

**California State University, San Bernardino
Accounting Services**

*** Beginning August 1, 2016, the program code chartfield is no longer required.***

Frequently Asked Questions

1. Why are we no longer requiring the use of program codes?

To reduce workload and accounting lines, improve data integrity, and align with systemwide guidance on the use of chart of accounts. (Refer to CFS Design Team Position Paper on [Chart of Accounts](#).)

Up until now, the program code chartfield was used to designate the NACUBO expense category. (Refer to CSU definition of [program code](#).)

This same information is automatically populated and reported to the Chancellor's office on a monthly basis, and is available to campus departments through the Data Warehouse – FIRMS GAAP tab.

2. What *are* the required chartfields after Aug 1, 2016?

For revenues and expenses, only Account, Fund and Department ID are required.

3. What about Class and Project ID?

No changes, these chartfields continue to be optional.

4. What happens if a program code is entered after August 1, 2016?

Nothing. In fact, we anticipate a gradual transition as we update forms, subsystems, ledger, and provide training. The goal is to complete the transition by March 30, 2017.

5. Will the program code ever be used for something else?

We might use program codes in the future as defined on page 6 of the CFS Design Team Position Paper on [Chart of Accounts](#).

6. What about budget entries?

This change is effective for both actuals and budget ledgers.

7. Does this apply to all business units?

This change only applies to SBCMP, SBASI and SBSUN. The other auxiliaries –SBFDN and SBPHL- remain operating the same way as before.

If you have any questions about this, please contact Matias Farre at farrem@csusb.edu or x75039