**Customer Contracts Configuration UNU:**

Customer Contracts 9.0 Configuration Workbook

(includes related Billing/Grants/GL/Customer/PeopleTools Security configuration)

Installation Option:

**Navigation: Set up Financials/Supply Chain > Install > Installation Option – Products:**



**Already set up for UNU in production**

**Navigation: Set up Financials/Supply Chain > Install > Installation Option – Contracts**



**Already set up for UNU in production**

Distribution Codes (per GLBU):

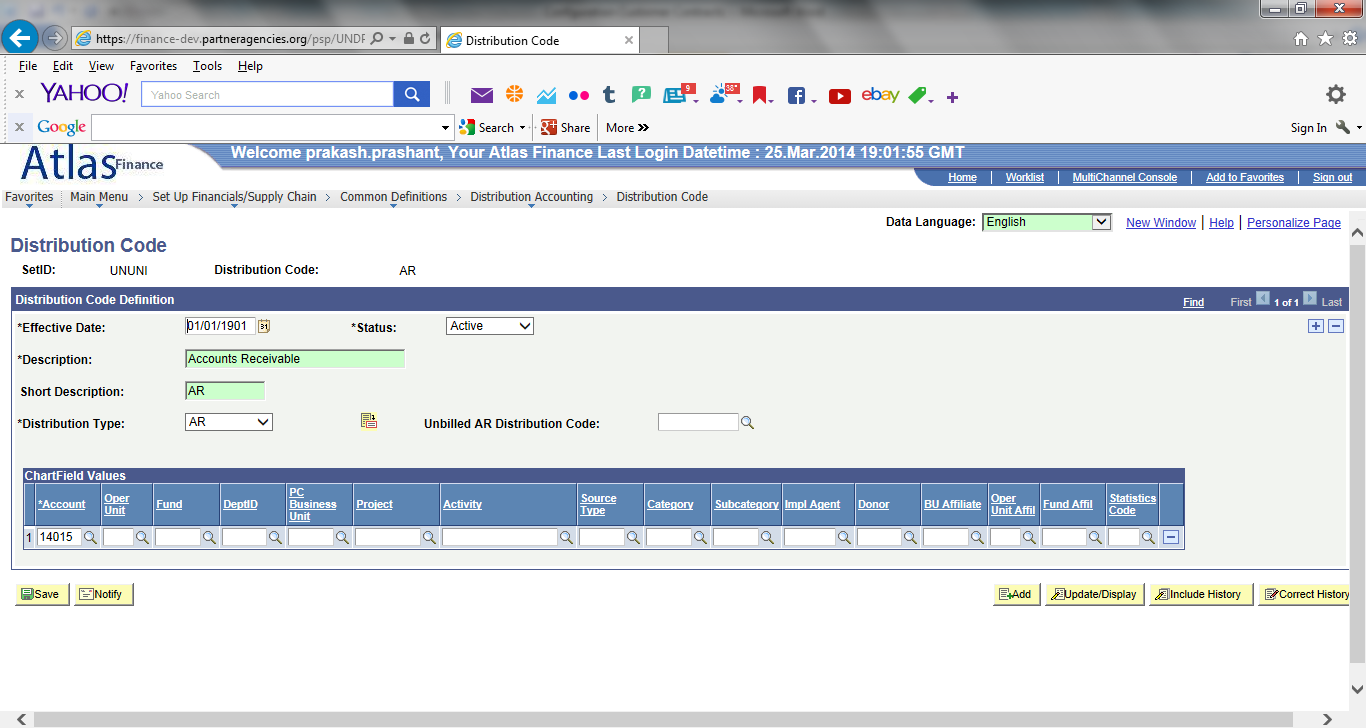
**Navigation: Set up Financials/Supply Chain > Common Definitions > Distribution Accounting > Distribution Code**

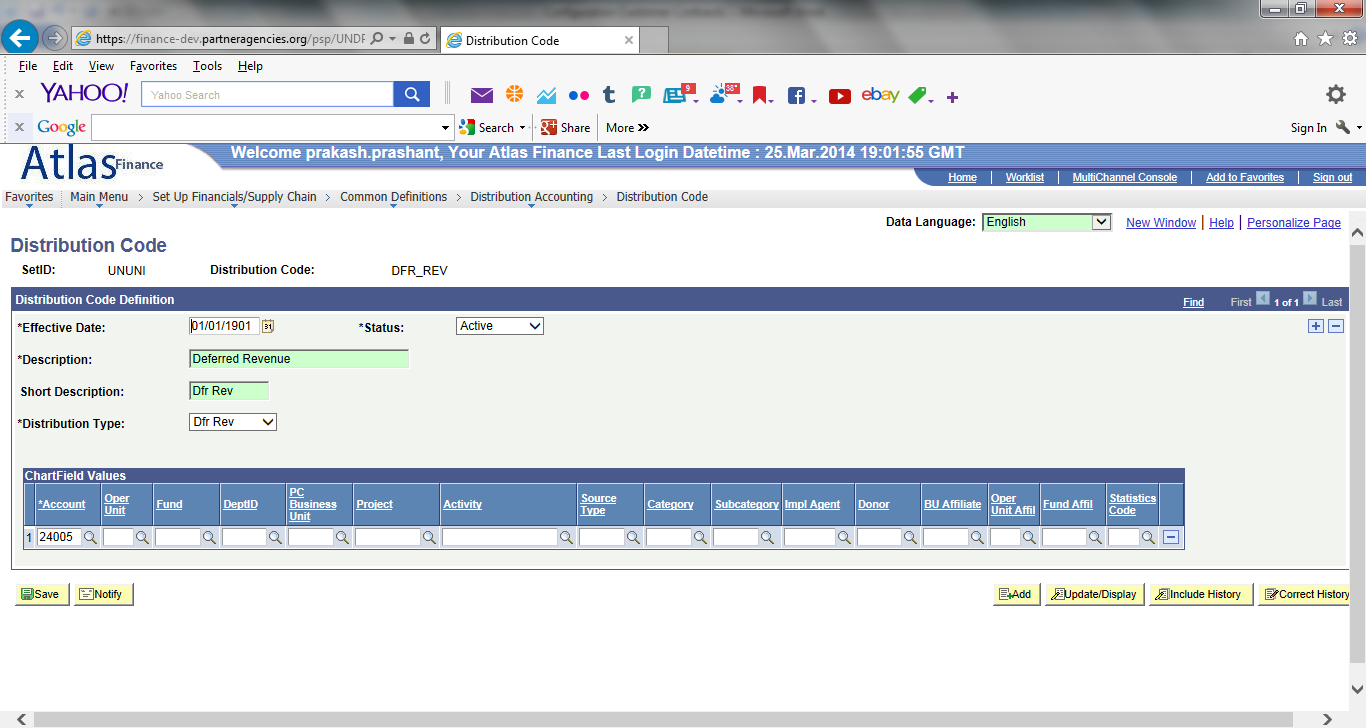
Page DST\_CODE\_TABLE

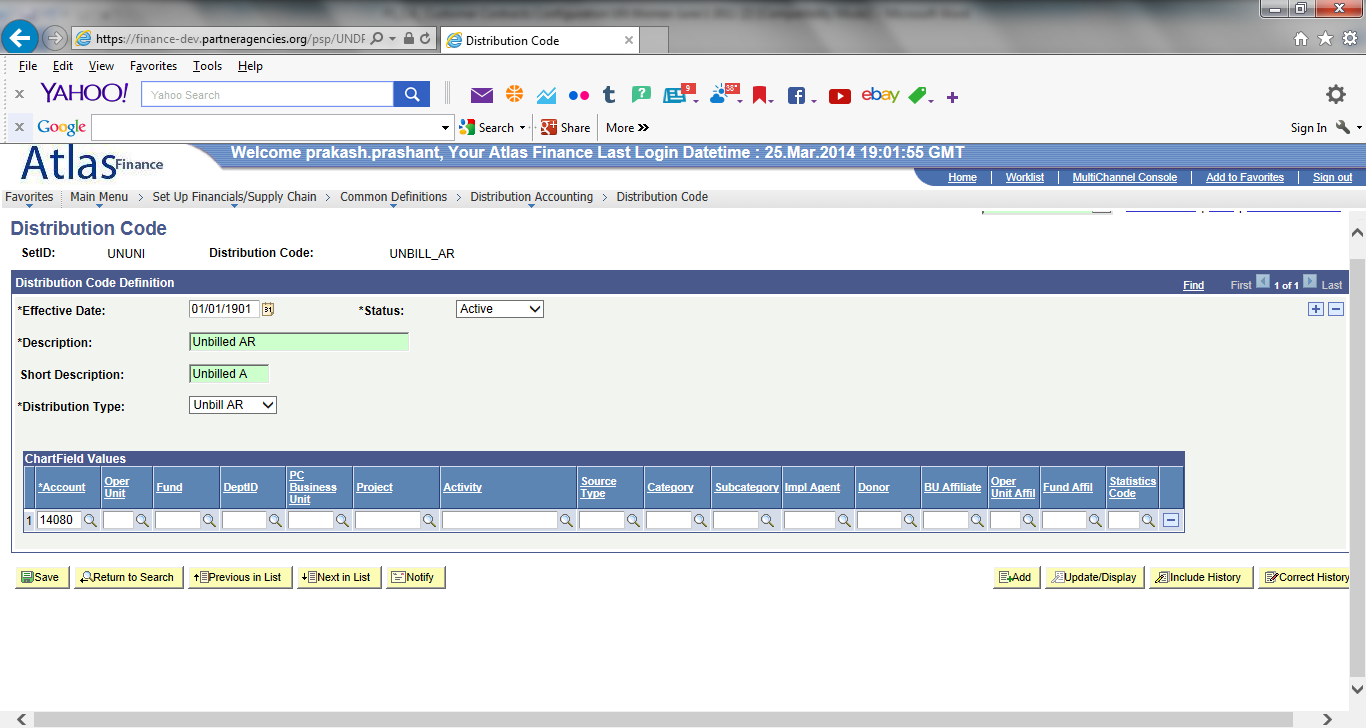
Component DST\_CODE\_TABLE

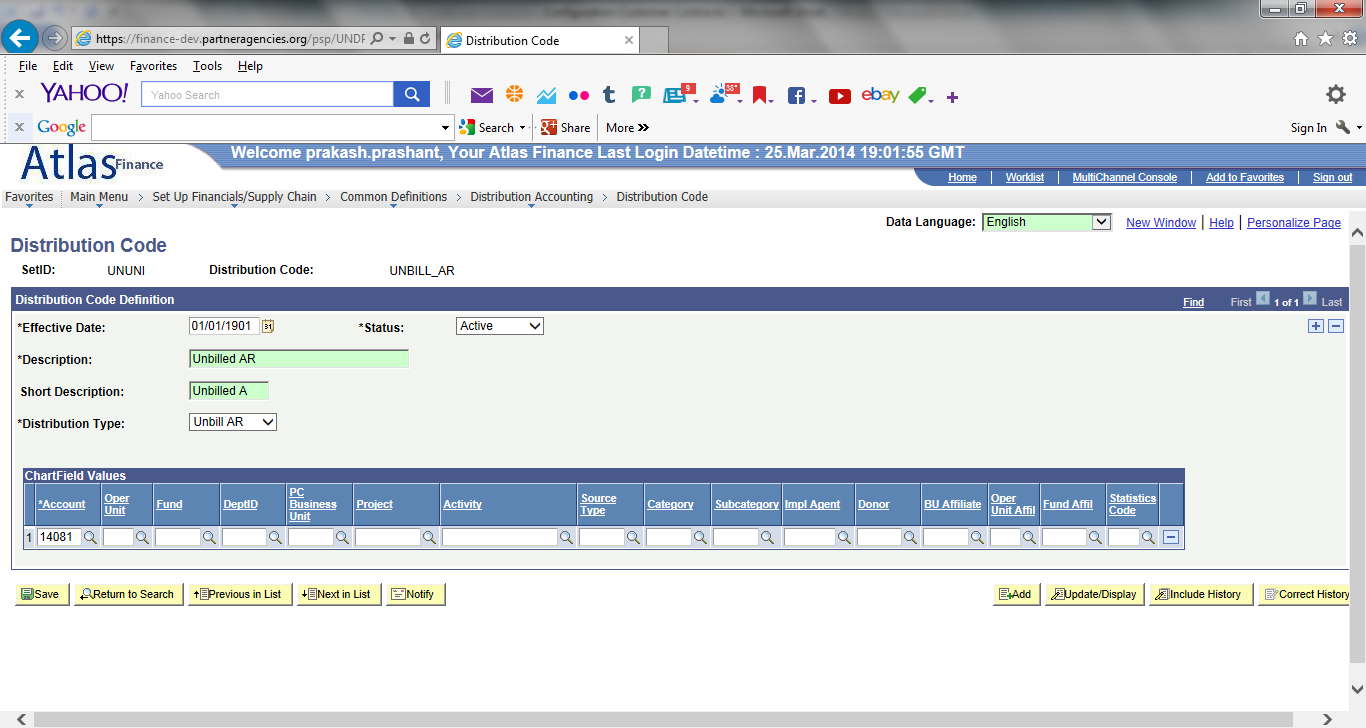
Create Distribution Codes:

* AR (not set up for UNU)
* DFR\_REV (not set up for UNU)
* UNBILL\_AR (already set up for UNU in production, but **different** GL account )



