



CLM – G-Invoicing

End User Training

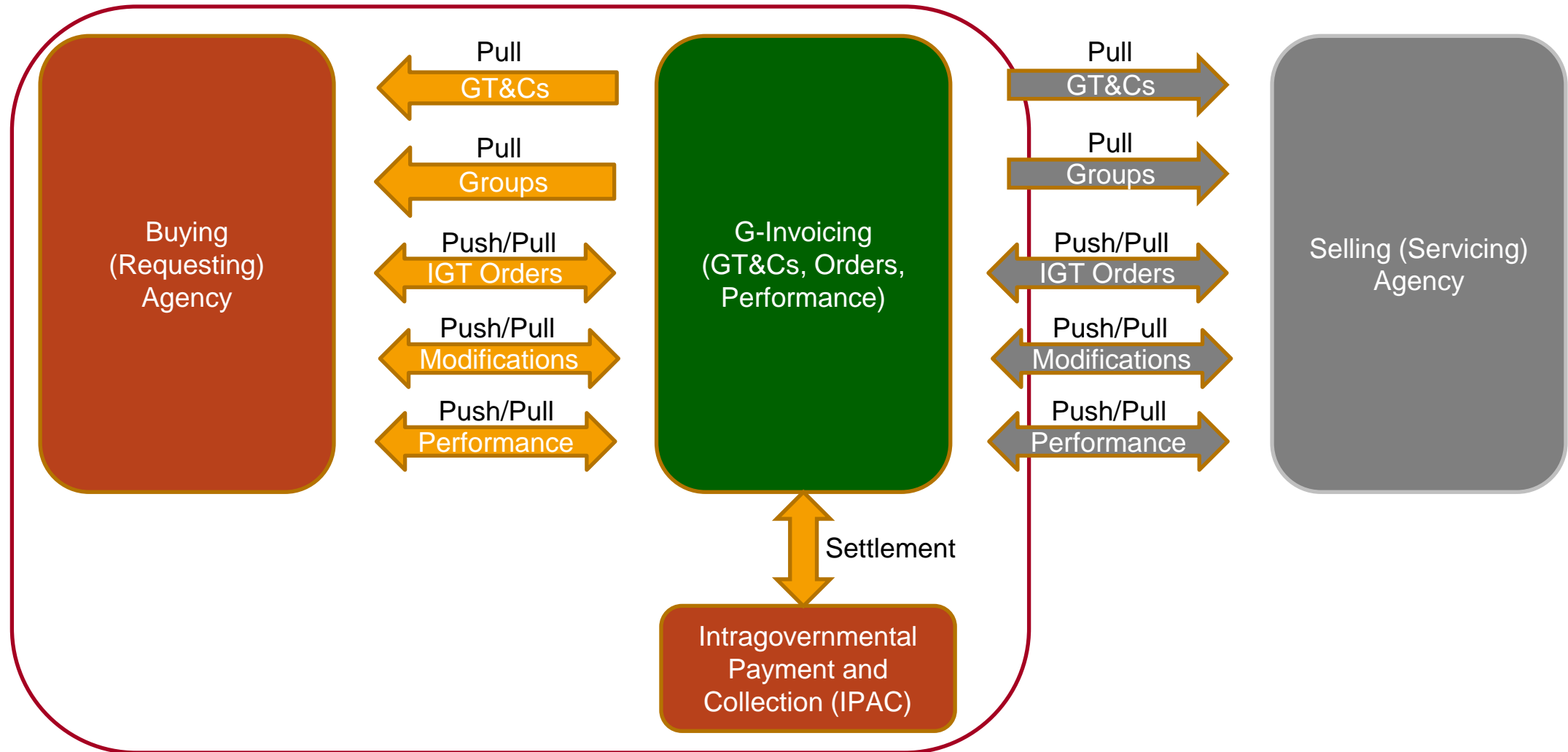
June 27 & 28, 2022



Agenda

- ❖ 'OFF – G-Invoicing Integration' solution overview for Requesting/Buyer Agency
- ❖ Trading partner setup requirements
- ❖ Procurement Process Flow
 - ❖ General Terms & Conditions (GT&C/IAA/7600A)
 - ❖ Intragovernmental Requisition
 - ❖ Intragovernmental Orders/Modifications (7600B)
 - ❖ Performance Transaction process
- ❖ Fund Settlement process – IPAC
- ❖ Oracle Analytics Server (OAS formerly OBIEE) G-Invoicing Activity Reporting

