

How to generate Table 31 (General Treasury) report in ITMIS system

GENERAL TREASURY
 ADVICE OF EXPENDITURE FOR DECEMBER 2016
 DATE : 9/03/2017
 HEAD :

MON	HEAD	PG	PRJ	SPRJ	OBJT	FIN	S	TR-NO	DR/CR	DEBITED/ CREDITED BY	EXPENDITURE	SURCHARGES	NET EXPENDITURE
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TO :
 SECRETARY
 HIS EXCELLENCY THE PRESIDENT
 PRESIDENT SECRETARIAT,
 COLOMBO 01.

FROM
 Mr. N.G.Dayarathne
 DIRECTOR GENERAL OF STATE ACCOUNTS,
 DEPARTMENT OF STATE ACCOUNTS,
 1ST FLOOR,
 THE SECRETARIAT,
 P.O. BOX 1559,
 COLOMBO 1.

GENERAL TREASURY
 ADVICE OF EXPENDITURE FOR DECEMBER 2016
 DATE : 9/03/2017
 HEAD : 1

MON	HEAD	PG	PRJ	SPRJ	OBJT	FIN	S	TR-NO	DR/CR	DEBITED/ CREDITED BY	EXPENDITURE	SURCHARGES	NET EXPENDITURE	
12	1	1	1		1001	11	S	1	DR	001	22,942,208.09			DECEMBER
					1001	11	S	1	CR	001		97,500.00		DECEMBER
											22,942,208.09	97,500.00	22,844,708.09	*
					1001	21	S	1	DR	001	195,000.00			DECEMBER
											195,000.00		195,000.00	*
					1002	11	S	1	DR	001	878,675.16			DECEMBER
											878,675.16		878,675.16	*
					1003	11	S	1	DR	001	4,315,582.89			DECEMBER
					1003	11	S	1	CR	001		25,271.20		DECEMBER
											4,315,582.89	25,271.20	4,290,311.69	*
					1102	11	S	1	DR	001	1,906,242.80			DECEMBER
					1102	11	S	112	DR	112	824,506.55			DECEMBER

Following table illustrates the mapping of AS400 Expenditure codes and ITMIS chart of accounts segments. Therefore, user can generate the report by applying the ITMIS Expenditure code range.

DCODE	DHEAD	DPROG	DPROJ	DSPROJ	DOBJEC	DFIN	CIGAS CODE F1
1000	0250	01	001	0000	1001	0011	1000/0250/01/001/0000/1001/0011
1000	0250	01	001	0000	1002	0011	1000/0250/01/001/0000/1002/0011
1000	0250	01	001	0000	1003	0011	1000/0250/01/001/0000/1003/0011
1000	0250	01	001	0000	1101	0011	1000/0250/01/001/0000/1101/0011
1000	0250	01	001	0000	1102	0011	1000/0250/01/001/0000/1102/0011
1000	0250	01	001	0000	1201	0011	1000/0250/01/001/0000/1201/0011
1000	0250	01	001	0000	1202	0011	1000/0250/01/001/0000/1202/0011
1000	0250	01	001	0000	1203	0011	1000/0250/01/001/0000/1203/0011
1000	0250	01	001	0000	1301	0011	1000/0250/01/001/0000/1301/0011
1000	0250	01	001	0000	1302	0011	1000/0250/01/001/0000/1302/0011

CIGAS CODE F1	
1000/0250/01/001/0000/1001/0011	01/11/2500000/125001000/21001000
1000/0250/01/001/0000/1002/0011	01/11/2500000/125001000/21002000
1000/0250/01/001/0000/1003/0011	01/11/2500000/125001000/21003000
1000/0250/01/001/0000/1101/0011	01/11/2500000/125001000/21101000
1000/0250/01/001/0000/1102/0011	01/11/2500000/125001000/21102000
1000/0250/01/001/0000/1201/0011	01/11/2500000/125001000/21201000
1000/0250/01/001/0000/1202/0011	01/11/2500000/125001000/21202000
1000/0250/01/001/0000/1203/0011	01/11/2500000/125001000/21203000
1000/0250/01/001/0000/1301/0011	01/11/2500000/125001000/21301000
1000/0250/01/001/0000/1302/0011	01/11/2500000/125001000/21302000

Initially, user needs to generate the report, using General ledger report function. Let see how to generate the account analysis detail report for generate the Table 31.

