

O2 Works

Putting Oracle to Work

Oracle E-Business Specialists

Application **F**or **E**xpenditure Routing Approval

Internal Techies Presentation

November 6, 2018



Overview

- An AFE (Application For Expenditure) is required for capital expenditures
 - Less than \$5,000 – AFE is not required
 - \$5,000 to \$50,000 – local approvers are required
 - \$50,000 to \$10MM – local and corporate approvers required
 - Greater than \$10MM – local, corporate and board of directors are required

Current Process

- AFE Approval Routing via Oracle Workflow will provide advantages over the current routing method via Microsoft Outlook®. The current process for routing an AFE document for approval provides both manual and automated methods. The requestor may manually walk the document to each approver and have them sign the signature page. The requestor may also route the approval through MS Outlook® by building a routing list then attaching the AFE document to the email. The drawbacks to these methods include the following:
 - The final approval list is not visible to all approvers.
 - The MS Outlook® approval routing status is not visible to anyone so if the process stops, no one knows who has approved and who has not yet approved the request.
 - There is no feedback to the requestor as to the status of the request.

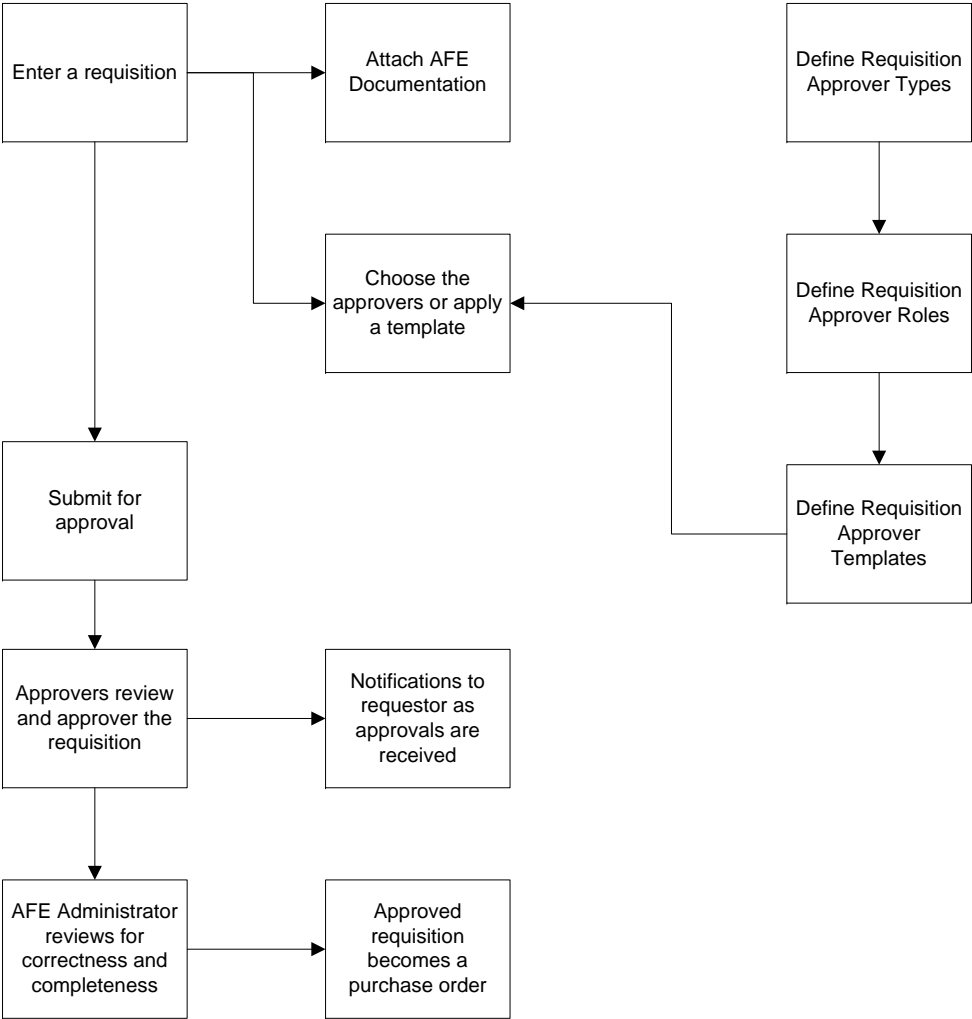
Business Requirements

- AFE Approval Routing via Oracle Workflow will address the following business needs:
 - Visibility to AFE approval routing status.
 - Notifications to requestor when requisition is approved.
 - Automatic creation of purchase orders when requisition is approved.
 - Final review by AFE administrator

