

**PCS Security Notes on Incompatibilities  
May 15, 2006**

Security Group	Conflicting Security Groups	PCS Controls	Notes regarding security group
<b>Accounting Security</b>			
AC_03 Journal and Expense Vouchers	The combination of AC_03, AC_06 and AP_02 is a conflict because they could enter a check and hide it on the bank rec with a reverse EG or EV.		<i>Can enter...</i> JG – General Journal Vouchers EV – Expense Vouchers (no check produced but can enter debits or credits) EG – GL Expense Vouchers (no check produced but can enter debits or credits)
AC_04 Budgeting			<i>Can enter...</i> CB – Current Budget transactions  <i>and</i> Update the User Budget Maintenance [AC0202UG] screen.
AC_06 Payment Vouchers and Corrections	Shouldn't have the ability to update vendors in MAPS.  Conflicts with PURHEAD and BUSMGR because they can enter and approve a PO then enter a payment.  Conflicts with DEPTHEAD. They could approve a PO and		Can enter payments (direct and on PO) to any valid MAPS vendor into ISRS.  Will have view access to the PCs Vendor screens starting 04/03/2006.  <i>Update access to the following screens...</i> Direct Payment (no PO) [AC0210UG] GL Payment Voucher [AC0219UG] Purchase Order Payoff [AC0222UG] Payment Voucher Reversal [AC0224UG]

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	<p>enter a payment on it.</p> <p>Conflicts with AP_01H, AP_01M, and AP_01L because they would have physical access to the check stock.</p> <p>The combination of AC_03, AC_06 and AP_02 is a conflict because they could enter a check and hide it on the bank rec with a reverse EG or EV.</p> <p>The combination of INVMATCH, AC_06, and AP_02 is a conflict. An employee shouldn't be able match, enter a payment and reconcile.</p>		
AC_08 Expenditure Correction			<p>Can correct expenditures and transfer cash where both sides of the transaction are in the same bank account.</p> <p><i>Update access to the following screen...</i>  Expenditure Correction [AC0230UG]</p>
AC_09 Modify Transaction Info			<p><i>Update access to the following screen...</i>  Modify Transaction Info [AC0229UG]</p> <p>Changes can't be made to many fields on state treasury transactions once</p>

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			they have interfaced to MAPS. The customer field is read only and can never be changed.
AC_11 Business Expense	Conflicts with the combination of PR_02H and PR_02M because they can add a student and create a student PR payment.		Has the ability to add a new customer for direct payments.  <i>Update access to the following screens...</i> Update Person Table [AR1000UG] SEMA4 Travel Expenses [HR0500UG] Post Business Expense FICA [HR0502UG]  <i>View access to the following screen...</i> Business Expense Query [HR0505UG]
<b>Accounts Payable Security</b>			
AP_01H Accounts Payable Supervisor	Conflicts with AC_06 [PVs & corrections] because they could enter a payment and print the check.  Conflicts with AP_02 [Bank Reconciliation] because they can physically handle printed checks and check stock.		Sets up and handles the physical check inventory.  Can initiate and confirm the Checkwriter/DD Process.  <i>"AP In Charge" access plus...</i> Printer Queue Maintenance (AP0010UG) Check Inventory Maintenance (AP0104UG) Check Location Maintenance (AP0106UG)
AP_01M Accounts Payable Incharge	Conflicts with AC_06 [PVs & corrections] because they could enter a payment and print the check.  Conflicts with AP_02 [Bank		Can initiate and confirm the Checkwriter/DD Process.  <i>"AP Clerk" access plus...</i> Ability to run the Checks/DD confirmation process (AP0103UG)

