## Creating a Decision Unit – Position Transfer Synopsis and Justification

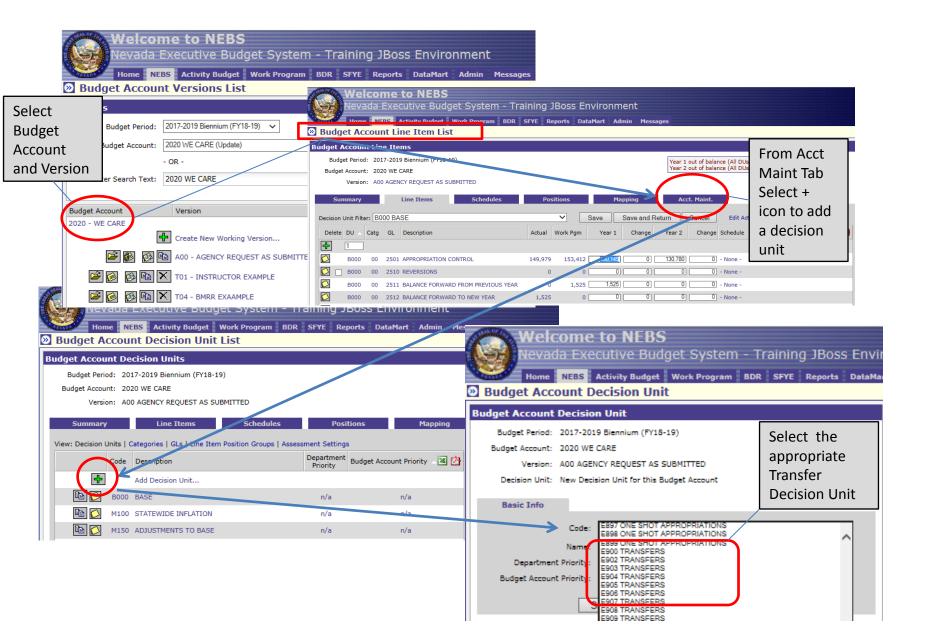
#### Scenario for Transfer

Transfer a position and associated costs from one budget to another budget account within your agency

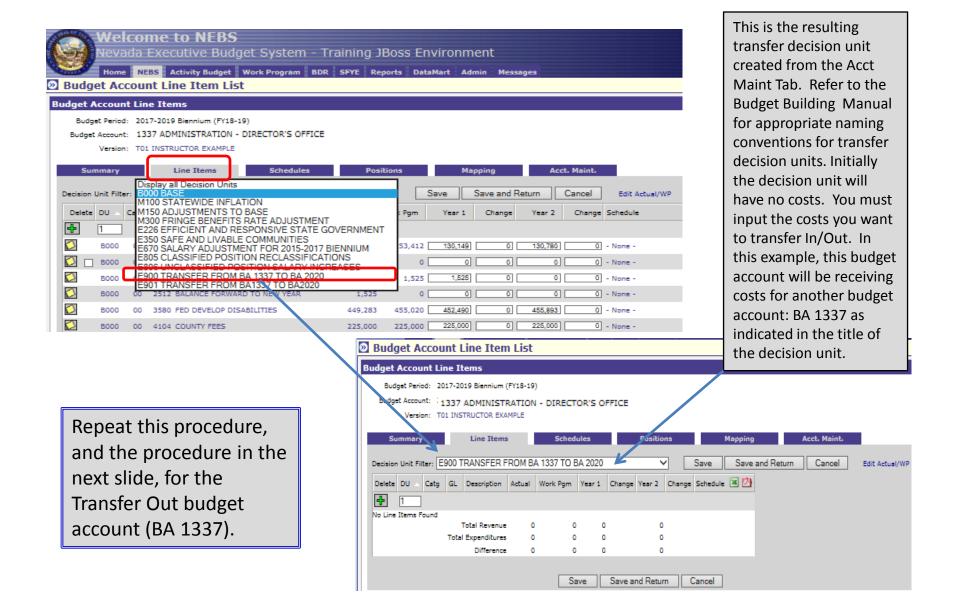
### This example -

- Business Process Analyst 3 PCN 0202 from the Dept. of Admin – Director's Office (BA1337) is transferred to the We Care budget account – BA2020
- Two E900 will be created. The originating budget will create the complete E900 including the position and associated costs and transfer it to the receiving account.
  - From BA1337 Dept. of Administration Director's Office
  - To BA2020 We Care

