

## Functional Coordinator/Service Representative User Guide

### Appendix F. Conflicting Roles

Function	Doc Type	Roles	Approvals	Conflicts
Credit Card	CL, CT	CREDCRDHLD	Prch – Credit Card	None
Credit Card Reconciler	CL, CT	CREDCRDHLD	Prch – Credit Card	None
Requisition	PR	REQUISIT	Prch - Manager Prch - Acct Classification Prch - Funds Authorization	Approvers can only have either manager and account classification or account classification and funds authorization.
Training Requisition	TR	TRAINING	Prch - Manager Prch - Acct Classification Prch - Funds Authorization Prch - Training Coordinator	Approvers can only have either manager and account classification or account classification and funds authorization.
Order < 3000	*P	CONTRACTOF	Prch - Authorized Buyer	Authorized Buyers cannot have a receiver role.
Order > 3000	*P	CONTRACTOF	Prch - Contracting Officer	Contracting Officers cannot have a receiver role.
Training Orders	*Y, *W	TRAINING	Prch - Manager Prch - Acct Classification Prch - Funds Authorization Prch - Training Coordinator	Approvers can have either manager and account classification or account classification and funds authorization.
PBS Contracts	PJ, PN	PBSCONTR	No Approvals Required	None

Function	Doc Type	Roles	Approvals	Conflicts
Intra and Inter Agency Agreements (Gov. Obligations)	IX, *X	REQUISIT	Prch - Manager Prch - Acct Classification Prch - Funds Authorization	Approvers can have either manager and account classification or account classification and funds authorization.
Receiving Report	RK, RW	RECEIVER	No Approvals Required	Contracting Officers cannot have Receiver role.
Estimated Accruals	AE, AN, AR	ESTACCRUAL	No Approvals Required	None
Direct Pay	D6, D7	DIRPAYER	Prch - Direct Pay Approver Prch - Acct Classification Prch - Funds Authorization	Approvers can only have either direct pay approver and account classification or account classification and funds authorization.
Direct Pay > 3000	DK, DW, DF	DIRPAYER	Prch - Direct Pay Approver Prch - Acct Classification Prch - Funds Authorization Prch - Finance Approver	Approvers can only have either direct pay approver and account classification or account classification and funds authorization.
PBS Recurring	RA, RO, RQ, RT	PBSRECUR	No Approvals Required	None
Open Items Review	N/A	OPNITMCERT	No Approvals Required	None
Functional Coordinator/Service Representative	N/A	FUNCTCOORD REMOVEFIP ULKUSERS Limitadmin Supersecorg	No Approvals Required	None
View Pegasys	N/A	VIEWPEG	No Approvals Required	None

<b>Function</b>	<b>Doc Type</b>	<b>Roles</b>	<b>Approvals</b>	<b>Conflicts</b>
Invoice Search**	N/A	VWIMAGE	No Approvals Required	None
Viewing Reports	N/A	Report Portal	No Approvals Required	None
* G - GMA, P - PBS, Q - FAS, F - FSS, T - FTS, O - Other, X - Client Agencies			** finance3.gsa.gov	