



State of Louisiana
DIVISION OF ADMINISTRATION

OFFICE OF INFORMATION SERVICES

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June 29, 2006

ISIS Memorandum 06-055

To: ISIS Travel Administrators

Subject: FY 2007 Changes to ISIS Travel Interface to AFS

Effective July 1, 2006, the ISIS Travel interface to AFS has been modified for travel transactions posting to fiscal years after 2006. The modifications change the coding for travel advances, amounts due to/from employees for travel expenses, and rejected J5 transactions. ISIS Travel transactions posting to fiscal year 2006 **will not** be affected by the modifications.

ISIS Travel interface-generated entries to AFS will code advances to balance sheet account 6116, Employee Travel Advances, in lieu of object 2690.

ISIS Travel interface-generated entries to AFS will use balance sheet account 6117, Employee Travel Receivable/Payable, for recording rejected travel expense distribution due to incorrect structure and amounts due to/from employees for travel expenses, including unused portions of travel advances. **Beginning with transactions posting to fiscal year 2007, all employee recoupment classifications should be coded to balance sheet account 6117 in lieu of object 2690 or travel expense objects. Refer to [OSUP Memorandum #2006-60](#) for revised travel advance/expense recoupment procedures.**

The interface coding changes will affect **AFS only**. The general ledger mapping to travel data in SAP will not be changed.

Agencies need to modify ad hoc reports used to report on travel objects in AFS to add the two new balance sheet accounts, 6116 and 6117. Both accounts have an account type of 01.

Questions should be directed to the ISIS Help Desk at 225-342-2677.

PC/pc