

NC eProcurement Updates for NCFS



Good afternoon,

REMINDER for North Carolina Accounting System (NCAS)

Purchasers: In support of the North Carolina Financial System (NCFS) implementation on October 10, the NCAS realm in NC eProcurement will be placed in a **read-only state at 7 p.m. this evening**. Please work to close out your open transactions and complete any in-progress requisitions by this time.

Conversion Reminders:

- Open transactions (not yet invoiced) in the current “State Agencies” or NCAS realm will be converted to the new NCFS realm. Converted transactions **will not be transmitted to suppliers**.
- **Attachments will not be converted.** Read-only access to the NCAS realm will remain available until the end of the calendar year. Attachments will also be loaded into the eProcurement eReporting solution for long-term visibility.
- **Composing/Submitted transactions will not be converted** and will need to be re-entered in the NCFS realm starting October 10.
- Transactions are being converted to retain encumbrances and allow users to close purchase orders without recreating in the NCFS realm. **It is recommended that change orders be limited to quantity decreases**, and any new lines or quantity increases be entered on a new purchase order.



NCFS Realm Highlights:

- Requisition prefixes will change from **“PR” to “RQ”** while purchase order prefixes will be updated from **“EP” to “NC.”**
 - Open purchase orders that are converted to the NCFS realm will retain the legacy PO number beginning with **“EP.”**
- The NCFS realm will offer **split accounting** functionality to allow agencies to use multiple accounting combinations for a single line item. This feature will be limited to splitting by quantity.
- **Requisitions tied to converted POs should not be copied.** Please refrain from using the Copy feature on these converted transactions to avoid PO failures in the NCFS system.
- Transactions will use the new, **11-segment NCFS chart of accounts**. For more details on the new NCFS chart of accounts, please see: [NCFS - New Chart of Accounts \(sharepoint.com\)](#).

Sincerely,
The NC eProcurement Team

This communication was sent to all NCAS users. If you have any questions, please contact the Help Desk at 888-211-7440 (option 1) or ephelpdesk@its.nc.gov.