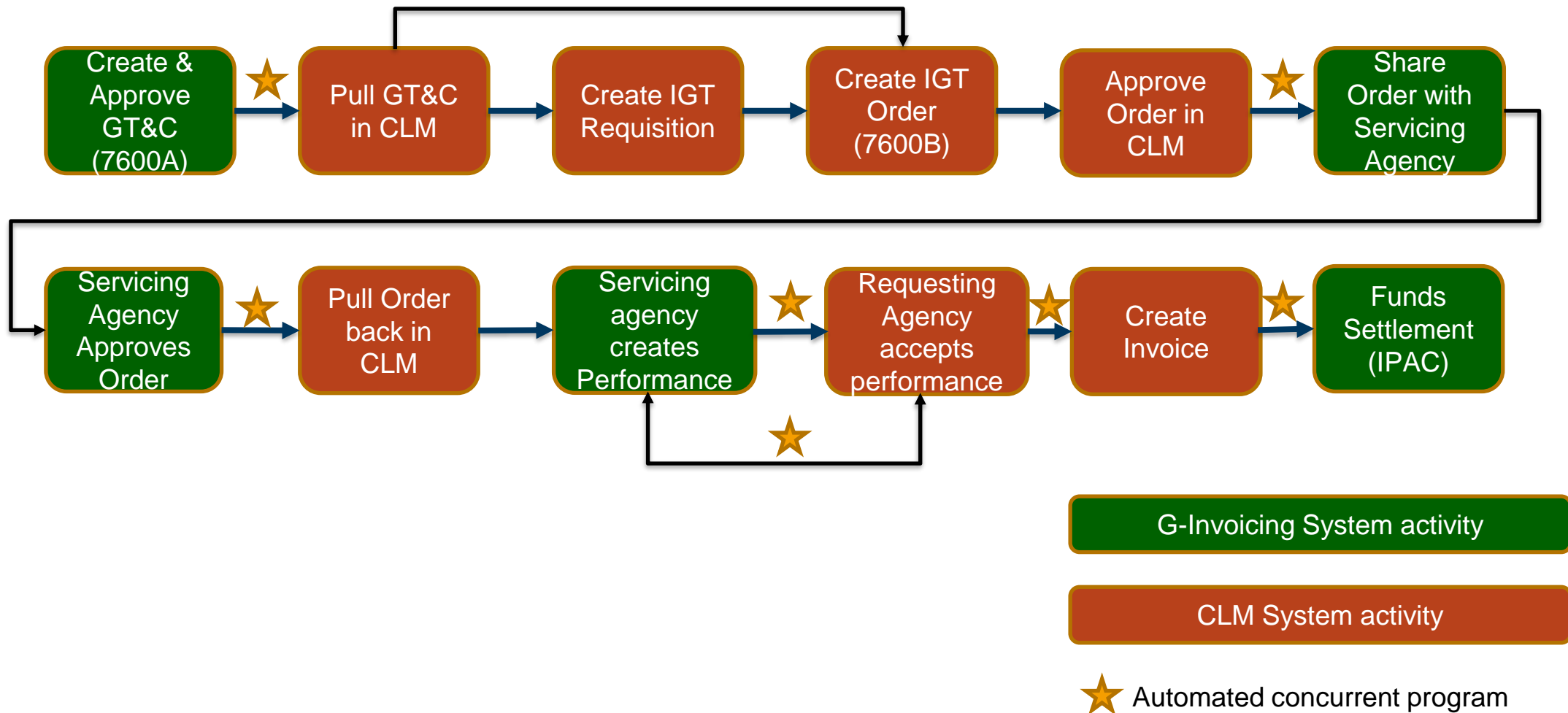
'OFF – G-Invoicing Integration' solution overview for Requesting/Buyer Agency



