

AP3.22 APPENDIX 3.22

TEXT HEADER RECORD

<u>Field Legend</u>	<u>Record Position(s)</u>	<u>Entry and Instructions</u>
Document Identifier	1-3	Enter code PVA.
Text: Record Legend	4-20	Enter the words "PAYMENT TEXT HDR" with a blank space between words.
Numbering: Item Count	21-24	Enter the number of items (i.e., records) in the batch, including the Text Header Record. See appendix AP1.21.
Reserved	25-28	Leave blank.
Numbering: Batch Sequence	29	Enter the batch sequence code as prescribed in the related Accounting Classification Header Record, DI Code PV1. If this is a dummy end of month (EOM) report, enter a sequential alpha code A through Z (excluding I and O). See appendix AP1.21. Repeat the alphabet after use of code Z.
Identity Code: CPN Recipient	30-35	Enter the identity code of the accounting point to which the CPN is being sent. See chapter 9, section C9.10. and appendix AP1.4.
Identity Code: Disbursing Officer	36-41	Enter the identity code, as reflected on the voucher, of the disbursing officer who made the payment. See appendix AP1.4.
Numbering: Batch Serial Number	42-44	Enter a consecutive serial number which identifies the number of the batches transmitted to the accounting point since the first day of the fiscal year. If this is a dummy EOM report, perpetuate the last batch serial number transmitted to the CPN recipient this month. See appendix AP1.21.

<u>Field Legend</u>	<u>Record Position(s)</u>	<u>Entry and Instructions</u>
Reserved	45	Leave blank.
Reserved	46-51	Leave blank (until first voucher number becomes operational).
Reserved	52-57	Leave blank (until last voucher number becomes operational)
Amount: Collected Amount	58-68	Enter, in dollars (rp 58-66) and cents (rp 67-68), the sum of monies shown as collections in the CPNs. See appendix AP1.20. Right justify and prefix with zeros to fill the field. If this is a dummy EOM report or if no amount is applicable, leave blank.
Amount: Disbursed Amount	69-79	Enter, in dollars (rp 69-77) and cents (rp 78-79), the sum of monies shown as payments in the CPNs. See appendix AP1.20. Right justify and refix with zeros to fill the field. If this is a dummy EOM report or if no amount is applicable, leave blank.
Transaction Status Indicator	80	If this is the last transmission of the month or a dummy EOM report, enter code F, in accordance with appendix AP1.22. See chapter 9, paragraph C9.9.4. Otherwise, leave blank.