

# Hot Sheet



Topic	How to Avoid AFIS Document Thresholds
<b>Document Types Involved</b>	Bid <input type="checkbox"/> Requisition <input checked="" type="checkbox"/> PO <input checked="" type="checkbox"/> Receipt <input type="checkbox"/> Invoice <input checked="" type="checkbox"/> Credit Memo <input type="checkbox"/> Report <input type="checkbox"/> Vendor <input type="checkbox"/> User Profile <input type="checkbox"/> Agency Setup <input type="checkbox"/> Other <input type="checkbox"/>
<b>Reason for Publication</b>	<p>AFIS configured document thresholds that are being enforced when ProcureAZ documents attempt to integrate. If a document violates these thresholds, the document will receive an error message.</p> <div style="border: 1px solid gray; padding: 5px; margin: 10px 0;"> <p><b>System Error(s)</b></p> <p>Exception occurred trying to convert RPA requisition to PO. Cause: Exception occurred trying to create POs. Cause: Document could not be imported; ...</p> </div> <p>NOTE: This same error message is provided from AFIS for other reasons, so document thresholds is one of the things to review if you receive this message.</p>
<b>Steps Resulting in Scenario</b>	<p>AFIS Document Thresholds</p> <ul style="list-style-type: none"> <li>• Maximum of 25 Line items</li> <li>• Maximum of 75 accounting lines</li> </ul> <p>If EITHER are exceeded the document will be rejected by AFIS at the attempted integration</p>
<b>Recommended Strategy</b>	<p>Be aware of these limitations when creating ProcureAZ documents.</p> <ul style="list-style-type: none"> <li>○ Consider the number of accounting lines that you will be using on each item when determining the number of line items you can include on the document.</li> <li>○ Example: You are making a purchase that is split across eight (8) accounting lines, you would not want to add more than nine (9) line items because that would yield 72 accounting lines (9 * 8 = 72)</li> </ul> <p>The penalty is especially high when creating Punchouts since you canNOT edit the Requisition Content once you return from the Punchout. Users should keep track of the number of items selected and also have an awareness of the accounting that will be applied to the items to ensure that they don't exceed the thresholds.</p>
<b>Screenshots</b>	<div style="border: 1px solid gray; padding: 5px; margin: 10px 0;"> <p><b>System Error(s)</b></p> <p>Exception occurred trying to convert RPA requisition to PO. Cause: Exception occurred trying to create POs. Cause: Document could not be imported; ...</p> </div>