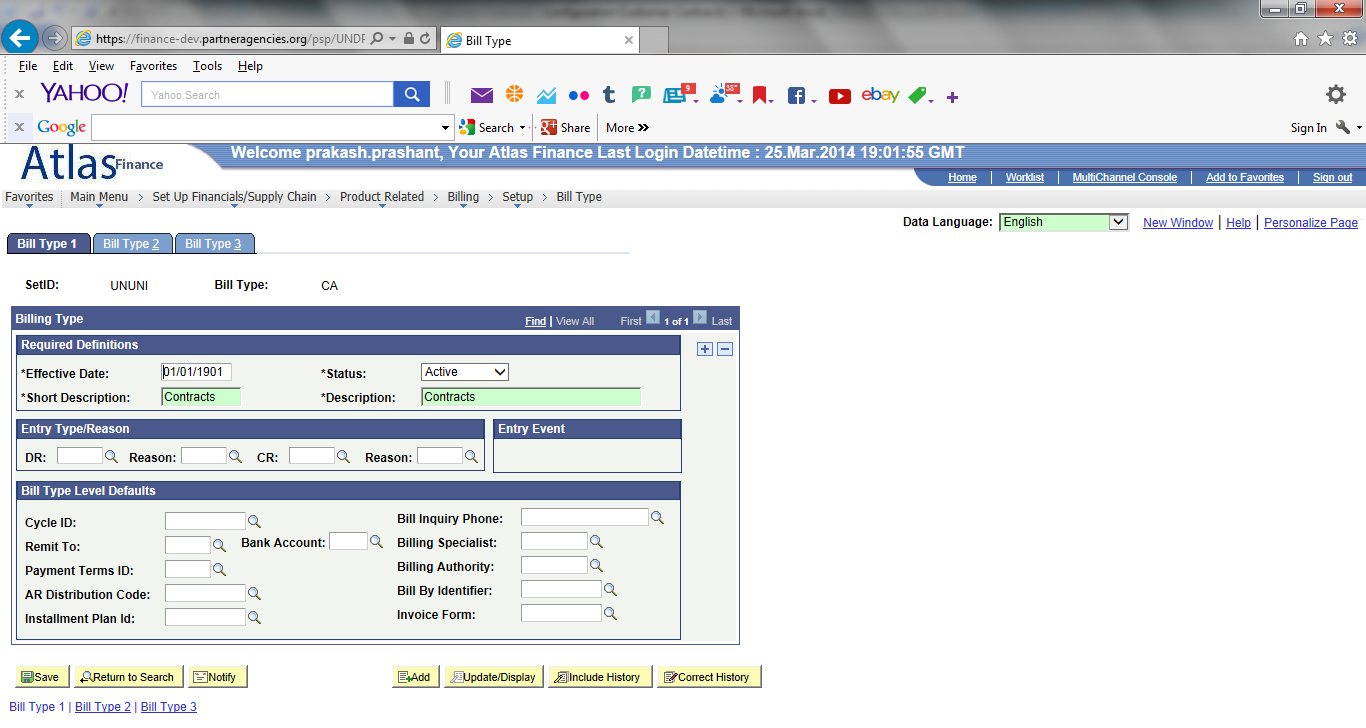




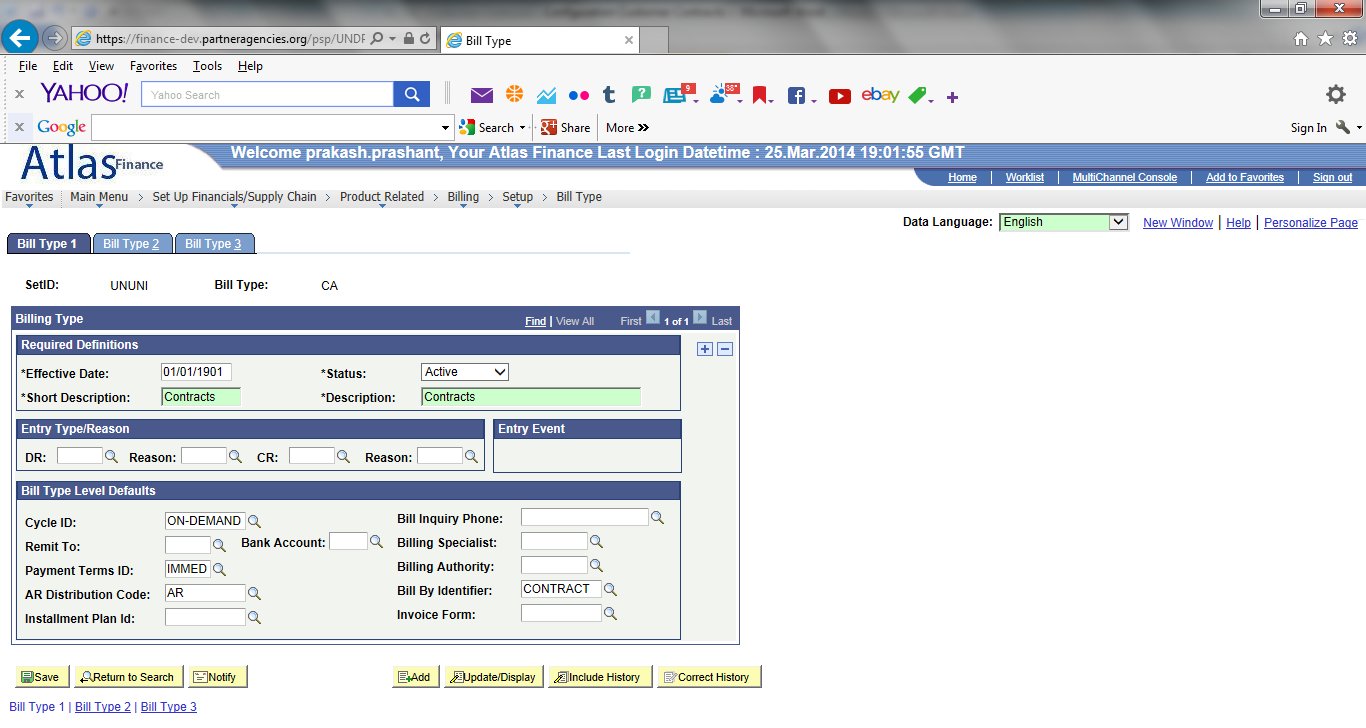


**Navigation: Set up Financials/Supply Chain > Product- Related>Contracts > Templates > Bill Plan Detail Templates:**

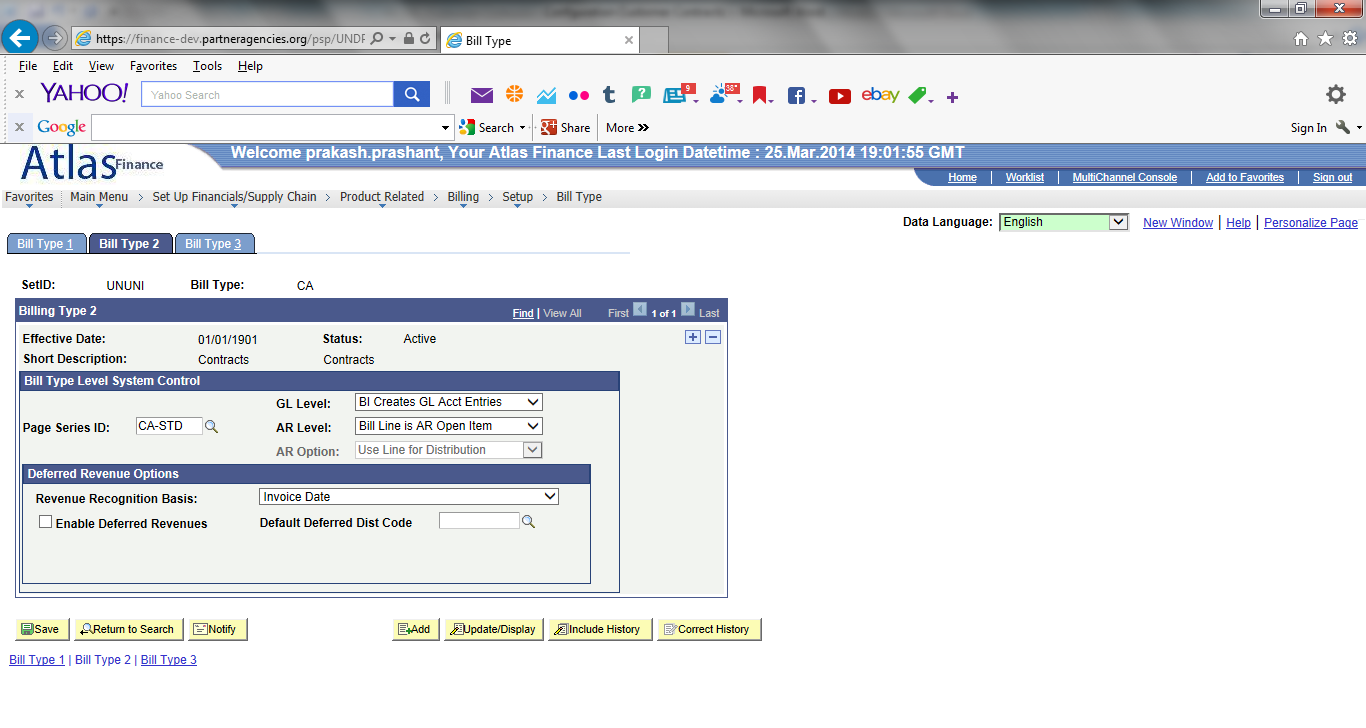
Set up for UNU but blank Bill Type Level Details

