Search for an Improvement — Criteria

Overview

The Property Accountability module Improvement process provides the ability to add improvement records to Real Property and serially managed Direct Input Asset Improvements and gives users the capability to convert completed Construction In Progress (CIP) projects to Improvements. When deleting / removing an Improvement, there will not be an option for the Sale of an Improvement.
An Improvement is any change made to an asset that increases its value, performance or its useful life. Examples include:

- Installing utilities on unimproved land
- Excavating, clearing and landscaping real property
- Adding a functional part or accessory to a vehicle

Leasehold Improvements are repairs or improvements, usually prior to occupancy, made to a leased facility by the lessee. The cost is then added to fixed assets and amortized over the life of the lease.
The process will display different entry fields in each page depending on the Type Action selected.

Navigation

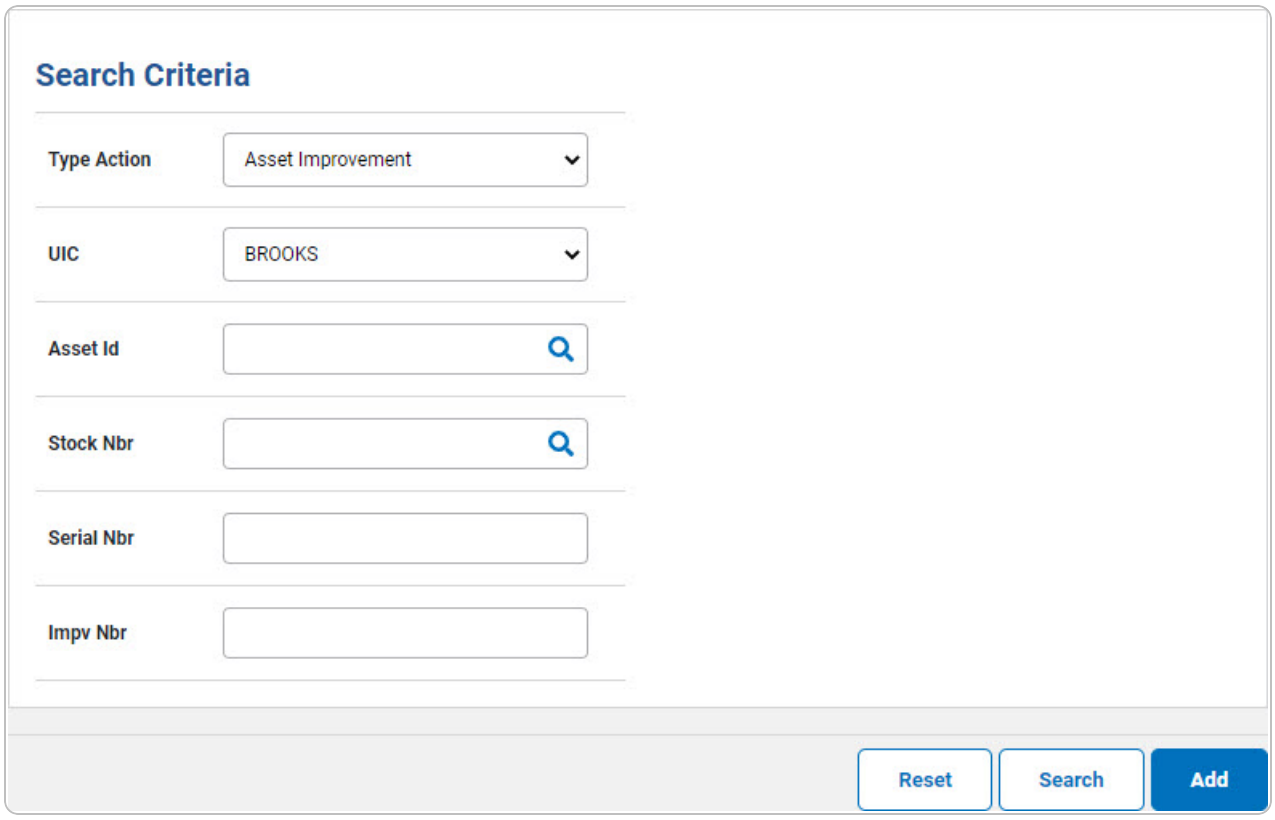
Accounting > Improvement > Improvement Search Criteria page

Procedures

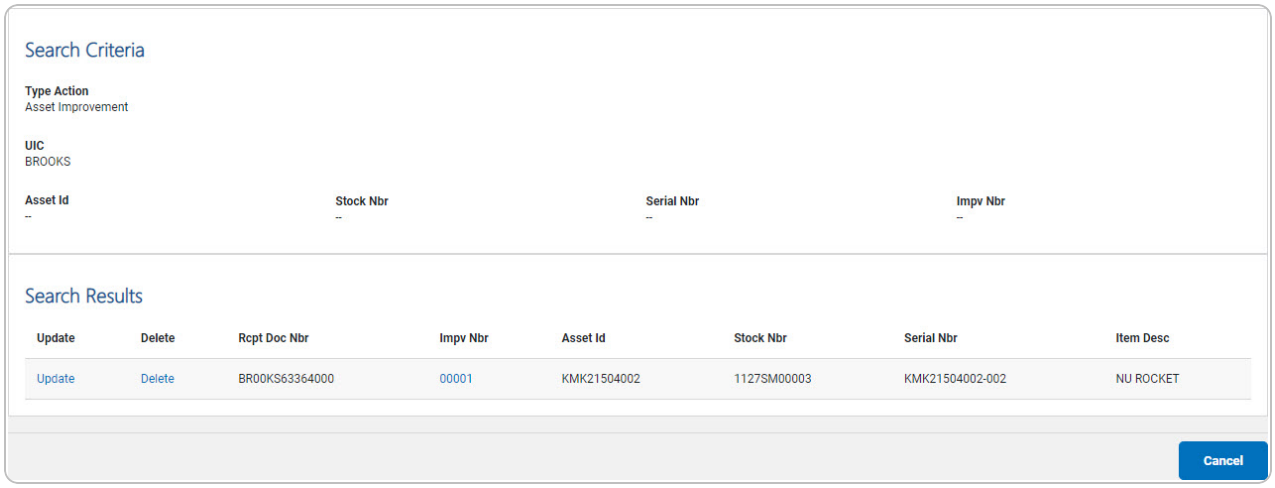
Search for an Asset Improvement

One or more of the Search Criteria fields can be entered to isolate the results. By default, all results are displayed. Selecting Reset *at any point of this procedure returns all fields to the default "All" setting.*

