FMCIA Create Commitment Item

Purpose

Use this procedure to create a new commitment item for the purpose of budget entry, budget control and/or reporting.

Trigger

Perform this procedure when a new G/L account has been created or when an FM (funds management) only commitment item is needed.

Prerequisites

- Determine if item is budget relevant or needed for reconciliation in order to properly populate the financial transaction field.
- Determine if item is generally posted to as a credit, debit, or carryforward commitment item, in order to populate the commitment item category field.

Menu Path

Use the following menu path to begin this transaction:

N/A

Transaction Code

FMCIA

Helpful Hints

- R/O/C column in tables represents Required, Optional, or Conditional entry.
- A Commitment item is represented by a 6 digit number that matches the GL Account and Cost Element number.
- All possible Financial Transactions "30" Post revenue, expenditure, asset, inventory stocks is the most common that is used for a commitment item.
- All possible Commitment Item Categories 2 (Revenues) and 3 (Expenditures) are most commonly used for a commitment item.

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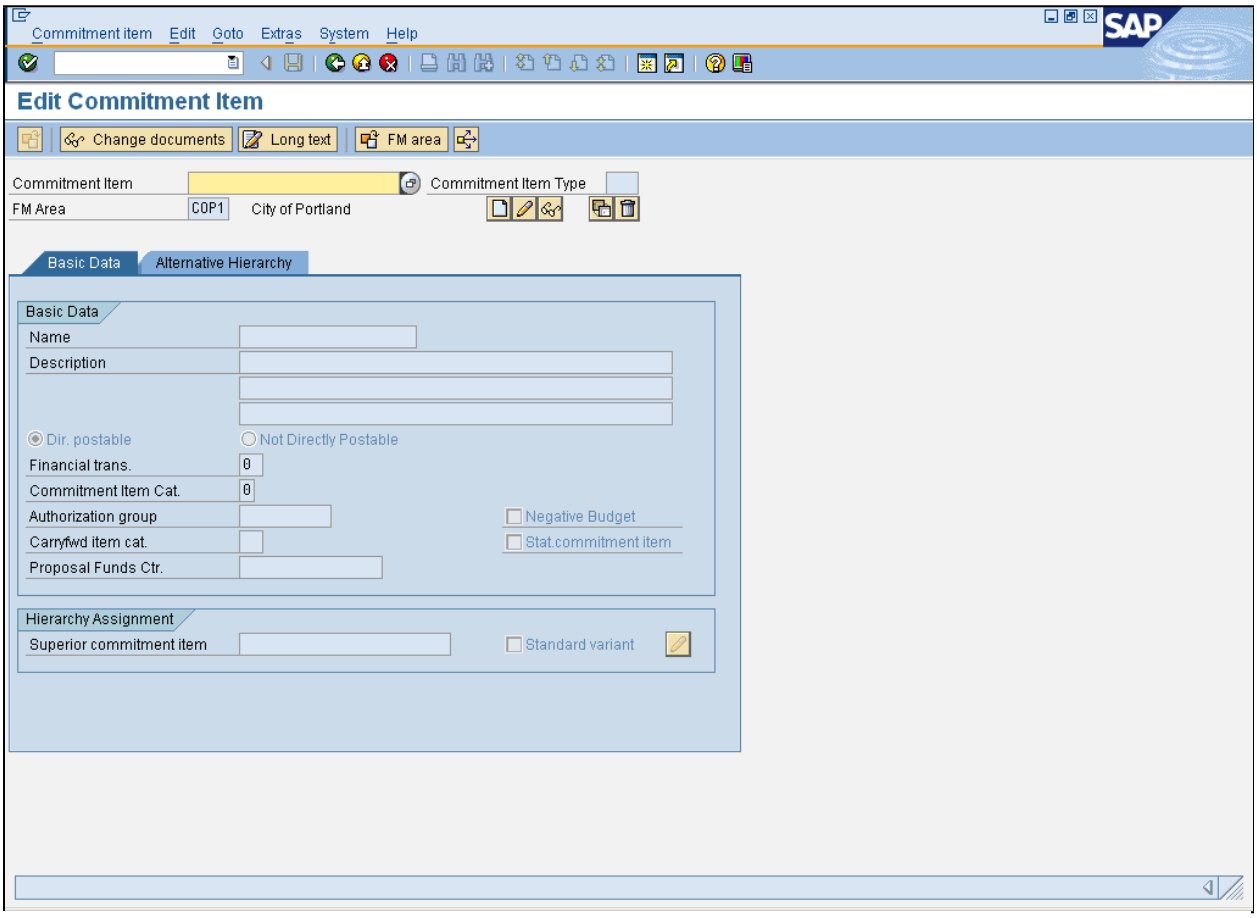
Procedure

