

# MD.050 – APPLICATION EXTENSIONS FUNCTIONAL DESIGN

## DISBURSEMENT SUMMARY REPORT

### ROSE PHARMACY, INC.

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12/20/2023



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## Document Control

## Change Record

Date	Author	Version	Change Reference
Dec 19 2023	Heidi Jalbuena	2.0	Revised based on RPI comments. Template was also included.

## Reviewers

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## Topical Essay

The Disbursement Summary is a report generated by the Treasury for payment approval requests to the respective disbursing bank. This report facilitates verification of completeness and authorization of payments processed in the system. It serves as a basis for cross-referencing payments uploaded to the bank before initiating the verification process and requesting approval and release from the authorizer.

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### Basic Business Needs

The Disbursement Summary Report will allow the users to generate a report of all processed payments in Oracle Payables for a given period utilizing specific parameters. This report can be generated at any given time which provides relevant information when processing the payment and on the funds disbursed to the banks. It includes all range of payment types to facilitate report efficiency and better cash flow analysis.

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### Major Features

1. This report will be generated in MS Excel format
2. This report will be in one repository along with the standard reports view through the Concurrent Requests form, thus giving a single path for the users to save and print the report anytime they want.

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### Business Rules

1. Only payments processed in Oracle Payables will be captured in this report.
2. Accounted and Unaccounted payments will be available in this report.
3. All payments processed in Oracle Payables regardless of Payment Type, Payment Status or as given on the report parameter during report submission.

# Functional Specifications

## Report Overview

Report Name : RPI Disbursement Summary - New  
 Report Title : RPI Disbursement Summary - New

## Report Parameters

### Description

The report requires the following Parameters:

**1. Payment Date From:** **(Required)**

Enter the required Payment Date From

**2. Payment Date:** **(Required)**

Enter the required Payment Date To

**3. Disbursing Bank**

Enter the Bank Account used on Payment

**4.Trading Partner**

Select the Supplier Name

**5.Auto Email?**

Select if only Auto-emailed or Not (Y/N)

**6.Check Write Date Run**

Enter Check Write Date Run

**7. Status**

Select the Payment Status (Negotiable, Issued, Reconciled, etc)

**Cleared Date** **(dependent field for Status)**

This field will only be enabled if Status selected is 'Reconciled'. Enter Cleared Date

**Void Date** **(dependent field for Status)**

This field will only be enabled if Status selected is 'Voided'. Enter the Void Date

**Maturity Date** **(dependent field for Status)**

This field will only be enabled if Status selected is 'Issued'. Enter the Maturity Date

## Program Detail Layout

### Disbursement Summary

Rose Pharmacy, Inc **1**  
 <RPI Address> **2**  
 VAT Reg TIN **3**  
 Period FROM and TO <Depends**4**

5	6	7	8	9	10	11	12	13	14	15	16
Payment Type	Disbursing Bank	Account Number	Payment Reference	Dummy Check Number	CV Number	Payment Amount	Payment Date	Maturity Date	Payment Status	Cleared Date	Void Date

17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32
eTrading Partner	Supplier Number	Supplier Site	Beneficiary Name	Beneficiary Bank	Swift Code	Beneficiary Account Num	Released Date	OR Number	OR Date	Manual / N-Schedule	Check Write Date	CV Date	Auto-email?	Created By	Creation Date

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**33**

USER ID SMJUBOLOTAULO | System Date 30-NOV-14 &lt;Run By user ID and Run date sysdate&gt;