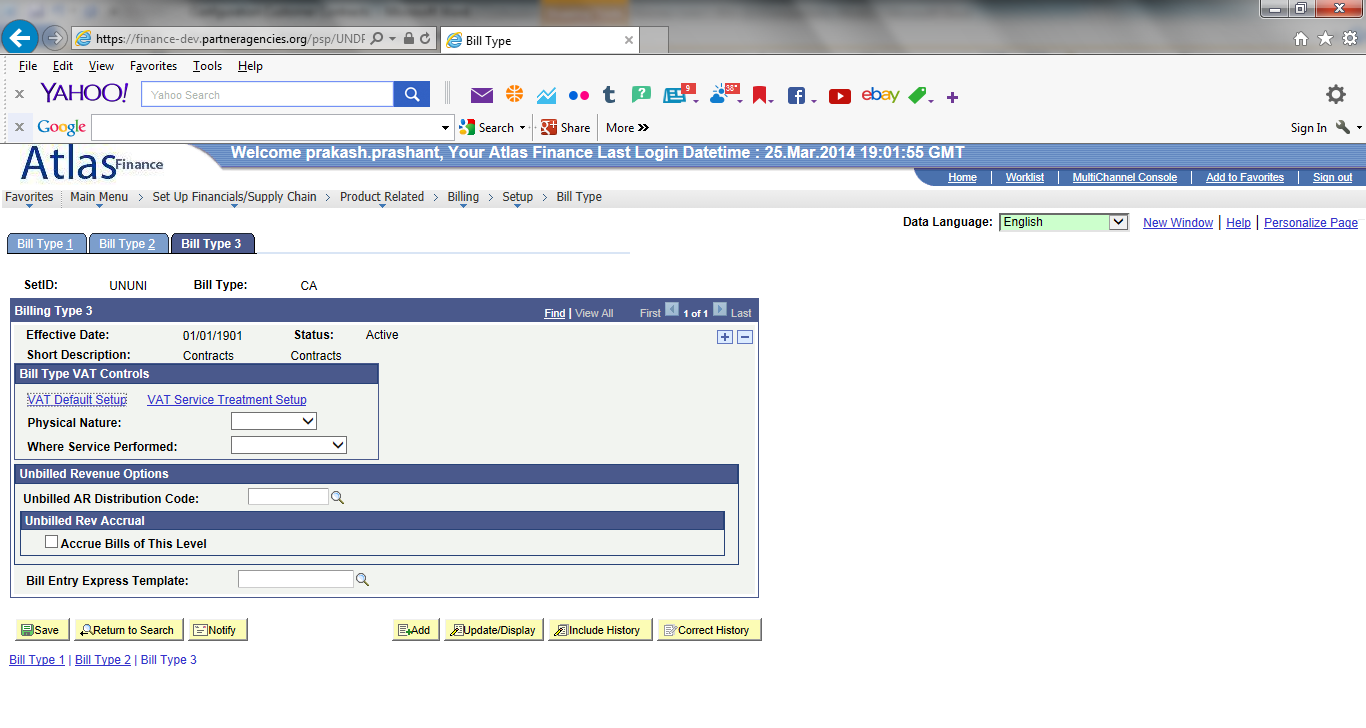


Bill Type Level Details not set up for UNU



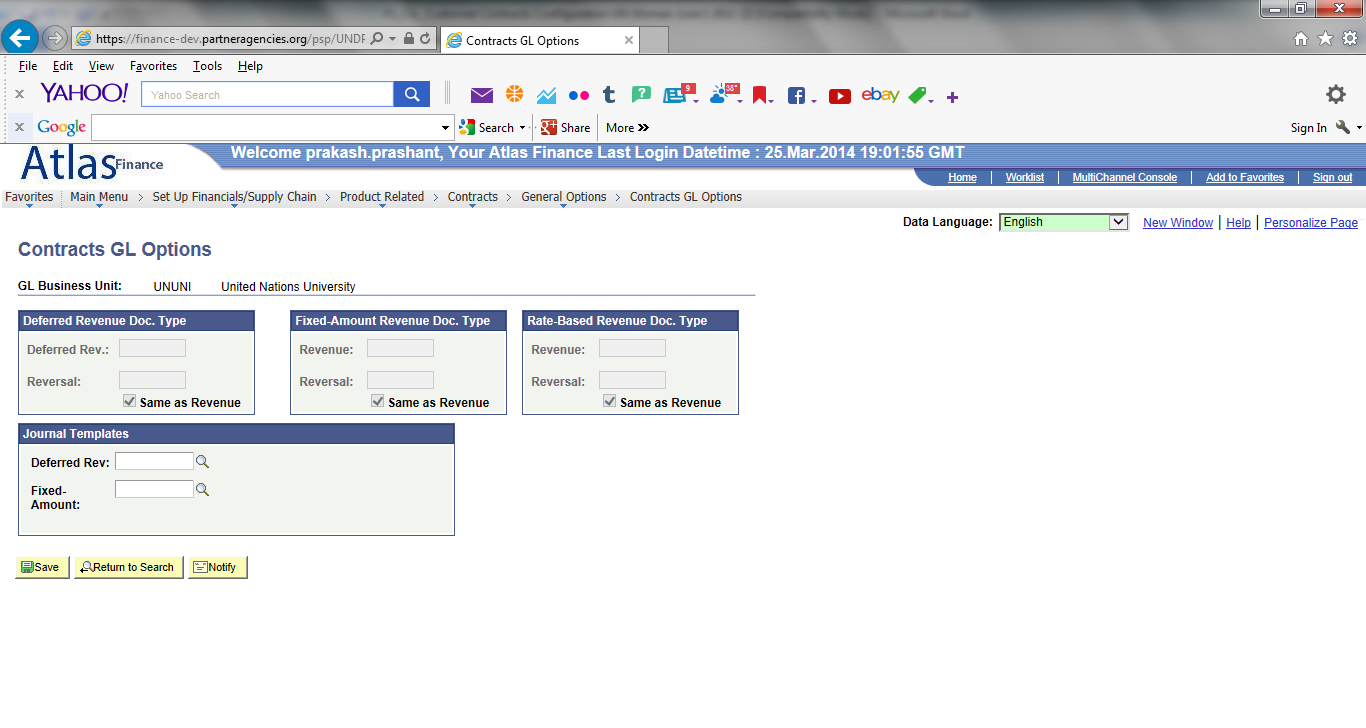




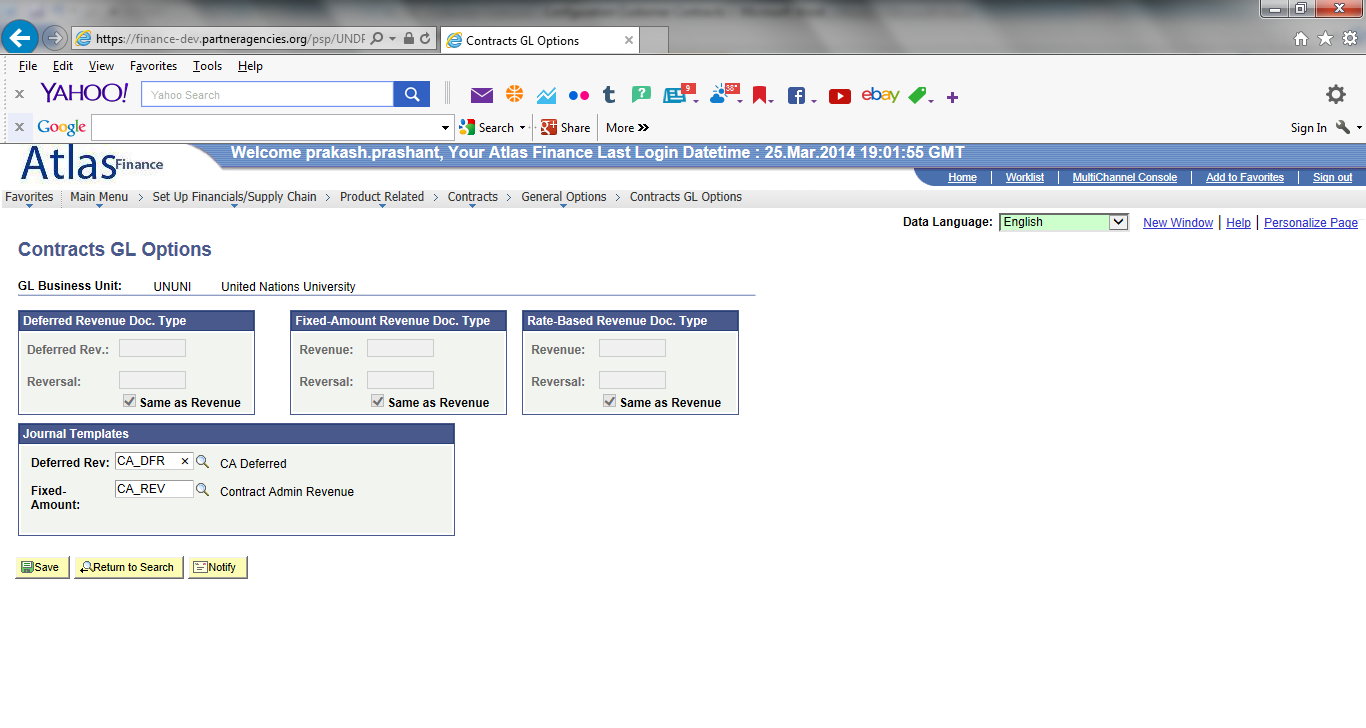


**Navigation: Set up Financials/Supply Chain > Product- Related > Contracts > General Options > Contracts GL Options:**

Set up for UNU but blank Journal Templates

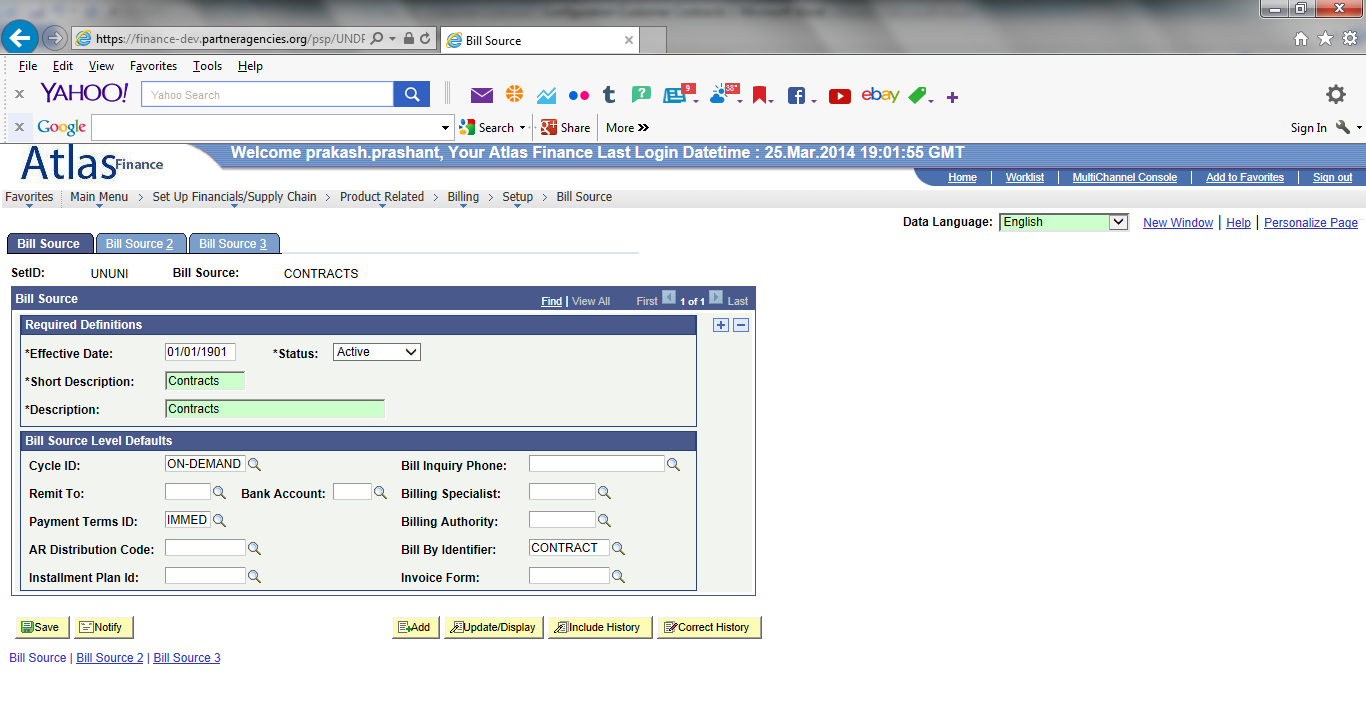


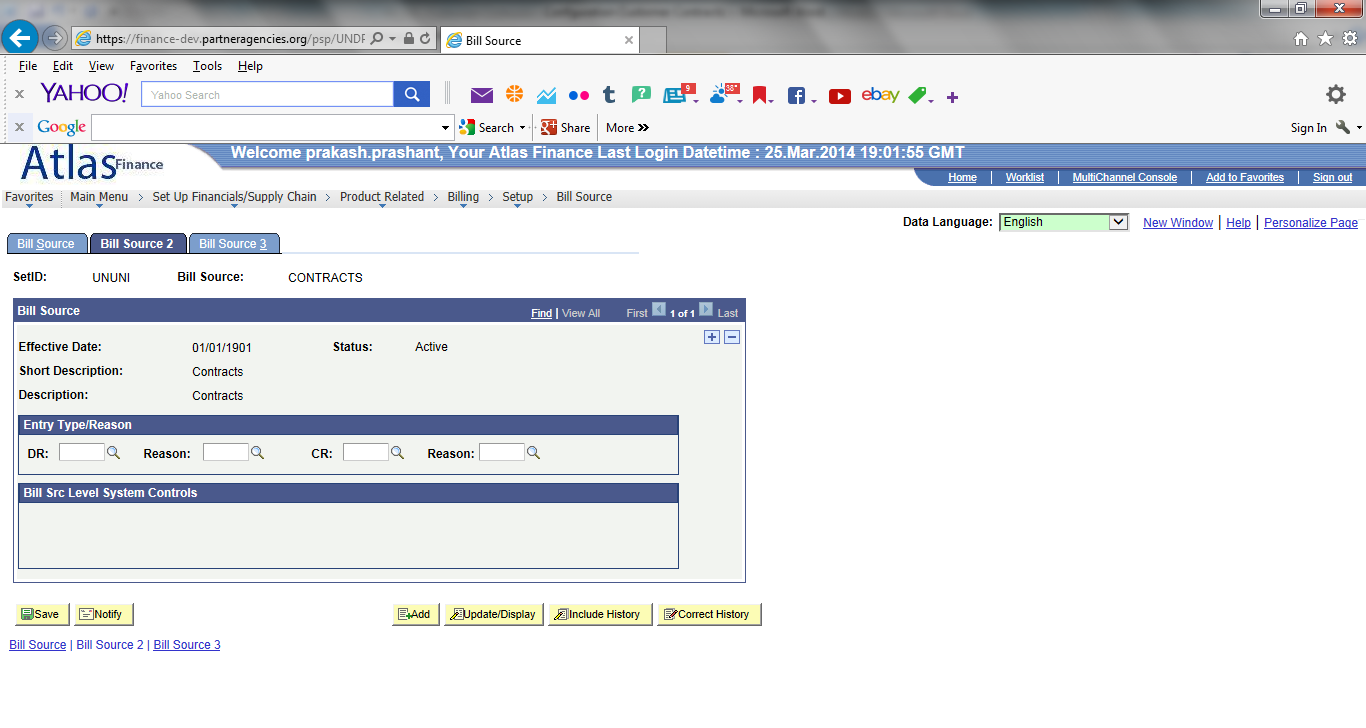
Journal Templates not set up for UNU

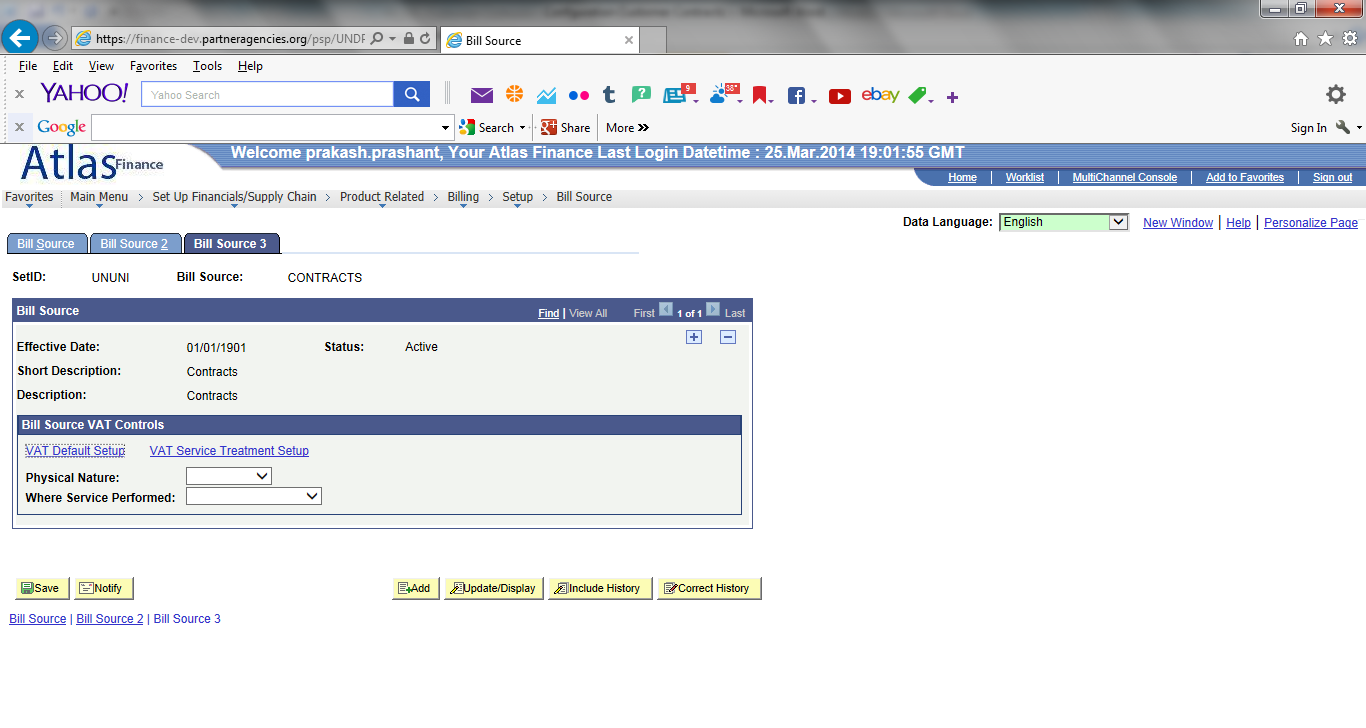


**Navigation: Set up Financials/Supply Chain > Product- Related > Billing > Setup > Bill Type > Bill Source:**

Set up Bill Source:

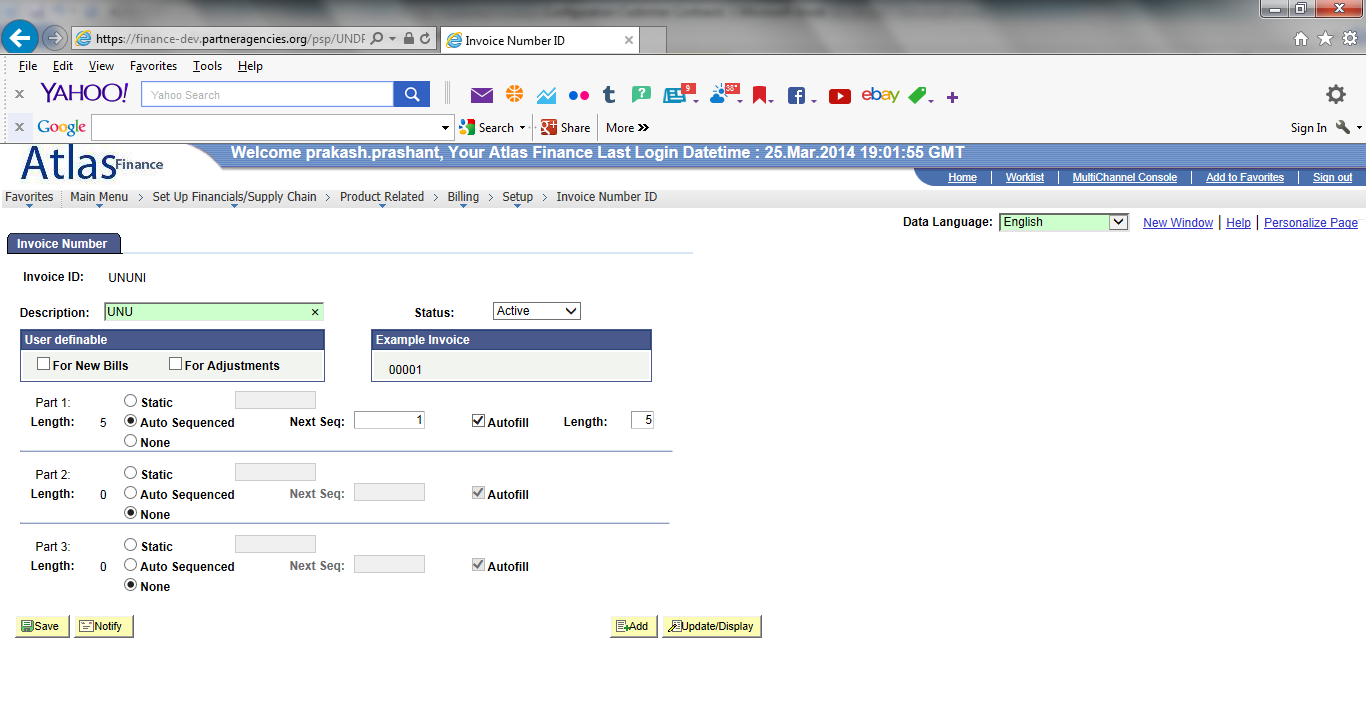






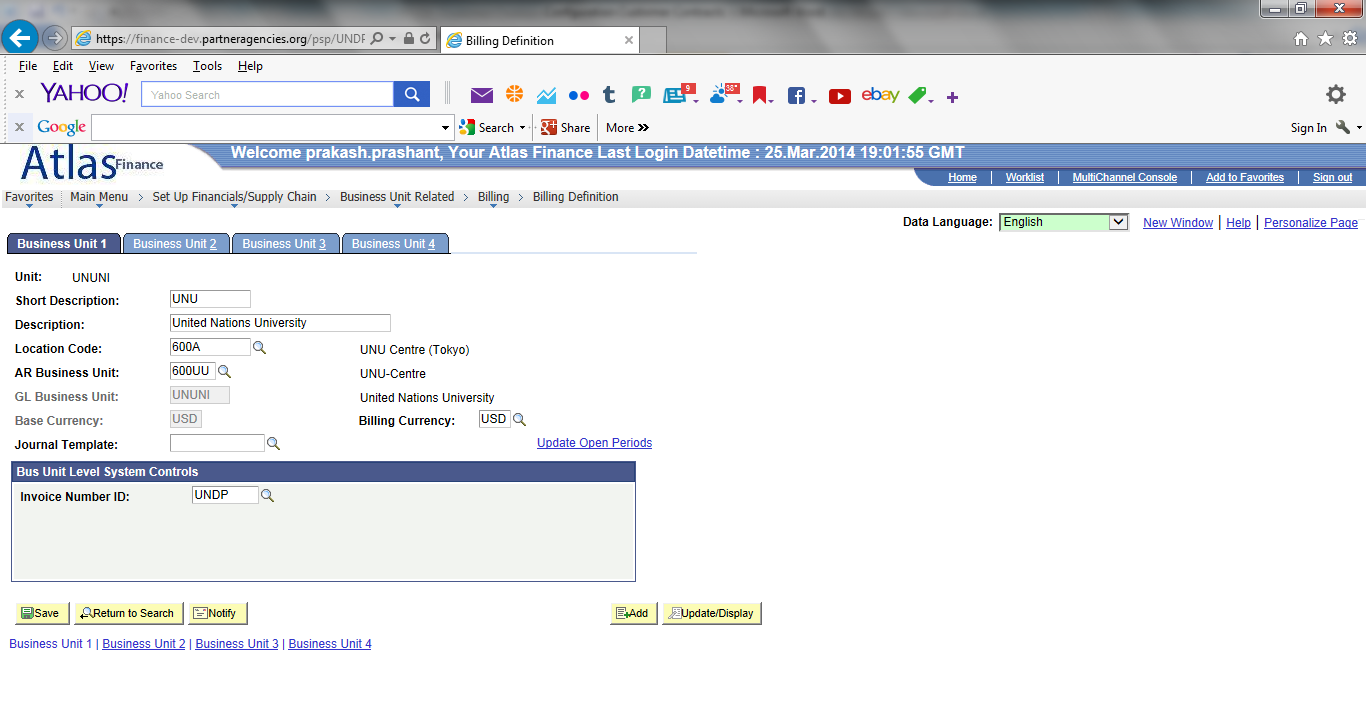
**Navigation: Set up Financials/Supply Chain > Product- Related > Billing > Setup > Invoice Number ID:**

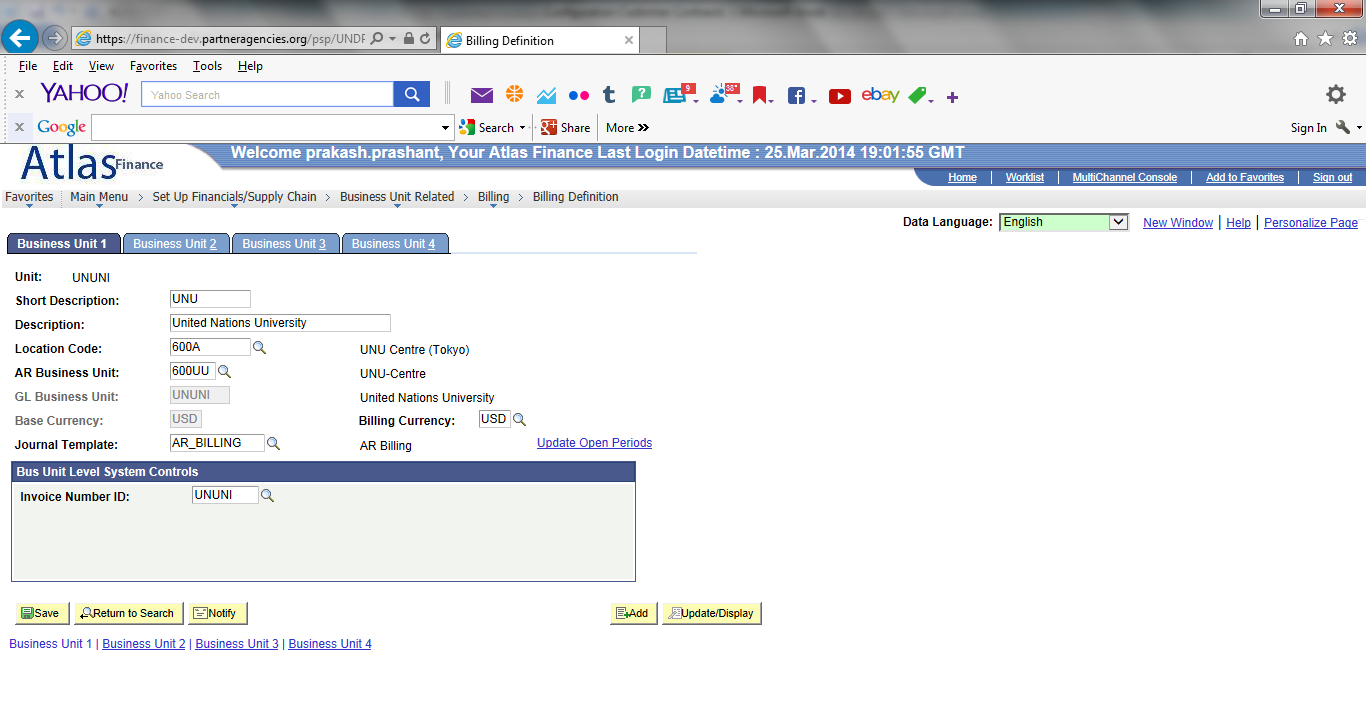
Set up Invoice Number ID:

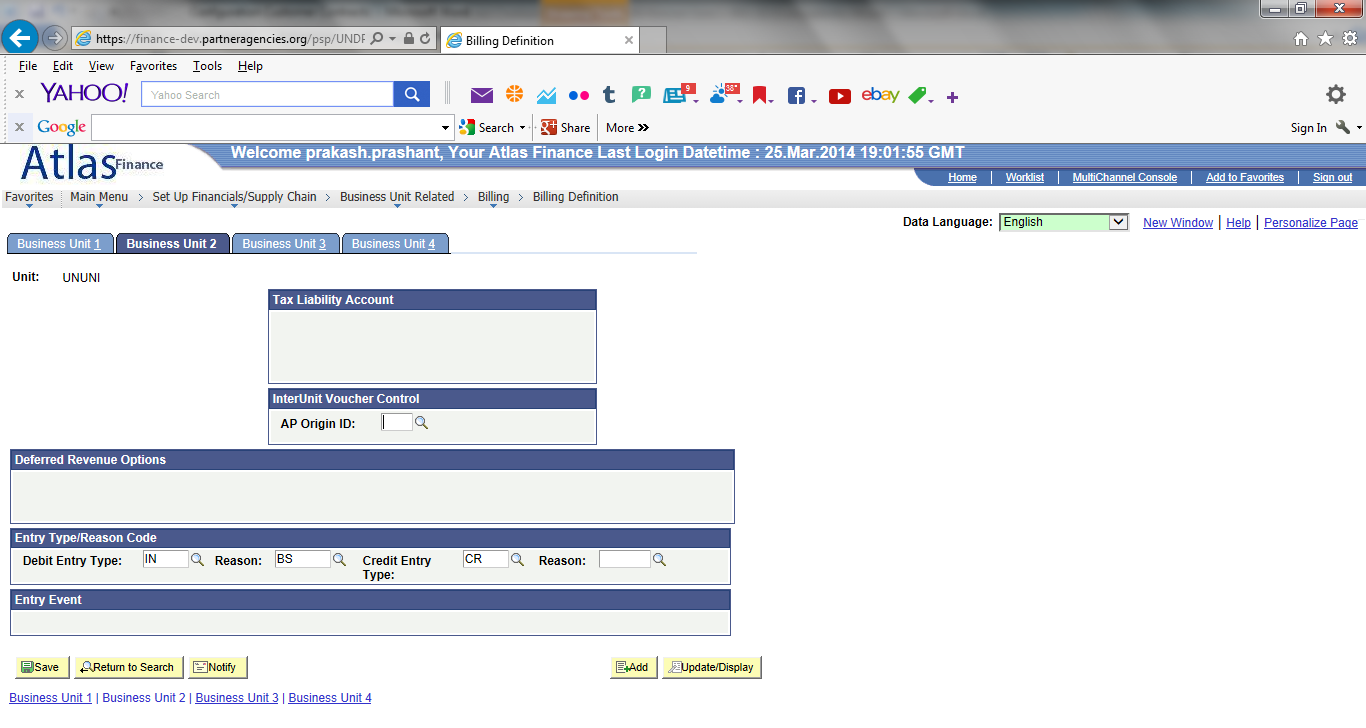


**Navigation: Set up Financials/Supply Chain > Business Unit Related > Billing > Billing Definition:**

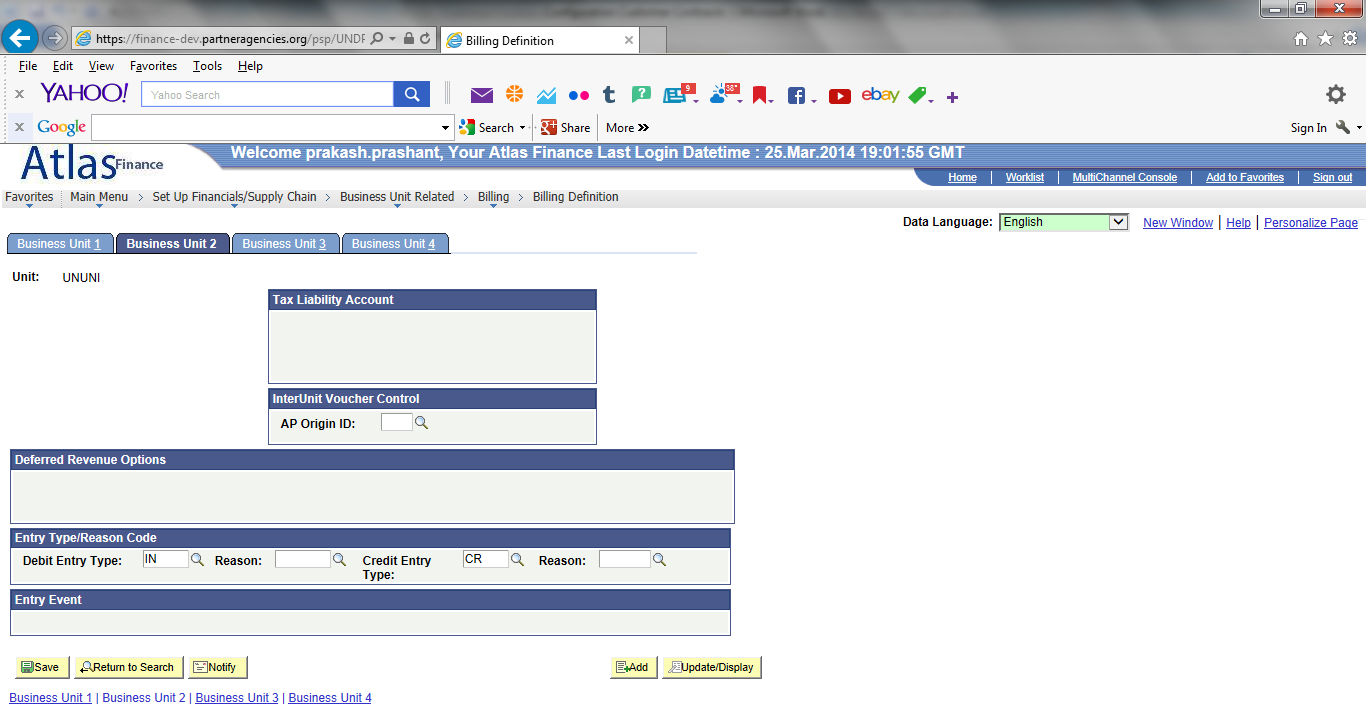
Set up but incorrect Invoice Number ID (UNDP)

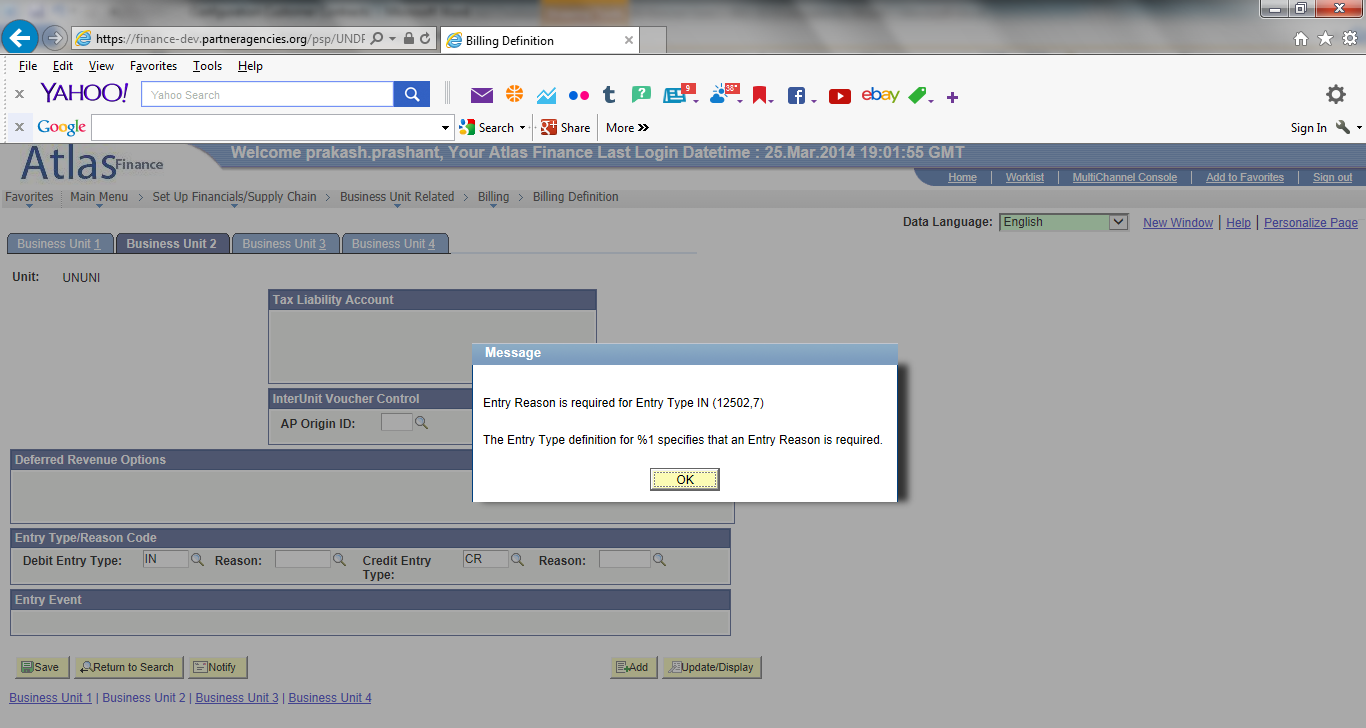




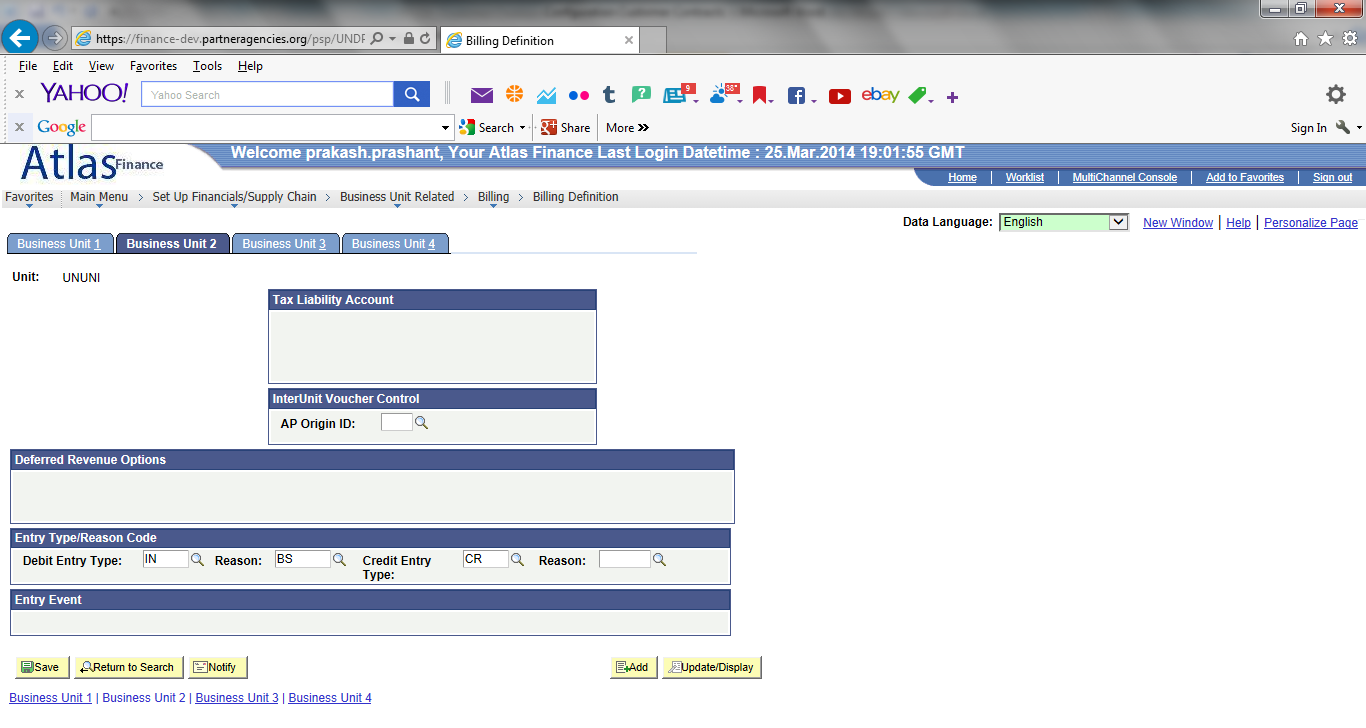


UNFEM configuration: Reason code is blank field.