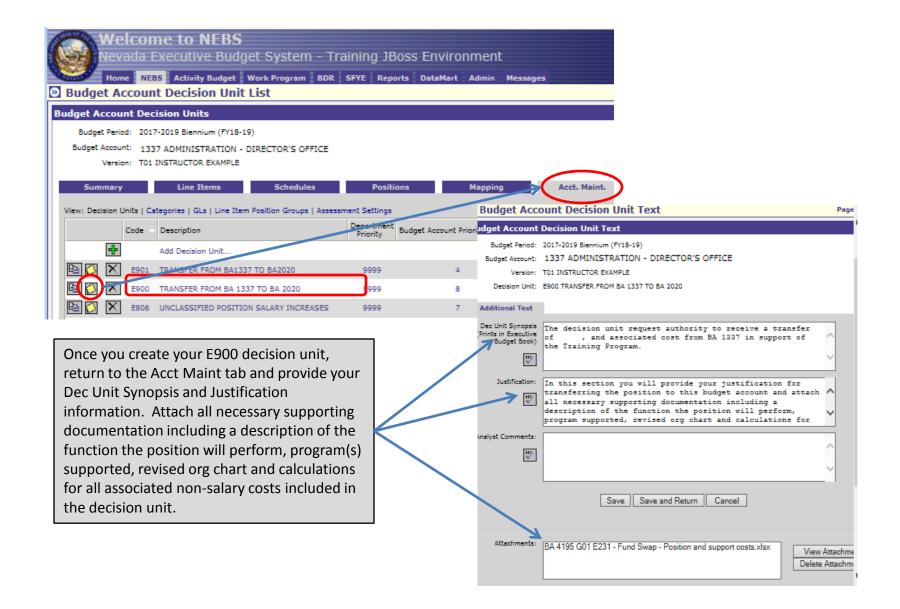
### Creating a Decision Unit – Position Transfer Screen Process Flow



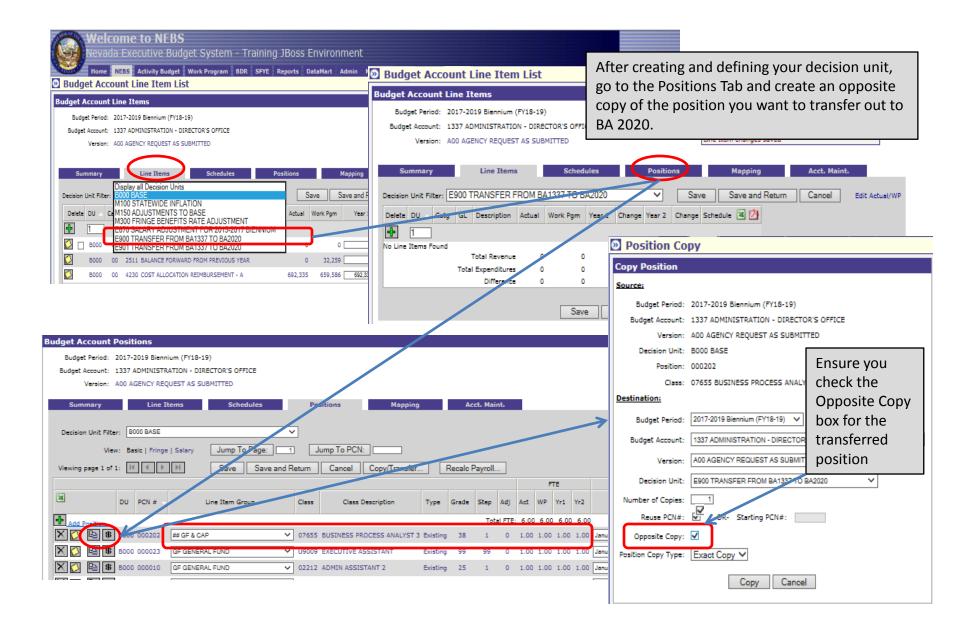
# Creating a Decision Unit – Position Transfer Create Decision Unit – Transfer Out Budget Account



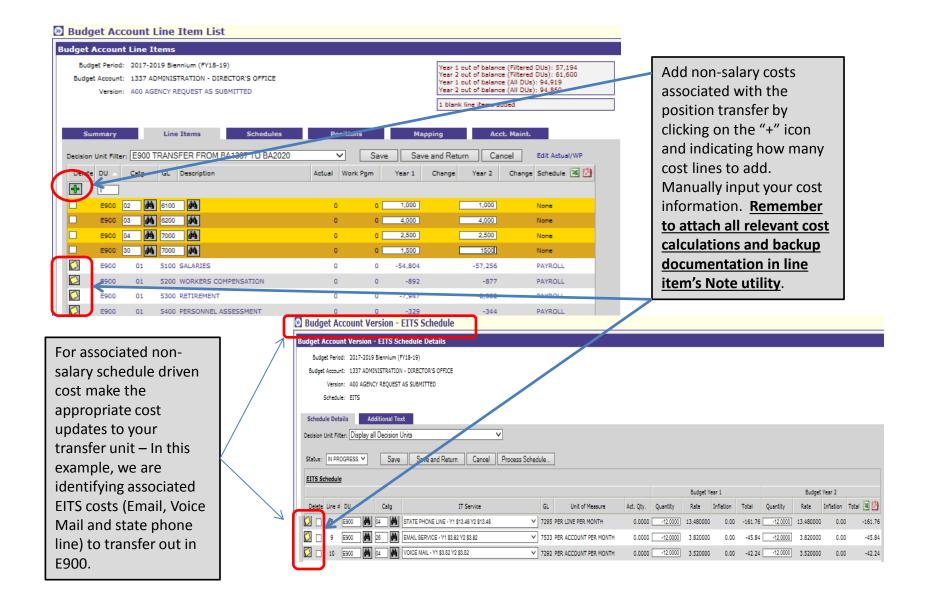
# Creating a Decision Unit – Position Transfer Synopsis and Justification



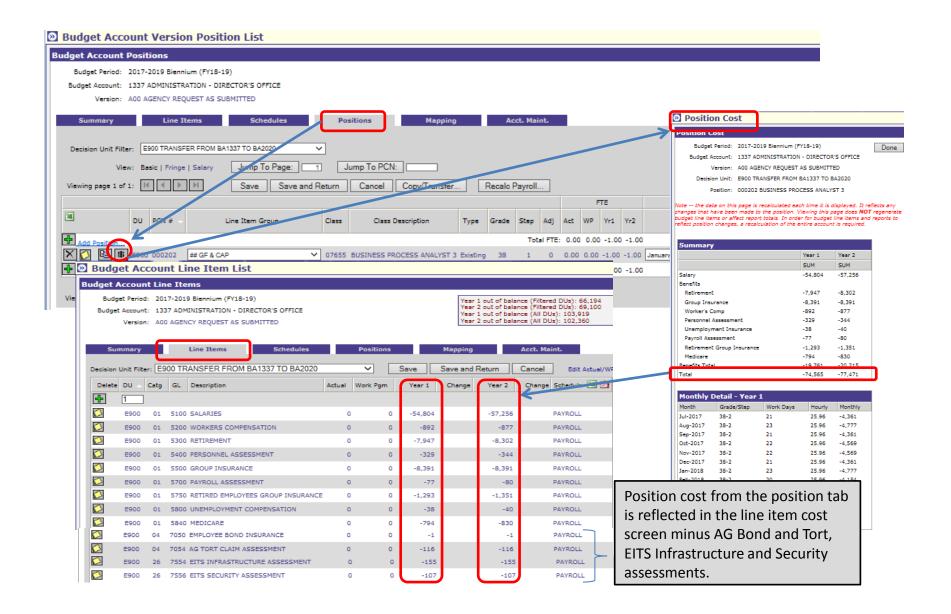
## **Creating a Decision Unit – Position Transfer Copy Position – Transfer Out Budget Account**



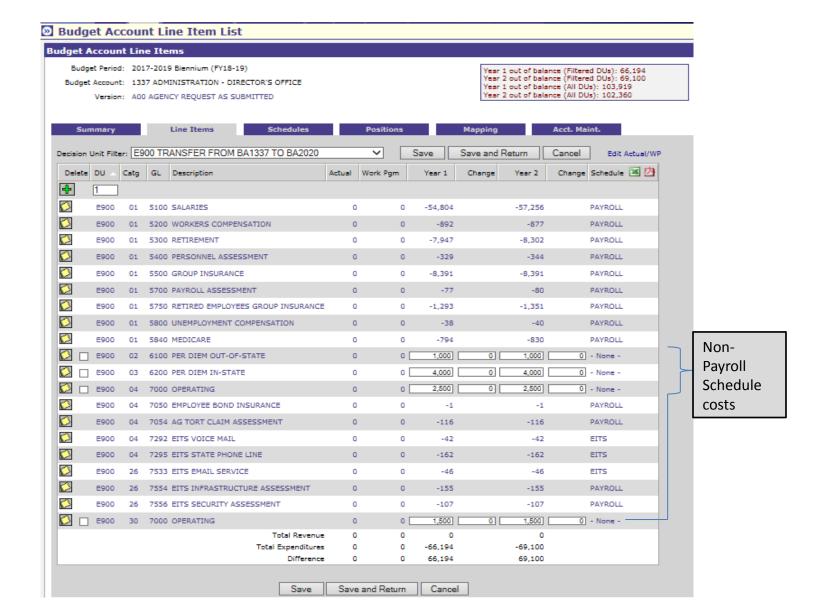
### Creating a Decision Unit – Position Transfer Other Non-Salary Transfer Cost



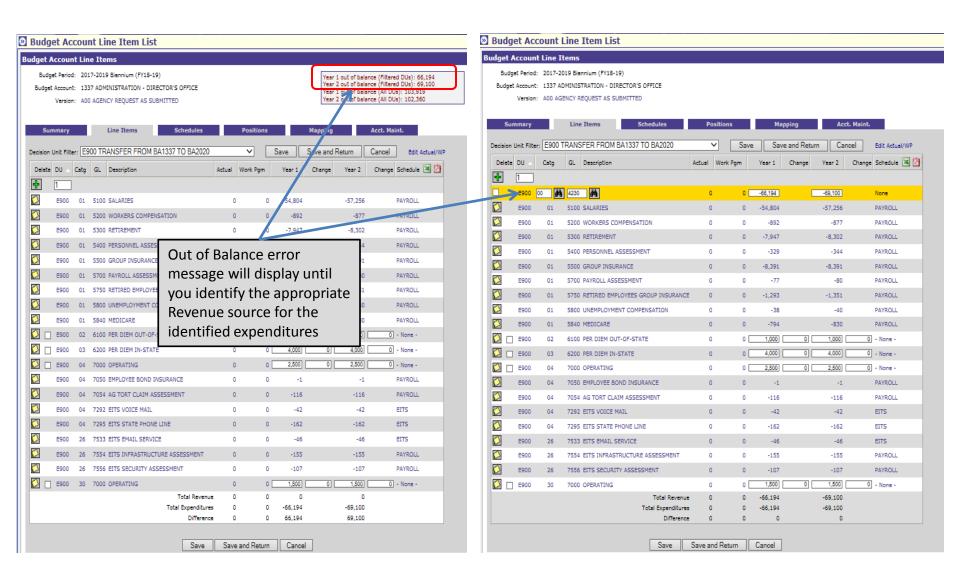
#### Creating a Decision Unit – Position Transfer E900 Transfer Cost – Position Costs



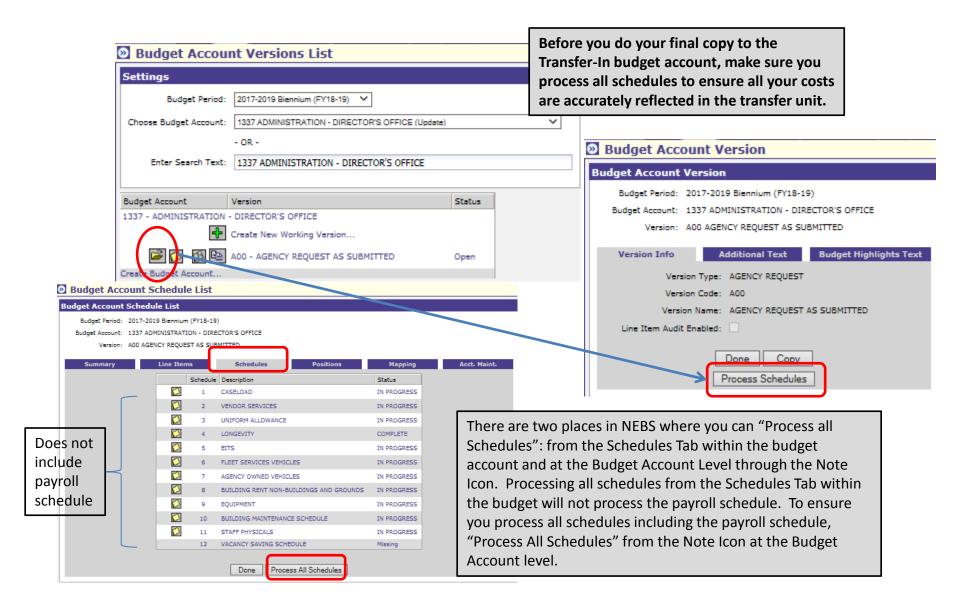
#### Creating a Decision Unit – Position Transfer E900 Transfer Cost – Total Costs



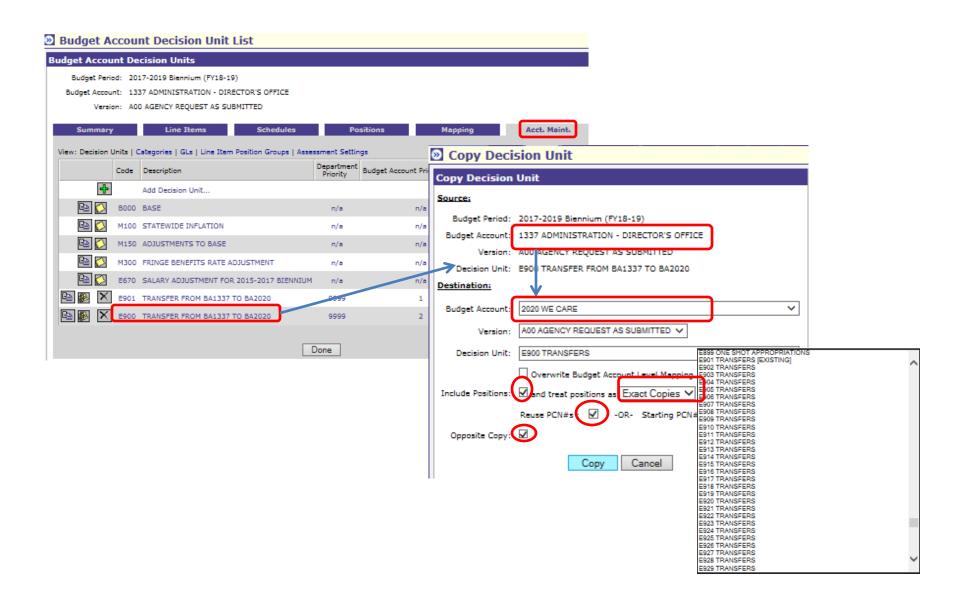
#### Creating a Decision Unit – Position Transfer E900 Transfer Cost – Revenue



### Creating a Decision Unit – Position Transfer E900 Transfer Cost – Process All Schedules



#### Creating a Decision Unit – Position Transfer E900 Transfer Cost – Copy Transfer Out



#### Creating a Decision Unit – Position Transfer E900 Transfer Cost – Transfer Out / Transfer In