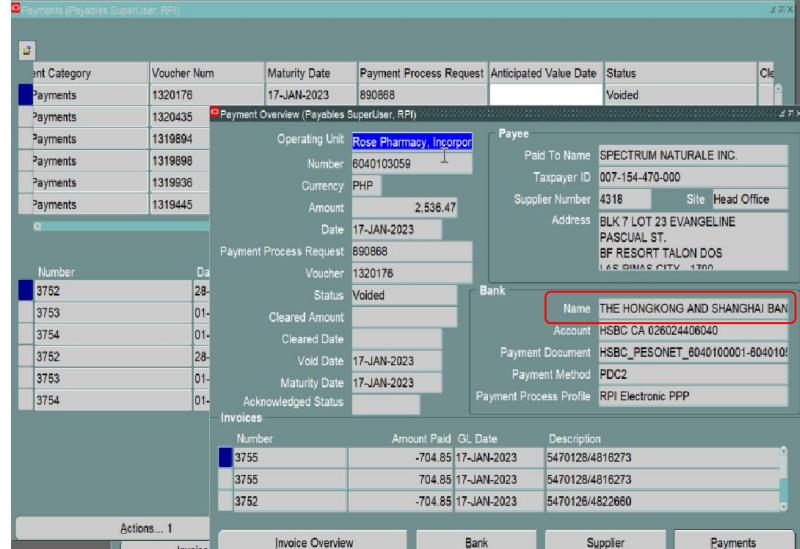
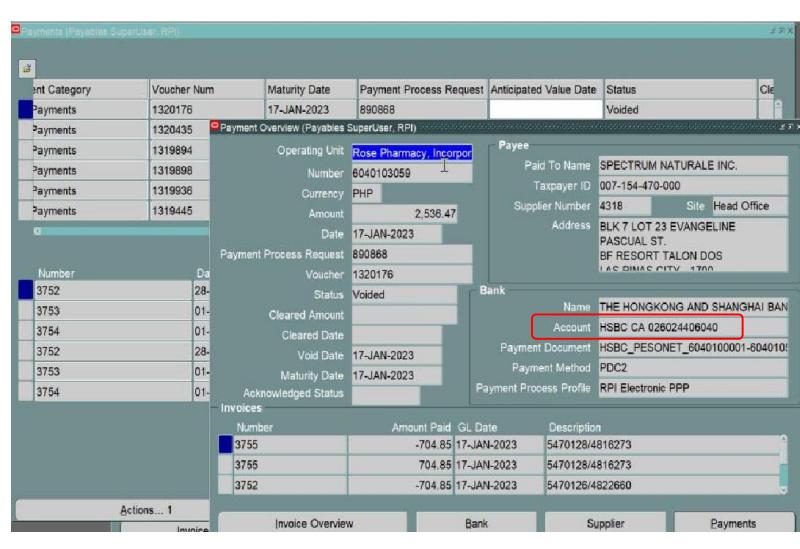
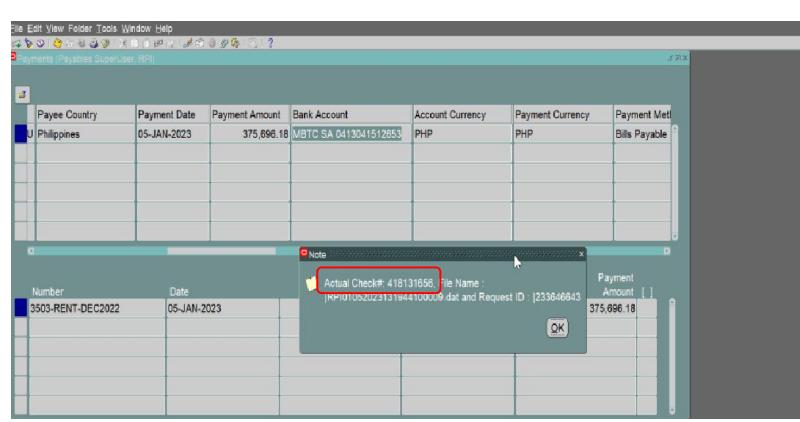
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