**Updated PFT Processing Account Information**

Oklahoma Office of Management and Enterprise Services sent this bulletin at 10/07/2015 11:00 AM CDT

**NOTE: This bulletin contains an updated list of PFT Account Codes.  Please disregard the previous list.**

PFT Processing Account Information

Beginning with payrolls effective January 2016, the PFT will require detailed information to record the expenditures in the State’s Financial system.  In addition, new account codes have been set up for use by Higher Education in the PFT and for payments of withholdings.

The following documents have been created to assist institutions with these changes:

**PFT effective CY16 for HE Process and Reports 20150520.xlsx**:

* This document details the PFT file layout.

**UPDATED:  PFT Account Codes with Crosswalk - REV 10151005.xlsx**: This document contains three tabs.

* The tab ‘Final New PFT Acct Codes’ includes accounts to be used for the PFT and for payments. Please note the differences: PFT withholding/liability accounts begin with “485” while payment accounts begin with “585”. Salary and employer expense accounts remain as currently published; common accounts used are included for reference.
* The tab ‘Common Account Codes Used’ includes the common accounts descriptions.
* NEW: The tab 'Crosswalk' shows what the new account codes are and what the prior account codes are.

If you have any questions regarding the PFT layout or account codes, please contact Lucille Hicks at [lucille.hicks@omes.ok.gov](mailto:lucille.hicks@omes.ok.gov) or (405) 522-1731.

**485xxx accounts for SW Acctg Manual Appendix3.xlsx**:

* This document includes the 485xxx accounts that will be published in the Statewide Accounting Manual.

**585xxx accounts for SW Acctg Manual Appendix4.xlsx**:

* This document includes the 585xxx accounts that will be published in the Statewide Accounting Manual.

If you have any questions, please contact Lisa Raihl at [lisa.raihl@omes.ok.gov](mailto:lisa.raihl@omes.ok.gov) or (405) 521-3258.

* [PFT+effective+CY16+for+HE+Process+and+Reports+20150520.xlsx](https://content.govdelivery.com/attachments/OKOMES/2015/10/07/file_attachments/433174/PFT%2Beffective%2BCY16%2Bfor%2BHE%2BProcess%2Band%2BReports%2B20150520.xlsx)
* [585xxx+accounts+for+SW+Acctg+Manual+Appendix+4.xlsx](https://content.govdelivery.com/attachments/OKOMES/2015/10/07/file_attachments/433175/585xxx%2Baccounts%2Bfor%2BSW%2BAcctg%2BManual%2BAppendix%2B4.xlsx)
* [485xxx+accounts+for+SW+Acctg+Manual+Appendix+3.xlsx](https://content.govdelivery.com/attachments/OKOMES/2015/10/07/file_attachments/433177/485xxx%2Baccounts%2Bfor%2BSW%2BAcctg%2BManual%2BAppendix%2B3.xlsx)
* [PFT+Account+Codes+with+Crosswalk+-+REV+20151005.xlsx](https://content.govdelivery.com/attachments/OKOMES/2015/10/07/file_attachments/433184/PFT%2BAccount%2BCodes%2Bwith%2BCrosswalk%2B-%2BREV%2B20151005.xlsx)