EBS Components

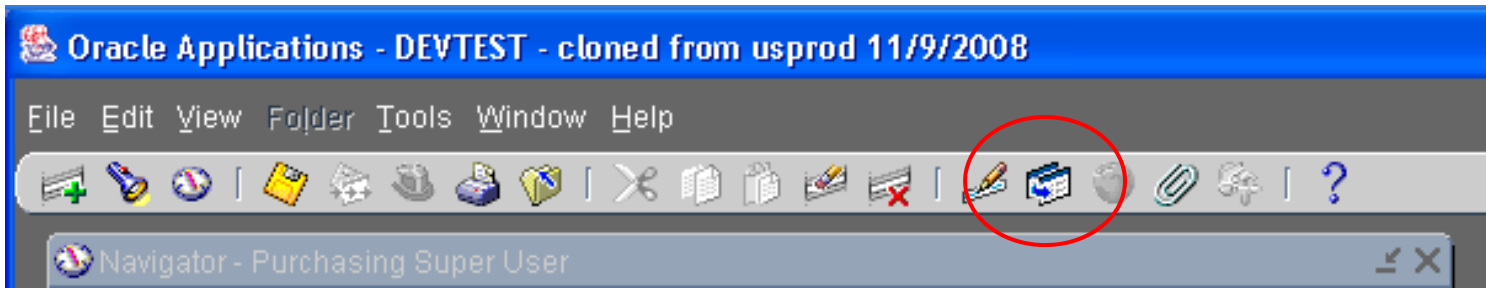
- AFE Approval Routing via Oracle Workflow contains following EBS components:
 - Approval Manager – Purchase Requisition
 - Purchase Requisition Approvers OA Framework web page
 - Application Object Library Components
 - Lookups
 - Descriptive Flexfield Segments
 - Workflow Notifications

Process Flow



Custom Development

- AFE Approvers Web Page
 - The purpose of the web page is to provide a method for building an approver list for a given AFE. The form will provide basic create, update and delete functionality. This functionality will be controlled so that users are required to enter basic information.
- Approver Templates
 - This application will be used to create and maintain templates with pre-defined roles and approvers. The user creating the AFE requisition will have the option to apply a template that contains approver roles specific to the nature of the AFE they are creating.



Requisition Approvers - Microsoft Internet Explorer

File Edit View Favorites Tools Help


Address http://drppta05.na.d-rco.com:8007/OA_HTML/RF.jsp?function_id=1021784&resp_id=20707&resp_appl_id=201 Go Links >>

