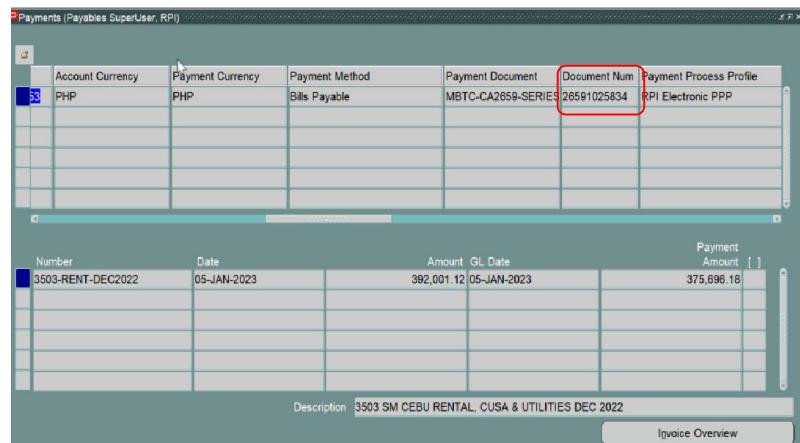
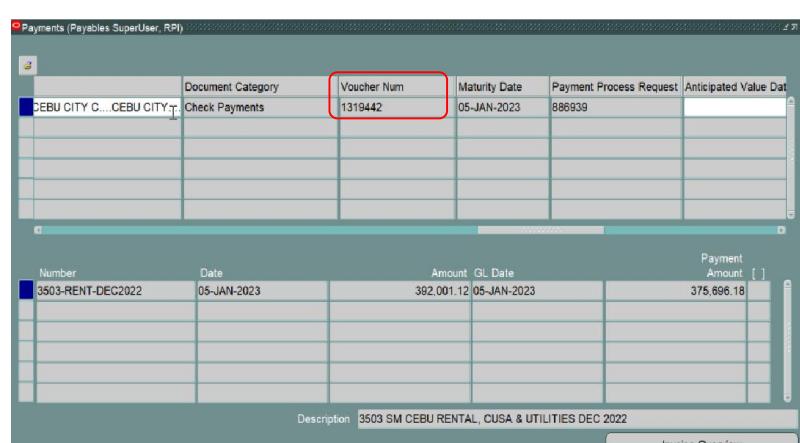
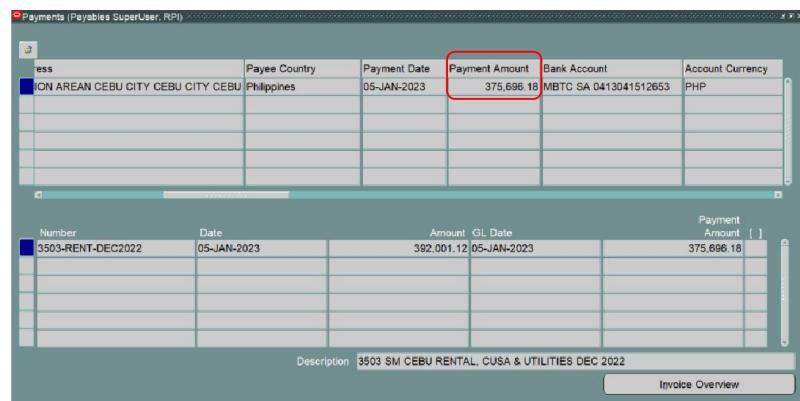
## Report Descriptions