1. Start the transaction using the menu path or transaction code. The *Edit Commitment Item* screen displays.

Edit Commitment Item



2. As required, complete/review the following fields:

Field	R/O/C	Description
Commitment Item	R	The 6-digit G/L account number/cost element equivalent to G/L accounts in financial accounting, but existing in Funds Management as an account or object code for budget entry, budget control and reporting. **Example:** 115105

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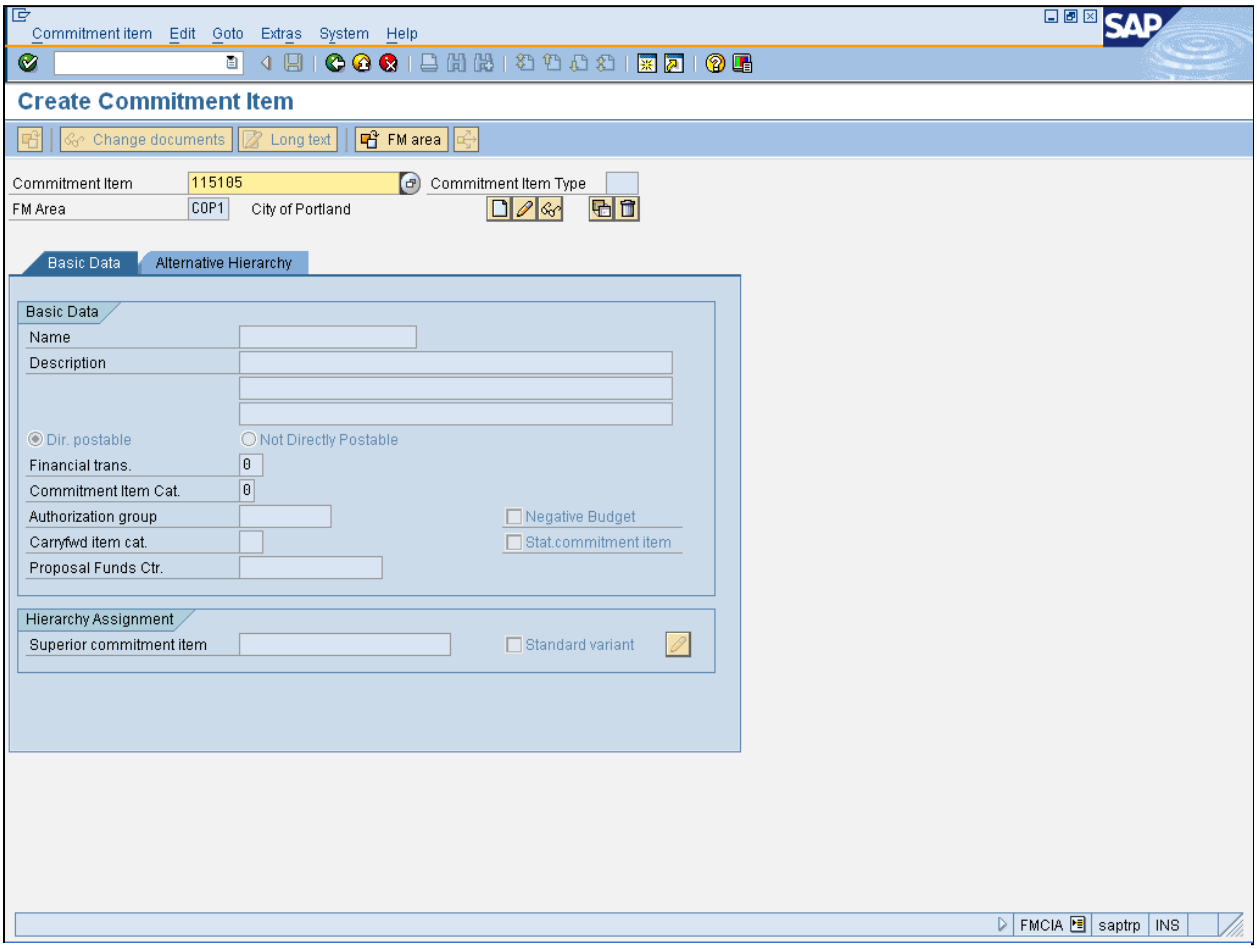

3. Click **Create** . The *Create Commitment Item* screen displays.

4. As required, complete/review the following fields:

Field	R/O/C	Description
Name	R	The customer name, which can be a business entity, another government or a person. **Example:** Cash Transfers 2

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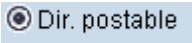
Field	R/O/C	Description
Description	R	Free text field used to provide additional information or a description. **Example:** New Cash Transfers 2

5. Ensure **Dir. postable** 

radio button is selected.