Click - Menu ➡ General Ledger ➡ Reports ➡ Accounts Analysis Detials Report

Account Analysis Detail Report

General Ledger > Reports > Account Analysis Detail Report

* Fiscal Year:

Fiscal Period From:

Fiscal Period To:

Journal Voucher Date From:

Journal Voucher Date To:

1 Select the fiscal year and month

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Here, user needs to customize the report using advance filtering criteria to generate the Table 31 report. Therefore, use the following filtering criteria.

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Account Analysis Detail Report

[General Ledger](#) > [Reports](#) > [Account Analysis Detail Report](#)

To Date

Use the following advance filtering criteria to generate the Table 31 report

Hierarchy Rollups Coa Elements

Coding Block Filter Type Hierarchical Coding Block Elements

Segment	Concept	Group	Hide Element Filter	From	To	Filter	Sub Total
FUND SOURCE	FIN_SOURCE - FINANCING SOURCE (2)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Type the "Head Number or Head number range"		<input type="checkbox"/>	
ORGANIZATION	SAGENCY - SPENDING AGENCY (3)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	250	250	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
PROGRAM	PROGRAM - PROGRAM (1)	<input checked="" type="checkbox"/>	<input type="checkbox"/>			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
PROGRAM	PROJECT - PROJECT (6)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Type the ITMIS "Expenditure" code range		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
PROGRAM	SUB-PROJECT - SUB PROJECT (9)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
OBJECT	ITEM - ITEM (5)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	21001	23002	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Once generated the report, system populates a message to view the report. Then user can open and view the report in internal message function

← → ↻ itmis.treasury.gov.lk/gov-web/faces/fbFramesetTemplate.xhtml

Government of Sri Lanka

Search... Menu My Menu

Account Analysis Detail Report

[Account Analysis Detail Report](#)

1 Click "PDF Button" to create the report in PDF format

Criteria

* Fiscal Year 2017

Fiscal Period From JANUARY

Fiscal Period To FEBRUARY

Journal Voucher Date From

Journal Voucher Date To

Sub-Ledger Type

Obligation

Origin

Journal Voucher Classification

Journal Voucher

Accounting Office

itmis.treasury.gov.lk says

The Report AccountAnalysisDetailReport Was Send To Report Server With ID: ID:FP-DC-WAS-1-64924-1570986495266-3:403:1:1:1

2

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Open the internal message function to view the messages and follow the following step to view the report.

My Menu

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Internal Messages

Click to open the "Report server notification" message

Select	Status From	Subject	Date	Read	Due	Action
<input checked="" type="checkbox"/>	Itmismu4 Itmismu4	Report Server Notification - AccountAnalysisDetailReport	8/10/2019 09:20:14			
<input type="checkbox"/>	Itmismu4 Itmismu4	There is a new Update Cadre (Code = 00000000000000000038) transition assigned to you	10:05:58			
<input type="checkbox"/>	Itmismu4 Itmismu4	There is a new Update Cadre (Code = 00000000000000000037) transition assigned to you	29/8/2019 10:02:37			
<input type="checkbox"/>	Itmismu4 Itmismu4	There is a new Update Cadre (Code = 00000000000000000036) transition assigned to you	29/8/2019 10:01:19			
<input type="checkbox"/>	Itmismu4 Itmismu4	There is a new Update Cadre (Code = 00000000000000000035) transition assigned to you	29/8/2019 10:00:02			
<input type="checkbox"/>	Itmismu4 Itmismu4	There is a new Update Cadre (Code = 00000000000000000034) transition assigned to you	29/8/2019 09:59:07			
<input type="checkbox"/>	Itmismu4 Itmismu4	There is a new Update Cadre (Code = 00000000000000000033) transition assigned to you	29/8/2019 09:58:12			
<input type="checkbox"/>	Itmismu4 Itmismu4	There is a new Update Cadre (Code = 00000000000000000032) transition assigned to you	29/8/2019 09:56:40			
<input type="checkbox"/>	Itmismu4 Itmismu4	There is a new Update Cadre (Code = 00000000000000000031) transition assigned to you	29/8/2019 09:55:39			
<input type="checkbox"/>	Itmismu4 Itmismu4	There is a new Update Cadre (Code = 00000000000000000030) transition assigned to you	29/8/2019 09:54:48			