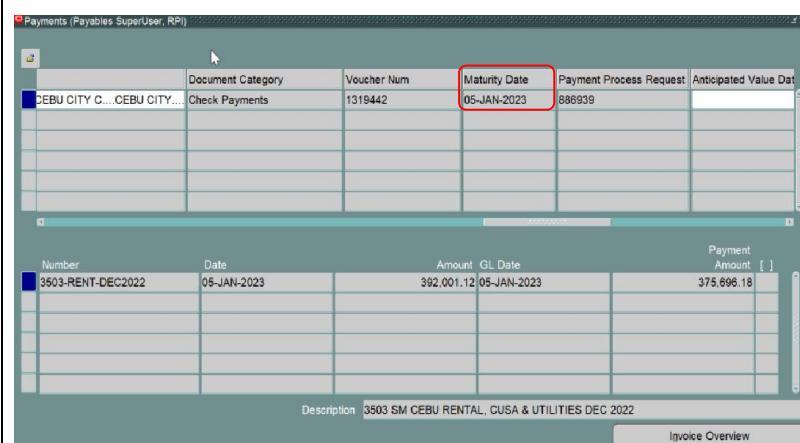
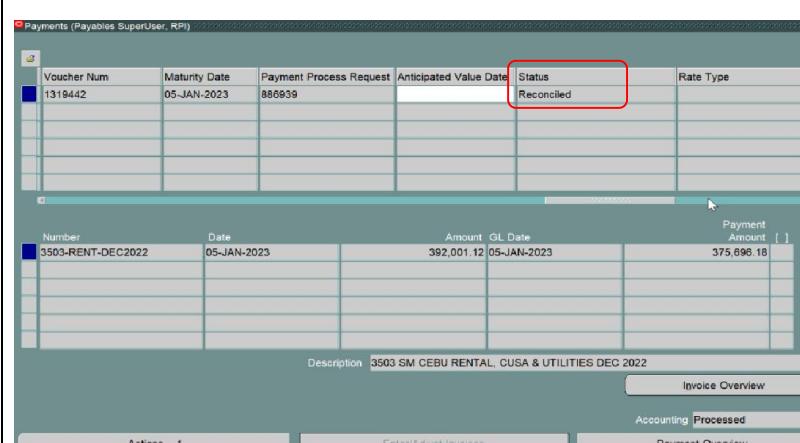
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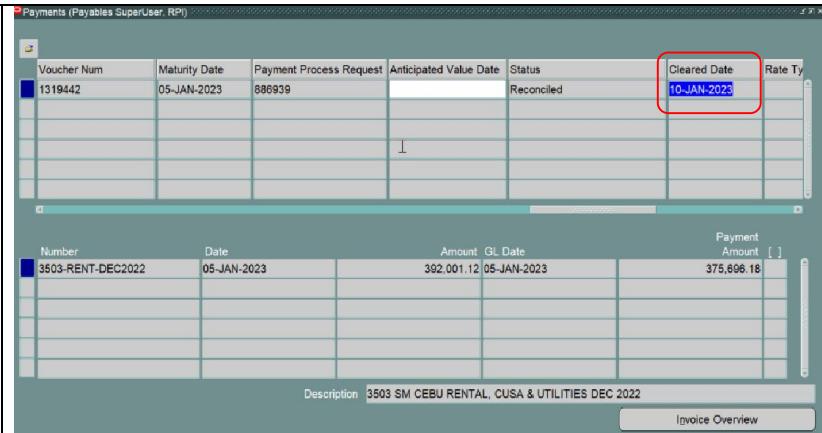
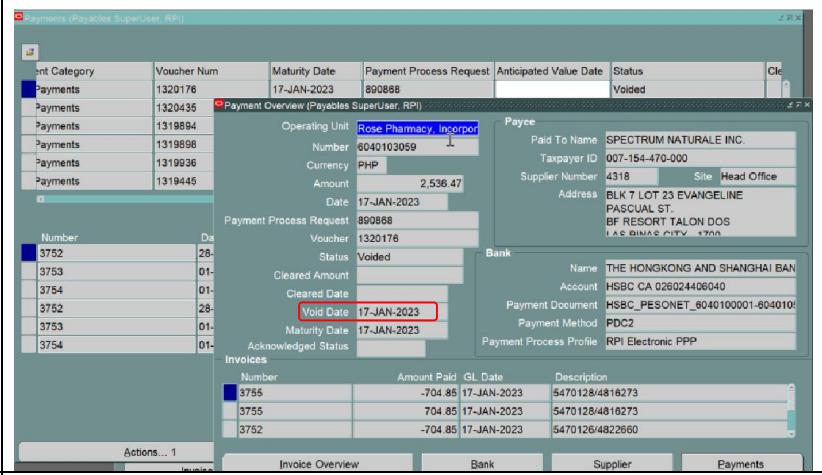
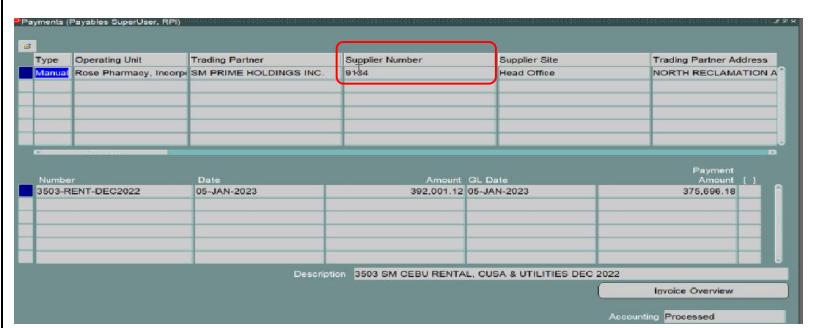
Field #	Report Field	Field Description
1	Company Name	N>General Ledger Super User, RPI Setup>Financials>Accounting Setup Manager>Accounting Setups Click 'Go' Click 'Update Accounting Options'  
2	Company Address	N>General Ledger Super User, RPI Setup>Financials>Accounting Setup Manager>Accounting Setups Click 'Go' Click 'Update Accounting Options' Select Legal Entities tab