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Requisition Approvers

Requisition: 353866 - FLB TEST REQ

Approver Templates

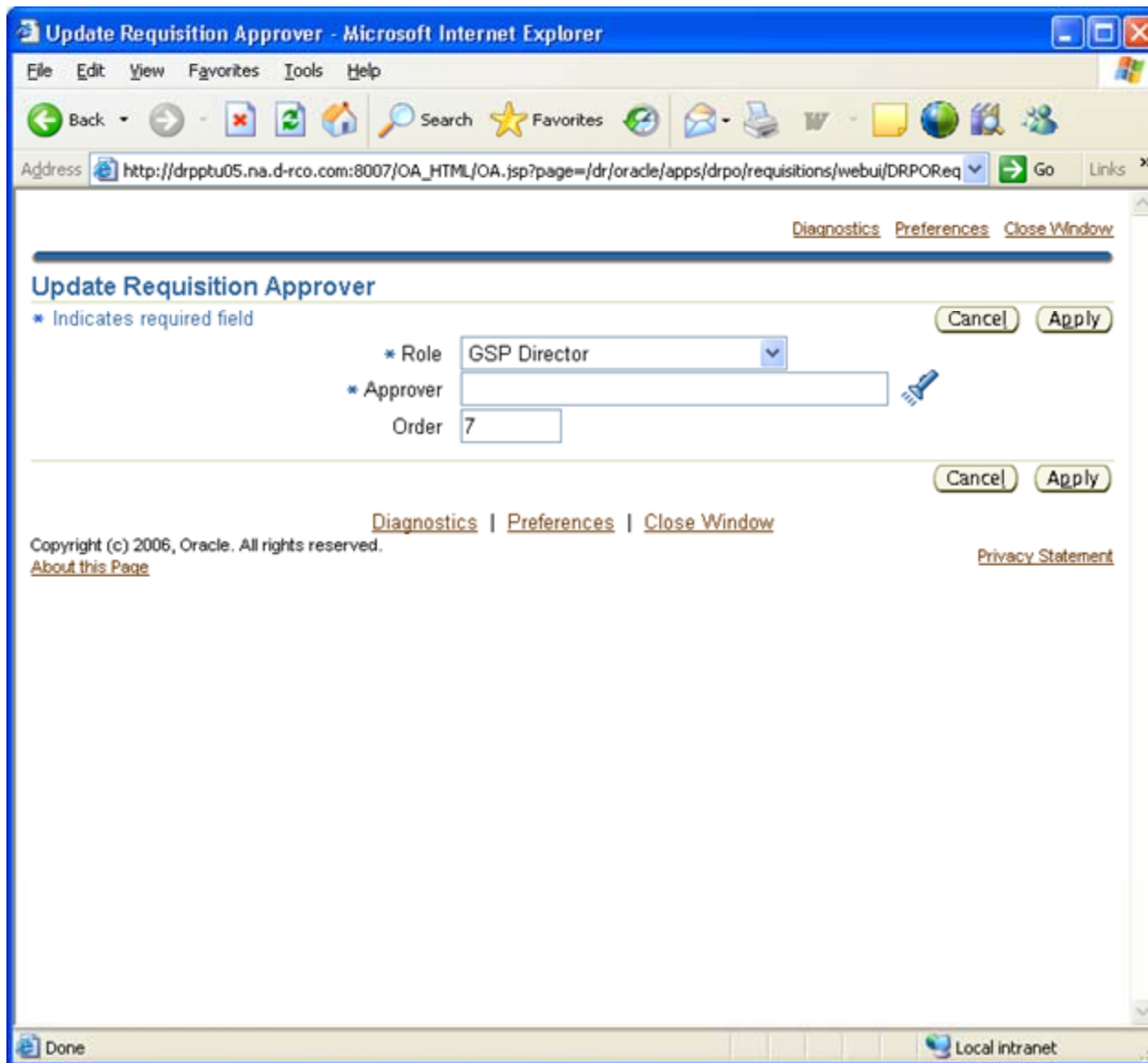
Template 

Role	Approver	Sort Order	Update	Delete
Originator		1		
Local VP		2		
Local Controller		3		
SCM Director		4		
HQ Treasurer		5		
VP and General Counsel		6		
GSP Director		7		
AFE Admin		99		

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Local intranet



Search and Select List of Values - Microsoft Internet Explorer

Search and Select: Approver

Cancel Select

Search

To find your item, select a filter item in the pulldown list and enter a value in the text field, then select the "Go" button.

Search By **FullName** **Go**

Results

Previous 1-10 of 22 Next 10

Select	Quick Select	Source	FullName	Job Name
<input type="radio"/>		Role		Dir.Information Technology..IT07024200.W Requisitioner
<input type="radio"/>		Employee		Dir.Information Technology..IT07024200.W Requisitioner
<input type="radio"/>		Employee		.Field Service Worker..PS00016000.
<input type="radio"/>		Employee		.Field Service Worker..PS00016000.
<input type="radio"/>		Employee		.Field Service Worker..PS00016000.
<input type="radio"/>		Employee		.Field Service Worker..PS00016000.
<input type="radio"/>		Employee		.Field Service Worker..PS00016000.
<input type="radio"/>		Employee		Spec. Service.II.EN17045704.
<input type="radio"/>		Employee		Mechanic.Repair.I.PS12043076.
<input type="radio"/>		Employee		Mechanic.Repair.I.PS12043076.

Done. Local intranet

Application Set-up

- Approval Manager
 - Approval Manager is an Oracle Applications module that provides a mechanism for developing customized approval paths. When Approval Manager is turned on for a Purchase Requisition document type, it applies to all approval paths including the standard HR Supervisor hierarchy. All requisition approval paths must be defined in Approval Manager when it is turned-on.
- Lookups
 - FND Lookups will be used to define the Approver Roles. The set-up will control the dollar level where the approval role is required. If the dollar level is changed, only the lookup needs to be changed to accommodate it.
- Messages
 - To accommodate the multi-language requirements, messages must be defined. The messages will be developed in English then translated as necessary.

Database Objects

- Table
 - A database table will be required to store the approver role assignments. The table is only used by Approval Management to generate the Approver List. Once the requisition has been approved, that approval list will be the official approval record.
 - Additional tables will be required to store data related to the approver templates.
- Views
 - A view will be needed to provide access to the employee and job tables. This view will be used in lists of values to assign approver names to roles.
- Packages
 - Packages will be used to store code used by the Approval Template application for managing the template information.

Reporting

- Application Express pages to provide reports to anyone interested in the status of an AFE
 - AFE Summary Report
 - listing of AFE requisitions that have been entered into the Oracle Apps. The report lists the useful information at the header and line level.
 - AFE Summary With Workflow Details
 - This report is similar to the AFE Summary Report with the following additional workflow details.

Rows 50 Go

Requisition Number	Enabled	Description	Authorization Status	Creation Date	Original Submit Date	Approved Date	Requisition Amount	Cost Center	RUI	Region	Company	Line Type	Line Amount	Attachment URL
394521	Yes	Oracle Enterprise Mgmt Content Suite	In Process	28-JUL-2009 16:54	28-JUL-2009 17:10	-	\$423,400.00	96234	8009	HQ	800	-	\$423,400.00	-
395319	Yes	TEST REQ	In Process	13-AUG-2009 13:41	17-AUG-2009 18:51	-	\$10,000.00	96234	8009	HQ	800	-	\$10,000.00	AFE Description
395320	Yes	TEST AFE Document	In Process	17-AUG-2009 18:50	17-AUG-2009 18:56	-	\$15,000.00	96234	8009	HQ	800	-	\$15,000.00	-
395321	Yes	TEST AFE req	In Process	17-AUG-2009 18:56	17-AUG-2009 19:01	-	\$100,000.00	96234	8009	HQ	800	-	\$100,000.00	-
395322	Yes	TEST AFE Requisition	In Process	17-AUG-2009 19:00	17-AUG-2009 19:01	-	\$30,000.00	96234	8009	HQ	800	-	\$30,000.00	-
395323	Yes	TEST AFE Req	In Process	17-AUG-2009 19:02	17-AUG-2009 19:06	-	\$100,000.00	96234	8009	HQ	800	-	\$100,000.00	AFE Documentation
395325	Yes	IT-09-3XXX Purchase laptop software	In Process	19-AUG-2009 09:46	19-AUG-2009 10:30	-	\$17,000.00	96234	8009	HQ	800	-	\$5,000.00	AFE Documentation
395325	Yes	IT-09-3XXX Purchase laptop software	In Process	19-AUG-2009 09:46	19-AUG-2009 10:30	-	\$17,000.00	96234	8009	HQ	800	-	\$12,000.00	AFE Documentation
395327	Yes	TEST AFE	Cancelled	25-AUG-2009 11:22	25-AUG-2009 11:30	-	\$10,000.00	96234	8009	HQ	800	-	\$10,000.00	AFE Documentation
395328	Yes	TEST AFE 2	In Process	25-AUG-2009 11:49	25-AUG-2009 11:55	-	\$100,000.00	96234	8009	HQ	800	CAPEX	\$100,000.00	AFE Documentation
395329	Yes	TEST AFE 3	Approved	25-AUG-2009 16:02	25-AUG-2009 16:09	25-AUG-2009	\$110,000.00	96234	8009	HQ	800	-	\$110,000.00	AFE Documentation
395330	Yes	TEST AFE 4	Approved	25-AUG-2009 17:06	25-AUG-2009 17:08	25-AUG-2009	\$300,000.00	96234	8009	HQ	800	CAPEX	\$300,000.00	AFE Documentation
395331	Yes	AFE IT-09-0234 - Laptop software	In Process	27-AUG-2009 16:31	27-AUG-2009 16:49	-	\$120,000.00	96234	8009	HQ	800	-	\$120,000.00	AFE Documentation
395332	Yes	Laptop Software	Approved	28-AUG-2009 16:21	28-AUG-2009 16:33	29-SEP-2009	\$6,000.00	96234	8009	HQ	800	CAPEX	\$6,000.00	AFE Documentation
395333	Yes	TEST AFE - different business group	Approved	31-AUG-2009 13:48	31-AUG-2009 14:15	31-AUG-2009	\$10,000.00	96234	8009	HQ	800	-	\$10,000.00	AFE Documentation

Weaknesses

- All approvers must have EBS login
- Designed to run in one Org. Some AFE requests may come from a different Org.
- Designed to work from one PO Requisition.
- Unable to track expenditures against the approved amount.

Improvements

- Develop custom application outside of Oracle EBS
 - Does not require EBS login
 - Is not Org specific
 - More conveniently allows for multiple requisitions
- Integrate with Oracle Project Accounting
 - Allow finance to monitor spending against an approved amount.

About the Author

Frank Bender is a systems analyst, designer and developer with more than 22 years experience designing and developing customizations in the Oracle Financial and Manufacturing Applications.

- He has installed and configured Oracle products and specializes in the analysis, design, development and training for Oracle Applications customizations and reporting environments.
- His experience includes the design and development of custom extensions to the Oracle Applications and customized reporting environments using industry standard development tools and techniques.

Contact information

O2Works – Knowledge Base:

<https://o2works.com/knowledge-works/>

Name: Frank Bender

Position: Principal Technical Consultant

E-mail: fbender@o2works.com

O2Works LLC

Oracle Applications Consulting

Dallas – Chicago - Denver

972-466-2260

<https://o2works.com>



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