Check Input - Process Flow

- If enough records in a given check input are marked "*unprocessed*" (IE fail), users can clear (reset) the entire check by running the CI Clear Translate process. This allows them to make the needed updates and then re-process everything together
- Additonally, they could choose to let part of the check pass and get picked up by CPC to be booked, and then handle the failed records ("*unprocessed*") via the "*CI Unprocessed*" workflow
- If users want to manually mark records unprocessed they have the option to do so

- Process removes all CI Translated data
- Resets Check Input header columns (Status, Proc/Unproc Amt & CI Translated Errors)
- Clears any associated CI Unprocessed data
- Only checks in the '*Translated*' status are eligible
- Once "*Cleared*", the CI is in the '*Draft*' Status and users can make updates needed in order to reprocess

- CI Layout (if needed)
- Add new BA (if needed)
- Add Operatror/Remitter Role (If needed)
- Remitter Cross-Refs
  - Product Codes, Deducts, Interest Type to Contracts link, Taxes, Well Completions
- Allocation Setup (CPFA & Meters; if needed)
- Add CDEX Company Code to BA (if needed)

Data Entry:
Manual - Hand Key into CI Details Grid
CSV/Excel Import - Determined by CI Layout
CDEX File Import

- Update Remitter Xref
- Add Well Completions to Asset
- Link Well Completion to DO
- Fix Contracts on linked DO

- Series of Validations determines if each CI Detail record can be translated or not
- CI Detail records that fail and are not translated, are flagged as '*Unprocessed*'; Unprocessed Reason set; Data is kept in CI Unprocessed Results until dealt with
- Check Inputs with '*Unprocessed*' records are flagged; '*Processed*' vs. '*Unprocessed*' amount fields updated

- User enters Check Header Attributes & Accounting Date
  - Accounting Date entered determines when Check will be picked up by Company Processing
- Remitter Cross Ref selected determines Manual (keyed or Excel import) vs CDEX

- Translates data to W Energy IDs
- Verifies each CI Detail record is linked to a DO and can be distributed
- Performs Owner Level ("*Net*")calculations as needed
- Allocations (as needed)
- Price Validation occurs
- NRI Validation occurs
- Only Net info is moved to results
- Process is run per Check Input (or multiple at a time) via the screen directly

- Contract, Product Code, Revenue Product Code, Revenue Type and Upstream DO Product determined based upon Remitter Cross Ref
- CI Status = "*Translated*"; CI Header and Details are now uneditable
- Once a check is Translated, any CI Details that make it to the CI Translated Results screen are eligible to be picked up by Company Processing (IE Revenue Close) when run for the same Accounting Date

- Data is picked up from the '*CI Translated Results*' Screen, where the Company Accounting Date matches the Check Input Accounting Date
- **Apply Division Orders** = Distributes to Owner Level
  - Status changed to '*Distributed*'
  - Apply DO has all required fields to distribute (Upstream DO Product, Contract, DO Asset via meter)
- **DO Journal Interface** = Revenue Journalization
  - DO Journal Offsets are grouped by Remitter, Remitter Check #
- **Financial Interface** = Sends data to W Energy Financials; GL entries made

Examples of Scenarios Handled:

1. Normal Non-Operated Check Remittances --> Check received on only internal owners net revenue interests. No disbursements or tax calculations needed.
2. Non-Operated check remittances with further disbursements --> Check received where further royalty disbursements are required. No further calculations are needed.
3. Check remittances with Internal WI and RI interest included --> W Energy is able to isolate which is which, and only disburse the WI share (if required)
4. Check Remittances with Wells where Ownership differs by Product --> No tax calculations needed; possible further disbursements
5. Check Remittances where further Allocations Needed - Payment received at higher, non-well level point --> No tax calculations needed

Start
Check received
New Remitter?
Yes
No
Check Input Setup
Create Check Input in W (header)
Key/import check data into W Energy
CI Translate Process
Update Master Data; fix data input issues
Clear CI Translate Process
Entire Check
Mark individual records as 'Unprocessed'
CI Unprocessed Results
CI Unprocessed Processing
Data Translated?
No
Yes
CI Translated Results
Translated Data/CI Translate Process Results acceptable?
No
Yes
Entire Check or Individual Records?
Results held until Company Processing
Company Processes (*Apply DO, DO Journal, Financial Inteface)*