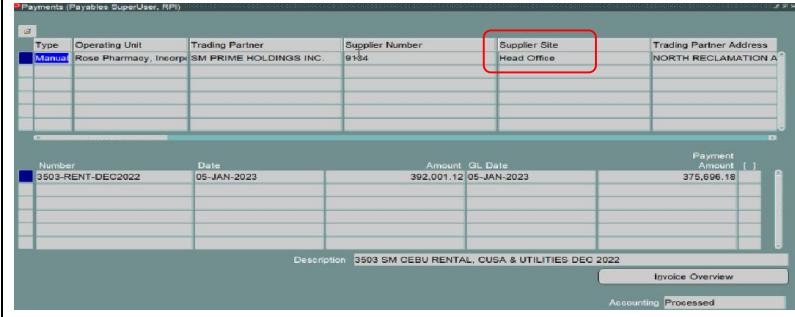
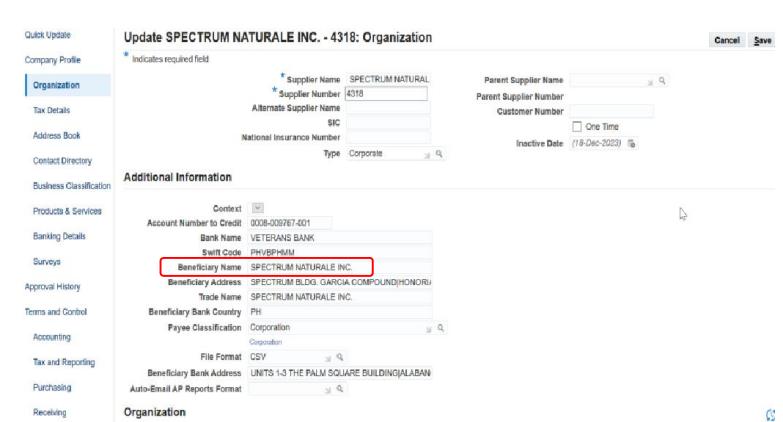
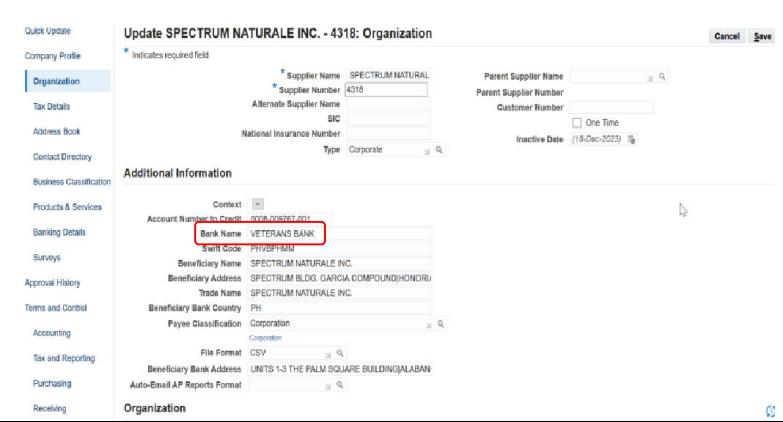
		<p>Enter Country: Philippines &gt;Click Go Under Legal Type: Legal Entity&gt;Click View Details&gt;Click Registrations tab&gt;Click Update</p> <p><b>General Information</b></p> <p>The screenshot shows the 'General Information' section of a registration form. It includes fields for Territory (Philippines), Jurisdiction (Philippines), Registration Number (000-310-457-00000), Registered Name (Rose Pharmacy, Incorporated), Alternate Registered Name (Rose Pharmacy), Registration Effective From (18-Dec-2023), Registration Effective To (blank), Place Of Registration (blank), Issuing Legal Authority (blank), and a dropdown for Context Value (selected). Below this is a table for AutoEmail AP Reports listing various BIR Form 2307 Email entries and Netting Report Email entries, along with Payment Advice Email entries. At the bottom is a 'Registered Address' section with a red box highlighting the 'Create Address' button.</p>
3	VAT REG TIN	<p>N&gt;General Ledger Super User, RPI Setup&gt;Financials&gt;Accounting Setup Manager&gt;Accounting Setups Click 'Go' Click 'Update Accounting Options' Select Legal Entities tab Enter Country: Philippines &gt;Click Go Under Legal Type: Legal Entity&gt;Click View Details&gt;Click Registrations tab&gt;Click Update</p> <p><b>General Information</b></p> <p>This row is identical to the first one, showing the same steps and a screenshot of the 'General Information' section where the 'Registration Number' field is highlighted with a red box.</p>
4	Period From and To	Entered Dates from the report parameters during report submission
5	Payment Type	<p>Responsibility: Payables Super User, RPI N&gt;Payments&gt;Entry &gt;Payments</p> <p>This row shows a screenshot of the 'Payments' screen. The top part is a grid for entering payment details, with columns for Type (set to Manual), Operating Unit (Rose Pharmacy, Incorporated), Trading Partner (SM PRIME HOLDINGS INC.), Supplier Number (9154), Supplier Site (Head Office), and Trading Partner Address (NORTH RECLAMATION A). The bottom part is a table of payment entries with columns for Number (3503-RENT-DEC2022), Date (05-JAN-2023), Amount (392,001.12), Due Date (05-JAN-2023), and Payment Amount (375,096.16). The table also includes columns for Description (3503 SM CEBU RENTAL, CUSA &amp; UTILITIES DEC 2022), Invoice Overview, and Accounting (Processed).</p>