Trading partner setup requirements

- ❖ Trading partner must be configured in Oracle as a vendor for the requesting agency as trading partners begin working on GT&C in G-Invoicing.
- ❖ Process to setup trading partner remains AS-IS. IBC vendor maintenance team will perform the setup of the trading partner.
- ❖ Data call spreadsheet can be used to provide trading partner information before G-Invoicing go-live.

'OFF – G-Invoicing Integration' Process Flow for Requesting/Buyer Agency



General Terms & Conditions (GT&C/IAA/7600A)

- ❖ Always created and approved in G-Invoicing system. Changes cannot be made to the GT&C in CLM.
- ❖ Map to 'IDV without lines' in CLM.
- ❖ Can be accessed through the IDV tab in the 'Buyer Work Center'. New menu for 'GT&Cs'.
- ❖ Pulled into CLM using concurrent programs.
- ❖ All 'Attachments' from G-Invoicing can be imported into CLM (work in progress).
- ❖ Document Numbering:
 - ❖ GT&C number from G-Invoicing (e.g.: A2206-524-420-012044.0)
 - ❖ Corresponding agreement number generated by CLM
- ❖ Contains two new tabs:
 - ❖ 'Preparer & Approvals Info' tab – Preparer and Approval Information from G-Invoicing system &
 - ❖ 'Controls' tab – Requesting Group and Servicing Group Information

General Terms & Conditions (GT&C/IAA/7600A)

❖ Training Demo

- ❖ View GT&C in G-Invoicing
- ❖ Import the GT&C from G-Invoicing into CLM
 - ❖ Pull GT&C
 - ❖ Pull GT&C Groups
 - ❖ Pull TAS-BETC for Groups (Informational)
- ❖ View GT&C in CLM
- ❖ Pull Attachments

Intragovernmental Requisition process

- ❖ A new subtab – ‘Intragovernmental Request’ is added to the shop tab in CLM iProcurement.
- ❖ GT&C number is required to create IGT requisition. You cannot combine IGT requisition lines for different GT&Cs into a single IGT requisition.
- ❖ Group, ALC (Requesting and Servicing) default from GT&C and cannot be changed (mandatory)
- ❖ Unit of Measure values are restricted to the valid values provided by Treasury. Additional information such as ‘Item Type’, ‘Item Description’, ‘Category’, ‘Quantity’, ‘ Unit Price’ and ‘Currency’ remain unchanged.
- ❖ Need-by date should be within the GT&C agreement start and end date.

Intragovernmental Requisition process

- ❖ TAS, BETC derived from the funding segment of the charge account must be valid for the Requesting Group entered.
- ❖ IGT Requisition line can have only one distribution
- ❖ Existing AME approval logic will be maintained for all IGT requisitions
- ❖ IGT requisitions can be modified or cancelled until they are linked to IGT orders.
- ❖ Liquidate action cannot be performed on IGT requisitions.
- ❖ 'Express receiving' and 'Receive' option are disabled for IGT requisitions.