6. As required, complete/review the following fields:

Field	R/O/C	Description
Financial trans.	R	A control parameter in the commitment item master record determining how the posting / transaction from the feeder modules are posted to Funds Management (e.g. Financial Accounting and Controlling). **Example:** 60
Commitment Item Cat.	R	Used for differentiating commitment and actual values from other components as well as differentiating budget values in revenues and expenditures. **Example:** 3

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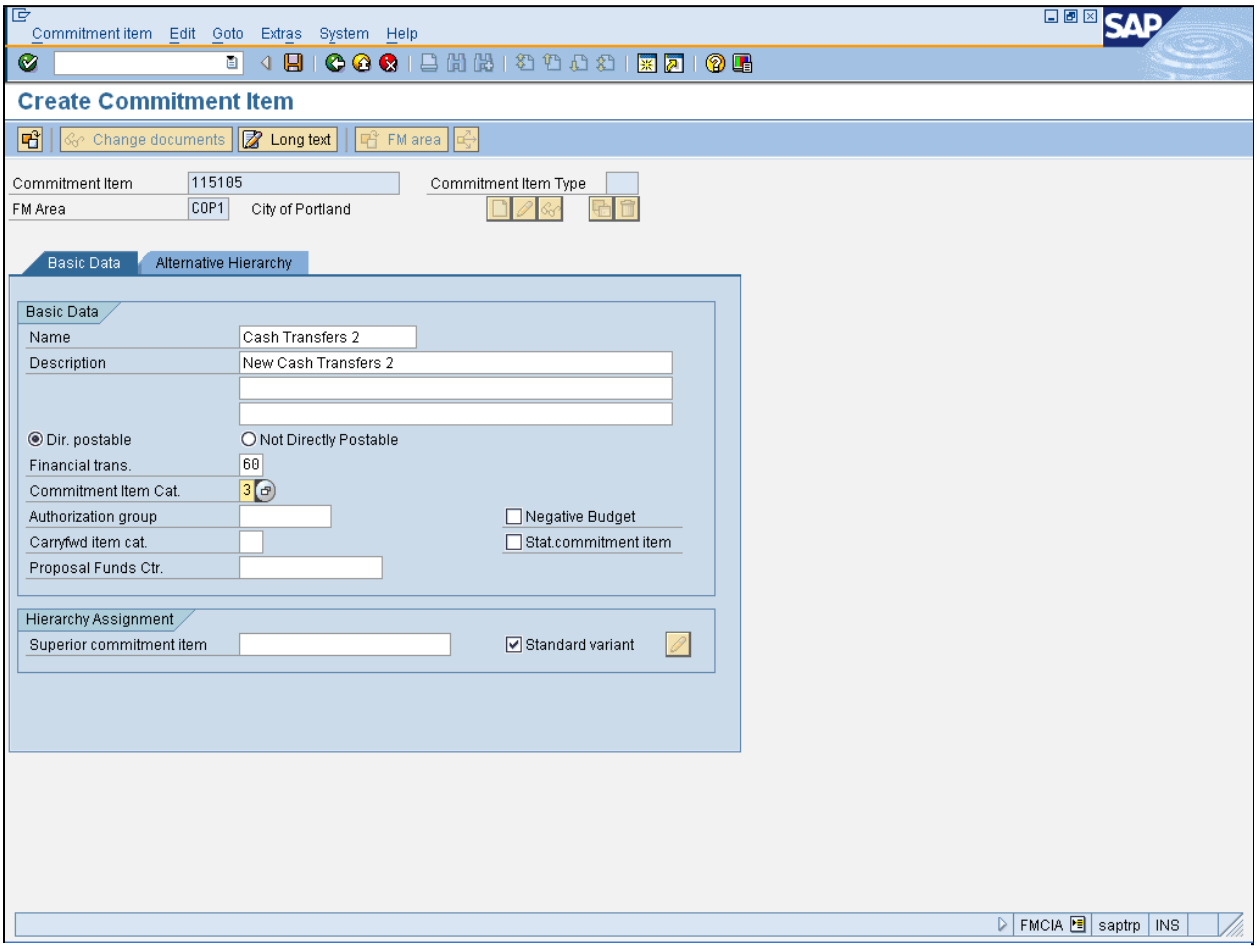

7. Only select the **Stat.commitment item** ☐ Stat.commitment item check box, if the commitment item is exclusively used for reporting.

Selecting Statistical Commitment Item identifies the transaction as statistical postings in Funds Management. Items with statistical indicator flagged cannot be budgeted to and do not encumber the budget.

8. Perform one of the following:

If	Then
Commitment item is budget relevant	Ensure ☐ Stat.commitment item is **not** selected.

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Commitment item is not budget relevant	Select ☑ Stat.commitment item

9. Click **Save (Ctrl+S)** .

10. Click **Exit (Shift+F3)** . The *SAP Easy Access* menu screen displays.

The system displays the message,*"Commitment item XXXXXX saved successfully".*

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Result

You have created a new commitment item.