6	Disbursing Bank	Responsibility: Payables Super User, RPI N>Payments>Entry >Payments>Click Payments Overview
		
7	Account Number	Responsibility: Payables Super User, RPI N>Payments>Entry >Payments>Click Payments Overview
		
8	Payment Reference (Actual Check Number)	Responsibility: Payables Super User, RPI N>Payments>Entry >Payments Tools>Add'l Info
		
9	Dummy	Responsibility: Payables Super User, RPI

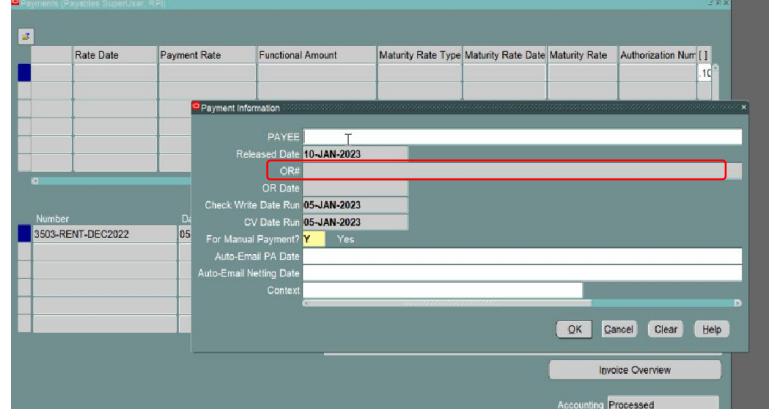
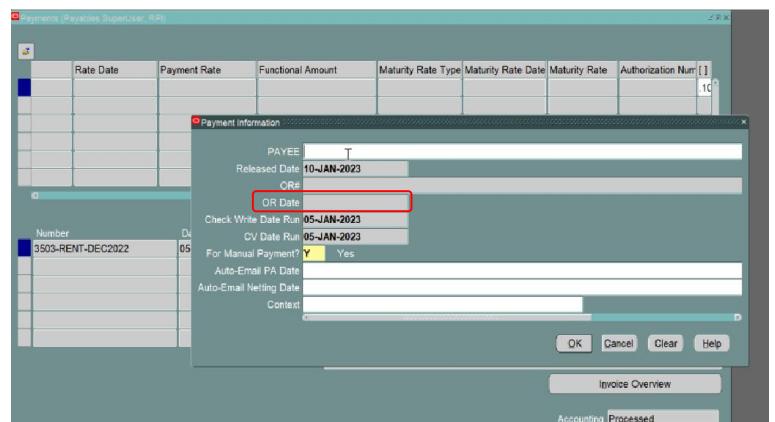
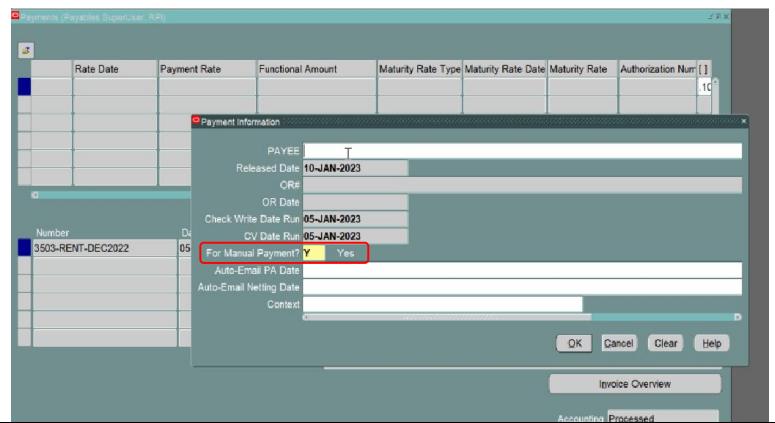
	Check Number <i>(Document Number)</i>	N>Payments>Entry >Payments  
10	CV Number <i>(Voucher Number)</i>	Responsibility: Payables Super User, RPI N>Payments>Entry >Payments  
11	Payment Amount	Responsibility: Payables Super User, RPI N>Payments>Entry >Payments  
12	Payment Date	Responsibility: Payables Super User, RPI N>Payments>Entry >Payments