Intragovernmental Requisition process

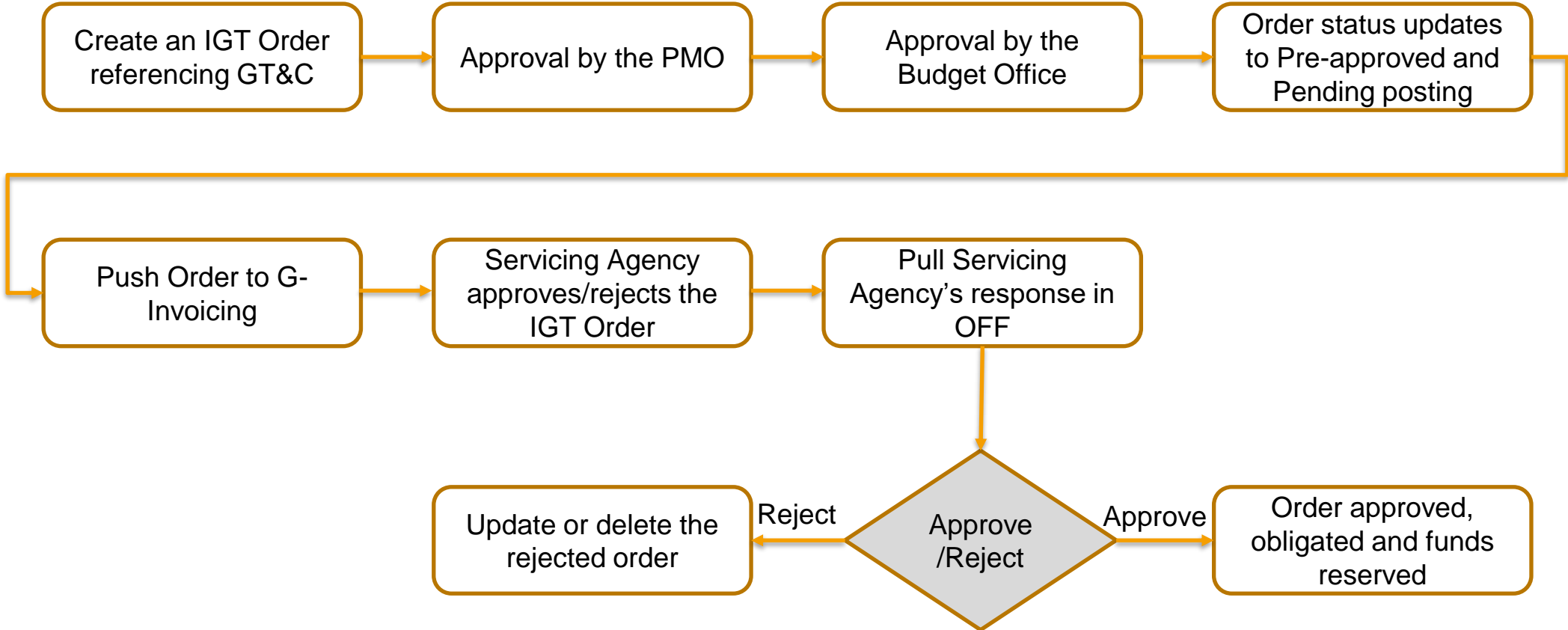
❖ Training Demo

- ❖ Prerequisite user default – Requesting office information should be configured by each user
- ❖ Create Intragovernmental Requests
- ❖ Approve Intragovernmental Requests
- ❖ Viewing Intragovernmental Requests
- ❖ Accounting

