Internal Transfers (Decision Tree)

**Correction of coding errors**
- Is transaction a correction of I/S account coding error? (Yes/No)
  - Yes: Use Revenue Transfer method
  - No: Is error related to revenue account coding? (Yes/No)
    - Yes: Use Revenue Transfer method
    - No: Is error related to expense account coding? (Yes/No)
      - Yes: Use Expense Transfer method
      - No: Is charging department normally engaged in the activity? (Yes/No)
        - Yes: Use Internal Charges or Billing method
        - No: Is transaction an internal buy and sell transaction? (Yes/No)
          - Yes: Use Internal Charges or Billing method
          - No: Is transaction a reimbursement from a third party, e.g., travel or photocopying? (Yes/No)
            - Yes: Use Internal Charges or Billing method
            - No: Is transaction a lump sum transfer with no specific expenses associated? (Yes/No)
              - Yes: Is transfer a salary transfer for a specific person and a specific pay period? (Yes/No)
                - Yes: Use Internal Charges or Billing method
                - No: Is transfer related to research or specific purpose activities? (Yes/No)
                  - Yes: Are restricted contributions transferred to a holding PG to the designated PG? (Yes/No)
                    - Yes: Use Revenue Transfers method
                    - No: Are expenses incurred by the receiving dept in a previous year? (Yes/No)
                      - Yes: Use Revenue or Expense Transfer method
                      - No: Are expenses to be incurred by the receiving dept in the current year? (Yes/No)
                        - Yes: Use Hyperion GPO Funding Transfer
                        - No: Are expenses to be incurred by the receiving dept in a future year? (Yes/No)
                          - Yes: Use Expense Transfer method
                          - No: Are expenses to be incurred by the receiving dept in a future year? (Yes/No)
                            - Yes: Use Expense Transfer method
                            - No: Are expenses to be incurred by the receiving dept in a future year? (Yes/No)
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