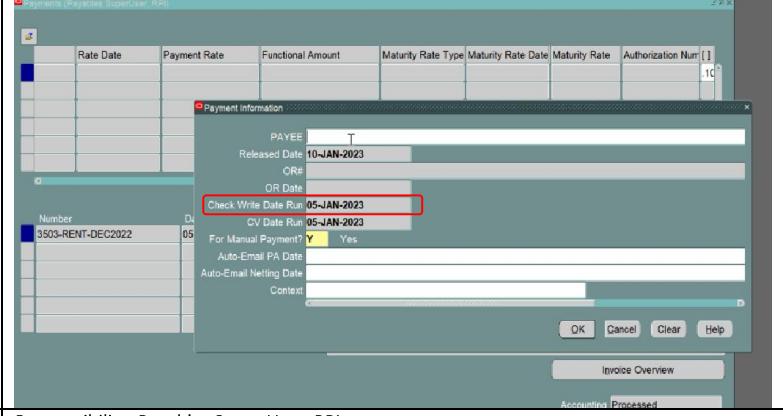
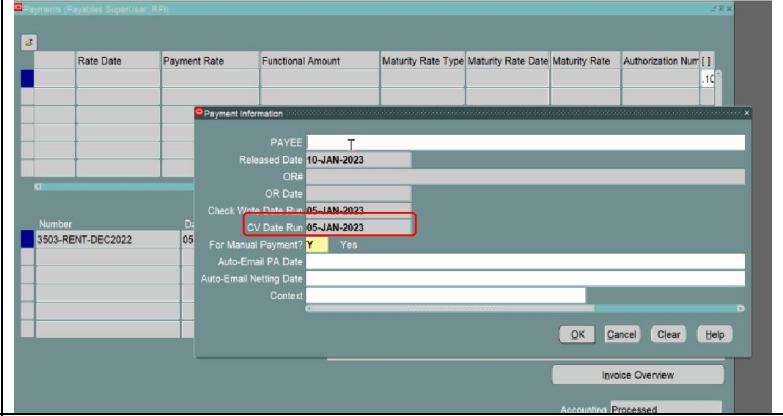
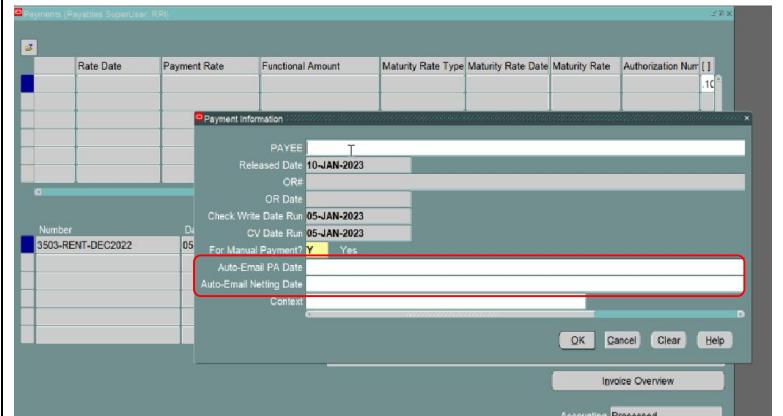
		
