

SUFFIXES AND THEIR FUNCTIONS

Suffixes are used with transaction codes to change the action of a transaction code from its ordinary function. A transaction code may merely reverse the normal entry, or in some cases institute further action. Examples of the latter include entering an initial project transaction at a stage other than the prevalidation or cancelling a project. Suffixes are valid only with certain transaction codes. These are:

Suffix	Transaction Codes (TAC's)
G, RG	Transactions generated based on another transaction being entered
R	All codes except 190, 476, 486, 599, 902
N	126, 153, 176
NX	126, 153, 176
F	126, 153, 176, 276
FX	126, 153, 176
RF	126, 153, 176
C	126, 153, 176
D	126, 153, 176
CB	126, 153, 176
DB	126, 153, 176
CF	126, 153, 176
DF	126, 153, 176

The suffixes are used as explained below:

- R The suffix R indicates that the system should handle the transaction in the reverse of normal. This suffix is used for corrections and adjustments to amounts previously recorded. The R suffix shall not be used to record cancellations or recaptures of reservations, obligations or contracts.

N This suffix is used when recording a grant project transaction which should have been, but was not, preceded by an earlier transaction(s) in the grant process. This modifier must only be used with the reservation transaction code 126 because the same document is used for prevalidation and reservation. Additionally, since documentation for the obligation is received separately from the documentation for the contract stage, each of these funding stages must be recorded in PAS using transaction codes 153 and 176, respectively. If under certain circumstances it should become necessary to use 153N or 176N, you must request approval from the PAS coordinator in Headquarters. Based on the N designation, the entry is if there is no record of earlier transactions which should have been entered or if the balance is zero. The system automatically generates these earlier entries as well as the entry for the current TAC for the input amount, as follows:

		TAC's	
		Entered	Recorded
		126N	126, 101G
*	153N		153, 126G, 101G
*	176N		176, 153G, 126G, 101G

* Note: consult PAS coordinator in Headquarters prior to use.

NX This suffix results in the system-generated adjustments described for Suffix N above with the exception that the input amount may exceed available sub-assignment funds without any error generation occurring. This suffix may be entered by Headquarters only. Furthermore, a 126NX transaction will be permitted only for programs for which the point of consumption of funds is at the reservation level.

		TAC's	
		Entered	Recorded
		126NX	126, 101G
		153NX	153, 126G, 101G
		176NX	176, 153G, 126G, 101G

NOTE: Before using the NX modifier with any transaction code; Headquarters personnel must determine, through consultation with program staff responsible for administering the appropriation, that sufficient funds can not be transferred to the subassignment level that will allow processing of a funding transaction in the normal manner.

F Suffix F, when used with TAC's 126, 153, or 176, results in the recording of the input transaction for the amount indicated and the

126FX	126, 101G
153FX	153, 126G, 101G
176FX	176, 153G, 126G, 101G

NOTE: Before using the FX modifier with any transaction code; Headquarters personnel must determine, through consultation with program staff responsible for administering the appropriation that sufficient funds can not be transferred to the subassignment level that will allow processing of a funding transaction in the normal manner.

RF This suffix results in the system-generated adjustments described for Suffix F above, except that the input amount must represent a decrease at the input stage.

C The suffix C, when used with TAC's 126, 153, and 176, results in the recording of a cancellation of the input amount at the input stage and the automatic generation of entries to adjust preceding related entries downward by-the same amount. A cancellation is a decrease or termination to a project or contract which was reserved or obligated, depending on the program, in the current fiscal year. The entries recorded are:

	TAC's	
	Entered	Recorded
	126C	126C, 101RG
	153C	153C, 126RG, 101RG
	176C	176C, 153CG, 126RG, 101RG

Suffix C entries cannot reduce the balance remaining available at any project stage below zero. The C suffix shall not be used for adjustments or corrections.

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CB When used with TAC's 126, 153, and 176, this suffix results in the cancellation of funds at all stages that are in excess of disbursements. The effect on the project will be that all funding stages equal disbursements.

	TAC's	
	Entered	Recorded
	126CB	126CB, 101RG
	153CB	153CB, 126RG, 101RG
	176CB	176CB, 153CG, 126RG, 101RG

CF This suffix results in the cancellation of the entire project. The CF suffix must be input at the latest funding stage of the project. No amount is included in the input. The entries are the same as for a CB suffix, except that the amounts will be different.

Refer to Appendix 25 for examples and additional information on cancellations.

- D The suffix D, when used with TACs 126, 153, and 176, results in the recording of a recapture of the input amount at the input stage and the automatic generating of the entries to adjust preceding stages downward by the same amount. It will also decrease the subassignment and the assignment by the input amount. A recapture is a decrease or termination to a project or contract which was reserved or obligated, depending on the program, in a prior fiscal year. The entries recorded are as follows:

	TAC's	
Entered		Recorded
126D		126D, 101RG, 082RG, 080RG
153D		153D, 126RG, 101RG, 082RG, 080RG
176D		176D, 153DG, 126RG, 101RG, 082RG, 080RG
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- DB When used with TAC's 126, 153, and 176, this suffix results in the recapture of funds at all stages that are in excess of disbursements. It will also decrease the subassignment and the assignment. If the point of obligation for the project is the reservation, the decrease will equal that of the reservation (126DB, 126RG) amount. If the point of obligation for the project is the obligation, the decrease will equal that of the obligation (153DB, 153DG). The effect on the project will be that all funding stages equal disbursements. An amount is not entered on the input.

	TAC's	
Entered		Recorded
126DB		126DB, 101RG, 082RG, 080RG
153DB		153DB, 126RG, 101RG, 082RG, 080RG
176DB		176DB, 153DG, 126RG, 101RG, 082RG, 080RG

- DF This suffix results in the recapture of the entire project. The DF suffix must be input at the latest funding stage of the project. No amount is included in the input. The entries are the same as for a DB suffix, except that the amounts will be different.

Refer to Appendix 28 for examples and additional information concerning recaptures.