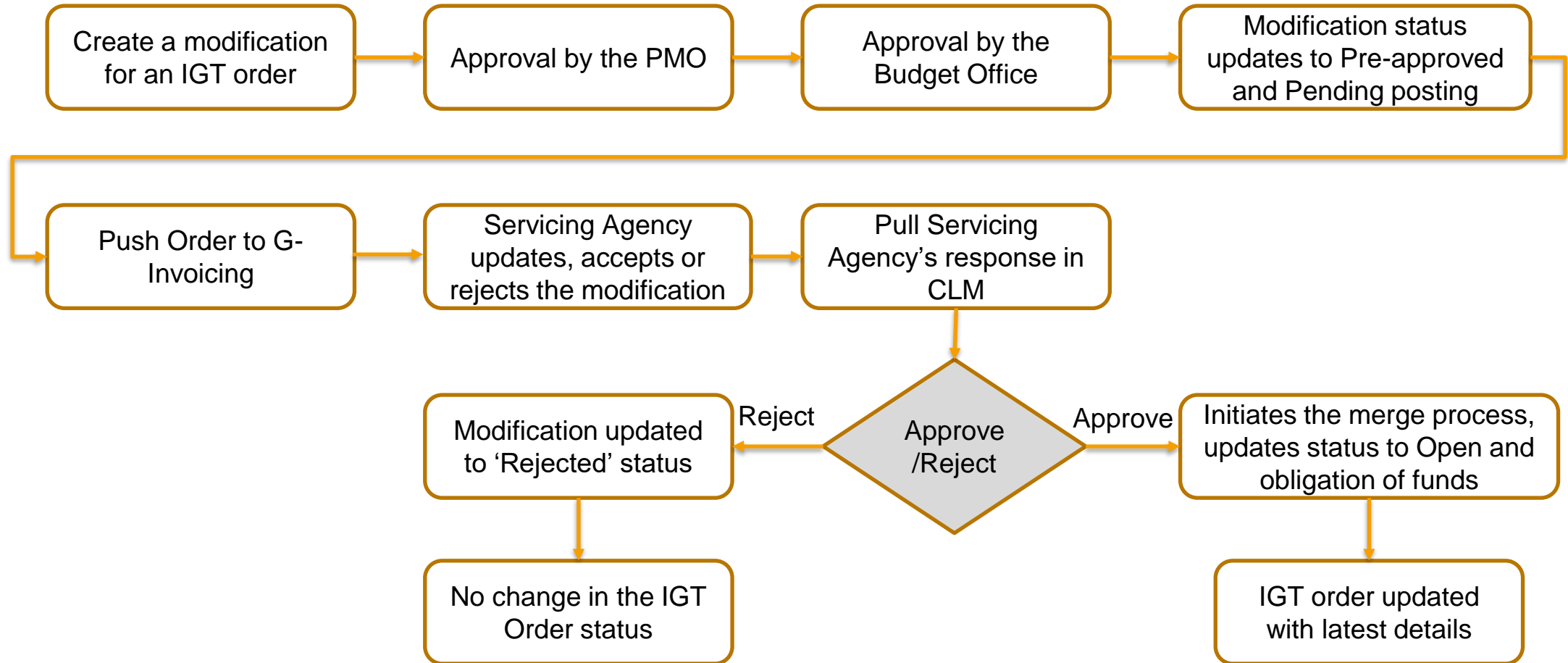
Intragovernmental Orders/Modifications (7600B)

- ❖ Can be initiated in CLM using the Buyer Work Center. A new subtab 'IGT Orders' is available to process the IGT Orders under 'CLM Contracting Professional' and 'CLM Purchasing Professional' responsibilities
- ❖ Map to 'Awards' in CLM.
- ❖ Requesting agency can only update requesting side FIDS data elements
- ❖ IGT Order/Modification requires approval from both the requesting and servicing sides before funds can be obligated and the document can be approved.
- ❖ Buyer and Seller must agree on the FOB point at the Order level to determine which Performance Transaction initiates fund settlement.
- ❖ Interfaced with G-Invoicing system using concurrent programs.

Intragovernmental Orders – Process Flow



Intragovernmental Order Modifications - Process Flow



Intragovernmental Orders (7600B)

❖ Training Demo

- ❖ Create IGT Order using Intragovernmental Requests – view changes to the Demand Workbench and Document Builder
 - ❖ Header, Preparer and Approval Info, Schedules, Distributions
- ❖ Approving IGT Order
 - ❖ PMO approval, Budget Office approval, Servicing Agency approval
- ❖ Searching IGT Orders
- ❖ View Accounting
- ❖ Modifying IGT Order

'OFF – G-Invoicing Integration' - Statuses

| Activity | CLM Status | CLM G-Invoicing Status | G-Invoicing System Status |
|-----------------------------------|----------------|------------------------------|------------------------------|
| Create & Approve GT&C (7600A) | Not Applicable | Not Applicable | Open for Orders |
| Pull GT&C in CLM | Approved | Not Applicable | Open for Orders |
| Create IGT Order (7600B) | Incomplete | Null | Not Applicable |
| Approve Order in CLM | Pre-Approved | Pending Posting | Not Applicable |
| Share Order with Servicing Agency | Pre-Approved | Shared with Servicing Agency | Shared with Servicing Agency |
| Servicing Agency Approves Order | Pre-Approved | Shared with Servicing Agency | Open |
| Pull Approved Order back in CLM | Approved | Open | Open |