13	Maturity Date	Responsibility: Payables Super User, RPI N>Payments>Entry >Payments  
14	Payment Status	Responsibility: Payables Super User, RPI N>Payments>Entry >Payments  
15	Cleared Date (if payment is cleared)	Responsibility: Payables Super User, RPI N>Payments>Entry >Payments

		
16	Void Date (if void payment)	<p>Responsibility: Payables Super User, RPI N&gt;Payments&gt;Entry &gt;Payments &gt;Click Payments Overview</p> 
17	Trading Partner	<p>Responsibility: Payables Super User, RPI N&gt;Payments&gt;Entry &gt;Payments</p> 
18	Supplier Number	<p>Responsibility: Payables Super User, RPI N&gt;Payments&gt;Entry &gt;Payments</p> 
19	Supplier Site	<p>Responsibility: Payables Super User, RPI N&gt;Payments&gt;Entry &gt;Payments</p>

		
20	Beneficiary Name	<p>Responsibility: Payables Super User, RPI N&gt;Suppliers&gt;Entry Find Supplier Name/Number&gt;Click Go&gt;Organization tab Attribute4 of Vendors DFF</p> 
21	Beneficiary Bank	<p>Responsibility: Payables Super User, RPI Find Supplier Name/Number&gt;Click Go&gt;Organization tab Attribute2 of Vendors DFF</p> 
22	Swift Code	<p>Responsibility: Payables Super User, RPI Find Supplier Name/Number&gt;Click Go&gt;Organization tab Attribute3 of Vendors DFF</p>

23	Beneficiary Account Number	<p>Responsibility: Payables Super User, RPI      Find Supplier Name/Number&gt;Click Go&gt;Organization tab      Attribute1 of Vendors DFF</p>
24	Released Date	<p>Responsibility: Payables Super User, RPI      N&gt;Payments&gt;Entry &gt;Payments&gt;DFF      Attribute1 of Payment Information DFF</p>
25	OR Number	<p>Responsibility: Payables Super User, RPI      N&gt;Payments&gt;Entry &gt;Payments&gt;DFF      Attribute2 of Payment Information DFF</p>

		
26	OR Date	<p>Responsibility: Payables Super User, RPI  N&gt;Payments&gt;Entry &gt;Payments&gt;DFF  Attribute4 of Payment Information DFF</p> 
27	Y- Manual/N- Scheduler	<p>Responsibility: Payables Super User, RPI  N&gt;Payments&gt;Entry &gt;Payments&gt;DFF  Attribute9 of Payment Information DFF</p> 
28	Check Write Date	<p>Responsibility: Payables Super User, RPI  N&gt;Payments&gt;Entry &gt;Payments&gt;DFF  Attribute5 of Payment Information DFF</p>

		
29	CV Date	Responsibility: Payables Super User, RPI N>Payments>Entry >Payments>DFF Attribute13 of Payment Information DFF  
30	Auto-Email?	Responsibility: Payables Super User, RPI N>Payments>Entry >Payments>DFF Attribute12 and 14 of Payment Information DFF  
31	Created By	Responsibility: Payables Super User, RPI N>Payments>Entry >Payments>Help>Record History

32	Creation Date	<p>Responsibility: Payables Super User, RPI N&gt;Payments&gt;Entry &gt;Payments&gt;Help&gt;Record History</p>
33	System Name/Vendor Name	ORACLE E-BUSINESS SUITE VERSION 12.2.10 – ORACLE VERSION IOM PHILIPPINES, INC. - HARDCODED
34	User ID/System Date/Run Date	<p>Responsibility: System Administrator Security &gt;User&gt;Define</p> <p>Username who generated the report   System Date/Run Date</p>

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## Open and Closed Issues for this Deliverable

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### Open Issues

ID	Issue	Resolution	Responsibility	Target Date	Impact Date

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### Closed Issues

ID	Issue	Resolution	Responsibility	Target Date	Impact Date