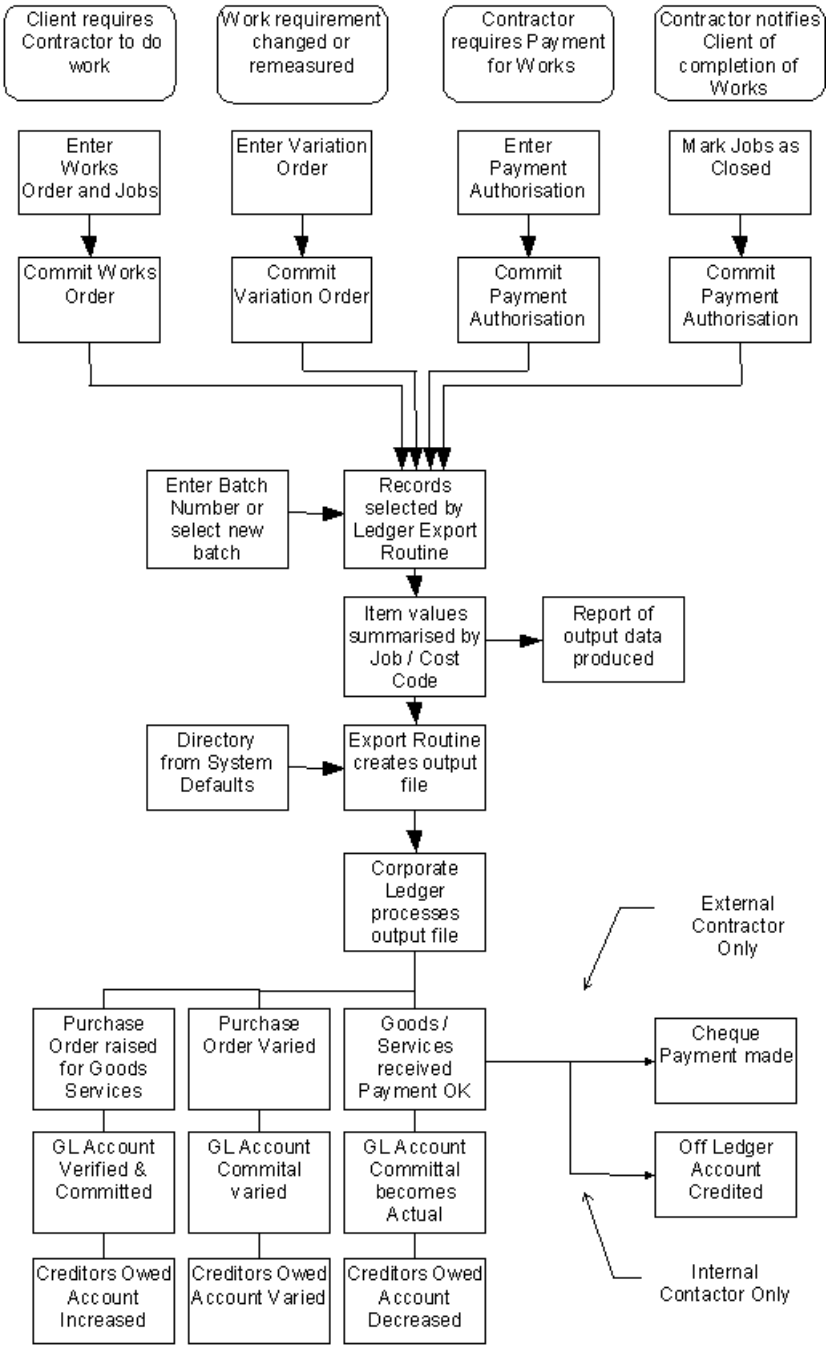
Financial Interface File Transfer (LJM-8-129)

Introduction

This document details the operational requirement for a link between Confirm and an unspecified corporate ledger system.

Program Operation

FINANCIAL INTERFACE IN CONTEXT



PROGRAM OVERVIEW

The proposed program will interpret data about jobs entered into Confirm and will produce a file (called the Transfer file) in a format readable by a corporate ledger system. The Transfer file will contain details of all newly committed Jobs and all Jobs which have been completed or cancelled. In addition the transfer file will contain records showing when Variation Orders have been used to vary the commitment against a Job and when partial completion of a Job has taken place. In this way a complete picture of the value of committed work in Confirm will be presented.

The proposed program is intended for use weekly and upon each use will produce printed reports of the detail of what has been output to the Transfer file, and also a summary of the number of records processed.

The option to preview the result, which can be used for certain batch routines in Confirm, will not be available in the Transfer program.

Confirm TABLE USAGE

The program will take its input data from the Confirm Job table and other tables. Selection of which Jobs should be written to the Transfer file will be according to the actual status of the Job. This field is updated by the system and indicates whether a Job has been committed using the commit routine in Confirm and then if it has been completed using the Payment routine in Confirm.

A record will be included in the Transfer file at each stage of the process for each Cost Code used on each Job. Thus a Transfer file may include more than one record for a Job at any stage of the process.

