

2014 PAYMENT CONTROL AND CANCEL ARCHIVE PROJECT
TO BE RUN ON THURSDAY, 2/27/2014, FOLLOWING THE BATCH CYCLE

I. Overview

- A. This annual archive removes information no longer needed from the R*STARS Payment Control and Payment Cancel tables. These tables support the payment cancellation process, which is in the payment processing subsystem.
- B. Archiving provides improved speed and efficiency for online and nightly job processing.
- C. SFMA does not need to be closed during the reconciliation process and will be available, as usual, Friday morning (2/28/14).
- D. In 2013, this archive removed nearly 2.5 million records, approximately 27% of the data.

II. Archive and Retention Criteria:

- A. Payment transactions with an issue date earlier than July 1, 2011 are the focus of this archive.
- B. Types of payment transactions archived include:
 - Warrants
 - ACH payments (direct deposits)
- C. Payment transactions archived will meet the following criteria:
 - Canceled warrants (Pmt Status "C") with a cancellation date prior to 7/1/11
 - Paid warrants (Pmt Status "P") with a redemption date prior to 7/1/11
 - Rewritten warrants (Pmt Status "R") if the original warrant (Cross-Reference Warrant Number) meets the archive criteria listed above
 - Expired Warrants (Pmt Status "E") with an expired date prior to 11/1/13. *The information for these expired payments has already been reported to the Department of State Lands.*
 - Stopped Warrants (Pmt Status "S") with a cancellation date prior to 7/1/11
- D. Any Issued warrants (Pmt Status "I") will be retained.

III. Related Screens:

- 44 SINGLE PAYMENT CANCELLATION
- 45 DOCUMENT/PAYMENT RANGE CANCELLATION
- 46 REWRITE/DUPLICATE PAYMENT
- 47 PAYMENT CONTROL TABLE STATUS MAINTENANCE

IV. Related Reports:

- DAFR3140 - Outstanding Warrants Report for Treasury Fund
- DAFR8161- Outstanding Warrants Report

SFMS Responsibility: SFMS Systems Management staff will verify that the archive achieves the expected results and the related SFMA screens and reports function properly following the archive.

Agency Responsibility: None. Please notify your SFMS Agency Support Analyst if you observe any anomalies with the screens or reports listed above.