

Treasury Cash Receipts (TCR)



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County Auditor-Controller



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Treasury Cash Receipts (TCR)

- Overview
 - TCR Processing Time
 - TCR Reports & Queries
 - Average Days till Deposits are posted
 - TCR Errors
 - Contact Information



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Standard Practice Manual

- According to SPM 7-705, Treasury Cash Receipts should be processed daily.



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Advantages of Completed Treasury Cash Receipts

- Directly impacts your Daily Cash Balance.

- If your fund earns interest, it will not start accruing interest till the deposit is posted.



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Auditor Controller Office Reports

Report ID: F0000111 County of Riverside
 UN-WORKED TCR REPORT Page 85
 Accounting Date from: 10-01-2009 to 10-31-2009 and business unit: ALL Full Date
 (CR Report Type Included) Full Time

BILLED OPEN ITEMS:

Business Unit	Deposit ID	Type	Comments #	Status	Amount	Description ID	Name
ASAC	1909	C	4	U	3,649.59	0117600	Patricia Sopher
PCAC	2010	C	4	I	36.00	0117400	Omnia Johnson
PCAC	2010	C	4	I	86.00	0117400	Omnia Johnson
PCAC	2010	C	5	I	65.00	0117400	Omnia Johnson
PCAC	6955	C	1	U	2,422.00	0111100	Lisa Torres
PCAC	6955	C	7	W	11,543.00	0113701	Sonya Melancon
PCAC	6911	C	8	I	13,260.40	0113701	Sonya Melancon
PCAC	6911	C	3	I	650.00	0113701	Sonya Melancon
PCAC	6911	C	4	I	2,469.31	0113701	Sonya Melancon
PCAC	6911	C	2	I	2,469.00	0113701	Sonya Melancon
PCAC	6911	C	1	I	6.96	0113701	Sonya Melancon
PCAC	6911	C	6	I	2,469.31	0113701	Sonya Melancon
PCAC	6911	C	7	I	228.87	0113701	Sonya Melancon
PCAC	6910	C	1	U	241,926.11	0113701	Sonya Melancon
PCAC	6910	C	2	U	2,470.00	0107705	Virginia Lopez
PCAC	6910	C	8	U	2,358.00	0107705	Virginia Lopez
PCAC	6910	C	3	U	483.35	0107705	Virginia Lopez
PCAC	6910	C	2	U	2,623.84	0107705	Virginia Lopez
PCAC	6910	C	3	U	370.00	0107705	Virginia Lopez
PCAC	6910	C	7	U	2,268.00	0107705	Virginia Lopez
PCAC	6910	C	6	U	2,559.48	0107705	Virginia Lopez
PCAC	6910	C	5	U	520.00	0107705	Virginia Lopez
PCAC	6910	C	2	U	248.50	0117500	Shirley Walker
PCAC	4401	C	1	U	21,296.20	0110000	Maria Jaramillo
PCAC	1505	C	1	U	125.00	0105000	Don Williams
CSAC	2049	C	7	U	1,097.47	0110000	Thomas Basso
CSAC	2044	C	9	W	25.50	0108700	Byron Brown
CSAC	2044	C	9	I	11,413.52	0104000	Walter Smith Cardenas
CSAC	2086	C	2	A	1,386.25	0110000	Debra Johnson
CSAC	2086	C	1	A	685.70	0110000	Debra Johnson
CSAC	2086	C	3	A	1,203.71	0110000	Debra Johnson
CSAC	2089	C	4	I	200.00	0104000	Kathy Harris

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Auditor Controller Office Reports

- Type and Status Code for Un-Worked TCR Report

Type	Description	Status	Description
B	Bank Charge	A	Applied
C	Cash Deposit	C	Complete
R	Rejected Checks	I	Identified
W	Wire Transfers	J	Directly Journal (Need to Budget Check)
Z	Zero Balance Accounts	U	Unidentified
		W	Worksheet



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Status - Descriptions

- Status A (Applied) – If this appears on the Un-worked TCR report for more than two days, it is stuck in the worksheet mode.
- Status C (Completed) – May have to process through nightly cycle
- Status I (Identified) – Deposit needs to be applied to an invoice
- Status J (Directly Journal (Need to Budget Check)) – More than two days mostly likely budget error.
- Status U – Unidentified – TCR has not been worked.
- Status W – Worksheet - Invoice stuck in worksheet mode.



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What Departments Can Do?

- Check Business Unit in PeopleSoft
- Accounts Receivable/Direct Journal Payments/Create Accounting Entries/Find an Existing Value

Direct Journal Entry
Enter any information you have and click Search. Leave fields blank for a list of all values.

Find an Existing Value

Deposit Unit: ACARC Business Unit

DepositID: begins with

Payment Sequence:

PaymentID: begins with

UserID: begins with

Assigned OperatorID: begins with

Case Sensitive

Search

Search Results

Deposit Unit	Deposit ID	Payment Sequence	Payment ID	UserID	Assigned OperatorID	Non Customer/Dir/Balanced	Entered Date
ACARC	18511	1	PWR.DIR.DEP.185	E211238	E211238	No_Dir	10/26/2009
ACARC	18513	1	WARRANTS	E211238	E211238	No_Dir	10/26/2009
ACARC	18514	1	WARRANTS	E211238	E211238	No_Dir	10/26/2009

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Auditor Controller Office Reports

- Query-Days Outstanding TCR Report

Sum of Days Outstanding Days				
	July 2009	August 2009	September 2009	Average Days
	13.37	8.19	12.89	11.48
	8.67	9.44	13.75	10.62
	8.00	14.00	7.00	9.67
	5.89	12.27	7.38	8.51
	6.45	6.41	8.05	6.97
	5.76	5.43	7.09	6.09
	4.30	5.01	6.08	5.13
	5.82	2.43	6.18	4.81
	6.67	1.00	6.00	4.56
	1.00	1.33	1.00	1.11
	152.39	123.45	149.64	141.82
Monthly Average	3.24	2.63	3.18	3.02