The Confirm Street Section table will be used to read the Street name and Section number for each job output to the Transfer file according to the data format definition.

Creditor Code

If a Creditor code has been entered against a Contract then this will be output in the Transfer file as appropriate for each record. If the Creditor code has not been specified then the Contract code itself will be output, padded up to 15 characters in the same manner as described above.

USER INTERACTION

Access to the Program from the Confirm Menu System

The Transfer program will be accessed from within the normal Confirm menu system. Use of the program will be controlled by the Confirm security system when accessed in this way.

System Back-Up

The Transfer program will ask the user if a system back-up has been performed. Only if the user responds positively will execution of the Transfer program continue. The back-up will not be possible from within Confirm.

If it is required to recreate the Transfer file at a future date this will be possible from data stored against the selected Jobs which will be updated by the Transfer program each time it is run. This data will include the week number and the calendar year so that any Transfer file may be regenerated.

Information Required from the User

The user will be required to store the following data in the system for use when the Transfer file is created.

- The calendar year
- Week number when Transfer processed
- Sub-directory in which Transfer file should be saved
- If the Transfer file should also be written to a floppy disc drive

The week number must be a positive integer in the range 1 to 54.

FILE NAMES, DIRECTORIES AND INTEGRITY

Transfer files generated by the program will be saved with the name LEDGER##.TXT, where ## represents the week number entered by the user. The Transfer program will prevent the same week number being used twice (in the same year) and a previous Transfer file being accidentally overwritten. To do this the Transfer program will check before the Transfer file is generated that a file for that week number does not exist in the specified directory. For successive years when the week number recurs the Transfer file must either be saved to a different directory or the file from the previous year must be deleted.

The program will allow the user to make one or two copies of the Transfer file. Firstly the Transfer program will make a main copy of the file in a specified directory, then it will duplicate the file to a second specified directory. The path for the main copy must be present and valid. If specified the path to the second copy must be valid. If either path is invalid then the program will not proceed.

Transfer File and Record Definitions

The Transfer file will contain four types of job records. Each of these types will have associated with it a batch header containing summary details of all the records of that type, also written to the Transfer file. The format of each record is explained below

OVERALL STRUCTURE AND FORMAT

Each record or header output will occupy one line in the Transfer file and will be terminated by the line termination characters appropriate to the operating system. No other delimiting characters will be used. The first characters in each record will identify the record or header type.

Each field in a record will be of the length specified in the record definition tables. If a field is of insufficient length it will be padded with leading zeros in the case of a numeric field or with trailing spaces in the case of an ASCII field.

If an ASCII field is too long it will simply be truncated on the right, however any Confirm code fields output in the transfer file will be output in full (for instance the Job reference)

Value fields will be written to the Transfer file in pence with no decimal separator. Value fields in the records and the batch headers will be preceded by either a "+" or a "-" character to indicate their sign, followed by twelve digits. For instance a value of 26.75 would be shown as +000000002675.

In the event that there are no records of a particular type to output, a batch header with zero control totals will be included in the transfer file.

NEW JOB RECORDS

This section defines the format of the header and record for newly committed jobs.

Definition of the batch header for new job records:

Field	Type	Size	Contents	Description
1	Numeric, fixed	2	10	Header identifier
2	Fixed	2	01	Record type identifier
3	Numeric	2	nn	Week number for transfer
4	Numeric	13	+-nnnnnnnnnnn	Total value of records of this type
5	Numeric	6	nnnnnn	Total number of records of this type

Total length of header	25

Definition of new job type records:

Field	Type	Size	Contents	Description
1	Numeric, fixed	2	20	Record identifier
2	Numeric, fixed	2	01	Record type identifier
3	Numeric	8	nnnnnnnn	Job number
4	ASCII	40		Site name for Job
5	Numeric	10	nnnnnnnnnn	Plot number for Job (multiplied by 100)
6	ASCII	4		Action Officer code
7	Numeric	8	DDMMYYYY	Date that Job committed.
8	ASCII	15		Creditor code for Contract
9	Numeric	8	nnnnnnnn	Works Order number for Job
10	ASCII	15		Cost Code for this record
11	Numeric	13	+-nnnnnnnnnnn	Cost Code value of Job
12	ASCII	6		Contract code
13	ASCII	50		Contract name
14	ASCII	4		Contractor code
15	ASCII	50		Contractor name
16	ASCII	50		Job Description

Total length of record	285

JOB VARIATION RECORDS

This section defines the format of the header and record for Job Variations. These records will be output each time there is a Variation Order committed against a Job

Definition of the batch header for Job Variation records:

Field	Type	Size	Contents	Description
1	Numeric, fixed	2	10	Header identifier
2	Fixed	2	02	Record type identifier
3	Numeric	2	nn	Week number for Transfer
4	Numeric	13	+-nnnnnnnnnnn	Total value of records of this type
5	Numeric	6	nnnnnn	Total number of records of this type

Total length of header	25

Definition of Job Variation records:

Field	Type	Size	Contents	Description
1	Numeric, fixed	2	20	Record identifier
2	Numeric, fixed	2	02	Record type identifier