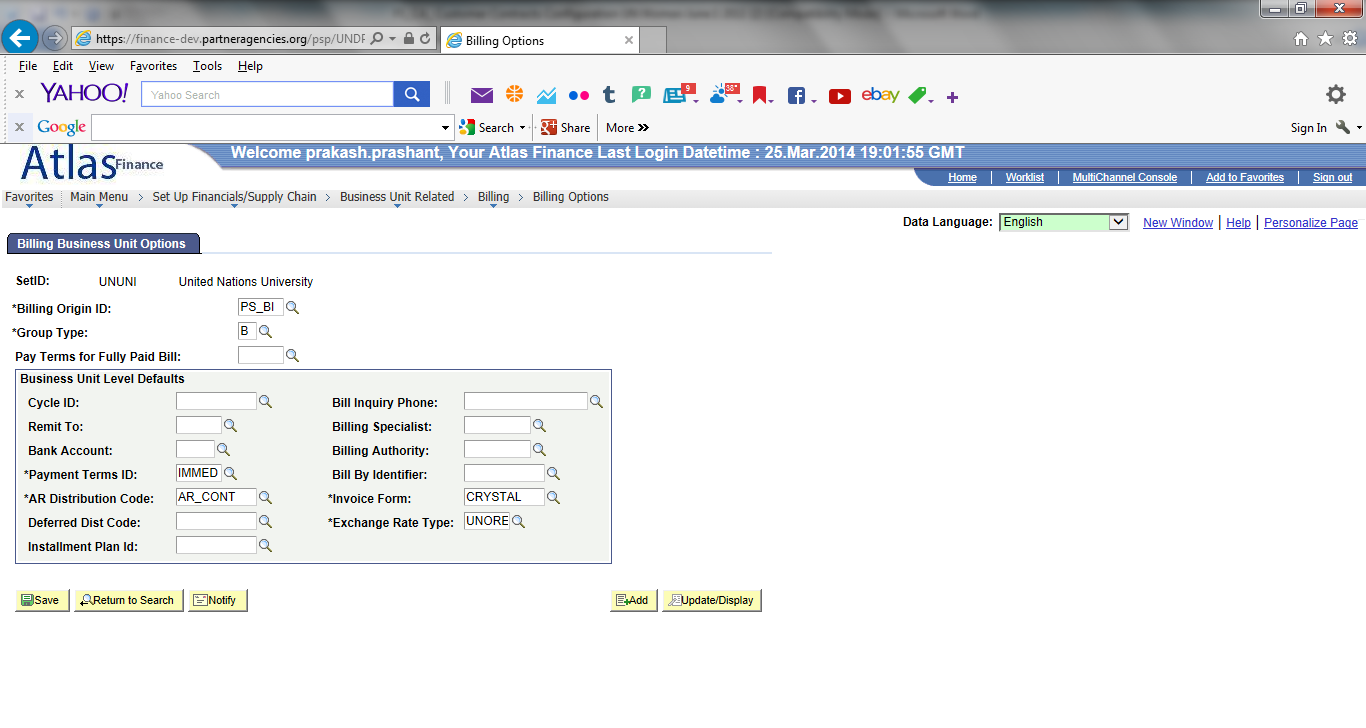
Error message Entry Reason is required

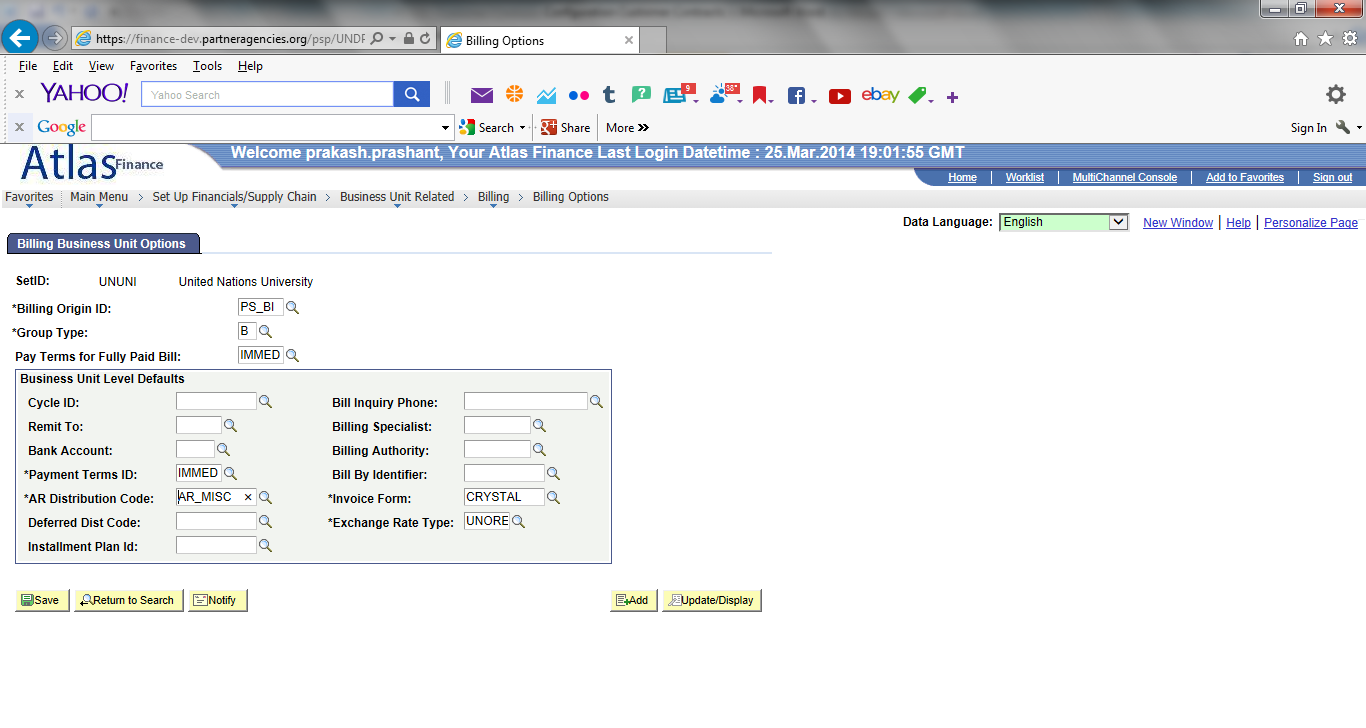


Saved with Reason Code since it is required field: **BS**

**Navigation: Set up Financials/Supply Chain > Business Unit Related > Billing > Billing Options:**

Set up for UNU but blank fields and incorrect values:



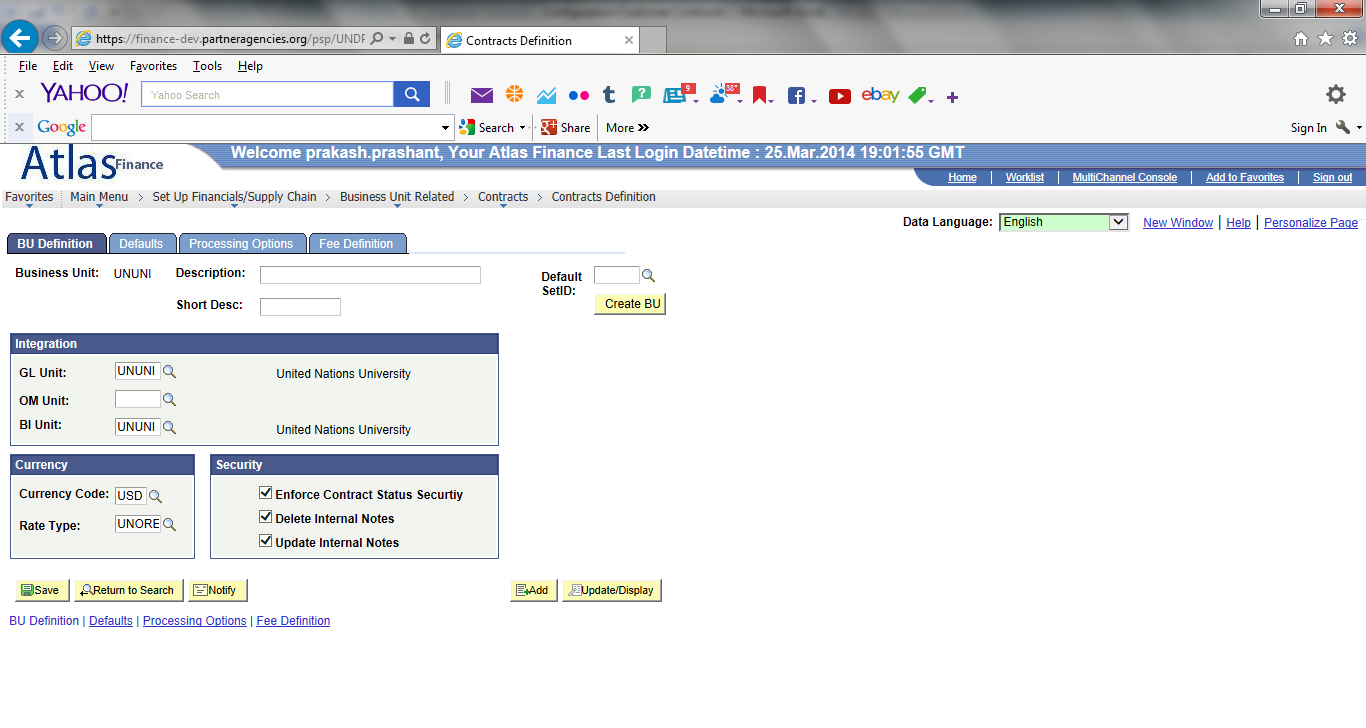


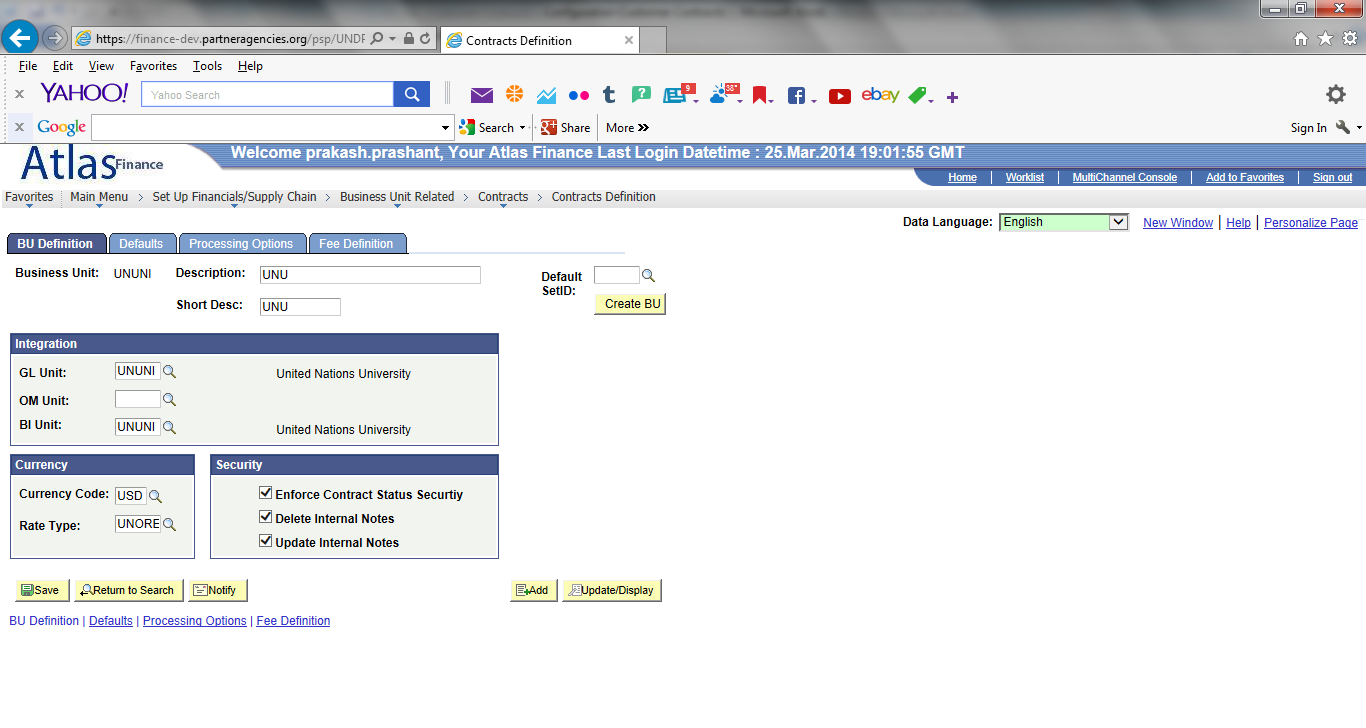
Remit to and Bank Account left blank

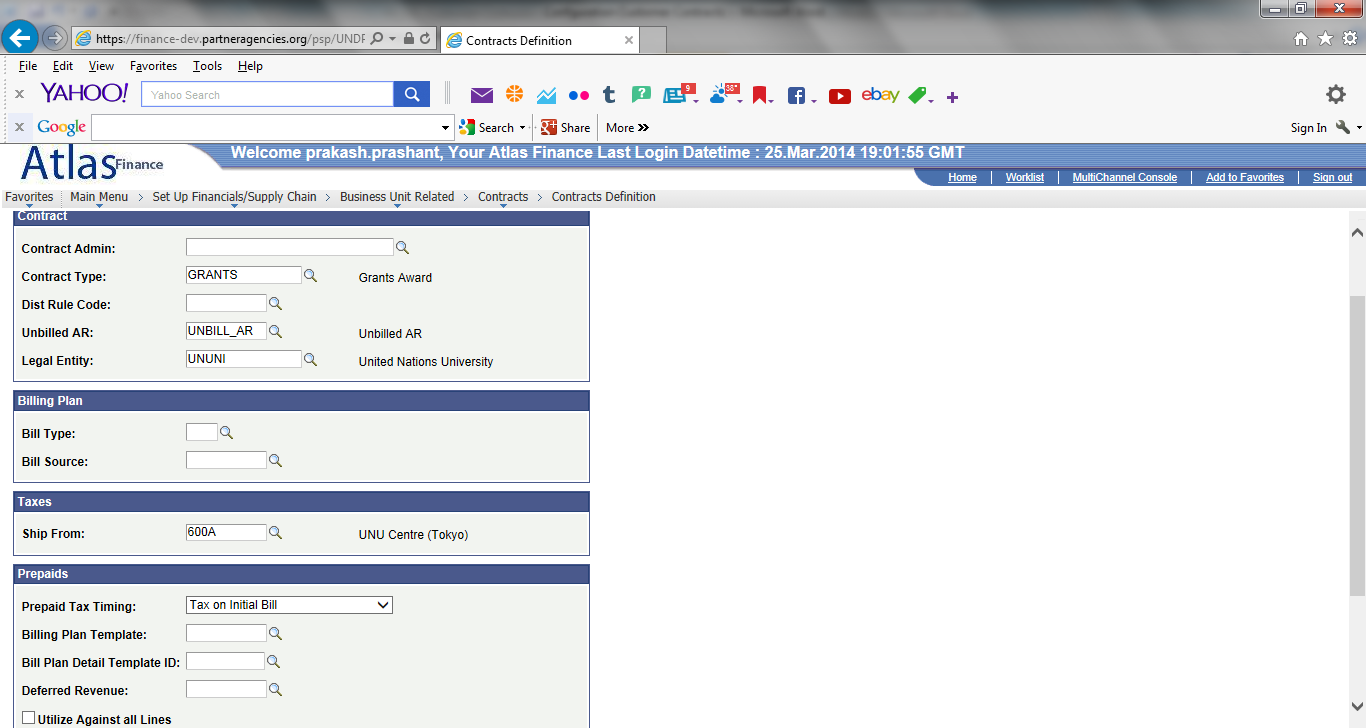
**Navigation: Set up Financials/Supply Chain > Business Unit Related > Contracts > Contract Definition:**

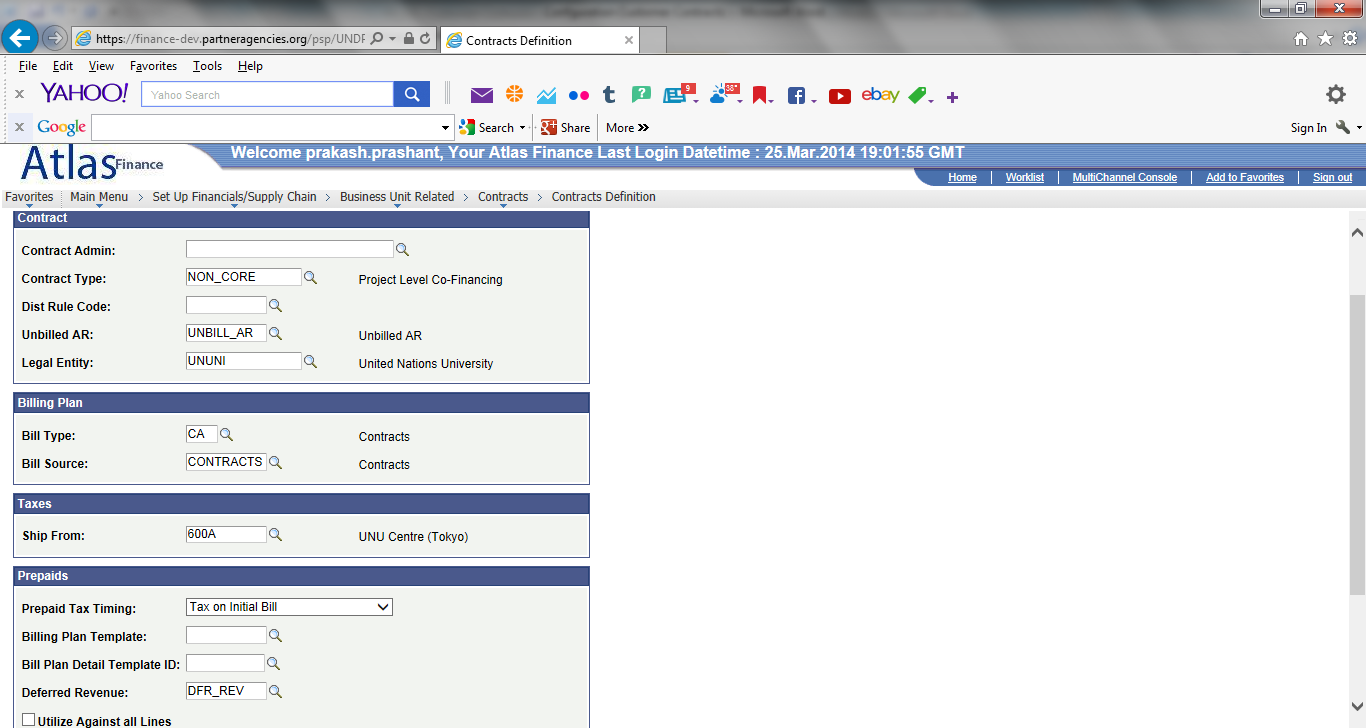
Set up for UNU but with blank fields or incorrect values.

