Sub process	Frequency	Dependency	User/Automated Initiator	How Initiated	FDM Process Name	Input Source	Processing/Calculation	Description of Calculation/Process	Storage	Outputs	Transaction Type /Agresso A/c no(s)		Transaction Type(s)	Possible Errors and Error Handling
Load updated Expenses Allocation rules into FDM	Annually (at least annually but or as and when the rules have been updated)	MI team should update the triggers A1-A7 in the Allocation Rule Manager and placing the expense trigger set files into standard directories for upload to FDM	User	User initiate the expenses triggers import process by the running the Control Sheet	AL Import	1. Service Co. premiums 2. Expense Allocation rules 3. HL percentages	Process	Run the Allocations Import process to import triggers A1 to A7. FDM will import the latest versions of triggers A1 to A7 created and will update these into a Rules Dimensions set aside in FDM for the specified Allocation Group	FDM	Expense triggers/rules updated into FDM	n/a		n/a	If expense allocation rules are not loaded successfully the user is informed via an automated email.
Expenses Allocations calculations	Quarterly	Expense data updated in FDM	User	User initiates the expense allocations calculation process by running the AL Run process on the FDM control sheet.	AL Run	FDM	Calculation	Expenses allocation rules are applied against the expenses which are subject to reallocation that have been incurred and recorded in the ledger. Journals are calculated to post the expense reallocations.	FDM	Expense allocations journals	A0 A1 A2 A3 A4 A5 A6 A7	21200/74170 23300/73400 23600/73401 21210/74170 23800/73450 23801/73460 10350/74400 11300/82160	A0/Posting for A0 Trigger A1/Posting for A1 Trigger A2/Posting for A2 Trigger A3/Posting for A3 Trigger A4/Posting for A4 Trigger A5/Posting for A5 Trigger A6/Posting for A6 Trigger A7/Posting for A7 Trigger	Automated Process - no user interaction required
Expense Allocations Posting	Quarterly	Expense allocations calculations successfully completed within FDM	User	User initiate Expense allocation by updating the Posting Engine Control Sheet	A0-A7	FDM	Process	FDM processes the Expense Allocations postings for the chosen Allocation Group and Client	Agresso	Expense Allocations posted to Agresso for the chosen Allocation Group and client	A0 A1 A2 A3 A4 A5 A6 A7	21200/74170 23300/73400 23600/73401 21210/74170 23800/73450 23801/73460 10350/74400 11300/82160	A0/Posting for A0 Trigger A1/Posting for A1 Trigger A2/Posting for A2 Trigger A3/Posting for A3 Trigger A4/Posting for A4 Trigger A5/Posting for A5 Trigger A6/Posting for A6 Trigger A7/Posting for A7 Trigger	1. Generic journal posting errors (e.g. unbalanced journal). 2. If an incorrect Allocation Group is selected the journal will not be posted and an error will be displayed.