Performance Transaction process

- ❖ Performance is a new Buy/Sell transaction that indicates IGT Buy/Sell activity has been agreed upon by the Servicing and Requesting agencies.
- ❖ GINV Performance Types:
 - ❖ Advances - Initiated by the Servicing Agency, the Advance must be authorized on the GT&C and the Order Line Shipment. Advance Performance triggers the Settlement IPAC without input from the Requesting Agency.
 - ❖ Delivered/Performed - Initiated by the Servicing Agency, the Delivery/Performed Performance is accomplished to indicate completion of services or delivery of goods by the servicing agency. Depending on the FOB Point referenced on the GINV Order, an 'Informational' or 'Settled' (IPAC) status is placed on the Performance record.
 - ❖ Received/Accepted - Initiated by the Requesting agency, the Received/Accepted Performance is required against Orders referencing FOB Point 'Destination' to trigger the Performance Settlement.
 - ❖ Deferred Performance - Initiated by the Servicing Agency, the Deferred Performance is the mechanism to record accruals for the Work-In-Process against the reimbursable agreement. The OFF Transaction is adjusted on an as-needed basis to sync GINV Performance with OFF.

Performance Transaction process (continued)

- ❖ FOB value drive Fund Settlement by the performance transaction. Different FOB types:
 - ❖ **Source / Origin** – The “Transfer of ownership and Settlement occurs when the Servicing Agency reports Performance.”
 - ❖ **Destination** – The “Transfer of ownership occurs when a Requesting Agency reports Performance; Settlement is then triggered when a Buyer reports Performance or the Constructive Receipt Days have passed/occurred, whichever happens first.”
- ❖ Receipts are created in CLM iProcurement from the Performance Transaction. Cannot create receipts directly against IGT Orders. This point is applicable for FOB = ‘Destination’.
- ❖ Available in CLM as a new subtab under ‘Awards’ tab in the ‘Buyer Work Center’

Performance Transaction process

❖ Training Demo

- ❖ 'Delivered' performance
- ❖ 'Acceptance' performance
- ❖ 'Adjustment' performance
- ❖ 'Advanced' performance

Fund Settlement process - IPAC

- ❖ Process occurs upon completion of the Performance Transaction
- ❖ FPA's will no longer manually create IPACs or submit bulk files to the IPAC system for Buy/Sell transactions. G-Invoicing will automatically create IPACs.
- ❖ G-Invoicing will also retrieve the remittance advice from the IPAC system and update associated orders (work in progress).

Fund Settlement process - IPAC

- ❖ Training Demo
 - ❖ Standard Invoice
 - ❖ Credit Memo
 - ❖ Payment
 - ❖ Accounting

Oracle Analytics Server (OAS formerly OBIEE) G-Invoicing Activity Reporting

- ❖ **GT&C Activity:** The GT&C Activity report provides detail information pulled from GINV on daily basis. The IGT Agency Type prompt provides agencies the ability to control whether Servicing and Requesting activity is displayed.
- ❖ **Order Activity:** The Order Activity report provides detail information pulled from GINV on daily basis. The IGT Agency Type prompt provides agencies the ability to control whether Servicing and Requesting activity is displayed.
- ❖ **Performance Settlement Activity:** The Performance Settlement Activity (RQST) report provides detail information pulled from GINV on daily basis. The displayed data is specific to the Requesting agency activity. The Status Code prompt allows the user to select the type of Performance to display (e.g., Settled, Informational).
- ❖ **Performance Settlement Activity:** The Performance Settlement Activity (SERV) report provides detail information pulled from GINV on daily basis. The displayed data is specific to the Servicing agency activity. The Status Code prompt allows the user to select the type of Performance to display (e.g., Settled, Informational).