Error message: description is required field.





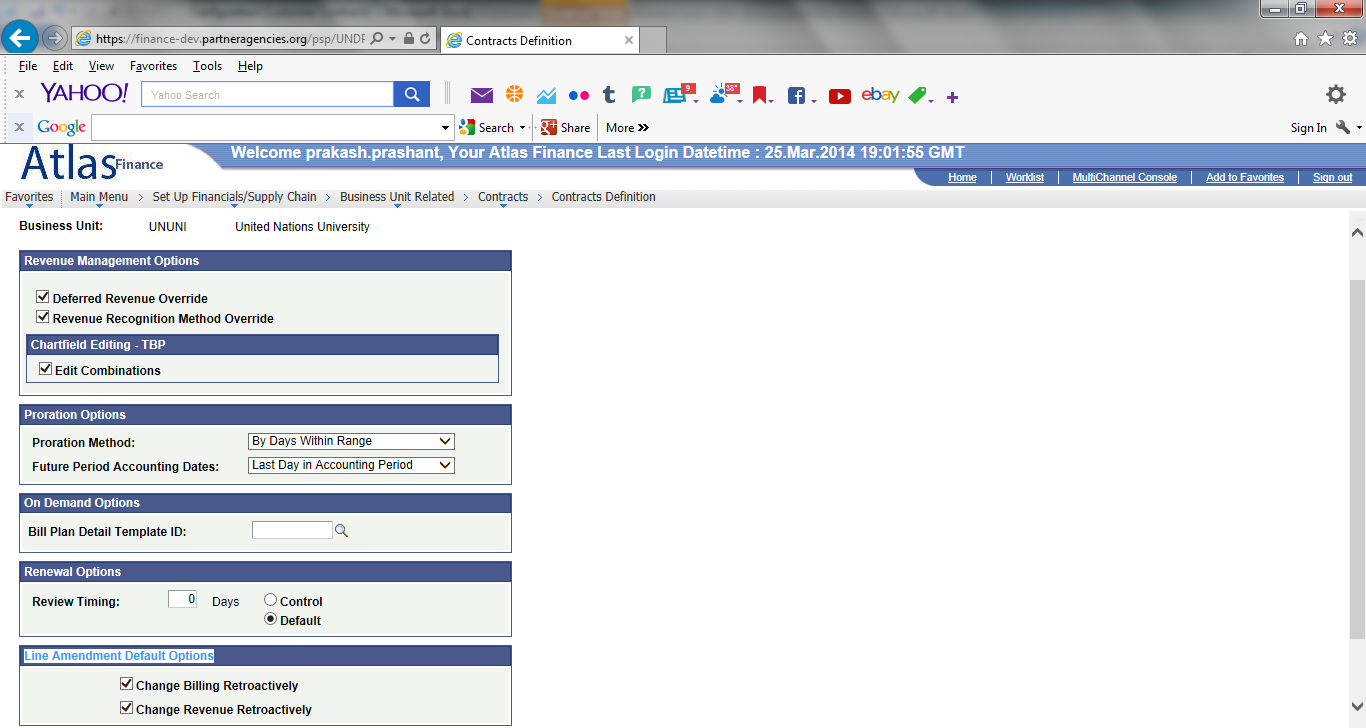


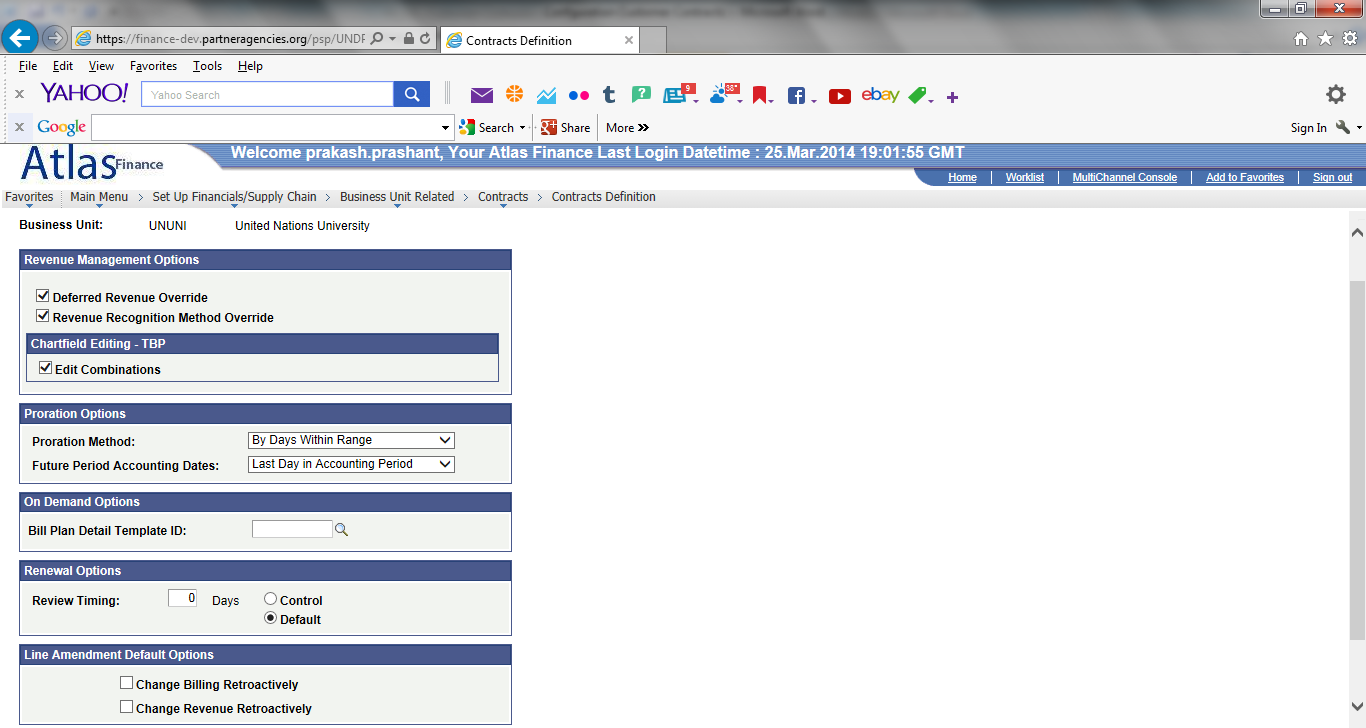


Review Bill Type and Bill Source:

For UN Women: CA and CONTRACTS

For UNDP1/XXX10: blanks

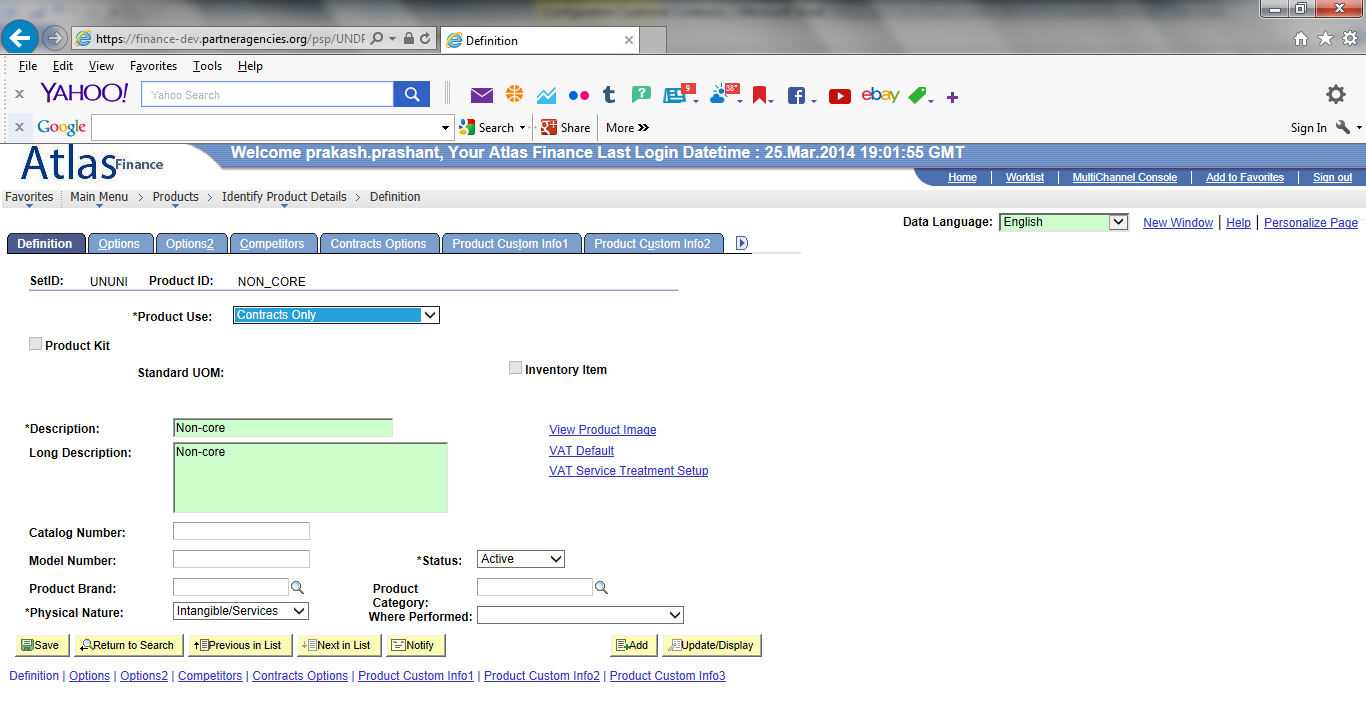


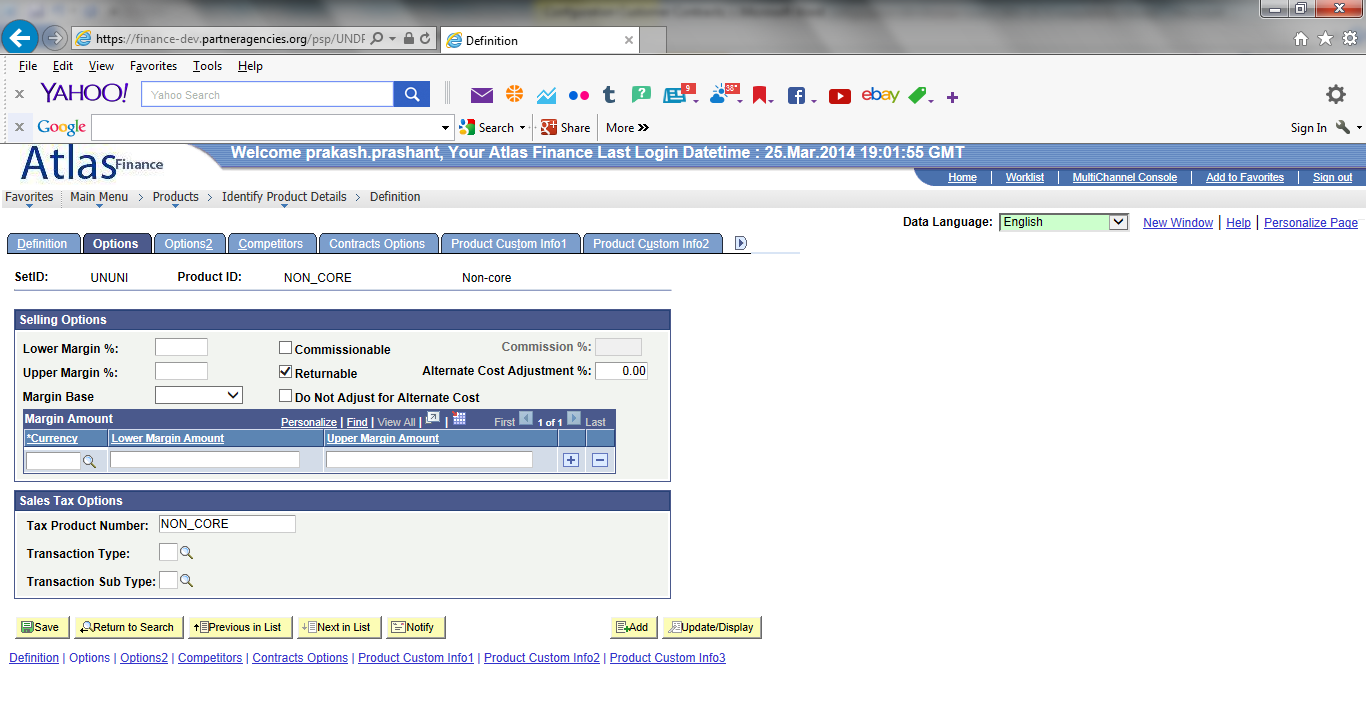


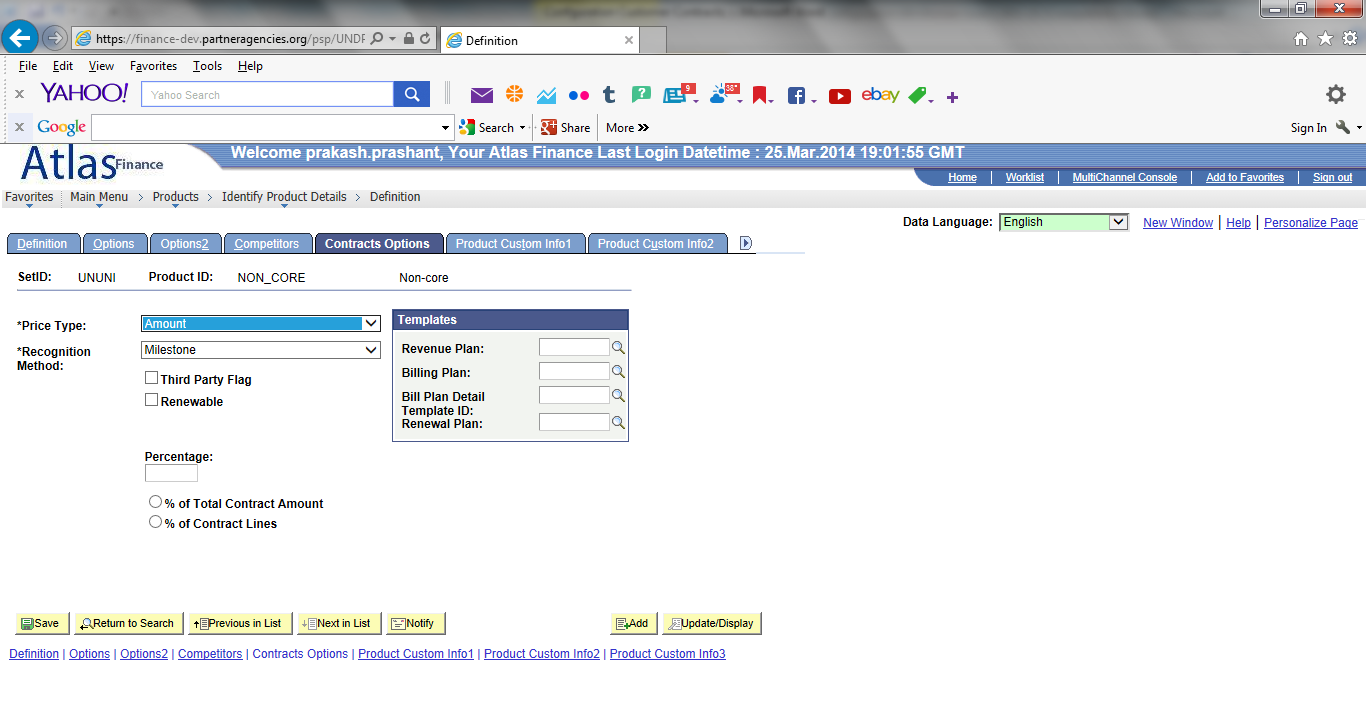
**Navigation: Products > Identify Product Details > Definition:**

Set up CORE, NON CORE, NON CORE EC (not set up for UNU), and NON CORE NON STD (not set up for UNU) for UNU:

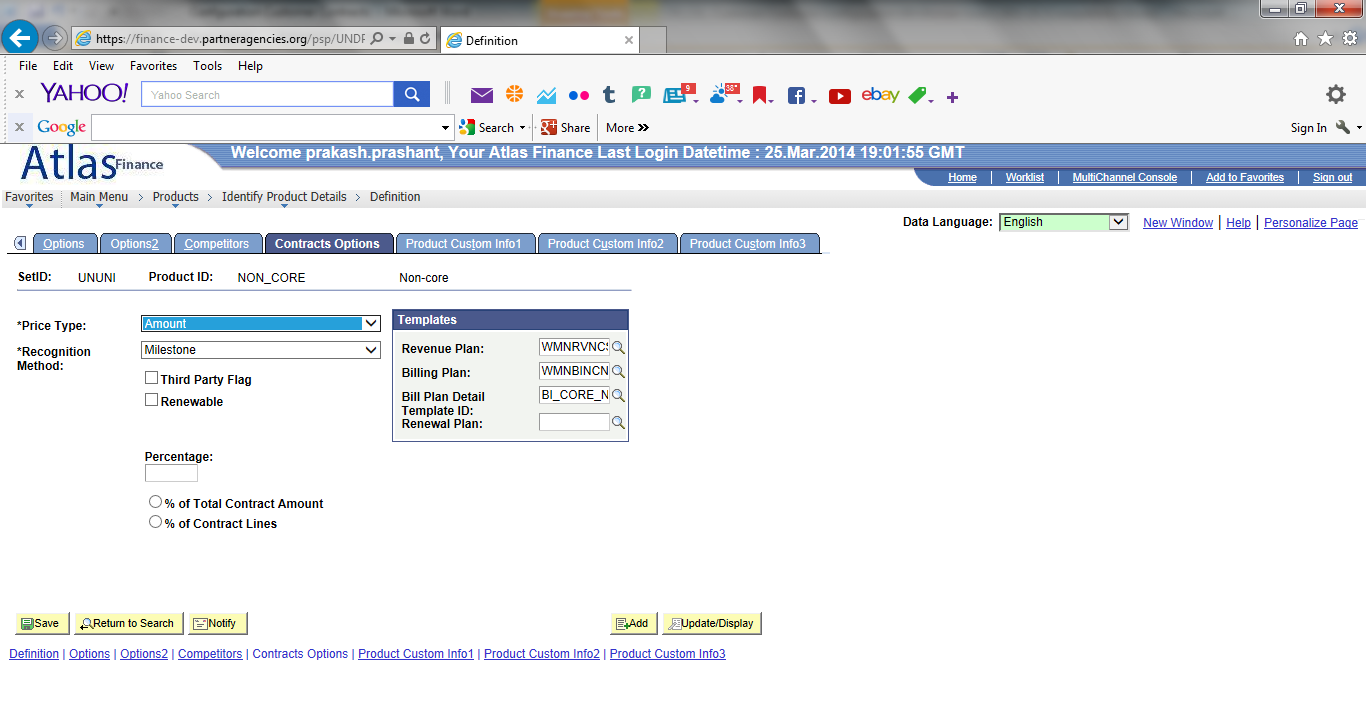
Some UNU products are available in production but need to be adjusted!







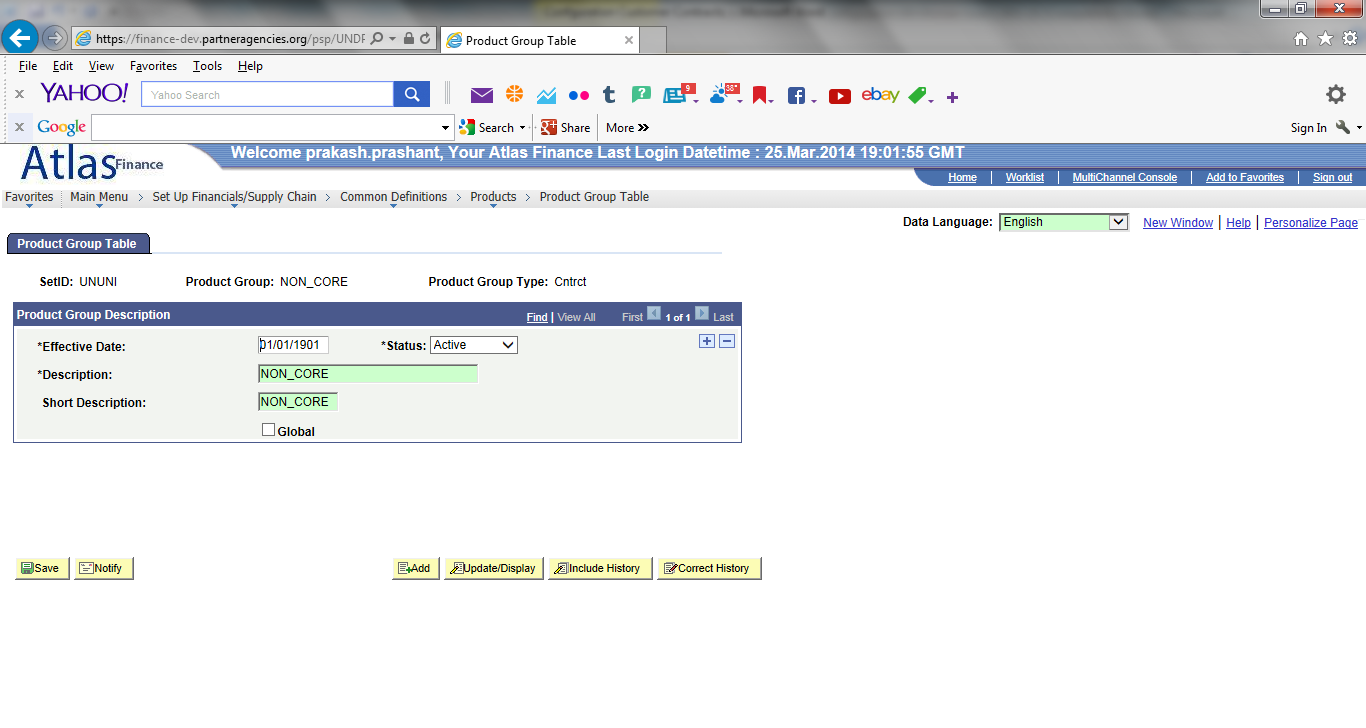
UNU specific Revenue & Billing templates have been set up (see separate document):



**Navigation: Set Up Financials/Supply Chain > Common Definitions > Products > Product Group Table:**

Set up Product Group for 4 products

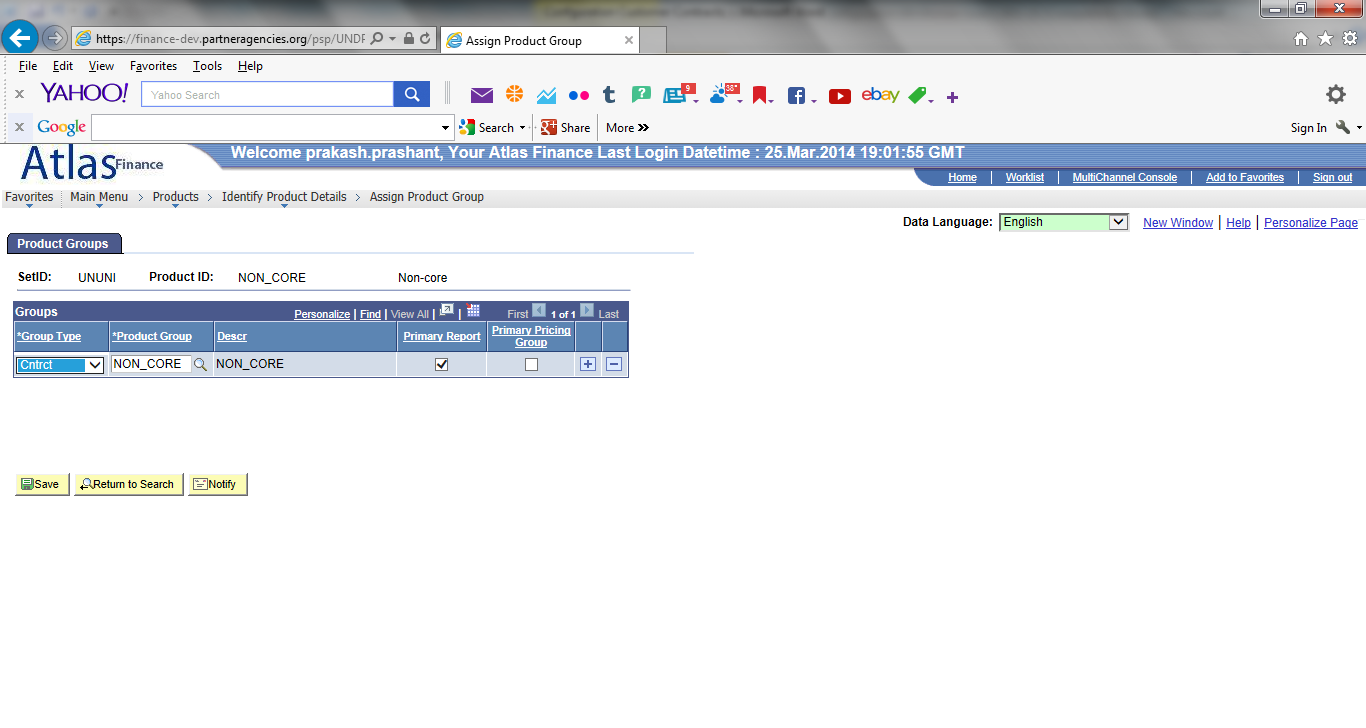
Only NON\_CORE displayed



**Navigation: Products > Identify Product details > Assign Product Group:**

Assign product group for 4 UNU products:

Only NON\_CORE displayed:



**Navigation: Set up Financials/Supply Chain > Product Related > Contracts > Contracts Product Options > Product Group Options:**

Set up for 4 UNU product groups:

Only NON\_CORE displayed:

