



*State of Louisiana*  
DIVISION OF ADMINISTRATION

OFFICE OF INFORMATION SERVICES

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**ISIS Memorandum 06-038**

To: Human Resources Directors  
Employee Administrators  
Fiscal Officers

Subject: Direct Cost Assignments To Positions For Fiscal Year 2007

As previously stated in [ISIS Memorandum 06-026](#) ISIS HR will be implementing new functionality that provides for direct cost assignments to **positions** for fiscal year 2007.

ISIS HR will be converting the initial *Position Cost Distribution (1018)* from the incumbent's *Cost Distribution Infotype (0027)* on Tuesday evening June 20, 2006. The beginning date of the *Position Cost Distribution (1018)* will be June 19, 2006. The incumbent's *Cost Distribution Infotype (0027)* will be delimited effective June 18, 2006. Agencies are encouraged to begin setting up FY 2007 cost data on infotype 0027 prior to pay period 14\_2006. For those agencies who are not able to set up infotype 0027 cost data prior to our conversion, security access to the *Position Cost Distribution (1018)* will be granted to the Organizational Management Processors on Wednesday, June 21<sup>st</sup> at which time agencies may create FY 2007 cost data on the position.

The implementation of position costing will potentially eliminate dual maintenance between Organizational Management and Personnel Administration. The order of processing after the conversion will be as follows:

1. Time File
2. Employee's Cost Distribution Infotype (0027)
3. Position's Cost Distribution Infotype (1018)
4. Position or Organizational Unit's Cost Center Assignment relationship – defaults to IT 0001, Cost Center field

Effective April 18, 2006 the selection criteria has been changed from Agency to Personnel Area on the Potential Errors From Cost Center Closures (ZF10) and on the Potential Errors Due to Reporting Category Closures (ZF14). These reports were also modified to accommodate the implementation of *Position Cost Distribution (1018)*.

Additional information will be disseminated as we get closer to the actual implementation of *Position Cost Distribution (1018)*. If you have questions contact the ISIS HR Help Desk at (225) 342-2677, option 2.

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