1. Use ☑ to select the Type Action.

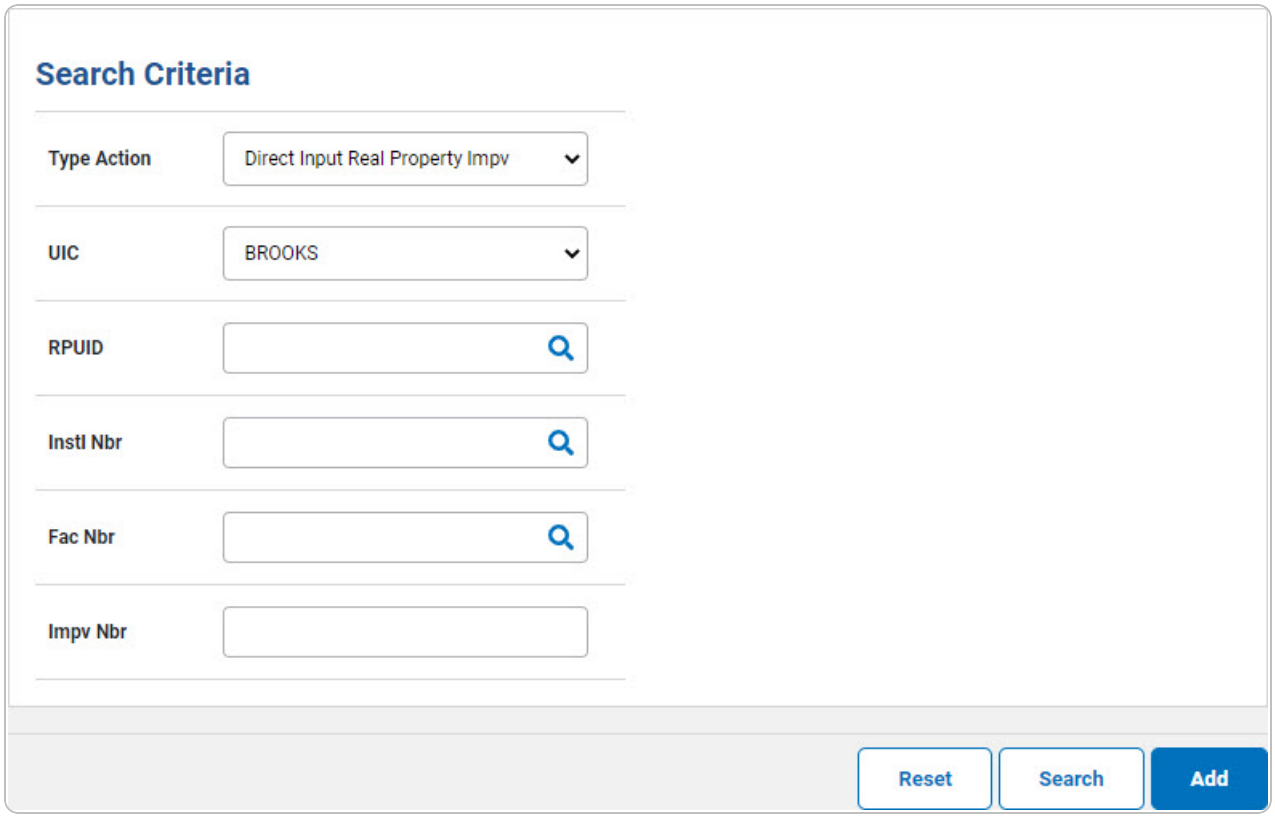


2. Select Search. *The **View the Improvement Search Results** page appears.*

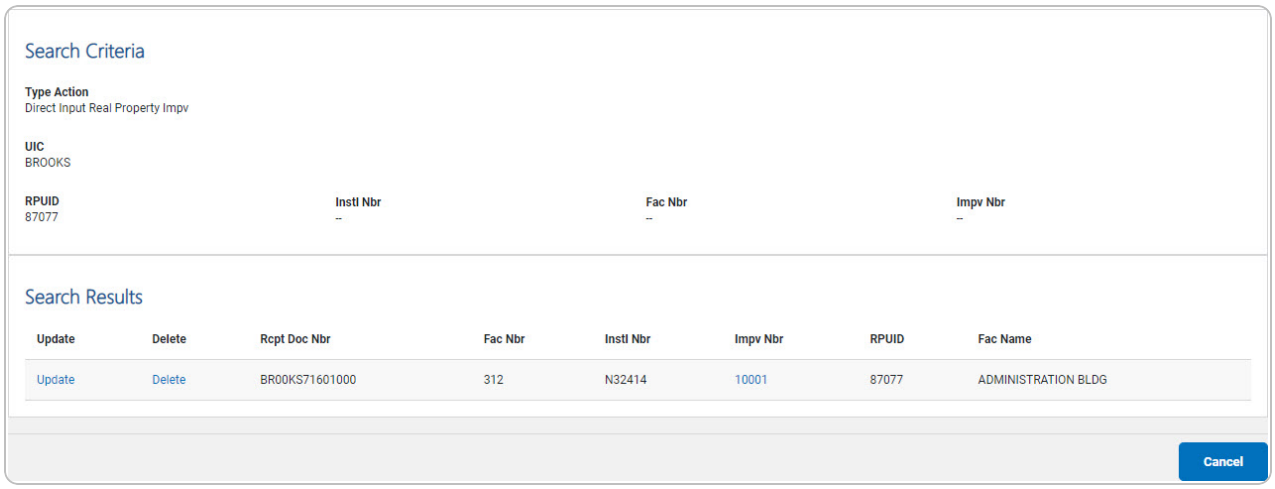


Search a Direct Input Real Property Improvement

1. Use ☑ to select the Type Action.

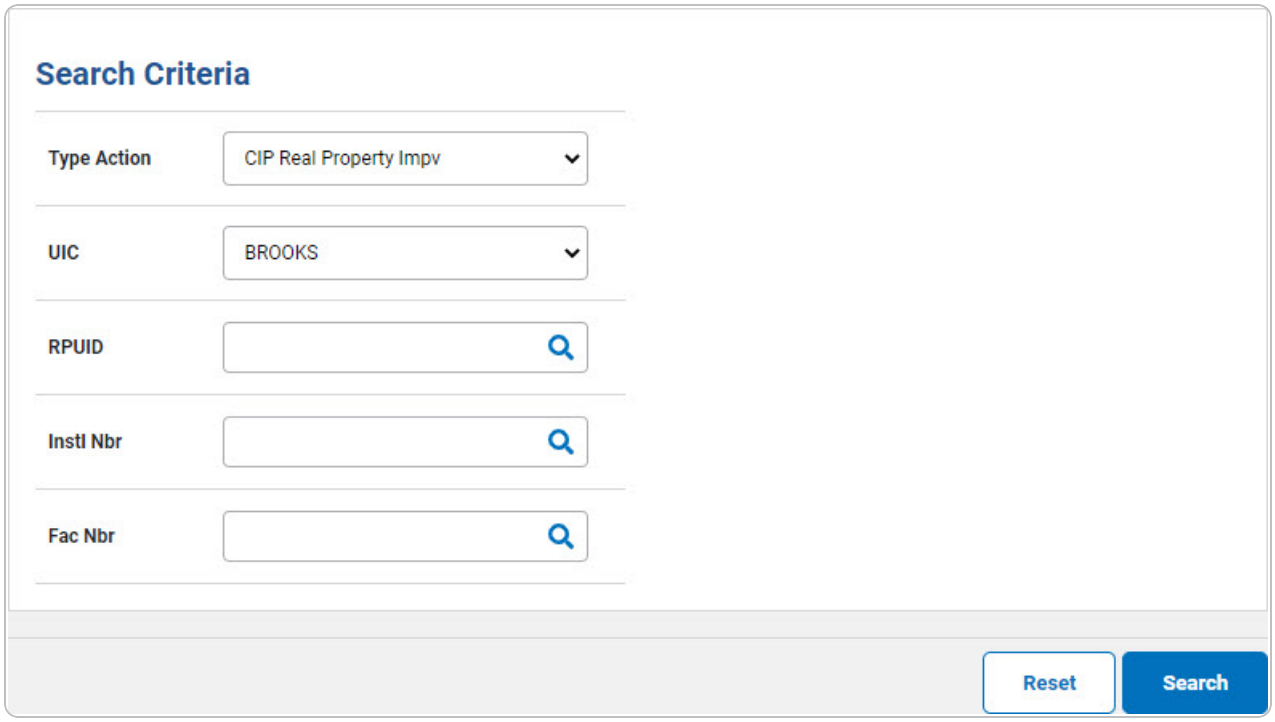


2. Select Search. *The **View the Improvement Search Results** page appears.*

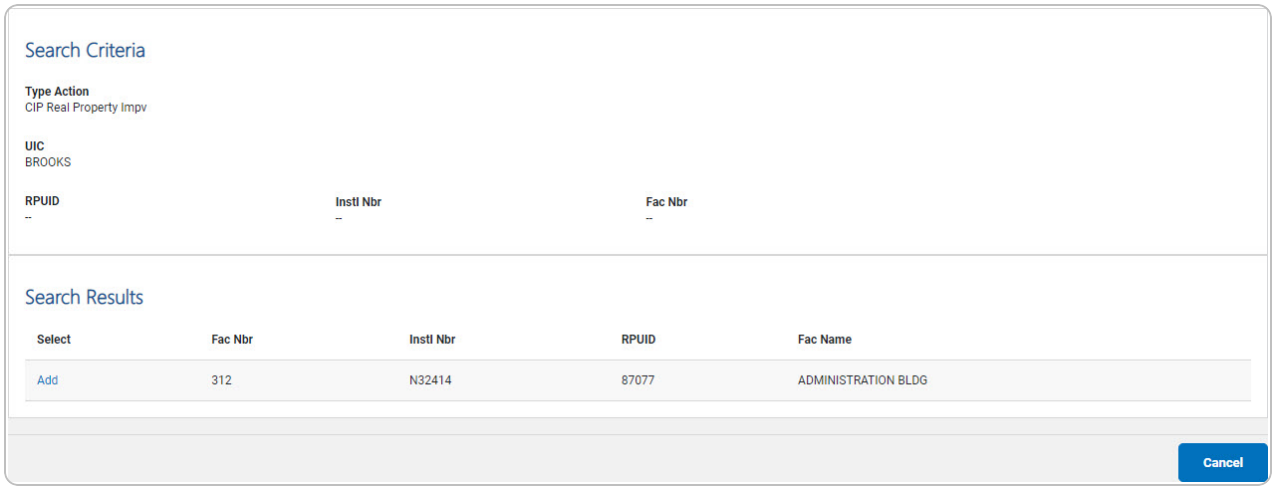


Search a CIP Real Property Improvement

1. Use ☑ to select the Type Action.

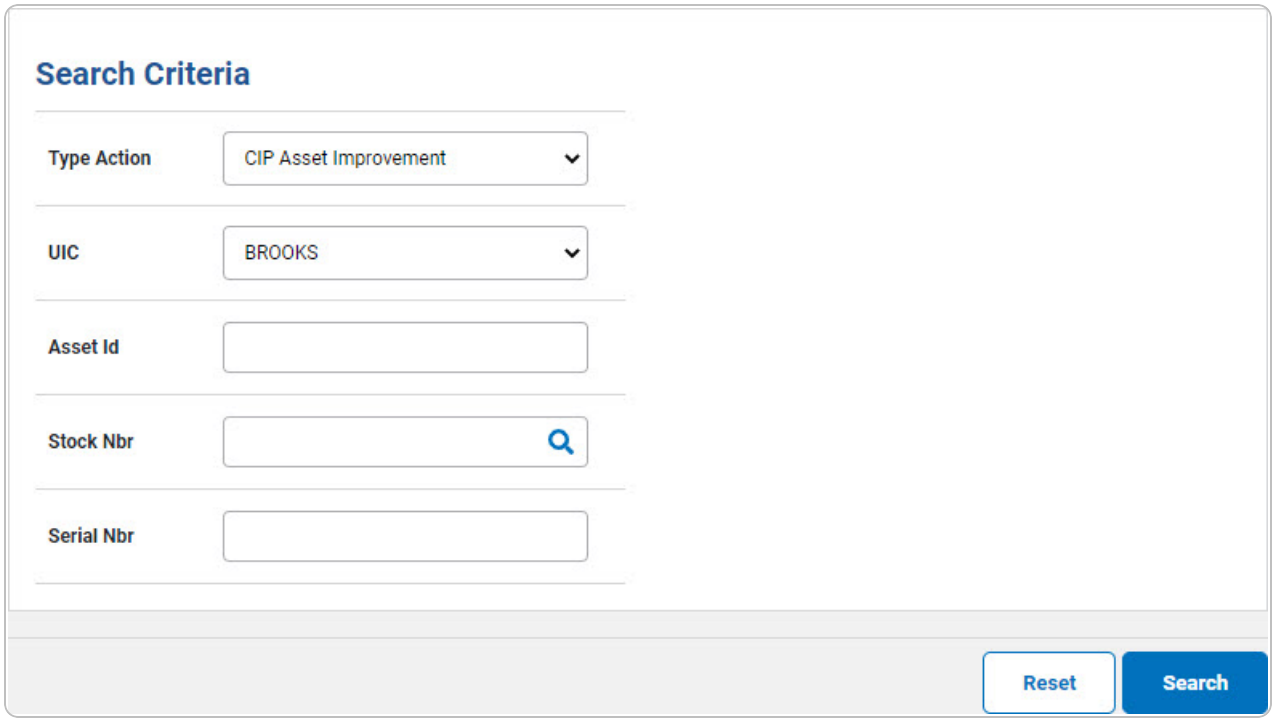


2. Select Search. *The **View the Improvement Search Results** page appears.*

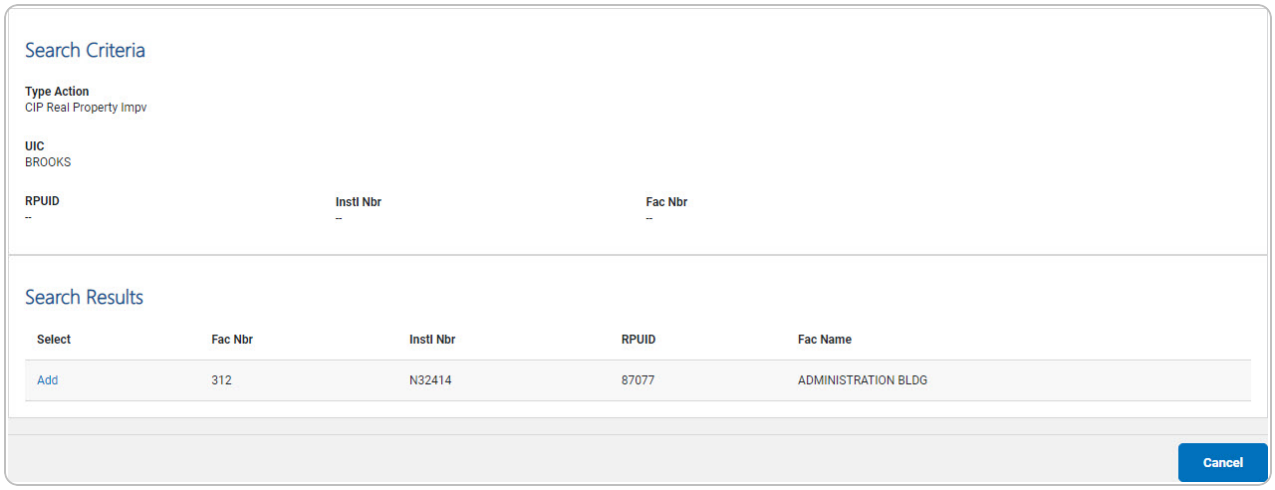


