

ANNOUNCEMENT

TO: GeorgiaFIRST PeopleSoft Financials Users

POSTED: August 8, 2023

SUBJECT: July 2023 Alight Files Loaded and Available for Processing

The following Alight files for July 2023 were loaded to OneUSG Connect:

- Benefit Carrier Accounting File (BCAF)
- Direct Bill Payment File (DBP)
- Third Party Receivable Aging

BCAF and DBP files will be available on the SSC/FTP shortly. You will receive a separate email when the files are available. The Benefit Recon BCAF and DBP queries may be run in lieu of these reports for reconciliation validation.

The Centralized Accounting Lines loads have also been processed by ITS. Please use the following information to assist you in completing your Benefit Reconciliations.

Accounting Load Centralized Processing Information:

Month End Date: 07/31/2023

Accounting Date: 07/31/2023

Run Date: 07/31/2023

- **DBP Accounting Load:**
 - Fund Code: 62000
 - Account: 128005 Direct Bill Clearing
 - **Process Instance: 3920374**
 - Accounting definition = PYRLSPDEF
 - Template = Payroll_SP
- **BCAF Accounting Load:**
 - Account: 229900 Third Party Clearing - Benefits
 - **Process Instance: 3920401**
 - Accounting definition = PYRLCEDEF
 - Template = Payroll_CE

- **BCAF Retiree Accounting Load:**
 - Account: 229900 Third Party Clearing - Benefits
 - **Process Instance: 3920498**
 - Accounting definition = PYRLRBDEF
 - Template = Payroll_RB

Please run the HRA Summary Query, in both OneUSG Connect and GaFIRST Financials, to verify row counts:

Navigations:

- **OneUSG Connect** > Menu > BOR Customizations > Benefit Reconciliation > Inquiry Reports > HRAL Summary
- **GaFirst Financials** > Menu > BOR Menus > BOR Payroll > Benefit Reconciliation > Benefit Accounting > Benefit Inquiry/Reports > HRAL Summary

Users may also run the following OneUSG Connect queries:

- BOR_CA_HRA_PRC_INST_SUMMARY - Row Counts/Summary Totals by Account by PI
- BOR_CA_PSB_PRC_INSTANCE – Row Counts/Summary Totals by Account by PI

Users will need journal generate and post journals in Financials based on Institution business process.

REMINDER: Run 7/5th adjustment process with July Reconciliation. It will create a journal entry with July 31st date.

Note:

- The PUBLISH (BORPSBPA) process that loads FIN journal data back to OneUSG Connect PERS_SERV_BOR (PSB) table runs at 4 a.m, 8 a.m., 12 p.m., 4 p.m. and 8 p.m.
- After you journal generate, OneUSG Connect journal data in all PSB queries will be blank until the publish process completes.
 - PSB in GeorgiaFIRST Financials is the last table to be populated thru the PUBLISH process.

RELATED DOCUMENTATION:

An updated Benefits Reconciliation User Guide is available:

https://usg.service-now.com/kb_view.do?sysparm_article=USGKB0011740

The updated Benefits Reconciliation Task List is available:

https://usg.service-now.com/kb_view.do?sysparm_article=USGKB0011741

MORE INFORMATION AND SUPPORT: For business impact issues, contact the ITS Helpdesk at helpdesk@usg.edu or via the [ITS Customer Services website](#).