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	Reconciliation] because they can physically handle printed checks and check stock.		
AP_01L Accounts Payable Clerk	<p>Conflicts with AC_06 [PVs &amp; corrections] because they could enter a payment and print the check.</p> <p>Conflicts with AP_02 [Bank Reconciliation] because they can physically handle printed checks and check stock.</p>		<p><i>Update access to the following screens...</i>            Initiate Check Writer Process (AP0102UG)            Cancel / Reissue Check (AP0107UG)            Cancel / Replace Direct Deposit (AP0117UG)</p>
AP_02 Bank Reconciliation	<p>The combination of AC_03, AC_06 and AP_02 is a conflict because they could enter a check and hide it on the bank rec with a reverse EG or EV.</p> <p>The combination of INVMATCH, AC_06, and AP_02 is a conflict. An employee shouldn't be able match, enter a payment and reconcile.</p> <p>Conflicts with AP_01 High, Medium, and Low because they would have the ability to</p>		<p>Can clear checks and update the check status codes in ISRS.</p> <p><i>Update access to the following screens...</i>            Automatic Bank Reconciliation Screen (AP0001UG)            Check Status Code Correction (AP0004UG)            Manual Check Clearing (AP0019UG)</p>

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	physically handle the checks and change the check status code in the system.		
AP_03H Direct Deposit Maintenance	<p>Conflicts with PR_02H (or PR_02M) because they can change the DD account information on an existing payment.</p> <p>Conflicts with Accounts Receivable processing because they can divert payments by changing DD account information.</p>		<p><i>Direct deposit is only available for the Student Payroll and Accounts Receivable modules at this time.</i></p> <p>Update Bank account information and activate/deactivate its use in particular modules using the Direct Deposit Account setup (AP0111UG).</p> <p>Create and confirm the ACH file for direct deposit using the ACH File Processing screen (AP0113UG).</p>
AP_03L Direct Deposit View Only	No conflicts, it is view only.		<p><i>Direct deposit is only available for the Student Payroll and Accounts Receivable modules at this time.</i></p> <p>View only access of the AP0111UG and AP0113UG screens.</p>
<b>Institution Purchasing Department (PCS)</b>			
BUSMGR Business Manager	Conflicts with AC_06 [PVs & Corrections] they could enter, approve and make a payment on a PO.		<p>All the privileges of the Purchasing Director (PURHEAD) plus the following...</p> <ul style="list-style-type: none"> <li>■ Can enter a Forced Encumbrance within the PCS system.</li> </ul>

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	Conflicts with the Department security groups (DEPTHEAD & REQNORGN) because they could approve a PO for a Department they don't control.	If a Business Manager has to approve PO's from the department level, a second login ID is given the DEPTHEAD security group and set to approve for the appropriate cost centers.	<ul style="list-style-type: none"> <li>■ However, A Business Manager can't approve PO's from the department level.</li> </ul>
PURHEAD Purchasing Director	Conflicts with AC_06 [PVs & Corrections] they could enter, approve and make a payment on a PO.		<p>All the privileges of the Purchasing Supervisor (PURSUPVR) plus the following...</p> <ul style="list-style-type: none"> <li>■ The update access to any cost center in the institution includes authorization.</li> <li>■ Update access to Institution/Campus parameter security tables.</li> <li>■ Authorize purchases in specific cases.</li> <li>■ Update rights to the User Profile Setup screen [PC0004UG].</li> <li>■ Can set a PO to open status [450].</li> </ul>
PURSUPVR Purchasing Supervisor		Can be authorized to update the Campus parameter security table.	<p>All the privileges of the Purchasing Clerk (PURCLERK) plus the following...</p> <ul style="list-style-type: none"> <li>■ Update access to user-related security tables.</li> </ul>