Search a CIP Asset Improvement

1. Use ☑ to select the Type Action.



2. Select Search. *The **View the Improvement Search Results** page appears.*



Add an Improvement

Navigation

Accounting > Improvement > Search Criteria > Search > Search Results > Add hyperlink > Impv Add page

Procedures

Selecting Cancel *at any point of this procedure removes all revisions and closes the page.*
Bold *numbered steps are required.*

Helpful Tip

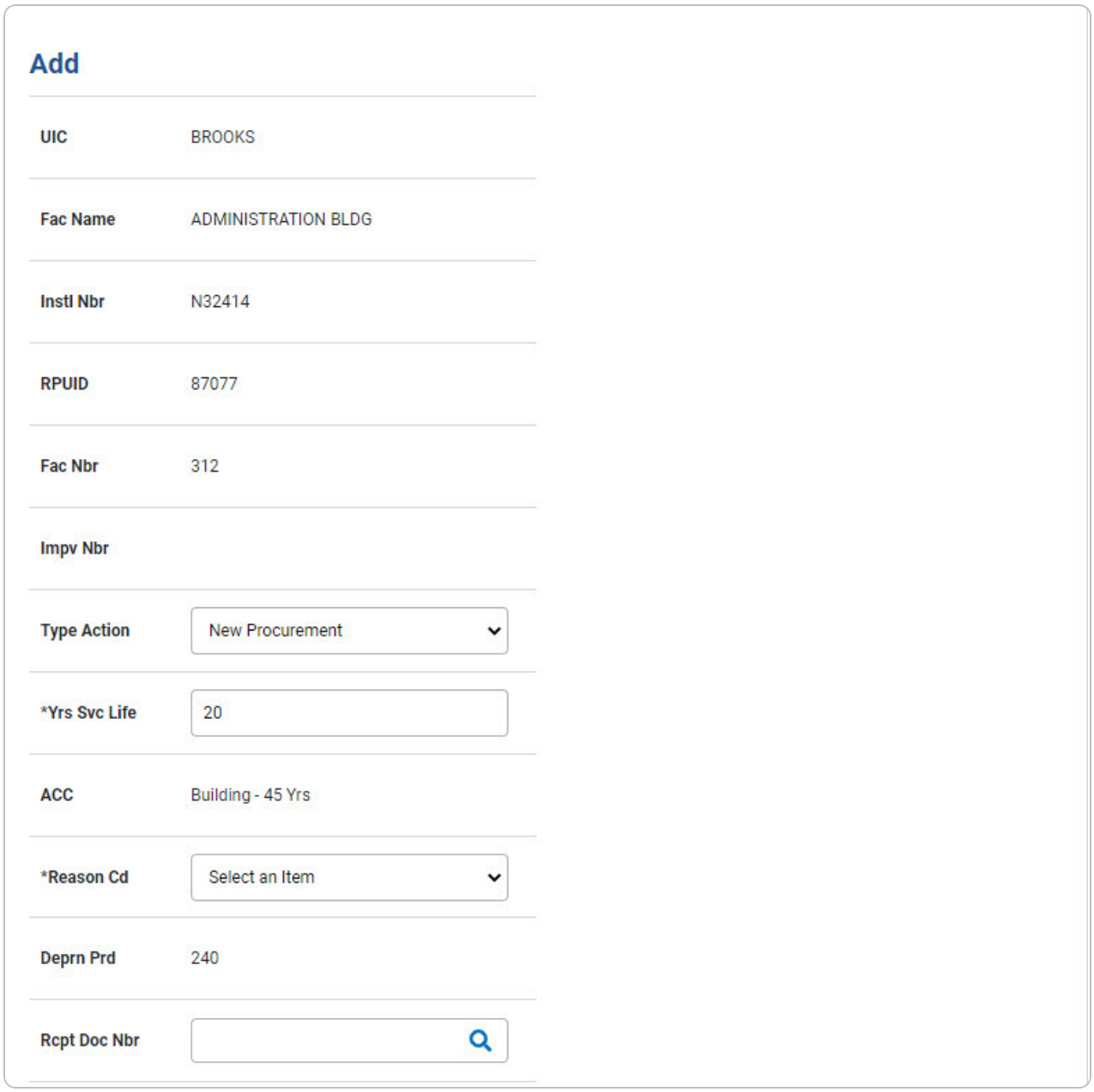
Unless directed otherwise – Accept the default value "A—DoD Threshold".

Note

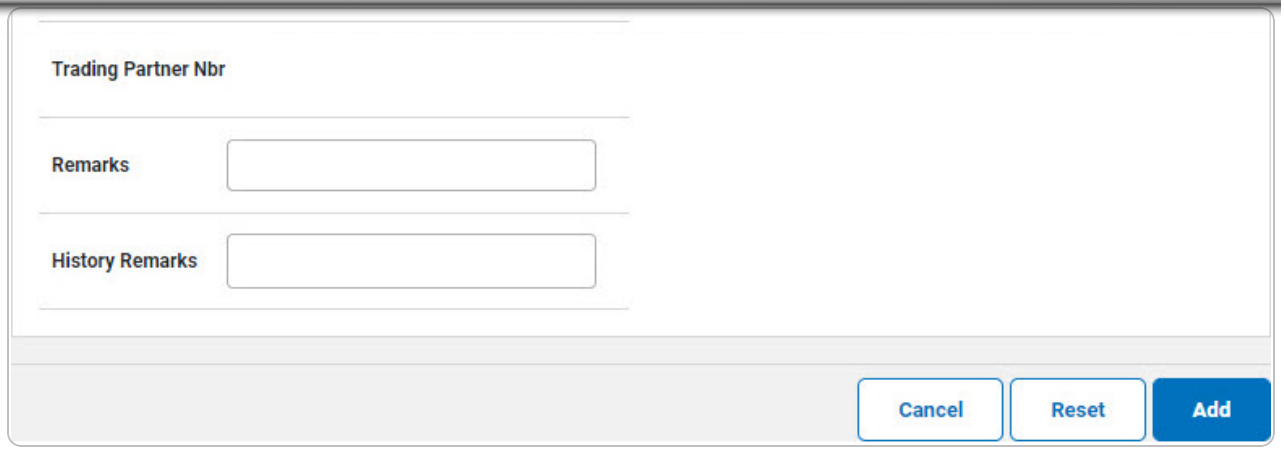
The date must be greater than or equal to the system date.

