




July 17, 2014

MEMORANDUM

TO: RCUH Revolving Fund Administrators,
FAs of UH Accounts using RCUH Revolving Fund Services

VIA: Vassilis L. Syrmos 
Vice President for Research and Innovation

FROM: Karen Morimoto, Director 
General Accounting

SUBJECT: RCUH REVOLVING FUND SERVICE ORDERS

A recent audit by Accuity, LLC, revealed that not all of the University's transactions are being appropriately recorded. Specifically, any KFS (UH) expenditure transaction involving RCUH revolving fund service orders must be processed using specified object codes. Effective immediately please use only the following approved object codes.

Object Code	Object Code Name
3471	SUPPLIES, VEHICLE MKSS, NO OH
3472	R&M VEHICLE-MKSS, NO OH
3870	T&T, OTHER MKSS NO OH
5427	UTILITIES, WATER-MKSS NO OH
5570	RENT-LAND & BLDG, MKSS, NO OH
5870	R&M, GROUNDS, SPEC-MKSS, NO OH
5871	R&M, GROUNDS, ROUT-MKSS, NO OH
7271	IFA, MKSS
7272	SECURITY/GUIDE, MKSS
7280	SOEST HI MAP RSCH GRP
7281	SOEST COMPUTER FACILITY
7282	SOEST ENGINEERING SVC
7283	RESEARCH VESSEL
7285	OTHER RCUH REVOLV FUND PROJECTS

Please note that the IFA MKSS (Mauna Kea Specialized Services) objects codes are only to be used for payments for IFA MKSS services.

We will be working on the APMs to reflect this change in policy. Should you have any questions, please contact me at x62279. Thank you.

c: David Lassner, President
Vice President
Campus Chancellor
Michael Hamnett, Executive Director, RCUH