Report generated date and time

Internal Messages

You have 29 New Messages.

Dashboard

Session Details

User: Itmismu4, Language: English, Logout

Internal Messages

Send E-Mail? ☐

Requires Action? ☐

Receive Read Notice? ☐

Receive Action Notice? ☐

Date: 8/10/2019 09:20:14

Read: Verify the Report date and time

Due:

Action:

Attachments

Attachment Information

Title: AccountAnalysisDetailReport

By: Itmismu4 Itmismu4 On: 8/10/2019

Click here to download the report

File Name (Click to Download)

AccountAnalysisDetailReport-ID:FP-DC-WAS-1-57172-1570466048388-3:6:1:1:1.PDF

Size: 392 KB

Once it is downloaded, click to open the report

AccountAnalysisD....PDF

AccountAnalysisD....PDF

CadreBudgetRepo....XLS

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System facilitates to generate the reports in various file formats such as PDF, Excel, RTF, ODT, ODS, XLS. Below image shows a PDF format of an account analysis detail report.

Government of Sri Lanka
Ministry of Finance
Account Analysis Detail Report

Report Date: 16/10/2019
Report Time: 10:50:00
User: lmsigum4
Page: 1 Of 3

Fiscal Year : 2017 Fiscal Period : JANUARY - FEBRUARY
Filter Criteria : Hierarchical Coding Block Elements - FUND SOURCE : FINANCING SOURCE (2), ORGANIZATION : SPENDING AGENCY (3) (From : 250) (To : 250), PROGRAM : PROGRAM (1), OBJECT : ITEM (5) (From : 21001) (To : 23002)
Sort By : Currency - Upward, Coding Block - Upward
Group By : Currency

Currency	:	Sri Lanka Rupee ()																
Coding Block	JV Type	JV Date	Vendor/Customer/Bank/Account Name	Sub-Ledger Type	Obligation	Prd.	Journal Voucher #	Source	Source Document #	Journal Voucher Classification	Description	Debits	Credits	Rec.	Cheque Series	Cheque Number	Cheque Date	
FINANCING SOURCE (2) / SPENDING AGENCY (3) / PROGRAM (1) / PROJECT (6) / SUB PROJECT (9) / ITEM (5)																		
11 - Domestic Funds												5,635,425.72	0.00					
250 - Department of State Accounts												5,635,425.72	0.00					
1 - Operational Activities												5,635,425.72	0.00					
125001 - Management and Improvement of State Accounts												5,635,425.72	0.00					
125001000 - Management and Improvement of State Accounts												5,635,425.72	0.00					
21001 - Salaries and Wages												2,780,804.21	0.00					
01/11/2500000/125001000/21001000	Regular	28/2/2017		Not Applicable		FEB	796	Data Import			CIGAS CONSOLIDATED DATA [1000025010000101001011]	1,354,878.55	0.00	No				
01/11/2500000/125001000/21001000	Regular	31/1/2017		Not Applicable		JAN	589	Data Import			CIGAS CONSOLIDATED DATA [1000025010000101001011]	1,425,925.66	0.00	No				
21002 - Overtime and Holiday Payments												34,503.94	0.00					
01/11/2500000/125001000/21002000	Regular	28/2/2017		Not Applicable		FEB	796	Data Import			CIGAS CONSOLIDATED DATA [1000025010000101002011]	33,633.07	0.00	No				
01/11/2500000/125001000/21002000	Regular	28/2/2017		Not Applicable		FEB	796	Data Import			CIGAS CONSOLIDATED DATA [2000025010000101002011]	0.00	346.08	No				
01/11/2500000/125001000/21002000	Regular	31/1/2017		Not Applicable		JAN	589	Data Import			CIGAS CONSOLIDATED DATA [1000025010000101002011]	1,216.95	0.00	No				
21003 - Other Allowances												2,144,634.61	0.00					
01/11/2500000/125001000/21003000	Regular	28/2/2017		Not Applicable		FEB	796	Data Import			CIGAS CONSOLIDATED DATA [1000025010000101003011]	1,206,483.17	0.00	No				
01/11/2500000/125001000/21003000	Regular	31/1/2017		Not Applicable		JAN	589	Data Import			CIGAS CONSOLIDATED DATA [1000025010000101003011]	938,151.44	0.00	No				