Add a CIP Real Property Improvement

1. Update the fields on the Add tab.



Oblign Doc Nbr	
Impv Cost Amt	5000.00
Fund Cd/ASN	Select an Item
Cptl Cd	A-DoD Threshold
Acq Dt	
Eff Dt	5/19/2023
Owng Cost Center	
Owng Cost Center Desc	
Fndng Cost Center	
Fndng Cost Center Desc	
Task Cd	
Job Order Nbr	
LOA	



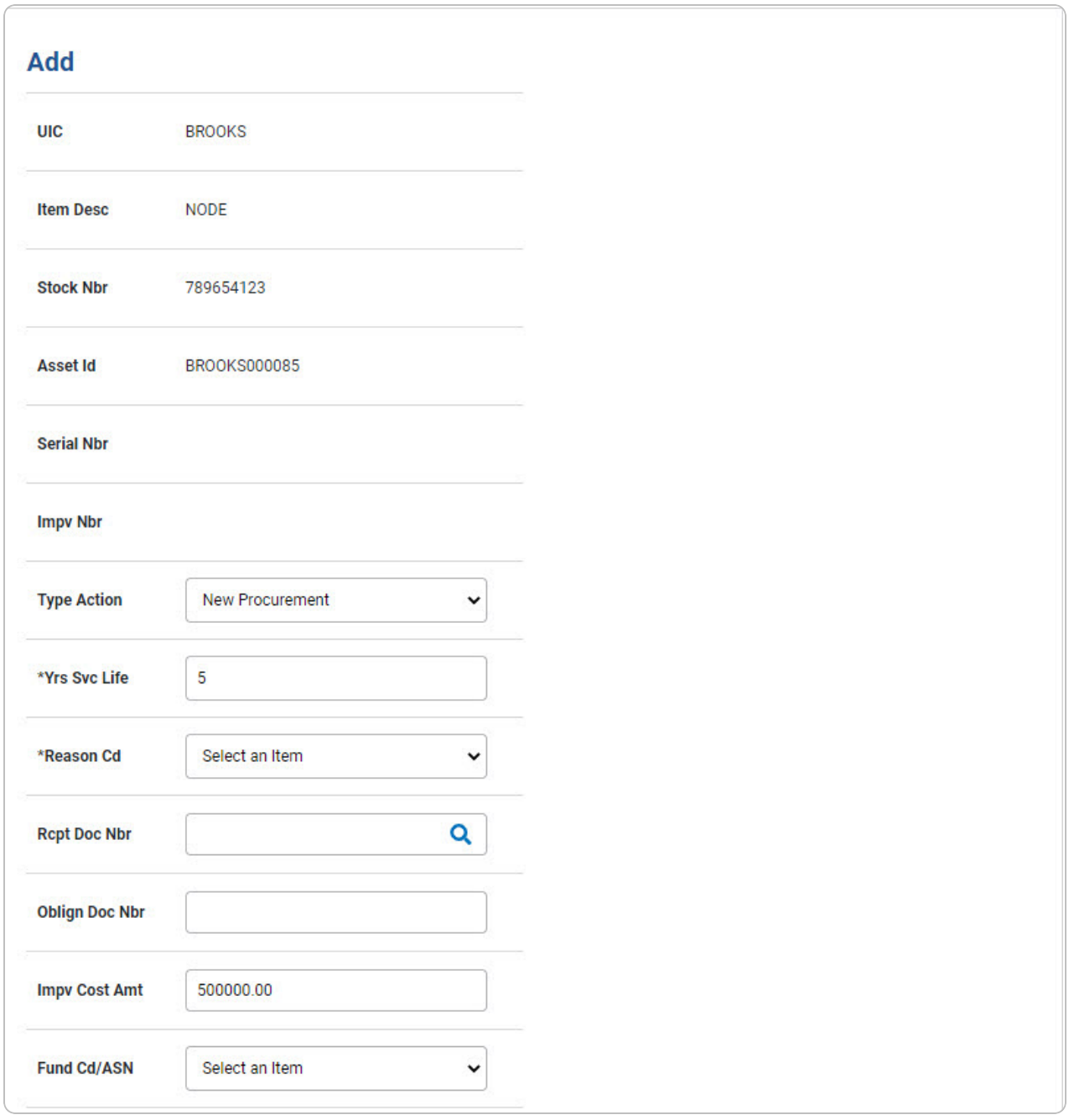
A. Enter the YRS SVC LIFE. *This is a 3 alphanumeric character field.*

B. Use ☑ to select the Reason Cd.

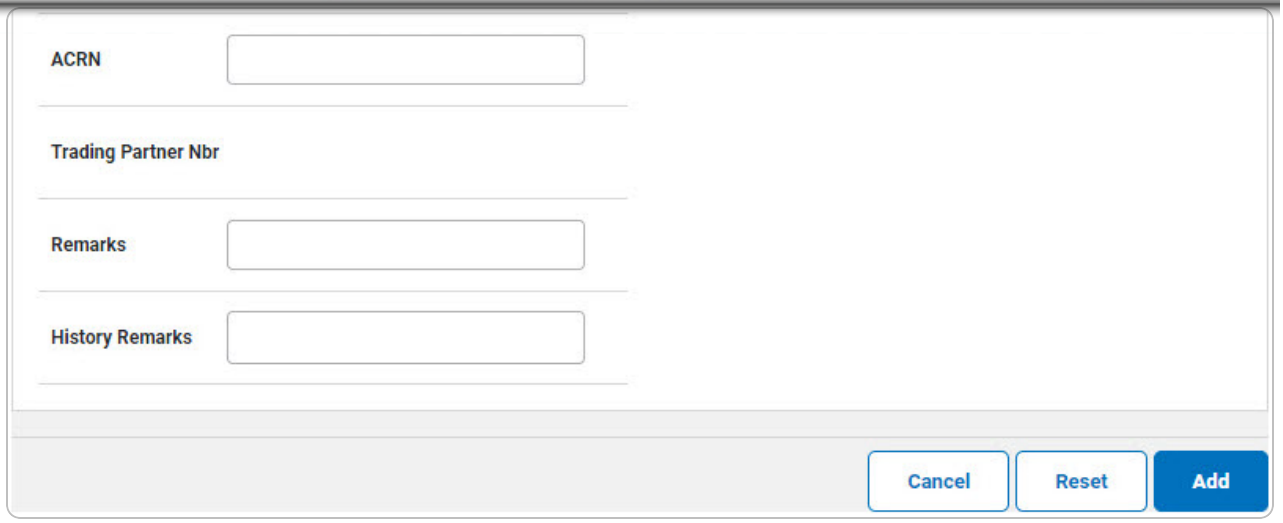
C. Select Add. *The **Improvement Cost Transaction Status** page appears.*

Add a CIP Asset Improvement

1. Update the fields on the Add tab.



Cptl Cd	A-DoD Threshold
Acq Dt	
Eff Dt	5/19/2023
Owng Cost Center	
Owng Cost Center Desc	
Fndng Cost Center	
Fndng Cost Center Desc	
Task Cd	
Job Order Nbr	
LOA	
Cntr/PO Nbr	
SPIIN	
CLIN	
SLIN	



A. Enter the YRS SVC LIFE. *This is a 3 alphanumeric character field.*

B. Use ☑ to select the Reason Cd.

C. Select Add. *The **Improvement Cost Transaction Status** page appears.*

Update an Improvement – Type Action

Navigation

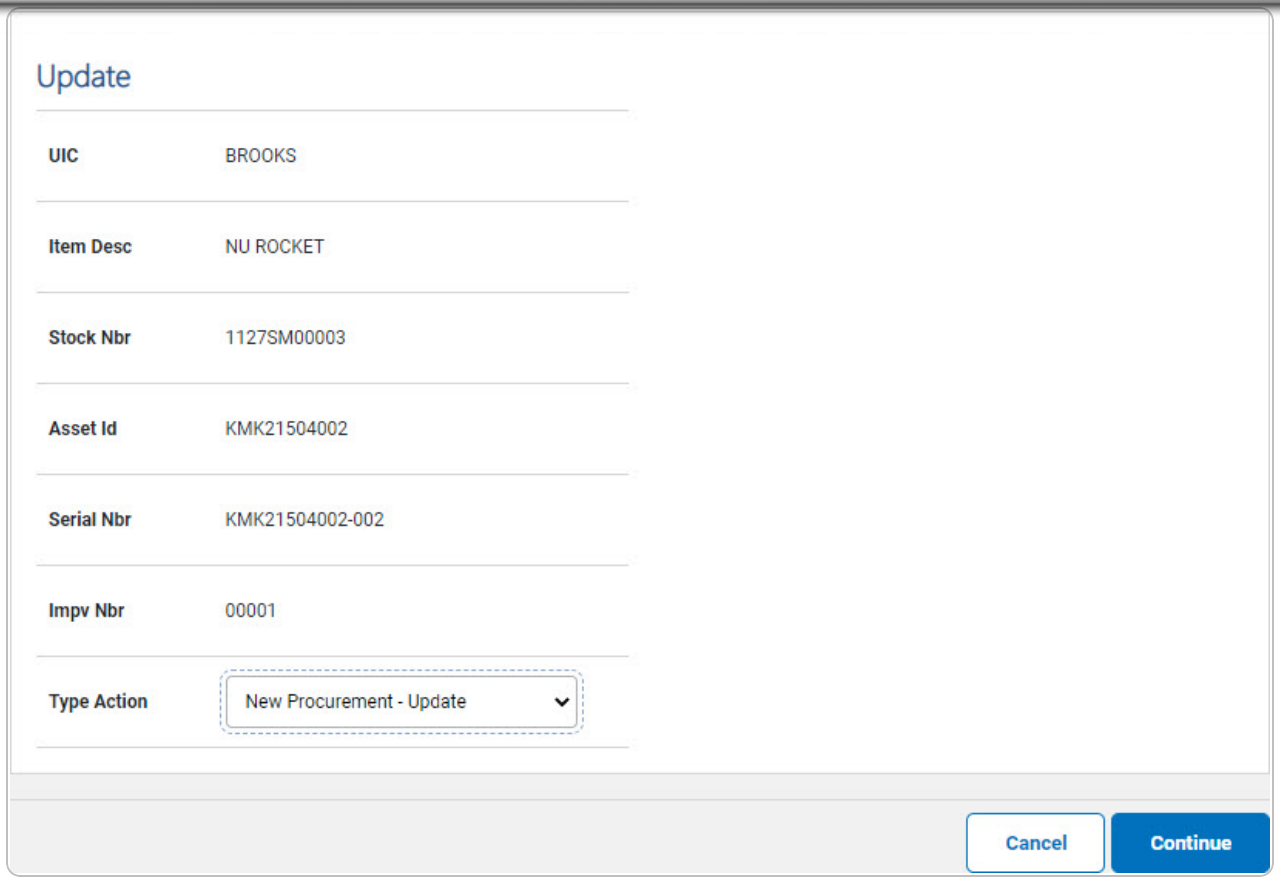
Accounting > Improvement > Search Criteria > Search > Search Results > Update hyperlink > Improvement Update – Type Action page

