Techo Tip #16

Si

END OF FINANCIAL YEAR PROCESSING

TRANSPAC

The End of Financial Year is fast approaching, and there are a few things that need to be considered before we reach the 30th of June.

The 'End of Financial Year Update' [eoyear] resets the 'Customer Year-to-Date' figures to zero, deletes non-current customers and deletes 'Customer Periodic Sales' records older than the number of months set on the standard variables record [standvar](this record is found in your housekeeping menu).

This update also deletes 'Carrier/Driver Period-to-Date' records [drivmtd] older than the number of months set on the standard variables record [standvar].

The 'Delete Terminated Carriers' [delndriv] function deletes only carriers with their current flag set to 'n' or 'N' by the 'End of Pay Period Update' [eopupd]. To ensure that carriers who are no longer working for you are deleted, make these carriers non-current using the 'Termination Update' [drnoncur] from the 'Carrier/Driver' menu [carm] before the last 'End of Pay Period Update' [eopupd] for June.

To delete customers, you will need to flag all customers that you wish to delete as non-current. This needs to be done in the 'Customer Details Maintenance' screen [customer], or, from the 'End of Financial Year Menu' [eoym], run the 'Non-Current Customers Update' [noncur]. This update will make customers non-current up to and including the date entered on screen. There is also a report that can be run that will print all non-current customer details. This report is called 'Non-Current Customers Report' [noncurr].

Both the 'End of Financial Year Update' and 'Delete Terminated Carriers' function must be run after you have finished the 'End of Accounting Period Processing' for June, after processing End Of Financial Year PAYG Report, and before the next Closeoff date in July.