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PURCLERK Purchasing Clerk			<p>All the privileges of the Purchasing Temporary (PURTEMP) plus the following...</p> <ul style="list-style-type: none"> <li>■ Can update a PO to 140 status (Purchasing Director Review).</li> <li>■ Update access to any cost center in the institution.</li> <li>■ Process state and local bids.</li> <li>■ View rights to the User Profile Setup screen [PC0004UG].</li> </ul>
PURTEMP Purchasing Temporary		If the employee is given temporary status, a Begin and End date must be entered on the PC0004UG screen.	<p>Has data entry and pre-audit ability, but can't approve purchase requisitions.</p> <p>Limited processing of purchase orders.</p>
PURSHELP Purchasing Student Help		If the employee is given temporary status, a Begin and End date must be entered on the PC0004UG screen.	<p>Has data entry ability, but can't approve purchase requisitions.</p> <p>View access to purchase order query screens.</p> <p>Limited update access to Vendor tables.</p>
<b>Department Purchasing (PCS)</b>			
DEPTHEAD Department Head	<p>Conflicts with AC_06 [PVs &amp; Corrections], they could approve a PO and enter a payment on it.</p> <p>Conflicts with BUSMGR</p>	Only has access to the cost centers established on the <i>User Profile Maintenance</i> screen [PC0004UG].	<p>All the privileges of the Requisition Originator (REQORGN) plus the following...</p> <ul style="list-style-type: none"> <li>■ Authorize purchase order and release to the Purchasing Department.</li> </ul>

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	because it would give the DEPTHEAD control over other cost centers.		<ul style="list-style-type: none"> <li>■ Transfer budgets (for the authorized cost centers).</li> </ul>
REQNORGN PO Originator	Conflicts with BUSMGR because it would give the REQORGN control over other cost centers.	<p>Only has access to the cost centers established on the <i>User Profile Maintenance</i> screen [PC0004UG].</p> <p>If the REQORGN employee has the authority to make purchasing decisions, then the Authorize PO field is checked for the cost center on the PC0004UG or PC0005UG screen.</p>	<p>Generate purchase requisitions (for authorized cost centers).</p> <p>Update, cancellation privileges to IROP purchase orders (before releasing to the Purchasing Department).</p> <p>Duplicate purchase orders.</p> <p>Query access to all purchase order-related screens.</p> <p>Query to vendor, commodity, and contract-related screens.</p> <p>Receive and update goods received information.</p>
<b>Invoice Processing (PCS)</b>			
INVMATCH Invoice Matching Clerk	The combination of INVMATCH, AC_06, and AP_02 is a conflict. An employee shouldn't be able match, enter a payment and	Only has access to the campus IDs established on the <i>User Profile Maintenance</i> screen [PC0004UG].	Perform a three-way match with the purchase order, goods received (entry from Receiving Clerk), and invoice from the vendor.

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	<p>reconcile.</p> <p>If they don't have AC_06 [Payments] Access, then there are no conflicts.</p>		<p>Clear invoice for payment (generate payment voucher-PV).</p> <p>If the order is completed and paid, update the status of the purchase order.</p> <p>Access to all purchase order related query screens.</p> <p>Access to vendor related query screens.</p> <p>Update vendor payment address information.</p> <p>Can't cancel open purchase orders or requisitions. (Even though the documentation mentions this ability)</p> <p>When a PO is at the 450 level, INVMATCH can enter a memo.</p> <p>Needs AC_06 [PVs &amp; Corrections] in order to enter payments.</p>
<p>RCVCLERK Receiving Clerk</p>	<p>No conflicts, view only.</p>	<p>Only has access to the campus IDs established on the <i>User Profile Maintenance</i> screen [PC0004UG].</p>	<p>Update goods received on the goods acceptance screen.</p> <p>Vendor query.</p> <p>Chart of accounts query.</p>

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			Can't view the memos on POs.
<b>Other Modules</b>			
MAPS Vendor Setup	Conflicts with AC_06 because they would have the ability to set up a payee and enter a direct payment.		ISRS retrieves the vendor information from MAPS. There should be limited access to MAPS vendor setup.
PR_02H or PR_02M Student Payroll	<p>Conflicts with AP_03H because they can divert payments by changing DD account information.</p> <p>Conflicts with the combination of AC_11 because they can add a student and create a student PR payment.</p>		PR_02 High or Medium can set up a work authorization for a student, enter hours, and process student payroll for a pay period.
Accounts Receivable	Some AR groups will conflict with AP_03H because they can divert payments by setting up new students or changing DD account information.		