Procedures

Selecting Cancel *at any point of this procedure removes all revisions and closes the page.*
Bold *numbered steps are required.*

Update an Asset Improvement — Type Action

1. Select the Update hyperlink on the desired row. *The* ***Update an Asset Improvement — Type Action*** *page appears.*

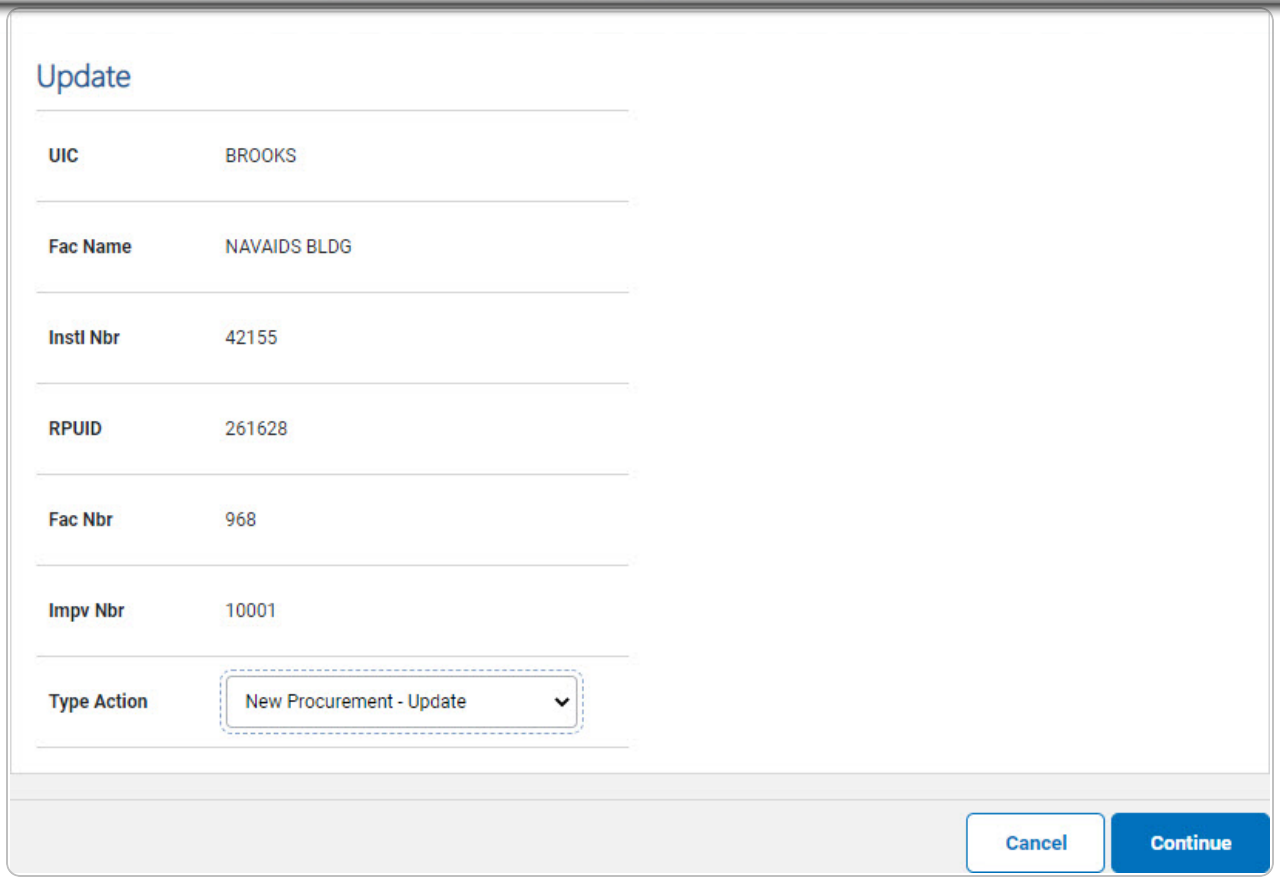


A. Use to select the Type Action. *Choose New Procurement - Update.*

B. Select Continue. *The **Update an Asset Improvement** page appears.*

Update a Direct Input Real Property Improvement — Type Action

1. Select the Update hyperlink on the desired row. *The **Update a Direct Input Real Property Improvement —Type Action** page appears.*



A. Use ⌄ to select the Type Action. *Choose New Procurement - Update.*

B. Select Continue. *The Update a Direct Input Real Property Improvement page appears.*

Update an Improvement

Navigation

Accounting > Improvement > Search Criteria > Search > Search Results > Update hyperlink > Update an Improvement – Type Action > Continue > Impv Update page

Procedures

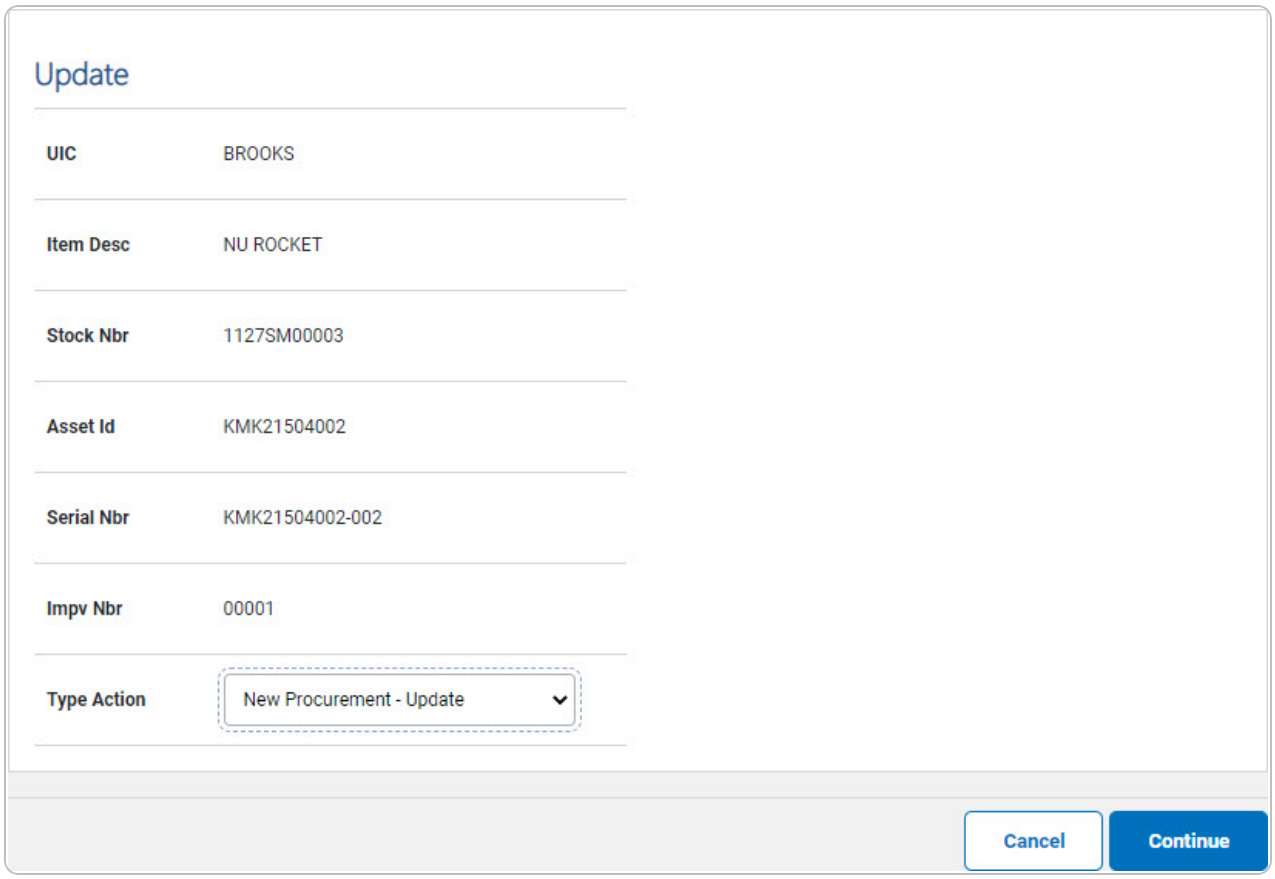
Selecting Cancel *at any point of this procedure removes all revisions and closes the page.*
Bold *numbered steps are required.*

Note

OBLIGN DOC NBR is not available to edit for Price Correction or Price Revaluation. The IMPV COST AMT is only available to edit when completing a Price Correction or Price Revaluation.