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Currency : Sri Lanka Rupee ()																	
Coding Block	JV Type	JV Date	Vendor/Customer/Bank/Account Name	Sub-Ledger Type	Obligation	Prd.	Journal Voucher #	Source	Source Document #	Journal Voucher Classification	Description	Debits	Credits	Rec.	Cheque Series	Cheque Number	Cheque Date
FINANCING SOURCE (2) / SPENDING AGENCY (3) / PROGRAM (1) / PROJECT (6) / SUB PROJECT (9) / ITEM (5)																	
21101 - Domestic												5,200.00	0.00				
01/11/2500000/125001000/21101000	Regular	28/2/2017		Not Applicable		FEB	796	Data Import			CIGAS CONSOLIDATED DATA [1000025010000101101011]	5,200.00	0.00	No			
21102 - Foreign												14,441.62	0.00				
01/11/2500000/125001000/21102000	Regular	28/2/2017		Not Applicable		FEB	796	Data Import			CIGAS CONSOLIDATED DATA [1000025010000101102011]	2,448.22	0.00	No			
01/11/2500000/125001000/21102000	Regular	31/1/2017		Not Applicable		JAN	589	Data Import			CIGAS CONSOLIDATED DATA [1000025010000101102011]	11,993.40	0.00	No			
21201 - Stationery and Office Requisites												9,469.10	0.00				
01/11/2500000/125001000/21201000	Regular	28/2/2017		Not Applicable		FEB	796	Data Import			CIGAS CONSOLIDATED DATA [1000025010000101201011]	5,149.10	0.00	No			
01/11/2500000/125001000/21201000	Regular	31/1/2017		Not Applicable		JAN	589	Data Import			CIGAS CONSOLIDATED DATA [1000025010000101201011]	4,320.00	0.00	No			
21202 - Fuel												188,515.00	0.00				
01/11/2500000/125001000/21202000	Regular	28/2/2017		Not Applicable		FEB	796	Data Import			CIGAS CONSOLIDATED DATA [1000025010000101202011]	89,805.00	0.00	No			
01/11/2500000/125001000/21202000	Regular	31/1/2017		Not Applicable		JAN	589	Data Import			CIGAS CONSOLIDATED DATA [1000025010000101202011]	98,710.00	0.00	No			
21203 - Diets and Uniforms												45,876.00	0.00				
01/11/2500000/125001000/21203000	Regular	28/2/2017		Not Applicable		FEB	796	Data Import			CIGAS CONSOLIDATED DATA [1000025010000101203011]	9,331.00	0.00	No			
01/11/2500000/125001000/21203000	Regular	31/1/2017		Not Applicable		JAN	589	Data Import			CIGAS CONSOLIDATED DATA [1000025010000101203011]	36,545.00	0.00	No			
21301 - Vehicles												63,731.20	0.00				
01/11/2500000/125001000/21301000	Regular	28/2/2017		Not Applicable		FEB	796	Data Import			CIGAS CONSOLIDATED DATA [1000025010000101301011]	48,595.20	0.00	No			
01/11/2500000/125001000/21301000	Regular	31/1/2017		Not Applicable		JAN	589	Data Import			CIGAS CONSOLIDATED DATA [1000025010000101301011]	15,136.00	0.00	No			
21302 - Plant and Machinery												62,719.90	0.00				

