1. Note Requesting Cost Center and Requesting Functional Area (t-code KO02/KO04).

2. Verify available Operating Expenses (OE) budget
3. Verify if a prior budget allocation exists for the Internal Order

Display Annual Values of Control Objects

4. Verify if there’s a CO Plan amount in Version ‘0’ (Operational/Adjustment)
5. If budget appears to be in order, re-execute the Budget Planning Tool via transaction ZPIF_RUN>ZCOEH1012

6. If there are combination errors that arise, verify propriety and ask Budget Services to set-up.

7. Once the errors have been addressed, re-execute the Budget Planning Tool (ZPIF_RUN>ZCOEH1012).

For additional Costing literature, please click the links below to visit the Base Training Center website at http://basetraining.lausd.net