Update an Asset Improvement

1. Select the Update hyperlink. *The **Update – Type Action** page appears.*



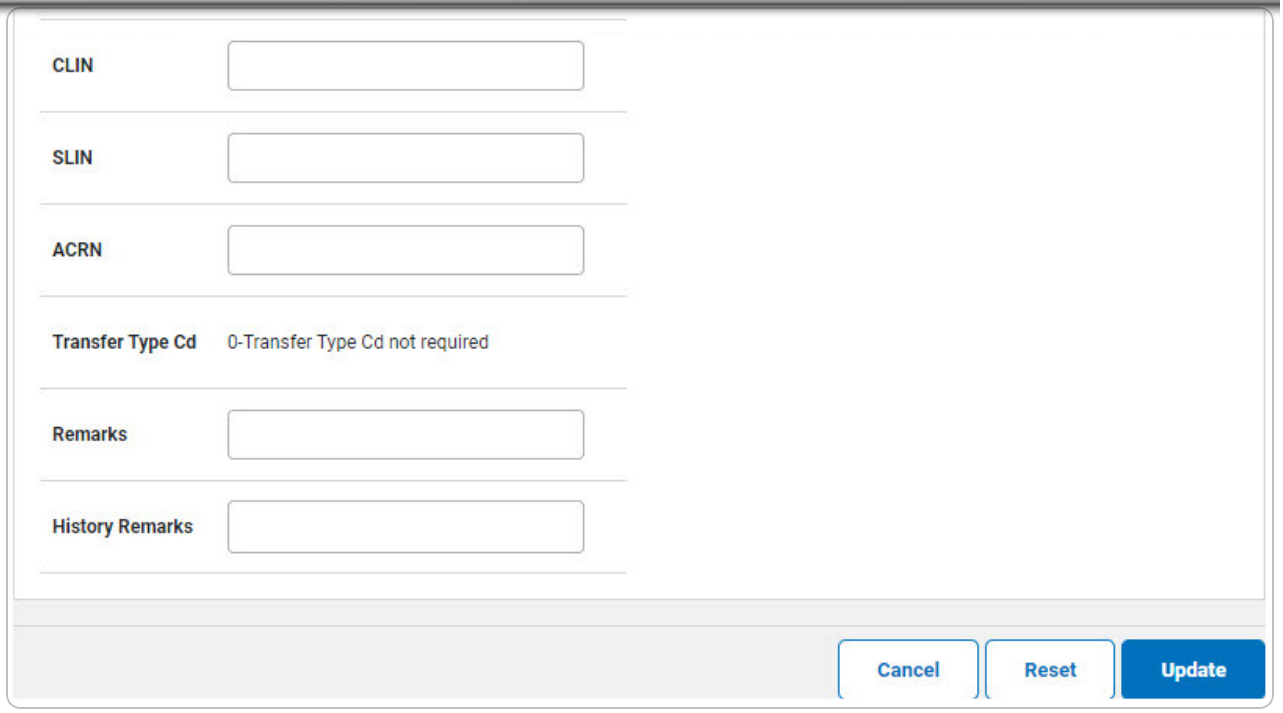
A. Use ☑ to select the Type Action. *Choose New Procurement - Update.*

B. Select Continue. *The main Update page appears.*

Update

UIC	BROOKS
Item Desc	NU ROCKET
Stock Nbr	1127SM00003
Asset Id	KMK21504002
Serial Nbr	KMK21504002-002
Impv Nbr	00001
Type Action	New Procurement - Update
***Yrs Svc Life**	0
***Reason Cd**	Select an Item
Rcpt Doc Nbr	BR00KS63364000
Oblign Doc Nbr	BR00KS63364000
Trans Doc Nbr	
Impv Cost Amt	3521000.00

Fund Cd/ASN	Select an Item
Cptl Cd	A-DoD Threshold
Acq Dt	2/10/2015
Eff Dt	2/10/2015
Owng Cost Center	DMB068
Owng Cost Center Desc	SAT 2012 COST CENTER WITH ASSEST
Fndng Cost Center	DMB068
Fndng Cost Center Desc	SAT 2012 COST CENTER WITH ASSEST
Task Cd	
Job Order Nbr	
LOA	
Cntr/PO Nbr	
SPIIN	



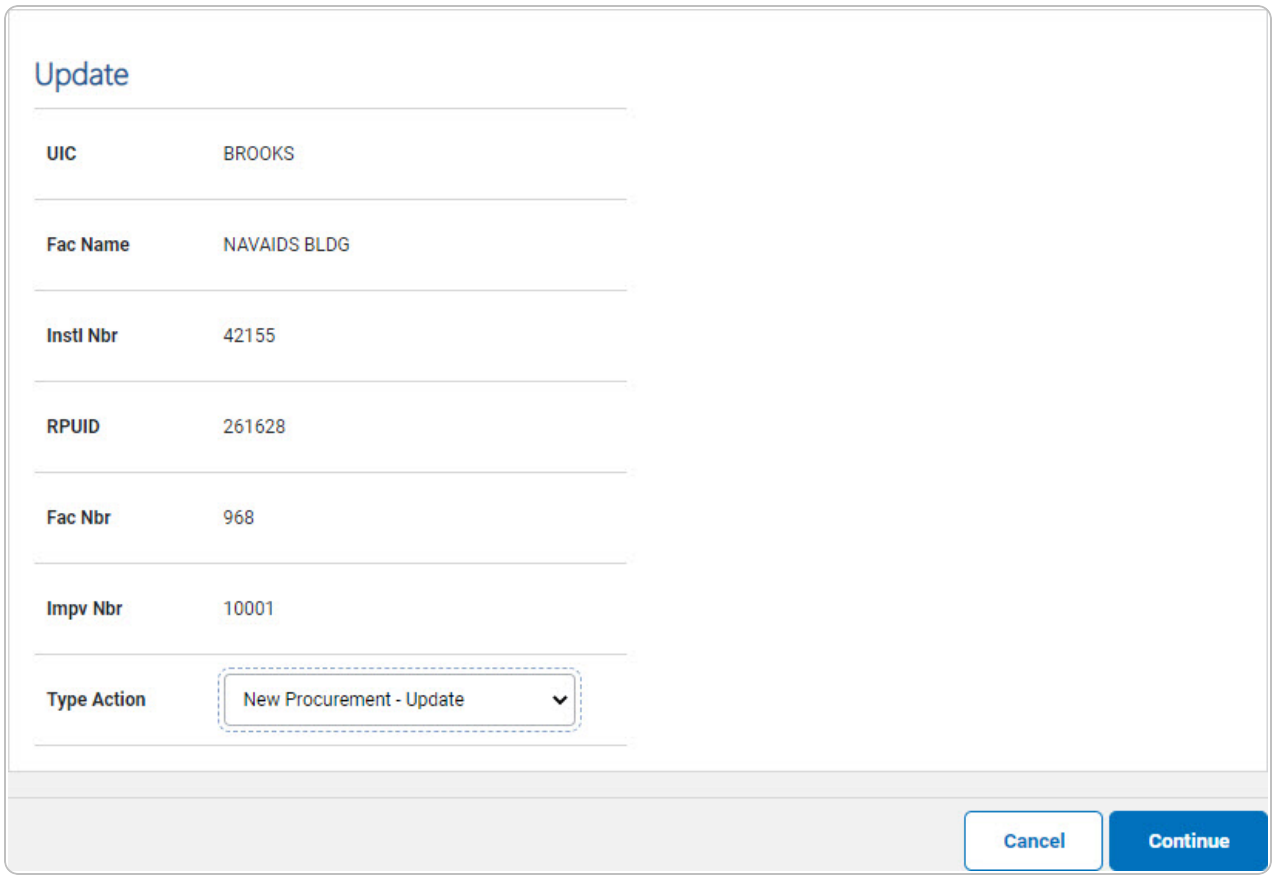
A. Update the YRS SVC LIFE, entering the revised number in the field provided. *This is a 3 alphanumeric character field.*

B. Update the Reason Cd, using ⌄ to select the desired code.

C. Select Update. The ***Improvement Cost Transaction Status page*** appears.

Update a Direct Input Real Property Improvement

1. Select the Update hyperlink. *The **Update – Type Action** page appears.*

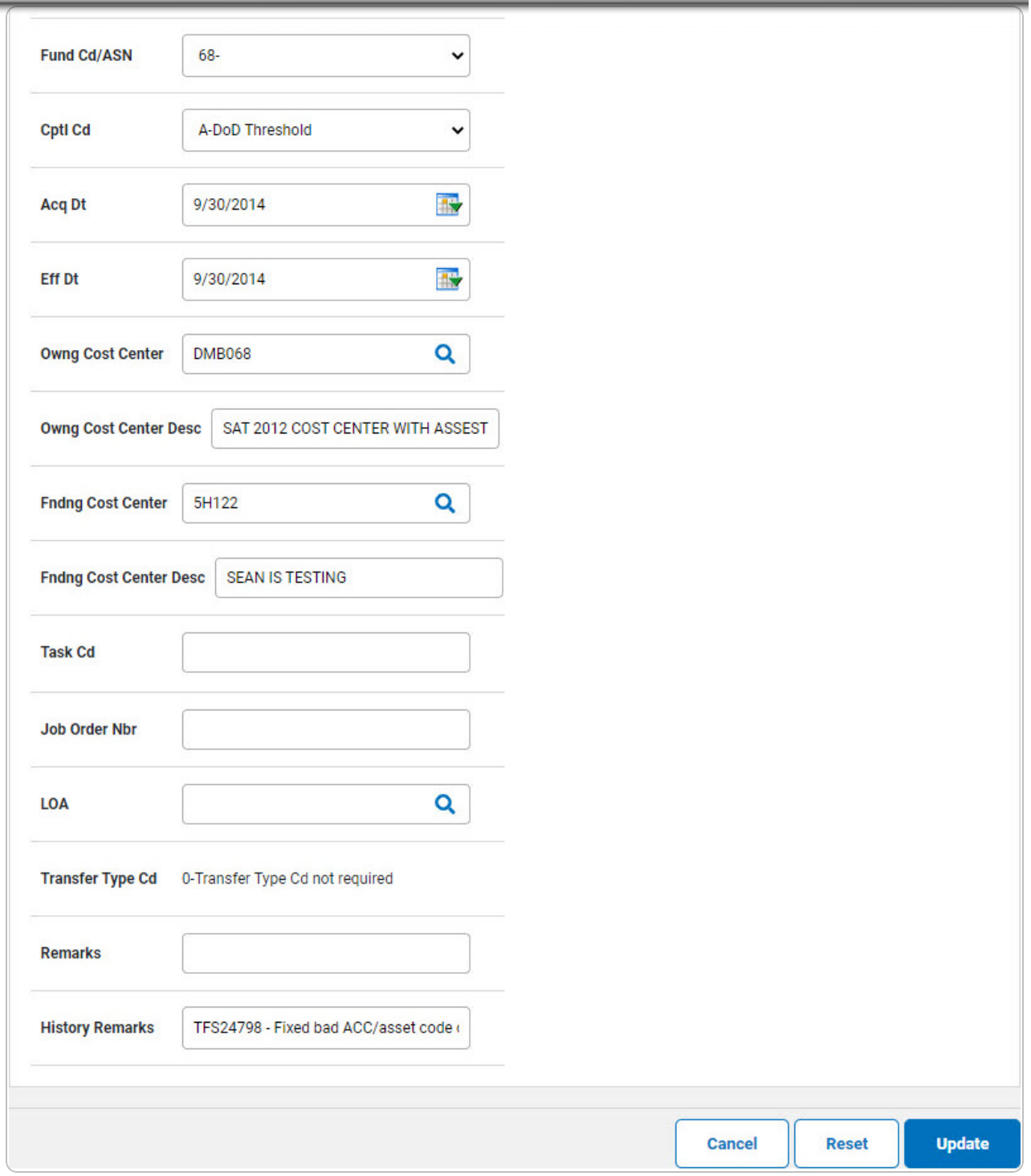


A. Use to select the Type Action. *Choose New Procurement - Update.*

B. Select Continue. *The main Update page appears.*

Update

UIC	BROOKS
Fac Name	NAVAIDS BLDG
Instl Nbr	42155
RPUID	261628
Fac Nbr	968
Impv Nbr	10001
Type Action	New Procurement - Update
***Yrs Svc Life**	20
ACC	Building - 45 Yrs
***Reason Cd**	Select an Item
Deprn Prd	240
Rcpt Doc Nbr	BR00KS63361002
Oblign Doc Nbr	BR00KS63361002
Trans Doc Nbr	
Impv Cost Amt	15000357.66