Field	Type	Size	Contents	Description
3	Numeric	8	nnnnnnnn	Job number
4	ASCII	40		Site name for Job
5	Numeric	10	nnnnnnnnnn	Plot number for Job(multiplied by 100)
6	ASCII	4		Action Officer code(who raised Variation)
7	Numeric	8	DDMMYYYY	Date of Variation Order
8	ASCII	15		Creditor code for Contract or Contract code
9	Numeric	8	nnnnnnnn	Works Order number for Job
10	ASCII	15		Cost Code for this record
11	Numeric	13	+-nnnnnnnnnnn	Value of Variation against Cost Code / Job
12	ASCII	6		Contract code
13	ASCII	50		Contract name
14	ASCII	4		Contractor code
15	ASCII	50		Contractor name
16	ASCII	50		Job Description

Total length of record	285

COMPLETED VALUE RECORDS

This section defines the format of the header and record for indicating the completed value of Jobs. These records will be output each time part of the value of a Job is completed.

Definition of the batch header for Completed Value records:

Field	Type	Size	Contents	Description
1	Numeric, fixed	2	10	Header identifier
2	Fixed	2	03	New job identifier
3	Numeric	2	nn	Week number for Transfer
4	Numeric	13	+-nnnnnnnnnnn	Total value of records of this type
5	Numeric	6	nnnnnn	Total number of records of this type

Total length of header	25

Definition of Completed Value type records:

Field	Type	Size	Contents	Description
1	Numeric, fixed	2	20	Record identifier
2	Numeric, fixed	2	03	Record type identifier
3	Numeric	8	nnnnnnnn	Job number
4	ASCII	40		Site name for Job
5	Numeric	10	nnnnnnnnnn	Plot number for Job(multiplied by 100)
6	ASCII	4		Action Officer code(who posted payments)
7	Numeric	8	DDMMYYYY	Date from appropriate Payment Batch

Field	Type	Size	Contents	Description
8	ASCII	15		Creditor code for Contract or Contract code
9	Numeric	8	nnnnnnnn	Works Order number for Job
10	ASCII	15		Cost Code for this record
11	Numeric	13	+-nnnnnnnnnnnn	Value of payment against Cost Code / Job
12	ASCII	6		Contract code
13	ASCII	50		Contract name
14	ASCII	4		Contractor code
15	ASCII	50		Contractor name
16	ASCII	20		Contractor Payment Request reference (where applicable)
17	ASCII	50		Job Description

Total length of record	305

JOB CLOSED RECORDS

This section defines the format of the header and record for Job Closures. These records will be output when a Job has had all its value either completed or cancelled and is no longer available in the live part of the system.

Definition of the batch header for fully Job Closed records:

Field	Type	Size	Contents	Description
1	Numeric, fixed	2	10	Header identifier
2	Fixed	2	04	Record type identifier
3	Numeric	2	nn	Week number of Transfer
4	Numeric	13	+000000000000	Zero value for compatibility with other record types
5	Numeric	6	nnnnnn	Total number of records of this type

Total length of header	25

Definition of Job Closed type records:

Field	Type	Size	Contents	Description
1	Numeric, fixed	2	20	Record identifier
2	Numeric, fixed	2	04	Record type identifier
3	Numeric	8	nnnnnnnn	Job number
4	ASCII	40		Site name for Job
5	Numeric	10	nnnnnnnnnn	Plot number for Job(multiplied by 100)
6	ASCII	4		Action Officer code who posted payments
7	Numeric	8	DDMMYYYY	“Date Completed" from Job Status log
8	ASCII	15		Creditor code for Contract or Contract code
9	Numeric	8	nnnnnnnn	Works Order number for Job

Field	Type	Size	Contents	Description
10	ASCII	15		Cost Code for this record
11	Numeric	13	+000000000000	Zero value for compatibility with other record types
12	ASCII	6		Contract code
13	ASCII	50		Contract name
14	ASCII	4		Contractor code
15	ASCII	50		Contractor name
16	ASCII	50		Job Description

Total length of record	235

Reports Produced

The Transfer program will produce two reports every time that it is run. These will automatically be sent to the printer but may also be viewed. The reports will show both the detail and a summary of the jobs written to the transfer file. It will also be possible to view the reports at any future date from the data stored in Confirm.

SUMMARY REPORT

The summary report will show the following data:

- Total number of records of each of the four types.
- The total value of new Jobs and the total value of completed Jobs.
- The name of the transfer file.
- The date the report was produced and the week number entered by the user.

DETAIL REPORT

Jobs in the detail report will be grouped according to their status. The report will show the following data for each job written to the Transfer file:

- Job number.
- Cost Code used, a Job will have multiple lines on the report if multiple Cost Codes were used
- Site name.
- The Contract code and Works Order number.
- Total value, zero for cancelled jobs with plus or minus sign as appropriate

The detail report will also show batch summary information as listed in the summary report section above. A Job may be shown in several sections of the report if appropriate depending on the elapsed time since the last running of the Transfer.