Currency : Sri Lanka Rupee ()															Page 7 of 7		
Coding Block	JV Type	JV Date	Vendor/Customer Bank/Account Name	Sub-Ledger Type	Obligation	Prd.	Journal Voucher #	Source	Source Document #	Journal Voucher Classification	Description	Debits	Credits	Rec.	Cheque Series	Cheque Number	Cheque Date
FINANCING SOURCE (2) / SPENDING AGENCY (3) / PROGRAM (1) / PROJECT (6) / SUB PROJECT (9) / ITEM (5)																	
01/11/2500000/125001000/21302000	Regular	28/2/2017		Not Applicable		FEB	796	Data Import			CIGAS CONSOLIDATED DATA [10000250100010130201]	10,844.50	0.00	No			
01/11/2500000/125001000/21302000	Regular	31/1/2017		Not Applicable		JAN	589	Data Import			CIGAS CONSOLIDATED DATA [10000250100010130201]	51,875.40	0.00	No			
21492 - Postal and Communication												89,185.34	0.00				
01/11/2500000/125001000/21402000	Regular	28/2/2017		Not Applicable		FEB	796	Data Import			CIGAS CONSOLIDATED DATA [10000250100010140201]	38,500.00	0.00	No			
01/11/2500000/125001000/21402000	Regular	31/1/2017		Not Applicable		JAN	589	Data Import			CIGAS CONSOLIDATED DATA [10000250100010140201]	50,685.34	0.00	No			
21499 - Other												25,016.37	0.00				
01/11/2500000/125001000/21409000	Regular	28/2/2017		Not Applicable		FEB	796	Data Import			CIGAS CONSOLIDATED DATA [10000250100010140901]	6,779.94	0.00	No			
01/11/2500000/125001000/21409000	Regular	31/1/2017		Not Applicable		JAN	589	Data Import			CIGAS CONSOLIDATED DATA [10000250100010140901]	18,236.43	0.00	No			
21506 - Property Loan Interest to Public Servants												85,768.43	0.00				
01/11/2500000/125001000/21506000	Regular	28/2/2017		Not Applicable		FEB	796	Data Import			CIGAS CONSOLIDATED DATA [10000250100010150601]	41,720.43	0.00	No			
01/11/2500000/125001000/21506000	Regular	31/1/2017		Not Applicable		JAN	589	Data Import			CIGAS CONSOLIDATED DATA [10000250100010150601]	44,048.00	0.00	No			
22192 - Furniture and Office Equipment												10,000.00	0.00				
01/11/2500000/125001000/22102000	Regular	28/2/2017		Not Applicable		FEB	796	Data Import			CIGAS CONSOLIDATED DATA [10000250100010210201]	10,000.00	0.00	No			
22401 - Staff Training												75,560.00	0.00				
01/11/2500000/125001000/22401000	Regular	28/2/2017		Not Applicable		FEB	796	Data Import			CIGAS CONSOLIDATED DATA [10000250100010240101]	75,560.00	0.00	No			
Total For Currency Sri Lanka Rupee ()												5,635,771.80	346.08				
Total For Currency Sri Lanka Rupee () (Debits - Credits)												5,635,425.72	0.00				