A. Update the YRS SVC LIFE, entering the revised number in the field provided. *This is a 3 alphanumeric character field.*

B. Update the Reason Cd, using to select the desired code.

C. Select

. The ***Improvement Cost Transaction Status page*** appears.

Delete an Improvement

Navigation

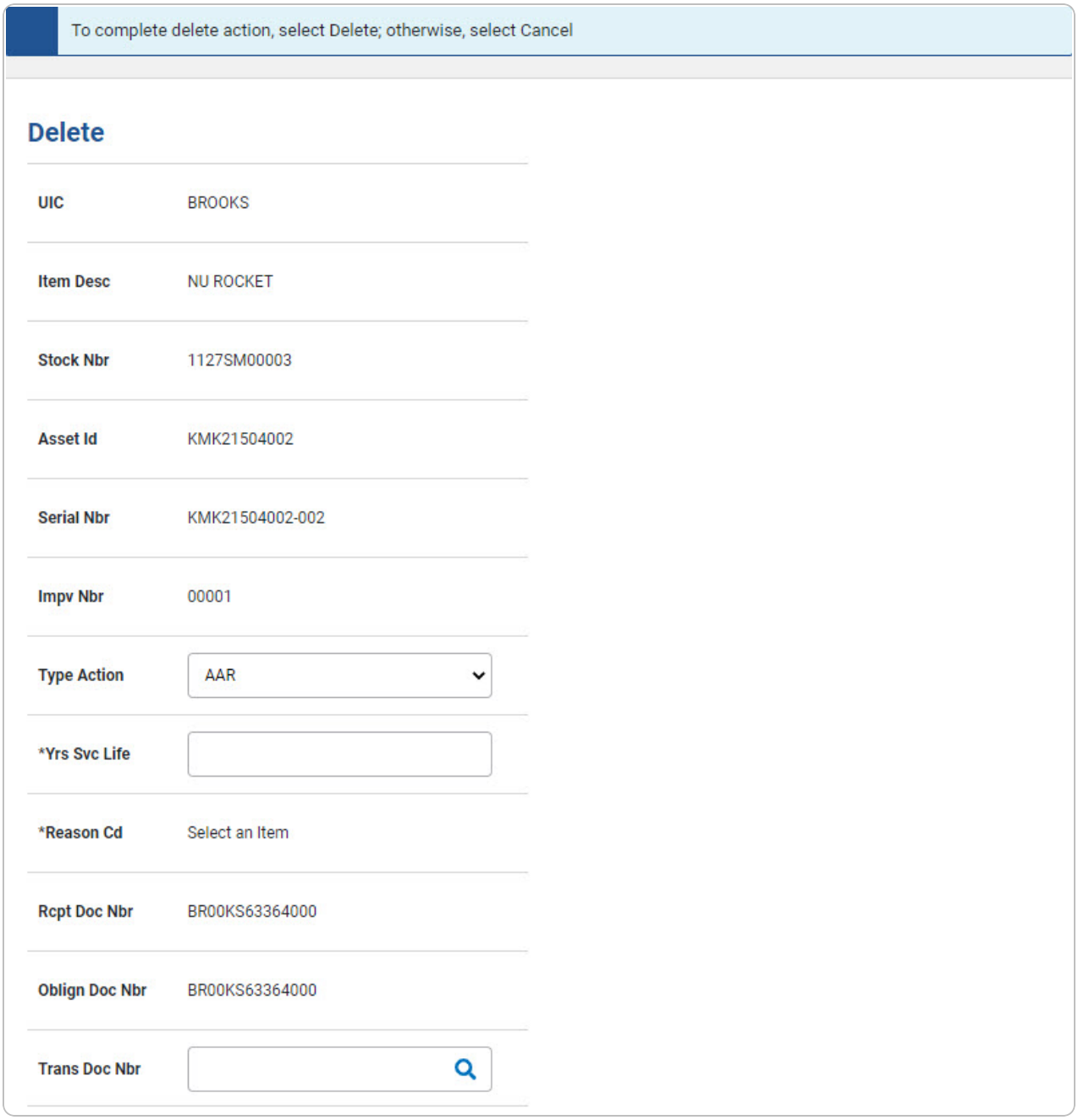
Accounting > Improvement > Search Criteria > Search > Search Results > Delete hyperlink > Improvement Delete page

Procedures

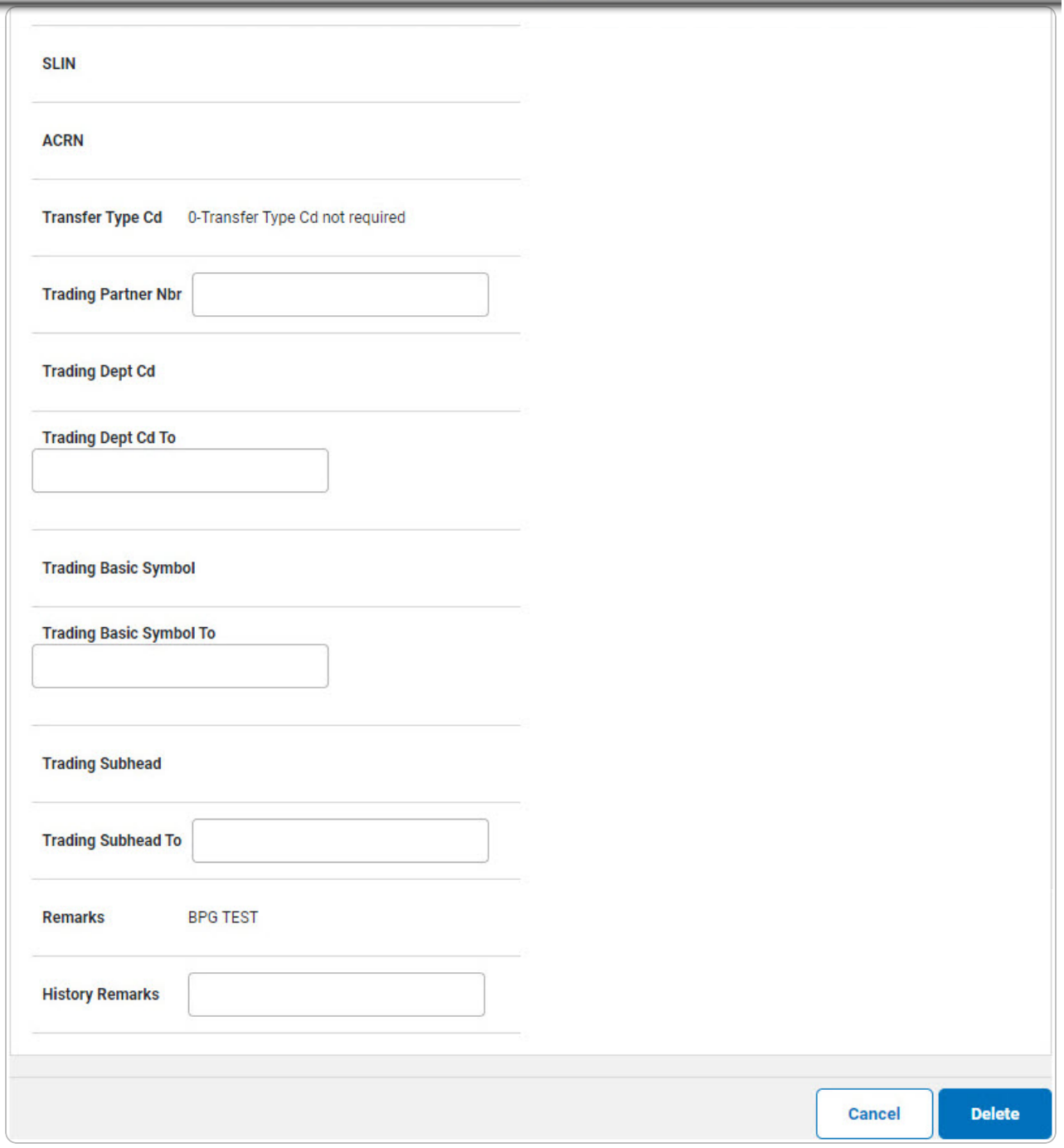
Selecting Cancel *at any point of this procedure removes all revisions and closes the page.*
Bold *numbered steps are required.*

