GALC-25
(02/01/14)

UNIVERSITY OF HAWAII
OBJECT CODE MAINTENANCE FORM

ACTION:

| ☐ New | ☐ Edit | ☐ Inactivate |

Object Code: _____

Object Code Name: _____

(Object code name or suggested name, 40 character limit)

Purpose/Reason: _____

Basic Accounting Category: ☐ Income   ☐ Expense   ☐ Asset   ☐ Liability   ☐ Fund Balance

Document Type(s): _____

(List the document types object code will be used on (e.g. AD, DI, DV, REQ)

Requested By:

Print Name	Department	Phone
Signature	Date	

Fiscal Administrator:

Print Name	Department	Phone
Signature	Date	F.O. Code

Disbursing
(Disbursing and Payroll Office)

Print Name	Title	Phone
Signature	Date	☐ Approved ☐ Rejected

Reason for Rejection: _____

Reporting Requirement: ☐ 1099   ☐ 1042   ☐ W2 Payroll   ☐ W2 Relocation   ☐ None

Parameter/Table Update: ☐ YES   ☐ NO

Parameter/Table Name: _____

OPRPM
(Office of Procurement and
Real Property Management)

Print Name	Title	Phone
Signature	Date	☐ Approved ☐ Rejected

Reason for Rejection: _____

Parameter/Table Update: ☐ YES   ☐ NO

Parameter/Table Name: _____

ORS
(Office of Research Services)

Print Name	Title	Phone
Signature	Date	☐ Approved ☐ Rejected

Reason for Rejection: _____

CG Budget Summary Code: _____
CGBudSumm

Parameter/Table Update: ☐ YES   ☐ NO

Parameter/Table Name: _____

GALC-25
(02/01/14)

UBO
(University Budget Office)

Print Name		Title		Phone	
				☐	☐
Signature		Date		Approved	Rejected

Reason for Rejection: _____

Budget Summary Codes: _____ _____
BudSumm1 _BudSumm2_

Parameter/Table Update: ☐ YES ☐ NO
Parameter/Table Name: _____

PFMO
(Property and Fund
Management Office)

Print Name		Title		Phone	
				☐	☐
Signature		Date		Approved	Rejected

Reason for Rejection: _____

Parameter/Table Update: ☐ YES ☐ NO
Parameter/Table Name: _____

BURSAR
(Univ Cashier's, Banner SIS Accts
Receivable, Treasury Office)

Print Name		Title		Phone	
				☐	☐
Signature		Date		Approved	Rejected

Reason for Rejection: _____

Parameter/Table Update: ☐ YES ☐ NO
Parameter/Table Name: _____

GALC
(General Accounting and
Loan Collection)

Print Name		Title		Phone	
				☐	☐
Signature		Date		Approved	Rejected

Reason for Rejection: _____

State Approval: ☐ Not Required ☐ Approved ☐ Rejected (See Attachment)

Attributes:

Object Code Short Name (25 char limit)			Object Type	Level Code	Obj Sub-Type

Historic	Budget	Tfr/Elim	Federal	Next Yr	

UH Extended Attributes:

DAGS State	DAGS Outside	Financial Stmt	BudSumm1	BudSumm2	CGBudSumm

TST:		QA:		PROD:	
e-Doc #	e-Doc Date	e-Doc #	e-Doc Date	e-Doc #	e-Doc Date

Parameter/Table Update: ☐ YES ☐ NO
Parameter/Table Name: _____