



Error Code #026

Introduction

To perform the accounting and disbursing functions associated with defense travel, DTS sends authorizations and vouchers to the Global Exchange (GEX) to extract and translate obligations into a data format. After translation, the GEX routes the transaction to the intended accounting, disbursing, or entitlement system for processing.

Defense Business Management System (DBMS) Reject

When the data element *DBMS Activity Code (AC)* is incorrect the document rejects. This item identifies the activity address code table per the [DTA Manual, Appendix G Table G-6: DBMS](#). This element is located in account field 5, positions 1-2 of the LOA, according to the [DTA Manual, Appendix R](#).

The DBMS AC in the document LOA does not match the entry loaded into the accounting system. Validate this LOA with the Finance DTA for DBMS accounting transactions. The corrective action for this type of reject depends on the source of the error. The FDTA should verify with the DBMS accounting system to determine the nature of the problem.

There are two possible causes for the reject:

1. There is an accounting system table mismatch. The DBMS AC in the document is correct, but is not valid in DBMS.
 - The appropriate DBMS tables must be updated.
 - Once the accounting table is updated, create an amendment adding comments explaining the reason for the change.
 - Stamp the trip **SIGNED** or **T-ENTERED**, and process it through **APPROVED**.
 - Monitor for **POS ACK** or **REJECT**.

Note: No updates to the document LOA or the organization LOA are necessary unless directed by the FDTA.
2. The DBMS AC in the DTS LOA is incorrect.
 - Correct the erroneous LOA in DTS along with the Budget Item.
 - Create an amendment adding comments explaining the reason for the change.
 - Remove the LOA and add the correct LOA to the trip.
 - Stamp the trip **SIGNED** or **T-ENTERED**, and process it through **APPROVED**.

**General
Accounting and
Finance System
Base Level
(GAFS BQ)
Reject**

When there is a *Missing or Invalid Cost Responsibility Center/Cost Center (RC/CC)* the document rejects. There is *only "A"* accepted per the [DTA Manual, Appendix G, Table G-13: GAFS-DTS](#). This element is located in account field 4, positions 7-12 of the LOA, according to the [DTA Manual, Appendix R. Air Force LOA format \(GAFS-DTS\)](#). The RC/CC in the document LOA does not match any entry loaded into the accounting system.

Validate this LOA with the Finance DTA for GAFS (BQ) accounting transactions. The corrective action for this type of reject depends on the source of the error. The FDTA should verify with the GAFS accounting system to determine the nature of the problem.

There are two possible causes for the reject:

1. There is an accounting system table mismatch. The RC/CC in the document is correct, but is not valid in GAFS (BQ).
 - The appropriate GAFGS (BQ) tables must be updated.
 - The appropriate DBMS tables must be updated.
 - Once the accounting table is updated, create an amendment adding comments explaining the reason for the change.
 - Stamp the trip **SIGNED** or **T-ENTERED**, and process it through **APPROVED**.
 - Monitor for **POS ACK** or **REJECT**.

Note: No updates to the document LOA or the organization LOA are necessary unless directed by the FDTA.
2. The RC/CC in the DTS LOA is incorrect.
 - Correct the erroneous LOA in DTS along with the Budget Item.
 - Create an amendment adding comments explaining the reason for the change.
 - Remove the LOA and add the correct LOA to the trip.
 - Stamp the trip **SIGNED** or **T-ENTERED**, and process it through **APPROVED**.

**Standard
Accounting,
Budgeting, and
Reporting
System
(SABRS) Reject**

When the *Activity Address Code (AAC) [unit identifies]* is not found on AAC ID Table 208 or the *Financial Information Pointer (FIP)* is not found on S FIP Table 073 the document rejects. These items identify the activity address code table per the [DTA Manual, Appendix G, Table G-19: SABRS](#). This element is located in account field 4, positions 1-6 of the LOA, according to [DTA Manual, Appendix R](#).

Validate this LOA with the Finance DTA for SABRS accounting transactions. The corrective action for this type of reject depends on the source of the error. The FDTA should verify with the SABRS accounting system to determine the nature of the problem.

There are two possible causes for the reject:

Standard Accounting, Budgeting, and Reporting System (SABRS) Reject (continued)

1. There is an accounting system table mismatch. The AAC in the document is correct, but is not valid in SABRS.
 - The appropriate SABRS tables must be updated.
 - Once the accounting table is updated, create an amendment adding comments explaining the reason for the change.
 - Stamp the trip **SIGNED** or **T-ENTERED**, and process it through **APPROVED**.
 - Monitor for **POS ACK** or **REJECT**.

Note: No updates to the document LOA or the organization LOA are necessary unless directed by the FDTA.
2. The AAC in the DTS LOA is incorrect.
 - Correct the erroneous LOA in DTS along with the Budget Item.
 - Create an amendment adding comments explaining the reason for the change.
 - Remove the LOA and add the correct LOA to the trip.
 - Stamp the trip **SIGNED** or **T-ENTERED**, and process it through **APPROVED**.

Resources

The below resources can assist the Financial DTA or Budget DTA with the DTS LOAs and Budgets. In addition, see the resources for processing DTS documents.

- DTA Manual, Chapter 8: LOAs – https://media.defense.gov/2022/May/11/2002994836/-1/-1/0/DTA_8.PDF
- DTA Manual, Chapter 9: Budgets - https://media.defense.gov/2022/May/11/2002994835/-1/-1/0/DTA_9.PDF
- DTS Guide 2: Authorizations – https://media.defense.gov/2022/May/11/2002995241/-1/-1/0/DTS_GUIDE_2_AUTHORIZATION.PDF
- DTS Guide 3: Vouchers - https://media.defense.gov/2022/May/11/2002995240/-1/-1/0/DTS_GUIDE_3_VOUCHER.PDF
- Making Changes to DTS Documents – https://media.defense.gov/2022/May/12/2002995780/-1/-1/0/ADJUSTMENTS_AND_AMENDMENTS_INFORMATION_PAPER.PDF