Delete an Asset Improvement

1. Update the fields on the Delete tab.



Impv Cost Amt	3521000.00
Fund Cd/ASN	68-
Cptl Cd	A-DoD Threshold
Retirement/Dspsl Dt	5/23/2023
Acq Dt	02/10/2015
Eff Dt	02/10/2015
Owng Cost Center	ABCDE
Owng Cost Center Desc	BPG COST CENTER
Fndng Cost Center	ABCDE
Fndng Cost Center Desc	BPG COST CENTER
Task Cd	
Job Order Nbr	
LOA	
Cntr/PO Nbr	
SPIIN	
CLIN	



A. Update the YRS SVC LIFE, entering the revised number in the field provided. *This is a 3 alphanumeric character field.*

B. *Verify the REASON CD.*

C. Update the TRANS DOC NBR, using to browse for the number. *This is a 15 alpha-numeric character field.*

D. Update the TRADING PARTNER NBR, entering the revised number in the field provided. *This is a 9 alphanumeric character field.*

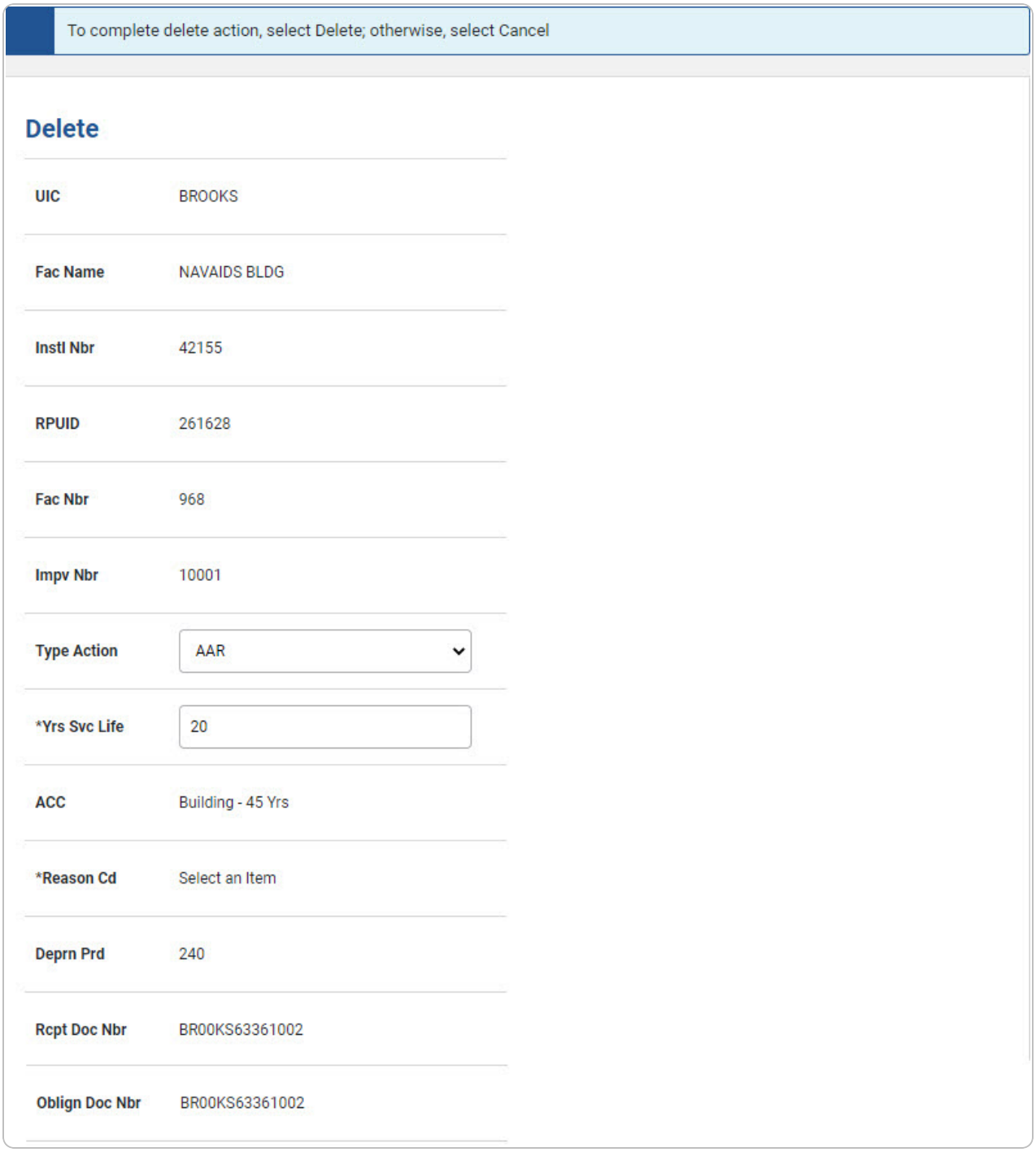
E. *Verify the Remarks.*

F. Update the History Remarks, entering the revised remarks in the field provided. *This is a 1024 alphanumeric character field.*

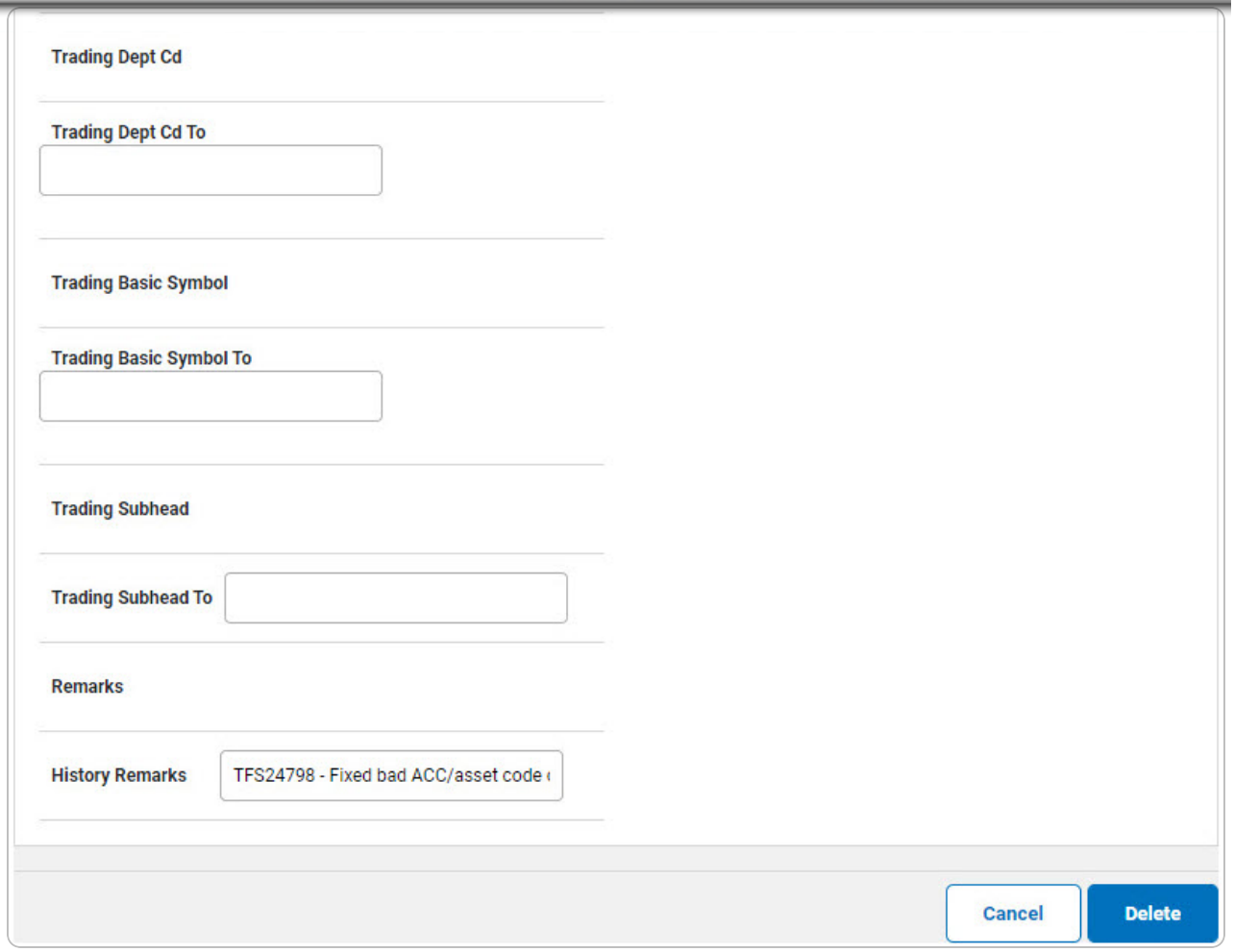
G. Select Delete. *The **Improvement Cost Transaction Status** page appears.*

Delete a Direct Input Real Property Improvement

1. Update the fields on the Delete tab.



Trans Doc Nbr	
Impv Cost Amt	15000357.66
Fund Cd/ASN	68-
Cptl Cd	A-DoD Threshold
Retirement/Dspsl Dt	5/23/2023
Acq Dt	09/30/2014
Eff Dt	09/30/2014
Owng Cost Center	DMB068
Owng Cost Center Desc	SAT 2012 COST CENTER WITH ASSESTS ASSIGNED
Fndng Cost Center	5H122
Fndng Cost Center Desc	SEAN IS TESTING
Task Cd	
Job Order Nbr	
LOA	
Transfer Type Cd	0-Transfer Type Cd not required
Trading Partner Nbr	



A. Update the YRS SVC LIFE, entering the revised number in the field provided. *This is a 3 alphanumeric character field.*

B. Update the TRANS DOC NBR, using 🔍 to browse for the number. *This is a 15 alpha-numeric character field.*

C. Update the TRADING PARTNER NBR, entering the revised number in the field provided. *This is a 9 alphanumeric character field.*

D. *Verify the Remarks.*

E. Update the History Remarks, entering the revised remarks in the field provided. *This is a 1024 alphanumeric character field.*

F. Select Delete. *The **View the Improvement Transaction Status** page appears.*